## **Proposed Project Budget:**

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| **Budget Category** | **Item(s)** | **Estimated Cost** |
| Audio Visual (A/V) Rental |  |  |
| Catering/Food |  |  |
| Event Space Rental |  |  |
| Facilities (Set-Up, Custodial) |  |  |
| Furniture and/or Linens Rental |  |  |
| Lodging Expenses |  |  |
| Printing Costs (Event program, speaker biographies, etc.) |  |  |
| Promotional Costs (advertising) |  |  |
| Speaker or Consultant Fee |  |  |
| Supplies |  |  |
| Technician fees |  |  |
| Travel & Expenses |  |  |
| Other (describe below) |  |  |

**Total Estimated Cost: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**