

BOARD OF TRUSTEES BUDGET TEMPLATE

Name:

PROJECT SPECIFIC ITEMS

Supplies for Project:

Supply list details (please list each item on a separate line with its associated cost):

DISSEMINATION OF PROJECT/RESEARCH AT CONFERENCE

Travel

Travel details (please list each item on a separate line with its associated cost):

Food

Food details (please list each item on a separate line with its associated cost):

Accommodations

Accommodation details (please list each item on a separate line with its associated cost):

Local travel

Local travel details (please list each item on a separate line with its associated cost):

Registration Fees

Registration fees details (please list each item on a separate line with its associated cost):

STIPEND

Student Stipend

Student stipend details (please list number of hours your will work on the project per week, and any additional relevant details):

OTHER

Other expenses

Other expenses details: (please list each item on a separate line with its associated cost):

TOTAL

*Total project budget amount:

This is the total amount of funding needed to cover expenses for this project or planned activities related to the project