**Center for Life Beyond Reed: Budget Worksheet**

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| **BUDGET REQUEST:** (Note: The budget must be for the entire project duration) | | | |
|  | | **Description of Item** | **Total Amount** |
| **Accommodation:** | |  |  |
|  | Rent/housing costs |  |  |
|  | Utilities |  |  |
|  | Other (explain below) |  |  |
| **Food:** | |  |  |
|  | Daily average request x number of days |  |  |
| **Travel:** | |  |  |
|  | Airfare or Train travel |  |  |
|  | Bus pass or local travel |  |  |
|  | Other transportation (explain below) |  |  |
| **Miscellaneous:** | |  |  |
|  | Tuition or fees, if relevant |  |  |
|  | Financial Aid [Student Contribution](https://www.reed.edu/financialaid/current-students/determining-need.html), if relevant |  |  |
|  | Equipment/supplies (explain below) |  |  |
|  | Other (explain below) |  |  |
| **Total Project Budget:** | | |  |
| **Less funding from other source/s** (include the total amount of funding you will receive from any other sources for this project)**:** | | |  |
| **Balance** (subtract any amount in the “Less” field from “Total Project Budget”)**:** | | |  |
| **Total Requested** (this should be the same as your “Balance” above)**:** | | |  |
| **Budget Explanations for items above:** | | | |