BUDGET FORM—SENIOR AND JUNIOR SCHOLARS/PRACTITIONERS

When preparing a budget for your stay, please use the following guidelines:

1. **Airfare**: the cost of a round-trip economy fare reservation

2. **Lodging**: $149 per night maximum
   - Reservations for hotel lodging are generally made at the Indiana Memorial Union Biddle Hotel, Grant Street Inn, or Hyatt Place Bloomington depending on availability.
   - A reservation for on-campus housing is available, but the visit must be for at least 30 days. This is graduate-type housing. It is first come, first served for all IU departments combined as there are very few apartments available.
   - For reservations for any time frame, check [airbnb.com](http://airbnb.com).

3. **Per Diem**: $64
   - First and last day of travel is calculated at 75% of the daily per diem allowance

4. **Transportation**: $180 round-trip maximum
   - Transportation to/from airport: a round-trip limousine reservation is $145.00. For either a taxi or Uber, we can reimburse up to $90.00 one-way. Reimbursable transportation costs may also include:
     - Airport parking
     - Driving to Bloomington:
       - $.585 per mile for the first 500 miles
       - $.2925 per mile for 501–3000 miles
       - Mileage reimbursement is capped at 3000 miles
       - Fuel is not covered, only mileage
     - Rental car:
       - Car rental at the airport for transportation to/from Bloomington
       - Car rental to drive from home location to Bloomington

5. **Approximate Budget**

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<tbody>
<tr>
<td>Airfare</td>
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<tr>
<td>Lodging</td>
<td>$149 per night maximum</td>
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<tr>
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<tr>
<td>Airport parking</td>
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<tr>
<td>Other</td>
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<tr>
<td>Total Funding Request</td>
<td>$0.00</td>
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☐ Check box if you will accept a reduction in the funding amount requested

6. **If you have full or partial funding for your visit, please enter:**
   - Amount
   - Source of funding
   - When funding will be available
   - Amount needed in addition to this funding

2/23/22