



FINANCIAL ISSUES AND BUDGET PROPOSAL

RIA, IA, CSA PROJECTS

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Opportunities for social sciences and humanities in Horizon Europe

AGENDA

1

—
Basic rules and
project lifecycle

2

—
Form of costs and
eligibility conditions

3

—
Cost categories

4

—
Audits

BASIC RULES AND PROJECT LIFECYCLE

—
RIA, IA, CSA

BASIC FINANCIAL RULES

RIA, IA, CSA

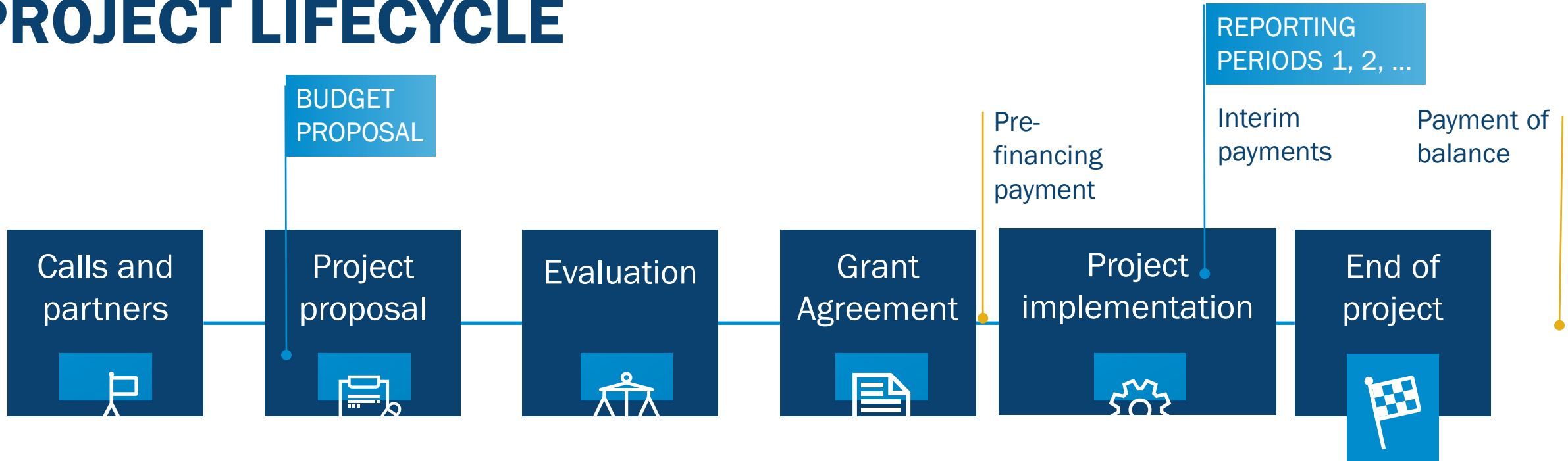
- 100% reimbursement rate of RIA, CSA
- 70% reimbursement rate of IA (except for non-profit legal entities where a rate of up to 100% applies)
- BUDGET becomes part of the Grant Agreement as Annex 2 Budget (= legally binding)



BUDGET FLEXIBILITY



PROJECT LIFECYCLE



FORMS OF COSTS AND GENERAL ELIGIBILITY CONDITIONS

RIA, IA, CSA

FORMS OF COSTS

ACTUAL COSTS

—
i.e. costs which are real and not estimated or budgeted

FLAT RATE

—
i.e. costs calculated by applying a percentage fixed in advance to other types of eligible costs

UNIT COSTS

—
i.e. an amount per unit

LUMP SUM

—
i.e. a global amount deemed to cover all costs of the action or a specific category of costs

 *Within a grant, different forms of costs can be used*

GENERAL ELIGIBILITY CONDITIONS

FOR ACTUAL COSTS



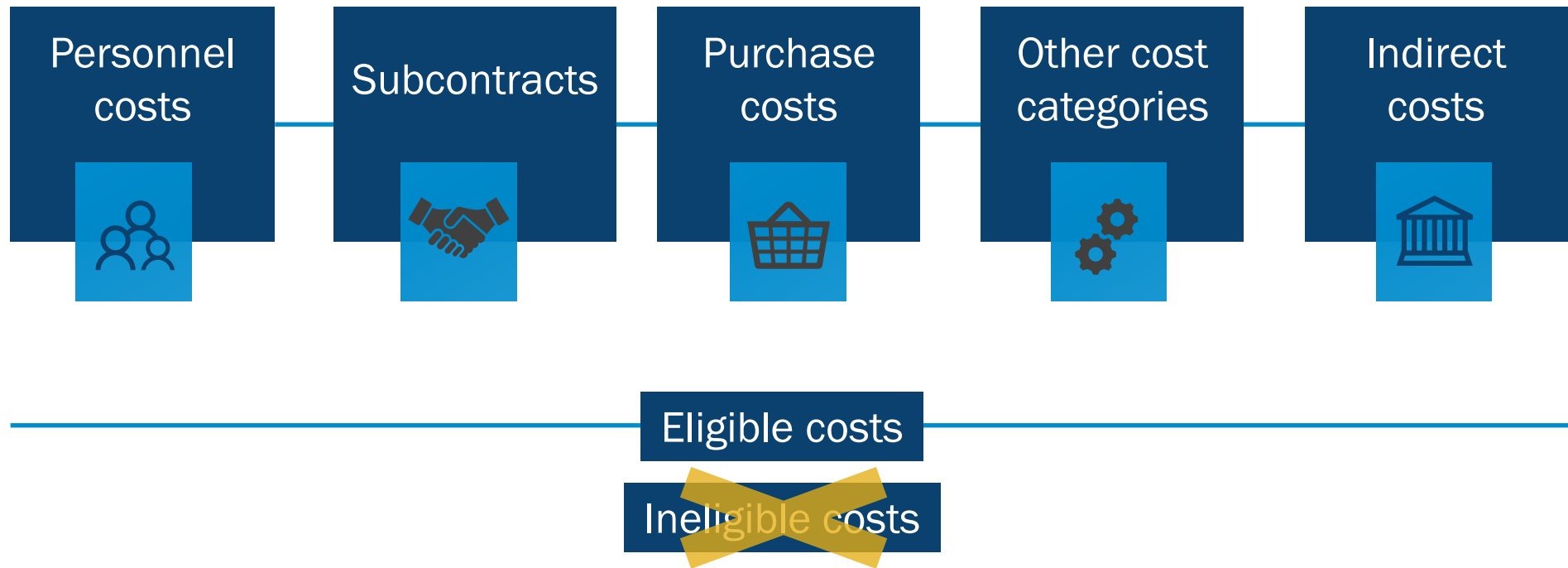
ACTUALLY INCURRED BY THE BENEFICIARY	INCURRED DURING PROJECT IMPLEMENTATION
DECLARED IN ONE OF THE PLANNED BUDGET CATEGORY	IN CONNECTION WITH THE ACTION AS DESCRIBED IN ANNEX 1 AND NECESSARY FOR ITS IMPLEMENTATION
IDENTIFIABLE AND VERIFIABLE, IN PARTICULAR RECORDED IN THE BENEFICIARY’S ACCOUNTS	COMPLY WITH THE APPLICABLE NATIONAL LAW ON TAXES, LABOUR AND SOCIAL SECURITY
REASONABLE, JUSTIFIED AND MUST COMPLY WITH THE PRINCIPLE OF SOUND FINANCIAL MANAGEMENT	



COST CATEGORIES

BUDGET PROPOSAL

COST CATEGORIES



BUDGET PROPOSAL – ADMINISTRATIVE FORMS

3 - Budget

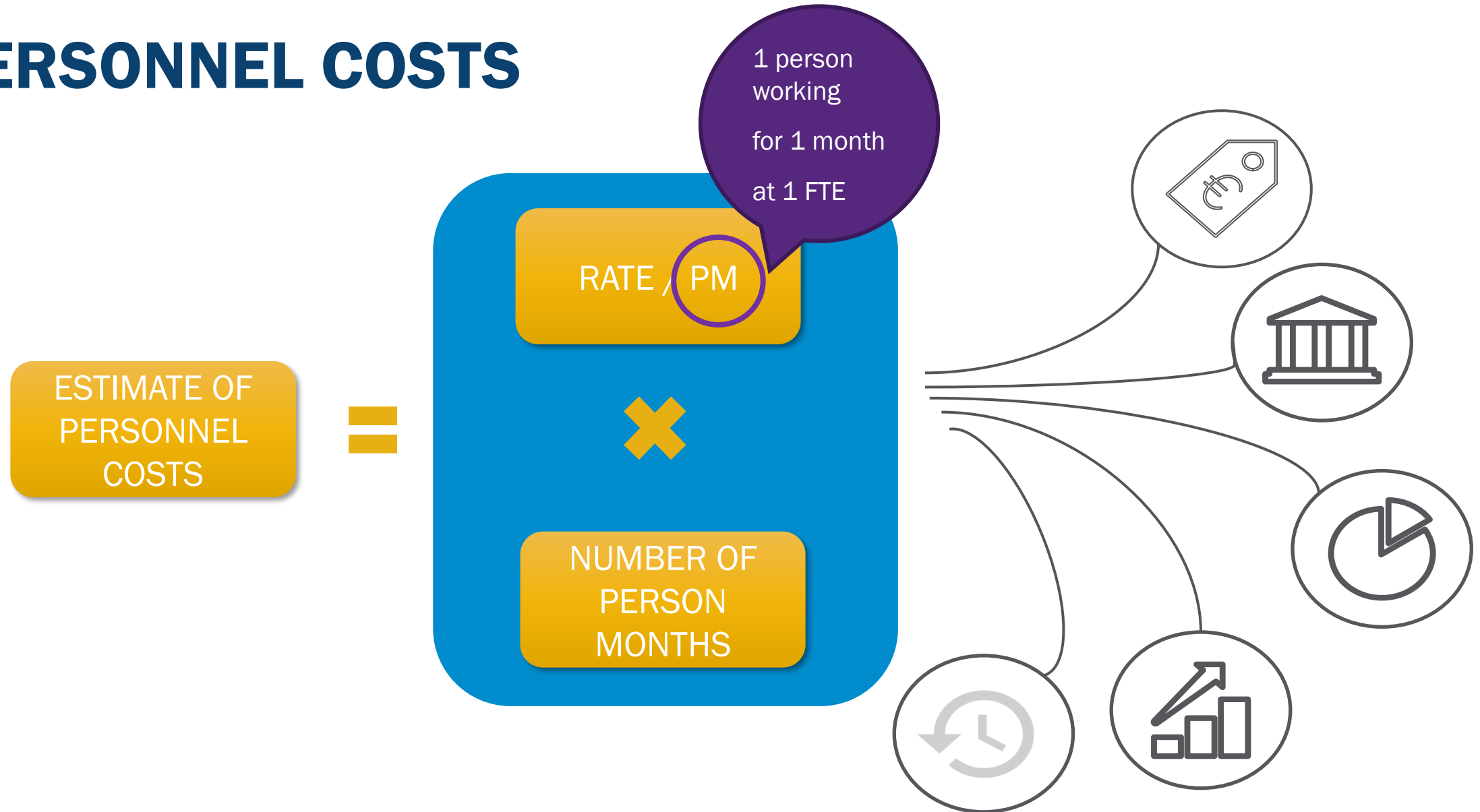
No.	Name of beneficiary	Country	Role	Personnel costs/€	Subcontracting costs/€	Purchase costs - Travel and subsistence/€	Purchase costs - Equipment/€	Purchase costs - Other goods, works and services/€	Internally invoiced goods and services/€ (Unit costs-usual accounting practices)	Indirect costs/€	Total eligible costs	Funding rate	Maximum EU contribution to eligible costs	Requested EU contribution to eligible costs/€	Max grant amount	Income generated by the action	Financial contributions	Own resources	Total estimated income
1	Ncp Test University A	PL	Coordinator							0.00	0.00	100	0.00	0	0.00				0.00
2	НП "РЦИТТ"	NL	Affiliated							0.00	0.00	100	0.00	0	0.00				0.00
3	Nftre	US	Associated							0.00	0.00	100	0.00	0	0.00				0.00
TOTAL				0	0	0	0	0	0	0.00	0.00		0.00	0	0.00	0	0	0	0.00

COST CATEGORIES

Personnel
costs



PERSONNEL COSTS



PERSONNEL COSTS: PROJECT PROPOSAL

Part A
3 – Budget for
the proposal

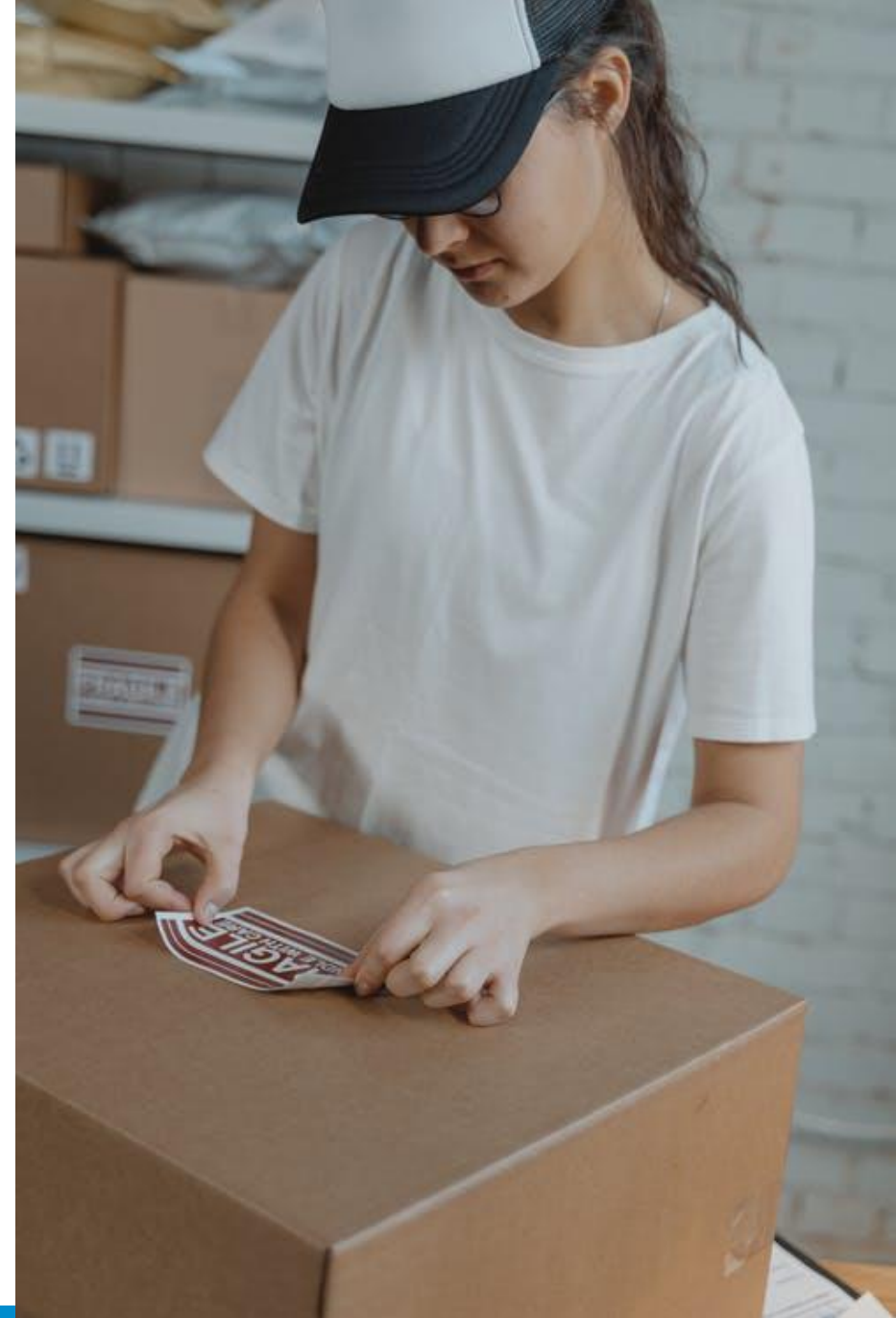
A. Personnel costs/€ (a1)	B. Subcontracti ng costs/€ (b)	C. Purchase costs			D. Other cost categories	E. Indirect costs/€ (e) = 25% * [(a1) + (c1) + (c2) + (c3) + (d7)]	Total eligible costs (h) = (a1) + (b) + (c1) + (c2) + (c3) + (d) + (e)
		C.1 Travel and subsiste nce/€ (c1)	C.2 Equip ment/€ (c2)	C.3 Other goods, works and services /€ (c3)	D.X [specific cost category] /€ (dx)		

Part B
Table 3.1f:
Summary of
staff effort

	WPn	WPn+1	WPn+2	Total Person- Months per Participant
Participant Number/Short Name				
ParticipantNumber/ Short Name				
Participant Number/ Short Name				
Total Person Months				

COST CATEGORIES

Subcontracting



SUBCONTRACTING

- Works on project tasks as described in the project proposal (Annex 1 Description of the action)
- Limited scope
- Best value for money
- Must be planned in the project proposal



IDENTIFY THE
ACTIVITIES, NOT THE
SUPPLIER!



SUBCONTRACTING COSTS: PROJECT PROPOSAL

Part A
3 – Budget for
the proposal

A. Personnel costs/€ (a1)	B. Subcontracti ng costs/€ (b)	C. Purchase costs			D. Other cost categories	E. Indirect costs/€ (e) = 25% * [(a1) + (c1) + (c2) + (c3) + (d7)]	Total eligible costs (h) = (a1) + (b) + (c1) + (c2) + (c3) + (d) + (e)
		C.1 Travel and subsiste nce/€ (c1)	C.2 Equip ment/€ (c2)	C.3 Other goods, works and services /€ (c3)	D.X [specific cost category] /€ (dx)		

Part B
Table 3.1g:
'Subcontracting
costs' items

Participant Number/Short Name		
	Cost (€)	Description of tasks and justification
Subcontracting		

COST CATEGORIES

Purchase
costs



PURCHASE COSTS



- **TRAVEL AND SUBSISTENCE COSTS**

- ✓ No difference between travelling inside or outside the EU



- **EQUIPMENT**

- ✓ Depreciation costs – or pro-rata of the costs
- ✓ Renting or leasing of equipment



- **OTHER GOODS, WORKS, AND SERVICES**

- ✓ Consumables, dissemination costs (open access costs, conference fees, ...), costs of IPR protection, translation costs,
- ✓ Certificate on the financial statements

430 000 EUR

PURCHASE COSTS: PROJECT PROPOSAL

Part A
3 – Budget for
the proposal

A. Personnel costs/€ (a1)	B. Subcontracting costs/€ (b)	C. Purchase costs			D. Other cost categories D.X [specific cost category] /€ (dx)	E. Indirect costs/€ (e) = 25% * [(a1) + (c1) + (c2) + (c3) + (d7)]	Total eligible costs (h) = (a1) + (b) + (c1) + (c2) + (c3) + (d) + (e)
		C.1 Travel and subsistence/€ (c1)	C.2 Equip ment/€ (c2)	C.3 Other goods, works and services /€ (c3)			

Part B
Table 3.1h:
'Purchase costs'
items

Participant Number/Short Name		
	Cost (€)	Justification
Travel and subsistence		
Equipment		
Other goods, works and services		
Remaining purchase costs (<15% of pers. Costs)		
Total		

To complete if the overall purchase costs exceed 15% of the amount of personnel costs.

COST CATEGORIES

Other cost
categories



OTHER COST CATEGORIES

D.1 Financial support to third parties (Actual costs) (d1)	D.2 Internally invoiced goods and services (Unit costs -usual accounting practices) (d2)	[D.3 Transnational access to research infrastructures (Unit costs) (d3)]	[D.4 Virtual access to research infrastructures (Unit costs) (d4)]	[D.5 PCP/PPI procurement costs (Actual costs) (d5)]	[D.6 Euratom Cofund staff mobility costs (Unit costs) (d6)]	[D.7 ERC additional funding (Actual costs) (d7)]	[D.8 ERC additional funding (subcontracting FSTP and internal invoiced goods and services) (Actual costs) (d8)]
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FSTP must be explicitly
allowed in the work
programme/call!

OTHER COST CATEGORIES: PROJECT PROPOSAL

Part A
3 – Budget for
the proposal

A. Personnel costs/€ (a1)	B. Subcontracti ng costs/€ (b)	C. Purchase costs			D. Other cost categories	E. Indirect costs/€ (e) = 25% * [(a1) + (c1) + (c2) + (c3) + (d7)]	Total eligible costs (h) = (a1) + (b) + (c1) + (c2) + (c3) + (d) + (e)
		C.1 Travel and subsiste nce/€ (c1)	C.2 Equip ment/€ (c2)	C.3 Other goods, works and services /€ (c3)	D.X [specific cost category] /€ (dx)		

Part B
Table 3.1i: 'Other
costs categories'
items

Participant Number/Short Name		
	Cost (€)	Justification
Internally invoiced goods and services		
...		

COST CATEGORIES

Indirect
costs



INDIRECT COSTS

= 25 % of direct costs (without subcontracting and internally invoiced goods and services)

- No need for a description in the budget proposal, automatic
- No need for documenting of the actual indirect costs during project implementation



INDIRECT COSTS: PROJECT PROPOSAL

Part A
3 – Budget for
the proposal

A. Personnel costs/€ (a1)	B. Subcontracting costs/€ (b)	C. Purchase costs			D. Other cost categories	E. Indirect costs/€ (e) = 25% * [(a1) + (c1) + (c2) + (c3) + (d7)]]	Total eligible costs (h) = (a1) + (b) + (c1) + (c2) + (c3) + (d) + (e)
		C.1 Travel and subsistence/€ (c1)	C.2 Equipment/€ (c2)	C.3 Other goods, works and services /€ (c3)	D.X [specific cost category] /€ (dx)		

FINANCIAL AUDITS



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FINANCIAL AUDITS

- Certificate on the financial statements (CFS)

grant amount per BEN \geq 430 000 EUR

- End of final reporting period
- Costs eligible as purchase of "other goods, works, and services"

2ND LEVEL AUDIT:

- Regular audits announced by the EC, carried out either by the EC or outsourced (KPMG, Deloitte, ...)
 - INDICATIVE AUDIT PROGRAMME



SPA (Systems and proces audit)



+ wider cross-reliance on audits and assessments

WHERE WOULD YOU BUDGET ..?





CHECK OUT OUR

e-learning



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Legal and financial NCP

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