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## Work Experience Bursaries – Budget Planner Example

### Budget costing overview

Expense	Amount (in £/GBP)
Accommodation	645
Food and essential living expenses	760.16
Utilities	60
Costs of travelling in the UK	4.20
Costs of travelling abroad	778
Medical requirements/vaccinations	50
Insurance	0
Visa/permit	0
Other (please state)	0
<b>Total expenses</b>	<b>2297.36</b>

### Detailed budget evidence

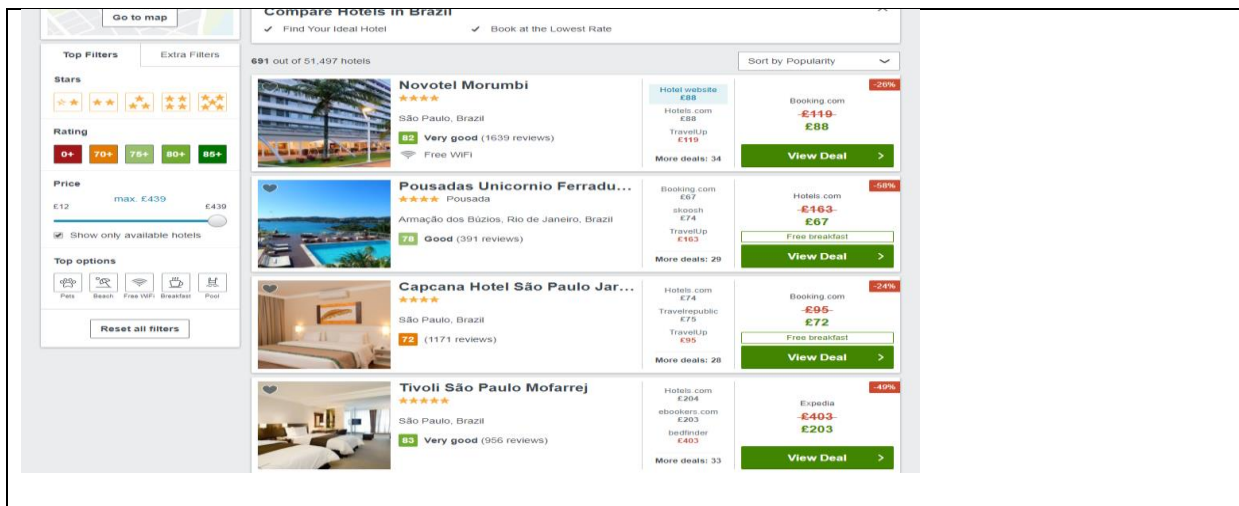
#### Accommodation

**Total cost = £645**

*Please include screenshot(s) here to evidence your costing. Include screenshots of alternative considered (if relevant). Please ensure there is a direct link from the screenshots to the total cost identified.*

Location of  
Company





***If it's not clearly evident from the screenshot(s) please include any calculations to demonstrate how you arrived at the total cost.***

- Location of the company in Rio de Janeiro is: insert address of company
- Looking to stay in (please ensure the area is safe and within commutable distance from your place of work):
- The duration of stay would be XX weeks.
- Using Easy Quarto, a recommended apartment/room share website, I researched multiple types of accommodation. Easy Quarto is available from:  
<http://www.easyquarto.com.br/content/common/results.aspx?lc=L120311121940864&lc=L120311121940864&sort=8&v=map>
- House shares per month are, on average, R\$600 per month. This is the equivalent to £215 a month.
- For 12 weeks, this comes to £645.

***Please include your rationale for selecting your final accommodation, including detail of any alternatives considered***

- I conducted a comparison of different hotel options (in the screen shot above), I selected accommodation that was not only the cheapest but closest to my internship organisation as well. In addition, through conducting further research at [www.brazilplacestogo.com](http://www.brazilplacestogo.com) – the area I was staying at was deemed safe and had positive feedback from previous visitors/including students in the area.

## Food and essential living expenses

**Total cost = £760.16**

*Please include screenshot(s) here to evidence your costing. Include screenshots of alternative considered (if relevant). Please ensure there is a direct link from the screenshots to the total cost identified.*

Restaurants	[Edit] Avg.	Range
Meal, Inexpensive Restaurant	4.59 £	3.30 - 5.51
Meal for 2, Mid-range Restaurant, Three-course		14.68 - 27.53
McMeal at McDonalds (or Equivalent Combo Meal)	4.04 £	3.49 - 4.59
Domestic Beer (0.5 liter draught)	1.19 £	0.92 - 1.65
Imported Beer (0.33 liter bottle)	2.20 £	1.47 - 3.30
Cappuccino (regular)	1.01 £	0.73 - 1.28
Coke/Pepsi (0.33 liter bottle)	0.79 £	0.64 - 0.92
Water (0.33 liter bottle)	0.53 £	0.37 - 0.73

Markets	[Edit] Avg.	
Milk (regular), (1 liter)	0.58 £	0.54 - 0.67
Loaf of Fresh White Bread (500g)	0.96 £	0.73 - 1.28
Rice (white), (1kg)	0.65 £	0.55 - 0.92
Eggs (12)	0.84 £	0.73 - 1.10
Local Cheese (1kg)	3.54 £	2.75 - 4.22
Chicken Breasts (Boneless, Skinless), (1kg)	2.52 £	1.84 - 3.67
Apples (1kg)	1.13 £	0.92 - 1.47
Oranges (1kg)	0.83 £	0.55 - 1.10
Tomato (1kg)	1.11 £	0.73 - 1.47
Potato (1kg)	0.75 £	0.55 - 1.01
Lettuce (1 head)	0.45 £	0.37 - 0.55
Water (1.5 liter bottle)	0.43 £	0.28 - 0.55

*If it's not clearly evident from the screenshot(s) please include any calculations to demonstrate how you arrived at the total cost.*

- The Numbeo website ([http://www.numbeo.com/cost-of-living/city\\_result.jsp?country=Brazil&city=Rio+De+Janeiro&displayCurrency=GBP](http://www.numbeo.com/cost-of-living/city_result.jsp?country=Brazil&city=Rio+De+Janeiro&displayCurrency=GBP)) gives information on costs of living in Brazil, which is where I sourced my figures from
- As I would be trying local delicacies during my time there, I would be eating out around 2 times a week. The average cost of an inexpensive meal out is £4.59. (£4.59 x 12 weeks x 2 meals out = £110.16).
- Essential living expenses – as water/TV/internet is covered in utilities. As I would be new to the country, I would be inexperienced in the cheapest or best places to buy groceries. Therefore, I am budgeting £450 for groceries for the duration of the 3 months (based on the below Numbeo screenshot), and £200 for essential living costs.
- Total costs therefore are £110.16+£450+£200=£760.16

*Please include your rationale for selecting your final food costs including detail of any alternatives considered*

- It is difficult to make comparison of costs for this, but I have used Numbeo a recommended visitor resource to work out these costs. I also reached out to some friends that went to Brazil and they confirmed costs on this website were accurate.

## Utilities

**Total cost = £60**

***Please include screenshot(s) here to evidence your costing. Include screenshots of alternative considered (if relevant). Please ensure there is a direct link from the screenshots to the total cost identified.***

### Laundromat

(called "Lavanderia" in Rio de Janeiro). Most laundromats in Rio charge by the clothes weight and are not the self-service laundry type. Usually, you hand out your clothes to a clerk, who will weight them on a scale, handle the wash and dry by operating the machines on your behalf, and hand you back the clothes later at a specified time. R\$10; US\$5; €4.30 per kilo/2.2 pounds.

***If it's not clearly evident from the screenshot(s) please include any calculations to demonstrate how you arrived at the total cost.***

- For work clothes etc., I will need around 2 washes a week. For 12 weeks this would cost a total of £50.40. As I will be inexperienced in the local Laundromats, I am budgeting £60 for laundry, giving allowances for extra washes.

***Please include your rationale for selecting your final utilities costs, including detail of any alternatives considered***

- This is the most economic option as it is located next to my accommodation. Other similar companies offer the service at the same price, so I would not be saving by going to an alternative/further company.

## Costs of travelling in the UK

**Total cost = £4.20**

**Please include screenshot(s) here to evidence your costing. Include screenshots of alternative considered (if relevant). Please ensure there is a direct link from the screenshots to the total cost identified.**

The screenshot shows the trainline website interface for a journey from University (Birmingham) to Birmingham International on Friday, 8th September 2017. The total cost is £4.20 for 1 adult, 0 children. The interface includes a table of train options with times and prices, and a summary box on the right showing the total cost and a 'Continue' button.

OUT	15:25	15:35	15:45	15:55
15:59	16:05	16:13	16:29	
Stam	Stam	20m	20m	
1 change	1 change	1 change	1 change	

Anytime Day Single £4.20

Results are based on end-to-end tickets for the fastest available trains. Click here to check if slower routes with cheaper tickets are available.

**TOTAL £4.20**  
1 adult, 0 children  
[Continue](#)  
[Quick buy ticket](#)

**If it's not clearly evident from the screenshot(s) please include any calculations to demonstrate how you arrived at the total cost.**

- I will need a return ticket from University to BHX – the train line lists a range of prices, I have selected the most economical of these (off-peak)

**Please include your rationale for selecting your final travelling costs including detail of any alternatives considered**

- I researched a taxi, but was quite expensive £32 to/from the airport. Therefore a train was the most economical option – as it was a direct train to the airport and I would have one suitcase, practically this would be fine.

## Costs of travelling abroad

**Total cost = £777.78**

*Please include screenshot(s) here to evidence your costing. Include screenshots of alternative considered (if relevant). Please ensure there is a direct link from the screenshots to the total cost identified.*

The screenshots show flight search results for the route London, United Kingdom to Rio De Janeiro, Brazil. The first screenshot shows a round trip with a price of £677.57 per person, including taxes. The flight details are: Lufthansa LH521 / Lufthansa LH500 (London Heathrow Apt (LHR) to Rio De Janeiro (GIG) on Fri, 29 Jun 2012 06:25) and TAP Air Portugal TP74 / TAP Air Portugal TP354 (Rio De Janeiro (GIG) to London Heathrow Apt (LHR) on Thu, 20 Sep 2012 16:50). The return flight is TAP Air Portugal TP352 (London Heathrow Apt (LHR) to Rio De Janeiro (GIG) on Fri, 21 Sep 2012 12:50). The second screenshot shows a round trip with a price of £677.78 per person, including taxes. The flight details are: Lufthansa LH926 (operated by United Airlines) / United Airlines UA961 (London Heathrow Apt (LHR) to Rio De Janeiro (GIG) on Fri, 29 Jun 2012 12:00) and United Airlines UA800 / Lufthansa LH927 (operated by United Airlines) (Rio De Janeiro (GIG) to London Heathrow Apt (LHR) on Thu, 20 Sep 2012 18:45). The return flight is Lufthansa LH927 (operated by United Airlines) (London Heathrow Apt (LHR) to Rio De Janeiro (GIG) on Sat, 30 Jun 2012 11:50). The third screenshot shows a round trip with a price of £677.57 per person, including taxes. The flight details are: Lufthansa LH521 / Lufthansa LH500 (London Heathrow Apt (LHR) to Rio De Janeiro (GIG) on Fri, 29 Jun 2012 06:25) and TAP Air Portugal TP74 / TAP Air Portugal TP352 (Rio De Janeiro (GIG) to London Heathrow Apt (LHR) on Thu, 20 Sep 2012 16:50). The return flight is TAP Air Portugal TP352 (London Heathrow Apt (LHR) to Rio De Janeiro (GIG) on Fri, 21 Sep 2012 12:50).

*If it's not clearly evident from the screenshot(s) please include any calculations to demonstrate how you arrived at the total cost.*

- STA, a student travel company, offer a flight comparator section on their website. This is available from:  
(<http://book.statravel.co.uk/staglobe/AirFlightSearchResult.do?jsessionid=F21737E2DC7D65764665E7B56CA73F67?followAction=AirFlightSearch>)
- The internship starts 1<sup>st</sup> July and finishes 18<sup>th</sup> September
- The following screenshot shows the results from the comparator website above.
- Prices are given on 11<sup>th</sup> March 2012 for flying there on the 29<sup>th</sup> June and departing 20<sup>th</sup> September. Flying out before the internship starts gives time for acclimation and jet lag, and flying out 2 days after it finishes
- I added on £100 as the prices will increase by approximately this much when the time comes for booking the flights.

*Please include your rationale for selecting your final travelling costs, including detail of any alternatives considered*

- Please see above and the flight comparator section, which was used to determine the final cost

## Medical requirements/vaccinations

**Total cost = £50**

***Please include screenshot(s) here to evidence your costing. Include screenshots of alternative considered (if relevant). Please ensure there is a direct link from the screenshots to the total cost identified.***

> Other vaccines to consider: tetanus; diphtheria; typhoid; hepatitis B; rabies; yellow fever (mainly for Western and Amazonian areas and Iauacu Falls).

<http://www.fitfortravel.nhs.uk/destinations/south-america/brazil.aspx>

***If it's not clearly evident from the screenshot(s) please include any calculations to demonstrate how you arrived at the total cost.***

- I would require vaccinations for Yellow Fever as I am currently unprotected for it.
- Yellow Fever vaccinations cost £50, as quoted by my doctors, the University Medical Practice. 0121 6873055.
- The rest of my vaccinations are up to date.
- Rio de Janeiro is not in a malaria area. Most of Brazil is malaria free.

***Please include your rationale for selecting your final medical costs, including detail of any alternatives considered***

## Insurance

**Total cost = 0**

*Please include screenshot(s) here to evidence your costing. Include screenshots of alternative considered (if relevant). Please ensure there is a direct link from the screenshots to the total cost identified.*

- My travel insurance is annually paid for by my parents as we get a good family deal.
- Therefore, no extra insurance costs would need to be paid.

*If it's not clearly evident from the screenshot(s) please include any calculations to demonstrate how you arrived at the total cost.*

*Please include your rationale for selecting your final insurance costs, including detail of any alternatives considered*



## Visa

**Total cost = 0**

*Please include screenshot(s) here to evidence your costing. Include screenshots of alternative considered (if relevant). Please ensure there is a direct link from the screenshots to the total cost identified.*

Brazil business visa is not required  
for citizens of United Kingdom for a stay up to 90 days.

**NOT REQUIRED**

*If it's not clearly evident from the screenshot(s) please include any calculations to demonstrate how you arrived at the total cost.*

<http://brazil.visahq.co.uk/>

**'Business visa** - This visa is required if during any portion of your visit you intend to conduct business or commercial activities. Please note such visas can only be issued to travellers not being paid for work by an entity within Brazil. If you intend to undertake paid work in Brazil you will need to obtain a work visa.'

- As I will not be paid for my working hours whilst in Brazil, I do not need a Visa.
- As, I will be in the country for 84 days, I do not exceed the 90 day period.

*Please include your rationale for selecting your final visa costs including detail of any alternatives considered*

**Other (please state)**

**Total cost = 0**

*Please include screenshot(s) here to evidence your costing. Include screenshots of alternative considered (if relevant). Please ensure there is a direct link from the screenshots to the total cost identified.*

N/A

*If it's not clearly evident from the screenshot(s) please include any calculations to demonstrate how you arrived at the total cost.*

*Please include your rationale for selecting your final cost, including detail of any alternatives considered*