European Commission

Information day
12.04.2012

Call for proposals

European Creative Districts
(34/G/ENT/PPA/12/6483)

Financial Aspects – Only for Stage 2

(applicable to candidates with the highest scores after stage 1)

Maria Huertas, Financial Team

Support for Industrial Innovation

Budget - 1

Budgetary Forms

§ *Consolidated - consortium*

- **Forms B/1 and B/2 Summary Forward Budget**

§ *Per beneficiary*

- **Form B/1 Individual Expenditure Sheet**
- **Form B/1.1a Internal Staff Sheet**
- **Form B/1.1b Working Days Sheet**
- **Form B/1.2a Travel & Subsistence Sheet**
- **Form B/1.2b Equipment Sheet**
- **Form B/1.2c Consumables Sheet**
- **Form B/1.2d Other costs Sheet**
- **Form B/1.3 Sub-contracting Sheet**

Budget - 2

Breakdown of estimated costs

§ *Form B/1 Individual Expenditure Sheet*

- **Each beneficiary;**
- **Consolidated for consortium;**
- **Personnel costs (permanent & temporary staff assigned – salaries, social security charges, other statutory costs);**
- **Subcontracting costs;**
- **Other direct costs (travel & subsistence, equipment, consumables & supplies, miscellaneous);**
- **Indirect costs;**

§ *Annex II of the Grant Agreement.*

Eligibility of Costs – 1

Eligible Direct & Indirect Costs - art. II.14 draft grant agreement

- **Actual, connected with the project,**
- **Indicated in the budget of the action,**
- **Incurred in reporting period;**

Personnel Costs (Direct)

- **Permanent & temporary staff assigned to the action,**
- **Actual salaries + social security charges + other statutory costs,**

Subcontracting (Direct)

- **Invoice-based (attested) costs incurred by beneficiary,**
- **Non-core tasks,**
- **Foreseen & detailed in the proposal,**
- **Experts, consultants, not permanent or temporary staff, other legal entities (external auditors, catering, etc).**

Eligibility of Costs – 2

Indirect Costs (administrative costs)

- **Incurred in connection with eligible costs for the action,**
- **Max. 7% of direct costs;**

Retention of evidence

- **employment contracts,**
- **timesheets,**
- **salary slips,**
- **invoices,**
- **Other relevant;**

Eligibility of Costs - 3

Non-eligible - art. II.14.4 of the draft grant agreement:

- **Contributions in-kind,**
- **Return on capital,**
- **VAT, unless unable to recover,**
- **Costs covered by another EU action,**

Reporting - 1

Project duration

- **Max. 30 months,**
- **Extension: max. 6 months,**
- **Start date: day the last party signs the grant agreement;**

Reporting

- **Each 10 months for 30-month duration,**
- **Interim activity reports with financial statements,**

Payments

Advance payment

30% of the EU grant

Interim payments

Financial statement per beneficiary of costs incurred in period with requested EU contribution not exceeding reimbursement rate

Payment of the balance (final payment)

Remaining eligible costs incurred during the action.

Reference for guidance

Grant agreement