

TAKING  
**COOPERATION**  
FORWARD



National Info Day  
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## Tips on developing a good budget

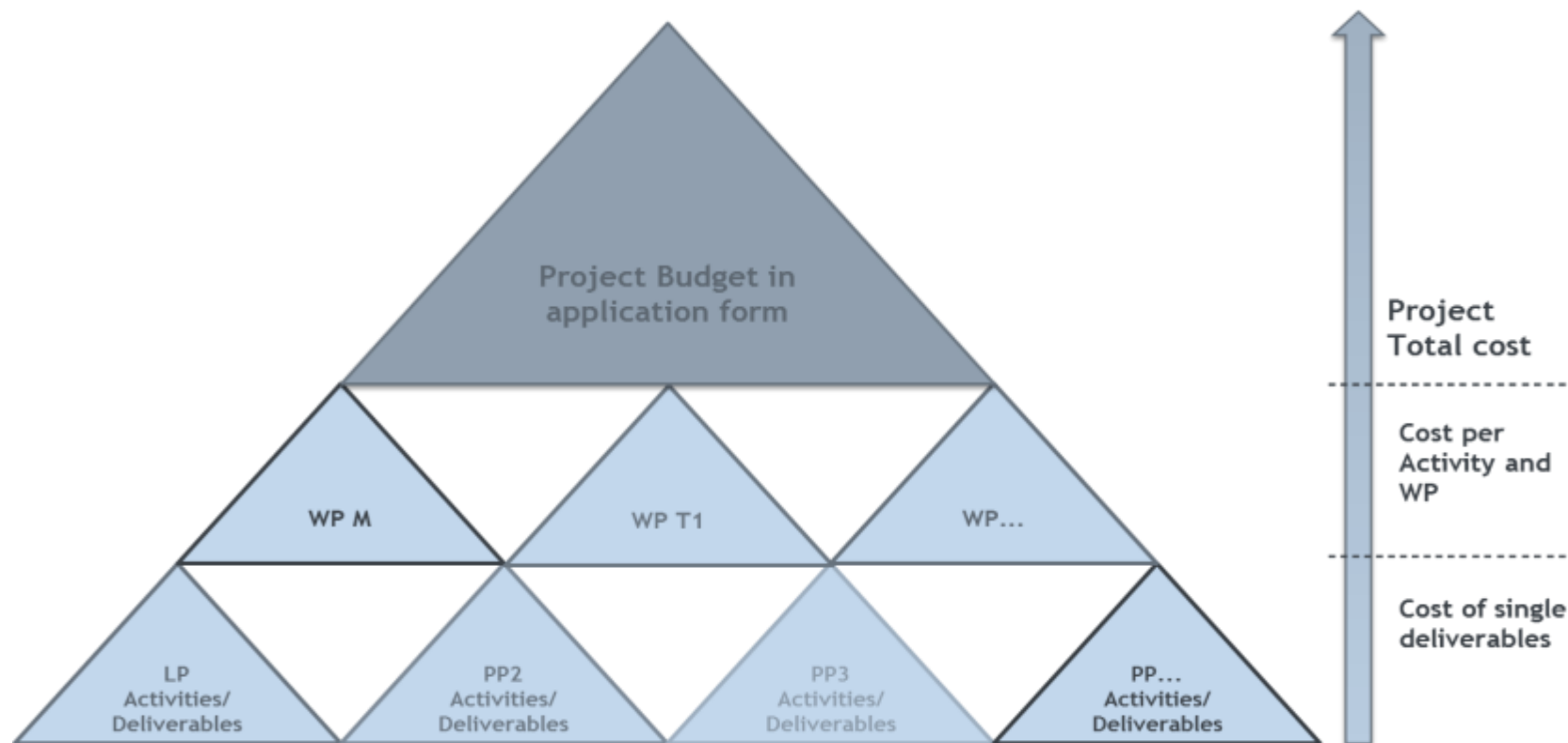


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# BUILDING THE BUDGET

What is in it





# WHAT MAKES A GOOD BUDGET?

The budget needs to reflect the work plan, i.e. activities, deliverables and outputs to achieve the intended results



## Realistic

Partners have to estimate the costs keeping in mind the principles of economy, efficiency and effectiveness



## Transparent

Partners have to ensure to provide sufficient and detailed information (BL4-6)



## Consistent

Partners have to ensure that the budget reflects the work plan



## Timely

Partners have to allocate the budget to the periods according to the timing of the payments





# BUILD THE BUDGET

## Using a tool



- The use of a tool to build the budget is recommended
- We developed a tool for budget design - use not compulsory
- Our tool has to be personalised - risk of making mistakes when changing formulas, we take no responsibility for correctness
- Data should then be inserted in the eMS at PP level.

<http://www.interreg-central.eu/Content.Node/apply/documents.html>





## Understanding the budget lines

1

### Staff costs

Costs of staff employed by the beneficiary institution for implementing the project. Either real cost or flat rate, the chosen option cannot be changed.

2

### Office and administrative

Flat rate - 15% of eligible staff costs.

3

### Travel and accomodation

Costs refer to the travel of the staff of the beneficiary.





4

## External expertise and services

Costs for external expertise and services provided by a public body/private body/natural person outside the beneficiary organisation

5

## Equipment

Costs of essential project equipment, which is purchased, rented or leased by a beneficiary

6

## Infrastructure and works

Costs of essential infrastructure execution within the programme area. Directive 2014/24/EU defines works and provides a detailed list of eligible elements in Annex II

**NOTE:** Investment specification is needed if for a single investment the cost for thematic equipment +/- infrastructure and works is above €15.000





## Preparation cost



15.000 €

Lump sum that covers all costs for  
preparation and contracting







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