



Please categorize according to your budget as expenditure types vary per sponsor. Sponsored programs please refer to the approved budget for your project before categorizing expenses.

Non-sponsored or RF funded accounts please use this list as your guideline.

Questions? Contact Lisa A. Gatti - lisa@rf.buffalostate.edu

Expenditure Categories

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EQP Equipment	Equipment usable only for research, medical, scientific, or other technical project activities. <i>Cost must be \$5,000 or more per item.</i>
FPS Participant Depen Allowance	Participant dependent allowances related to the project. Supplies, materials, food and housing costs for participants.
FPS Participant Support	Costs associated with participant support. Stipends to students who are paid to participate in project related activities.
FPS Participant Travel	Costs for fellow and participant travel. Use this category for student travel if budgeted in this category-sometimes falls under TRV category.
GNS General	General services required for the project. Contractual services or services provided . Printer and equipment maintenance, catering, etc... This category should NOT be used as general merchandise or for supplies.
GNS Consultant Services	General outside consulting services. Includes on campus consultants, Independent consultants or contractors.
LSE Leases Oth Equipment	Rental /lease payments for equipment. (copiers, printers, etc...)
LSB Real Property Base Rent	Base rental payments for offices and space.
OTR Other Miscellaneous	Miscellaneous expenses. Memberships, phone, duplicating, postage, luncheons, donations, miscellaneous items that do not fall under any other expenditure categories.
SUP Other Supplies	Costs related to photocopy supplies, paper, pens, pencils, clips, tape, food, beverages, duplicating, postage, phone, books, magazine subscriptions, software, fuel and supplies that are not otherwise classified.
TRV Domestic Travel	Travel costs within the United States and its territories and possessions. Travel in Canada may be considered domestic if so defined by the sponsor policy.
TRV Foreign Travel	Costs of traveling outside of the United States and its territories and possession. May have export controls-see website for additional forms.
TUI SUNY Tuition and Fees	Costs for SUNY tuition at BSC or other SUNY school if allowable by project sponsor.