

BREAKDOWN OF COSTS (USD)

Note: This is an example. The budget breakdown should specify all the costs incur during the proposed project implementation with the information of unit cost and the number of units. Please provide the budget information as detailed as possible. For example, if you organise workshops, please specify approximately how many times the workshops will be organised and how many people will attend. If transportation costs incur, please specify the travel route, the duration of the travel, the number of people to travel, and the mode of transportation. If you have any questions about the budget information, please ask the Project Management Office.

预算明细（美元）

提示：这只是一个范本。预算明细应该详细说明在建议的项目执行期内所有的花费，包括单位花费和单位数量。请尽可能详细提供预算信息。例如，如果要组织研讨会，请说明需要举办几次研讨会，每次多少人参加。如果有交通费支出，请说明旅行路线、旅行时间、人数和交通工具。如果您对预算明细有任何疑问，请联系项目办公室。

	Unit Cost (单位花 费)	Units (单 位)	Sub-total (小结)	Remarks (备注)
Preliminary field work (初步的实地考察/现场工作)				
Transportation (交通费)	XXX	XXX	XXX	Visit to Site 1, Site 2, etc, by car, XXX nights XXX days, XXX persons (几人乘车访问 XX 几天几夜)
Lodging (住宿费)	XXX	XXX	XXX	
Dining (餐费)	XXX	XXX	XXX	
Meeting (light refreshments etc.) (会议包括差点的费用)	XXX	XXX	XXX	Meeting with local people (会见当地的人)
Sub-total (小结)			XXX	
Data review and summary (数据分析和总结)				
Reference and copy (参考资料的费用和复印的费用)	XXX	XXX	XXX	
Meeting (light refreshments etc.) (会议包括茶点的费用)	XXX	XXX	XXX	Meeting for discussion (讨论会)
Sub-total (小结)			XXX	
Visiting and exchange of information (访问和交换信息)				

Transportation (旅行费用)	XXX	XXX	XXX	Visit to Site 3 by car, XXX night XXX days, about XXX persons, XXX times (几人几次乘车访问 XX 几天几夜)
Lodging (住宿费)	XXX	XXX	XXX	
Dining (餐费)	XXX	XXX	XXX	
Light refreshments (茶点费)	XXX	XXX	XXX	
Advertisement (广告费)	XXX	XXX	XXX	
Sub-total (小结)			XXX	
Environmental Impact Assessment Survey (环境影响评价调查)				
Experts (专家费)	XXX	XXX	XXX	Visit to Site 4 by car, XXX day, about XXX persons, XXX times (几人几次乘车访问 XX 几天)
Transport (旅行费用)	XXX	XXX	XXX	
Sample analysis (样本分析费)	XXX	XXX	XXX	XXX experts, \$XXX per expert (几个专家, 每个专家多少钱)
Dining& Accommodation (食宿费)	XXX	XXX	XXX	
Expendables (消耗品费)	XXX	XXX	XXX	
Sub-total (小结)			XXX	
Native Wetland revegetation (给湿地补种植物)				
Vehicle usage (交通工具费)	XXX	XXX	XXX	
Seeds/cuttings (购买的种子和枝条的费用)	XXX	XXX	XXX	
Tools (工具费)	XXX	XXX	XXX	
Sub-tota (小结) I			XXX	
Final report (报告)				
Printing and binding (印刷和装订费)	XXX	XXX	XXX	
Sub-total (小结)			XXX	

Total (总计)			XXX	
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