|  |  |
| --- | --- |
|  **APPENDIX B – BUDGET SHEET** | **RESEARCH PROTOCOL NO** :      |
| Requirement of each item should be justified. For submissions to outside agencies, only list below funds that are not covered by the submitted budget and will be required to carry out the project. Provide Sub sections in detail in a separate form if needed. |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| PERSONNEL COST |  |  |  |  |
| Year | Full Name | Tuition Fees | Total Days | Cost per Day | Total Cost |
|      |       |       |     |       |       |
|      |       |       |     |       |       |
|      |       |       |     |       |       |
|      |       |       |     |       |       |
|      |       |       |     |       |       |
| **Sub Total** |       |

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| --- |
| **SUPPLIES & EQUIPMENT COST** |
| **Year** | **Name of Supplies & Equipment** | **Type** | **Unit Cost** | **Quantity** | **Justification** | **Total Cost** |
|      |       |       |       |      |       |       |
|      |       |       |       |      |       |       |
|      |       |       |       |      |       |       |
|      |       |       |       |      |       |       |
|      |       |       |       |      |       |       |
| Sub Total |       |

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| --- |
| **TRAVEL COST** |
| **Year** | **Full Name** | **Country** | **Visa** | **Tickets** | **Hotel** | **Allowances** | **Justification** | **Total Cost** |
|      |       |       |       |       |       |       |       |       |
|      |       |       |       |       |       |       |       |       |
|      |       |       |       |       |       |       |       |       |
|      |       |       |       |       |       |       |       |       |
|      |       |       |       |       |       |       |       |       |
| **Sub Total** |       |

|  |
| --- |
| **MISCELLANEOUS COST** |
| **Year** | **Justification** | **Total Cost** |
|      |       |       |
|      |       |       |
|      |       |       |
|      |       |       |
| **Sub Total** |       |

|  |  |
| --- | --- |
| **Total Project Budget:** |  |