

An example of a completed budget including comments for a 6-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:	193 380 Kč
Workload: <i>Do not fill in!</i>	0.5 FTE
Personal costs:	120 000 Kč
Other costs:	60 000 Kč
Mentor: <i>Do not fill in!</i>	13 380 Kč

2) 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 Berlin in August 2024, 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 <i>The cost of the mentor is pre-defined. Fill in his/her name only.</i>	prof. MgA. Jan Novák, Ph.D.