**Budget Template**

**Design your own internships**

Only use the fields required. Explain the calculations + justification clearly.

Feel free to add additional budget line items.

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| --- | --- | --- |
| **Account** | **Expense** | **Justification** |
| **Accommodation** |  |  |
| **Accounting and other professional services** |  |  |
| **Capital expenses (equipment)** |  |  |
| **Marketing and promotions** |  |  |
| **Maintenance** |  |  |
| **Permits or licensing** |  |  |
| **Office supplies** |  |  |
| **Research and development** |  |  |
| **Salary** |  |  |
| **Supplies (materials for production)** |  |  |
| **Telephone** |  |  |
| **Travel** |  |  |
| **Web hosting** |  |  |
| **Program Fees** |  |  |
| **Other:** |  |  |

Total amount required: