

Appendix C: Example Budget 1

Chicago Urban Excursion Budget (Bottom Up Approach)				
	PROJECT TASKS	Number of People	COST Per person	TOTAL PER TASK
Travel Expenses	Round Trip Airfare (Baltimore Washington to Chicago Midway)	15.0	\$480.00	\$7,200.00
	Travel from Airport to Accommodations	15.0	\$30.00	\$450.00
	Travel from Accommodations to Airport	15.0	\$30.00	\$450.00
	Bus & Subway Fare (7 Day Pass)	15.0	\$28.00	\$420.00
	Subtotal	15.0	\$568.00	\$8,520.00
Room & Board	Hotel (per person) (2 per room)	15.0	\$560.00	\$8,400.00
	Breakfast (Estimate)	15.0	\$12.00	\$180.00
	Lunch (Estimate)	15.0	\$18.00	\$270.00
	Dinner (Estimate)	15.0	\$36.00	\$540.00
	Other Food (Estimate)	15.0	\$10.00	\$150.00
	Subtotal	15.0	\$636.00	\$9,540.00
Entertainment & Experience	Art Institute of Chicago Tickets	15.0	\$35.00	\$525.00
	Adler Planetarium	15.0	\$34.95	\$524.25
	Theater Tickets	15.0	\$105.00	\$1,575.00
	Shedd Aquarium Tickets	15.0	\$28.95	\$434.25
	Chicago Cub Tickets	15.0	\$65.00	\$975.00
	Brookfield Zoo	15.0	\$18.95	\$284.25
	Subtotal	15.0	\$287.85	\$4,317.75
Total	Total cost	15.0	\$1,491.85	\$22,377.75

Appendix C: Example Budget 2

Little Free Library (Top Down Approach)						
				BUDGET	ACTUAL	Under(Over)
			Total	\$ 2,500.00	\$ -	\$ 2,500.00
	Materials		Fixed			
Task	Units	\$/Unit	Costs	Budget	Actual	Under(Over)
Permits				\$ 500.00	\$ -	\$ 500.00
Building Permit			\$250.00	250.00		250.00
Sidewalk Closure Permit			\$250.00	250.00		250.00
Building Materials				\$ 1,500.00	\$ -	\$ 1,500.00
Lumber	60.0	\$5.00		300.00		300.00
Concrete & Tools	5.0	\$30.00		150.00		150.00
Paint/Stain	2.0	\$50.00		100.00		100.00
Paint Brushes	10.0	\$10.00		100.00		100.00
Prep Materials				-		-
Tape	10.0	\$5.00		50.00		50.00
Tarps	2.0	\$25.00		50.00		50.00
Power Tool Rental			\$500.00	500.00		500.00
Truck/Trailer Rental			\$250.00	250.00		250.00
Kick-Off Event				\$ 500.00	\$ -	\$ 500.00
Books			\$100.00	100.00		100.00
Advirtizing			\$100.00	100.00		100.00
Decorations			\$50.00	50.00		50.00
Food			\$150.00	150.00		150.00
Drink			\$100.00	100.00		100.00