

**HEINRICH BÖLL STIFTUNG**  
WARSAW

(Załącznik 2)

**Cost and finance plan**

Organisation: Watchdog Polska  
Project title: Advocates of Transparency  
Duration: 1.06-30.11.2015  
Komponent: Democracy and Human Rights

	Honoraria/Fees, Contracts for Work and/or Services	Pay Rate hourly/daily	Time Span	Amount PLN	HBS	own contribution / other sponsors
<b>1</b>	<b>Fees for trainers</b>					
1		125	72	20 000,00	0,00	20 000,00
	<b>End sum</b>			<b>20 000,00</b>	<b>0,00</b>	<b>20 000,00</b>
<b>2</b>	<b>Travel Costs for third parties (not for office personnel)</b>	Planned Travel Costs	Air, Train	Amount PLN	Amount PLN	Amount PLN
1	Travel costs for participants	150	60	4 500,00	4 500,00	0
	<b>End sum</b>			<b>4 500,00</b>		
<b>3</b>	<b>Accommodations</b>	Daily Rate	Time Span	Amount PLN	Amount PLN	Amount PLN
1	Accommodation (3 workshops * 20 people * 2 nights)	80	120	7 000,00	7 000,00	0
	<b>End sum</b>			<b>7 000,00</b>		
<b>4</b>	<b>Catering</b>	Daily Rate/Persons		Amount PLN	Amount PLN	Amount PLN
1	Catering (3 workshops * 25 people * 2 days)	80	150	12 000,00	6 500,00	5 500,00
	<b>End sum</b>			<b>12 000,00</b>		
<b>5</b>	<b>Rental Costs</b>	Daily Rate	Time Span	Amount PLN	Amount PLN	Amount PLN
1	Rent a sales for workshops - 6 days	800	6	900,00	0,00	900,00
	<b>End sum</b>			<b>900,00</b>		
<b>6</b>	<b>Administrative Expenses</b>	Daily Monthly Rate		Amount PLN	Amount PLN	Amount PLN
	<b>Planned expenses, total in PLN</b>			<b>44 400,00</b>	<b>18 000,00</b>	<b>26 400,00</b>

planned costs in PLN calculated to EURO on the base of the average rate of Polish Nationalbank from (date), 1.00 Eur = 4.13 PLN

**Planned expenses, total in EUR**

**4 400**

Warsaw, 21.12.2015

Signature

Katarzyna Batko-Toluc



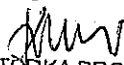
DYREKTORKA PROGRAMOWA  
KATARZYNA BATKO-TOLUC

					HEINRICH BÖLL STIFTUNG WARSAW (Załącznik 3.6)
<b>Citizen Network Watchdog Poland, "Advocates of Transparency"</b>					
Regionalprogramm: The European Union/ North America – Transformation and Global Issues					
Program regionalny: Unia Europejska/ Ameryka Północna - Transformacja i wyzwania globalne					
Komponente/ Komponent: Democracy and Human Rights (B)/ Demokracja i Prawa Człowieka (B)					
Organisation/ Organizacja: Sieć Obywatelska Watchdog Polska					
Title of the project/ Tytuł projektu: "Rzeczniczki i Rzecznicy Jawności" / "Advocates of Transparency"					
Period od project support/ Okres finansowania projektu: 01.06. - 30.11.2015					
<b>Statement of Accounts In Total Rozliczenie projektu w sumie</b>					
	PLN	PLN	PLN	PLN	
Type of cost according to agreement	Figure acc. to agreem.*	actual costs **	+/-	%	
Pozycje kosztów					
1. Honoraria	20 000,00	23 185,56	-3 185,56	115,93	
2. Travel expences of thrid parties (not for office personnel)	4 500,00	2 106,38	2 393,62	46,81	
3. Accommodation	7 000,00	3 866,75	3 133,25	55,24	
4. Catering	12 000,00	11 853,48	146,52	98,78	
5. Rent for measures	900,00	2 238,90	-1 338,90	248,77	
<b>Grand Total</b>	<b>44 400,00</b>	<b>43 251,07</b>	<b>1 148,93</b>	<b>97,41</b>	
<b>Statement of Accounts - financed by HBS Rozliczenie grantu hbs</b>					
	PLN	PLN	PLN	PLN	
Type of cost according to agreement	Figure acc. to agreem.*	actual costs **	+/-	%	
Pozycje kosztów					
1. Honoraria					
2. Travel expences of thrid parties (not for office personnel)	4 500,00	2 106,38	2 393,62	46,81	
3. Accommodation	7 000,00	3 866,75	3 133,25	55,24	
4. Catering	6 500,00	9 117,48	-2 617,48	140,27	
5. Rent for measurès					
<b>Grand Total</b>	<b>18 000,00</b>	<b>15 090,61</b>	<b>2 909,39</b>	<b>83,84</b>	
<b>Total installments/ Raty w sumie</b>			EUR 1 476,60	PLN 6 000,00	
<b>Project costs funded by the HBF/ Kwota dofinansowania przez hbs</b>			4 500,00		
<b>Outcomes in total/ Wydatki w sumie</b>				15 090,61	
<b>Total installments/ Raty</b>					
<b>last install., up to:/ ostatnia rata w wys. do max.: 3023,40 Euro</b>					
<b>Hbs accepted costs/ Zatwierdzone wydatki w projekcie przez hbs</b>					
Date / data					
	<b>Katarzyna Batko-Toluć</b>				
Signature / podpis:					
	DYREKTORKA PROGRAMOWA SIECI OBYWATELSKIEJ - WATCHDOG POLSKA				

1honoraria

Citizen Network Watchdog Poland, "Advocates of Transparency"			
Type of Costs: 1. Honoraria			
N°	Date*	Description of the costs	Amount in local currency
1	2015-06-26; 2015-07-15	Invoice 1/UZ40/2015; Agata Byrska - recording presentations of the participants	708,36
2	2015-08-17; 2015-09-09	Invoice 18/2015, Agata Byrska - preparing video - Advocates of Transparency - we take care of public life quality in Poland	879,00
3	2015-11-09	Invoice VAT 47/2015; Training in public speaking, Żyrardów - 5-6.09.2015	4 920,00
4	2015-11-09	Invoice Fv no 0800125220, paid as pro-forma invoice no 9300046399 from 2015/10/05: Training in media skills in TVP (Polish TV) on 14.11.2015	15 670,20
5	2015-11-12	Invoice 2015/10/28 - Dom Pracy Twórczej Małgorzata Borowska - Analysis and feedback for the project participants on their first video presentations	1 008,00
		<b>Total</b>	<b>23 185,56</b>
* Date of bank transfers or cash payments			

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2travel expences

Citizen Network Watchdog Poland, "Advocates of Transparency"

Type of Costs: 2. Travel expences

N°	Date*	Description of the costs	Amount in local currency
1	2015-07-03	RKP 78/2015 on 2015-06-21 Travel of Aneta Pierzchala-Tolak for the first meeting of Advocates of Transparency	208,60
2	2015-07-14	RKP 82/2015 on 2015-06-25 Travel of Anna Chęć for the first meeting of Advocates of Transparency	285,40
3	2015-07-23	RKP 83/2015 on 2015-07-10 Travel of Karol Górski for the first meeting of Advocates of Transparency	138,84
4	2015-09-02	RKP 88/2015 on 2015-08-21 Travel of Grzegorz Wala for the first meeting of Advocates of Transparency	200,54
5	2015-09-14	RKP 97/2015 on 2015-09-07 Travel of Karol Górski for the second meeting of Advocates of Transparency	165,02
6	2015-09-18	RKP 93/2015 on 2015-09-06 Travel of Aneta Pierzchala-Tolak for the second meeting of Advocates of Transparency	296,10
7	2015-09-25	RKP 109/2015 on 2015-09-20 Travel of Anna Chęć for the second meeting of Advocates of Transparency	137,50
8	2015-10-02	RKP 94/2015 on 2015-09-30 Travel of Korneliusz Marchewka for the second meeting of Advocates of Transparency	68,00
9	2015-11-10	RKP 132/2015 on 2015-10-30 Travel of Grzegorz Wala for the second meeting of Advocates of Transparency	313,54
10	2015-11-12	Inoice VAT eIC1/2015/782027 on 2015-11-09 Travel of Aneta Pierzchala-Tolak for the third meeting of Advocates of Transparency	135,00
11	2015-11-12	Invoice VAT eIC1/2015/797331 on 2015-11-15 Return travel of Aneta Pierzchala-Tolak for the third meeting of Advocates of Transparency	150,00
12	2015-11-30	RKP 230/2015 on 2015-11-15 Travel of Grzegorz Wala for the third meeting of Advocates of Transparency	283,34
13	2015-11-30	RKP 236/2015 on 2015-11-17 Travel of Karol Górski for the third meeting of Advocates of Transparency	216,44
		<b>Total</b>	<b>2.106,38</b>
* Date of bank transfers or cash payments			

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3accommodation

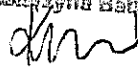
Citizen Network Watchdog Poland, "Advocates of Transparency"

Type of Costs: 3. Accommodation

N°	Date*	Description of the costs	Amount in local currency
1	2015-07-07	Invoice VAT no 2494/2015 on 2015-06-26 Accommodation for the group during the first training - 19-21.07.2015	1 666,75
2	2015-11-27	Invoice no FS3870/11/CSW/15 on Accommodation of the group during the third meeting - 13-15.11.2015	2 200,00
Total			3 866,75

\* Date of bank transfers or cash payments

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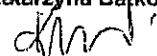


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## 4catering

Citizen Network Watchdog Poland, "Advocates of Transparency"			
Type of Costs: 4. Catering			
N°	Date*	Description of the costs	Amount in local currency
1	2015-07-07	Faktura VAT nr 2494/2015 on 2015-06-26 Catering at the first meeting 19-21.06.2015	3 781,48
2	2015-08-12; 2015-09-18	Invoice VAT no 1162/H/09/2015 on 2015-09-10 Catering at the second meeting 4-6.09.2015	5 336,00
3	2015-11-27	Inoice Vat no FS3871/11/CSW/15 on 2015-11-17 Catering at the third meeting 13-15.11.2015	2 736,00
Total			11 853,48
* Date of bank transfers or cash payments			

Katarzyna Bafko-Toluc



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