

**eMS PROJECT APPLICATION FORM drafting tool**

**ESTONIA-RUSSIA PROGRAMME 2014-2020**

**FULL APPLICATION FORM**

**Project identification**

|  |  |
| --- | --- |
| Project title (max 2000 characters) |  |
| Project Acronym |  |
| Project number (assigned automatically) |  |
| Programme thematic objective  |  |
| Programme specific area  |  |
| Name of the Lead partner organisation/original language |  |
| Name of the lead partner organisation/English |  |
| Project duration | X months X days |
| Start date |  |
| End date |  |

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**Project summary**

|  |
| --- |
| FILL IN THIS FIELD AFTER THE ENTIRE APPLICATION FORM HAS BEEN COMPLETED.Please give a short overview of the project and describe:•the common challenge of the programme area you are jointly tackling in your project;•the overall objective of the project and the expected change your project will make to the current situation;•the main outputs you will produce and who will benefit from them;•the main activities and how they contribute to achieving project objectives and results;•the approach you plan to take and why is cross-border/transnational approach needed;•what is new/original about it.**Please note that, in case of approval, parts of this summary will be published on the programme's web site. It should be clear, easily readable, self-explanatory and without references to other parts of the application form and other documents.** Please pay attention that all the questions are answered! (max 5000 characters) |
|  |

**Programme Co-financing (based on information filled in sections PARTNERS and Partner budget)**

**Please do not fill it in!**

**The table will be filled in automatically as soon as Budget section is completed by the project**

|  |  |  |  |
| --- | --- | --- | --- |
| **Partner** | **Programme co-financing** | **Contribution** | **Total eligible** |
| Partner | Partner abbreviation | Country | EU-RU CBC  | EU-RU CBC co-financing (%) | Percentageof total EU-RU CBC  | Publiccontribution | Privatecontribution | Totalcontribution |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| Subtotal for partners inside |  |  |  |  |  |  |  |
| Subtotal for partners outside |  |  |  |  |  |  |  |
| Total |  |  |  |  |  |  |  |

**Please do not fill it in!**

**The table will be filled in automatically as soon as Work package list is completed by the project**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Programme Output Indicators**  | **Project Output Indicator Targets** | **Measurment Unit** | **Project Main Output Quantification Target** | **Project Main Output Number** | **Project Main Output Title** |
|  |   | pre-defined |  | O.I1.1 |  |
|  |  | pre-defined |  | O.T1.1 |  |

**PARTNERS**

**Partner list**

**This table will be filled in automatically after inserting information about Partners**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Number** | **Name** | **Country** | **Inside programme area** | **Abbreviation** | **Role** | **Associated to**  |
|  |  |  |  |  |  | In case of Associated partner only  |
|  |  |  |  |  |  | In case of Associated partner only |

**Partnership Description**

|  |
| --- |
| **Partnership Concept. Describe the relevance of partners and their need of involvement** (max 2000 characters) |
|  |
| **Strategic Partnership. Please describe the role of each partner and expected benefit for the project.**(max 2000 characters) |
|  |
| **Associated partners. Please describe role of each associated partner (if any).**(max 2000 characters) |
|  |

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**PROJECT PARTNERS**

**Project partner 1**

|  |  |
| --- | --- |
| Partner role in the project | Lead partner or partner |
| Name of the organisation in original language  |  |
| Name of the organisation in English |  |
| Abbreviation of organization  |  |
| Department/unit/division (optional) |  |
| **Address**  |
| Area  | RUSSIA (RU) or EESTI (EE) |
| Country  | Russia (RU00) or Eesti (EE00) |
| Region [[1]](#footnote-1) | * Pskov Oblast (RU003)
* Leningrad Oblast (RU002)
* Sankt-Petersburg (RU001)
* Lõuna-Eesti (EE008)
* Põhja-Eesti (adjoining region) (EE001)
* Kesk-Eesti (EE006)
* Kirde-Eesti (EE007)
 |
| From Other Regions (for associates)[[2]](#footnote-2) | * EESTI (EE)
* LATVIJA (LV)
* RUSSIA (RU)
* SUOMI / FINLAND (FI)
* other (xxxxx)
 |
| Postal code |  |
| City |  |
| Street |  |
| House number |  |
| Homepage |  |
| **Legal and Financial Information**  |
| Type of partner[[3]](#footnote-3) | * National, regional and local public authorities
* Associations that are formed by regional or local authorities
* Public equivalent bodies, which are financed by national, regional, or local authorities
* Other bodies that are governed by public legal acts, (e.g., municipal and national enterprises, trade unions, medical institutions, museums, etc.)
* Associations that are formed by bodies which are governed by public legal acts
* NGOs and other non-profit-making bodies
* Educational organisations
* Small or medium-sized enterprises (SMEs) (only within TO 1)
* other
 |
| Legal Status | Private or public |
| Co-financing rate (%) |  |
| Is your organisation entitled to recover VAT based on national legislation for the activities implemented in the project? | * No,
* partly
* yes
 |
| VAT number |  |
| Registration number |  |
| **Legal Representative**  |
| first name |  |
| last name |  |
| e-mail address |  |
| phone number |  |
| **Contact Person** (person in charge of project submission who will receive all eMS feedback) |
|  first name |  |
|  last name |  |
|  e-mail address |  |
|  phone number |  |
| Experiences Of Partner*Which are the organisation’s experiences and thematic competences and experiences relevant for the project?* (max 2000 characters) |  |
| Benefit *What is the benefit for the organisation from participating in the project?* (max 2000 characters) |  |
| Other projects  *Please describe the organisation's experience (if any) in participating in and/or managing international/ EU co-financed/ national projects or other projects*(max 2000 characters) |  |

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**Project partner 2**

|  |  |
| --- | --- |
| Partner role in the project | Lead partner or partner |
| Name of the organisation in original language  |  |
| Name of the organisation in English |  |
| Abbreviation of organization  |  |
| Department/unit/division (optional) |  |
| **Address**  |
| Area  | RUSSIA (RU) or EESTI (EE) |
| Country  | Russia (RU00) or Eesti (EE00) |
| Region [[4]](#footnote-4) | * Pskov Oblast (RU003)
* Leningrad Oblast (RU002)
* Sankt-Petersburg (RU001)
* Lõuna-Eesti (EE008)
* Põhja-Eesti (adjoining region) (EE001)
* Kesk-Eesti (EE006)
* Kirde-Eesti (EE007)
 |
| From Other Regions (for associates)[[5]](#footnote-5) | * EESTI (EE)
* LATVIJA (LV)
* RUSSIA (RU)
* SUOMI / FINLAND (FI)
* other (xxxxx)
 |
| Postal code |  |
| City |  |
| Street |  |
| House number |  |
| Homepage |  |
| **Legal and Financial Information**  |
| Type of partner[[6]](#footnote-6) | * National, regional and local public authorities
* Associations that are formed by regional or local authorities
* Public equivalent bodies, which are financed by national, regional, or local authorities
* Other bodies that are governed by public legal acts, (e.g., municipal and national enterprises, trade unions, medical institutions, museums, etc.)
* Associations that are formed by bodies which are governed by public legal acts
* NGOs and other non-profit-making bodies
* Educational organisations
* Small or medium-sized enterprises (SMEs) (only within TO 1)
* other
 |
| Legal Status | Private or public |
| Co-financing rate (%) |  |
| Is your organisation entitled to recover VAT based on national legislation for the activities implemented in the project? | * No,
* partly
* yes
 |
| VAT number |  |
| Registration number |  |
| **Legal Representative** |
| first name |  |
| last name |  |
| e-mail address |  |
| phone number |  |
| **Contact Person** (person in charge of project submission who will receive all eMS feedback) |
|  first name |  |
|  last name |  |
|  e-mail address |  |
|  phone number |  |
| Experiences Of Partner*Which are the organisation’s experiences and thematic competences and experiences relevant for the project?* (max 2000 characters) |  |
| Benefit *What is the benefit for the organisation from participating in the project?* (max 2000 characters) |  |
| Other projects  *Please describe the organisation's experience (if any) in participating in and/or managing international/ EU co-financed/ national projects or other projects*(max 2000 characters) |  |

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**The number of Partners is not limited!**

**Please, note that in the case of associated partner the particular role of the partner should be described.**

**PROJECT DESCRIPTION**

**Project Relevance**

|  |
| --- |
| **Cross-border Challenge**What are the common cross-border challenges that will be tackled by the project?Please describe the relevance of your project for the programme area in terms of common challenges and/or joint assets addressed? (max 4000 characters)  |
|  |
| **Project approach**What is the project's approach in addressing these common challenges and/or joint assets and what is new about the approach the project takes?Please describe new solutions that will be developed during the project and/or existing solutions that will be adopted and implemented during the project lifetime and in what way the approach goes beyond existing practice in the sector/programme area/participating countries.(max 4000 characters) |
|  |
| **Cooperation Reason**Why is cross-border/transnational cooperation needed to achieve the project's objectives and results?Please explain why the project goals cannot be efficiently reached acting only on a national/regional/local level and/or describe what benefits the project partners/target groups/project area gain in taking a cross-border/transnational approach(max 4000 characters) |
|  |
| **Cooperation Criteria**Please select all cooperation criteria that apply to your project and describe how you will fulfil them:* Joint Development
* Joint Implementation
* Joint Management
* Joint Financing

(max 2000 characters for each criteria) |
|  |

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**Project Focus**

|  |
| --- |
| **Project Main Overall Objective****Programme TO Specific area preselected**(max 2000 characters)  |
|  |
| **Programme Result Indicator**Select one programme result indicator your project will contribute to |
|  |
| **Project Main Results** What are the project results and how do they link to the programme result indicator?Specify one or more project results and describe their contribution to the programme result indicator.(max 2000 characters) |
|  |
| **Project Specific Objectives (Project results)**Which are the specific objectives the project will be working towards?Define max. 3 project specific objectives*In order to create a new specific objective, please push the button “Add Project Specific Objective”*Please provide a short explanation on the defined specific objectives(max 1000 characters) |
|  |

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**Project Context**

|  |
| --- |
| **Project Context** How does the project contribute to wider strategies and policies?Please describe the project's contribution to relevant strategies and policies; in particular, those concerning the project or programme area.(max 4000 characters)  |
|  |
| **Synergies**What are the synergies with other past or current EU and other projects or initiatives the project makes use of?(max 4000 characters)  |
|  |
| **Knowledge**How does the project build on available knowledge?Please describe the experiences/lessons learned the project draws on, and other available knowledge the project capitalises on. (max 4000 characters) |
|  |

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**Horizontal principles (cross-cutting issues)**

|  |
| --- |
| Please indicate which type of contribution to horizontal principles applies to the project, and justify the choice. |
| **Horizontal principles** | **Type of contribution** | **Description of the contribution** |
| Sustainable development (environment)(max 500 characters) | * Neutral,
* negative
* positive
 |  |
| Equal opportunity and non-discrimination(max 500 characters) | * Neutral,
* negative
* positive
 |  |
| Equality between men and women(max 500 characters) | * Neutral,
* negative
* positive
 |  |
| HIV prevention(max 500 characters) | * Neutral,
* negative
* positive
 |  |

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**Project risks**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Start date** |  | **End date** |  | **Risk impact**  |  | **Risk likelihood**  |
|  |  |  |  | * low
* medium
* high
 |  | * not likely
* likely
* very likely
 |

|  |
| --- |
| **Title** |
|  |
| **Risk Description** | **Risk Mitigation**  |
| (max 2000 characters) | (max 2000 characters) |

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**Project Result Indicator**

|  |
| --- |
| **Additional thematic result indicators**Please indicate to which indicators the project results will contribute (selecting those indicators of relevance for the project scope and the planned achievements) and a brief explanation specifying the expected contribution together with quantification The whole list of indicators is performed in JOP in accordance with Thematic objectives |
| **Thematic result indicator[[7]](#footnote-7)** | **Measurement Unit****(predefined)** | **Target**(please, do not indicate target value, already defined by the programme) | **Explanation** max 2000 characters  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

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**WORK PLAN**

**Work Package List**

**Work package P Preparation**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **WP Details**  | **WP Title** | **WP Start date** | **WP End date** | **WP Budget** (will appear as soon as budget inserted by partners) |
| **Project Preparation** |  |  |  |
| **Partner involved**  - please choose only the responsible partner! | Number, Name, Role and Abbreviation of involved partners  |
| **Summary** Summary description and objective of the work package including explanation of how partners will be involved (who will do what).(max 2000 characters) |
|  |

**Work package M Management**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **WP Details**  | **WP Title** | **WP Start date** | **WP End date** | **WP Budget** (will appear as soon as budget inserted by partners) |
| **Project Management** |  |  |  |
| **WP responsible partner** |  |
| **Partner involved** - please choose only the responsible partner! | Number, Name, Role and Abbreviation of involved partners  |
| **Description** Describe how the management on the strategic and operational level will be carried out in the project, specifically:•structure, responsibilities and procedures for the day-to-day management and co-ordination•communication within the partnership•reporting and evaluation procedures•risk and quality management•indicate whether the management is foreseen to be externalised (max 2000 characters) |
|  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Activity number** | **Activity Title**  | **Start date** | **End date** |
| **A.M.1** | (max 255 characters) |  |  |
| **Description**Please provide a description of activity in general (max 2000 characters) |
|  |

|  |  |  |
| --- | --- | --- |
| **Output number** | **Output of this activity**  | **Target value** |
| **D.M.1.1** | Please, describe output delivered by this activity  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Activity number** | **Activity Title**  | **Start date** | **End date** |
| **A.M.2** | (max 255 characters) |  |  |
| **Description**Please provide a description of activity in general (max 2000 characters) |
|  |

|  |  |  |
| --- | --- | --- |
| **Output number** | **Output of this activity**  | **Target value** |
| **D.M.2.1** | Please, describe output delivered by this activity  |  |

**Work package T1 Core activity**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **WP Details**  | **WP Title** | **WP Start date** | **WP End date** | **WP Budget** (will appear as soon as budget inserted by partners) |
|  |  |  |  |
| **WP responsible partner** |  |
| **Partner involved** - please choose only the responsible partner! | Number, Name, Role and Abbreviation of involved partners  |
| **Summary of Core Activity**  (max 2000 characters) |
|  |

**Main outputs[[8]](#footnote-8)**

Please describe project main outputs that will be delivered based on the activities carried out in this work package. For each project main output a programme output indicator should be chosen.

Please note that they need to have the same measurement unit.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Output code** | **Output Title**  | **Output Description**  | **Programme Output indicator**  | **Quantity** |
| **O.T1.1** | (max 255 characters) | (max 2000 characters) |  |  |

 **Target groups**

|  |  |
| --- | --- |
| **Target group[[9]](#footnote-9)**  | **Target group involvement**  |
| * Business support organization
* Cultural organizations
* Education/training centre and school
* General public
* Higher education and research
* Infrastructure and (public) service provider
* Interest groups including NGOs
* International organization under inter-national law
* International organization under national law
* Local public authority
* Regional public authority
* National public authority
* Sectoral agency (umbrella organization)
* SME
* Sport institutions
* Other
 | How will you involve target groups (and other shareholders) in the development of the project main outputs? (max 2000 characters) |

**Sustainability of Main Outputs**

|  |
| --- |
| How will the project main output be further used once the project has ended?Please describe concrete measures (including e.g. institutional structures, financial sources, etc.) taken during and after project implementation to ensure the durability of the project main output. If relevant, please explain who will be responsible and/or the owner of the output.(max 2000 characters) |
| How will the project ensure that the project outputs are applicable and replicable by other organisations/regions/countries outside of the current partnership?Please describe to what extent it will be possible to transfer the outputs to other organisations/regions/countries outside of the current partnership.(max 2000 characters) |
| **Activity number** | **Activity Title**  | **Start date** | **End date** |
| **A.T1.1** | (max 255 characters) |  |  |
| **Description**Please provide a description of activity in general(max 2000 characters) |

|  |  |  |
| --- | --- | --- |
|  **Output number** | **Output of this activity** | **Target value** |
| **D.T1.1.1** | Please, describe output delivered by this activity (max 255 characters) |  |

**The number of outputs and activities is not limited!**

**Work package I1 Investment**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **WP Details**  | **WP Title** | **WP Start date** | **WP End date** | **WP Budget** (will appear as soon as budget inserted by partners) |
|  |  |  |  |
| **WP responsible partner** |  |
| **Partner involved** - please choose only the responsible partner! | Number, Name, Role and Abbreviation of involved partners  |
| **Summary of Investment**  (max 2000 characters) |
| **Justification** Explain the need for investment to achieve project objectives and results.Describe clearly the cross-border relevance of the investment.Describe who is benefiting (e.g. partners, regions, end-users, etc.) from this investment and in what way.In case of pilot investment, please clarify which problem it tackles, which findings you expect from it, how it can be replicated and how the experience coming from it will be used for the benefit of the programme area(max 2000 characters) |

|  |
| --- |
| **Location Of The Investment**Please, indicate location of the physical investment. Please Provide also an address |
| **Area[[10]](#footnote-10)**  | * Russia (RU)
* Estonia (EE)
 |
| **Region[[11]](#footnote-11)**  | * Pskov Oblast (RU003)
* Leningrad Oblast (RU002)
* Sankt-Petersburg (RU001)
* Lõuna-Eesti (EE008)
* Põhja-Eesti (adjoining region) (EE001)
* Kesk-Eesti (EE006)
* Kirde-Eesti (EE007)
 |
| **Location description**(max 2000 characters) |
|  |
| **Risks Associated With The Investment**Description of the risks associated with the investment, go/no-go decisions, etc. (if any)(max 2000 characters) |
| **Investment Documentation**Please list all documents (technical documentation and permissions (e.g. building permits)) relevant to this work package and attached to this project application.(max 2000 characters) |
| **Ownership**Who owns the site where the investment is located?Who will retain ownership of the investment at the end of the project?Who will take care of maintenance of the investment? How will this be done? (max 2000 characters) |

**Main outputs**

Please describe project main outputs that will be delivered based on the activities carried out in this work package. For each project main output a programme output indicator should be chosen.

Please note that they need to have the same measurement unit.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Output code** | **Output Title**  | **Output Description**  | **Programme Output indicator**  | **Quantity** |
| **O.I1.1** | (max 255 characters) | (max 2000 characters) |  |  |

**Target groups**

|  |  |
| --- | --- |
| **Target group[[12]](#footnote-12)**  | **Target group involvement**  |
|  | How will you involve target groups (and other shareholders) in the development of the project main outputs? (max 2000 characters) |
|   |

**Sustainability of Main Outputs**

|  |
| --- |
| How will the project main output be further used once the project has ended?Please describe concrete measures (including e.g. institutional structures, financial sources, etc.) taken during and after project implementation to ensure the durability of the project main output. If relevant, please explain who will be responsible and/or the owner of the output.(max 2000 characters) |
| How will the project ensure that the project outputs are applicable and replicable by other organizations/regions/countries outside of the current partnership?Please describe to what extent it will be possible to transfer the outputs to other organizations/regions/countries outside of the current partnership.(max 2000 characters) |
| **Activity number** | **Activity Title**  | **Start date** | **End date** |
| **A.I1.1** | (max 255 characters) |  |  |
| **Description**Please provide a description of activity in a short (max 2000 characters) |

|  |  |  |
| --- | --- | --- |
|  **Output number** | **Output of this activity** | **Target value** |
| **D.I1.1.1** | Please, describe output delivered by this activity (max 255 characters) |  |
|  |  |  |

**Work package C Communication and visibility**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **WP Details**  | **WP Title** | **WP Start date** | **WP End date** | **WP Budget** (will appear as soon as budget inserted by partners) |
|  |  |  |  |
| **WP responsible partner** |  |
| **Partner involved** - please choose only the responsible partner! | Number, Name, Role and Abbreviation of involved partners  |
| **Summary** Summary description and objective of the work package including explanation of how partners will be involved (who will do what) (max 2000 characters) |
|  |

**Objectives**

|  |  |  |
| --- | --- | --- |
| **Project objectives[[13]](#footnote-13)**  | **Communication objectives[[14]](#footnote-14)**  | **Approach Tactics** (max 2000 characters) |
|  | * Raise awareness
* Influence attitude
* Increase knowledge
* Change behaviour
 |  |
|  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Activity number** | **Activity Title**  | **Start date** | **End date** |
| **A.С.1** | From drop-box |  |  |
| **Description**Please provide a description of activity in a short (max 255 characters) |
|  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Output number** | **Output of this activity** | **Target value** | **Delivery month**  |
| **D.C.1.1** | Please, describe output delivered by this activity |  |  |

**Target groups**

|  |  |  |
| --- | --- | --- |
| **Target group/-s[[15]](#footnote-15)** | **Please further specify the target groups** (max 2000 characters per group) | **Target Value**Please indicate the size of the target group you will reach |
| Business support organisations |  |  |
| Cultural organizations |  |  |
| Education/training centre and school |  |  |
| General public |  |  |
| Higher education and research |  |  |
| Infrastructure and (public) service provider |  |  |
| Interest groups including NGOs |  |  |
| International organization under inter-national law |  |  |
| International organization under national law  |  |  |
| Local public authority |  |  |
| Regional public authority |  |  |
| National public authority |  |  |
| Sectoral agency (umbrella organization) |  |  |
| SME |  |  |
| Sport institutions |  |  |
| Other |  |  |
| enterprises, excluding SMEs  |  |  |

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**Define periods**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Start date** |  | **End date** |  | **Reporting date** |  |
| **Period 0** |  |  |  |  |  |  |
| **Period 1** |  |  |  |  |  |  |
| **Period 2** |  |  |  |  |  |  |
| **Period 3** |  |  |  |  |  |  |
| **Period 4** |  |  |  |  |  |  |
| **Period 5** |  |  |  |  |  |  |
| **Period 6** |  |  |  |  |  |  |

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**PROJECT BUDGET**

**Partner Budget**

**Partner 1**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Budget line** | **WP P****Preparation**  | **WP M****Management**  | **WP T1****Core activity**  | **WP I1****Investment**  | **WP C** **Communication**  | **Total****Sum** |
| **Staff costs**  |  |  |  |  |  |  |
| **Office and administration costs** (flat rate up to 7% of eligible direct costs excluding investment costs) |  |  |  |  |  |  |
| **Travel and accommodation costs** |  |  |  |  |  |  |
| **External expertise and services** |  |  |  |  |  |  |
| **Equipment** |  |  |  |  |  |  |
| **Investment**  |  |  |  |  |  |  |
| **Net revenue** |  |  |  |  |  |  |
| **Total:** |  |  |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Budget line** | **Period 0** | **Period 1**  | **Period 2** | **Period 3** | **Sum**  |
| **Staff costs**  |  |  |  |  |  |
| **Office and administration costs** (flat rate up to 7% of eligible direct costs excluding investment costs) |  |  |  |  |  |
| **Travel and accommodation costs** |  |  |  |  |  |
| **External expertise and services** |  |  |  |  |  |
| **Equipment** |  |  |  |  |  |
| **Investment** |  |  |  |  |  |
| **Net revenue** |  |  |  |  |  |
| **Total:** |  |  |  |  |  |

**Partner 2**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Budget line** | **WP P****Preparation**  | **WP M****Management**  | **WP T1****Core activity** | **WP I1****Investment**  | **WP C** **Communication**  | **Total****Sum** |
| **Staff costs**  |  |  |  |  |  |  |
| **Office and administration costs** (flat rate up to 7% of eligible direct costs excluding investment costs) |  |  |  |  |  |  |
| **Travel and accommodation costs** |  |  |  |  |  |  |
| **External expertise and services** |  |  |  |  |  |  |
| **Equipment** |  |  |  |  |  |  |
| **Investment** |  |  |  |  |  |  |
| **Net revenue** |  |  |  |  |  |  |
| **Total:** |  |  |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Budget line** | **Period 0** | **Period 1**  | **Period 2** | **Period 3** | **Sum**  |
| **Staff costs**  |  |  |  |  |  |
| **Office and administration costs** (flat rate up to 7% of eligible direct costs excluding investment costs) |  |  |  |  |  |
| **Travel and accommodation costs** |  |  |  |  |  |
| **External expertise and services** |  |  |  |  |  |
| **Equipment** |  |  |  |  |  |
| **Investment** |  |  |  |  |  |
| **Net revenue** |  |  |  |  |  |
| **Total:** |  |  |  |  |  |

**Activities outside**

|  |
| --- |
| **Please describe any activities outside the programme territory**  |
|  |
| **Total budget of activities to be carried out outside the programme area**  |  |
| **EE-RU CBC budget for activities outside (grant)**  |  |
| **% of total project EE-RU CBC (indicative)** |  |

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**PROJECT BUDGET OVERVIEW**

**The table will be filled in automatically in accordance with Project Budget**



1. To be selected from Dropdown list [↑](#footnote-ref-1)
2. To be selected from Dropdown list [↑](#footnote-ref-2)
3. To be selected from Dropdown list [↑](#footnote-ref-3)
4. To be selected from Dropdown list [↑](#footnote-ref-4)
5. To be selected from Dropdown list [↑](#footnote-ref-5)
6. To be selected from Dropdown list [↑](#footnote-ref-6)
7. Selection List of indicators is performed in eMS [↑](#footnote-ref-7)
8. List of output indicators is predefined by the programme [↑](#footnote-ref-8)
9. To be selected from Dropdown list [↑](#footnote-ref-9)
10. To be selected from Dropdown list [↑](#footnote-ref-10)
11. To be selected from Dropdown list [↑](#footnote-ref-11)
12. To be selected from Dropdown list [↑](#footnote-ref-12)
13. To be defined in section «Project Focus/Project Specific objectives» [↑](#footnote-ref-13)
14. To be selected from Dropdown list [↑](#footnote-ref-14)
15. Target groups are selected in Work Packages [↑](#footnote-ref-15)