



ANNEX 3 – BUDGETING PRINCIPLES

1. Basic Provisions

Allocation of the funds for projects is based mainly on the provisions of Act of the National Council of the Slovak Republic No. 172/2005 Coll. on Organization of State Support for Research and Development and on the amendment of Act No. 575/2001 Coll. on Organization of Government Activities and the Organization of the Central State Administration, as amended (hereinafter referred to as Act No. 172/2005 Coll.), Act No. 523/2004 Coll. on the Financial Rules of the Public Administration and on Amendments to certain acts as amended (hereinafter referred to as Act No. 523/2004 Coll.), Act of the National Council of the Slovak Republic No.131/2002 Coll. on Higher Education Institutions and on Amendments to Some Laws, as amended, Act of the National Council of the Slovak Republic No. 358/2015 Coll. on Regulation of Certain Relations in State Aid and de Minimis Aid and on the amendment of certain laws (hereinafter referred to as the State Aid Act), Act of the National Council of the Slovak Republic No. 18/1996 Coll. on Prices as amended, and Act of the National Council of the Slovak Republic No. 343/2015 Coll. on Public Procurement and on Amendments to Certain Acts.

The budgeting of the submitted project proposal shall be developed in accordance with the consolidated version of the public call SK-PT 2018, its annexes and generally binding legal regulations and other guidelines of the Slovak Research and Development Agency (hereinafter referred to as the “Agency” or “SRDA”).

Provision of the state budget funds to support the project for legal entities and natural persons - entrepreneurs is considered to be a state aid under the State Aid Act.

When providing funds outside the public sector, i.e. to natural persons - entrepreneurs and legal entities, these funds **shall not lose their public fund status**. An applicant, who will be provided with public funds, is responsible for their management and while using them, is obliged to maintain the economy, efficiency and effectiveness in accordance with Act No. 523/2004 Coll.

The maximum amount provided by the Agency for solving one project is **EUR 5 400 for the whole project duration and a maximum of EUR 2 700 per a calendar year of the project**.

Under this call, the funds are provided **in the form of travel allowances as under Act No. 283/2002 Coll. on Travel Allowances**.

The funds are provided to cover the project costs exclusively for the applicant.

2. Budgeting Principles Required to Solve the Agency Funds-Based Project

The budget and the estimated costs breakdown should be concise and in line with the project intention and objectives following the declared timetable in each project year.

Amounts in the project budget and the estimated costs breakdown for each project year shall be reported **in whole EUR**.

The estimated costs breakdown covered by the Agency, should be developed so the reasoning proves their **direct relation to the objectives of the project in solution**.

2.1 Eligible Costs

Based on Act No. 283/2002 Coll., the eligible costs for a bilateral project are the relevant **travel allowances on the territories of the Slovak Republic and the partner country.**

The project-planned costs within the bilateral cooperation represent the **costs on domestic and foreign business trips** that are demonstrably directly related to the project solution committed exclusively for the Slovak **research team members of the applicant's organisation**, i.e. not for the research team members of the partner organisation, and up to the amount for which the entitlement arises under Act No. 283/2002 Coll. as follows:

2.1.1 Travel and Subsistence Costs

- travel costs (tickets, air tickets, use of motor vehicle) to/ from the partner country
- travel costs for personal participation in scientific conferences (including presentation of contribution), seminars, working meetings, gathering of research material, etc. concerning the solution and the fulfilment of the project objectives,
- any eventual necessary costs for taxi transfers are only allowed in exceptional and justified cases within the submitted annual, and/or final report,
- accommodation costs within on travelling to/from the partner country,
- accommodation costs within personal participation in scientific conferences (including presentation of contribution), seminars, working meetings, gathering of research material, etc. concerning the solution and the fulfilment of the project objectives,
- subsistence expenses (pocket money excluding) in accordance with Act No. 283/2002 Coll.

2.1.2 Extra Costs

- documented necessary **extra costs** (visa, conference fees, travel health insurance, tolls and parking fees demonstrably related to the business trip covered within the project solution, compulsory or recommended travel vaccinations, etc.).

2.2 Ineligible Costs

All costs that do not fall within the eligible costs listed in Section 2.1, are considered to be ineligible costs, but in particular:

- costs applied to research team members of a partner country or to non-members of the research team,
- cost of activities that are not directly related to the project solution,
- costs incurred prior to the start and/or after the end of the project duration,
- costs associated with the funding of a partner organisation.