|  |  |  |
| --- | --- | --- |
| Athenaeum Awards 2025–2026  Project Costs | | |
| Outline all associated project costs (please provide a list and description of each item to which you intend to allocate funding). If calculating staff time for a part-time staff member, please refer to the institutional hourly rates (Full Time Staff members may not apply for time related costs). Please provide sufficient evidence/rationale supporting each of your project costs (e.g. quotes for services). **All costs should be provided in GBP.** If costs are in another currency, please provide an estimated amount in GBP and add actual price in currency within description. If applying for per diem daily rates, these should be in line with RCS Employee Business Expenses Claims Policy and Procedures (Updated February 2023). | | |
| **Name:** | | |
| **Department:** | | |
|  | | |
| **EXPENDITURE** | | |
| **ITEM** | **Description** | **Cost** |
|  |  |  |
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|  |  |  |
|  |  |  |
| **Total amount requested from Athenaeum Award Fund** | |  |

**INCOME**

|  |  |  |  |
| --- | --- | --- | --- |
| **INCOME** | **Cash** | **In-Kind** | **Confirmed/Pending** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Total amount of funding** | | |  |