

Anex I

COST GUIDANCE

Information about eligible costs

The total amount of the grant may only be used for project activities and for costs incurred during the execution period. The project code must be in invoices exceeding 3.000 €. Budget modification requests will only be allowed once a year per project. The total annual amounts signed in the agreement are fixed and cannot be modified. Reimbursable expenses will be those that are justified and provided for reimbursement, ticket, or invoice.

NOTE: the Foundation offers an **additional €3,000** to the total allocation of the Grant to cover any cost generated by the researcher related to the protection of research results. This includes patent registration and application, technical reports on patentability, drafting of the Business Plan, reports to third parties related to the correct development of the project, regulatory roadmaps, license agreements, etc. The approval of this extraordinary expense may be requested through the grant management platform while the project is active and must be justified by the Transfer Office or Innovation Unit of the requesting Centre, if any. Ultimately it will be the Foundation that will approve this additional funding.

***Catedras AECC** and **AECC Excellence Program** budget will be adapted to the following budget items.

1. PERSONNEL

- **Staff costs** (approximately 40% of the total budget); for the coverage of salary and Social Security contribution expenses derived from the hiring of the Investigator.
- **Co-financed expenditure of personnel and social security**, indicating the percentage applicable to each counterparty.
- In **Proyectos Coordinados AECC** and **Estudios Clínicos 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.
- **Personnel concept** is not allowed in **Ideas Semillas AECC** and **Sinergias AECC** calls.

2. EXPENDABLE MATERIAL

- **Expendable laboratory material** (tips, test tubes, pipettes, reagents, medicines, etc.).
- **Health care material** (alcohol, samples, etc.).
- **Cleaning material** (soap, gloves, etc.).
- **Computer consumables**: material expenses for the normal operation of computer equipment, office equipment (printer toner, etc.). Not exceeding 1.000€/year.
- **Expenditure on office material** (photocopies, paper, filing cabinets, printed matter, envelopes, pens, etc.). Not exceeding 1.000€/year.
- **Purchase of animal models**.

3. EQUIPMENT

- Costs for the acquisition, rental, maintenance, or repair of scientific and technical equipment, including computer equipment, technical computer programs, and bibliographic material.
- The acquisition of both laboratory and computer equipment must be budgeted in the first year of the project in the case of Ideas Semilla, Sinergias Lab AECC, Proyectos Generales AECC and Proyectos Estratégicos AECC calls, and in the first 2 years of the project in the Proyectos Coordinados and Estudios Clínicos AECC call.
- 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

- Use and access to Scientific and Technical Infrastructures.
- Costs related to the use of the animal facility.
- Sequencing, proteomics, genomics, etc. services.
- Outsourcing activities up to 25% of the total amount of the Grant. Except for AECC INNOVA (40%)

5. TRAVEL EXPENSES

- Travel and subsistence expenses, registration and attendance at conferences and meetings, and brief stays of researchers.
- Possibility of charging travel expenses and guest subsistence allowances (the stay must be in a maximum 4-star hotel).
- Travel, diets, and congresses must not exceed 10% of the total project.

Type of cost	National	International
Breakfast	10€	14€
Meals	30€	42€
Dinner	20€	28€

6. OTHERS

- Costs related to industrial and intellectual property rights derived from the Grant project.
- Costs of patents and licensing results derived from the Grant project.
- Costs arising from technical advice and support for research, innovation, and transfer of results.
- Expenses of publication and dissemination of results related to the project, including those that may result from publication in open-access journals.
- Payments for professional services such as translations and corrections. Payment of professional design agencies for publication purposes will not be allowed.
- Expenses incurred for the purchase of books and acquisitions of scientific journals.
- Short-term training activities essential for the execution of the project and for the organization of scientific and technical activities. They must be previously communicated to FC AECC and formally approved.
- Other expenses directly related to the execution of the project, such as courier services, technical assistance, and other external services.
- CROs and insurance related to clinical trials.

NON ELIGIBLE COSTS:

- Indirect costs/overheads.
- 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 projects in which more than 40% of the budget in Personnel is allowed.
- Costs not mentioned in this document.