**Example Budgets**

**Example 1: Conference**

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| **Type** | **Amount** | **Description** |
| Registration: | $275  |  |
| Lodging: | $870  | 5 nights x $174/night including taxes |
| Transportation: | $556  | Airfare: $506; Shuttle: $50 ($25 per trip) |
| Miscellaneous: | $365  | Meals & Expenses: $75/day x 5 days |

**Other considerations**: taxes and fees; required texts for courses; mileage and vehicle pool rental; poster print fees; abstract submission fees; parking fees

See <http://fa.oregonstate.edu/fobc/college-forestry/travel> for per diem rates and other information.

**Example 2: Workshop Development and Delivery**

|  |  |  |
| --- | --- | --- |
| **Type** | **Amount** | **Description** |
| Salary | $1638  | Estimated 4 days workshop development, 4 hour workshop delivery = $55,650 with 0.57 OPE  |
| Lodging: | NA  |  |
| Transportation: | NA |  |
| Miscellaneous: | $10  | Handouts |