

**Proposed Budget for Three-Day Conference, Seminar and Workshop on
(your Theme Programme....?)**

Isko NGO apane system se customize kar legi (this is only Sample)

| S. N. | Particulars | Cost (Rs.) | Unit | Amount |
|--------------|---|-------------------|--------------------------|------------------|
| i. | Hall Charges | 20000/- per day | 1 x 3 Days | 60000.00 |
| ii. | Accommodation and TA for Resource persons | 5000/- per day | 5 x 3 days | 75000.00 |
| iii. | Honorarium to Resource Resource person | 4000/- per day | 5 x 3 days | 60000.00 |
| iv. | Promotion and advertisement Banners and standees | - | - | 20000.00 |
| v. | Sound and Multimedia | | | 50000.00 |
| vi. | Meal and Tea Charges | 350/- per head | 200 participants x3 days | 210000.00 |
| vii. | Conference Kit | 150/- per head | 200 participants | 30000.00 |
| viii. | Secretarial Assistance | | | 50000.00 |
| ix. | Miscellaneous | | | 30000.00 |
| x. | Honorarium for Program Coordinator or Nodal officer | 5000/- per day | 1 x 3 days | 15000.00 |
| | 10% of the total cost as overhead expenditure | | | 60000.00 |
| | Total | | | 660000.00 |

Grand Total: Rs. 6,60,000.00

In words: Rs. Six Lakh Sixty Thousand Only