**Logo, company name

Description automatically generated**

**AFP Diverse Communities ICON Scholarship Application**

**BUDGET TEMPLATE**

This template will help you to create a basic budget for attendance at the conference.

**Travel**

\_\_\_\_\_ I will drive to the conference, a round trip of **\_\_\_\_\_\_ miles** x USD0.62 = $ USD

\_\_\_\_\_ I will take a train to the conference at an **economy/coach rate** of approximately $\_\_\_\_\_\_\_\_\_\_\_ USD

\_\_\_\_\_ I will fly to the conference at an **economy/coach rate** of approximately $ USD

\_\_\_\_\_\_ Other (describe): \_\_\_\_\_\_\_ \_\_\_\_\_\_

**Lodging**

\_\_\_\_\_ I will stay at a hotel/AirBnB/etc. at an average nightly rate of USD

\_\_\_\_\_ I will stay with a local resident/friend/family member and will not need to be reimbursed for lodging

\_\_\_\_\_ Other (describe):

**Meals**

Lunch on the full-conference days will be provided. I understand I am responsible for my own meals and may submit receipts for reimbursement for up to USD120 total.

Initial: \_\_\_\_\_

**TOTAL APPROXIMATE BUDGET (in USD) Round all values to nearest dollar.**

Support from Employer: $

Support from Chapter: $

Support from Applicant: $

Other Support: $

**INCOME TOTAL: $ (sum of above 4 amounts)**

Travel $

Lodging $

Meals $ ($120 max)

**EXPENSE TOTAL $ (sum of above 3 amounts)**

Total Amount Still Needed: **$**

(Income – Expense)