



EC Communication Campaign on H2020 Financial Rules (General Model Grant Agreement)

The EC Communication Campaign aims to provide detailed explanations of the existing H2020 financial rules and present the best practises for the implementation of the projects. The event will MAINLY focus on the general model grant agreement. The intended target groups are experienced grant managers, people supporting researchers in the implementation of the projects and people from administrative units.

Register for the event at: <https://goo.gl/forms/JOqABn8OEVjJ3aoV2>

Due to limited seats in the room organizers will prefer representatives from different institutions with ongoing H2020 project(s) and reserve the right to reject your registration. You have your seat reserved once you receive a confirmation email.

The event will be **web streamed**. After you register for the web streaming, you will receive a link.

Register for the web streaming at: <https://goo.gl/forms/wpS0TXFIG9EG8IGw2>

Date: **18 October 2017**
Venue: **CVTI SR, Lamačská cesta 8/A, 811 04 Bratislava, room # 235 (2nd floor)**
Language: **English** (without translation)

Speakers:
Mr. Vittorio Morelli, Deputy Head of Unit, RTD.J2 – Common Audit Service
Mr. David Mejuto Gayoso, lawyer, RTD.J1 Common Legal Support Service

Draft Programme

09:00 – 09:30	<i>Registration</i>
09:30 – 09:35	Opening the event by CVTISR
09:35 – 10:00	EC introduction – Purpose of Communication Campaign, 2nd level audits in H2020 including common errors
10:00 – 10:15	H2020 model Grant Agreements – incl. introduction to new annotations
10:15 – 10:30	Types of staff contracts

Contact:
Centrum vedecko-technických informácií SR, Lamačská cesta 8/A, 811 04 Bratislava,
h2020.cvtisr.sk, campaign@cvtisr.sk

- Employees vs. other staff
- What contract under what budget category
- In-house consultants
- Supplementary contracts

10:30 – 10:45 *Coffee break*

10:45 – 12:15 **Personnel cost calculation I**

- Time-recording requirements
- Actual personnel cost vs unit costs
- How to calculate actual personnel costs: annual vs monthly rates (detailed explanations with examples)
- Options for annual productive hours
- NOT project based vs project based remuneration (detailed explanation with examples)

12:15 – 12:45 **Q&A session**

12:45 – 13:45 *Lunch*

13:45 – 14:30 **Personnel cost calculation II**

- *Continuation in previous session*
- Definition of additional remuneration
- Basic remuneration vs additional remuneration
- Additional remuneration ceiling

14:30 – 15:00 **Other direct costs**

- Identification and measurement
- Eligibility Conditions
- Internally invoiced goods and services

15:00 – 15:25 **Q&A session**

15:25 – 15:45 *Coffee break*

15:45 – 16:15 **Subcontracting**

- Subcontracts vs Contracts
- Characteristics and eligibility conditions
- Conflict of interests and best value for money

16:15 – 16:45 **Third parties**

- Types of third parties: classification and characteristics

16:45 – 17:00 **Synergies with other grants**

- Concept of "cost item"

17:00 – 17:20 **Q&A session**

17:20 – 17:30 *Wrap-up and closure of the event*

Contact:

Centrum vedecko-technických informácií SR, Lamačská cesta 8/A, 811 04 Bratislava,
h2020.cvtisr.sk, campaign@cvtisr.sk