Annex 2a: FINAL REPORT 2013 - GRANT CALCULATOR
(applicable if the organisation has chosen the flat rate financing)

The figures between brackets refer to the numbers in the explanatory note attached.

### OPERATING GRANT 2013 - YOUTH IN ACTION

**Name of the organisation:**

**Start date of the work programme / financial year covered by the operating grant:** .. / .. / 2013

### Data

<table>
<thead>
<tr>
<th>Location</th>
<th>Expenditure (in Euros)</th>
<th>Calculation</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Expenditure of the last financial year closed (2012)</td>
<td>Staff: Full-Time Equivalent (FTE)</td>
</tr>
<tr>
<td></td>
<td>0,00 €</td>
<td>(For part time staff: 220 accumulated working days correspond to 1 FTE)</td>
</tr>
<tr>
<td></td>
<td>Expenditure for the year 2013</td>
<td>Flat rate (5)</td>
</tr>
<tr>
<td></td>
<td>0,00 €</td>
<td>0,00 €</td>
</tr>
</tbody>
</table>

**Total (in Euros) (6):** 0,00 €

**Maximum grant (7):** 0,00 €

The maximum amount that was AWARDED (see Annual Grant Agreement - Article I.3 / FPA Specific Agreement - Article 3) should be filled in by the beneficiary. 0,00 €

**PRE-FINANCING instalment received:**

<table>
<thead>
<tr>
<th>DATE payment received (dd/mm/yyyy):</th>
<th>Amount - €</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>0,00 €</td>
</tr>
</tbody>
</table>

**Useful information to fill in the grant calculator**

All green cells have to be filled in. Blue cells will be calculated automatically.
The calculation of the grant is based on the number of people on the payroll of the beneficiary (in full-time equivalent (FTE) terms). This means the number of staff employed by the organisation in full-time equivalent terms during the financial year covered by the operating grant, multiplied by the flat rate for the country in which the organisation practices its main activity (in most cases the country where it holds its Head office). **Staff includes all persons working for the applicant organisation (such as management, secretaries, assistants) on the payroll, but excludes the subcontracting, the voluntary work and trainees.**

1 - The country to be considered is the one where the organisation has its main activities, which is considered the country where at least 50% of the permanent staff of the organisation works. You are requested to indicate the total number of permanent staff in the table hereafter.

2 - The rate applies per full time employee in the year covered.

3 - One full-time equivalent (FTE) corresponds to one person employed full time by the beneficiary organisation and who works throughout the entire financial year. One financial year corresponds to 220 days.

4 - One full-time equivalent (FTE) may also be reached by adding together 220 days of service of different natural persons working for the account of the beneficiary organisation during the same financial year.

5 - The rate is different according to the country where the beneficiary practices its main activity, in order to take into account the different cost levels.

6 - Applicants from countries outside the "euro zone" must use the official EUR exchange rate (accounting rate) published by the Commission's Directorate General of Budget (http://ec.europa.eu/budget/infoeuro) for the month of their application.

7 - The grant may not exceed 80% of the total estimated expenditures, nor 50,000 €.

8 - The amount calculated by the "Grant Calculator" is the maximum that can be applied for. Since operating grants aim at balancing income and expenditure of the financial year, the applicant should not request a higher amount than necessary to balance his accounts.
This page must be signed by the person authorised to enter into legally binding commitments on behalf of the organisation (legal representative)

The undersigned certifies that the FINAL FINANCIAL STATEMENTS are true & correct

NAME:

Position within the organisation:

Date:

Signature:

Official stamp of the organisation