**Université de Paris-King's College London**

**Call for Proposal 2019**

**Budget summary template**

|  |  |
| --- | --- |
| Part One: Budget requested from **King's College London** | Part Two: Budget requested from **Université de Paris** |
| Category | Item | Description | Amount (€) Year 1 (to 31 July 2020) | Amount (€)Year 2(from 01 August 2020 to 31 July 2021) | Amount (€)Year 3 (if applicable)(from 01 August 2021 to 31 July 2022) | Category | Item | Description | Amount (€) Year 1 (to 31 December 2020) | Amount (€)Year 2(from 01 January 2021 to 31 December 2021) | Amount (€)Year 3 (if applicable)(from 01 January 2022 to 31 December 2022) |
| Travel | Travel |  |   |  |  | Travel | Travel |  |   |  |  |
| Accommodation(Please specify no. nights and no. people) |  |   |  |  | Accommodation(Please specify no. nights and no. people) |  |   |  |  |
| Subsistence |  |   |  |  | Subsistence |  |   |  |  |
| Other (visa, etc.) |  |   |  |  | Other (Visa, etc.) |  |   |  |  |
| Resources | Equipment |  |   |  |  | Resources | Equipment |  |   |  |  |
| Consumables |  |   |  |  | Consumables |  |   |  |  |
| Technician time/ Research assistant time\* |  |   |  |  | Technician time/ Research assistant time\* |  |   |  |  |
| Other |  |   |  |  | Other |  |   |  |  |
| Event Cost (if applicable) | Venue hire |  |   |  |  | Event Cost (if applicable) | Venue hire |  |   |  |  |
| Catering |  |   |  |  | Catering |  |   |  |  |
| Other |  |   |  |  | Other |  |   |  |  |
| Miscellaneous  |  |  |   |  |  | Miscellaneous  |  |  |   |  |  |
|  |  |   |  |  |  |  |   |  |  |
| Total by each financial year |  |  |  | Total by each financial year |  |  |  |
| **Total from King's College London** (€) |  | **Total from Université de Paris** (€) |  |
| **Project total budget** (€) |
| (If there are other sources of funding supporting this proposal, please list the name and the amount of funding here) |

Terms and conditions:

* Budget forecast
Please indicate budget requirements per financial year, considering when the activities will take place. For King’s financial management, it is important that expenditure forecasts are as accurate as possible
* Travel

This fund will cover the cost of the international travel of researchers at Université de Parisand King’s College London and other key stakeholders if applicable.

1. Flights or Eurostar should be costed in economy class between France and the UK. Other international flights are not funded.
2. Accommodation should not exceed €150 per night in Paris or in London, with breakfast included.
3. Inland travel in the UK and France is not funded.
4. Individual daily subsistence is recommended at the rate of maximum €30/per day.
* Resources\*

Please note this fund does not cover staff salary. At King’s, the project may cover technician time (for example in use of Imaging Equipment) or to pay a PGR student assistant on an hourly rate via King’s Talent Bank

* Event
1. Venue: applicants should use venues at their respective universities to lower the cost. External venue hire is subjected to the funding review committee’s approval.
2. Catering: applicants can apply for work lunch and tea/coffee during the day and should prioritise using in-house catering at each university; the final amount to be funded is subject to the committee’s approval. Receptions and conference dinners are not normally funded, but cost may be submitted for the consideration and approval by the selection committee.
3. External speaker fees are subject to the committee’s approval.
* Miscellaneous
1. King’s College London and the Université de Pariswill decide whether to fund other costs (administrative support, additional catering, etc.). Additional funds can be awarded according to national rules and financial possibilities at each university.
2. External staff from other institutions in UK/France can take part in this research project, however their participation must be self-funded and an equal contribution. The majority of researchers must be from King’s and Université de Paris.
3. Please list any other source of funding and the amount.