PIRS Budget Instructions

Use the Budget sheet for all requested PIRS funds and host/other contributions.

General guidance	
Award period	PIRS provides up to $60,000 per year for a maximum of two years ($120,000 total). Applicants may request less than the maximum and may propose a shorter period. Complete Year 2 only if applicable.
Funding sources	Enter the amount requested from PIRS separately from institutional or other support. The workbook calculates annual and total amounts. Use the Host / other support detail section on the Budget sheet to separate institutional contributions, other committed funding, and anticipated funding.
Cost basis	Use the Cost basis / comments column to show the basis for each line item. Provide fuller narrative justification in the application template.
Travel	The budget must include reasonable travel support for the scholar to attend at least one ACVP Annual Meeting during or following the award period and present scholarship-supported work. Travel may be supported by PIRS or by documented institutional or other funding.
Indirect costs	Indirect costs may be included within the annual PIRS cap at a maximum of 15% of PIRS direct costs. Enter the rate in Budget cell H6; the workbook calculates the amount. Enter 0% if none are requested.
Flexibility	Edit, delete, or add line items as needed; insert new rows between existing lines so totals expand. Categories below are intended to clarify the expected level of detail, not to restrict reasonable project costs.
Host institution	Funds are paid to and administered by the host institution, which must provide all additional support necessary for the scholar to complete the proposed plan.
Gaps and risk	Explain any anticipated gap, contingent funding, or material in-kind support in the application template. The workbook totals remaining financial risk.

Suggested categories	Examples
Salary & required benefits	Scholar salary/stipend support and medical or other required benefits; benchmark to applicant level and region.
Supplies	Research and educational supplies and materials.
Services	Pathology, histology/IHC, core-facility, diagnostic, laboratory, professional, or other project services.
Technology costs	Software licenses, data acquisition or storage, cloud/cluster computing, specialized hardware access, or similar costs.
Travel	ACVP Annual Meeting attendance/presentation and other justified project travel.
Tuition / required fees	Coursework or fees integral to the approved informatics training plan and compatible with a primarily research-focused experience.
Other direct costs	Other justified costs necessary to complete the plan.
Indirect costs	If requested, subject to the 15% maximum and the annual PIRS cap.