***FULL APPLICATION TO APPLY FOR [[1]](#footnote-1)***

**THE TERRY FOX NEW FRONTIERS PROGRAM PROJECT GRANT (PPG) (2020)**

**BUDGET JUSTIFICATION**

***Deadline: Friday November 22, 2019 5:00 pm Pacific Standard Time***

***Email to*** ***ppg@tfri.ca***

Full Name of Project Leader: [Last Name, given name, middle names, title][[2]](#footnote-2)

**PROGRAM TITLE**: The Terry Fox New Frontiers Program Project Grant in [title of program]

**INSTRUCTIONS FOR THE BUDGET JUSTIFICATION**

Provide detailed justification on the following pages for the budget requests made on the “TFRI PPG 20120 FULL APPLICATION – Budget – PROJECTLEADERNAME” Excel workbook. Provide a justification for each of the submitted sections of the application in the following order:

1. Program costs
2. Individual Projects – provide a separate section for each project
3. Technology Cores – provide a separate section for each core
4. Overall Core Budget *(when appropriate)*

Cross-reference individual justifications to the budget row number on the budget spreadsheet. The “Notes” field in the spreadsheet can be used as well to reference particular items which are explained in detail in the justification document along with supporting calculations

The Overall Core budget is to be included in the spreadsheet, and in the budget justification, when the core will form part of a larger core facility which has or will have operations extending beyond the proposed program. Please refer to the Full Application Guide for more information.

1. **Budget Justification**

[Include a section for each project and core, detailing the budget request as outlined in the 2020 PPG Full Application Guide. When appropriate for the cores, include a description of the financial plans for the cores including funds committed and planned, per the “Overall Core” tab on the Excel budget workbook. Cross-reference each item in the justification with the appropriate Justification Number cell in the budget along with supporting calculations.]

1. Program Costs
2. Project Costs – Add a section for each project
3. Core Costs – Add a section for each core
4. Overall Core Budget
5. **SUMMARY BREAKDOWN OF BUDGET REQUEST FROM TFRI AND OTHER FUNDERS**

[In the table below please provide a summary breakdown of the complete budget request for this project, itemizing totals for funds requested from TFRI and funds requested from other partners. Expand this table as required. Each cell should represent the final total value of the dollar request from TFRI or other organizations. In the Status column, indicate whether the funds are secured, or else applied for, application in preparation, etc. If you would like to include any explanatory notes, itemize them as *a,b,c*, and so on in the Notes column and include the note text below the table.]

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Dollar Total | Organization from which the funds are requested | Status | Notes |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |

1. **APPENDICES**

[In the table below provide a list of all the file attachments supplied with the Budget documentation, such as quotations, letters of commitment, and Statements of Work.]

|  |  |
| --- | --- |
|  | *Attachments Provided* |
| 1 | [Supporting documentation as required] |
| 2 |  |
| 3 |  |
| 4 |  |

[Expand table as required]

1. The Project Leader should refer to the 2020 PPG Application Guide before completing this proposal form. [↑](#footnote-ref-1)
2. Square bracketed elements in grey are designed to be replaced by the Project Leader Applicant with details requested. [↑](#footnote-ref-2)