

NATIONAL ENDOWMENT FOR THE HUMANITIES
**SAMPLE BUDGET FOR LANDMARKS OF AMERICAN HISTORY
 WORKSHOPS FOR COMMUNITY COLLEGE FACULTY**

A.	Participant Stipends	
	2 1-week workshops; 50 participants @ \$750	<u>\$37,500</u>
B.	OPERATING COSTS	
1.	Salaries and Wages	
	a. Project Director (12% of academic year salary \$75,000)	\$9,000
	b. Faculty	
	4 Faculty (2 per workshop): \$500/day for 5 days each	\$10,000
	c. Secretarial Support and Graduate Assistants	
	Secretary: 5 months x 30% of \$24,000 = \$3,000	
	Graduate Asst: \$10/hr x 20 hrs/week x 2 weeks = \$400	\$3,400
2.	Fringe Benefits	
	21% of \$9,000	\$1,890
3.	Supplies and Materials (Consumables)	
	Miscellaneous office supplies = \$300	
	Materials (50 sets x \$25) = \$1,250	
	Publicity = \$1,000	\$2,550
4.	Services	
	Postage = \$500	
	Telephone = \$1,000	
	Duplicating = \$500	\$2,000
5.	Consultant Fees and Honoraria	
	4 visiting faculty x \$500/day for 2 days	\$4,000
6.	Professional Travel and Subsistence	
	Faculty (4 out-of-state) Airfares: 4 @ \$800 = \$3,200	
	Per diems 4 x 2 days @ \$200 = \$1,600	
	Participants Airfare: 50 @ \$300 = \$15,000	
	Director, Project Directors' Meeting Airfare = \$400	
	Per diem 2 days @ \$200 = \$400	
		\$20,600
7.	Total Operating Costs	<u>\$53,440</u>
C.	INDIRECT COSTS:	
	Calculated on Total Operating Costs only (Item B.7): 30% of \$53,350	<u>\$16,032</u>
D.	TOTAL PROJECT COSTS (add A, B, & C)	<u>\$106,972</u>