

MHP C&I PPIE Awards – Example of Budget Plan (1 page) – For Illustrative Purposes Only. The content in this document is provided as a sample for guidance and illustration.

1. Directly incurred staff costs				
Role / Person	Activity	Rate	Quantity	Total (£)
PPIE Lead Applicant	Project leadership, planning	£150/day	30	£4,500
PPIE Lead Applicant	Substantial leadership	£300/day	5	£1,500
PPIE Co-contributors (6 members)	Workshops, co-design	£150/session	12	£1,800
Research Assistant	Support with data, admin	£28/hour	60	£1,680
Admin Support	Coordination, scheduling	£25/hour	20	£500
Subtotal				£9,980
2. Travel & Subsistence				
Travel to meetings	Data collection, team meetings	£200	12	£2400
Contributor travel	Reimbursement for participants	£50	12	£600
Subsistence	Meals/refreshments	£25	24	£600
Subtotal				£3,600
3. Engagement, Events & Knowledge Exchange				
Workshops	Co-production	£600	3	£1800
Networking activities	Engagement, speaker honoraria	£1000	1	£1000
Dissemination event	Sharing findings	£750	1	£750
Venue / Catering / Materials	Room hire, refreshments, flipcharts, stationery	£500	1	£800
Subtotal				£4,350
4. Other Direct Costs				
Participant vouchers	Incentives for participation	£20	40	£800
Transcription	For interviews	£40	12	£480
Accessibility support	Quiet room, carers, taxis	£500	1	£500
Printing/Materials	Handouts, printing	£100	1	£100
Subtotal				£1,880

**Total Project Cost (£): £19,810**

(Must not exceed £20,000)