

Multimedia Production Budget

Production Team: _____ **Date:** _____

Project Title: _____ **Type/Format:** _____

	Qty	Hrs	Unit	Total Cost
<u>Concept/Scriptwriting:</u>				
Producer(s)				
RFP				
Content Writing				
<u>Pre-production:</u>				
Flowchart/Storyboarding				
Scheduling				
Budgeting				
Site Coordination				
<u>Production:</u>				
Director				
Actor(s)				
Cameraperson(s)				
Computer Expert(s)				
Musician(s)				
Narrator				
Writer(s)				
<u>Post-production:</u>				
Product Editing				
Text Editing				
<u>Premiere:</u>				
Publicity				
<u>Administrative/Miscellaneous:</u>				
Production Book				
Press Releases				
Meetings				
Equipment Rental				
Consulting Fees				
Other				
Total...				

Multimedia Production Budget

Production Team: Captain Nemo & Associates

Date: 14 March 1997

Project Title: "20,000 Leagues Under the Sea"

Type/Format: Web Page/Hierarchy

	Qty	Hrs	Unit	Total Cost
Concept/Scriptwriting:				
Producer(s)	1	80	65	5,200
Treatment & Content Outline	—	10	—	1,740
Content Writing	—	15	—	900
Pre-production:				
Flowchart/Storyboarding	—	15	—	900
Scheduling	—	5	—	300
Production:				
Director	1	65	65	4,225
Accountant	1	8	20	160
Artist(s)	2	50	30	1,500
Narrator	1	4	10	40
Post-production:				
Beta Testers(s)	10	5	5	250
Product Editing	—	10	—	1,500
Administrative/Miscellaneous:				
Production Book	—	8	—	960
Meetings	8	2	10	160
Equipment Rental	—	30	—	430
Consulting Fees	3	12	40	480
Total...				\$18,745

Explanation: Budget listings can be either **activity items** or **individual person items**. If you choose to use activity items, then costs will have to be calculated based on each individual contributor's hourly rate and the number of hours s/he spent on the activity. The total hours and costs for all contributors' time is then entered into the budget. Individual person items will be calculated on a per hour basis. The important thing here, of course, is that you carefully define when each crew member's hours are considered part of an activity and when they are part of an individual person item.