

**Example of by-year budget breakdown for the amount of grante applied for project activities**

Activity Number	Activity Name	Detailed budget	1st year expenditure	2nd year expenditure	3rd year expenditure	Total
A1	Training workshop for frontline staff from drug treatment programmes	Honorarium to instructors/guest speakers \$4,000 x 10 training workshops	HK\$20,000.00	HK\$20,000.00	HK\$0.00	<b>HK\$40,000.00</b>
		Venue rental \$2,000 x 10 training workshops	HK\$10,000.00	HK\$10,000.00	HK\$0.00	<b>HK\$20,000.00</b>
		Printing of posters and leaflets	HK\$2,500.00	HK\$2,500.00	HK\$0.00	<b>HK\$5,000.00</b>
		Training materials/Props/Certificate	HK\$3,000.00	HK\$4,000.00	HK\$0.00	<b>HK\$7,000.00</b>
		Advertisement	HK\$1,000.00	HK\$1,000.00	HK\$0.00	<b>HK\$2,000.00</b>
		Transportation and delivery cost for staff \$50 x 10 training workshops (2 staff each)	HK\$500.00	HK\$500.00	HK\$0.00	<b>HK\$1,000.00</b>
		<b>Sub-total (A1)</b>				<b>HK\$75,000.00</b>
A2	Provide 3 vocational training courses	Honorarium to instructors \$20,000 x 3 sessions of training	HK\$40,000.00	HK\$20,000.00	HK\$0.00	<b>HK\$60,000.00</b>
		Training Materials	HK\$4,000.00	HK\$2,000.00	HK\$0.00	<b>HK\$6,000.00</b>
		Examination Fee \$1,000 x 20 trainees x 1 training	HK\$0.00	HK\$20,000.00	HK\$0.00	<b>HK\$20,000.00</b>
		<b>Sub-total (A2)</b>				<b>HK\$86,000.00</b>
<b>Other expenditures relevant to project activities (should tally with Item 63 under Part D(III) of the application form)</b>						
B1, C2 & C3	Tablets	2 pcs \$3,000 x 2	HK\$6,000.00	HK\$0.00	HK\$0.00	<b>HK\$6,000.00</b>
		<b>Sub-total (Others)</b>				<b>HK\$6,000.00</b>
<b>Total</b>			<b>HK\$87,000.00</b>	<b>HK\$80,000.00</b>	<b>HK\$0.00</b>	<b>HK\$167,000.00</b>