



Steve Nixon <steve.nixon.viamed@googlemail.com>

Q2 costs SBRI (Medilink)

1 message

Tom Wright <t.wright@medilink.co.uk>

21 June 2017 at 15:40

To: Steve Nixon <steve.nixon@viamed.co.uk>

Cc: Patrick Trotter <p.trotter@medilink.co.uk>, Tina Booth <t.booth@medilink.co.uk>

Hi Steve,

As promised, please see costs for Q2 in red below. We can supply receipts if needed. All mileage is from our registered company office to the destination. When Patrick and myself have shared a car we have put down £0.50 per mile, which is our company policy (5p per mile per passenger).

Total is £17,632.87 (see breakdown below),

Please send the PO number to Tina (cc'd in) and copy both Patrick and me on.

Let me know if you have any questions.

Thanks,

Tom

1) SBRI project (Q2) subcontractor costs for:**Dr. Patrick Trotter & Tom Wright****£14,535.00 + VAT (£2,907.00)****Total = £17,442.00****2) Travel costs: Dr. Patrick Trotter & Tom Wright**

(Medilink pay 5p extra per mile if a car is shared, as in the case of the first line)

26.4.17 (team meeting 5) – 14 miles at £0.50 = £7 Plus £6 car parking**11.5.17 (TW & PT running 3rd & 4th Focus Groups) 28 miles at £0.45 =£12.60 plus £20 car parking****19.6.17 (TW meeting with design company) 28 miles at £0.45 =£12.60**

Total travel and parking - £58.20

3) Project group subsistence costs (meals at the meeting held at Medilink).

- £51.48 food at Medilink on 26/5/17
- £6.19 – food/drinks for PT & TW on Patient & Clinician focus group day
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Total = £57.67

4) Cost of incentives for focus groups (Amazon vouchers)

5 x £15 = £75 (this includes VAT)

Total = £75.00

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Grand total

=£ 17,442.00 +£58.20 +£57.67 + £75.00

Grand total=£17,632.87

Tom Wright MMRS

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