

**Global Service Facility of the EC - Proposal Writing Camp  
Hands-on work in group(s)  
Budget Session**

**BUDGET PREPARATION Exercise**

- For one of the Work Packages & tasks you have developed during the PWC, prepare a calculation of costs.
- Consider partners to be involved in the tasks, and allocate Person-Months (PM) to them for the work to be performed.
- Give PM monthly rates per partner, and calculate the personnel cost WP budget.
- Calculate other costs and indirect costs.

**Person-month (PM) allocation**

Tasks	Partner 1	Partner 2	Partner 3	Total
Task title 1				
Task title 2				
Task title 3				
Total:				

**Amounts calculation**

	Number of PM	PM Monthly rate	Amount
Partner 1			
Partner 2			
Partner 3			
<b>Total for WP:</b>			

**Other costs (for this WP)**

- Travel
- Purchases
  - catering; flyers; brochures; website; video
  - Consumables
  - Equipment (particular probe; software)
- Sub-contracting (i.e. outsourcing; )

**Indirect cost**

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