***An example of a completed budget including comments for a 10-month project case – amounts and comments are for illustrative purposes only, do not copy them but follow the same procedure.***

1. ***First fill in the budget calculator and write the amounts in the table in the application form:***

**BUDGET**

**The applicant fills in the amount of items on the basis of the Budget Calculator (which will be a mandatory annex).**

|  |  |
| --- | --- |
| **Total budget:** | **399 300 Kč** |
| **Workload:**  **Do not fill in!** | **0.5 FTE** |
| **Personal costs:** | **233 350 Kč** |
| **Other costs:** | **126 020 Kč** |
| **Overhead costs:** | **39 930 Kč** |

1. ***Comment verbally on each item in the application form***

**Verbal commentary on individual items of other costs:**

Describe verbally in detail the individual items of the budget that you will implement within the framework of the NERD project, including the costs of the foreign activity (travel insurance, etc.). It is not a requirement to use all items.

|  |  |
| --- | --- |
| **1) Material** | Protective aids, working tools, literature, office supplies |
| **2) Travel expenses** | Costs of the foreign activity with the framework of the project – research trip to Vienna in October 2021, train ticket, hotel accommodation for four days, travel insurance |
| **3) Further costs** | Conference participation fee, access to databases |
| **4) Services** | Printing of invitations, language proofreading |
| **5) Mentor**  (The cost of the mentor is pre-defined. Fill in his/her name only.) | MgA. Jíří Novotný Ph.D. |