

Login to SAGE:

<https://www.washington.edu/research/tools/sage/>

SAGE Budget Worksheet Settings:

A. Worksheet Type:

- **Title:** Change the default “Primary Worksheet” to your proposal’s short title; otherwise, when your award is set up, GCA will take the title in the SAGE Budget Worksheet Setting to create your grant work tag GR number in Workday without a title that makes sense to you.
- **Cost Center Receiving Funding:** It’s CC100957 CoENV | Earth and Space Sciences (ESS) – Research and Engagement ACTIVITIES. Please use the same CC in eGC1.
- **Workday Security Grant Hierarchy:** Type Earth and Space > select Security GRH 04.
- **Box Number for Official Correspondence:** 351310

B. F&A Settings: Make sure to match with your eGC1 settings

Note 1: Adding Subaward Budget Sub-Worksheet on the SAGE Proposal Budget – see [HERE](#) for Job Aid.

Note 2: Adding Fabrication Budget Sub-Worksheet on the SAGE Proposal Budget. It’s the same step as adding a sub-award budget worksheet, except you select “add Fabrication Worksheet”.

Object (Expense) Codes to use in SAGE Budget:

<https://www.washington.edu/research/tools/sage/guide/grant-runner/grant-runner-sponsor-budget-map/budget-mapping-default-object-code-table/>

RA/TA salaries (01-40):

<https://facstaff.grad.uw.edu/advising-resources/funding-management/administering-assistantships/ta-ra-salaries/>

Click on the Variable Rate RA Salary Schedule:

Before Prelim: Schedule 1&3 premaster

Post-prelim: Schedule 1&3 intermediate

Post-General: Schedule 1&3 candidate

2025-2026 Variable Rate Salary Schedule at Half-Time (50% FTE) Monthly Rates are as follows (not yet posted):

Premaster (before Prelim): \$3,730/month

Intermediate (post-prelim): \$3,730/month

Candidate (post-general): \$3,730/month

Note 1: Please assume a 10% inflation rate on the salary rate for subsequent years.

Note 2: Enable the “include linked tuition cost” in SAGE Budget – see screenshot below.

 Include linked tuition cost

[Edit Period 1 Tuition](#)

Tuition (08):

<https://www.washington.edu/opb/tuition-fees/current-tuition-and-fees-dashboards/graduate-tuition-dashboard/>

- 1) Click on “Quarterly”.
- 2) Graduate Program: Type “Earth” in the dropdown, then select Earth and Space Sciences
- 3) TAs and RAs Receiving Waivers: Select Waived
- 4) Tuition Quarter: Select Fall, Winter, Spring, or Summer quarter
- 5) Quarterly Credit Hours: Leave it at 15 credits for regular academic quarters. Change to 2 credits for the Summer quarter.

Benefits (07):

<https://finance.uw.edu/maa/fringe-rate>

Change on a 7/1 to 6/30 basis.

- For Postdoc, use the Faculty benefit rate 01-10.
- For a Graduate Student, use 01-40 rate for the RA (in SAGE Budget)

Select FY2026 Fringe Benefit Load Rate

Recent past rates: <https://finance.uw.edu/maa/fa/historical-rate-agreements>

Facilities & Administration (F&A) rate = Indirect cost rate:

<https://finance.uw.edu/maa/fa-rate-proposal/fa-rates-and-costs>

This links to a table of current rates, with a 55.5% on-campus rate.

<https://www.washington.edu/research/institutional-facts-and-rates/#fa-rates-table>

Example 1: Current costs of a graduate student for 3 quarters (Autumn 09/16/2025 to Spring 6/15/2026):

Post-prelim student for FY26:

$\$3,730/\text{mo} * 1.277 \text{ (benefits)} * 1.555 = \$7,406.79/\text{mo.} + \text{tuition } \$6,474/\text{quarter} (\$1,902 \text{ summer } 2 \text{ credits})$

Cost for one academic quarter (3 mos.):

$\$22,220.37 \text{ (salary, benefits, overhead)} + \$6,474 \text{ tuition} = \$28,694.37$

Total for Autumn + Winter + Spring: \$86,083.11

Example 2: Current costs of a graduate student for 3 quarters (Winter 12/16/2026 to Summer 9/15/2026):

Post-prelim student for FY26:

\$3,730/mo * 1.277 (benefits) * 1.555 = \$7,406.79/mo. Then add tuition \$6,474/quarter + \$1,902 Summer

Cost for one academic quarter (3 mos.):

\$22,220.37 (salary, benefits, overhead) + \$6,474/quarter = \$28,694.37

Cost for summer quarter:

Same weighted salary, \$22,220.37 + \$1,902 (tuition, 2 credits) = \$24,122.37

Total for Winter + Spring + Summer: \$81,511.11 = (\$28,694.37 x 2) + \$24,122.37

Note: Min. 10 credits for Autumn, Winter, and Spring quarters and 2 credits for Summer quarter to receive tuition waiver.