

# KSU EDUCATION ABROAD PROGRAM PROPOSAL PLANNING BUDGET

*Please complete all items if applicable.*

Program Title: Spanish Language Program  
 Travel Start Date: 5/10/2020  
 Travel End Date: 5/20/2020  
 Number of Faculty: 2  
 Projected Number of Students: 12  
 Completed by: Dr. Maria Smith  
 Last Revision Date: 1/1/2019

Individual Student Expenses	Notes/Comments
Airfare:	\$ 700.00 ATL-SJO
Lodging:	\$ 750.00 San Jose and Monteverde Hotels
Admissions:	\$ 150.00 Park and Museum Entrance
Webmall:	\$ 15.00 <span style="color: red;">Required</span>
SA Promotions Fee:	\$ 21.00 <span style="color: red;">Required</span>
Insurance:	\$ 12.50 \$1.25/day rate. <span style="color: red;">Required</span>
Other (Please specify):	\$ 200.00 (ex: visa/exit fees)
<b>TOTAL</b>	<b>\$ 1,848.50</b>

Shared Administrative Costs	Notes/Comments
Airfare:	\$ 1,400.00
Group ground transportation:	\$ 600.00 Bus for group
Local Transportation:	\$ 100.00 Taxis for faculty
Lodging:	\$ 1,500.00
Per Diem:	\$ 500.00
Group Meals:	\$ 2,000.00
Insurance:	\$ 25.00 \$1.25/day rate. <span style="color: red;">Required</span>
Admissions:	\$ 300.00 Park and Museum Entrance
Guest Lecturers:	\$ -
Program Specific Printing:	\$ 75.00 Program flyers and posters
Emergency Funds:	\$ 500.00 (\$500 minimum \$1000 Maximum)
Other (Please specify):	\$ 250.00 (ex: phone/internet/banking fees, mailings, etc.)
<b>TOTAL:</b>	<b>\$ 7,250.00</b>

Total of Individual Student Expenses	\$ 1,848.50
Per Capita Shared Administrative Expenses	\$ 604.17
Total of Individual Student Expenses + Per Capita Shared Administrative Expenses	\$ 2,452.67
EAO Program insurance fee - 2.5% of anticipated cost (minus application deposit).	\$ 53.82
<b>GRAND TOTAL ANTICIPATED PROGRAM COST PER PARTICIPANT</b>	<b>\$ 2,506.48</b>
<b>Advertised Price</b>	<b>\$ 2,506.48</b>