**Project Budget**

Manage the costs of a project

**The importance of project Budget :**

* Initially, the project budget allows the project manager to determine how much the project is likely to cost. Throughout the course of the project, it lets the project manager check whether or not the project is sticking to its budget.

**The main Point that should include in our project budget :**

1. **Employee compensation:** This includes the salaries , benefits , incentives and wages of all employees involved in the project.
2. **Contract Services:** Here you should include outsourced services or workers, such as consultants and experts.
3. **Equipment/Supplies:** This section covers expenses for office supplies, software ,hardware, telephone, equipment repair and maintenance, laboratory consumables, etc.
4. **Overhead or Indirect costs:** Your budge should also include overhead expenses (indirect costs), which allow the project to bear a portion of the administrative costs of the day-to-day operation.

Some steps which should consider when create project budget:

* Create the WBS and the WBS dictionary
* Divide your project into phases
* the Consider the fully burdened workload required to complete each phase of the project.
* Consider the costs for any specialized services
* Consider the costs for equipment
* Consider production costs
* Consider quality requirements
* Consider risk.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Work  Hours | Hourly  Rate | Week1  Hours | Week2  Hours | Week3  Hours | Hours  To Date | Cost to Date |
| Ali | $21.63 | $37.0 | $30.0 | 39.0 | 106.0 | $2292.78 |
| Abdo | $30.53 | 27.0 | 25.0 | 26.0 | 78.0 | $2381.34 |
| Ramy | $32.81 | 38.0 | 37.5 | 29.0 | 104.5 | $3428.64 |
| Omer | $32.31 | 29.0 | 40.0 | 37.0 | 106.0 | $3424.86 |
| Adnan | $30.38 | 35.0 | 40.0 | 26.0 | 101.0 | $3068.38 |
| **TOTAL** | $147.66 | 166.0 | 172.5 | 157.0 | 495.5 | $14596.01 |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Purchases | Cost | | Number of units | Totals | |
| Server | $7,854 | | 2 | $15,708 | |
| Application | $90 | | 7 | $630 | |
| Licenses | $106 | | 9 | $954 | |
| Computer devices | $5600 | | 4 | $22,400 | |
| Team dinner | $150 | | 3 | $450 | |
| **TOTAL** |  | |  | $39,188 | |
| Phase 1 | | Start Date | End Date | | Costs |
| Database | | 20/11/2019 | 30/11/2019 | | $1235 |
| Network | | 1/12/2019 | 15/12/2019 | | $2542 |
| Application | | 16/12/2019 | 30/12/2019 | | $4389 |
| TOTAL phase 1 | |  |  | | $8166 |
| Phase 2 | | Start Date | End Date | | Costs |
| Hardware developers | | 1/1/2020 | 15/1/2020 | | $1988 |
| Data gathers | | 16/1/2020 | 30/1/2020 | | $2341 |
| Data sitters | | 1/3/2020 | 15/3/2020 | | $2000 |
| high capacity hards | | 16/3/2020 | 30/3/2020 | | $2500 |
| high quality computers & devices | | 1/4/2020 | 30/4/2020 | $2341 | |
| TOTAL phase2 | |  |  | $11170 | |
| Phase 3 | | Start Date | End Date | Costs | |
| Hospitals concatenation | | 1/5/2020 | 30/5/2020 | $5093 | |
| Pharmacies concatenation | | 1/6/2020 | 30/6/2020 | $6543 | |
| Pharmacies concatenation with Hospitals | | 1/7/2020 | 30/7/2020 | $7453 | |
| Medicines exitance | | 1/8/2020 | 30/9/2020 | $15423 | |
| TOTAL phase 3 | |  |  | $34512 | |

*The Total Budget of The Project $100000*