

Program Budget of Global Ambassadors Program

Xiaohan “Linda” Du

Arkansas Tech University

CSP 6143 – 001

December 2nd, 2015

Program Budget of Global Ambassadors Program

Assumptions: According to the program proposal, the Assistant Director for Recruitment supervises the Global Ambassadors Program directly. After eight finalists are selected to be the Global Ambassadors, initial training will be conducted by the Assistant Director for Recruitment. A guest speaker will be invited from Career Service at no cost to talk about professional communication and dressing codes. A small gift will be given to the guest speaker for appreciation. Recruitment material will be mailed domestic and internationally if needed. All Global Ambassadors will have their name tag and business cards. International calling cards will be purchased and shared among participants through the semester. The Assistant Director for Recruitment will take different participants each time for short or long distance recruitment travelling. No additional travelling cost exists, but meals for participants will be covered by the International Office budget. At the end of semester, participants will receive gifts card and dinner for appreciation. An exit-survey designed by the Assistant Director for Recruitment at no cost will be used for assessment purpose.

Expenditure	Funding Source	Individual Amount	Total Amount
Refreshments for Training	International Office Budget	\$60.00	\$60.00
Appreciation Gift for Guest Speaker	International Office Budget	\$10.00	\$10.00
Recruitment Material Mailing Cost	International Office Budget	\$350.00	\$350.00
International Calling Cards	International Office Budget	\$30.00	\$30.00
Business Cards & Name Tags	International Office Budget	\$20.00 per Global Ambassador	\$160.00
Recruitment Travel Meal Cost	International Office Budget	\$150.00	\$150.00
Gift Cards	International Office Budget	\$50.00 per Global Ambassador	\$400.00
Appreciation Dinner	International Office Budget	\$140.00	\$140.00
Total Cost for Global Ambassadors Program			\$1300.00