Annex 3: Budget Template

Call of Proposal Ref: STEPCam/C2/EGM_KRKC

Example of Budget template or similar:

THIS BUDEGT TEMPLATE IS JUST AN INDICATION ON HOW A BUDGET SHOUD BE STRUCTURED AND MAIN EXPENDITURES COLUMNS. HOWEVER, COST LINES SHOULD BE ADAPTED TO APPLICATIONS TO PROVIDE DETAILD INFORMATION.

 $\label{eq:factor} f=a$ a b c d e *b*c*d*e

Item Description			Total Project Costs					
	Duration (months / days)	Unit of measurement (month/person, lump sum, etc)	Number of Units	Unit Cost (US\$)	Percentage time worked for project	Total budget for this line	Partner's contribution (US\$)	UNESCO contribution (US\$)
Personnel costs e.g.								
senior team leader								
social workers								
Subtotal personnel cost								
Output 1 Costs e.g.								
stationary and didactic materials								
beneficiaries transportation								
Subtotal Output 1 Costs								
Output 2 Costs e.g.								
visibility materials								
awareness campaign materials								
Subtotal Output 2 Costs								
Output 3 Costs								

Subtotal Output 3 Costs				
Other Expenses e.g.				
Subtotal Other Expenses				
Total Costs				

Notes:

Cost breakdown must be deemed reasonable and fair in comparison in prevailing market trends, and represents value for money.

Budget financed by UNESCO should only include financial provisions for activities that are directly relevant to achievement of IPA outcomes. Indirect/overhead costs should be borne by the Partner.

Nature and breakdown of partner's contribution to be confirmed at the latest during workplan elaboration.