

Sample of BUDGET

ALLOWED ITEMS

Budgets are examined in light of their reflection of the actual field work and number of researchers involved. The following is taken into consideration:

- appropriateness to time schedule presented
- appropriateness to the division of tasks entailed
- appropriateness to the country's general economic context (cost of living, salary levels etc.)

In general, however, the following items may be included:

- 1) Stipends are provided for the required period of field work (12 to 18 months) but may not exceed \$ 6000 in total
 - For senior Researchers (professors and associate professors): \$ 400 per month
 - Ph.D. students: \$ (200- 300)
 - MA level: \$ (100 – 200)

Selection committee often decides to award a lump sum to be divided among research team as they deem appropriate.

- 2) Accommodation in the field
 - 3) Purchase of computers/printers/software: within the range of \$ 1500
 - 4) Book allowance: within \$ 500
 - 5) Internal transportation: across cities and within the same city
 - 6) Communications: within \$ 500
 - 7) Plane tickets if required by the field-work. Ph.D. students may request one plane ticket to place of study for consultations with supervisor. Amount allowed for plane tickets is \$ 1200
 - 8) Payments to interviewers/ research assistants/translators/data entry
 - 9) Stationery within \$ 500
 - 10) Photocopying within \$ 500
 - 11) Recorder and tapes, cassettes, cameras within \$ 500
- Once an award is granted receipt are required for all items except "stipends"
 - In drafting a budget, kindly explain the unit of calculation (e.g. per day, per questionnaire)
 - Budgets MUST be submitted in US Dollars. Local currencies have to be converted to US Dollars before submission

Please submit the budget in the form of a table as follows:

Example:

Description	Unit	months	budget	total
Stipend – principal investigator	1	6	500	\$ 3000
Research assistance	2	4	200	\$ 1600
Interviewers	2	2	500	\$ 2000
Translator	1	4	150	\$ 600
Internal transportation				\$ 200
Tape recorder	1		100	\$ 100
Plane ticket to (Tunis-Cairo-Tunis)	1		400	\$ 400
Photocopying				\$ 200
Communications				\$ 300
Total				\$ 8400