

November 14, 2012

Ms Chitra V
Special Teacher – Drama
Government High School
Managundi
Dharwad
Mobile: 8105404323
Email: chittara2458@gmail.com

2012-0-002
Grant Number

Dear Ms Chitra,

Enclosed herewith is the Grant Notification letter in duplicate. Kindly sign and return the countersigned copy along with your specific payment request letter for the release of the grant amount.

Also enclosed is a sheet detailing the 'Approved Budget' categories, in respect of your abovereferrred grant. Please note that we have added Rs 3,000 to the 'Approved Budget' towards Accountant's Fee to be used to pay for the Accountant you will be hiring to maintain your grant account.

Do revert to me in case you have any clarifications on the attached.

Sincerely,



C Suresh Kumar
Deputy Manager – Management Services
India Foundation for the Arts

Encl: As above

Details of the Approved Budget' categories

2012-0-002
Grant Number

Approved Budget

Production costs		Rs 25,000
Workshop and material costs include		
- Materials for workshops	17,000	
- Trunk to keep all the things	<u>5,000</u>	22,000
Resource persons: fee, travel and living costs include		
- Resource persons	15,000	
- T.A. and hospitality for the RPs	<u>5,000</u>	20,000
Documentation costs		10,000
Honorarium		10,000
Meeting and inauguration costs		5,000
Performance costs		
- Repeat shows		5,000
Equipment hire		
- Projector and CD player rentals		3,000
Accountant's fee		<u>3,000</u>
Total		<u>Rs 1,03,000</u>