



# Residency Budget Worksheet

## Museum Healthcare Partnership

Southern Alleghenies Museum of Art  
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Please type or print clearly in ink:

**Eligible Expenses** are residency expenses which are eligible for a 50% matching grant from SAMA. This includes artist fees and mileage. Additional funding may be granted for materials. Please contact SAMA Education Coordinator to discuss availability for supplies.

### I. Planning & Residency Days

Number of Planning Days (maximum of 3 days for a 20 day residency,  
maximum of 1 day for 10 day residency) (A) \_\_\_\_\_

Number of Residency/Teaching Days (min. of 17 days for a 20 day residency) (B) \_\_\_\_\_

Total Number of Days (A+B) (C) \_\_\_\_\_

Artist Fee per Day (min. \$195, artist/host are free to negotiate a higher fee) (D) \$ \_\_\_\_\_

Total Artist Fees [(C) X (D)] (E) \$ \_\_\_\_\_

### II. Travel Expenses

Mileage: (only applicable when artist travels 50 miles or more, one way, to residency site)\*

Miles per Day (from mile one, if over 50 miles) (F) \_\_\_\_\_

Total Mileage [(C) X (F) X \$0.51] (G) \$ \_\_\_\_\_

### III. Total Eligible Expenses

(E + G) (H) \$ \_\_\_\_\_

### IV. Funding Requested

Amount Requested from SAMA  
(cannot be more than half of Total Eligible Expenses) (I) \$ \_\_\_\_\_

Amount of Matching Funds  
(must be at least half of Total Eligible Expenses) (J) \$ \_\_\_\_\_

Administration Fee (10% of J) (K) \$ \_\_\_\_\_

Total Funds paid by Organization (J+K) (L) \$ \_\_\_\_\_

Source of Matching Funds: \_\_\_\_\_

Matching Funds are:  Secured  Pending

\*Please be sure to check mileage for an artist before submitting a Residency Request Form. SAMA cannot guarantee money for mileage due to the uncertainties of grants. SAMA uses mapquest.com to verify mileage.

\*\*Administration Fee is 10% of Total Eligible Expenses (J)