

# STUDENT EXPERIENCE FUND BUDGET GUIDE

When compiling your budget, please consider all costs associated with the experience, not just those that are eligible for funding. This demonstrates to the review committee that you have thoroughly researched and planned your experience and have a full understanding of the cost to you. Students should also read all Student Experience Fund information to ensure that they are aware of which items are eligible for funding and which are ineligible.

Budget information can be provided in a chart or other organized format and may be included as part of the main two-page proposal or a separate appendix to the proposal. Students are expected to research several options for expenses and make the most economical choices where appropriate.

## Sample Budget

This is an example of what a budget may look like. Some items listed below may not be relevant to your application and you may have other items that need to be included.

**\*IMPORTANT NOTE:** Students indicate any additional funds they have applied to from other sources. It is not ethical to accept donations/funding in excess of the total cost of the experience.

Item	Amount (CDN)	Eligible for Funding	Notes
Flight	\$724.43	Y	Average cost based on three quotes (attached).
Conference registration fee	\$224.40	Y	220.00 USD
Meals	\$50.00	N	2 x dinner, 1 x breakfast
Hotel	\$255.00	Y	\$109.99 per night x 2 nights = approx \$250USD
Taxi		Y	
Travel Insurance	\$24.00	N	
<b>Total Cost</b>	\$1277.83		
<b>Donations/Support</b>	-\$150.00		Student Success Centre
<b>Total Eligible Cost</b>	<b>\$1203.83</b>		