# Careers Service Bursary Scheme - Budget Document

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| **Name** |  |
| **Email Address** |  |

**Please complete the budget below:**

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| **Budget Item** | **Total sum for duration of project** | **Cost covered by hosting organisation** |
| **Compulsory** Payment/ funds to be raised as requested by hosting organisation. |  |  |
| Admin  visas, insurance, vaccinations, etc |  | Yes/No |
| Travel  flights, train, bus etc |  | Yes/No |
| Other travel  during your placement |  | Yes/No |
| Living accommodation |  | Yes/No |
| Food |  | Yes/No |
| Other  inc. spending money |  | Yes/No |
| **TOTAL COST**  Sum of above, less what is covered by the hosting organisation |  |  |
| Salary/payment to be received  from hosting organisation |  |  |
| Funds already secured by you  bursaries, savings etc |  |  |
| **Total INCOMING FUNDS** |  |  |
| **FUNDS required**  Total Cost less Total Incoming funds |  |  |