

INSTRUCTIONS: ESTIMATED COST BREAKDOWN UPDATE

Project budget: represents the budget included in the Statement of Work (Schedule 2)

Total Project expenditures to date: represents the total (cumulative) project expenditures at time of report.

Anticipated expenditures to end of year (to March 31st): represents remaining expenditures anticipated to be incurred by the end of March 31st (the Agency's year end).

Estimated expenditures for the following year (to March 31, 20__): represents the amounts anticipated to be incurred and claimed during the following 12 months (to the end of March 31st of the following year).

Balance to Project Completion: represents the balance for the following year(s), up-to the project completion date.

Use the comment box to discuss budget variations or adjustments required.

Important: Changes to the breakdown of cost categories are subject to approval by the Agency.

Estimated Cost Breakdown Update

Project number:

* March 31 represents ACOA's year-end

ELIGIBLE COSTS	Project budget	Total Project expenditures to date	Anticipated expenditures to end of year*	Estimated expenditures for following year* (March 31, 20__)	Balance to Project Completion Date	Total
Buildings and Renovations:						
Building						
Major renovations						
Leasehold improvements/Minor renovations						
Total Buildings and Renovations						
Other Capital Costs:						
Computer equipment						
Special purpose equipment						
Technology rights						
<i>Other (please specify):</i>						
Total Other Capital Costs						
Wages and Salaries:						
Wages and salaries						
Payroll benefits						
Total Wages and Salaries						
Other Operating Expenses:						
Direct materials and consumables						
Lease/Rent of facilities						
Professional fees and consultants						
R&D subcontracts and services						
Travel						
Commercialization activities						
Other direct incremental costs (e.g. general office expenses, courier charges, utilities)						
Total Other Operating Expenses						
SUBTOTAL – ELIGIBLE						

Estimated Cost Breakdown Update

	Project budget	Total Project expenditures to date	Anticipated expenditures to end of year*	Estimated expenditures for following year* (March 31, 20__)	Balance to Project Completion Date	Total
NON-ELIGIBLE COSTS						
Land						
Non-incremental – Salaries						
Interest/Financing/Bank fees						
Post R&D promotion and selling expenses						
SUBTOTAL – NON-ELIGIBLE						
TOTAL PROJECT COSTS						

COMMENTS: