

Budget breakdown

Magazine title: _____

Project title: _____

(Include all eligible and non-eligible costs directly associated with the project)

Project dates: From (year) _____ (month) _____ (day) _____ To (year) _____ (month) _____ (day) _____

Government fiscal year: From 200__-04-01 To 200__-03-31

Expenditures by budget items (provide details for each activity ¹)	Cost (in-kind)	Cost (cash)	Total costs	Amount requested
Equipment, supplies, printing				
(details)				
Subtotal				
Marketing and promotion				
(details)				
Subtotal				
Professional fees (consultants)				
(details)				
Subtotal				
Salaries, wages and benefits directly associated with the project				
(details)				
Subtotal				
Training for staff directly related to the project				
(details)				
Subtotal				
Economy class transportation, accommodation, meals				
(details)				
Subtotal				
Other costs				
(details)				
Subtotal				
Total cost of project				
Eligible expenses				
Total amount requested				

¹ Detailed costs (cash or in-kind) related to each project activity (e.g., number of hours, hourly rates, price per unit)