

**UNIVERSITY OF NORTH GEORGIA**  
**Grant Budget Requests - Personal Services**

Fiscal Year: \_\_\_\_\_

**Account Name:**

**Account No:**

OBJECT	NAME	CURRENT BUDGET	ADJUSTMENTS ( + OR (-) )	REVISED BUDGET
511xxx	<b>Regular Faculty</b>	_____	_____	_____
	Name ( _____ ) Amount ( _____ )			
	Name ( _____ ) Amount ( _____ )			
512xxx	<b>Part-time Faculty</b>	_____	_____	_____
513xxx	<b>Summer Faculty</b>	_____	_____	_____
514xxx	<b>Faculty Overloads</b>	_____	_____	_____
516xxx	<b>Extra Comp Faculty/ Faculty VPO</b>	_____	_____	_____
524xxx	<b>Student Assistants/ Grad Assistants</b>	_____	_____	_____
521xxx	<b>Professional &amp; Administrative</b> <i>(benefited only)</i>	_____	_____	_____
	Name ( _____ ) Amount ( _____ )			
	Name ( _____ ) Amount ( _____ )			
522xxx	<b>Staff</b> <i>(benefited positions only)</i>	_____	_____	_____
	Name ( _____ ) Amount ( _____ )			
	Name ( _____ ) Amount ( _____ )			
525xxx	<b>Casual Labor</b> <i>(non-benefited temporary staff)</i>	_____	_____	_____
526xxx	<b>Extra Comp Staff/ Staff VPO</b>	_____	_____	_____
5	< Other _____	_____	_____	_____
5	< Other _____	_____	_____	_____
<b>Fringe Benefits (Estimated 38%):</b>				
	FICA Employer (Total 7.65%)	_____	_____	_____
551xxx	<i>(FICA-Social Security 6.20%; FICA-Medicare 1.45%)</i>	_____	_____	_____
552xxx	State Teachers Retirement (20.78%)	_____	_____	_____
553xxx	Group Health & Life Insurance (9.57%)	_____	_____	_____
	<b>TOTAL PERSONAL SERVICES</b>	_____	_____	_____

I shall comply with approved Budget breakdown of the Business Office and submit all requests for changes in line items before expenditure requests are initiated.

Submitted by: \_\_\_\_\_  
Principal Grant Investigator

Verified: \_\_\_\_\_  
Office of Sponsored Programs

**COMMENTS:**

Verified: \_\_\_\_\_  
Comptroller's Office

**Completed Forms should be submitted to the Office of  
Sponsored Programs followed by the Comptroller's Office.**  
If you need this document in an alternate format, please contact  
budgetoffice@ung.edu or call 706-867-2837.