



University of Pittsburgh



Quick Reference

MODULAR BUDGETS.....2

Modular Budgets

1
5.0 * **Modular Budget:**
 Yes No [Clear](#)

2

Budgets History SF424 Summary Attachments **Edit Budget**

Working Budgets

ID	Name	SmartForm
BU00000144	National Institutes of Health	[Edit] ▾

3
* **Do you intend to complete a detailed budget?**
 Yes No [Clear](#)

5
Cost Type: Direct Costs F&A Applied ▾

6
Finish

7
 Create-Update SF424

8

A. Direct Costs	Funds Requested (\$)
* Direct Cost less Consortium F&A:	<input type="text" value="\$75,000.00"/>
Consortium F&A:	<input type="text" value="\$0.00"/>
Total Direct Costs:	\$75,000.00

Where to start?

1. On the General Proposal Information SmartForm indicate that your budget is modular.

How do I complete the Budget?

2. Select the budget that you wish to open and click *Edit Budget*.
3. Complete the General Budget Information SmartForm. A detailed budget is not required in MyFunding when developing a modular budget. Select *No* for question 8. Click *Continue* when complete.
4. Since this is not a detailed budget the Personnel Cost SmartForm can be skipped. Click *Continue*.
5. Enter the costs on the General Costs SmartForm by choosing from the two categories. Direct Costs F&A Applied and Direct Costs F&A Not Applied.

How do I finish the budget?

6. Click *Finish*.
7. From the main workspace click *Create-Update SF424*.
8. For budget years that are over the modular amount, the solution will NOT roll-down to the modular amount and will map the dollar amount in the budget into the SF424. The proper module will need to be entered directly onto the SF424 to prevent an overage within the proposal application.