Budget in projects (ESC30-SOL)

ⓘ The illustrations in the provided Wiki pages are for consultation purpose only and may not always reflect the latest implementation.

The budget screen displays the project costs introduced in Beneficiary Module, broken down per cost type for a solidarity project for European Solidarity Corps (ESC30-SOL).

It also allows you to modify certain details that affect the project budget.

This page is relevant for:

- **European Solidarity Corps Solidarity Projects** (**ESC30-SOL)** Call 2021
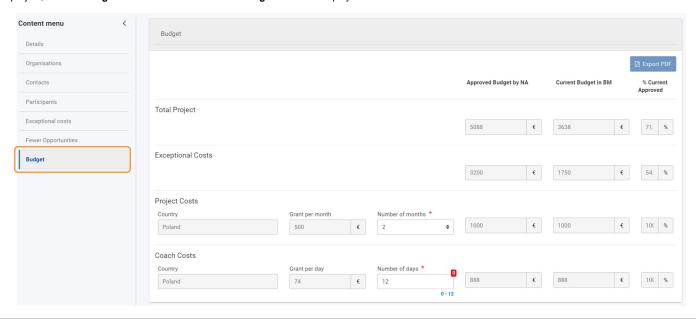
Prerequisites

- Only the contact person of the beneficiary organisation with edit rights on the project is able to perform these actions.
- The user must be logged in to EU Login account.
- A grant agreement has been signed for the project, and it is visible in **My projects.**
- To update the project, it must have the status **Project Ongoing**.
- You must have filled in the **Exceptional Costs** section of the project, in order to view the cost details in the populated budget.

Steps

1. Click "Budget" in the Content menu

In your project, click on **Budget** in the **Content menu**. The **Budget** screen is displayed.
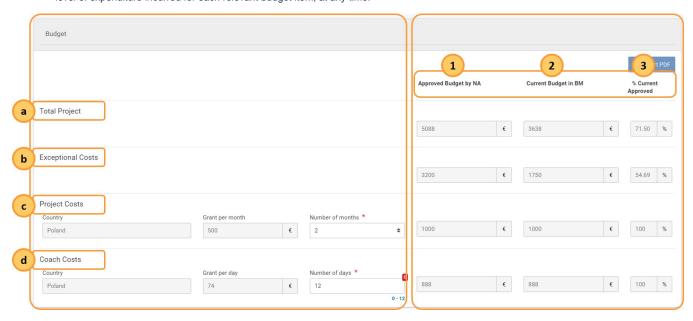
2. Budget screen details

The **Budget** screen shows the list of all project costs, broken down per cost type.

The screen is divided as follows:

- On the left side, budget items are listed either independently or grouped by budget categories:
    - a. Total Project
    - b. Exceptional Costs
    - c. Project costs
    - d. Coach costs

- On the right side, there are 3 columns for each budget item:

    1. Column 1 - displays the **Approved budget by NA** - this is the latest budget amount, as indicated in the grant agreement/amendment.
    2. Column 2 - displays the **Current budget**, as declared by you in the project.
    3. Column 3 - displays the **% Current/Approved** - the percentage of the approved budget that you have consumed so far. It enables you to monitor the level of expenditure incurred for each relevant budget item, at any time.

All grant amounts are read-only, and cannot be changed directly. They are calculated based on information you have provided either in this screen (for **Project Costs** and **Coach Costs**) or in the **Exceptional Costs** section of the project.

2.1. Export the budget overview to PDF

The **Export PDF** function is currently disabled. It will be available in a future release and it will allow you to download the budget as a PDF file.

3. "Approved budget by NA" vs "Current budget"

The **Total project** budget is displayed at the top of the budget screen. It enables you to have a quick overview of the total approved budget, compared to the total current declared budget, as well as the percentage of the approved budget used at project level.
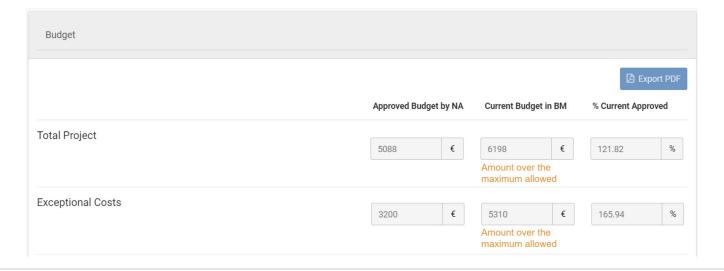
If the amount of the **Current Budget** is higher than the amount **approved by the NA** for the same budget item, or for the total project budget, a warning message is displayed. This does not prevent you from submitting the beneficiary report, as it is only for information purposes.

> ⚠️ **Take note**
>
> Even though you are able to submit a declared budget greater than the **Budget Approved by the NA**, the final amount approved by the National Agency during the process of validating the declared budget will never be higher than the latest approved amount by the National Agency in the Grant Agreement or in the last amendment, respectively.
>
> In our example, both the declared **Exceptional Costs** and the **total Current Budget** have exceeded the awarded amounts.

Budget

📄 Export PDF

	Approved Budget by NA	Current Budget in BM	% Current Approved
Total Project	5088 €	6198 €
Amount over the maximum allowed	121.82 %
Exceptional Costs	3200 €	5310 €
Amount over the maximum allowed	165.94 %

4. Update project costs grant duration

The **Project Costs** grant is awarded to you for the entire duration of the project (in months), specified in the grant agreement. This value is set by default in the **Number of months** field. In our example, the duration of the project is of 6 months.

If you do not require a grant, type 0 (zero) in the field. The **Current Budget** and **%Current Approved** fields are updated accordingly, both for the project costs and for the totals at project level.

If needed, you can revert to the number of months corresponding to the full duration of the project. Other values are not allowed.

5. Update the number of coaching days

Here you must select the number of coaching days for which you require a coach grant (maximum 12 days).

Under **Coach Costs**, type the **Number of days** (between 0 and 12); the default value is 0. The **Current Budget** and **%Current Approved** fields are updated accordingly, both for the coaching costs and for the totals at project level.

If the specified value is higher than the maximum allowed, a warning message is displayed.

6. New features in the budget screen

The below new features are available in the **Budget** screen in beneficiary projects, currently only for **KA121, KA122, KA131, KA151, KA152, KA153, KA154** and **KA182** projects. The new features are also available for projects under the European Solidarity Corps programme, specifically in **ESC30** and **ESC51** projects.

"Hide empty items" checkbox

Clicking the **Hide empty items** checkbox at the top of the screen allows you to hide budget items with a reported budget of 0 EUR.

Expand/Collapse icon

It is possible to expand or collapse the subsections to view more details, where applicable, by clicking the **+** or **-** icons.

> ⓘ When using the **Export PDF** button, if a subsection is expanded, it will also appear expanded in the exported PDF file.

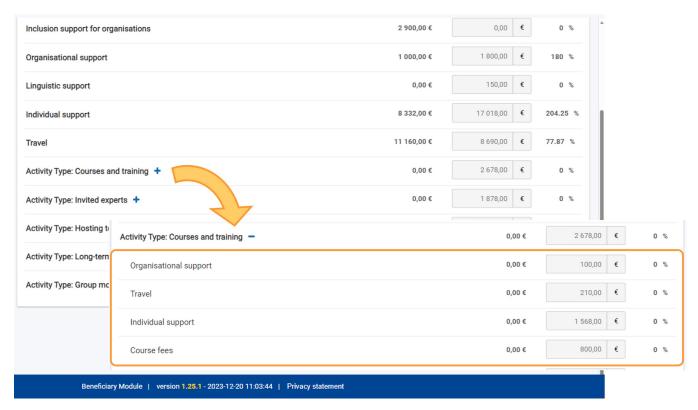|				
Inclusion support for organisations	2 900,00 €	0,00	€	0 %
Organisational support	1 000,00 €	1 800,00	€	180 %
Linguistic support	0,00 €	150,00	€	0 %
Individual support	8 332,00 €	17 018,00	€	204.25 %
Travel	11 160,00 €	8 690,00	€	77.87 %
Activity Type: Courses and training +	0,00 €	2 678,00	€	0 %
Activity Type: Invited experts +	0,00 €	1 878,00	€	0 %

Activity Type: Courses and training −	0,00 €	2 678,00	€	0 %
Organisational support	0,00 €	100,00	€	0 %
Travel	0,00 €	210,00	€	0 %
Individual support	0,00 €	1 568,00	€	0 %
Course fees	0,00 €	800,00	€	0 %

Activity Type: Hosting t
Activity Type: Long-term
Activity Type: Group mo

"Total project"

The **Total project** row is located at the top of the screen and is highlighted in yellow.

Budget

📄 Export PDF

Hide empty items ☑

	Awarded budget	Reported Budget		% Reported / Awarded
Total project	25 117,00 €	28 458,00	€	113.30 %
Course fees	0,00 €	800,00	€	0 %
Preparatory visits	1 725,00 €	0,00	€	0 %
Inclusion support for organisations	2 900,00 €	0,00	€	0 %
Organisational support	1 000,00 €	1 800,00	€	180 %
Linguistic support	0,00 €	150,00	€	0 %

Related Articles

- Exceptional Costs in projects (ESC30-SOL)
- Budget in projects (ESC30-SOL)
- Participants in projects (ESC30-SOL)
- ESC30 Solidarity Projects
- Participant Registration Number
- Beneficiary module guide
- How to complete participations in ESC51 Volunteering Projects
- European Solidarity Corps project management overview
- Beneficiary Guides - Project implementation phase
- Access rights in Beneficiary projects
- Updates to project data in Beneficiary module
- Fewer opportunities in projects
- Project list
- Project details
- Budget in projects
- My Projects
- Notifications to project contacts
- Associated persons in projects
- Manage the final beneficiary report
- List functionality in projects
- Project versions in beneficiary projects
- Participating Organisations in projects
- Final Beneficiary Report templates
- Add mobility activities to projects