

Item	Description	Total estimate costs	Amount requested	Amount covered by other funds
Documentation - Fees/Salary	ew and updated user and technical documents	1,750	1750	0
Site Visits - Travel Costs	5 Vireo product manager visits to user institutions in the US to strengthen relationships among contributors, maintainers, and/or user communities and discuss an improved business model fostering developer and financial contributions. Likely but unconfirmed site visits to any five of Harvard/MIT, Johns Hopkins, Georgia Tech, Princeton, Rice	10,000	10000	0
Video production - Fees and Accessibility Services	Consultant production of training videos for institutional staff and users on implementing and using Vireo 4. Includes transcripts and captioning for accessibility. Scripts for 5 videos are already drafted, but need refinement. Estimating 5 minutes per video, totalling 20 minutes. 60 video creation hours and 20 hours to edit scripts and learn the software, totalling 80 estimated contractor hours at 35/hour.	2500	2500	0
Marketing strategy - Fees	Consultant production of branding and outreach materials. Estimate 40 hours at 150/hour	6000	6000	0
<b>Total</b>		<b>20,250</b>	<b>20250</b>	<b>0</b>