

EC Communication Campaign: Horizon 2020 Financial rules

20 September 2016, Prague

The communication campaign of the European Commission aims to summarize financial rules applicable to Horizon 2020 Programme and to share good practices on the financial management of Horizon 2020 projects. The campaign is primarily intended for project managers and the support staff involved in the project administration.

Venue:

Technology Centre of the CAS, Ve Struhách 27, Prague 6; the event will be **web streamed**

Speakers:

Mr Vittorio Morelli, Deputy Head of Unit DG RTD.J2, Common Support Centre

Ms Carmen Madrigal, Legal Officer in DG RTD. J1, Common Legal Support Service

Language:

English (Translation will not be provided)

AGENDA

| | |
|---------------|---|
| 09:30 – 10:00 | Registration |
| 10:00 – 10:15 | Welcome and Introduction by TC CAS |
| 10:15 – 10:40 | EC Introduction, Purpose of Communication Campaign |
| 10:40 – 11:15 | A. Types of workforce contracts <ul style="list-style-type: none">• <i>Employees VS other staff</i>• <i>What contract under what budget category</i> |
| 11:15 – 11:30 | COFFEE BREAK |
| 11:30 – 12:30 | B. Personnel costs calculation <ul style="list-style-type: none">• <i>Actual personnel cost vs unit costs</i>• <i>How to calculate actual personnel costs: formula</i>• <i>Periodicity: financial year</i>• <i>Time-recording requirements</i>• <i>Options for annual productive hours</i> |

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| 12:30– 13:15 | C. Additional remuneration <ul style="list-style-type: none">• <i>Definition</i>• <i>Basic remuneration vs additional remuneration</i>• <i>Decisional tree</i>• <i>Additional remuneration ceiling</i> |
| 13:15 – 14:00 | Q/A Session |
| 14:00 – 14:30 | LUNCH |
| 14:30 – 15:00 | D. Direct costs <ul style="list-style-type: none">• <i>Identification and measurement</i>• <i>Eligibility Conditions</i> |
| 15:00 – 15:30 | E. Subcontracting <ul style="list-style-type: none">• <i>Subcontracts Vs Contracts</i>• <i>Characteristics and eligibility conditions</i> |
| 15:30 – 15:45 | COFFEE BREAK |
| 15:45 – 16:15 | F. Third Parties <ul style="list-style-type: none">• <i>Types of third parties</i>• <i>Obligation for Disclosure</i> |
| 16:15 – 16:30 | G. Synergies with other grants <ul style="list-style-type: none">• <i>Basic principles</i>• <i>Objectives</i>• <i>Benefits</i> |
| 16:30 – 17:00 | Q/A Session |
| 17:00 – 17:15 | FINAL NOTES AND CLOSURE OF THE EVENT |