**Mershon Center Programming Competition**

**Fiscal Year 2024-2025**

**Cover Sheet**

**Programming title:**

**Principal investigator(s)** (Name, title, and home department):

**Project abstract** (100 words):

**Programming format:**

**Total funds requested from Mershon Center:**

**Total funds requested from other sources** (list the sources and indicate whether funds have already been received)

**Expected products (including applications for external funds):**

**Have you received funding from the Mershon Center in the past three years?**

## Budget Form

**Fiscal Year (2024-2025)**

**Principal Investigator(s)**:

**Programming Title**:

**Personnel:**

1. Graduate Student Research Assistant Support (50% FTE one semester is currently $18,000):

Autumn: \_\_\_ students on \_\_\_ % support

Spring: \_\_\_ students on \_\_\_ % support

Summer: \_\_\_ students on \_\_\_ % support

1. Graduate Student Additional Pay:
2. Undergraduate Student Support:

## Total Costs for Personnel:

## Travel Expenses

1. Number of speakers:
2. Transportation Expenses ($330 east coast, $600 west coast, $1,000 UK, $1,200 other international):
3. Hotel expenses ($170/night average):
4. Taxi/Uber ($150/person average):
5. Honorarium ($750 standard; 1075 for non-US based speaker):
6. Business meals (4-5 guests per dinner is standard - $100/person limit dinner. Breakfast/lunches $50, coffee $7/person):
7. Catered food at event (average $15/person for lunches, $7/person afternoon snacks):

**Venue Expense**

a. 1039 Derby (no charge; capacity ca. 20 with tables, 40 without)

b. On campus (rooms average $600)

c. Off campus

**Other Expenses**



## Total Costs for Programming Expenses:

TOTAL ESTIMATED COSTS: