



Budget sub-grant ENV.net project

Applicant: _____

Title of the Action: _____

Budget ¹ Costs (add sub-headings if required)	EXPENDITURE				CLARIFICATION Provide a narrative clarification of each budget item <i>demonstrating the calculation and the how they relate to the action (e.g. through references to the activities).</i>
	Unit	# of units	Unit rate (in EUR)	Costs (in EUR)	
1. Salaries of staff involved					
<i>Salary (gross salaries)²</i>					
	per month			0	
	per month			0	
	per month				
Subtotal Human Resources				0	
2. Travels					
<i>Accommodation</i>					
	per day			0	
<i>Transport</i>					
	per travel				
<i>Other expenditures (meals)</i>					
	per day			0	
Subtotal Travels				0	
3. List of Equipment and supplies⁴ to be purchased or rented					
	per item			0	
	per item			0	
	per item			0	
	per item			0	
Subtotal Equipment and supplies				0	
4. List of services to be purchased					
	per services			0	
	per services			0	
	per services			0	

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Subtotal services				0
5. Other specific costs⁵				
<i>5.1 Publications</i>				
	per service			0
	per service			0
<i>5.2 Studies, research translations</i>				
	per service			0
	per service			0
<i>5.3. Visibility</i>				
	per item			0
	per item			0
<i>5.4 Other possible costs non included in the other lines</i>				
	per item			0
	per item			0
Subtotal Other costs, services				0
6. Total direct eligible costs of the Action (1-5)				0

1. The description of items must be sufficiently detailed and all items broken down into their main components. The number of units and the unit rate must be specified for each item depending on the indications provided.
2. If staff are not working full time on the Action, the percentage should be indicated alongside the description of the item and reflected in the number of units (not the unit rate).
4. Please separate cost for purchase or rental
5. Specify the typology of costs or services. Global amounts will not be accepted.

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