

Sample breakdown of program expenses for  
“New short-term art history program X”

**A. In-country transportation (per person, based on 15 students + one group leader)**

1. airport to hotel; hotel to airport (\$40 per person):	\$ 640
2. local transport expenses to course-related activities (est. \$15 per person)	\$ 240
3. to/from field trip #1 + local transport to course related activities (\$35 per person)	\$ 560
5. to/from field trip #2 + local transport to course related activities (\$85 per person)	\$1360

***Total amount budgeted for transportation*** **\$2800**

**B. Course-related registration/entrance fees (per person, based on 15 students + one group leader)**

1. tickets to art museums (approx \$10 per person X 3 visits)	\$ 480
2. tickets for entry to churches to view art (approx \$3 per person X 5 visits)	\$ 240
3. fee for tour of private art collection (\$10 per person)	\$ 160
4. entrance fee to gallery opening (\$12 per person)	\$ 192

***Total amount budgeted for registration/entrance fees*** **\$1072**

**C. Academic expenses for guest instructors**

1. honorarium for guest lecturer A from X university	\$250
2. honorarium for guest lecturer B from Y university	\$250
3. honorarium for guest lecturer C from X organization	\$250
4. honorarium for guest lecturer D from Y institution	\$250

***Total amount budgeted for guest lecturers*** **\$1000**

**D. Course materials**

1. textbook (\$50 each X 16)	\$ 800
2. city maps (approx. \$5 each X 3 cities)	\$ 15
3. course packet (\$20 each X 16)	\$ 320
4. estimate for photocopying in-country	\$ 25
5. other course reference materials (ref. books/supplies to be used in country)	\$ 150

***Total amount budgeted for course materials*** **\$1310**