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Community Research

# Marie Curie Research Training Networks

## Budget and Finances

### Content:

- Ø General funding principles
- Ø Cost structure
- Ø Financial reporting and payments
- Ø Useful References





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# General funding principles

- Additional, provided for in the contract, economic, necessary.
- Reimbursement on the basis of: actual costs / allowance / flat rate (see contractual rules for each type of cost)
- Recorded in accounts of organisation, audited according to accounting rules of the contractor, the State and the contract.
- Incurred within the duration of the project.

*Exception: costs related to preparation of the final report  
(45 days after end of project)*



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# General funding principles

## Non-eligible costs

- indirect taxes, i.e. VAT
- interests owed, debt and debt service charges
- exchange losses
- return on capital
- provisions for future losses or charges
- costs related to another Community project



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# General funding principles

- Note: Community financial contribution **can not** give rise to any profit.

Community financial contribution for each contractor =  
(eligible costs – receipts for the projects)

- Definition of receipts:

Transfers (financial, in kind) from third parties to the contractor

Income generated by the project





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# Cost structure

Eligible expenses for the activities carried out by the researchers					Eligible expenses related to the activities of the host organisations			
A Monthly Living Allowance	Transnational Mobility		D Career Exploratory Allowance	E Participation expenses of the eligible researchers	F Research/ training/transfer of knowledge	G Management and Audit Certification	H Overheads	I Other types of eligible expenses
	B Travel Allowance	C Mobility Allowance						
Costs (in euros)	Costs (in euros)	Costs (in euros)	Costs (in euros)	Costs (in euros)	Costs (in euros)	Costs (in euros)	Costs (in euros)	Costs (in euros)
#N/A	0,00	#N/A	0,00	0,00				
#N/A	0,00	#N/A	0,00	0,00				
#N/A	0,00	#N/A	0,00	0,00				
#N/A	0,00	#N/A	0,00	0,00				
#N/A	0,00	#N/A	0,00	0,00				
#N/A	0,00	#N/A	0,00	0,00				
#N/A	0,00	#N/A	0,00	0,00	0,00	0,00	0,00	0,00





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## Cost structure

### Costs related to the recruited researcher

- A Living Allowance: Application of reference rates
- B Travel allowance: Based upon the distance between the location of origin and the contractor's premises
- C Mobility allowance: 500 or 800€ (depending on family situation at the time of appointment).
- D Career exploratory allowance: 2000€ (only for appointments >1year)
- E Participation expenses of the researcher: Upon actual costs (up to 400€/person-month) for participation in conferences, meetings, secondments, etc.

At least **65%** of the Community contribution must be spent on cost categories A, B, C, D and E





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# Cost structure

## Costs related to the host organisation

F Costs related to project: Participation expenses for members of contractors' team to training and networking activities, consumables, maintenance of website, material exchange, subcontracts...

EC prior agreement required for any travel to/from a third country (unless a contractor is established in this country or if it is provided for in Annex I)

G Management costs: up to 7% of total costs (or up to the % set out in art. 9 of the contract)

H Overheads: 10% of (direct costs – subcontracting)

I Other costs: if justified, durable equipment (EC's prior agreement)





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# Financial reporting and payments

## Payments (to the co-ordinator)

- First pre-financing  
within 45 after date set out in art. 8.2.a of the contract
- Periodic Payments  
within 45 days after approval of the respective reports
- Final payment  
within 45 days after approval of the respective reports

Note: Only payments accompanied by an audit certificate are considered as final







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# Financial reporting and payments

## Audit certificates

- Prepared and certified by an external auditor (for public bodies it can be a competent public officer)
- For each contractor
- For each period fixed in the contract



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# Financial reporting and payments

The periodic management report includes:

- Justification of resources for each contractor (related to performed activities)
- Form C (Financial Statement) for each contractor
- Consolidated summary financial report
- Distribution of Community contribution among contractors



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## Useful references

- Guidance notes on reporting and contract follow-up:  
[http://europa.eu.int/comm/research/fp6/mariecurie-actions/action/courses\\_en.html](http://europa.eu.int/comm/research/fp6/mariecurie-actions/action/courses_en.html)
- Financial guide:  
[http://europa.eu.int/comm/research/fp6/working-groups/model-contract/index\\_en.html](http://europa.eu.int/comm/research/fp6/working-groups/model-contract/index_en.html)



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