

# COST GUIDANCE

## Information about eligible costs

The grant may only be used for Grant activities and for cost incurred during the project execution period:

### 1. SALARIES

- A) Staff costs; including payroll and social security.
- B) Co-financed expenditure of personnel and social security, indicating the percentage applicable to each counterparty.
- C) The Host institution may include a project manager responsible for the scientific and economic coordination of the network

### 2. EXPENDABLE MATERIAL

- A) Expendable laboratory material (tips, test tubes, pipettes, reagents, medicines, etc.)
- B) Health care material (alcohol, samples, etc.)
- C) Cleaning material (soap, gloves, etc.)
- D) Computer consumables: material expenses for the normal operation of computer equipment, office equipment (printer toner, etc.). Not exceeding € 1000/year
- E) Expenditure on office equipment (photocopies, paper, filing cabinets, printed matter, envelopes, folios, pens etc.), not exceeding € 1000/year

### 3. EQUIPMENT

- A) Costs for the acquisition, rental, maintenance or repair of scientific and technical equipment, including computer equipment, technical computer programs and bibliographic material;
- B) The acquisition of both laboratory and computer equipment must be budgeted in the first 2 years of the project.
- C) Replacement of software applications: Includes costs of acquisition or development of utilities, operating systems, database management, standard software packages and any other kind of software, when the amount exceeds € 3,000/year.

### 4. TECHNICAL SERVICES

- A) Use and access to Scientific and Technical Infrastructures
- B) Costs related to the use of the animal facility
- C) Sequencing, proteomics, genomics, etc. services.
- D) Outsourcing activities up to 25% of the total amount of the Grant.

### 5. NETWORKING COSTS

- A) Travel and subsistence expenses, registration and attendance at conferences and conferences, brief stays of researchers.
- B) Possibility of charging travel expenses and guest subsistence allowances.

### 6. OTHERS COSTS

- A) Costs related to industrial and intellectual property rights derived from the Grant project;
- B) Costs of patents and licensing results derived from the Grant project;
- C) Costs arising from technical advice and support for research, innovation and transfer of results;
- D) Expenses of publication and dissemination of results, including those that may result from publication in open access journals;

- E) Payments for professional services such as translations and corrections
- F) Expenses incurred for the purchase of books and acquisitions of scientific journals.
- G) Short-term training activities essential for the execution of the project and for the organization of scientific and technical activities;
- H) Other expenses directly related to the execution of the project, such as courier services, technical assistance and other external services.

**NON ELEIGILE COSTS:**

- A) Indirect costs/overheads
- B) Equipment costs incurred after the second year of the project
- C) Salaries costs should never exceed 40% of the Grant
- D) Costs not mentioned in this document.