

PMI LEADERSHIP INSTITUTE MASTER CLASS TRAVEL BUDGET WORKSHEET FOR REQUIRED TRAVEL

PMI will provide a broad range of programs, services and offerings to Leadership Institute Master Class participants as PMI's contribution to their personal growth and development. This form is designed solely to help candidates estimate expenses associated with travel to participate in the Leadership Institute Master Class.

During the three in-person meetings in North America, PMI provides breakfasts, lunches, breaks and two (2) dinners. Leadership Institute Master Class applicants will need to ensure they have obtained adequate financial support to cover their travel-related expenses.

2021 Leadership Institute Master Class

First In-Person Meeting: 3 days, 12-14 October 2020 – Seattle, Washington, USA (LIM – North America is 15-17 October 2020)

Air Transportation _____
Ground Transportation _____
Lodging _____
(Estimated \$275.00 USD rate per night)
Meals _____
Miscellaneous expenses _____ (parking, travel visas, etc.)

Subtotal _____

Second In-Person Meeting: 4 days (date to be determined) spring 2021 – likely in Philadelphia, Pennsylvania, USA

Air Transportation _____
Ground Transportation _____
Lodging _____
(Estimated \$200.00 USD estimate per night)
Meals _____
Miscellaneous expenses _____ (parking, travel visas, etc.)

Subtotal _____

Third In-Person Meeting & LIM: 5 days, Fall 2021 – place in North America to be determined

Air Transportation _____
Ground Transportation _____
Lodging _____
(Estimated \$275.00 estimate per night; five nights)
Meals _____
Miscellaneous expenses _____ (parking, travel visas, etc.)

Subtotal _____

2021 Leadership Institute Master Class

Total Estimated Expense _____