

COST STATEMENT: Details by Category (euro/currency)

(reporting period Nr__)

for the period from _____ to _____ (reporting period Nr. __)

Project Title :

Contract Nr:

Name of *Principal Contractor/Member*¹:

Currency (euro/currency) in which account is kept:

PERSONNEL COSTS

EMPLOYMENT COSTS FOR YOUNG RESEARCHERS²

Name ³	Title (Mr/Ms)	Nationality	Pre/Post Doc	Age ⁴	Number of person months and period : from to	Monthly amount	Total amount ⁵
TOTAL:							

MOBILITY COSTS FOR YOUNG RESEARCHERS⁶

Name ⁷	Relocation costs	Travel costs to the home scientific community ⁸		Total Amount ⁹
	Amount (a)	Destination	Amount (b)	(a) + (b)
TOTAL:				

1. Delete as necessary
2. Employment costs for young researchers cover actual salaries or grants paid; plus any social charges and pension costs; plus any registration or tuition fees (See Article 18 of Annex II)
3. Full names of young researchers working on the *project* whose costs are declared
4. Give age in years at time of appointment at the *participant*
5. Total amount of employment costs within the reporting period
6. See Article 18 of Annex II
7. Full names of *young researchers* who's relocation costs and/or travel costs to their home scientific community have been paid during the reporting period
8. Only travel costs within the Member States and *Associated States* are eligible
9. Net amount only. Do not include any indirect taxes, sales taxes or customs duties

COSTS LINKED TO NETWORKING

Description ¹	Amount ²
<p><u>Travel and subsistence</u>³</p> <p>for mobility of the participant's research and technical support staff⁴</p> <p>for interviewing prospective <i>young researchers</i></p> <p>for inviting <i>young researchers</i> to the mid-term review meeting</p> <p>for the invitation of external experts</p> <p><u>Subcontracting</u>⁵</p> <p><u>Consumables</u></p> <p><u>Computing</u></p> <p><u>Protection of knowledge</u></p>	
<p><u>Durable equipment</u>⁶</p>	
<p><u>Other Specific Costs</u></p> <p>Organisation of network meetings between <i>participants</i></p> <p>Workshop, seminar and conference fees</p> <p>Exchange of information between <i>participants</i></p> <p>Joint publications of the <i>participants</i></p> <p>Use of external scientific facilities by the <i>participants</i></p> <p>Exchange of materials and reference products between <i>participants</i></p>	
<p>TOTAL:</p>	<div style="border: 1px solid black; width: 100px; height: 15px;"></div>

1. See Article 19 of Annex II

2. Net amount only. Do not include any indirect taxes, sales taxes or customs duties.

3. See Article 19(1)

4. The research staff of the *participant* includes the appointed *young researchers*

5. See Article 6 of Annex II

6. See Article 19(6) for the special conditions required for the reimbursement of durable equipment

COST STATEMENT SUMMARY (euro/currency)

for the period from _____ to _____ (reporting period Nr. __)

Project Title:

Contract Nr.:

Name of Principal Contractor/Member¹:

Currency (euro/currency) in which account is kept²:

Exchange/conversion rate in euro³:

Contact person for this cost statement⁴:

E-mail address:

Telephone:

Fax:

Categories of eligible costs	Amount for the period ⁵	
	Euro ²	Currency ²
Direct Costs		
1. Personnel costs of young researchers ⁶		
2. Costs linked to Networking ⁷		
Subtotal		
Indirect Costs		
3. Overheads		
Adjustments		
4. Adjustments to costs previously reported ⁸		
Total		
% Community's financial contribution ⁹ : _____		

Principal Contractor/Member's certificate¹⁰

We certify that

- the above costs are derived from the resources employed which were necessary for the work under the contract,
- such costs have been incurred and fall within the definition of eligible costs specified in the contract,
- any necessary permissions of the Commission have been obtained, and
- full supporting documentation to justify the costs hereby declared, including attendance records as referred to in Article 18.1 (5) of Annex II to the contract, is available for audit by the Commission and its authorised representatives or the Court of Auditors and reflects the costs actually incurred.

We certify that any necessary adjustments, for any reason, to costs reported in previous cost statements have been incorporated in the above statement⁸.

Date:

Date:

Name of person in charge of the work:

Name of duly authorised responsible Financial Officer:

Signature of person in charge of the work:

Signature of duly authorised responsible Financial Officer:

1. Delete as necessary
2. The cost statement must be drawn up in euro and in the currency used in the accounting of the *principal contractor/member*
3. Except where a special condition applies, the exchange/conversion rate is that indicated in Article 4(2)(a) of Annex II to the contract. See website europa.eu.int/comm/dg19/inforeuro/en/index.htm
4. One of the persons whose signatures must appear on this form
5. Net amounts only. Do not include amounts of any indirect taxes, sales taxes or customs duties. Separate details are required for cost categories specified in the pages which follow
6. This heading covers the cost categories defined Article 18 of Annex II. A separate form is to be completed for these costs
7. This heading covers the cost categories defined Article 19 of Annex II. A separate form is to be completed for these costs
8. Not applicable for the first cost statement. Any necessary adjustments, for example to reflect actual costs instead of budgeted costs must be made in subsequent statements. Details and reasons for any adjustments must be provided
9. Insert the percentage of the Community's financial contribution. See Article 3(2) of the contract
10. The person in charge of the scientific work under the contract and the authorised responsible Financial Officer of the principal contractor/member must sign the certificate

PART E-2 - INTEGRATED COST STATEMENT IN EUROS TO BE SUBMITTED BY THE PRINCIPAL CONTRACTOR FOR THE MEMBERS¹

For the period from ² to ³

Name of the principal contractor

Participants	Costs											TOTAL
	Costs	Personnel	Travel and subsistence	Subcontracting	Consumables	Computing	Protection of knowledge	Durable Equipment	Other specific costs	Overheads	TOTAL	
Principal contractor (name)	D ⁴											
	A ⁵											
Member (name)	D											
	A											
Member (name)	D											
	A											
Member (name)	D											
	A											
TOTAL												

1 - To be completed by the principal contractor as from the second period.

2 - Insert the project commencement date.

3 - Insert the end of the last period concerned by the integrated cost statement.

4 - Costs reported for the period subject to acceptance by the Commission and for earlier periods.

5 - Costs accepted by the Commission for the earlier period(s).

PART E-3 - SUMMARY STATEMENT OF AMOUNTS TRANSFERRED BY THE PRINCIPAL CONTRACTOR (euros)¹

Title of project

Contract N°:

Name of participant	Advance:		Period:		Period:		Period:		Final period ² :		Other ² :		Total	Comments
	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date		
TOTALS														
Amounts paid by the Commission														

1. To be completed by the principal contractor.
 2. See Article 2.1 (f) of Annex II to this contract.
 3. Any other amount transferred by the principal contractor during the duration of the project.