Research Budget Template

****Industry Sponsored****

Clinical Study Subject:

Clinical Activities
Obtain research and regular rates for:
- Each clinical procedure
- Out-patient clinic room
- Laboratory fees
- Central lab
- Overnight shipping
- Pharmacy charges
- In patient room
- Radiology

Personnel
Estimate number of hours or give fee:
- Physician
- Coordinator
- Technical
- Clerical

Subject Payment
Define amounts and times for:
- Per visit stipends
- Travel
- Meals
- Parking

Administrative Costs
Obtain rates and/or amounts for:
- Indirect cost
- Other overhead

Study Budget Checklist:

SUBJECT Costs
- Cost per subject \times Maximum number of subjects
- Cost per screened subject \times Maximum number of screened, but not enrolled
- Cost per dropped subject \times Maximum number of dropped subjects
- Bonus Number of subjects qualifying
STUDY Charges Up Front Costs

- IRB Preparation fee ($1,000)
- Capital equipment (include cost of maintenance if applicable)
- Sub-contracts
- Record storage charges
- Informed consent form translation
- Advertisement(s)
- Special supplies
- Training costs
- Source document preparation

MANAGEMENT Charges

- Pharmacy charges (storage and preparation of drug)
- Monitor visits (Coordinator time)
- Post-study Coordinator charges
- Protocol amendments
- Physician fee (Salary and benefits)
- Coordinator fee (Salary and benefits)
- Administrative Assistant fee
- Technical fee
- Research Administrator
- SAE Processing
- Annual CHR review ($200/year)

ADMINISTRATIVE Charges

- Indirect costs on Study charges ____________%
- Cancellation fee