

Cost Category Pricing Unit - Template

Applicants are required to submit a **completed Excel pricing template** as a supporting file to their application.

The purpose of the template is to provide a clear and transparent overview of the proposed cost structure and to allow EIT Food to activate, increase or reduce activities according to **actual verified volumes** during implementation.

Please complete the Excel template provided and upload it together with your application.

It must include:

- **Annual fixed costs**, where applicable;
- **Unit prices/rates** for all variable activities;
- The **pricing unit** requested for each cost category;
- Any relevant **assumptions, inclusions and exclusions** necessary to understand the proposed prices;
- Where relevant, the **staff-day or hourly rates** used to calculate the proposed costs.

Unit prices should be sufficiently clear and granular to allow EIT Food to calculate the cost of activities based on actual verified volumes. This may include, as applicable, the number of farmers recruited or onboarded, hectares recruited, farm visits, Transition Plans, data entries, soil-sampling points, training sessions and events.

Mandatory pricing approach: Submit annual fixed costs and unit prices. Unit rates must allow EIT Food to activate or adjust farmer recruitment, onboarding, visits, Transition Plans, data entry, sampling and events according to actual verified volumes. No unapproved activity is payable.

Cost category	Mandatory pricing unit
Management, planning and quality	Annual fixed fee; named staff-day rates.
Advisory-led recruitment	Campaign/event rates; cost per farmer milestone; cost per hectare recruited; assumptions and evidence.
Onboarding/platform readiness	Per farmer/farm, including file review, first contact, boundary files, data collection and platform entry.
Farm visit	Per visit, separating advisor time, travel and overnight costs.

Transition Plan	New plan; inherited-plan completion; annual update/review.
Data collection and platform entry	Per farm and/or hourly rate; expected hours; correction/query allowance.
Soil sampling	Per sampling point/farm, including field labour, equipment/consumables, travel, packaging and courier; laboratory excluded unless requested.
Farmer training	Per one-day session, separating preparation, trainers, venue, materials, travel, catering and reporting.
Demonstration farms	Setup/host agreement per farm; annual maintenance/documentation; event delivery.
Demo/peer event	Per event with host, trainers, logistics, materials, catering and evidence.
Reporting and QA	Annual fixed or deliverable rates.
Indirect costs	Rate and eligible cost base under applicable rules.