**BUDGET FORM**

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| --- | --- | --- | --- | --- |
|  | **Item** | **Qty** | **Price/Rate** | **Subtotal** |
| **Personnel Costs**  (Includes student stipends, vendor payments, casual hires at current rates) | *Example: Student Stipend* | *100 hrs* | *$15.00* | *$1,500.00* |
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| **Materials & Supplies**  (Itemize costs exceeding $250) | *Example: gift cards* | *50* | *$10 each* | *$500.00* |
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| **Equipment Purchase or Rental**  (Itemize costs exceeding $250) | *Example: Special Software* | *2 licenses* | *$150.00* | *$300.00* |
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| **Other Expenses**  (Itemize) |  |  |  |  |
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| **TOTAL** |  |  |  | **$** |