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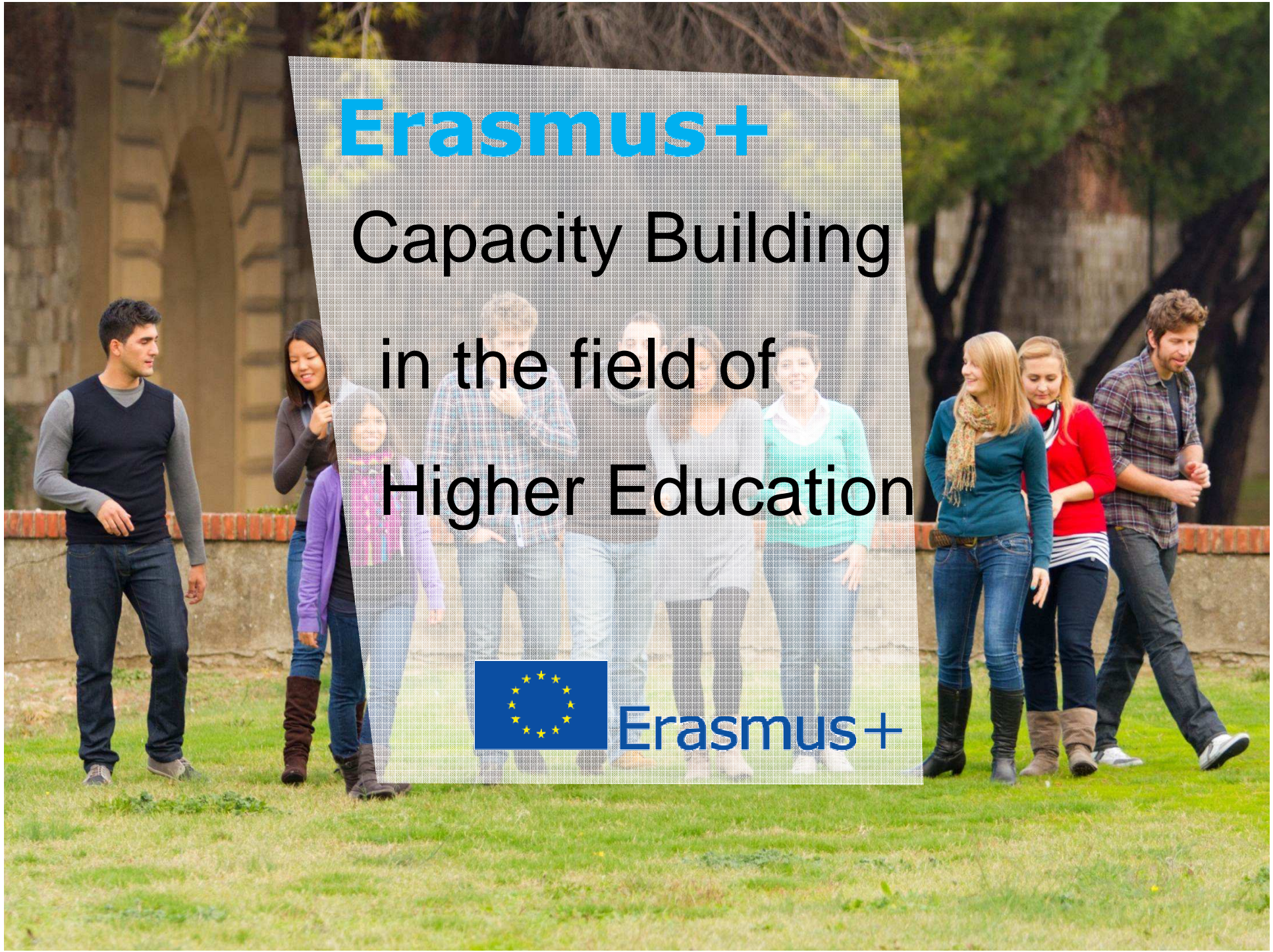
Capacity Building

in the field of

Higher Education



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Budget and Duration

Budget Allocation 2015 (in Million €)

Region	Indicative budget Million €
1 Western Balkans	12,67
2 Eastern Partnership countries	13,66
3 South-Mediterranean countries	28,06
6 Asia	33,46
7 Central Asia	8,68
8 Latin America	12,26
9 Gulf countries	1,85
10 South Africa	3,42
TOTAL	114,06



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Budget and Duration-Overview





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How to calculate the budget -Categories

Staff costs (max 40%)	4 Staff Categories (Manager, Researcher/ Teacher/Trainer, Technician, Administrator)
Travel costs	Students/staff from partners in countries involved in the project from their place of origin to the venue of the activity and return. Activities and related travels must be carried out at project beneficiaries organisation.
Costs of stay	Subsistence, accommodation, local and public transport, personal or optional health insurance.
Equipment (max 30%)	Purchased <u>exclusively</u> for the benefit of HEIs in the Partner Countries
Sub-contracting (max 10%)	Exceptional for services related to competences that can't be found in the



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How to calculate the budget -Methods

5 Budget Categories

Staff - UC

Travel - UC

Cost of Stay - UC

Equipment - RC

Sub-contracting - RC

2 Allocation / Justification Methods

Real Costs (RC)

Unit Costs (UC)

Other types of costs (ex.: dissemination, publishing, overheads costs, etc.) are not considered for the calculation of the grant.

>>> Expected to be **covered by co-funding.**



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How to calculate the budget –Unit Costs

- A unit cost is a **fixed contribution** which is multiplied by the specific **number of units** to cover the costs linked to the implementation of a specific activity or task.
- **EU Grants** : 2 important principles.
 - Non profit
 - Co-funding
- How to respect these principles under a "*unit cost*" approach?
- **E+ Unit Cost amounts** are the result of a statistical analysis carried out on real project costs from previous generation of programmes (LLP, Erasmus Mundus, Jean Monnet, Tempus, etc.)
- **For CBHE**, the simulation carried out on former Tempus projects showed that "*statistically*" the combination of real and unit costs corresponded +/- to 90% of their total eligible costs.⁶



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How to calculate the budget –Unit Costs

- **Real costs:** How did you **use** the grant ?
 - => **input** based
 - => Expenses incurred, supporting documents

- **Unit costs:** what did you **achieve** with the grant ?
 - => **output** based
 - => No need to prove the actual expenditure but you need to show the "triggering event" (i.e.: the fact the activity was indeed properly implemented (e.g. teaching, training))



How to calculate the budget – Unit Cost

Unit Costs

Grant Allocation

Volume (/nature) of activities proposed in the application

Grant Justification

(final report)

Eligibility verification of the "triggering event"

Use of the Grant
internal decision of the partnership (in coherence with application)



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How to calculate the budget - STAFF COSTS

Financing mechanism for staff costs (see Programme Guide page 158, 160 and page 161 Table A and B)	Amount	
Unit costs Subdivided in 4 categories and country groups (4 groups for Programme and 4 groups for Partner Countries)	per manager involved per day	Max. 40% of the total grant
	per researcher/ teacher/trainer involved per day	
	per technician involved per day	
	per administrative staff involved per day	



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How to calculate the budget Travel/Cost of Stay

Costs of Stay

(see Programme Guide page 159)

Travel Costs

(see Programme Guide page 158)

for eligible activities please refer to page 287-288,

DAYS	STAFF	STUDENTS
1-14	120€	55€
15-60	70€	40€
61 - 180	50€	n.a.

Distance Bands	Unit Cost
100-499 km	180€
500-1999 km	275€
2000-2999 km	360€
3000-3999 km	530€
4000-7999 km	820€
8000 km and more	1.100€



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How to calculate the budget - Travel/Cost of Stay

http://ec.europa.eu/programmes/erasmus-plus/tools/distance_en.htm

Example 1:

**Staff Trip: From Paris to Bxl
(308 KM)**

Duration 2 days

Real expense:

Travel Costs :120 €

Hotel + Subsistence Costs (250 €)

Total real expenses: 370 €

Calculation (unit-costs):

Travel Costs: 180 €

Costs of Stay: 2 x 120 € =240 €

Total unit-costs: 420 €

Example 2 :

**Staff Trip: From Paris to Berlin
(771 KM)**

Duration 2 days

Real expense:

Travel Costs :250 €

Hotel + Subsistence Costs (300 €)

Total real expenses: 550 €

Calculation (unit-costs):

Travel Costs: 275 €

Costs of Stay: 2 x 120 € =240 €

Total unit-costs: 515 €



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How to calculate the budget

**Special
Mobility
Strand**

Max. 80% of the total EU grant awarded for the joint or structural project (excluding the mobility strand)

(see Programme Guide page 162-165)

Travel costs

Cost of Stay



How to calculate the budget -

Travel Costs



Distance Bands	Unit Cost
100-499 km	180€
500-1999 km	275€
2000-2999 km	360€
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How to calculate the budget STUDENTS - Cost of Stay



Costs of Stay €/Month

Students from Programme

Irrespective of hosting country
650 €

Students from Partner countries

Country group 1 hosting	Country group 2 hosting	Country group 3 + 4 hosting
850 €	800 €	750 €



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How to calculate the budget

STAFF Costs of Stay

Cost of Stay €/Day

Staff from Partner Countries

Cost of Stay €/Day

Staff from Programme Countries

Days	Country group 1 hosting	Country group 2 hosting	Country group 3 hosting	Country group 4 hosting
1-14	160 €	140 €	120 €	100 €
15-60	112 €	98 €	84 €	70 €

Days	Irrespective of hosting country
1-14	160 €
15-60	112 €