

APPENDIX 2 BUDGET SAMPLE

EXPENDITURE			
Item	Unit Cost	Number	Totals
Travel expenses international keynote 1		1	
Hotel expenses international keynote 1		1	
Travel expenses international keynote 2		1	
Hotel expenses international keynote 2		1	
Travel expenses national keynote 1		1	
Travel expenses national keynote 2		1	
SUBTOTAL			0,00
Venues costs (incl projecion, sound, etc)		number of estimated venues	
Administrative Support		number of estimated supports	
Communication		1	
Compensation volunteers/students		number of estimated volunteers	
SUBTOTAL			0,00
Lunches		number of estimated participants	
Coffee Breaks		number of estimated participants	
Drinks		number of estimated participants	
Conference pack (incl. printing)		number of estimated participants	
SUBTOTAAL			0,00
Additional programme (dinner, cultural visit, exhibition, fashion show, etc.)		number of estimated participants	
SUBTOTAL			0,00
TOTAL			0,00

INCOME	Unit cost	Number	
PhD Attendees		Estimated number of participants	
Early Bird Attendees		Estimated number of participants	
Standard Rate Attendees		Estimated number of participants	
Optional: Sponsoring		Estimated number of participants	
Optional: Separate income additional programme		Estimated number of participants	
TOTAL			0,00