



EC Communication Campaign: Horizon 2020 Financial rules

28th September 2017, Rome

The communication campaign of the European Commission aims to summarize financial rules applicable to Horizon 2020 Programme in context of revisions of MGAs from February 2017. The campaign provides an excellent opportunity for participants to exchange and 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: Sapienza Università di Roma, Via Caserta, 6 (Sale B1 e B2 di Scienze odontostomatologiche e maxillo facciali)

Participation: free

Speakers:

Vittorio Morelli, DG RTD, Common Audit Service

Simona Maria Staicu, DG RTD, Common Legal Support Service

Language: English (Translation will not be provided)

Draft AGENDA

09:30 – 10:00 Registration

10:00 – 10:10 Welcome and introduction by Sapienza representatives

10:10 – 10:15 The Italian NCP service for Legal and Financial aspects

10:15 – 10:45 **The audit strategy**

- Q/A session

10:45 – 11:30 **Types of workforce contracts**

- Employees vs other staff
- Revised definition of the in-house consultants
- What contract under what budget category
- Supplementary/multiple contracts
- Q/A session

11:30 – 11:45 **Break**

11:45 – 12:45 **B. Personnel costs calculation**

- Actual personnel cost vs unit costs
- How to calculate actual personnel costs: annual vs monthly rates
- Options for annual productive hours
- Time-recording requirements
- Options for annual productive hours
- Q/A session

12:45 – 13:15 **C. Additional remuneration**

- Basic remuneration vs additional remuneration
- Additional remuneration ceiling
- Project-based vs not project-based remuneration
- Q/A session

13:15 – 14:30 **Break** (lunch not provided)

14:30 – 15:30 **E. Subcontracts and other third parties**

- Types of third parties
- Characteristics and eligibility conditions

15:30 – 16:00 **D. Other Direct costs**

- Eligibility conditions
- Internally invoiced goods and services

16:00 – 16:45 Discussion and closure of the event