

Interreg



Co-funded by
the European Union

Italy – Croatia

*CATCHING THE WAVES
OF COOPERATION*

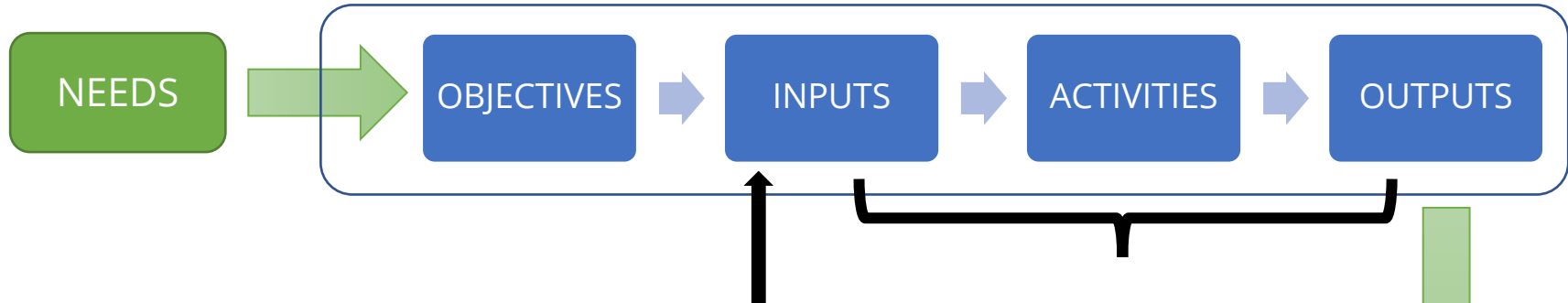
INFODAYS

Implementation rules – Budget

December 2022

Italy – Croatia

PROJECT



Sound
financial
management

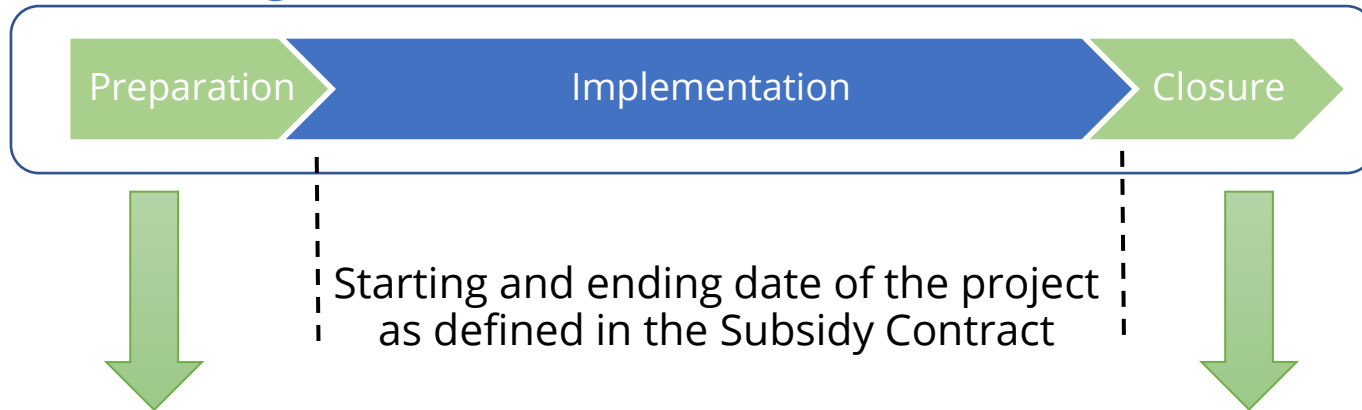
Source: Reg.(EU) 2018/1046

- **Economy** - it requires that the resources used by the beneficiary in the pursuit of its activities shall be made available in due time, in appropriate quantity and quality and at the best price;
- **Efficiency** - it concerns the best relationship between the resources employed, the activities undertaken and the achievement of objectives;
- **Effectiveness** - it concerns the extent to which the objectives pursued are achieved through the activities undertaken.

OUTCOMES:
RESULTS
IMPACTS

Time-wise eligibility of expenditures

PROJECT



Lump sum for Preparation costs	Type of Project	Amount (€)	Notes	Closure Lump sum	Type of Project	Amount (€)	Notes
	Standard	17.000,00€	<u>per project</u>		Standard or Small-scale	2.000,00€	<u>per partner</u>
	Small-scale	2.300,00€	<u>per project</u>				



Budgeting options at Partner budget level

Cost categories	Option n.1	Option n.2	Option n.3
Staff costs	REAL costs (Part time with fixed percentage method or Full-time)	20% Flat on other direct costs	REAL costs (Part time with fixed percentage method or Full-time)
Office and administrative costs	40% Flat on Staff costs	15% Flat on Staff costs	15% Flat on Staff costs
Travel and accommodation costs		15% Flat on Staff costs	15% Flat on Staff costs
External expertise and services costs		REAL costs	REAL costs
Equipment costs*		REAL costs	REAL costs
Infrastructure and works costs*		REAL costs	REAL costs

* Cost category available only for Standard projects.



Italy – Croatia

Budgeting options (total budget) – example

Cost categories	Option n.1	Option n.2	Option n.3
Staff costs	950.000,00	210.000,00 (20% Flat on direct costs)	300.000,00
Office and administrative costs	380.000,00 (FLAT RATE 40%)	31.500,00 (15% Flat on Staff)	45.000,00 (15% Flat on Staff)
Travel and accommodation costs		31.500,00 (15% Flat on Staff)	45.000,00 (15% Flat on Staff)
External expertise and services costs		350.000,00	300.000,00
Equipment costs*		350.000,00	300.000,00
Infrastructure and works costs*		350.000,00	340.000,00
TOTAL BUDGET	1.330.000,00	1.323.000,00	1.330.000,00

* Cost category available only for Standard projects.

Staff costs

STAFF COSTS = Salary payments + any other costs directly linked to salary payments incurred and paid by the employer, such as employment taxes and social security including pensions.

REAL

- **Full time in the project (100%)**
- **Part time with fixed % of time worked per month** □

FLAT 20%

- **Flat of direct costs other than direct staff costs:** External expertise + *Equipment + *Infrastructure and works (*Standard projects only)
- No need to document that the expenditure has been incurred and paid out

!/\ POINT OF ATTENTION: Each beneficiary must choose one of the above reimbursement options (REAL or FLAT) in the project preparation phase. Not possible to change the chosen option during project implementation.



Office & administrative costs

- (a) office rent;
- (b) insurance and taxes related to the buildings where the staff is located and to the equipment of the office (such as fire or theft insurance);
- (c) utilities (such as electricity, heating, water);
- (d) office supplies;
- (e) accounting;
- (f) Archives;
- (g) ...

FLAT 15%

- Flat rate on eligible direct staff costs

Part of
FLAT 40%

- Flat rate on eligible direct staff costs

!/ \ POINT OF ATTENTION:

Ineligible Staff costs automatically decrease Office & admin. **flat rate**

Travel and accommodation costs

- (a) travel costs (such as tickets, travel and car insurance, fuel, car mileage, toll, and parking fees);
- (b) the cost of meals;
- (c) accommodation costs;
- (d) visa costs; and
- (e) daily allowances (per diems).

FLAT 15%

- Flat rate on eligible direct staff costs

Part of
FLAT 40%

- Flat rate on eligible direct staff costs

EXAMPLE on 15% flat on direct staff costs

Eligible reported Staff costs = 40.000, 00€
Flat rate for Travel & accommodation costs = 15%
Eligible reported Travel & accommodation costs = $40.000,00 \text{ €} * 15\% = 6.000,00 \text{ €}$

/!\ POINT OF ATTENTION: Daily allowances must be in line with the national legislation or internal rules of the partner's organisation.



External expertise and services costs

- (a) studies or surveys (such as evaluations, strategies, concept notes, design plans, handbooks);
- (b) training;
- (c) translations;
- ...
- (g) services related to the organisation and implementation of events or meetings (including rent, catering or interpretation);
- (h) participation in events (such as registration fees);
- ...
- (n) other specific expertise and services needed for operations.

REAL

- External expertise and services must be clearly and strictly linked to the project and be essential for its effective implementation
- To be foreseen in the Application Form

Part of FLAT
40%

- Flat of direct staff costs

Equipment costs

- (a) office equipment;
- (b) IT hardware and software;
- (c) furniture and fittings;
- (d) laboratory equipment;
- (e) machines and instruments,
- (f) tools or devices;
- (g) vehicles; and
- (h) other specific equipment needed for the project.

REAL

- Equipment must be clearly linked to the project and be essential for its effective implementation
- To be foreseen in the Application Form
- Depreciation & Degree of use in the project
- As core component of the project output □ Full cost

Part of FLAT
40%

- Flat of direct staff costs

! \ Cost category available only for Standard projects.

Costs for infrastructure and works

- (a) purchase of land;
- (b) building permits;
- (c) building material;
- (d) labour; and
- (e) specialised interventions (such as soil remediation, mine-clearing).

REAL

- Costs for infrastructure and works must be clearly linked to the project and be essential for its effective implementation
- To be foreseen in the Application Form

Part of FLAT
40%

- Flat of direct staff costs

⚠ Cost category available only for Standard projects.



Veneto Region

Area for Economic Policies, Human Capital
and Programming of European Funds
Directorate for Joint Programming



Dorsoduro, 3494/A - 30123 Venezia Italy
Franka Lisice 77, 23000 Zadar, Croatia



js.italy-croatia@regione.veneto.it
js.it-hr.antenna@mrrfeu.hr



+39 041 2793120
+385 23 316 336



www.italy-croatia.eu