

# Common Definitions for LOBD

**Proposal Budget** - Submitted to sponsor, used to indicate to sponsor that we have considered costs associated with the SOW and have a basis for the amount we're requesting. Not relevant for LOBD, unless referenced by sponsor in award documents.

**Budget Justification** - Narrative to support Proposal Budget and SOW. Does not directly impact LOBD entered in PS.

**Internal Budget Spreadsheet** - No assumption that the sponsor has seen this document. If submitted to sponsor, becomes the Proposal Budget. This tool is primarily internal-facing and used by departments to detail plans to spend funds... it is not binding by sponsor. In our current conception, this has no bearing on the LOBD entered in PS until and unless it becomes the Proposal Budget.

**Awarded Budget** - This is the official budget received from the sponsor as part of awarding documents. Could be a specific budget format or reference other documents, such as the Proposal Budget.

**Level of Awarded Budget Detail (LOBD)** - It is the baseline from which deviations would be measured. Also, anything explicitly called out by sponsor as allowable. However, not entire universe of what is allowable, based on other sponsor guidelines, prior approval requirements, budget justification, etc..

**Level of Effort** - Current process of tracking effort is ePers. it has been deemed sufficient for this purpose. To support the grant and closeout accountants, they need level of effort information. The ePers system may or may not be able to provide timely information about level of performance. Therefore we may need additional resources to generate (ePERs) reports and interpret them.

**Budget Journal Entry** - The "unofficial" way to indicate how the budget will be spent. This could be for prior approval given by sponsor without an award action (i.e. use operating budget for travel with email from sponsor attached), or for departments to give PIs more guidance on how to spend the funds.

**Grants Module (GM) Budget** - The official budget received from sponsor per award actions. Should also equal the LOBD.