SAMPLE BUDGETS

Below you’ll find three sample budgets to guide you in assembling your application for the Sullivan Museum Scholars Award. You may request up to $3,000 in total funds for projects related to the goals and objectives of a minor in the Museum Studies Program. You can ask for support for as many projects as you would like, although total costs cannot exceed $3000.

Proposed budgets do not have to be extensive, but they do have to be realistic. For example, full-time students generally cannot work more than 10 or 15 hours per week during the semester, so a budget that lists 20 hours or more for that time period would not be considered realistic.

For questions about budget development, contact Julia A. King at jking@smcm.edu.

### PROPOSED BUDGET SAMPLE ONE

Internship, National Museum of the Toothpick  
- Spring semester, 10 hours per week, 10 weeks  
  - 100 hours @ 10.00 per hour  
  - $1000.00  
- Summer, 40 hours per week, 5 weeks  
  - 200 hours @ 10.00 per hour  
  - $2000.00  

**TOTAL** $3000.00

### PROPOSED BUDGET SAMPLE TWO

Internship, The Paperclip Museum  
- Summer, 40 hours per week, 5 weeks  
  - 200 hours @ 10.00 per hour  
  - $2000.00  

American Association of Museums Conference  
- Registration ($250) and Hotel ($500)  
  - $ 750.00  

**TOTAL** $2750.00

### PROPOSED BUDGET SAMPLE THREE

Exhibit design and fabrication, the Lexington Park Museum of Fine Arts  
- Lumber  
  - $ 500.00  
- Paint and supplies  
  - $ 100.00  
- Printing/Silk screening  
  - $ 500.00  
- Program printing  
  - $ 200.00  

**TOTAL** $1300.00