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| **ISME 2020 Awards Budget Template** | | | | |
| **For use with Steve Dillon, World Conference and World Conference Presenter Awards for 2020** | | | | |
| **You will be asked to load this template as an attachment. It can be loaded as an Word, Excel or pdf file** | | | | |
| **Your name** |  | | |  |
|  |  |  |  |  |
| **Your expenses** |  | **Number of days** |  | **Note: 7 nights maximum** |
| **List your expenses add additional lines if necessary** | |  |  |  |
| Travel |  | Flights or other travel costs | | |
| Accommodation |  |  |  |  |
| Living expenses |  | Meals/local transport **Remember lunch is included in your conference registration** | | |
| Conference registration |  |  |  |  |
| Other |  | Other can include costs such as visas | | |
|  |  |  | | |
| **Total** |  |  | | |
|  | | | | |
| **Your sources of funding** | | | | |
| **List your funding sources. Add additional lines if necessary. Include any funding that you have received or have applied for but not yet had confirmed.** | | | | |
|  | | **Add notes/explanation if necessary** | | |
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|  |  |  | | |
| **Amount being sought from ISME** |  |  | | |
|  |  |  | | |
| **Total** |  |  | | |
|  |  |  | | |
| **Expenses less funding** |  |  | | |

