

Detailed Budget Template

Country:
Project Title:
Funded by:

Indicator Reference*	Input Account **	Input Account Title**	Input description ***	Unit	(Calendar) Year 1			(Calendar) Year 2			(Calendar) Year 3			Total Budget for years	Note
					No Units	Unit Cost	Total	No Units	Unit Cost	Total	No Units	Unit Cost	Total		
O1-ID1	<i>e.g.</i> 71200	<i>e.g.</i> Internationa l Expert	<i>e.g</i> consultant for trade integration	<i>Day</i>											
	<i>e.g.</i> 72100	<i>e.g.</i> Subcontrac t	Venue for trade integration Workshop	<i>Day</i>											
	<i>e.g</i> 72200	<i>e.g.</i> Equipment s	Workshop Material for workshop	<i>L.S</i>											
...													
Sub Total: O1-ID1															
O1-ID2	<i>e.g.</i> 74000	<i>Operating cost</i>	<i>Trade Sector WG refreshment</i>	<i>Day</i>											
	<i>e.g.</i> 71300	<i>National Staff</i>	<i>National consultant for trade coordination mechanism</i>	<i>Day</i>											
...	...														
Sub Total: O1-ID2															
O1Op1-ID1	71200	<i>Internationa l Expert</i>	<i>Consultant for Training on trade policy</i>	<i>Month</i>											
	72200	<i>Equipment s</i>	<i>Material for Taining</i>	<i>LS</i>											
	72100	<i>Subcontrac ts</i>	<i>Training Facility</i>	<i>LS</i>											

..	...														
Sub Total: 01Op1-ID1															
Management	71300	National Staff	Project Manager	Month											
Management	71300	National Staff	Finance Officer	Month											
Management	71600	Travel	Project Visit	L.S											
Management	72200	Equipment s	Purchase of Computers	PC											
Management	74000	Operating Costs	Office Rent	Month											
Management	74100	Prof. Services	Audit	L.S											
Sub Total: Manageme nt															
TOTAL															

* Same as the workplan

** As per the list of available accounts below. Account codes can be repeated in cases where more than one line is required for example for staff cost there should be separate line for each position.

*** For each input there should be detailed to each input account and linked to description of activity in the workplan

List of Available accounts:

Input Account	Input Account Title
71200	International Expert
71300	National Staff
71600	Travel & Missions
72100	Subcontracts
72200	Equipment
72600	Grants
74100	Prof Services
74000	Operating Costs