

Types of Eligible Expenditures for Small Grants

Cost Categories	Description
Staff/Consultant Costs	Costs of time spent by personnel or consultants directly related to implementation of specific project activities, i.e. providing technical inputs/expertise.
Training/Workshop/Seminars Costs	Costs associated with the events and meetings. This also includes training/seminars or workshops for project beneficiaries, partners and/or stakeholders necessary for achieving the project goals/objectives and sustaining the results.
Dissemination Costs	Costs for the preparation, production, acquisition, communication and dissemination of project outputs e.g. reports/study materials, including multimedia, web hosting, newspaper, radio and television. <i>Costs CANNOT include remuneration of government officials or media personnel.</i>
Purchase of equipment and/or other small fixed assets	Specific costs of acquiring small non-expendable equipment/items that are considered critical for the successful implementation of a project. <i>Costs in this category are limited to 5% of the total grant amount.</i>
Miscellaneous	Incremental costs of administering the grant that can be directly attributable to the project such as office supplies, bank charges, and communication/postage. <i>Costs in this category are limited to 5% of the total grant amount.</i>
Grant Administration Costs	Includes all indirect costs, <i>up to a maximum of 10%</i> , associated with the development, negotiation, conclusion and implementation of the Grant Support Agreement.