

MOWCAP Office Activity and Budget Plan for 2018			
Category	Budget (Korean Won)	Budget (USD)	Notes/action points
MOWCAP Human Resources (July-December, 2018)			
1. MOWCAP Centre staff		\$0	The ACC/ACI will not be able to hire a dedicated staff member for the MOWCAP Office. Rather, ACI staff will be given MOWCAP duties on top of their existing roles  JungDoe Jang and NanYoung Kim from the Asia Culture Research Institute, will be working on the MOWCAP Office.
Subtotal		\$0	
MOWCAP Bureau Travel Cost			
		\$36,000	Travel and accommodation of MOWCAP Bureau members and the RSC to the Bureau meeting and General Meeting in Gwangju in 2018 (approx. 15 people). And to cover National MoW Committee members from developing countries (5-15).
Subtotal		\$36,000	
MOWCAP Office Operation Cost			
Website		\$500	The MOWCAP website will be extended for an additional year.

MOWCAP Office running costs		\$2,500	This will be used for printing, maintenance, office supplies etc
Transportation and postage		\$2,500	To ship documents, books etc to the MOWCAP Office Gwangju from the current/former MOWCAP Bureau members homes/homes
Communication and publication		\$500	This will be used to create communication material such as booklets, pamphlets etc in digital and hard copy forms as required during the year.
<b>Subtotal</b>		<b>\$6,000</b>	
<b>MOWCAP activities 2018</b>			
MOWCAP/ACC Grants		\$18,000	\$18,000 was assigned to the Grants Program, however, if additional funds are left after the General Meeting, they will be directed to the Grants.
Goodwill missions		\$2,000	The Goodwill mission will target West and South Asia.
MOWCAP Archive		\$10,000	A company/expert will be contracted to help support the MOWCAP Archives project
MoW 20 Years exhibition		\$13,000	A company will be contracted to help design, print and install the exhibition at the MOWCAP General Meeting.
<b>Subtotal</b>		<b>\$43,000</b>	

Total		\$43,000 \$6,000 \$36,00 =\$85,000	
Available budget for 2018		\$85,000	