

European Funding Academy

Online

24 March 2022

**Budget development and financial reporting in
Horizon Europe**

Fully online:

live webinars complemented with eLearning
and live Q&A sessions

Budget development and financial reporting in Horizon Europe

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Mandatory module before the webinar

Are you new to the financial management of R&I projects? Or are you well-experienced?

In this **introductory video** – part of the eLearning chapters - we will introduce the essentials of finances in H2020/HE to make sure you get things right from the very beginning. This homework is highly recommended for all participants.

Topics covered in the video:

- How to harmonise national accounting protocols with the H2020/HE Grant Agreement articles
- Budgeting and planning: Why is it the most crucial part?
- What is a cost-reimbursement? What is lump-sum financing?
- Actual costs and unit costs? Which one should I choose?
- What makes any cost eligible? How to make them eligible?
- Linking a cost to the project? What makes them direct costs?
- Can I report indirect costs? If not, why not?

08:45 – 09:00

Accessing Zoom Online Meeting Room

09:00 – 09:15

Event opening and introduction to the webinar

09:15 – 10:15

Introduction to Finances in Horizon Europe

- Key principles of EU funding for R&I projects
- Overview of the Annotated Model Grant Agreement
- Grant types and funding rules
- Importance of budgeting
- Eligibility rules
- Direct and Indirect cost
- Introduction to the major cost categories in an R&I project budget

10:15 – 10:30

Coffee break

10:30 – 11:15

Resource Planning and Budgeting in H2020 proposals

- Proposal budget vs. project spending
- Estimating costs: Personnel, travel, subcontracting and other direct costs
- Coordinators vs. partners in budget planning
- Resource planning and budgeting tools
- Examples of budgeting process in small/medium vs. large-scale projects

11:15 – 11:30

Coffee break

11:30 – 12:30

Introduction to Financial Reporting

- Fundamentals of financial management in R&I projects
- Calculation of actual costs
- Grey zone rules

12:30-13:30

Lunch break

13:30 – 15:30

Workshop: Budgeting and Reporting in HE

Participants will go through exercises to estimate their budget for a virtual proposal in which they are a partner. They will have to calculate their person-month rate correctly, estimate other direct costs such as travel, consumables, equipment, subcontracting, etc. Then they get the documentation for the real occurred costs, and they will have to fill in the financial statement for the European Commission.