New assessment of ESIF administrative cost and burden (2014-2020)

Project commissioned and funded by the European Commission
– DG REGIO, EMPL, AGRI and MARE –
# Objectives of the study

## Overall objectives of the study

- To **establish a new baseline** concerning the administrative costs and burden of the current ESIF programme period
- To **compare** the baseline to results of previous studies
- To perform **simulations** on how possible regulatory changes for post 2020 might affect administrative costs and burden

## Key features of the study

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<table>
<thead>
<tr>
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<tbody>
<tr>
<td>1</td>
<td>Coverage of all 5 ESI Funds</td>
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<tr>
<td>2</td>
<td>Focus on tasks to be conducted administering ESIF</td>
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<tr>
<td>3</td>
<td>Data collection through surveys to all relevant programme bodies</td>
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<td>4</td>
<td>Primary data collection October – November 2017</td>
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<tr>
<td>5</td>
<td>Final report and database in September 2018</td>
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</table>
Methodology

For following functions, specific tasks have been identified and information on workload and costs will be collected through surveys

- **National level (every EU Member State)**
  - Partnership agreement
  - Progress reports & coordination

- **Programme level (every ESIF programme)**
  - Programme preparation
  - Managing Authority
    (incl. information on intermediate bodies & programme secretariats)
  - Certifying Authority / EAFRD Paying Agencies
  - Audit Authority / EAFRD Certification Bodies

- **Beneficiaries (sample covering all Member States and Funds)**
## Administrative costs – methodology

### Data collection will target:

<table>
<thead>
<tr>
<th>Cost of staff working at ESIF implementation</th>
<th>Cost for external services</th>
<th>Overhead costs</th>
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### Questions will address:

<table>
<thead>
<tr>
<th>Background about the programme and/or Member State and the respondent</th>
<th>Budget staff costs, number of staff, overhead costs, share of budget paid by ESI Funds, bodies involved, etc.</th>
<th>Tasks for the function in question to be ranked according to how time consuming they are</th>
<th>Workload for each task, changing of workload throughout the programme period, type of staff involved, external costs, and possible gold plating</th>
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Administrative costs – survey

The survey will cover the following data:
(some of them, indicated in green, will be pre-filled)

- **Background** information
  - Country, currency, Programme(s), Fund(s), territorial coverage, respondent info

- **Overall budget**
  - Total TA budget (only for MAs)
  - Yearly distribution of budget
  - Overall staff costs (with yearly distribution)
  - FTEs by staff type (with yearly distribution)
  - More (overhead costs, other organisations involved)

- **Workload**
  - Overall workload distribution across tasks *(reference values last time)*
  - For each task, distribution of effort across years
  - For each task, distribution of effort across different staff types
  - For each task, external costs and costs due to national regulations
“Administrative burden” encompasses administrative workload and expenditure borne by project beneficiaries, linked to the provision of ESIF financing.

The study will target a sample of 300 beneficiaries, selected in order to cover projects across ESI funds, Member States and ETC scopes, Thematic focuses, project sizes, and beneficiary typologies.

In the case of EAFRD, a balance between beneficiaries of investment and payment/compensation measures will be ensured.

Questions will address:

<table>
<thead>
<tr>
<th>Background</th>
<th>Application workload</th>
<th>Admin. workload</th>
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<tr>
<td>about respondent and operation/project, including average staff and overhead costs, type of project and past EU funding experience</td>
<td>information on the administrative workload and costs related to the preparation of the funding application</td>
<td>information on administrative workload and costs related to the funded operation, distinguishing seven types of administrative activities</td>
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Results / outputs of the study

- **Database on administrative costs**, summarising per Member State and per task:
  - Overall picture (total ESIF, and for each fund)
  - National coordination (ESIF)
  - Programme preparation (total ESIF, and for each fund)
  - Programme management (total ESIF and for each fund)
  - Programme certification (total ESIF and for each fund)
  - Programme audit (total ESIF and for each fund);

- **Database on administrative burden**, summarising beneficiaries data per Member State and per task

- **Factsheets per Member States**, summarising key figures for administrative costs and burden for each function and ESI fund;

- **Factsheets per task**, summarising workload, costs, and time evolution for each Fund;

- **Tool for the simulation** of impacts of changes in workload for specific tasks on total costs and burden.
Time planning and next steps

- Surveys to national and programme bodies
  - Sending early October 2017
  - Response deadline mid-November 2017

- Clarifications of answers if needed
  - December 2017 – January 2018

- Plausibility check with national and programme bodies (on country factsheets)
  - Distribution February – March 2018

- Possible focus group to discuss conclusions
  - April 2018

- Report and database
  - First draft June 2018
  - Final September 2018

Please alert your colleagues and ask them to respond to the survey !!!
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