Budget in projects (ESC51-VTJ)

This page details the budget specifics for European Solidarity Corps projects carried out under ESC51-VTJ - Volunteering Projects.

For a general description of the budget screen functionality, please see the page Budget in projects.

Prerequisites

- Participations must have the status **Complete** in order to be taken into account in the overall calculations displayed in the **Budget** section.

Steps

1. Click "Budget" in the Content menu

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

It consists of a single tab, displaying budget totals calculated at project level, followed by a breakdown per activity type.

In the breakdown per activity type, you will only see those budget items for which the awarded grant and/or the reported costs are higher than zero, **and only completed participations are taken into account in the calculations.**

2. Totals per project

The first part of the screen includes the cost items that are calculated at project level:

- **Total project** - total reported project costs at project level, calculated automatically as the sum of all the other costs.
- **Total exceptional costs for financial guarantee** - if the National Agency has asked you to provide a financial guarantee, type the real costs incurred related to the guarantee, in the dedicated field.
- **Total management costs** - costs linked to the management and implementation of the project. If the reported costs are higher than EUR 4500, they will be automatically capped at EUR 4500.
- **Language Learning Support** - the sum of all linguistic support grants from all eligible participations.
- **Total cost for preparatory visits** - see the **Preparatory visits** section below.

Budget

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	Awarded budget		Reported budget		%Reported/Awarded	
Total project	11901.22	€	4286.21	€	36.01	%
Total exceptional costs for financial guarantee	0	€	0	€	0	%
Total management costs	4500	€	2450	€	54.44	%
Language learning support	300	€	150	€	50	%

Preparatory visits

Number of participants	0	
Unit cost	575	€

	Awarded budget		Reported budget		%Reported/Awarded	
Total cost for preparatory visits	1200	€	0	€	0	%

2.1. Preparatory visits

If you have organised preparatory visits in relation to the activities carried out within the project, provide the total **Number of participants** involved in the preparatory visits. When you leave the **Number of participants** field, the **Total cost for preparatory visits** is updated (calculated automatically) and a success message is displayed.

The **Total project Reported budget** and **%Reported/Awarded** will also be updated.

Preparatory visits

Number of participants: 0

Unit cost: 575 €

Total cost for preparatory visits: 1200 € | 0 € | 0 %

Preparatory visits

Number of participants: 2

Unit cost: 575 €

Total cost for preparatory visits: 1200 € | 1150 € | 95.83 %

✓ SUCCESS
Total cost for preparatory visits saved

3. Breakdown per activity type

The project costs are also displayed per activity type:

- **Individual Volunteering (VOL-PLACE)**
- **Volunteering Teams (VOL-TEAM)**

The amounts are calculated based on the information you provided in the **Participations** section of the project, and cannot be modified here.

> ⓘ **Remember**
>
> You will only see the activity types and budget items for which the awarded grant and/or the reported costs are higher than zero, and only completed participations are taken into account in the calculations.

Each activity type is listed as a section, aggregating all budget data for all the activities of that type implemented in the project. You can click on the dedicated **up/down arrows** to collapse/expand each section, respectively.

VOL-TEAM

	999.88	€	985	€	95.81	%
Total pocket money	60	€	60	€	100	%
Total exceptional costs for expensive travel	654.88	€	640	€	97.72	%
Total organisational support	285	€	285	€	100	%

VOL-PLACE

	4901.01	€	2065	€	42.13	%
Total travel grant	2536	€	530	€	20.89	%
Total pocket money	300	€	120	€	40	%
Total exceptional costs for inclusion support	0	€	380	€	380	%
Total organisational support	1855	€	855	€	46.09	%
Total inclusion support grant	210.01	€	180	€	85.71	%

4. 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.

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

"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

- Budget in projects
- New budget screen functionalities in beneficiary projects
- Project versions in beneficiary projects
- Budget in KA155 DiscoverEU Inclusion projects
- Budget in projects (ESC51-VTJ)
- Budget in projects (ESC30-SOL)
- Awarded and Reported budget in projects
- Budget in projects (KA220)
- Budget Transfers in KA171 projects
- Budget in KA171 projects
- Budget in KA182 Mobility of Sport Coaches and Staff projects
- Budget in projects (KA121, KA122)
- Budget in KA1 Youth mobility projects
- Access rights in Beneficiary projects
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