

EMPIR – Rules for participation, finances etc

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Implementation

- EURAMET has to follow the Horizon 2020 “Rules for Participation” and many other H2020 requirements - less flexibility than under EMRP
- EC define most of the financial rules
- EC define text in the contracts (often standard H2020)
- EURAMET is obliged to use EC/H2020 guidelines in some cases – not write our own
- EURAMET has not yet received final versions of some contractual documents.

Financial Guidance – changes

- A document - “Financial Guidelines of EMPIR projects” will not exist!
- EURAMET will refer directly to the Commission’s Horizon 2020 Annotated Model Grant Agreement (‘AGA’) for the financial rules (or any equivalent document the EC provide for EMPIR).
- Guide 5 references specific sections of the AGA
- (Reporting guidelines will also do this)

Participation in EMPIR

Four types of participant in EMPIR projects (see Guide 1)

Internal Funded Partner(s	• EURAMET NMIs and DIs (within their area of designation) from countries that have made a financial contribution to EMPIR (see List 1a)
External Funded Partner(s)	• All other legal entities established in: Member States, Overseas Countries and Territories (OCT) linked to MS, countries automatically eligible for Horizon 2020 funding, countries associated to Horizon 2020, including non-EMPIR NMIs and DIs plus EMPIR DIs participating outside their field of designation (see List 1b)
Unfunded Partner(s)	• Any legal entity whose participation adds benefit to the project. • Legal entities that are eligible to participate as 'internal' or 'external' may participated as an unfunded partner – they ARE NOT FUNDED!
Linked Third Party(s)	• Very rare. • Please speak to MSU first.

- All types of partner sign the grant agreement, Linked Third Parties do not sign.

External participation

- In EMRP, 40 M€ (~20% of the EU contribution) was reserved for the participation of non NMI/DIs through researcher grants.
- In EMPIR, 90 M€ (30 % of the EU contribution) is intended for the participation of non NMI/DIs as External Funded Partners.
- Legal entities may choose to participate as Unfunded Partners and EURAMET would consider this as particularly appropriate where an industrial partner would receive a significant benefit from its participation.
- ’20XX Call budget and features’ indicates the anticipated external participation etc for each TP.

Underlying principles of eligible costs

Requirements for eligible costs	Not eligible
• Actual	• Return on capital
• Recorded accurately in the organisation's accounts	• Interest, debt service charges
• Incurred during the project lifetime	• Provisions
• Necessary for the project	• Exchange losses
• Budgeted for	• Excessive or reckless expenditure
• Economic	• Deductible VAT
• Exclude non-eligible items	• Other EU funding
• Exclude profit	
• Co-funded	

NOTE: One partner cannot pay the costs of another partner, including unfunded partners

Costing your proposal and the budget…

- When a consortium submits a project protocol and datasheet they are effectively agreeing that that the work described can be delivered by the contracted parties for the resources and costs indicated (and not just that they are willing to deliver it for the price (i.e. the level of funding) indicated).

- Essentially – **DON'T HIDE COSTS**

- The budget is the budget for the whole project and no part is 'specifically owned' by particular partners

Cost categories (1)

Labour
(Article 6.2A of the AGA)

- Now 3 labour categories
- Actual personnel costs
- Average personnel costs
- Unsalaried SME owners and natural persons

Subcontract
(Article 6.2B of the AGA)

- Now only the subcontract of research items identified in Annex 1 (Protocol)
- Rare in EMPIR – contact MSU if planning to budget for this
- Pre-approval required

T&S
(Article 6.2D1 of the AGA)

- Attendance at project meetings,
- Attendance at a workshop,
- Presentation at a conference,
- Visit or secondment to another participant to undertake joint testing (T&S costs should be assigned to the employing organisation not the host).

Cost categories (2)

Equipment
(Article 6.2D2 of the AGA)

- Minor equipment
- Depreciation costs of capital equipment
- Renting or hiring of facilities
- Purchase of equipment which is required solely for the project
- One aim of EMPIR is to make more effective use of existing specialist facilities and capabilities therefore EURAMET will need to specifically approve the inclusion of any significant items

Other goods and services
(Article 6.2D3 of the AGA)

- Consumables
- Registration fees for workshops or conferences
- Catering for a meeting (in house or external)
- Engineering workshop costs (in house or external)
- Reimbursement of T&S costs for invited speakers at a workshop organised by the project
- Publication fees for open access journals.
- Cost of temporary work agency for using/hiring temporary personnel
- Courier costs
- Audit costs

Large Research Infr'
(Article 6.2D4 of the AGA)

- Only applicable for cases where EC has approved the organisation's methodology for declaring costs for the large research infrastructure
- Rare in EMPIR – contact MSU if planning to budget for this

Indirect costs – contribution to overhead

- Organisations no longer funded at ~44 % of the total eligible costs, including overhead.
- Under H2020 auditors are no longer interested in “overheads”.
- Eligible indirect costs are fixed
  - 5 % for Internal Funded Partners (but subject to review later in EMPIR)
  - 25 % (H2020 standard rate) for most other partners
    - For LTPs the rule of the partner they link to applies
    - Non EMPIR EURAMET NMIs and DIs receive lower rate
  - Overhead methodology and % are NOT REQUIRED
  - Calculated based on all cost categories except:-
    - Subcontract
    - Large research infrastructure
    - Any third party costs included that were not on premises of the partner (separately identified)

EU contribution

- EU contribution is calculated as a % of total eligible “Costs”
  - Up to 100 % for Internal funded partners (a discount may be applied)
  - 100 % for External funded partners
  - 0 % for unfunded partners
    - (For LTPs the rule of the partner they link to applies)

- The same level of resource and cost data is required from **all** types of participant
  - Unfunded partners have to include more than just time
  - LTP costs are not shown as a single value

Financial Audits

A ‘certificate on the financial statements’ (drawn up in accordance with Annex 5) is required for each beneficiary [and for each linked third party], if it requests a total contribution of 325 k€ or more, as reimbursement of actual costs and unit costs calculated on the basis of its usual cost accounting practices (see Article 5.2 and Article 6.2, Point A)

(However EURAMET may still audit)

JRP Reporting

STILL TO BE CONFIRMED

Formal Reporting periods of 18 months (60 days to submit)

Interim reporting every 9 months (45 days to submit)

Months	Report type	Period covered	Technical and Impact Reporting	Financial Reporting
9, 27	Interim	Previous 9 months	Yes	No
18, 36	Periodic	Previous 18 months	Yes	Yes
36	Final Public	Full 36 months	Yes	No

External funded partners on 'special measures' may need to provide report on finances every 6 months.

Questions?

