



CERN

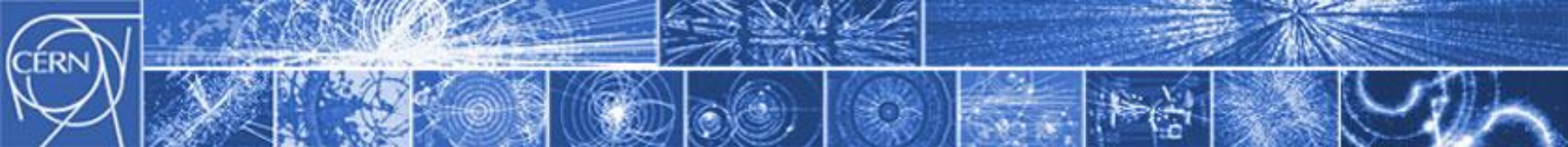
European Organization for Nuclear Research

Organisation Européenne pour la Recherche Nucléaire

FINANCIAL MANAGEMENT AND BUDGET

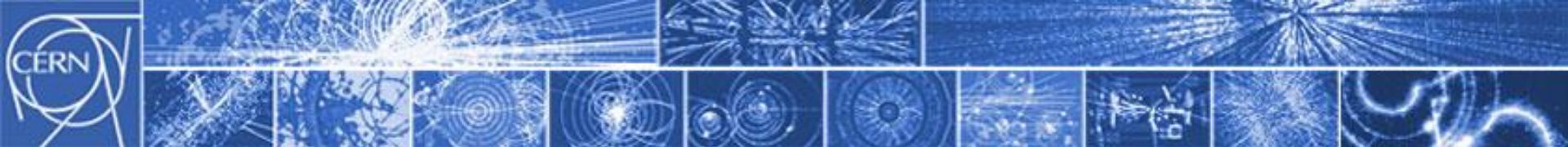
Grégory CAVALLO

CERN – EU Projects Financial Management



Overview

- Exchange of ESRs and ERs, administrative, technical and managerial staff supporting the research and innovation activities under the action
 - Actively engaged in or linked to research and innovation activities for at least 6 months at the beneficiary or partner organisation;
 - Considered as staff based on applicable national law or internal practices;
 - should be reintegrated again into the sending organisation after secondment.
- Secondments of 1 to 12 months (consecutive or split)



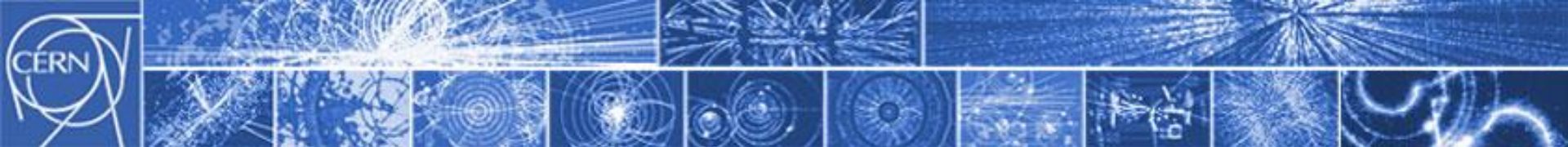
EU Contribution & Cost Categories

- The EC contribution is distributed in 3 cost categories :

*Cost of seconded
staff members*

*Research, training
and networking costs*

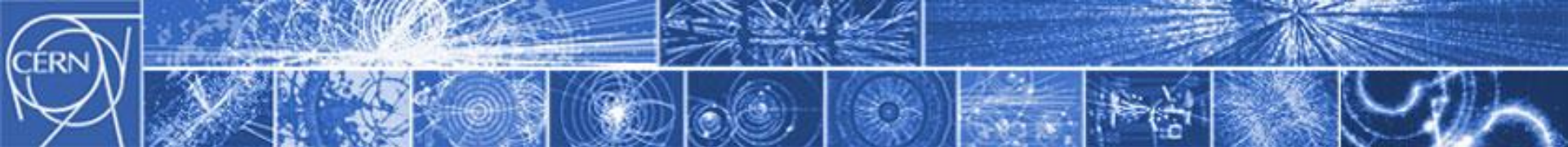
*Management and
indirect costs*



EU Contribution & Cost Categories

- Reference rates for RISE projects (H2020 Work Programme 2014-15):

Marie Skłodowska-Curie Action	Staff member unit cost [per person-month of secondment]	Institutional unit cost [per person-month of secondment]	
		Research, training and networking costs	Management and indirect costs
Research and Innovation Staff Exchange	2000	1800	700



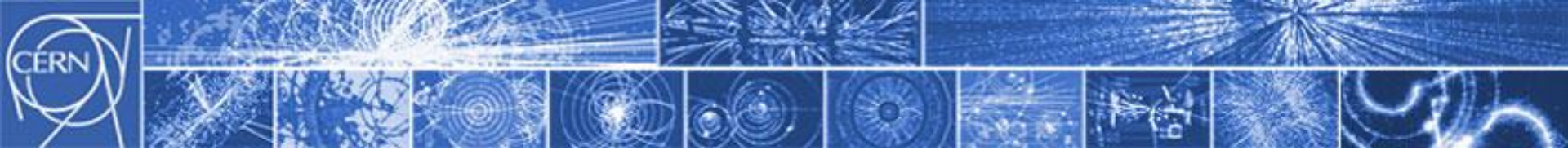
Cost of seconded staff members

cat. A

- "Top-up allowance" of 2,000 € per person/month
- To support travel, accommodation and subsistence costs for the staff member during the secondment

- No distinction between ESRs and ERs
- No country coefficient factor

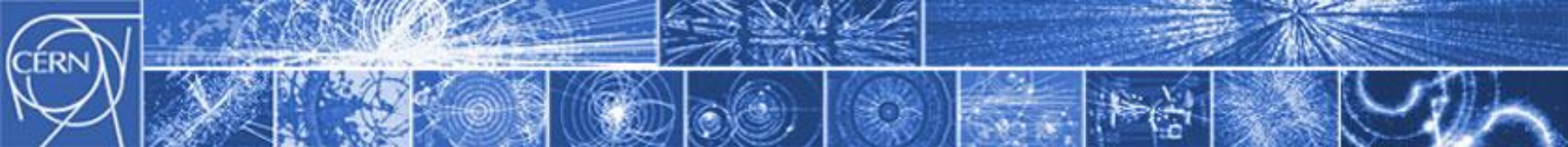
- The salary of the seconded staff is not covered by the EU contribution. Beneficiaries and partner organisations are expected to continue paying their salary during their secondments



Research, training and networking costs

cat. B.1

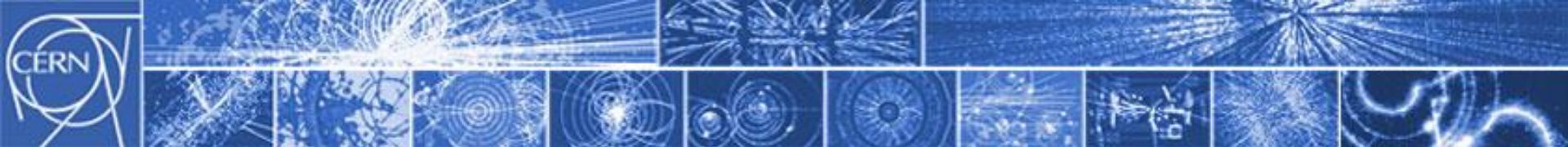
- Flat rate of 1,800 € per person/month
- What for ?
 - costs of research and innovation activities
 - purchasing of consumables
 - laboratory costs
 - participation to conferences, workshops and networking activities
 - ...
- Shared between the beneficiary and host organisations



Management and indirect costs

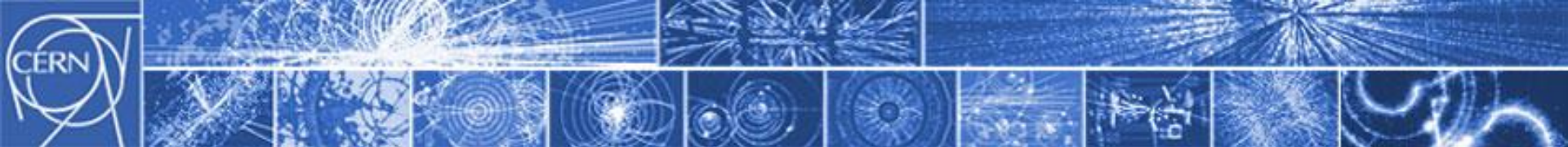
cat. B.2

- Flat rate of 700 € per person/month
- What for ?
 - Management of the project
 - Administrative organisation and implementation of the secondments
 - Financial management
 - Human resources, legal advice
- Shared between the beneficiary and host organisations



Grant Agreement budget

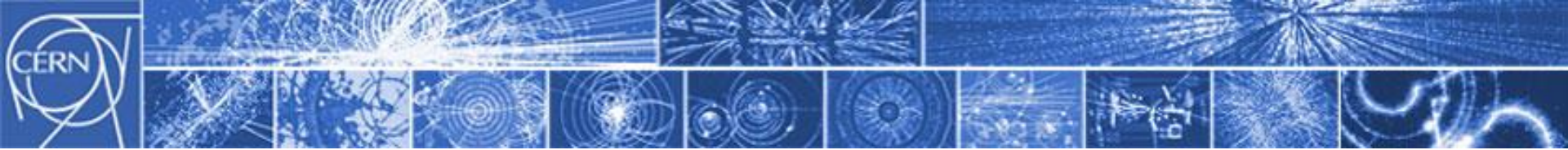
Unit cost (€ per Person-month)					2,000.00	1,800.00	700.00	4,500.00	
Part. number	Organisation short name	Country	Number of secondments	Person-months	Staff member unit cost	Research, training and networking costs	Management and indirect costs	Total	Requested EU contribution
			Unit	Unit	EUR	EUR	EUR	EUR	EUR
1	CERN	CH	26.00	129.00	258,000.00	232,200.00	90,300.00	580,500.00	580,500.00
2	CEA	FR	5.00	10.00	20,000.00	18,000.00	7,000.00	45,000.00	45,000.00
3	CNRS	FR	13.00	56.00	112,000.00	100,800.00	39,200.00	252,000.00	252,000.00
4	CSIC	ES	4.00	14.00	28,000.00	25,200.00	9,800.00	63,000.00	63,000.00
5	DESY	DE	13.00	74.00	148,000.00	133,200.00	51,800.00	333,000.00	333,000.00
6	RHUL	UK	10.00	23.00	46,000.00	41,400.00	16,100.00	103,500.00	103,500.00
7	UOXF	UK	27.00	61.00	122,000.00	109,800.00	42,700.00	274,500.00	274,500.00
8	KEK	JP	31.00	157.00	314,000.00	282,600.00	109,900.00	706,500.00	-
9	UoT	JP	7.00	16.00	32,000.00	28,800.00	11,200.00	72,000.00	-
Total			136.00	540.00	1,080,000.00	972,000.00	378,000.00	2,430,000.00	1,651,500.00



Consortium budget

Common pot

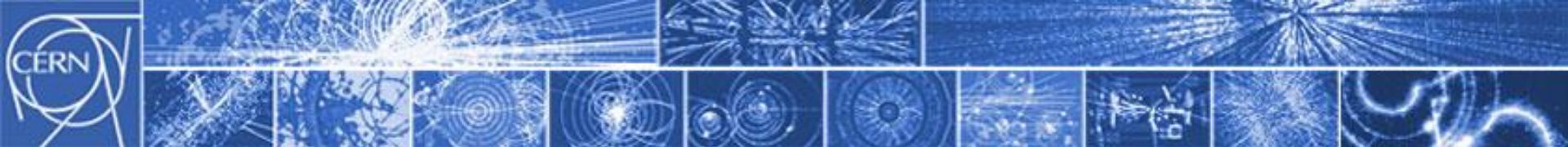
- 200 € per person month from Research, Training and Networking costs category retained in a “common pot”
- Total: 73,400 €
- Used for workshops, network-wide and other events
- If not used entirely, remaining amount will be re-distributed back to the beneficiaries



Consortium budget

Management budget

- 50% of Management and indirect costs category equalling to 350 € per person month retained by the coordinator
- Used to support management activities performed by the coordinator
- Total: 128,450 €



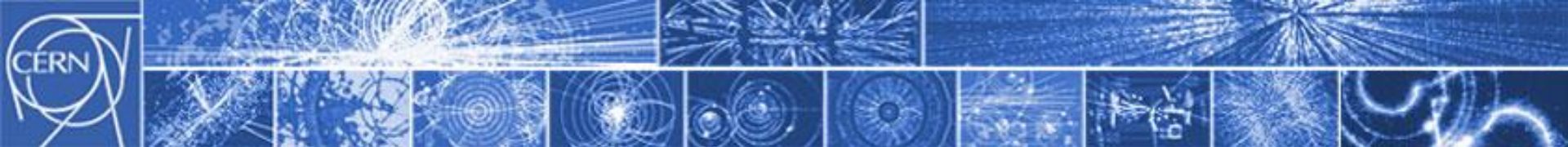
Consortium budget

E-jade - Grant Agreement 645479

CERN
22 January 2015

Consortium budget as per draft Consortium Agreement

Unit cost (€ per Person-month)			2,000.00	1,600.00	-	350.00	350.00	4,300.00
N°	Beneficiary	Secondments (in person-month) SENDING	Staff member unit cost	Research, training and networking costs *	"Common pot" *	Management costs	Indirect costs	Total costs
Unit	Person-month	EUR	EUR	EUR	EUR	EUR	EUR	EUR
1	CERN	129.00	258,000.00	206,400.00		128,450.00	45,150.00	638,000.00
2	CEA	10.00	20,000.00	16,000.00			3,500.00	39,500.00
3	CNRS	56.00	112,000.00	89,600.00			19,600.00	221,200.00
4	CSIC	14.00	28,000.00	22,400.00			4,900.00	55,300.00
5	DESY	74.00	148,000.00	118,400.00			25,900.00	292,300.00
6	RHUL	23.00	46,000.00	36,800.00			8,050.00	90,850.00
7	UOXF	61.00	122,000.00	97,600.00			21,350.00	240,950.00
	Central budget		-	-	73,400.00		-	73,400.00
	Total	367.00	734,000.00	587,200.00	73,400.00	128,450.00	128,450.00	1,651,500.00



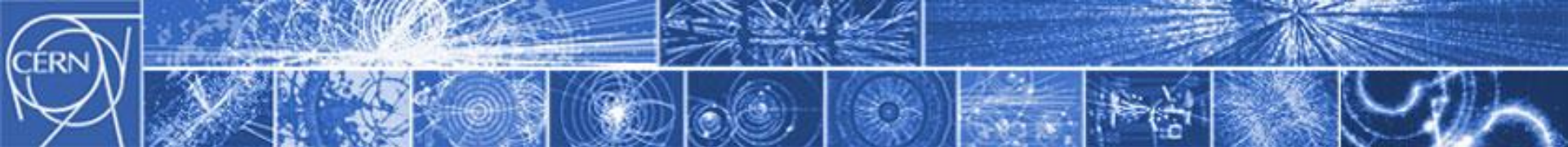
Financial statement (Annex 4)

FINANCIAL STATEMENT FOR BENEFICIARY [name]

ANNEX 4

	Number of units (researcher months)
Beneficiary	

Eligible* costs (per budget category)							EU contribution				
A. Costs of seconded staff members		B. Institutional costs				Total costs	Reimbursement rate %	Maximum EU contribution **	Maximum grant amount		
		B.1. Research, training and networking costs		B.2. Management and indirect costs							
Form of costs***		Unit		Unit							
		Costs per unit	Total (a) ****	Costs per unit	Total (b) ****	Costs per unit	Total (c) ****	(d) = (a)+(b)+(c)	(e)	(f)	(g)
Beneficiary											

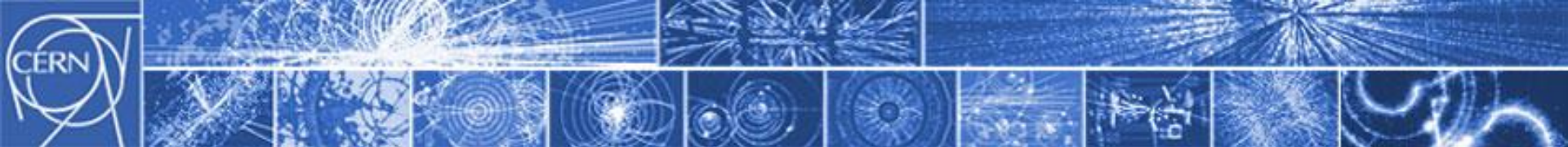


Financial reporting to the EC

- When ?
 - January 2017 and January 2019
 - The coordinator has 60 days to submit the reports after the end of the period

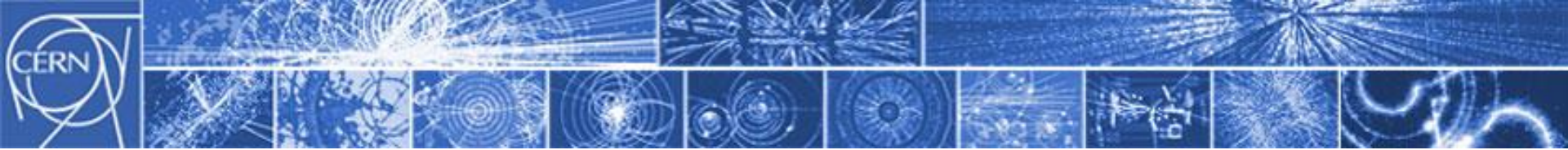
- Where ?
 - Through the *participant portal*
<http://ec.europa.eu/research/participants/portal/desktop/en/home.html>
Use existing ECAS account to log-in or
 - Create account by clicking on « Register your account »
 - Fill the financial statement, save and submit to the coordinator

- Remember to involve your administration



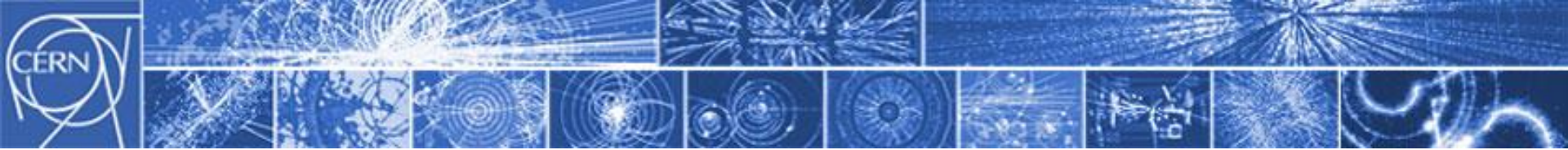
Financial reporting to the EC

- How ?
 - Use EC's flat rates
 - Category A :
 - 2,000 € x nb of man/month
 - Category B.1 :
 - 1,800 EUR x nb of man/month
 - Category B.2 :
 - 700 EUR x nb of man/month
 - Keep in mind that secondments (from 1 to 12 months) may be split in several stays, making them difficult to follow



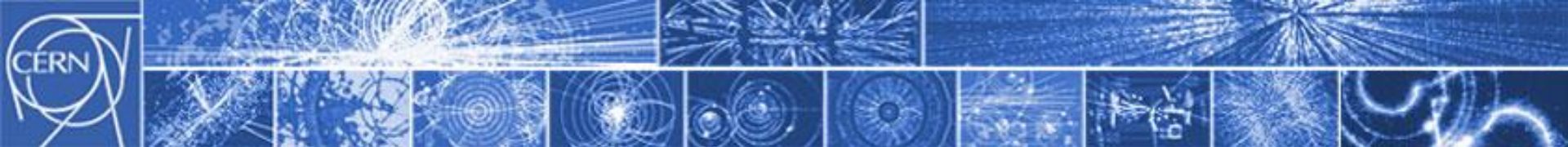
Financial reporting to the EC

- What justification?
 - Travels did occur
 - Events took place
 - Total duration per person is between 1 month and 12 months
 - Eligibility of seconded people
- What if the travel cost more than 2000€?
- What if it cost less?



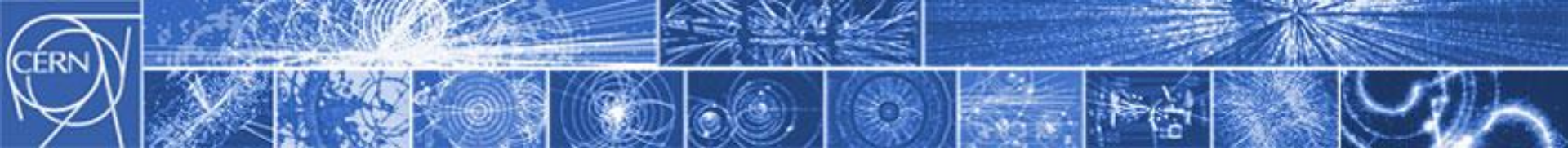
Prefinancing

- 825,750 EUR paid by the Commission to CERN within 30 days after the start date of the project
- 82,575 EUR corresponding to 5% of the max grant amount retained and transferred to Guarantee fund
- Distribution from CERN to all beneficiaries
 - Accession forms (Annex IV - form A)
 - Bank coordinates
 - Consortium Agreement



Questions on Finance

- Call documents:
<http://ec.europa.eu/research/participants/portal/desktop/en/opportunities/h2020/calls/h2020-msca-rise-2014.html#tab2>
- Horizon 2020 Work Programme 2014-2015:
http://ec.europa.eu/research/participants/portal/doc/call/h2020/common/1617603-part_3_msca_v2.0_en.pdf
- Marie Curie Actions website:
<http://ec.europa.eu/research/mariecurieactions/>
- Lenka Kurucova (CERN)



Thank you for your attention