**Budget Form**

***The Nagypapa Foundation’s Grants for Experiential Travel & Education***

Title of Trip:

Dates of Trip:

Total Funding Request: $

Name:

**Budget** – Fill out the fields in the form below and attach additional pages. The budget should be divided into two sections, including a list of all expenses, their associated costs, the source of the information that helped you determine the cost and then a description of why each expense is important to your trip.

Additional sources of funding for the project or covered expenses, if any, should be listed. For example, will your housing already be covered, or will you be receiving a meal stipend? Projects with proposed budgets that exceed $5,000 will only be considered if additional funding has been secured to cover the project cost in excess of $5,000.

*Section 4* requires you to explain how you will contribute finically to your trip. While we do not expect applicants to pay the majority of their expenses, we do expect applicants to take an active part in raising a portion of the money required for their trip.

**Section 1 – List of Expenses**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Item** | **Source** | **Quantity** | **Cost** | **Source of Funds** | |
| 1. |  |  |  |  |  | |
| 2. |  |  |  |  |  | |
| 3. |  |  |  |  |  | |
| 4. |  |  |  |  |  | |
| 5. |  |  |  |  |  | |
| 6. |  |  |  |  |  | |
| 7. |  |  |  |  |  | |
| 8. |  |  |  |  |  | |
| 9. |  |  |  |  |  | |
| 10. |  |  |  |  |  | |
| 11. |  |  |  |  |  | |
| 12. |  |  |  |  |  | |
| 13. |  |  |  |  |  | |
| 14. |  |  |  |  |  | |
|  |  |  | **Total Cost** |  | |  | |

**Section 2 – Budget Justification**

Provide a justification for each item.

**Section 3 – Additional Sources of Funding**

**Section 4 – Unexpected Expenses:** Travel always entails unexpected expenses and therefore we expect applicants to bring an appropriate amount of funds, separate from the proposed budget above, to cover these costs. How much money do you think you should bring, according to the length of your trip, to cover unexpected expenses? How do you plan to raise these funds?

***TYPE YOUR ANSWER HERE***