

**Applicant Name:** [Last, first name #1; Last, first name #2]  
**Title of work:** [Full title of work]  
**Recommender Name:** [Full recommender name and their title]

**Summary Table**

Last Name_First Name	Mat/Supp	Outsourcing	Travel	Non-Stipend Subtotal	Stipend Total	Total
Last, first name #1	0	0	1716	1716	0	1716
Last, first name #2	0	0	1308	1308	0	1308

**Itemized Budget with Justification**

Item #	Item Name	Qty.	Cost Per Unit	Cost	Justification
<b>Materials/Supplies</b>					
Materials/Supplies Subtotal				\$0	
<b>Service/Outsourcing</b>					
Service/Outsourcing Subtotal				\$0	
<b>Travel</b>					
1	Roundtrip Airfare HNL-GEG (17 Feb-23 Feb 2017)	2	\$634	\$1268	Airfare needed to get to the presentation venue, this was the lowest price found for the dates I need to travel
2	Lodging at DoubleTree by Hilton Hotel Spokane City Center 2/18-2/23	6 days	\$110	\$660	This hotel is hosting the conference and offers a discount for participants. The cost is also comparable to others in the area and staying here also allows us to save on transportation expenses.
3	M&IE (17 Feb-23 Feb 2017)	14 days	\$64 per person per day	\$896	Per diem for each day of our stay according to federal guidelines for Spokane, Washington
4	Registration Fee	2	\$100	\$200	Online Early-bird registration fee to KCACTF-Region 7 Website
Travel Subtotal				\$2896	
<b>Service/Outsourcing</b>					
Service/Outsourcing Subtotal				\$0	
Non-Stipend Subtotal				\$1699	
<b>Stipend</b>					
Stipend Total				\$0	
<b>Total Funding Requested</b>				<b>\$2896</b>	

**Applicant Name:** [Last, first name #1; Last, first name #2]  
**Title of work:** [Full title of work]  
**Recommender Name:** [Full recommender name and their title]

**[Last, first name #1] Budget**

Item #	Item Name	Qty.	Cost Per Unit	Cost	Justification
<b>Materials/Supplies</b>					
Materials/Supplies Subtotal				\$0	
<b>Service/Outsourcing</b>					
Service/Outsourcing Subtotal				\$0	
<b>Travel</b>					
1	Roundtrip Airfare HNL-GEG (17 Feb-23 Feb 2017)	2	\$634	\$1268	Airfare needed to get to the presentation venue, this was the lowest price found for the dates I need to travel
3	M&IE (17 Feb-23 Feb 2017)	7 days	\$64	\$448	Per diem for each day of our stay according to federal guidelines for Spokane, Washington
Travel Subtotal				\$1716	
<b>Total Funding Requested</b>				<b>\$1716</b>	

**Applicant Name:** [Last, first name #1; Last, first name #2]  
**Title of work:** [Full title of work]  
**Recommender Name:** [Full recommender name and their title]

**[Last, first name #2] Budget**

Item #	Item Name	Qty.	Cost Per Unit	Cost	Justification
<b>Materials/Supplies</b>					
Materials/Supplies Subtotal				\$0	
<b>Service/Outsourcing</b>					
Service/Outsourcing Subtotal				\$0	
<b>Travel</b>					
2	Lodging at DoubleTree by Hilton Hotel Spokane City Center 2/18-2/23	6 days	\$110	\$660	This hotel is hosting the conference and offers a discount for participants. The cost is also comparable to others in the area and staying here also allows us to save on transportation expenses.
3	M&IE (17 Feb-23 Feb 2017)	7 days	\$64	\$448	Per diem for each day of our stay according to federal guidelines for Spokane, Washington
4	Registration Fee	2	\$100	\$200	Online Early-bird registration fee to KCACTF-Region 7 Website
Travel Subtotal				\$1308	
<b>Total Funding Requested</b>				<b>\$1308</b>	