

## VIDEO SUMMARY

# Navigating Budgets and Paperwork

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Curated from Indian Council of Medical Research (ICMR)  
Navigating Budgets and Paperwork | Writing Grants | careers

A research budget is the project plan expressed in money and timing. Build it from the work packages: people, equipment, consumables, travel, participant costs, data services, dissemination, and institutional charges. Every line should have a clear connection to the proposed methods and schedule.

Realism matters. An inflated budget weakens confidence in stewardship, while a sharply reduced budget can make the project impossible to deliver. Check the funder's eligible and ineligible cost rules, salary scales, procurement requirements, indirect-cost policy, quotations, and category limits. Write a short justification that explains quantity, unit cost, timing, and scientific purpose.

Paperwork needs an owner and a calendar. Confirm institutional routing, finance review, ethics or regulatory approvals, collaborator documents, biosketches, letters, registrations, and authorised signatures. Reconcile the narrative, work plan, and spreadsheet after every material change. Keep assumptions and source documents so that the budget can be defended during review and managed after an award.