

INFORMATION LEAFLET

Using a global budgeting approach in project management

Following the switch to a global budgeting approach, project leaders are granted maximum flexibility in allocating the funds approved by the Anniversary Fund, as outlined below, whereas in the past detailed budget plans had to be submitted for approval.

By promoting a “75%-25% model” in its new global budgeting requirements, the Anniversary Fund demonstrates its commitment to covering young researchers’ staffing costs. According to this model, 75% of the approved funding volume must be earmarked for staffing costs, and no more than 25% of the funds may be spent on other cost categories (e.g. equipment, materials or travel costs). To this end, caps on individual cost categories (see the table below) and plausibility checks by the Anniversary Fund ensure an adequate allocation of funds.¹

The project budget plan is reviewed only once at the beginning of the project. From then on, project leaders may reallocate funds or adapt their project budget plan at any time during the duration of the project on the condition that such changes comply with the Anniversary Fund’s requirements.

STAFFING COSTS (between 75% and 100% of the approved funding volume)	OTHER COSTS (between 0% and 25% of the approved funding volume)
<p>➤ Employment contracts²</p> <p>Postdoc At most 40 hours per week</p> <p>Doctoral candidates At most 30 hours per week</p> <p>Student assistants At most 20 hours per week</p> <p>Non-research staff At most 20 hours per week</p>	<p>➤ Other costs (where no additional caps apply)</p> <p>Equipment costs³</p> <p>Materials costs³</p> <p>Travel costs</p> <p>Subcontracting costs³</p> <p>(Reasonable) account management fees charged on the project account</p>
<p>➤ Service/work contracts³</p> <p>Up to one-third of the disbursed staffing costs may relate to service/work contracts.</p> <p>Cap: EUR 20,000 (including VAT if applicable) per contract worker or self-employed subcontractor</p> <p>Cap: EUR 5,000 (including VAT if applicable) in the cost category service/work contracts (additional income)</p>	<p>➤ Other costs (where additional caps apply)</p> <p>Dedicated project website Cap: EUR 2,500 (including VAT if applicable)</p> <p>Printing and publication costs Cap: EUR 2,500 (including VAT if applicable)</p> <p>Dissemination of (final) project results Cap: EUR 2,500 (including VAT if applicable)</p> <p>HR overhead Cap: EUR 14 per person per month</p>

¹ For details on the 75%-25% model and the individual cost categories, see the Anniversary Fund section on the OeNB website.

² Maximum costs: (gross) standard personnel costs and (gross) salaries applied by the Austrian Science Fund (FWF) or salary under collective wage agreements (without overpayment).

³ It is generally possible to transfer small amounts of the approved funds (**totaling** up to 10% of the approved volume) abroad on the condition that the specific grounds for such transfers have been approved by the Anniversary Fund beforehand.