

PRIVACY GOOD RESEARCH FUND 2019

Project Budget (Eligible Costs)

Project title: _____

Duration of project

Start date: ____ / ____ / ____

Completion date: ____ / ____ / ____

| Eligible costs | Organisation carrying out the project | Privacy Good Research Fund (OPC) | Other sources of funding | Total project funding |
|---|---------------------------------------|----------------------------------|--------------------------|-----------------------|
| Personal costs | | | | |
| Contractual services <i>[include a list of services that will be contracted out]</i> | | | | |
| Travel costs <i>[include the purpose of the proposed travel (conference, workshop, etc.), the estimated costs, and a breakdown of how funds will be apportioned (airfares, meals, accommodation, etc.)]</i> | | | | |
| Telecommunication costs | | | | |
| Materials / supplies | | | | |
| | | | | |

| | | | | |
|--|--|--|--|--|
| | | | | |
| Administrative costs <i>[secretarial assistance, publication costs - up to a maximum of 15% of the total project cost]</i> | | | | |
| | | | | |
| Other costs <i>[please specify]</i> | | | | |
| | | | | |
| Total | | | | |

The total amount available under the Privacy Good Research Fund for 2019/20 is \$75,000. However, this amount is subject to cancellation, reduction or increase at the discretion of OPC.

The maximum amount that can be awarded for any single research project is \$25,000.

Costing Memorandum

1. General

- 1.1 The total Eligible Costs of the Project shall be the sum of the applicable direct and indirect costs which are reasonable and related to in the performance of the project, less any applicable credits.
- 1.2 This Costing Memorandum applies equally to all goods and services (including labour) acquired from related parties or associates. These acquisitions shall be valued at cost and shall not include any mark-up for profit, return on investment, administration or overhead except as provided for in this Agreement and shall not exceed fair market value. OPC is not obliged to accept any of these costs as eligible unless access is provided to the relevant records of the related entity.
- 1.3 All funding is exclusive of GST.

2. Definition of Reasonable Cost

- 2.1 A cost is reasonable if, in nature and amount, it does not exceed that which would be incurred by an ordinary prudent person in the conduct of a competitive business.
- 2.2 In determining the reasonableness of a specific cost, consideration shall be given whether the cost is of a type generally recognised as normal and necessary for the conduct of the Recipient's business or performance of the Project.

3. Costs

3.1 Eligible Costs

The eligible costs under the programme are the reasonable costs directly related to the activities of the project. However, administrative expenses should be limited to no more than 15 percent of the total project cost.

3.2 Non-Eligible Costs

Costs other than those allowed in this Costing Memorandum are ineligible unless specifically approved in writing prior to the time costs are incurred.