



INVESTIGACIÓN PARA  
**OTRA OPORTUNIDAD**

# CRIS

## Cost Guidelines

Call for Applications 2026

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## Introduction

These **Cost Guidelines** are intended to help applicants understand **which costs may be covered by CRIS Contra el Cáncer (hereafter CRIS) funding** when preparing and submitting their proposals. This document is designed for the **planning phase** and should be read together with the specific call conditions and budget templates.

Only costs that are **necessary, reasonable, and directly linked to the proposed research project** will be considered eligible.

## General Principles of Eligible Costs

Eligible costs must:

- Be **directly related** to the execution of the funded project.
- Be **necessary and justified** for achieving the project objectives.
- Be **incurred during the financial justification period** as defined in the agreement
- Comply with the **internal regulations of the host institution** and applicable legislation.
- Be included in the **approved project budget**.

CRIS funding is intended exclusively for research-related activities. Costs that are excessive, unjustified, or unrelated to the project will not be considered eligible.

All cost/expenses must be properly justified by:

- Invoice or equivalent document.
- Bank proof of payment.
- Additional documentation (where applicable)

### Research Team table

Personnel and travel expenses will not be accepted for individuals who are not registered in the Research Team table of the project or program on the GMS platform. Individuals must be registered in this table before the end of the current financial justification period. For justifications already submitted, it will not be possible to retroactively add new individuals to the Research Team.

## 1. Personnel Costs

Personnel costs may be eligible when explicitly foreseen in the call conditions.

CRIS funding may cover PI's salary as well as the recruitment of new staff required for the execution of the project.

### What is funded?

- Gross salary.
- Employer's social security contributions.
- Prorated extra payments.
- Contract termination costs, where applicable.

- **Clinical Time Intensification:** Under this heading, costs derived from the additional dedication of staff may be covered, through the hiring of a new professional or the reassignment of duties of an existing employee, in order to partially or fully cover the clinical duties of the funded researcher during the working time percentages and periods established in the CRIS call conditions. In this way, the researcher's clinical workload is reduced to allow greater dedication to the research activities funded by the grant, without affecting regular clinical care. The costs associated with the recruitment of the professional covering the corresponding percentage of the clinical working time otherwise carried out by the funded researcher are eligible. This includes the gross salary, prorated extra payments, employer's social security contributions and, where applicable, contract termination costs.
- **Salary Supplements:** to the researcher's regular remuneration may be granted according to the salary scales of the host institution, including, together with the gross salary, prorated extra payments, employer's social security contributions and, where applicable, contract termination costs. Such salary supplements may be charged directly to the grant, as they are explicitly linked to the award of the funding
- **Moving Assistance:** Funded researchers who are required to change institutions as a result of being awarded a CRIS Research Call grant may request a total amount of €5,400 at the start of the project to cover the necessary costs associated with relocation. In the case of the CRIS **Out-Back Fellowship**, this amount may be requested both upon joining the institution hosting the Outgoing Phase and upon joining the institution hosting the Return Phase. A fixed amount of €5,400 is provided to support the mobility of the funded researcher to the host institution at the start of the project or, in the case of the **CRIS Out-Back Fellowship**, upon relocation to the host institution during the Outgoing/Return Phase. In such cases, the combined total requested across both phases may not exceed €5,400.
- **Family Support:** Funded researchers may request an annual family allowance of €1,200 per dependent child, up to a maximum of €2,400 per year. For the purposes of this programme, a dependent child is defined as a child under 18 years of age who, due to age, financial situation or personal circumstances, depends on their parents or legal guardians for maintenance, education, housing and care. The number of dependent children will be reviewed on an annual basis.
- In the framework of the **Out-Back Fellowship**, visa costs may be covered where duly justified.

## **2. Scientific Equipment**

The acquisition of equipment must comply with the internal procurement rules of the host institution, including requirements related to the request for quotations. Equipment acquisition will only be eligible during the **first two years** of the programme.

- The acquisition of scientific equipment that is directly linked to the project activities.
- The maintenance of scientific equipment that is directly linked to the project activities.

General-purpose equipment (such as computers, software, etc.) may be eligible where its specific necessity for the implementation of the project and its exclusive use for project purposes are clearly demonstrated and properly justified.

All equipment acquired must include appropriate acknowledgement of the funding received from CRIS. Evidence of such acknowledgement must be provided (e.g. a photograph of the equipment displaying a CRIS logo sticker).

Only equipment purchased with CRIS funding will be eligible for maintenance, which will be restricted to the

duration of the programme. Likewise, the host institution commits to continuing the maintenance of such equipment over its long-term lifespan.

### **3. Subcontracting**

Technical services refer to expenses derived from scientific or technical support activities directly linked to the right execution of the project:

- Costs related to activities that provide support to researchers, research teams, research groups, institutions and companies, with the aim of enhancing biomedical research (e.g. animal facility services, sequencing, proteomics, genomics, etc.).
- Contracting of CROs, or insurance related to clinical trials
- Costs related to the management of industrial and intellectual property rights exclusively linked to the project are eligible, including patent fees and processing costs.
- Costs related to project-linked publications, provided that the publication fees have been invoiced prior to the end of the project execution period. Exceptionally, payment of these costs may be made during the project justification period.
- The cost of the invoice corresponding to the audit of the project's financial justification is eligible.

Subcontracting shall not exceed 25%. Any exception must be approved in advance by CRIS

### **4. Consumables**

The procurement of consumables must comply with the internal regulations of the host institution, including any requirements related to the request for quotations.

- The acquisition of consumables strictly necessary for the execution of the project activities.

### **5. Travel, Accommodation and Registration Fees**

Transportation, accommodation and subsistence expenses of the research team related to registration and attendance at scientific conferences, seminars and meetings are eligible. In addition, travel expenses directly linked to the execution of the project activities may also be covered.

As a general rule, travel arrangements must comply with the host institution's usual travel policy. Travel, accommodation and registration costs shall not exceed 10% of the total awarded budget.

Excessive or unjustified expenses will not be accepted.

Cash payments will be accepted only in case of minor expenses (e.g. transport tickets).

### **6. Other Eligible Costs**

- Costs necessary directly linked to the purpose of the project that are not covered under the previous sections may be eligible and will be assessed on a case-by-case basis.

The procurement of such goods or services must comply with the internal regulations of the host institution, including any requirements related to the request for quotations.

## **7. Non-Eligible Costs**

The following costs are not eligible, unless explicitly stated otherwise in the specific call conditions:

- Indirect costs / overheads, except in those calls where they are expressly allowed.
- Membership fees, royalties, management or administrative costs.
- Compensation related to employment contracts, including severance payments arising from fair or unfair dismissal.
- Unused vacation payments and settlements resulting from voluntary resignation (however, compensation related to the natural end of a fixed-term contract may be included under Personnel Costs, where applicable).
- Costs related to central institutional services.

Any other costs not expressly mentioned in this document.

Costs necessary for the proper execution of the project that are not covered under the previous sections may be eligible.

## **Final Remarks**

This Cost Guidelines document is intended to support applicants in preparing realistic and compliant project budgets. In case of discrepancies between this document and the call conditions, the call conditions shall prevail.

For any questions regarding budget preparation or cost eligibility, applicants should contact CRIS through the official contact details provided in the call.

## Summary table

| Cost category                               | Funded (Elegible)   | Not Funded (Non-eligible)  |
|---|---|--|
| Personnel cost                              | <ul style="list-style-type: none"> <li>Gross salary (incl. PI if foreseen and recruitment of new staff )</li> <li>Employer social security</li> <li>Prorated extra payments</li> <li>Contract termination (end of fixed-term)</li> <li>Clinical time intensification</li> <li>Salary supplements (linked to award)</li> <li>Moving allowance (€5,400 max.)</li> <li>Family allowance (€1,200/child/year; max. €2,400/year)</li> <li>Visa costs under the Out-Back fellowship, where duly justified</li> </ul> | <ul style="list-style-type: none"> <li>Severance for dismissal</li> <li>Unused vacation payments</li> <li>Voluntary resignation settlements</li> </ul>   |
| Scientific equipment                        | <ul style="list-style-type: none"> <li>Equipment directly linked to project (first 2 years only)</li> <li>Maintenance of CRIS-funded equipment</li> <li>General-purpose equipment where its necessity for the project and exclusive use are duly justified</li> </ul>   | <ul style="list-style-type: none"> <li>Equipment purchased outside eligibility period</li> </ul>   |
| Subcontracting                              | <ul style="list-style-type: none"> <li>Technical/scientific services (sequencing, animal facilities, etc.)</li> <li>CROs &amp; clinical trial insurance</li> <li>Patent/IP costs linked to project</li> <li>Publication fees (if invoiced before project end)</li> <li>Project financial audit</li> </ul>   | <ul style="list-style-type: none"> <li>Subcontracting &gt;25% (unless pre-approved)</li> </ul>   |
| Consumables                                 | <ul style="list-style-type: none"> <li>Consumables strictly necessary for project</li> </ul>  | <ul style="list-style-type: none"> <li>Non-justified or non-project-related materials</li> </ul>   |
| Travel, Accommodation and Registration Fees | <ul style="list-style-type: none"> <li>Travel, accommodation, subsistence for conferences &amp; project meetings of the research team</li> <li>Project-related travel</li> </ul>  | <ul style="list-style-type: none"> <li>Excessive or unjustified expenses</li> <li>Personnel and travel expenses for individuals not registered in the research team</li> <li>Travel fees &gt; 10%</li> </ul> |
| Other costs                                 | <ul style="list-style-type: none"> <li>Necessary project-related costs (case-by-case assessment)</li> </ul>   | <ul style="list-style-type: none"> <li>Costs not explicitly foreseen or unrelated to project</li> </ul>  |
| Indirect costs                              | <ul style="list-style-type: none"> <li>Only if explicitly allowed in call</li> </ul>  | <ul style="list-style-type: none"> <li>Overheads (unless expressly permitted)</li> </ul>   |
| Administrative/Institutional costs          | -   | <ul style="list-style-type: none"> <li>Membership fees</li> <li>Royalties</li> <li>Management/administrative costs</li> <li>Central institutional services</li> </ul>  |