#### Doors

#### Financial statement

Period from

<u>01.11.2022</u> to

<u>30.09.2023</u>

	Type of Activity					
	RTD (A)	Demonstration (B)	Coordination / Support ( C)	Management (D)	Other (E)	Total (A+B+C+D+E)
Personnal costs						0,00
Subcontracting			0,00			0,00
Financial Support						0,00
Other direct costs (Including travel and						
subsistance and equipment)			0,00			0,00
Indirect costs (25%)			0,00			0,00
Lump sums/flat rate/Scale of unit						
declared						0,00
Total	0,00	0,00	0,00	0,00	0,00	0,00

#### <u>Budget</u>

	Initial Budget	Spent until the last reporting	Left to spent before the end of the project
Personnal costs		-	-
Subcontracting		-	-
Financial Support		-	-
Other direct costs (Including travel and			
subsistance)		-	-
Indirect costs (25%)	-	-	-
Lump sums/flat rate/Scale of unit			
declared		-	-
Total	-	_	-

#### Payment received

Total of the budget	-
Amount received	17000
Payment 1	17000
Payment 2	
Payment 3	
TOTAL to be received	(17.000,00)

- specific costs, as e.g. subcontracting).
- and copy costs.



### Indirect costs I

• In Horizon Europe, indirect costs (overheads) are funded at a flat rate of 25% of the eligible direct costs (with the exception of some

 "Indirect costs" are costs which are necessary for implementing the project, but are not "directly" linked to it (because their share in the project cannot be exactly established). Typical examples include costs of renting, operating costs, cost of office equipment, telephone

 All beneficiaries receive a flat rate of 25 % of their eligible direct costs, which serve as "all-inclusive compensation" for indirect costs.

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- for example) in the Other Direct Costs.

- sum of 5,400  $\in$  of ICs and a total budget of 27,000  $\in$ .



## Indirect costs II

No indirect costs are added to <u>subcontracting costs</u>, costs for financial support to third parties and other exempted special budget categories that include indirect costs (e.g. internal invoicing). This means that these direct costs are not considered when calculating the 25 % flat rate. So it is rather important to avoid subcontracting and include all the acquired services (DSP,

 This flat rate is paid irrespective of the actual amount of indirect costs and automatically calculated in the financial statement. Any indirect costs exceeding this amount must be borne by the beneficiaries themselves.

• As explained, you may use your Indirect Costs to pay extra funds to your DSP.

Example: for a budget of 21,600 € of direct costs (personnel, ODCs,) you get a





### The eligible period for declaring costs is from <u>November 1<sup>st</sup> 2022 to</u> <u>September 30<sup>th</sup> 2023.</u> Eligible period concerns:

- Your staff (personnel) costs
- All invoices on services acquired (DSP, etc.)



## Eligible period

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	Category	Costs	
			Yo
	Personnel		to rep
	Travel		
	Equipment		Ple
	Translation		
	Communication material		
	Legal costs		
	DSP		Yo out and Sua ma and we
Other			
Direct	Other Other		
costs	Indirect Costs		Ca



### **Budget Template**

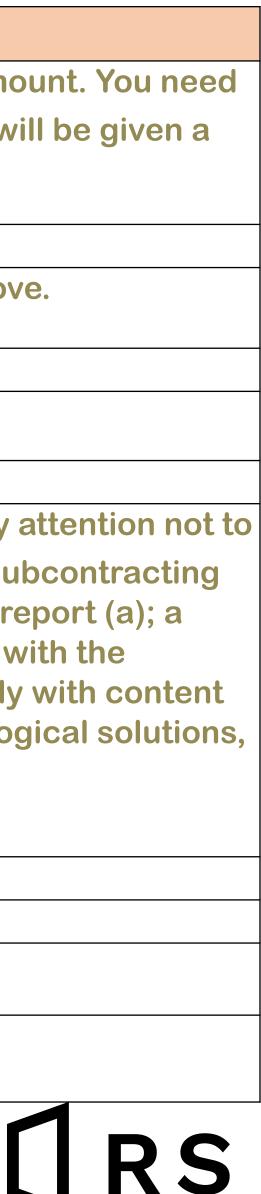
### Justification/Explanation

I need to calculate your daily/monthly rate and provide the total amount. You need your timesheets and pay attention not to double-report days. You will be given a ng template to declare costs.

calculate depreciation costs according to instructions offered above.

ay declare services bought to implement your pilot. You need to pay attention not to rce entire tasks to providers. This is the main difference between Subcontracting her Direct Costs. Remember that your tasks are: a Communication report (a); a hability report (b); your Pilot guidelines (c). The example discussed with the y of the pilots concerns organisations (you) contributing extensively with content scriptions of artifacts, exhibits, etc. and the DSP providing technological solutions, plications, scanning, etc.

ate your Indirect Costs according to the instructions offered above



## TIME RECORDING FOR A HORIZON 2020 ACTION – Minimum requirements Grant Agreement No: Type of personnel (see Art. 6.2.A Grant Agreement) [Month / Year] [Month / Year] [Month / Year] .... Total

Title of the action (acronym):	DOORS
Beneficiary's name:	
Name of the person working on the action:	

_	Month	[Month / Year]	[Month / Year]	[Month / Year]
Numb	er of hours			
(of An to whi has co	packages nex 1) ich the person ontributed by ported hours			
of the	and signature person ng for the			
	, date and ure of the ior			



### **Recording effort**

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