

COURSE DEVELOPMENT FUNDS BUDGET WORKSHEET

Please complete the following budget information to the best of your ability. The first section shows a sample budget. The second section allows you to enter your budget information.

➔ Sample

Course name and number: "Excelling at Being a Mascot" CCP:XXXX:0001

Instructor: Herky Hawkeye Number of credit hours: 3 s.h. New or Existing Course: New Course

Course Development Request

This funding is to compensate you for your time to create new curriculum or adapt previously made curriculum to include experiential learning. **Note:** no funding may be requested for actual instruction.

For course development funds, the credit hour and course type allocations are as follows:

Credit Hours	New Course	Existing Course
1 s.h.	\$2,500	\$1,500
2 s.h.	\$3,000	\$2,000
3 s.h.	\$3,500	\$2,500

Course Development Funds		
3 credits, new course	Subtotal:	\$3,500

Please itemize funding requested for supplies/materials/other expenses to the best of your ability using up to date resources. If no expenses, leave blank.

Semester 1		
Large SUV x 2 (9 passengers each, 18 total)	\$55/day x 4 days x 2 vehicles	\$440
Vehicle mileage cost x 2 vehicles	\$.25/mile x 2 vehicles	\$60
Subtotal:		\$500

Semester 2		
Large SUV x 2 (9 passengers each, 18 total)	\$55/day x 4 days x 2 vehicles	\$440
Vehicle mileage cost x 2 vehicles	\$.25/mile x 2 vehicles	\$60
Subtotal:		\$500

Overall Total:		\$4,500
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Below, please describe your plan for sustaining the cost of materials beyond this grant period. You may also add any other comments or description.

The department will be able to sustain the transportation costs through a combination of course fees, donations, and use of public transportation when partner site is within city limits.

➔ Closing the Gap Experiential Education Course Funding Request

Course name and number: _____

Instructor: _____ Number of credit hours: _____ New or Existing Course: _____

Course Development Request

This funding is to compensate you for your time to create new curriculum or adapt previously made curriculum to include experiential learning. **Note:** no funding may be requested for actual instruction.

For course development funds, the credit hour and course type allocations are as follows:

Credit Hours	New Course	Existing Course
1 s.h.	\$2,500	\$1,500
2 s.h.	\$3,000	\$2,000
3 s.h.	\$3,500	\$2,500

Course Development Funds	
Subtotal:	

Please itemize funding requested for supplies/materials/other expenses to the best of your ability using up to date resources. If no expenses, leave blank.

Semester 1		
	Subtotal:	

Semester 2		
	Subtotal:	

Overall Total:	
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Below, please describe your plan for sustaining the cost of materials beyond this grant period. You may also add any other comments or description.