

Sample Budget

This sample budget shows the level of detail required by the Foundation. Include the justifications for your budget items at the end of your complete itemized budget. Please consult the Budget Guidelines, which can be found under Application Procedures, for allowed categories, necessary justifications and additional information.

	US \$	US \$
Travel		
International Travel		
1 x round trip airfare London-Botswana-London	1,900	
Transportation and lodging while traveling	145	
Excess Baggage	200	
Local Travel/Transportation requirements		
Vehicle Rental (60 days @ \$45/day) **1	2,700	
Sub-total for Travel		4,945
Living Expenses <i>[food, lodging and other expenses may be listed separately]</i>		
Per Diem at Field Site (\$500/month x 2 months)	1,000	
Per Diem in Gaborone (\$50/day x 10 days) **2	500	
Sub-total for Living Expenses		1,500
Other Costs Associated with Research		
Research Assistance (\$20/day x 2 assistants x 60 days) **3	2,400	
Gifts for Informants	500	
Visa or Permit Fees	250	
Lab/Analytical Costs (3 C-14 dates @ \$400/date)	1,200	
Sub-total for Other Costs		3,150
Supplies and Equipment		
Equipment		
2 Handheld GPS units + accessories	320	
Digital Camera	500	
Laptop computer **4	1,000	
Field Supplies		
Sub-total for Supplies and Equipment		1,820
Other Costs		
Travel Medical Insurance (\$100/month for 2 months)	200	
Email, telephone, fax, postage	200	
Childcare (\$20/day x 60 days) **5	1,200	
Subtotal for Other Costs		1,600
Total Budget Requested from Wenner-Gren		13,015

1. It is necessary to rent a vehicle to access the field site which lies in a remote area and to transport equipment and personnel on a daily basis. Price includes rental, maintenance and fuel costs.
2. Five days are needed in Gaborone initially to make final arrangements for the field work and five days are needed at the end to access archives at the University.
3. One local research assistant is needed for the duration of the field work to help the researcher survey the region for archaeological sites and to carry out test excavations. The level of payment is based on prior experience with hiring research assistants in Botswana.
4. A laptop is necessary to record field notes and keep data during the research period. The price includes necessary software. Funding for laptops is not available through my university. At the end of the project, the laptop will be donated to the University of Botswana and a confirmation letter provided.
5. The applicant has two children less than 5 years of age that must accompany her into the field. The estimate is based on previous experience with childcare costs in Botswana. No other adult family member will be accompanying me in the field.