

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

A. NEH SUMMER SCHOLAR STIPENDS

Two 1-week workshops, 72 national participants @ \$1,200 **\$86,400**

B. OPERATING COSTS

1. Salaries and Wages

a. Co-director Smith = \$9,000
 Co-director Rivera = \$9,000

b. Two faculty x 2 days each @ \$500/day x 2 workshops = \$4,000
\$22,000

c. Admin assistant: 5 months x 40% of \$35,000 = \$5,833
 Graduate assistant: \$16/hr x 20/hrs/week x 4 weeks = \$1,280
 On-site assistant: 12 days x \$150 = \$1,800
\$8,913

2. Fringe Benefits

26% of \$22,000 (1a + 1b) = \$5,720
 16% of \$8,913 (1c) = \$1,426
\$7,146

3. Consultant Fees

Four visiting faculty x 1 day each @ \$500/day x 2 workshops = \$4,000
 Two selection committee stipends @ \$250 each = \$500
\$4,500

4. Travel

Two co-directors: 2-day Project Directors Meeting
 2 x airfare = \$1,200
 2 x hotel: 2 days @ \$211 = \$844
 2 x per diem: 2 days @ \$71 = \$284
 Four visiting faculty airfares @ \$600 x 2 workshops = \$4,800
 Per diem: 4 @ \$200 x 1 day x 2 workshops = \$1,600
\$ 8,728

5. Supplies and Materials

DVDs and miscellaneous office supplies = \$1,000
 Materials (72 sets x \$30) = \$2,160
\$3,160

6. Services

Postage = \$500
 Telephone = \$1,000
 Duplicating = \$2,000
 Website and publicity = \$5,000
 Bus rental = \$3,000
 Morning refreshments and water at sites = \$2,000
\$13,500

7. Total of item B (Operating Costs, 1-6) only **\$67,947**

C. INDIRECT COSTS

Negotiated rate based on appropriate share of
 "Operating Costs" only (30% of \$67,947) **\$20,384**

D. AMOUNT REQUESTED FROM NEH:

TOTAL PROJECT COSTS (add A, B, & C) **\$174,731**