

Budget for the Workshop (2016.10.24-28)

TITLE: This is an example

VENUE: City, Country

DATE: Start date - End date

Income	Unit cost (EUR)	Quantity	Sub-Total (EUR)	Remarks
Registration Fee (per person)	500	30	15.000	30 registered participants plus 10 invited speakers
TVS funding	5.000	1	5.000	Airticket partial funding
IUVSTA funding	6.000	1	6.000	Funding supports for invited speakers
Total (EUR)			26.000	

Expenditures	Unit cost (EUR)	Quantity	Sub-Total (EUR)	Remarks
Meals (4 days per person)	100	40	4.000	Lunch breaks, Dinner breaks, and Coffee breaks
Excursion (per person)	20	40	800	Transportation and Tickets
Banquet (per person)	50	40	2.000	
Meeting Rooms (per day)	1.000	4	4.000	
Hotel Rooms (4 nights per invited speaker)	600	10	6.000	
Advertisement	1.000	1	1.000	
Temporary Labors (per person)	300	5	1.500	
Miscellaneous	1.700	1	1.700	
Airticket partial funding (Europe/US, per person)	1.000	4	4.000	Partial funding for 4 invited speakers on request
Airticket partial funding (Asia Pacific, per person)	500	2	1.000	Partial funding for 2 invited speakers on request
Total (EUR)			26.000	

* Exchange rate EUR/USD ~ 1.14 ; any other relevant exchange rate