

Budget Plan example (1 page) - For Illustrative Purposes Only

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Item	Cost (£)
Workshop facilitation (3 events)	£4,000
Participant expenses (travel, vouchers)	£3,000
PPIE members time – project coordination	£2,500
Jane Smith	£2,500
Dr Marie Biscuit	£0
David Smith	
Design and printing	£1,000
Dissemination event and materials	£1,000
Venue hire (1 event, Social Hub covers other)	£1,000
Total	£15,000

Workshop facilitation - Includes PPIE facilitator fees, at £25/hr. Materials, and refreshments

Participant expenses - Travel reimbursement and £50 vouchers for approx. 20 participants to ensure inclusion and remove barriers to participation.

PPIE members time - Project manager support for logistics, data management, and reporting. Aligned with standard NIHR PPIE payments and University pay scales.

Design and printing – Professional design of guidance tools and printing 200 copies.

Dissemination event & materials- Venue hire and promotional materials.