

**SAMPLE BUDGET:
LANDMARKS OF AMERICAN HISTORY AND CULTURE
WORKSHOPS FOR SCHOOL TEACHERS**

A. NEH SUMMER SCHOLAR STIPENDS

Two 1-week workshops, 80 participants @ \$1,200 **\$96,000**

B. OPERATING COSTS

1. Salaries and Wages

a. Project co-director = \$7,200

b. Two faculty x 2 days each @ \$500/day x 2 workshops = \$4,000

One selection committee stipend = \$250

\$4,250

c. Admin assistant: 5 months x 30% of \$35,000 = \$4,375

Graduate assistant: \$11/hr x 20/hrs/week x 4 weeks = \$880

On-site assistant: 10 days x \$200 = \$2,000

\$7,255

2. Fringe Benefits

21% of \$11,450 (1a + 1b) = \$2,405

14% of \$7,255 (1c) = \$1,016

\$3,421

3. Consultant Fees

Project co-director = \$7,200

Four visiting faculty x 1 day each @ \$500/day x 2 workshops = \$4,000

One selection committee stipend = \$250

\$11,450

4. Travel

Two co-directors: 2-day Project Directors Meeting

2 x airfare = \$ 1,000

2 x hotel: 2 days @ \$211 = \$844

2 x per diem: 2 days @ \$71 = \$284

Four visiting faculty airfares @ \$600 x 2 weeks = \$4,800

Per diem: 4 @ \$200 x 1 day x 2 weeks = \$1,600

\$ 8,528

5. Supplies and Materials

Miscellaneous office supplies = \$300

Materials (80 sets x \$30) = \$2,400

\$2,700

6. Services

Postage = \$500

Telephone = \$1,000

Duplicating = \$2,000

Web site and publicity = \$3,500

Bus rental = \$3,000

Morning refreshments and water at site visits = \$2,000

\$12,000

7. Total of item B (Operating Costs, 1-6) only

\$56,804

C. INDIRECT COSTS

Negotiated rate based on appropriate share of
"Operating Costs" only (30% of \$56,804)

\$17,041

D. AMOUNT REQUESTED FROM NEH:

TOTAL PROJECT COSTS (add A, B, & C)

\$ 169,845