

SAMPLE Summer 2015 Internship Budget

Applicant's Name: Jane B. Student
 Internship: Whidbey Island Farmers Market Intern Coordinator
 Dates: June 1-August 21
 Number of Weeks: 12

Projected Expenses:	Amount	Notes/Comments
Roundtrip airfare from NYC to Seattle, Washington	\$450.00	
Housing (sharing house with three other interns)	\$1,200.00	\$400 per month
Food	\$900.00	lunches provided by Farmers Market
Ferry transportation for weekly trip to Seattle to promote market	\$120.00	once a week for 12 weeks
Daily round-trip island busfare to internship site	\$120.00	five times a week for 12 weeks
TOTAL EXPENSES	\$2,790.00	

Funding Sources: Please include all other funding sources and the amount for which you have applied (even if you have not yet received approval) as well as any personal contribution you will make.	Amount	Notes/Comments
CONFIRMED FUNDING SOURCES		
Personal contribution	\$500.00	
Environmental Council Grant	\$250.00	Granted because my work will help advance a new Middlebury Organic Farm initiative
TOTAL OTHER FUNDING SOURCES	\$750.00	
Total Funds Needed	\$2,040.00	This formula subtracts funding sources from projected expenses.
UNCONFIRMED POTENTIAL FUNDING SOURCES		
Hometown Rotary Club grant	\$100.00	I will have their answer on April 15

Please note: Despite only "needing" \$2040, Jane will receive a \$2500 summer internship funding grant and use the balance to help make up for lost summer wages.