

# COST GUIDANCE

## Information about eligible costs

The grant may only be used for Grant activities and for cost incurred during the project execution period:

### 1. PERSONNEL

- A) Staff costs; including payroll and social security.
- B) Co-financed expenditure of personnel and social security, indicating the percentage applicable to each counterparty.
- C) In Proyectos Coordinados AECC call the Host institution can include a project manager responsible for the scientific and economic coordination of the network (52h/year). Not allowed for the rest of the calls.
- D) This concept is not allowed in Ideas Semillas AECC call.

### 2. EXPENDABLE MATERIAL

- A) Expendable laboratory material (tips, test tubes, pipettes, reagents, medicines, etc.).
- B) Health care material (alcohol, samples, etc.).
- C) Cleaning material (soap, gloves, etc.).
- D) Computer consumables: material expenses for the normal operation of computer equipment, office equipment (printer toner, etc.). Not exceeding 1000€/year.
- E) Expenditure on office material (photocopies, paper, filing cabinets, printed matter, envelopes, pens, etc.). Not exceeding 1000€/year.

### 3. EQUIPMENT

- A) Costs for the acquisition, rental, maintenance or repair of scientific and technical equipment, including computer equipment, technical computer programs and bibliographic material.
- B) The acquisition of both laboratory and computer equipment must be budgeted in the first year of the project in the case of Lab AECC, Proyectos Generales AECC and Proyectos Estratégicos AECC calls, and in the first 2 years of the project in the Proyectos Coordinados AECC call and Estudios Clínicos AECC.
- C) Replacement of software applications: includes costs of acquisition or development of utilities, operating systems, database management, standard software packages and any other kind of software. Not exceeding 3000€/year.

### 4. TECHNICAL SERVICES

- A) Use and access to Scientific and Technical Infrastructures.
- B) Costs related to the use of the animal facility.

- C) Sequencing, proteomics, genomics, etc. services.
- D) Outsourcing activities up to 25% of the total amount of the Grant.

## **5. TRAVEL EXPENSES**

- A) Travel and subsistence expenses, registration and attendance at conferences and meetings, brief stays of researchers.
- B) Possibility of charging travel expenses and guest subsistence allowances.
- C) These costs should not exceed 5% of the budget.

## **6. OTHERS**

- A) Costs related to industrial and intellectual property rights derived from the Grant project.
- B) Costs of patents and licensing results derived from the Grant project.
- C) Costs arising from technical advice and support for research, innovation and transfer of results.
- D) Cost of legal and business advice or commercial and market analysis actions derived from the Grant project.
- E) Expenses incurred of regulatory development derives from the Grant Project.
- F) Production, design or prototyping of the proof of concept.
- G) Expenses of publication and dissemination of results, including those that may result from publication in open access journals.
- H) Payments for professional services such as translations and corrections.
- I) Expenses incurred for the purchase of books and acquisitions of scientific journals.
- J) Short-term training activities essential for the execution of the project and for the organization of scientific and technical activities.
- K) Other expenses directly related to the execution of the project, such as courier services, technical assistance and other external services.

## **NON ELEGIBLE COSTS:**

- A) Indirect costs/overheads.
- B) Equipment costs incurred after the second year of the project in case of Lab AECC, Proyectos Generales AECC and Proyectos Estratégicos AECC calls.
- C) Salaries costs should never exceed 40% of the Grant (including the cost of the project manager mentioned in 1.C) except for the Proyectos Estratégicos AECC call.
- D) Costs not mentioned in this document.