

Preparing a Fellowship Budget

Certain fellowships offer a set stipend to each winner in a given year. Other fellowships offer variable stipends and tailor the amount of each winner's award, recognizing the cost of the proposed project and, in some cases, the applicant's financial need.

To estimate air travel costs, for airfares and strike a likely average. Take into account factors that might impact ticket prices, such as seasonal or holiday rates. Include costs for travel to and from airports and any exit taxes that are not included in airfare.

To estimate daily ground transportation costs, as well as food and housing expenses, some of the best sources of information are Yale students who have recently held a fellowship or completed an internship in your proposed location. Yale students currently abroad may be another good source. Web and book travel resources such as the Lonely Planet guides for specific locations also offer useful information. Take a realistic measure of the amount of food (including snacks and beverages) you consume on a weekly basis. Try to estimate how much that would cost if purchased in your proposed location. For estimates of miscellaneous costs, be equally realistic about your needs over an extended time, factoring in items required in special circumstance (e.g., bottled water, personal care and first aid supplies, cell phone and internet access, postage). Also remember to take into account bank, ATM, and foreign exchange fees. Depending on the country and your bank, these are generally 3% above the normal exchange rate plus \$2-\$5 per ATM transaction.

While fellowship monies will cover supplies required by your project (such as books, film, artist's supplies, and the like), most awards will not cover the purchase of equipment (e.g., cameras and accessories, camcorders, laptops, etc.) that will become the student's personal property.

If you are going abroad, Yale offers emergency evacuation assistance through MEDEX, but you are responsible for your health care/prescription drug coverage. Additionally, seniors may not be covered by their family's health insurance after graduation. Plan ahead for immunizations and call early to schedule an appointment! For country immunization requirements, visit the Travel Clinic Web site at YUHS (<https://yalehealth.yale.edu/more/travel-health-services-students>).

All fellowship applicants are expected to report pending or received funding from other sources for the same or a similar project. If multiple awards are received, an equitable arrangement will be made among the funding agents.

EXPENSE	Amount (in U.S. Dollars)
Airfare [indicate departure and arrival airports]	
Local travel (bus, train, car, etc.)	
Visa fees	
Immunizations	
Health Insurance	
Housing (including utilities)	
Food (including bottled water)	
University or other fees	
Supplies	
Other [please describe]	
Total expenses:	
Funds available from other sources, if any (other fellowships you have won, personal funds, etc)	(Subtract:)
TOTAL FUNDS REQUESTED:	