



**FCH 2 JU Financial Workshop
Brussels, 30 March 2017**

H2020 Project Reporting & Assessment Process

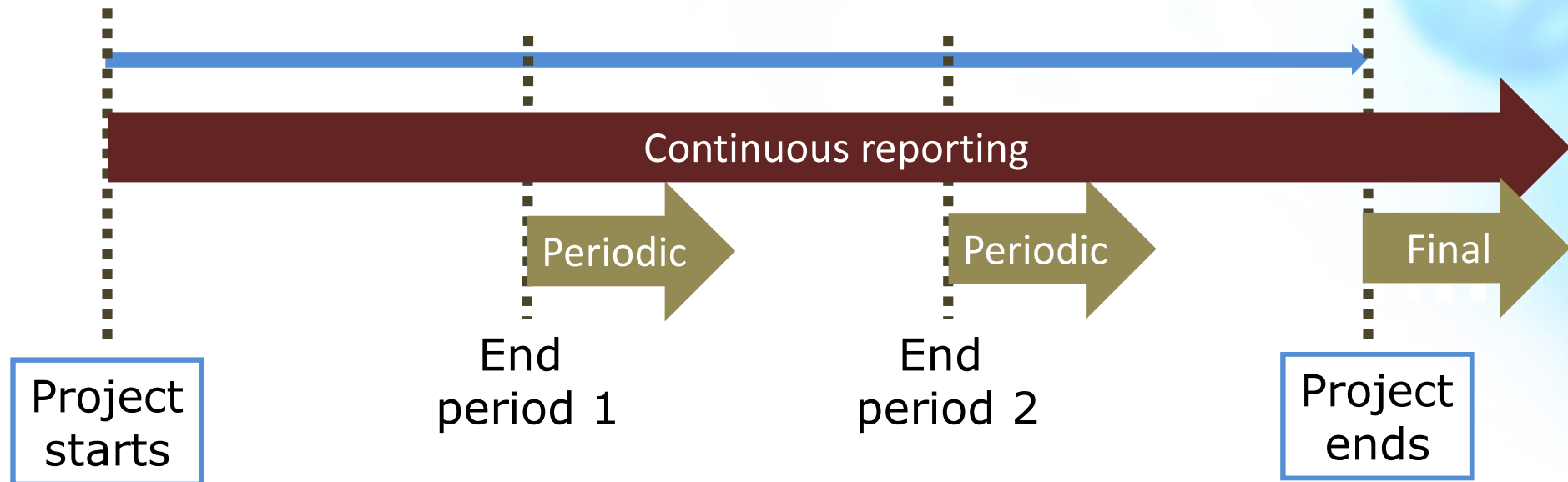
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<http://www.fch.europa.eu/>

Assessment process

Continuous reporting
vs.
Periodic reporting



Assessment process

Steps:

- Notification
- Submission of the “Report”
- Coordinator approves and submits the Report to FCH2 JU (*within 60 days following the end of the reporting period*)
- The FCH2 JU assesses the Report (*within 90 days*) If explanations needed, the time is suspended

Assessment process

Periodic report: is the project progressing according to plan ?

– Beneficiaries

- Explain the work carried out
- Give an overview of the progress
- Explain any deviation between the milestones indicated in the DoA and the actual results
- Explain any deviation between the budget indicated in the DoA and the information contained in the Use of Resources

– FCH JU

- Assess the deliverables submitted (taking into account mid-term review report if applicable)
- Assess the milestones attained, the expected impact and the risks
- Assess the information contained in the Use of Resources, compares it with the DoA and determines the eligibility of the costs

Assessment process

Final report: did the project achieve the anticipated results?

– Beneficiaries

- Explain the work carried out and the results achieved
- Explain how the recommendations, if any, given during the lifecycle of the project were addressed
- Explain any deviation between the milestones indicated in the DoA and the actual results
- Explain any deviation between the budget indicated in the DoA and the information contained in the Use of Resources

– FCH JU

- Assess the deliverables submitted
- Assess the milestones attained and the explanations of the deviations
- Assess the information contained in the Use of Resources, compares it with the DoA and determines the eligibility of the costs

Assessment process

Information to be provided in the Use of Resources

Personnel costs

Persons/month per WP

Person months	Work Package
37.5	WP1
14	WP5
8.5	WP6
6.3	WP7
...	...

Subcontracting

Description and costs (one row per subcontract)

Description	Foreseen in Annex 1	Explanations (if not foreseen in Annex 1)	Costs
[insert description]	[YES]/[NO]	[insert comment]	[in EUR]
[insert description]	[YES]/[NO]	[insert comment]	[in EUR]
...

Other direct costs

Explanation of major cost items (one row per item)

Description	Category	Associated WP	Foreseen in Annex 1	Explanations (if not foreseen in Annex 1)	Costs
[insert description]	[Travel]/[Equipment]/[Other goods & services]	[Insert WP]	[YES]/[NO]	[insert comment]	[in EUR]
[insert description]	[Travel]/[Equipment]/[Other goods & services]	[Insert WP]	[YES]/[NO]	[insert comment]	[in EUR]
...

Assessment process

To remember:

- Amendments
- Submission equals to declaration of eligibility
- Audit trail (keep records!)
- CFS requirement
- Logo!!!

Assessment process

Calculation of the payment

– Periodic report

- Based on financial statements → FCH JU contribution = eligible costs approved * reimbursement rate
- Limit: 90% of the maximum grant

– Final report

- Based on financial statements → FCH JU contribution = eligible costs approved * reimbursement rate
- Limit: Maximum grant
- Release of 5% guarantee fund retained at pre-financing
- Reduction due to the non-profit rule
- Reduction due to improper implementation or breach of other GA obligations



Thank you for your attention!!!

Questions?