

## Sample Budget

### Budget for the Survey of Republican State Convention Delegates

Below is a detailed budget for the survey of Republican state convention delegates in Texas that I will administer if I receive an American Dream Grant. The costs outlined below are printing and mailing the initial survey invitation letter, and printing and mailing multiple postcards reminding delegates who have not yet completed the survey to take it online.

<b>Budget item</b>	<b>Cost estimate</b>	<b>Estimate obtained from</b>
(1) 3,000 sheets of one color academic letterhead	\$238.20	BuyND Express Press site: price for 3,000 sheets
(2) 3,000 academic one color envelopes	\$366.35	BuyND Express Press site: price for 3,000 envelopes
(3) Printing 3,000 survey invitation letters, 3,000 envelopes, insertion of letter into envelope, and mail sorting	\$741.17	Express Press Quote
(4) Mailing 3,000 survey invitation letters	\$870.00	Calculated on USPS website
(5) Printing and mail sorting 6,000 postcards for first and second survey reminders	\$612.00	Express Press Quote
(6) Mailing 3,000 postcards for first survey reminder	\$848.82	Calculated on USPS website
(7) Mailing 3,000 postcards for second survey reminder	\$848.82	Calculated on USPS website
<b>Total budget</b>	<b>\$4,525.36</b>	

The total number of state convention delegates that I will survey in Texas is 3,000. Items in the budget pertain to the printing and mailing of survey invitation letters to those 3,000 delegates. Express Press has provided a quote for printing, stuffing envelopes, and mail sorting. I will purchase the letterhead and envelopes through the BuyND Express Press site, and I have calculated the postage through the U.S. Postal Service website. The Notre Dame Qualtrics site license allows me to conduct the actual survey instrument for free.

In order to obtain more respondents to the survey, I will mail 2 rounds of follow-up postcards to the delegates. Because the survey is anonymous, postcards must be mailed to all survey participants regardless of their prior participation in the survey.

The total budget for the survey is \$4,525.36, which is \$25.36 above the maximum American Dream Grant award. I will fill in the difference with personal funds.