

***ANNEX VI- part II -Actual costs reporting (Multibeneficiary)***

This Annex is to be filled by applicants for a grant for an action.  
The information provided here shall be accurate and complete.

For the section "Personnel costs", in particular, applicants should specify the nature of the unit applied (hourly, daily, weekly, monthly).  
Indirect costs are not eligible in case the applicant already received an operating grant from the Union Budget.

Applicants should be aware that the total amount specified in Table 2 "Total Expenditure" has to be equal to the total amount specified in Table 3 "Total sources of financing".

In addition to the requirements of Article I.4.3.b (for interim reporting) and I.4.4.b (for final reporting), please provide for each beneficiary a detailed breakdown of costs/amounts reconciled with the actually incurred and declared costs in accordance with the structure of Annex VI.

A minimum of information such as period covered, staff name, employment contract type, number of hours, monthly hourly rates, description of cost, invoice ref, supplier name, invoice date, amount etc...must be provided depending the cost category.

Important discrepancies between budget and actual cost incurred must be explained in a note to the financial reporting.

The Commission reserves the right to ask for further supporting documents and additional clarification if needed.

## ANNEX VI -Part II - Financial statement ACTUALLY INCURRED COSTS OF THE ACTION OF THE CONSORTIUM

**TABLE 1: Total estimated eligible costs of the action and EU contribution (As declared in Annex III to the signed GA)**

	I. REIMBURSEMENT OF ELIGIBLE COSTS						
	Estimated eligible ACTUAL COSTS	Estimated eligible costs calculated on the basis of (1)			Total estimated eligible costs	Max EU funding % as per call (2)	Estimated EU contribution reimbursing eligible costs
		Number of units /days	Unit value / rate per days	Total			
		(EUR)	(EUR)	(EUR)			
	(a)	(b)	(c)	(d) = (b)*(c)	(e) = (a) or (e)= (d)	(f)	(g)=(e)*(f)
<b>A. DIRECT ELIGIBLE COSTS</b>					or		
<b>1. &lt;Insert cost category 1 (e.g. personnel costs)&gt;</b>							
1.1. < Insert cost subcategory 1.1. (e.g. technical personnel)>							
1.2. <Insert cost subcategory 1.2 (e.g. administrative personnel)>							
...							
<b>Sub-total for cost category 1</b>							
<b>2. &lt;Insert cost category 2&gt;</b>							
2.1. < Insert cost subcategory 2.1 >							
....							
<b>Sub-total for cost category 2</b>							
<b>3. &lt;Insert cost category 3&gt;</b>							
3.1. < Insert cost subcategory 3.1 >							
.....							
<b>Sub-total for cost category 3</b>							
<b>Total direct eligible costs</b>							
<b>B. INDIRECT ELIGIBLE COSTS (Max 7 % of total direct costs (3))</b>							
<b>TOTAL ESTIMATED ELIGIBLE COSTS</b>							

[illegible]

<b>TOTAL EU ESTIMATED CONTRIBUTION</b>		
--	--	--

--	--

- (1) Including where declared by the applicant in accordance with its usual cost accounting practices
- (2) in accordance to section 11.1.1 of the call for proposals. (see also Art I.3.2 (a) of the Model grant agreement).  
Same % for all eligible cost categories but not higher than the max EU co-funding rate fixed for the funded action
- (3) except direct costs of subcontracting and financial support to third parties -if relevant

\*\* as per Art I.3.2 (a) of the Grant Agreement

TABLE 2 Estimated expenditure of the action	
Expenditure	Amount
1. Total eligible costs and contributions	
2. Other costs of the action	
3. Estimated value of contributions in kind (= 6 of Table 3)	
TOTAL	

TABLE 3 Estimated sources of financing of the action	
Revenue	Amount
Receipts	
1. Requested EU grant	
2. Income generated by the action	
3. Financial contributions from third parties earmarked to the eligible costs	
Other revenue	
4. Financial contribution of the beneficiary (own resources)	
5. Other financial contributions from third parties	
6. Contributions in kind	
TOTAL (= TOTAL of Table 2)	

## ACTUALLY INCURRED COSTS OF THE ACTION FOR

**TABLE 1: Total estimated eligible costs of the action and EU contribution (**

	I. REIMBURSEMENT C			
	Estimated eligible ACTUAL COSTS  (EUR)	Estimated eligible costs calculated on the basis of (1)		
		Number of units /days	Unit value / rate per days	Total
		(b)	(c)	(d) = (b)*(c)
A. DIRECT ELIGIBLE COSTS				
1. <Insert cost category 1 (e.g. personnel costs)>				
1.1. < Insert cost subcategory 1.1. (e.g. technical personnel)>				
1.2. <Insert cost subcategory 1.2 (e.g. administrative personnel)>				
...				
<i>Sub-total for cost category 1</i>				
2. <Insert cost category 2>				
2.1. < Insert cost subcategory 2.1 >				
....				
<i>Sub-total for cost category 2</i>				
3. <Insert cost category 3>				
3.1. < Insert cost subcategory 3.1 >				
.....				

<i>Sub-total for cost category 3</i>				
<i>Total direct eligible costs</i>				

<b>B. INDIRECT ELIGIBLE COSTS</b> (Max 7 % of total direct costs(3))		
---	--	--

<b>TOTAL ESTIMATED ELIGIBLE COSTS</b>	
---------------------------------------	--

<b>TOTAL EU ESTIMATED CONTRIBUTION</b>	
--	--

- (1) Including where declared by the applicant in accordance with its usual cost accounting practice
- (2) in accordance to section 11.1.1 of the call for proposals. (see also Art I.3.2 (a) of the Model Financial Regulation)
- (3) Same % for all eligible cost categories but not higher than the max EU co-funding rate fixed in the call for proposals
- (3) except direct costs of subcontracting and financial support to third parties -if relevant

**TABLE 2**  
**Estimated expenditure of the action**

**Estimated**

Expenditure	Amount
<b>1. Total eligible costs and contributions</b>	
<b>2. Other costs of the action</b>	
<b>3. Estimated value of contributions in kind (= 6 of Table 3)</b>	
<b>TOTAL</b>	

Receipts
<b>1. Requested contribution</b>
2. Income generated by the action
3. Financial contribution from third parties to the eligible action
<b>Other revenues</b>
4. Financial contribution from the beneficiary (other resources)
5. Other financial contribution from third parties
6. Contribution from the beneficiary
<b>TOTAL (= sum of 1 to 6)</b>



**applicant N°1 [insert name of applicant]**

**(As declared in Annex III to the signed GA)**

[illegible][illegible]




--	--	--


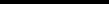
\_\_\_\_\_

practices

del grant agreement).  
d for the funded action


--	--	--

--	--	--

\*\* as per Art I.3.2 (a) of the Grant Agreement

**TABLE 3**  
**and sources of financing**  
**of the action**

Revenue	Amount
and EU grant	
generated by the	
contributions	
parties earmarked	
for costs	
Revenue	
contribution of	
party (own	
financial	
resources from third	
contributions in kind	
<b>TOTAL of</b>	



**ACTUALLY INCURRED COSTS OF THE ACTION FOR applicant N°2 [insert name of applicant]**

**TABLE 1: Total estimated eligible costs of the action and EU contribution (As declared in Annex III to the signed GA)**

	I. REIMBURSEMENT OF ELIGIBLE COSTS						
	Estimated eligible ACTUAL COSTS	Estimated eligible costs calculated on the basis of (1)			Total estimated eligible costs	Max EU funding % as per call (2)	Estimated EU contribution reimbursing eligible costs
		Number of units /days	Unit value / rate per days	Total			
		(EUR)	(EUR)	(EUR)			
	(a)	(b)	(c)	(d) = (b)*(c)	(e) = (a) or (e)= (d)	(f)	(g)=(e)*(f)
<b>A. DIRECT ELIGIBLE COSTS</b>							
<b>1. &lt;Insert cost category 1 (e.g. personnel costs)&gt;</b>							
1.1. < Insert cost subcategory 1.1. (e.g. technical personnel)>							
1.2. <Insert cost subcategory 1.2 (e.g. administrative personnel)>							
...							
<b>Sub-total for cost category 1</b>							
<b>2. &lt;Insert cost category 2&gt;</b>							
2.1. < Insert cost subcategory 2.1 >							
....							
<b>Sub-total for cost category 2</b>							
<b>3. &lt;Insert cost category 3&gt;</b>							
3.1. < Insert cost subcategory 3.1 >							
.....							
<b>Sub-total for cost category 3</b>							
<b>Total direct eligible costs</b>							
<b>B. INDIRECT ELIGIBLE COSTS (Max 7 % of total direct costs(3))</b>							
<b>TOTAL ESTIMATED ELIGIBLE COSTS</b>							

[illegible]

<b>TOTAL EU ESTIMATED CONTRIBUTION</b>		
--	--	--

--	--

- (1) Including where declared by the applicant in accordance with its usual cost accounting practices
- (2) in accordance to section 11.1.1 of the call for proposals. (see also Art I.3.2 (a) of the Model grant agreement).  
Same % for all eligible cost categories but not higher than the max EU co-funding rate fixed for the funded action
- (3) except direct costs of subcontracting and financial support to third parties -if relevant

\*\* as per Art I.3.2 (a) of the Grant Agreement

TABLE 2 Estimated expenditure of the action	
Expenditure	Amount
1. Total eligible costs and contributions	
2. Other costs of the action	
3. Estimated value of contributions in kind (= 6 of Table 3)	
TOTAL	

TABLE 3 Estimated sources of financing of the action	
Revenue	Amount
Receipts	
1. Requested EU grant	
2. Income generated by the action	
3. Financial contributions from third parties earmarked to the eligible costs	
Other revenue	
4. Financial contribution of the beneficiary (own resources)	
5. Other financial contributions from third parties	
6. Contributions in kind	
TOTAL (= TOTAL of Table 2)	

## ACTUALLY INCURRED COSTS OF THE ACTION FOR

**TABLE 1: Total estimated eligible costs of the action and EU contribution (**

	I. REIMBURSEMENT C			
	Estimated eligible ACTUAL COSTS	Estimated eligible costs calculated on the basis of (1)		
		Number of units /days	Unit value / rate per days	Total
	(EUR)		(EUR)	(EUR)
	(a)	(b)	(c)	(d) = (b)*(c)
<b>A. DIRECT ELIGIBLE COSTS</b>				
<b>1. &lt;Insert cost category 1 (e.g. personnel costs)&gt;</b>				
1.1. < Insert cost subcategory 1.1. (e.g. technical personnel)>				
1.2. <Insert cost subcategory 1.2 (e.g. administrative personnel)>				
...				
<b><i>Sub-total for cost category 1</i></b>				
<b>2. &lt;Insert cost category 2&gt;</b>				
2.1. < Insert cost subcategory 2.1 >				
....				
<b><i>Sub-total for cost category 2</i></b>				
<b>3. &lt;Insert cost category 3&gt;</b>				
3.1. < Insert cost subcategory 3.1 >				
.....				

<i>Sub-total for cost category 3</i>				
<i>Total direct eligible costs</i>				

<b>B. INDIRECT ELIGIBLE COSTS</b> (Max 7 % of total direct costs(3))		
---	--	--

<b>TOTAL ESTIMATED ELIGIBLE COSTS</b>	
---------------------------------------	--

<b>TOTAL EU ESTIMATED CONTRIBUTION</b>	
--	--

- (1) Including where declared by the applicant in accordance with its usual cost accounting practice
- (2) in accordance to section 11.1.1 of the call for proposals. (see also Art I.3.2 (a) of the Model Financial Regulation)
- (3) Same % for all eligible cost categories but not higher than the max EU co-funding rate fixed in the call for proposals
- (3) except direct costs of subcontracting and financial support to third parties -if relevant

**TABLE 2**  
**Estimated expenditure of the action**

**Estimate**

Expenditure	Amount
<b>1. Total eligible costs and contributions</b>	
<b>2. Other costs of the action</b>	
<b>3. Estimated value of contributions in kind (= 6 of Table 3)</b>	
<b>TOTAL</b>	

Receipts
<b>1. Requested contribution</b>
2. Income generated by the action
3. Financial contribution from third parties to the eligible action
<b>Other revenues</b>
4. Financial contribution from the beneficiary (other resources)
5. Other financial contribution from third parties
6. Contribution from other sources
<b>TOTAL (= Table 2)</b>



**applicant N°3 [insert name of applicant]**

**(As declared in Annex III to the signed GA)**

[illegible][illegible]






University of Twente

Faculty of Engineering Technology

Page 10 of 10


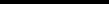
2023-2024

\_\_\_\_\_

practices

del grant agreement).  
d for the funded action


--	--	--

\*\* as per Art I.3.2 (a) of the Grant Agreement

**TABLE 3**  
**and sources of financing**  
**of the action**

Revenue	Amount
and EU grant	
generated by the	
contributions	
parties earmarked	
for costs	
Revenue	
contribution of	
party (own	
financial	
resources from third	
contributions in kind	
<b>TOTAL of</b>	



## ACTUALLY INCURRED COSTS OF THE ACTION FOR

**TABLE 1: Total estimated eligible costs of the action**

	I. ESTIMATED ELIGIBLE COSTS			
	Estimated eligible ACTUAL COSTS	Estimated eligible costs calculated on the basis of (1)		
		Number of units /days	Unit value / rate per days	Total
	(EUR)		(EUR)	(EUR)
	(a)	(b)	(c)	(d) = (b)*(c)
<b>A. DIRECT ELIGIBLE COSTS</b>				
<b>1. &lt;Insert cost category 1 (e.g. personnel costs)&gt;</b>				
1.1. < Insert cost subcategory 1.1. (e.g. technical personnel)>				
1.2. <Insert cost subcategory 1.2 (e.g. administrative personnel)>				
...				
<b>Sub-total for cost category 1</b>				
<b>2. &lt;Insert cost category 2&gt;</b>				
2.1. < Insert cost subcategory 2.1 >				
....				
<b>Sub-total for cost category 2</b>				
<b>3. &lt;Insert cost category 3&gt;</b>				
3.1. < Insert cost subcategory 3.1 >				
.....				

<i>Sub-total for cost category 3</i>				
<i>Total direct eligible costs</i>				

<b>B. INDIRECT ELIGIBLE COSTS</b> (Max 7 % of total direct costs(3))		
---	--	--

<b>TOTAL ESTIMATED ELIGIBLE COSTS</b>	
---------------------------------------	--

<b>TOTAL EU ESTIMATED CONTRIBUTION</b>	
--	--

(1) Including where declared by the applicant in accordance with its usual cost accounting pr

(2) in accordance to section 11.1.1 of the call for proposals. (see also Art I.3.2 (a) of the Moc  
Same % for all eligible cost categories but not higher than the max EU co-funding rate fixe

(3) except direct costs of subcontracting and financial support to third parties -if relevant

**TABLE 2**  
**Estimated expenditure of the action**

**Estimate**

Expenditure	Amount
<b>1. Total eligible costs and contributions</b>	
<b>2. Other costs of the action</b>	
<b>3. Estimated value of contributions in kind (= 6 of Table 3)</b>	
<b>TOTAL</b>	

Receipts
<b>1. Requeste</b>
2. Income ge action
3. Financial from third p to the eligibl
<b>Other reven</b>
4. Financial the beneficia resources)
5. Other fina contribution parties
6. Contribut
<b>TOTAL (=</b> <b>Table 2)</b>



**applicant N°4 [insert name of applicant]**

## on and EU contribution

[illegible][illegible]




--	--	--

--	--	--

\_\_\_\_\_



--	--	--

practices

del grant agreement).  
d for the funded action

\*\* as per Art I.3.2 (a) of the Grant Agreement

**TABLE 3**  
**ed sources of financing**  
**of the action**

Revenue	Amount
and EU grant	
generated by the	
contributions	
parties earmarked	
for the costs	
Revenue	
contribution of	
party (own	
financial	
resources from third	
contributions in kind	
<b>TOTAL of</b>	





In-kind contributions <sup>(1)</sup>
--------------------------------------

Description of item	Unit value	Number of units	Total value € (2)
TOTAL			

(1) May not include volunteers' work

(2) Approximate value