

Sample NEH Preservation Assistance Grant Budget

Applicant Organization: The Town Museum and Library

Consultant Fees. Provide the following information for each consultant.

Name of consultant	First name:	Last name:
No. of days on project:	Daily rate of compensation:	Total:
4	\$550	\$2,200

Travel: For each trip, indicate the number of persons traveling, the total days they will be in travel status, and the total subsistence and transportation costs for that trip. The lowest available commercial fares for coach or equivalent accommodations must be used.

From/To:	No. of persons	Total travel days	Subsistence costs	Transportation costs	Total
Minneapolis, MN, to Boise, ID	1	3	\$200/per day = \$600	\$400	\$1,000

Supplies, materials, equipment, and workshop registration fees.

Item: 2 dataloggers from "Company Name" catalog at \$275 each	\$550
Item: 1 light meter from "X company" catalog at \$216 + shipping	\$250
Item: 1 storage cabinet from "Y company" vendor quote incl. shipping	\$3,500
Item: 50 sheets 8 ply Museum Board catalog price	\$800
Item: 30 archival boxes from "Vendor" catalog price \$10 each	\$300
Item: workshop registration	\$250
Total Project Cost	\$8,850
Total Request	\$6,000
Total requested from NEH (up to \$6,000)	
Cost sharing by applicant (optional)	\$2,850