

Sample 5-day, residential workshop budget

Item	Description	Amount
Hotel	\$120/night x 5 nights x 25 ppl	15000
Meals	\$30/day x 5 days x 25 ppl related to sessions and/or for	3750
Materials	classroom use	500
Organizer honoraria	\$500 x 4 organizers	2000
TOTAL		21250

Notes

*Figures are for a 5-day, residential workshop with 25 participants, including organizers.

*Travel costs and a stipend for your Circle Mentor are paid by the MTC Network.

*Administrative costs, if not donated, should be factored into your budget.

*It is assumed that meeting space and photocopies are donated.