

# CONSULTATION GRANTS SAMPLE BUDGET

**Project Director:** J. Smith

**Applicant Organization:** The History Museum

**Requested Grant Period:** From (mo/yr): 4/06 Through (mo/yr): 3/07

**Salaries and Wages.**

Name/Title of position	% of time devoted to project x salary	Total
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

**Fringe Benefits.**

Rate	Salary base	Total
_____ % of	\$ _____	\$ _____

**Consultant Fees.** Include payments for professional and technical consultants and honoraria.

Type of consultant	# of consultant(s)	# of days on project	Daily compensation	Total
Humanities Scholars	2	4	\$250	\$2,000
Interpretive Specialist	1	4	\$250	\$1,000
Web Design Consultant	1	4	\$250	\$1,000

**Travel.** For each trip, indicate the number of people traveling, the total days they are in travel status, and the total subsistence and transportation costs for that trip. The lowest available commercial fares for coach or equivalent accommodations must be used.

From/To	No. of people	Total travel days	Subsistence	Transportation	Total
Boston/St. Louis	[ 2 ]	[ 4 ]	\$1,200	\$700	\$1,900
Denver/St. Louis	[ 2 ]	[ 4 ]	\$1,200	\$600	\$1,800
St. Louis/LA	[ 2 ]	[ 2 ]	\$600	\$700	\$1,300

**Supplies, Materials, and Services.** Include consumable supplies, materials, and services such as duplication, printing, long distance telephone, equipment rental, or postage.

Item	Basis/Method of cost computation	Total
Long Distance Phone		\$150
Photocopying		\$200
Postage		\$50
Publicity		\$100
<b>TOTAL PROJECT BUDGET</b>		<b>\$9,500</b>

NOTE: For instructions on how to create your one-page budget, please see the "How to Prepare and Submit An Application" section of the guidelines.