# ATTACHMENT B

## COST QUOTATION/BUDGET TEMPLATE

In addition to filling out the budget template below, please also include your agency’s general rate card for media services.

|  |  |  |
| --- | --- | --- |
| **Expense** | **Description of Expense** | **Estimated Cost** |
| **Creative Design Services** | | |
| Flyer / Factsheet |  |  |
| Social Media Graphic |  |  |
| Digital Banner Ad |  |  |
| Billboard |  |  |
| Bus Shelter Ad |  |  |
| Postcard |  |  |
| **Video Production & Editing Services** | | |
| Video Production: Social Media Video (< 1 min) |  |  |
| Video Production: Video (2-3 min) |  |  |
| Video Editing |  |  |
| **Translation Costs** | | |
| Translation Costs |  |  |
| **Consulting Rates** | | |
| Consulting Rate |  |  |
| Other expenses not covered above (itemize) |  |  |
| **Total Expenses** |  | **$0** |