

Examples of cost calculation for staff mobility

Please find below different Examples of cost calculation for staff mobility

No.: 1 - Incoming Staff mobility from Kazakhstan

Duration: 11. 4. 2018 – 15. 4. 2018, 5 days + extra 2 days for travel. Total duration: 7 days.

#	Type of cost	Maximum amount defined by Erasmus+ Programme	Real costs	Calculation (Slovenian legislation)
1	Subsistence	140 EUR/day x 7 = 980 EUR	(15 EUR (daily Hostel costs) x 7 = 105 EUR) + per-diem (21,39 EUR x 7 = 149,73 EUR). Total = 254,73 EUR	254,73 EUR
2	Travel costs	820 EUR	800 EUR	800 EUR
3	Visa costs	/	100 EUR	100 EUR
4	Health Insurance	/	/	/
	Total	1.800 EUR	1.154,73 EUR	1.154,73 EUR

No.: 2 - Incoming Staff mobility from India

Duration: 11. 4. 2018 – 15. 4. 2018, 5 days + extra 2 days for travel. Total duration: 7 days.

#	Type of cost	Maximum amount defined by Erasmus+ Programme	Real costs	Calculation (Slovenian legislation)
1	Subsistence	140 EUR/day x 7 = 980 EUR	(80 EUR (daily Hotel costs with breakfast*) x 7 = 560 EUR) + per- diem (21,39 EUR x 7 = 49,73 EUR – 10% for breakfast = 134,75 EUR). Total = 694,75 EUR	694,75 EUR + 80 EUR (transfer between travel costs and subsistence) = 774,75 EUR
2	Travel costs	820 EUR	900 EUR	820 EUR
3	Visa costs	/	/	/
4	Health Insurance	/	/	/
	Total	1.800EUR	1.594,75 EUR	1.594,75 EUR

*Per-diem is reduces for 10% in case if the Invoice for Accommodation includes breakfast. Lunch or/and dinner costs on the Hotel invoice does not influence on the Per-diem.

Example no.: 3 - Incoming Staff mobility from South Korea

Duration: 11. 4. 2018 – 15. 4. 2018, 5 days + extra 2 days for travel. Total duration: 7 days.

#	Type of cost	Maximum amount defined by Erasmus+ Programme	Real costs	Calculation (Slovenian legislation)
1	Subsistence	140 EUR/day x 7 = 980 EUR	100 EUR (daily Hotel costs) x 7 = 700 EUR + per-diem (21,39 EUR x 7 = 149,73 EU). Total = 849,73 EUR	849,73 EUR
2	Travel costs	1.500 EUR	1.000 EUR	1.000 EUR
3	Visa costs	/	/	/
4	Health Insurance	/	/	/
	Total	2.480 EUR	1.849,73 EUR	1.849,73EUR

Example no.: 4 - Incoming Staff mobility from Russia

Duration: 11. 4. 2018 – 8. 5. 2018, 28 days + extra 2 days for travel. Total duration: 30 days.

#	Type of cost	Maximum amount defined by Erasmus+ Programme	Real costs	Calculation (Slovenian legislation)
1	Subsistence	(140 EUR/day x 14) + (98 EUR/day x 16 = 3.528 EUR	110 EUR (daily Hotel costs) x 30 = 3.300 EUR + per-diem (21,39 EUR x 30 = 641,70 EU). Total = 3.941,70 EUR	3.528 EUR
2	Travel costs	360 EUR	600 EUR	360 EUR
3	Visa costs	Real Costs by invoice**	/	/
4	Health Insurance	Real Costs by invoice**	/	/
	Total	3.888 EUR	4.541,70 EUR	3.888 EUR

*Subsistence for staff is 100 EUR per day. This amount shall apply from the 1st to the 14th day of mobility. From day 15 onwards, the subsistence is 70% of that amount, which is 70 EUR.

** Decision from University of Ljubljana to reimburse all visa and health insurance costs.