

## Budget guidelines

1. Insert company name, CVR-number and the planned project period from start to finish.
2. Insert the expected budget for each budget entry in the "Total Budget" text box. In the text box "Requested IFD Investment", you will have to insert the investment amounts requested from Innovation Fund Denmark. Make sure that the total budget corresponds with the statements of expense for the various entries in the activity plan. Please notice the limit of our investment share – maximum 33% per budget entry.
3. If your planned budget contains expenses for knowledge providers and/or suppliers of equipment, you have to insert their names and the expenses as individual entries in text box 3a and/or 3b.

## Support

If you have any questions related to filling out the budget form, you are welcome to contact the InnoBooster hotline from 9-12 during weekdays at +45 6190 5005 or [innobooster@innobooster.dk](mailto:innobooster@innobooster.dk).

If you experience technical issues when uploading your budget to e-grant, we advise applicants to send your budget to the e-grant support as a xls file; [support.e-grant@ufm.dk](mailto:support.e-grant@ufm.dk). Please inform e-grant support about the type of sheet you used for the budget (Excel, Google Sheets or other). Also, remember to append a screenshot of the errors you experience.

The support team from e-grant will correct the technical issues in the budget form ensuring that you can upload the budget afterwards without difficulties. All corrected budgets are returned to the applicant for another attempt to upload.

You can also call e-grant support directly on +45 3392 9190 from 9-12 AM during weekdays.

1)

Company	Your company
CVR	12345678
Project start (day-month-year)	15/5 2019
Project finish (day-month-year)	1/3 2020



2)

Budget posts	Total budget	Requested IFD Investment	Your self-financing	Investment share (max. 33% /post)
Salary for new employees	750.000	247.500	502.500	33.00%
Salary for current employees	332.000	98.000	234.000	29.52%
Expenses for knowledge providers	230.000	71.500	158.500	31.09%
Expenses to material and equipment (min. 30.000 Dkr)	125.000	41.250	83.750	33.00%
<b>In Total</b>	<b>1.437.000</b>	<b>458.250</b>	<b>978.750</b>	<b>31.89%</b>

3)

<b>Knowledge providers:</b> If your budget contains expenses to knowledge providers please insert details on each provider in the form below along with the budgeted expenses in parenthesis	<b>Suppliers, other expenses to material and equipment:</b> If you are budgeting with this type of expense please insert details on the supplier with the expected expenses in parenthesis.
Example: Knowledge provider A/S (100.000 Dkr), University X (25.000 Dkr) and Private Development House Lte (105.000 Dkr)	Example: Material supplier ApS (65.000 Dkr), Equipment supplier LTD (60.000 Dkr)