

ACADEMIC ACTIVITIES GRANT BUDGET FORM

OFFICE OF RESEARCH AND GRADUATE POLICY

Click on cell for calculation sheet

PROJECT FUNDS	TOTAL PROPOSED BUDGE	COST SHARING RULES	
	(Calculate Costs)	SU	EXTERNAL
TOTAL PROJECT FUNDING			0 YTL

COSTS			
CONSULTANCY / SUBCONTRACT	0 YTL		0 YTL
TRAVEL, TRANSPORT., COMMUNICATION	0 YTL		0 YTL
<i>Transportation</i>	0 YTL		
<i>Travel (Domestic)</i>	0 YTL		
<i>Travel (International)</i>	0 YTL		
<i>Mailing & Communication</i>			
SCHOLARSHIPS	0 YTL		0 YTL
<i>Graduate Stipend MS/MA</i>	0 YTL		
<i>Graduate PhD Stipend</i>	0 YTL		
<i>Work study</i>	0 YTL		
MARKETING & ADVERTISING	0 YTL		0 YTL
<i>Advertising</i>			
<i>Promotional Videos</i>			
<i>Banners, Photography, CD etc.</i>			
<i>Fairs, Exhibitions & Merchandising</i>			
<i>Printed material (catalog, brochure etc.)</i>			
HOSPITALITY	0 YTL		0 YTL
<i>Organizations & Meetings</i>	0 YTL		
MATERIALS	0 YTL		0 YTL
<i>IT -sw materials</i>			
<i>Lab materials</i>			
<i>Other</i>			
OFFICE MATERIAL & SUBSCRIPTIONS	0 YTL		0 YTL
<i>Photocopies & Stationary</i>			
<i>Subscriptions</i>			
RENTALS	0 YTL		0 YTL
<i>Real property rentals</i>			
<i>Equipment & Facility rentals</i>			
<i>Hardware & software</i>			
INTERNAL SERVICES	0 YTL		0 YTL
<i>Grafika SU</i>			
<i>Dormitory Housing</i>			
<i>Other</i>			
FIXED ASSESTS (Equipment, Offic. Furniture etc.)	0 YTL		
TOTAL PROJECT COSTS	0 YTL	0 YTL	0 YTL

FRG-C47005-02

Project Title _____

A. SCHOLARSHIPS

Assist. / Workstudy

A. TOTAL : 0 YTL

A1.1 Graduate MS / MA	Stipend / Month	Duration	Dorm cost/Mo	Dorm duration	Total
1.	800 YTL				0 YTL
2.	800 YTL				0 YTL
3.					0 YTL
4.					0 YTL
Subtotal					0 YTL
A1.2 Graduate PhD	Stipend / Month	Duration	Dorm cost/Mo	Dorm duration	Total
1.	1,000 YTL				0 YTL
2.	1,000 YTL				0 YTL
3.					0 YTL
4.					0 YTL
Subtotal					0 YTL
A1.3 Workstudy	Stipend / Month	Duration			Total
1.					0 YTL
2.					0 YTL
3.					0 YTL
4.					0 YTL
Subtotal					0 YTL

B. TRAVEL

B. TOTAL : 0 YTL

B1. International	Unit cost	# of trips or days	# of People	Total	
1. US.				0 YTL	
2. Europe				0 YTL	
3. Other				0 YTL	
4. Expenses				0 YTL	
5. <i>Per diem allowance</i>				0 YTL	SU Members Int'l travel only
Subtotal				0 YTL	
B2. Domestic	Unit cost	# of trips or days	# of People	Total	
1. Ankara				0 YTL	
2. İzmir				0 YTL	
3. Other				0 YTL	
4. <i>Expenses</i>				0 YTL	
Subtotal				0 YTL	

C. SUBCONTRACTS

Services Contracted	Cost
1. _____	
2. _____	
3. _____	
4. _____	

C. TOTAL : 0 YTL

D. TRANSPORTATON

	Unit cost	# of trips or days	Total
1. Kadikoy-campus (return)	155 YTL		0 YTL
2. Taksim - campus (return)	170 YTL		0 YTL
3. Kadikoy-campus (one-way)			0 YTL
4. Taksim-campus (one-way)			0 YTL
5. Other			0 YTL
6. Kampus-airport transfer (one-way)	80 YTL		0 YTL

D. TOTAL : 0 YTL

D. FIXED ASSETS (EQUIPMENT)

List (if available)	Unit Cost	Quantity	Total
1. _____			0 YTL
2. _____			0 YTL
3. _____			0 YTL
4. _____			0 YTL
5. _____			0 YTL

D. TOTAL : 0 YTL

6.

0 YTL

E. HOSPITALITY (MEETINGS & EVENT ORGANIZATION)

	Unit Cost	Quantity	Total
1. Cofee Breaks			0 YTL
2. SU Cafeteria Meals			0 YTL
3. On-campus event (cocktail, dinner etc.)			0 YTL
4. Off-campus event			0 YTL
5. Off- campus meeting package			0 YTL
6. Accommodation			0 YTL
7. Other event			0 YTL

E. TOTAL :

0 YTL

INSTRUCTIONS ON HOW TO FILL OUT THE CALCULATION SHEETS

1. Per-diem can only be applied to SU faculty and students. In case there needs to be reimbursement on expenses of guests, please include their costs in the "Expenses" section of travel budget
2. Enter budget values manually in the "blank cells"
3. Budget must be stated including VAT. Please make sure that prices quoted include VAT and other taxes where applicable

UNIT COST KEYS FOR BUDGET PLANNING

	YTL	EUR	USD
SU Faculty	13000	6983	9847
Full Graduate Tuition	13000	6983	9847
Dorm	472	254	358
Stipend (MA/MS)	800	430	606
Stipend (PhD)	1000	537	757
Work study undergrad	7	4	5
Work study graduate	8	4	6
Plane ticket US	2000	1074	1515
Plane ticket Europe	1000	537	757
Perdiem*	396	213	300
SU coffee breaks/person/day	15	8	11
Gürsel Group Transportation (minibus)	170	91	129
Gürsel Group Transportation (midibus)	250	134	189
Gürsel Group Transportation (bus)	300	161	227
Airport transfer	100	54	76
Airport transfer (Gürsel VIP)	155	83	117
On-campus meals/person / meal / day	6	3	5
On-campus special event / person / day	20	11	15
Off-campus meeting package/person/day	50	27	38

* Please note that per diem rule is applied in accordance with SU Travel Procedures

Notes:

1. Prices on hospitality & transportation costs include VAT. However, it is strongly advised that price quotations from service providers are obtained before budget planning, where type and scope of service can be specified.
2. Currency exchange rates are approximately applied based on 2005 budget figures USD (1,65) EUR (2,15)
3. Please make sure that budget assumptions for the second year includes an average increase of 5% over the above key unit costs.

2008
Mali İşlerden alınmıştır.
1.8616
1.3202