

Sample Budget for Summer Residential Program

Items		Range	Notes
Salaries	Seminar Professor <i>Per week</i>	\$3,750 - \$5,000	Higher salaries typically go to those heavily involved in the planning and execution of the full program.
	Guest lecturers <i>Per session</i>	\$200 - 500	
	Graduate student <i>Per week (35 hours maximum)</i>	\$1,000 - \$2,000	\$30 - \$50 an hour without room/board is typical for graduate student pay
	Undergraduate tutors <i>Per person per week (35 hours max) Room and board separate</i>	\$525 - \$875	\$15 - \$25 an hour plus room and board is average. Staff training should be paid, some prep time paid if appropriate.
	Administrative assistant <i>Per week</i>	\$500 - \$750	\$15 - \$25 an hour if undergraduate
Room & Board	Housing <i>Per person per week</i>	\$260 - \$650	
	Dining hall meals <i>Per person per week</i>	\$100 - \$250	
Events	Program events with students <i>Per event</i>	\$500 - \$4,000	i.e. summer bbq, end of summer graduation luncheon, alumni reunion dinner, end-of-year civic night. Prices depend on venue and number of attendees.

Supplies	Instructional <i>Per student</i>	\$40 - \$140	i.e. course packet, textbooks, pens, pencils, notebooks, folders
	Programming <i>Per student</i>	\$35 - \$75	i.e. snacks, nametags, t-shirts, water bottles, campus IDs, bags
	Office and printing <i>Per student</i>	\$20 - \$70	i.e. flyers, brochures, certificates, office copy and printing
Other	Evaluations	\$6,000	for professional evaluators
	Promotion, conferences, travel	\$1,500 - \$10,000	
	Field trips <i>Per trip</i>	\$0 - \$400	
	Background checks <i>Per person</i>	\$9 - \$200	
	Transportation	\$0 - \$4,000	
	Administrative fees, other university charges	10%	