



Nasveti za načrtovanje finančne konstrukcije projekta LIFE

- pregled kategorij stroškov (A, B, C, D)
- ključna pravila upravičenosti (AGA)
- najpogostejše napake
- kako pripraviti budget (Excel + Portal)
- praktični primeri iz projekta LIFE for the Lifelines (LFL)

Pripravili: Tomaž Mihelič, DOPPS





Prikaz stroškov v stroškovniku (budget) projekta

DIRECT COSTS (*neposredni stroški, povezani z izvedbo projektnih aktivnosti in nujni za njihovo implementacijo*):

A. Personnel costs

(stroški osebja)

A.1 Employees (*zaposleni*)

A.2 Natural persons under direct contract (*fizične osebe*)

A.3 Seconded persons (*napotene osebe*)

A.4 SME owners and natural person beneficiaries (*lastniki malih podjetij in s.p. partnerji*)

A.5 Volunteers (*prostovoljci*)

B. Subcontracting costs (*stroški podizvajalcev*)

C. Purchase costs

(drugi neposredni stroški)

C.1 Travel & subsistence (*potni stroški, dnevnice, nočitve*)

C.2 Equipment (incl. Infrastructure) (*oprema in infrastruktura*)

C.3 Other goods, works and services (*drugo blago, dela in storitve*)

D. Other direct costs

(drugi neposredni stroški)

D.1 Financial support to third parties (*Finančna podpora tretjim osebam*)

D.2 Land purchase (*nakup zemljišč*)

INDIRECT COSTS: Praviloma 7% vrednosti upravičenih stroškov projekta (izjeme!). Vrednost v PORTALU **izračuna avtomatsko.**

Vsi stroški moraj biti **povezani s projektom, nujni in dokazljivi!**



Prikaz stroškov v stroškovniku (budget) projekta

Stroškovnik (Budget)

Izpolnite Excel datoteko: **Tpl_Detailed budget table (LIFE)** in jo naložite v sistem kot prilogo (Annex).

Detailed Budget Table								
LIFE FOR LIFELINES								
Staff effort allocation								
Participant Number/Short Name	WP1	WP2	WP3	WP4	WP5	WP6	WP7	Total
1. Partner1	28,39	25,00	33,22	34,89	42,00	4,56	13,11	181,17
2. Partner2	23,78		3,00	43,66		0,50	0,67	71,50
3. Partner3	18,67	2,00	26,33	2,22	0,50	0,50	0,67	50,89
4. Partner4	26,39		13,44	21,50		0,50	0,11	61,94
Total person-months	97,22	27,00	76,00	#####	42,50	6,06	14,56	365,50
Personnel costs								
Participant Number/Short Name	Country	Number of person months (staff effort per beneficiary)	Average monthly salary rate	A1. Employees (or equivalent); A2. Natural persons under direct contract and A3. Seconded	A.4 SME owners and natural person (sole trader) beneficiaries (Unit costs in €)	Subtotal personnel costs without volunteers (A1+A2+A3+A4) - must be the same as in part A section 3	A.5 Volunteers (Unit costs) must be the same as in part A section 3	Total Personnel costs
1. Partner1		181	2.000 €	362.333 €		362.333 €	25.272 €	387.605 €
2. Partner2		72	2.500 €	178.750 €		178.750 €		178.750 €
3. Partner3		51	2.500 €	127.222 €		127.222 €		127.222 €
4. Partner4		62	2.500 €	154.861 €		154.861 €		154.861 €
Total		0		823.167 €	0 €	823.167 €	25.272 €	848.439 €
Subcontracting								
<p>Give details on subcontracted action tasks (if any) and explain the reasons why (as opposed to direct implementation by the participants). Subcontracting — Subcontracting means the implementation of action tasks, i.e. specific tasks which are part of the action and are described in Annex 1 of the Grant Agreement. Note: Subcontracting concerns the outsourcing of a part of the action to a party outside the Consortium. It is not simply about purchasing goods or services. We normally expect the participants to have sufficient operational capacity to implement the project activities themselves. Sub-contracting should therefore be exceptional. Include only subcontracts that comply with the rules (i.e. best value for money and no conflict of interest; coordinator tasks can normally not be subcontracted).</p>								
Participant Number/Short Name	Subcontract Description	Cost (€)	WP	Justification (Why is subcontracting necessary?)				
1 DOPPS	Mounting of 150 insulator caps on medium-voltage poles onn SPA Ljubljansko barje	xy EUR	3	For this activity, external assistance will be hired since the electric				
Total estimated costs		x EUR						
<p>If subcontracting for the entire project goes beyond 30% of the total eligible costs, give specific reasons.</p>								
Insert text								
Other direct costs								
<p>Please complete the table below for each participant. If required add further tables at the end of this work sheet (one per participant). Please ensure that sufficient details are provided in part B. For major cost items add lines below, in order to provide a detailed breakdown within one cost category. For major items listed in the justification column, indicate the work package to which they belong. For equipment and infrastructure, please explain if the cost represents the full cost or the depreciation.</p>								
1. DOPPS	Cost (€)	Justification						
Travel & subsistence	xy EUR	WP5: trips to observation points, 3 points will be observed for 40 days in 3 years						
Equipment (incl. infrastructure)	xy EUR	WP5: data loggers for telemetry of eagle owls (6 ind.), short-toed eagles (2 ind.) and griffon vultures (10 ind.) - full cost						
Other goods, works and services	xy EUR	WP3: database development						
Financial support to third parties								
Land purchase								
Total	xy EUR							



A. Personnel costs



A.5 Volunteers – prostovoljci (za osebe, ki delajo za upravičenca, neobvezno in brez plačila)

Vrednotenje dela prostovoljcev je določeno (glej npr. [Annotated Grant Agreement](#), Article 6.2.A.5, str 67).

**Vrednotenje stroškov za prostovoljno delo pa ne pokriva drugih dejanskih stroškov, ki bi lahko nastali in jih lahko upravičenec uvrsti med Other goods, works and services (npr. potni stroški, stroški bivanja).*

Volunteers (Decision C(2019)2646²)

Type: unit costs

Units: days spent working on the action

Amount per unit (daily rate):

Country	Daily rate in €
Denmark, Ireland, Luxembourg, Netherlands, Austria, Sweden, Liechtenstein, Norway	157
Belgium, Germany, France, Italy, Finland, United Kingdom, Iceland	131
Czech Republic, Greece, Spain, Cyprus, Malta, Portugal, Slovenia	78
Bulgaria, Estonia, Croatia, Latvia, Lithuania, Hungary, Poland, Romania, Slovakia	47
Australia, Canada, Hong King, Israel, Japan, Kuwait, Macao, New Zealand, Qatar, United Arab Emirates, United States of America, Switzerland.	92
Albania, Angola, Antigua and Barbuda, Argentina, Barbados, Bosnia and Herzegovina, Brazil, Chile, Colombia, Comoros, Cook Islands, Dominica, Gabon, Grenada, Ivory Coast, Former Yugoslav Republic of Macedonia, Kosovo, Lebanon, Libya, Mexico, Montenegro, Nigeria, Peru, Saint Kitts And	45

**POZOR: PREVERITE IN UPOŠTEVAJTE DNEVNE
POSTAVKE RAZPISA 2026!**



Personnel costs



Stroške osebja (Personnel costs) **načrtujte zares natančno**, saj jih je praviloma vedno treba zagovarjati v fazi revizije. Nujno vsaj osebje (priporočljivo za vse stroške) načrtujte v INTERNIH tabelah!

ZAKAJ? Potrebovali boste različne podatke, zato si morate pametno nastaviti formule v tabelah:

1. Pri načrtovanju števila oseb na projektu morate paziti na obremenjenost posameznega zaposlenega, da ne preseže dovoljenega števila ur = **215 dni** na leto.

INTERNA TABELA: Nastavite si jo tako, da vam bo računala **skupno število dni na zaposlenega**, opredelite kadre, npr. LP Project Manager, AP Technical worker,...

2. Potrebujete podatek **obsega vsakega predvidenega kadra po posameznemu WP-ju in po partnerju**.

INTERNA TABELA: V tabeli vsaki aktivnosti dodajte oznako WP-ja (delite še nižje, do naloge (taska), ker tako lažje popraviš, če ti kakšno aktivnost izločijo iz projekta. Poleg stolpca WP (in task) dodajte tudi stolpec partnerjev.

3. Posamezno projektno aktivnost razbijte na najnižji nivo načrtovanja (do dneva natančno).
4. Pazite, da so vse aktivnosti opredeljene v vsebini (velja za vse stroške).



Personnel costs – interna tabela LFL



	A	B	C	D	E	F
1	WP	T	Novolme	W_opis	Worker Effective days (WED)	Sum
2	WP1	T1.1	DOPPS	Administration	486	
3	WP1	T1.1	DOPPS	Conservation Ornithologist	16	
4	WP1	T1.1	DOPPS	Financial Manager	97	
5	WP1	T1.1	DOPPS	Project Manager	632	
6	WP2	T2.1	DOPPS	Conservation Ornithologist	252	450
7	WP2	T2.2	DOPPS	Conservation Ornithologist	72	
8	WP2	T2.3	DOPPS	Conservation Ornithologist	18	
9	WP2	T2.4	DOPPS	Conservation Ornithologist	108	
10	WP3	T3.1	DOPPS	Conservation Ornithologist	162	598
11	WP3	T3.2	DOPPS	Conservation Ornithologist	310	
12	WP3	T3.3	DOPPS	Conservation Ornithologist	126	
13	WP4	T4.1	DOPPS	Conservation Ornithologist	174	303
14	WP4	T4.1	DOPPS	Coordinator for Education	129	
15	WP4	T4.1	DOPPS	PR Manager	88	
16	WP4	T4.1	DOPPS	Volunteers	108	
17	WP4	T4.2	DOPPS	Conservation Ornithologist	105	
18	WP4	T4.3	DOPPS	Conservation Ornithologist	24	
19	WP5	T5.1	DOPPS	Conservation Ornithologist	300	540
20	WP5	T5.2	DOPPS	Conservation Ornithologist	132	
21	WP5	T5.2	DOPPS	Volunteers	216	
22	WP5	T5.3	DOPPS	Conservation Ornithologist	108	
23	WP6	T6.1	DOPPS	Project Manager	18	
24	WP6	T6.2	DOPPS	Conservation Ornithologist	18	59
25	WP6	T6.3	DOPPS	Conservation Ornithologist	41	
26	WP6	T6.3	DOPPS	Project Manager	5	
27	WP7	T7.1	DOPPS	Conservation Ornithologist	36	198
28	WP7	T7.2	DOPPS	Coordinator for Education	36	
29	WP7	T7.3	DOPPS	Conservation Ornithologist	108	
30	WP7	T7.4	DOPPS	Conservation Ornithologist	18	
31	WP7	T7.4	DOPPS	Project Manager	1	
32	WP7	T7.5	DOPPS	Conservation Ornithologist	18	
33	WP7	T7.6	DOPPS	Conservation Ornithologist	18	
34	WP7	T7.6	DOPPS	Project Manager	1	



Personnel costs



Staff effort allocation

Fill in the effort per work package and Beneficiary/Affiliated Entity.
Please indicate the number of person-months over the whole duration of the planned work.
Adapt the columns to the number of work packages in your proposal.
Identify the work-package leader for each work package by showing the relevant person-month figure in bold.

Predhodno omenjene filtre
(kadri na WP, kadri po partnerju)
potrebujete, da boste izpolnili to tabelo!

Participant Number/Short Name	WP1	WP2	WP3	WP4	WP5	WP6	WPx...	Total
1.								0
2.								0
3.								0
4.								0
5.								0
6.								0
7.								0
8.								0
9.								0
10.								0
Total person-months	0	0	0	0	0	0	0	0

No. of person-months = ROUND((number of total days in WP for participant)/(215/12);2)

Uporabite zaporedne številke, kot so dodeljene v PORTALU

Participant Number/Short Name	WP1	WP2	WP3	WP4	WP5	WP6	WP7	WP8	Total
1. IRP	81,10	84,28	43,42	31,03	103,03	11,72	62,46	70,44	487,48
2. UL	18,53	8,43	0,00	0,00	0,00	0,95	37,40	0,84	66,15
3. DOPPS	19,31	17,58	7,14	3,07	4,02	11,33	37,56	2,40	102,41

WP leader – označiš s poudarjenim tekstom (bold)



Personnel costs

Poimenujete z zaporedno številko in kratkim imenom partnerja

Important:

Staff effort allocation

Fill in the effort per work package and Beneficiary/Affiliated Entity.

Participant Number/Short Name	WP1	WP2	WP3	WP4	WP5	WP6	WP6...	Total
1. Prijavitelj	120		30	60	20	20		250
2. Partner 1	16		1		57	31	115	220
3. Partner 2	169	27	55		114	54	90	509
4. Partner 3		160		70				230
5. Partner 4	120	20	30	40	200	266	404	1080
6. Partner 5	313	35	10	275	90	175		898
7. Partner 6			2		10	5		17
8. Partner 7	30		40	25	80	70		245
9. Partner 8	116		158	80	95	155		604
Total person-months	884	242	326	550	666	776	609	4053

Personnel costs

Present your estimated "Personnel costs" split into 3 categories as per the table below. If you do not have any personnel costs falling under "A.4 SME owners and

Participant Number/Short Name	Country	Number of person months (staff effort per beneficiary)	Average monthly salary rate	A1. Employees (or equivalent); A2. Natural persons under direct contract and A3. Seconded Persons (costs)	A.4 SME owners and natural person (sole trader) beneficiaries (Unit costs in €)	Subtotal personnel costs without volunteers (A1+A2+A3+A4) - must be the same as in part A section 3	A.5 Volunteers (Unit costs) must be the same as in part A section 3	Total Personnel costs
1. Prijavitelj		250	0 €			0 €		0 €
2. Partner 1		220	0 €			0 €		0 €
3. Partner 2		509	0 €			0 €		0 €
4. Partner 3		230	0 €			0 €		0 €
5. Partner 4		1080	0 €			0 €		0 €
6. Partner 5		898	0 €			0 €		0 €
7. Partner 6		17	0 €			0 €		0 €
8. Partner 7		245	0 €			0 €		0 €
9. Partner 8		604	0 €			0 €		0 €
Total		4.053		0 €	0 €	0 €	0 €	0 €



Personnel costs – kako izpolniti tabelo



(1) Podatki TOTAL iz tabele Staff effort allocation se prenesejo sami

Participant Number/Short Name	WP1	WP2	WP3	WP4	WP5	WP6	WP7	WP8	Total
1. NRP	81,10	84,28	43,42	31,03	103,03	11,72	62,46	70,44	487,48
2. UL	18,53	8,43	0,00	0,00	0,00	0,95	37,40	0,84	66,15
3. DOPPS	19,31	17,58	7,14	3,07	4,02	11,33	37,56	2,40	102,41

(2) Vpiši skupni znesek stroškov vsega kadra/osebja po partnerju (v modro obkrožene stolpce)

Participant Number/Short Name	Country	Number of person months (staff effort per beneficiary)	Average monthly salary rate	A1. Employees (or equivalent); A2. Natural persons under direct contract and A3. Seconded Persons (costs)	A.4 SME owners and natural person (sole trader) beneficiaries (Unit costs in €)	Subtotal personnel cost without volunteers (A1+A2+A3+A4) must be the same as in part section 3	A.5 Volunteers (Unit costs) must be the same as in part A section 3	Total Personnel costs
1. NRP	SI	487	3.820 €	1.862.190 €		1.862.190 €		1.862.190 €
2. UL	SI	66	4.371 €	289.140 €		289.140 €		289.140 €

(3) Total Personnel costs in Average monthly salary rate se izračuna avtomatsko. Pazite, da ne izbrišete formul!



Subcontracting



Subcontracting (podizvajanje)

= zunanja izvedba naloge projekta

Purchase costs (nabava blaga in storitev)

= nakup podpornih storitev ali opreme

Subcontracting = nekdo dela projekt namesto tebe izvaja del aktivnosti (task) iz projekta
organizacija konference (če je to projektna aktivnost), izvedba raziskave, analiza podatkov

Purchase = kupiš podporo za projekt

ne izvaja projektne naloge, samo pomaga, da projekt izvedeš

primer: letalska karta, tisk brošur, najem dvorane, prevod



Subcontracting

MAX. 30% vrednosti projekta



Subcontracting

Give details on subcontracted action tasks (if any) and explain the reasons why (as opposed to direct implementation by the participants).
Subcontracting — Subcontracting means the implementation of action tasks, i.e. specific tasks which are part of the action and are described in Annex 1 of the Grant Agreement.
Note: Subcontracting concerns the outsourcing of a part of the action to a party outside the Consortium. It is not simply about purchasing goods or services. We normally expect the participants to have sufficient operational capacity to implement the project activities themselves. Sub-contracting should therefore be exceptional.
Include only subcontracts that comply with the rules (i.e. best value for money and no conflict of interest; coordinator tasks can normally not be subcontracted).

Dodajte oznako WP
priporočljivo tudi
oznako naloge (task)!

Participant Number/Short Name	Subcontract Description	Cost (€)	WP	Justification (Why is subcontracting necessary?)
1.NRP	External company that will transform biomass into pellets for pet litter and packaging into bags (T.4.2)	20.000 €	WP4 (T.4.2)	T.4.2: Payment for an external contractor who will be selected by a public procurement procedure and which will be selected based on their capacity to implement this task (press the biomass into pellets and pack them in bags)
1.NRP	External company that will transform biomass into compost and packaging into bags (T.4.2)	15.000 €	WP4 (T.4.2)	T.4.2: Payment for an external contractor who will be selected by a public procurement procedure and which will be selected based on their capacity to implement this task (conducting the composting experiment, packing compost in bags, equipped with project logos and its story of origin).

Preverite, da so vsi
stroški utemeljeni pri
opisih WPjev!

NRP found a few suitable companies to make test pellets for pet litter. The NRP will carry out the public procurement procedure and select the most suitable company that will carry out the experiment as an external contractor. When selecting, we will also consider the distance of the production plant from the project area as the biomass will have to be delivered to the selected contractor. NRP will order transport of 1 ton of biomass, which will then be pressed into pellets and packed in bags by the selected contractor. Experimenter and NRP will jointly prepare the report on the findings and experiment results. With the help of an external transporter NRP will deliver bags to the NRP' warehouse in Cerknica. NRP will distribute the pellets for pet litter to pet owners who are willing to test, evaluate and price the product.

V Subcontracting tabelo vnesite stroške zunanjih izvajalcev vseh partnerjev po vrstnem redu. Najprej vse zunanje storitve od vodilnega partnerja, sledijo zunanje storitve od partnerja 2.



Other direct costs



Od tabele: Other direct costs dalje, stroške predstavljate po kategorijah za vsakega partnerja posebej, po vrstnem redu – upoštevajoč **zaporedje številok**, ki so bile posameznemu partnerju **dodeljene v portalu!**

Other direct costs

*Please complete the table below for each participant. If required add further tables at the end of this work sheet (one per participant).
Please ensure that sufficient details are provided in part B. For major cost items add lines below, in order to provide a detailed breakdown within one cost category.
For major items listed in the justification column, indicate the work package to which they belong.
For equipment and infrastructure, please explain if the cost represents the full cost or the depreciation.*

Participant Number/Short Name (1)	Cost (€)	Justification
Travel & subsistence		
Equipment (incl. infrastructure)		
Other goods, works and services		
Financial support to third parties		
Land purchase		
Total	0 €	

Poimenujte vedno v enakem zaporedju (zaporedna številka partnerja in ime).



Purchase costs – Travel & subsistence



V to kategorijo sodijo:

- stroški prevoza (kilometrine, letalske karte, drug javni prevoz, cestnine, parkirnine),
- dnevnice,
- stroški nočitev.

SAMO ZA OSEBJE, ZA KATEREGA UVELJAVLJATE PERSONNEL COST!

(za nezaposlene uvrstite v kategorijo **Other goods, works and services**.)

Vse opredelite s številkami, zneski, kilometri, dnevi, št. oseb, ipd. Iz opisa naj bo jasno, kaj vse strošek

Travel & subsistence	652 €	(T.5.6.1.i): Mileage allowances for attending 4 Annual International events Nočnjak from 2026 to 2029 (Trilj - Zadar - Trilj: 326 km x €0.50/km = €163 per event)
Travel & subsistence	1.800 €	(T.5.6.1.i): Daily allowances for attending 4 Annual International events Nočnjak for three persons (4 congresses x 3 days per congress, plus 2 travel days per congress (arrival one day before and departure one day after)) x €30/day x 3 person = €1,800)
Travel & subsistence	4.800 €	(T.5.6.1.i): Accommodation costs for attending 4 International events Nočnjak, for three persons (4 nights x €100/night x 3 persons x 4 congresses)

OPOZORILO: Če boste uporabljali **službeno vozilo**, se za strošek predvidi **gorivo**, uvrsti se v kategorijo:

Purchase costs - Other goods, works and services!

Other goods, works and services	1.000 €	WP2: Fuel for car for performance of interviews, field work, event attendances, farmers' visits, etc.
Other goods, works and services	2.000 €	WP3: Fuel for car for meetings, transfers due land exchange and purchase, for establishing microhabitat (woody vegetation removal, mowing), etc.



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Purchase costs – Equipment (incl. Infrastructure)



V to kategorijo sodi:

- oprema – upoštevajoč vaše interne akte (vse kar se beleži kot osnovno sredstvo!),
- infrastruktura.

OPOMBA: Sem ne sodi delovna oprema – npr. zaščitna oblačila, kot tudi ne oprema manjše vrednosti (npr. termometri, lopate, kose) – to se uvrsti v kategorijo: Other goods, works and services!

Pri opremi je treba predstaviti višino upravičenih stroškov – ali so upravičeni 100% ali je prikazana amortizacija. Preglejte razpis, glede upravičenosti višine opreme! (od max. 50% - lahko tudi manj, do 100% upravičenih stroškov)

Povežite strošek z vsebino – poudarite v opisu WP/task!

Primer za razpis za 100 % upravičeno opremo – razpis NAT:

Equipment (incl. infrastructure)	63.000 €	Double axle trailer for the transportation of the removed deposits and a front loader tractor attachment for loading the removed biomass on the trailer (T.4.1)
Equipment (incl. infrastructure)	253.000 €	Harvester for biomass removal (T.4.1)



Purchase costs – Other goods, works and services



V to kategorijo sodi:

- revizija (preverite v razpisu ali ste zavezani izvesti revizijo),
- delovna zaščitna oprema (opredelite s kosi, povežite s kadrom),
- gorivo,
- servisi avtomobila (če v projektu predvidite nakup avtomobila),
- promocijski material (opredelite količine, izvode, strošek na kos)
- potrošni material, ipd. (predvidite v količinah)

Povežite strošek z vsebino – poudarite v opisu WP/task!

Other goods, works and services	1.000 €	Print and design of leaflet (500 pieces) for farmers with presentation of all measures with aim of promotion for its implementation (T 2.2.iv)
Other goods, works and services	3.500 €	Symbolic gifts for visited farmers and other influencers (500 pieces) (T 2.2.iv)
Other goods, works and services	1.000 €	WP2: Fuel for car for performance of interviews, field work, event attendances, farmers' visits, etc.
Other goods, works and services	15.000 €	Audit
Other goods, works and services	4.000 €	Maintainance of harvester - regular technical checks (oil, etc.) - 1,000 €/year; 4 years; in total 4,000 € (T.4.1)
Other goods, works and services	10.000 €	Satelite images of the Cerknjško jezero (4 images * 5 years) (T.7.2.ii)
Other goods, works and services	3.000 €	Design of Project Visual Identity (T.8.1)



Indirect costs & Funding

Praviloma 7 % na končno upravičeno vrednost projekta, z izjemami (odštejejo se stroški prostovoljcev, nakupa zemljišč):

E Indirect costs :

- If foreseen under the related call, will be reimbursed at the flat rate of **7%** of the eligible direct costs (categories A-D, except volunteers' costs and land purchase costs).

Znesek neposrednih stroškov se v portalu izračuna avtomatsko, ko vnesete vse načrtovane stroške.

V portalu tudi zaprete finančno konstrukcijo, z opredelitvijo EU LIFE sofinanciranja, morebitnih drugih sofinancerjev in lastnih deležev.



Priporočila:



OBVEZNO NAČRTUJTE KADRE in tudi ostale stroške V INTERNI TABELI!

Ne pretiravajte in ne napihujte stroškov... **ZAKAJ?**

1. Zelo pomembno merilo pri ocenjevanju je **VALUE for MONEY**.
2. Če bo projekt odobren, boste morali ves čas pojasnjevati zakaj vam sredstva ostajajo.

Upoštevajte, da se bo projekt izvajal več let, zato si pri določenih stroških pustite nekaj rezerve za morebitne podražitve, pri osebju za napredovanja, ipd.

Obvezno preverite ali so vsi stroški omenjeni pri vsebini (opisih WP)!

Poskusite pravilno uvrstiti stroške po kategorijah, vendar nič hudega, če jih opredelite narobe – to ne bo razlog zavrnitve projekta. Če pride projekt naprej, ocenjevalec javi če je treba katere stroške prenesti med kategorijami stroškov!

Naredite stroškovnik pravočasno, ker to je ponavadi tisti del projekta, kjer si partnerji vzamejo največ časa za pregled in komentarje!



Drobtinice:

Pazite pri zaokroževanju, lahko vpliva na neujemanje zneskov.

Neposredni proračunski uporabniki ne morejo prejeti sofinancerskih sredstev s strani MNVP/MOPE.

Sofinancer projekta lahko sredstva nameni tudi samo enemu partnerju.

Preberite [Annotated Grant Agreement \(AGA\) \(zadnja verzija 1. 4. 2025\)](#).

Preberite tudi navodila za poročanje (podrobnejša navodila glede upravičenosti stroškov).





Vprašanja?





Tveganja (Risk management)



Pripravil: Tomaž Mihelič, dopps



Iz prijavnice:

4.5 Risk management *(n/a for concept note)*

Critical risks and risk management strategy *(n/a for concept note)*

Describe critical risks, uncertainties or difficulties related to the implementation of your project, and your measures/strategy for addressing them.

Indicate for each risk (in the description) the impact and the likelihood that the risk will materialise (high, medium, low), even after taking into account the mitigating measures.

Describe any barriers/obstacles and framework conditions (such as regulation and standards) that may be a risk for the achievement of the project's objectives/impacts.

Note: *Uncertainties and unexpected events occur in all organisations, even if very well-run. The risk analysis will help you to predict issues that could delay or hinder project activities. A good risk management strategy is essential for good project management.*

Risk No	Description	Work package No	Proposed risk-mitigation measures



Priporočila glede tveganj

IZPOSTAVITE vsa relevantna tveganja vašega projekta!

ZAKAJ je to pomembno?

1. Je pomembno merilo pri ocenjevanju
2. Izpostavljena tveganja in predlagane rešitve so vam v prid, pri pojasnjevanju zapletov v postopku implementacije projekta (osnova za Amendment)

Če izpostavite tveganja ne pomeni, da bo projekt slabše ocenjen, temveč bodo razumeli, da ste dobro premislili, našli alternative za morebitne zaplete (IMAJO JIH VSI PROJEKTI) in da imate predvidene rešitve (mitigation strategy).

V delovnem sklopu WP1 (Project management) je priporočljivo predvideti tudi aktivnosti RISK MANAGEMENTA!

Izpostavite morebitne zamude zaradi zakonodajnih postopkov, vremenski pogoji (renaturacija), zamude pri dobavi opreme, nezainteresiranost deležnikov, ipd.

Primeri tvegani projekta LFL

Critical risks & risk management strategy			
<i>Grant Preparation (Critical Risks <u>screen</u>) — Enter the info.</i>			
Risk number	Description	Work Package No(s)	Proposed Mitigation Measures
1	In task T3.2.1, there is provided the inclusion of ecological corridor into management plans of the nature parks (Skocjan Caves Park and Triglav national park), which includes the adoption of management plan with government decree. There is a risk of delay due to political reasons.	WP3	We have provided enough time in the time plan <u>of the project</u> , for lobbying. The procedure to adopt these changes should be started as soon as possible (already at the beginning of the project)
2	In task T3.2.2, the project results (improved sensitivity map of the identified bottlenecks and migration corridors) will be integrated into the existing study of <u>sensitivity mapping</u> and expert groundwork <u>documentation</u> . There is a risk of delay due to political reasons.	WP3	We have provided enough time in the time plan <u>of the project</u> , for lobbying. The procedure to <u>adopt</u> these changes should be started as soon as possible (when the relevant results of the project are available)
3	In task T3.3.2, the key activity is the establishment of the new regional/landscape park. The act of establishment <u>has to</u> be accepted by the municipal council. This is a political decision and cannot be guaranteed to be carried out with <u>the absolute certainty</u> . <u>However</u> the current resolution of municipality (also a partner in the project - MUNICIPALITY IB) is very positive.	WP3	We have provided enough time for preparatory and extensive promotional activities in the local community.



Primeri tvegani projekta LIFE STRŽEN

Pri pripravi projekta smo bili izjemno pazljivi pri izbiri partnerjev, saj se zavedamo, da je ustrezna partnerska struktura ključna za uspešno izvedbo tako zahtevnega projekta. V projekt so vključene organizacije, ki se zavedajo zahtevnosti LIFE projekta in imajo ustrezna znanja, izkušnje in reference za delo na projektu. Vsi so že sodelovali na LIFE projektih, zato pri izvajanju projektnih akcij ne pričakujemo težav, ki bi ogrozile uspešno izvedbo projekta.

Ostale rizike za izvedbo projekta smo odpravili že v času priprave projektne predloga. NRP ima vso potrebno dokumentacijo za izvedbo renaturacije Stržena. Pridobljena so vsa potrebna dovoljenja. V letu 2014 in začetku leta 2015 je Notranjski regijski park pridobil vsa soglasja od vseh lastnikov zemljišč, ki bodo kakorkoli povezana z izvedbo renaturacije, vzpostavitvijo infrastrukture in gnezditvenega habitata oziroma mirne cone. Soglasja lastnikov zemljišč prilagamo k projektni dokumentaciji (Priloga).

Težave pri izvajanju projekta lahko pričakujemo le na področjih, na katere projektni partnerji nimamo neposrednega vpliva. To so:

1) Vremenski pogoji oziroma fenomen presihanja jezera

Vremenskih pojavov ni moč nadzorovati, zato lahko predstavljajo oviro pri realizaciji projekta. Tako se zavedamo možnosti, da jezero v letu, ko je planiran gradbeni poseg, ne bo presahnilo.

Glede na dolžino trajanja projekta ocenjujemo, da ta težava ne bo neobvladljiva, saj lahko poseg zamaknemo v naslednje leto ali leto zatem. Glede na statistiko jezero ne presahne vsakih 10 let, zato projekt zaradi tega ne bo ogrožen. Vse ostale aktivnosti projekta se lahko, kljub morebitnemu časovnemu premiku, nemoteno izvajajo po planu.



2) Lov na bobnarico (*Botaurus stellaris*)

Ulova bobnarice (*Botaurus stellaris*), na katero nameravamo namestiti GPS oddajnik, ne moremo zagotoviti. Bomo pa z izbiro načina lova in s pomočjo ljudi z izkušnjami tovrstnega početja, možnost za neuspeh zmanjšali na minimum.

V okviru projekta bomo izvedli tudi metodo monitoringa bobnarice (*Botaurus stellaris*) s pomočjo triangulacije (A1 in D1). Čeprav podatki o gibanju bobnarice na projektnem območju dobljeni s to metodo ne bodo tako natančni kot podatki, ki bi jih posredoval GPS oddajnik, bodo vseeno dovolj uporabni, da bomo akcijo vzpostavitve gnezditvenega habitata oziroma mirne cone lahko uspešno izvedli.

Kljub temu, da DOPPS do sedaj še ni izvajal telemetrije bobnarice (*Botaurus stellaris*), ima obširne izkušnje spremljanja lokalnih premikov in migracij naslednjih vrst ptic:



Tveganja na portalu

SyGMA - System for Grant Management - Google Chrome
ec.europa.eu/research/participants/grants-app/reporting/DLV-101148381

n009511a (EXTERNAL)

Grant Management | Project Continuous Report | HOW TO

101148381 (LIFE23-NAT-SI-L...) LIFE-PJG
Call: LIFE-2023-SAP-NAT
Topic: LIFE-2023-SAP-NAT-NATURE

Project Summary ✓ | Deliverables ⓘ | Milestones ⓘ | Critical Risks ✗ | Disseminat... activities ✓ | Communic... Activities ✓ | Financial support to 3rd parties ✓

Critical Implementation Risks and Mitigation Actions SAVE

At the end of each period beneficiaries should give the state of play of every risk identified in Annex 1 and if necessary give new mitigation measures.

Foreseen Risks

The following table lists the risks identified in Annex 1. The risk information is read-only and it is provided as a reference for the state of play information.

Risk No	Description	Work Package No(s)	Risk Mitigation Measures	State of the Play Period	State of the Play Did you apply risk mitigation measures?	State of the Play Did your risk materialise?	State of the Play Comments	Actions
1	In task T3.2.1, there is provided the inclus	3	We have provided enough time in the time					⬇️ ✗
2	In task T3.2.2, the project results (improv	3	We have provided enough time in the time					⬇️ ✗
3	In task T3.3.2, the key activity is the estal	3	We have provided enough time for prepar					⬇️ ✗

Unforeseen Risks

There are no unforeseen critical risks.

+ Add Unforeseen Risk Validate



Primeri tvegani projekta LFL

Critical Implementation Risks and Mitigation Actions ×

Risk number	1
Description of risk	In task T3.2.1, there is provided the inclusion of ecological corridor into management plans of the nature parks (Škocjan Caves Park and Triglav national park), which includes the adoption of management plan with government decree. There is a risk of delay due to political reasons.
Proposed risk mitigation measures	We have provided enough time in the time plan of the project, for lobbying. The procedure to adopt these changes should be started as soon as possible (already at the beginning of the project)



Work packages concerned

	Number	Title	Lead Beneficiary	End Month
<input type="checkbox"/>	1	Project management and coordination activities	DOPPS	60
<input type="checkbox"/>	2	Preparatory actions	DOPPS	30
<input checked="" type="checkbox"/>	3	Conservation actions	DOPPS	54
<input type="checkbox"/>	4	Communication, awareness raising and project di	DOPPS	60
<input type="checkbox"/>	5	Monitoring and evaluation	DOPPS	60
<input type="checkbox"/>	6	Sustainability, replication and exploitation of pro	DOPPS	60
<input type="checkbox"/>	7	Dissemination to target stakeholder groups	DOPPS	60



Vprašanja?

Želim vam uspešno prijavo
projekta!

