

How to make an efficient and reliable budget for my student project?

Please find here some good practices we got from the first student projects in order to make a more reliable and transparent budget:

1- Always ask for the maximum amount of grant in your budget:

It is easier not to use all the budget than to ask for raise the budget after. It could be useful to **keep a margin** for the unexpected costs.

2- Always think about the number of people involved (and participating), the location and time of the year for the project implementation:

Because most EU-CONEXUS destination are coastal cities, it is better to think in advance where the project will take place. **Prices are higher during spring and summer** especially regarding accommodation and travel costs. Please take this factor into consideration when you choose your destination and make your budget especially regarding travels.

3- Do not forget to include all travel costs:

It is better to overestimate the travel costs than underestimate. Do not hesitate to count a margin. you could reinvest this money for another purchase

Please take into consideration, the travel costs **are not only related to the flights**. Many coastal cities need a bus or train ride before taking a plane. The travel costs should include the transport from your city of departure to the city of arrival. It means, **trains, bus (between 2 cities)**.

Note on flights tickets: Flight prices on the first page of a comparative website are never the final costs. You can use comparative websites to find the airline that operates your flight and it could help you to find your itinerary. We advise you to **go directly to the airline website as to realise a real estimate of cost, add a luggage** as well as a travel insurance.

4- Count 70€/night per student as a maximum for the accommodation:

The maximum cost for student accommodation in average is **set up to 70€ per night/student**. You can reduce the accommodation costs by booking a hostel, Airbnb, shared room in hotel with others. Check on internet but always think about the period of the booking (prices are different in January than in August). Reducing your accommodation costs can help you to keep more budget for other expenses. **If you don't know the price, then count 70€/student/night**.

5- Count maximum 65€/day/student for meals and local transports:

Subsistence costs and local transportation costs will be refunded **after the mobility** based on the declared costs for meals and local transports (bus, metro, etc.) up **to a limit of 65€** per day and per student in EU-CONEXUS countries. You should estimate these costs per person and then add all of them to make a total.

This amount can be decreased if you plan to eat at the University canteen, or to eat at the Airbnb for example. **If you don't know how it will be organised yet, you can count 65€/student/day**.