## Project Budget - overview

[Use the following table to provide a high-level breakdown of the costs associated with the project. Remember to specify whether costs are GST inclusive or exclusive]

|  |  |  |
| --- | --- | --- |
| Item/Service | Description | Estimated Costs  (GST inclusive/exclusive) |
| Wages and on-costs | [Example:  Full-time project manager @ 38 hours/week for 3 years] | $ |
| Transport and travel expenses | [Example:  Vehicle lease  Fuel  Flights  Accommodation] | $ |
| Operating expenses | [Example:  Mobile phone  Venue hire  Catering] | $ |
| Resource production | [Example:  Consultant fee  Print and design  Distribution] | $ |
| Miscellaneous | [Example:  Management fee (5%)] | $ |
| Sub total | | $ |
| GST | | $ |
| Total | | **$** |