**JUSTIFICATION OF COSTS TABLE**

In **Table 1 below**, provide details of the person months allocated to each partner. This should be consistent with the details presented in the work plan you provided in the Call #3 INNOVATE application form.

Table 1: Partners tasks details and person months

**Phase 1 - Design**

|  |  |  |  |
| --- | --- | --- | --- |
| Partner | Tasks | Total person months[[1]](#footnote-1) | Person months cost (for partner) |
| *Partner 1 name* | *Description 1* | *Number of person months* |  |
| *Partner 2 name* |  |  |  |
| *Partner 3 name* |  |  |  |

**Phase 2 – Develop & Operate**

|  |  |  |  |
| --- | --- | --- | --- |
| Partner | Tasks | Total person months | Person months cost (for partner) |
| *Partner 1 name* |  |  |  |
| *Partner 2 name* |  |  |  |
| *Partner 3 name* |  |  |  |

**Phase 3 - Assess**

|  |  |  |  |
| --- | --- | --- | --- |
| Partner | Tasks | Total person months | Person months cost (for partner) |
| *Partner 1 name* |  |  |  |
| *Partner 2 name* |  |  |  |
| *Partner 3 name* |  |  |  |

In **Table 2 below**, provide a list of other direct costs that will be incurred (equipment, travel etc.).

Table 2: Partner other direct costs.

**Phase 1 - Design**

|  |  |  |
| --- | --- | --- |
| Partner | Item Description | Total Other Direct Cost (for partner) |
| *Partner 1 name* |  |  |
| *Partner 2 name* |  |  |
| *Partner 3 name* |  |  |

**Phase 2 – Develop & Operate**

|  |  |  |
| --- | --- | --- |
| Partner | Item Description | Total Other Direct Cost (for partner) |
| *Partner 1 name* |  |  |
| *Partner 2 name* |  |  |
| *Partner 3 name* |  |  |

**Phase 3 - Assess**

|  |  |  |
| --- | --- | --- |
| Partner | Item Description | Total Other Direct Cost (for partner) |
| *Partner 1 name* |  |  |
| *Partner 2 name* |  |  |
| *Partner 3 name* |  |  |

In **Table 3 below**, provide details of the direct and indirect costs, and the project budget allocated to each partner. See footnotes for further help with calculations.

Table 3: Partners Project budget.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Partner | Total Person Months Cost (A)[[2]](#footnote-2) | Total Other Direct Cost  (B)[[3]](#footnote-3) | Indirect Cost  (C) [[4]](#footnote-4) | Total project budget  (D)[[5]](#footnote-5) |
| *Partner 1 name* |  |  |  |  |
| *Partner 2 name* |  |  |  |  |
| *Partner 3 name* |  |  |  |  |

In **Table 4 below**, calculate the requested financial support for each partner.

Table 4: Partners requested financial support.

|  |  |  |  |
| --- | --- | --- | --- |
| **Partner** | Total Project budget (D) | Reimbursement rate (70%) (E)[[6]](#footnote-6) | Requested financial support |
| *Partner 1 name* | … | *Enter rate here: 0.7* | This will be (D) \* (E) |
| *Partner 2 name* |  |  |  |
| *Partner 3 name* |  |  |  |

|  |  |  |
| --- | --- | --- |
| For [Entity] (the SME Leader)  Mr/Ms [NAME SURNAME]  [POSITION\_IN\_COMPANY] if applicable  Signature  Done at \_\_\_\_\_\_\_\_\_\_ on DD/MM/YEAR | For [Entity] (the provider SME)  Mr/Ms [NAME SURNAME]  [POSITION\_IN\_COMPANY] if applicable  Signature  Done at \_\_\_\_\_\_\_\_\_\_ on DD/MM/YEAR | For [Entity] (the adopter SME)  Mr/Ms [NAME SURNAME]  [POSITION\_IN\_COMPANY] if applicable  Signature  Done at \_\_\_\_\_\_\_\_\_\_ on DD/MM/YEAR |

1. A person month is a measurement of effort. One person month means one person fully working for one month. Two persons fully working half a month, would-be one-person month as well and the person month cost would be the average. [↑](#footnote-ref-1)
2. A should be consistent with the person months provided in Table 1 [↑](#footnote-ref-2)
3. B should be consistent with the Total Other Direct Costs in Table 2 [↑](#footnote-ref-3)
4. Indirect Costs (C) = (A + B) \* 0.25 [↑](#footnote-ref-4)
5. Total experiment budget (D) = A + B + C [↑](#footnote-ref-5)
6. The reimbursement rate varies for commercial and non-profit legal entities. [↑](#footnote-ref-6)