

20XX-20XX Engaged Pedagogy & Programming Grant Budget

EXPENSES

DESCRIPTION	ESTIMATE	NOTES:
GUESTS & TRAVEL		
Guest #1 - Honorarium	\$ 1,250.00	Honorarium
Flight	\$ 350.00	NYC / DTW (RT)
Local Travel	\$ 130.00	To/from home to airport
Lodging	\$ 450.00	Townplace Suites; \$150/night for 3 nights, incl. taxes/fees
Meals & Incidentals	\$ 166.00	\$64/day and \$48/travel day (minus two dinners)
Ground Transportation	\$ 54.00	Michigan Flyer: DTW / EL (RT)
Guest #2 - Honorarium	\$ 1,250.00	Honorarium
Flight LAX / DTW (RT)	\$ 450.00	
Local Travel	\$ 130.00	To/from home to airport
Lodging	\$ 450.00	Townplace Suites; \$150/night for 3 nights, incl. taxes/fees
Meals & Incidentals	\$ 166.00	\$64/day and \$48/travel day (minus two dinners)
Ground Transportation (Michigan Flyer)	\$ 54.00	Michigan Flyer: DTW / EL (RT)
MARKETING		
Printing	\$ 150.00	Flyers for Public Event
HOSPITALITY		
Dinner	\$ 350.00	Estimated 10 guest artists & faculty
Reception for Public Event	\$ 850.00	Heavy hors d'oeuvres; Estimated 50
TOTAL	\$ 6,250.00	

INCOME

DESCRIPTION	ESTIMATE	NOTES:
Department of XXX	\$ 500.00	Secured
Department of XXX	\$ 500.00	Secured
Center for XXX	\$ 250.00	Pending
Engaged Pedagogy Grant	\$ 5000.00	Pending
TOTAL	\$ 6,250.00	