**Budget proposal**

**WAVE Regranting Pilot Initiative 2023**

The development and management of a realistic budget is an important part of developing and implementing successful activities. Careful attention to issues of financial management and integrity will enhance the effectiveness and impact. The following important principles should be kept in mind in preparing a project budget:

• Include only costs which directly relate to efficiently carrying out the activities and producing the results which are set out in the proposal. Other associated costs should be funded from other sources.

• The budget should be realistic. Find out what planned activities will actually cost, and do not assume that you will be able to make do for less.

• The budget should include all costs associated with managing and administering the activities.

The following budget expenditure categories are suggested. Please feel free to change/delete budget categories which do not fall under your proposal.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Expenditure Category** | **Description of activity** | **Unit** | **Amount per unit in EURO** | **Number of units** | **Total EURO** |
| 1.Personnel |  |  |  |  |  |
| 2.Equipment/materials/translation/printing costs |  |  |  |  |  |
| 3. Venue hire for any trainings/workshops etc. |  |  |  |  |  |
| 4.Consultancy contracts (third parties) |  |  |  |  |  |
| 5. Travel costs & accommodation costs |  |  |  |  |  |
| 6.Other |  |  |  |  |  |
| Total funds requested |  |  |  |  |  |