

**Example of by-year budget breakdown for the amount of grant 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 \$2,000 x 10 training workshops	HK\$10,000.00	HK\$10,000.00	HK\$0.00	<b>HK\$20,000.00</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>
		Training materials/Props	HK\$3,000.00	HK\$4,000.00	HK\$0.00	<b>HK\$7,000.00</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>				
A2	Provide 5 vocational training courses	Honorarium to instructors \$2,000 x 5 sessions of training	HK\$6,000.00	HK\$4,000.00	HK\$0.00	<b>HK\$10,000.00</b>
		Venue rental \$2,000 x 5 sessions of training	HK\$6,000.00	HK\$4,000.00	HK\$0.00	<b>HK\$10,000.00</b>
		Training Materials	HK\$6,000.00	HK\$4,000.00	HK\$0.00	<b>HK\$10,000.00</b>
		<b>Sub-total (A2)</b>				<b>HK\$30,000.00</b>
<b>Other expenditures relevant to project activities (should tally with Item 14 under Part V of Appendix A of the application form)</b>						
A1,A2	Equipment	Personal Protective Equipment for Site \$300 x 10	HK\$3,000.00	HK\$0.00	HK\$0.00	<b>HK\$3,000.00</b>
		<b>Sub-total (Others)</b>				<b>HK\$3,000.00</b>
<b>Total</b>			<b>HK\$44,500.00</b>	<b>HK\$36,500.00</b>	<b>HK\$0.00</b>	<b>HK\$81,000.00</b>