

# Interactive Session

## IS.3: Third parties

**WG1 presenter:**

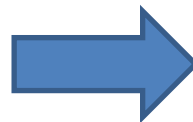
Aurélie Uchard (Université François-  
Rabelais, FR)

**Third parties making resources available  
to the beneficiary**

# Situation



- Project : **FP7 STARFLOOD** (01/10/2012 - 31/03/2016) – UFRT is beneficiary n°9
- **Event:** The researcher in charge of the project changed employer the 1st of february 2013



UPEC - Paris

# Which effect ?

1) The researcher moves with the project to UPEC

- change of beneficiary
- **what about the team working on the project at UFRT?**

2) The project stays at UFRT

- the new employers becomes a new beneficiary or a third party
- **Budget impact**

1. New beneficiary: budget loss for the project
2. **Third party making resources available to the beneficiary** : possibility to keep the budget as planned

# EC guidelines extracts

**FP7: ref: Article II.14.2 of the ECGA – Costs of third parties – Costs of resources made available and costs of third parties carrying out part of the work**

**H2020 : ARTICLE 12 — USE OF IN-KIND CONTRIBUTIONS PROVIDED BY THIRD PARTIES FREE OF CHARGE**

## Conditions:

- *“These resources are directly used by the beneficiary, and usually work is performed in its premises.*
- *The resources made available are under the full and direct control, instructions and management of the beneficiary, who is the one carrying out the research.”*

**Contract between UFRT and UPEC justifying :**

- the researcher is still working on UFRT premises
- under full and direct control of the beneficiary
- for his full research work and not only for this project

# EC guidelines extracts

**FP7:** ref: Article II.14.2 of the ECGA – Costs of third parties – Costs of resources made available and costs of third parties carrying out part of the work

**H2020 :** ARTICLE 12 – USE OF IN-KIND CONTRIBUTIONS PROVIDED BY THIRD PARTIES FREE OF CHARGE

*“Should a beneficiary wish to recur to the assistance of a third party in an ongoing project, this has **to be discussed with the Project Officer**, and if approved and in conformity with the rules, **the third party contribution and resources have to be detailed in Annex I.**”*



Request for amendment to add a third party changes for the DOW


DATE	From the 1st of October 2012 to the 31 of January 2013	From the 1 <sup>st</sup> of February 2013 to the end of the project
EMPLOYER	UFRT	UPEC
MEN-MONTHS worked on STARFLOOD	0.25	3.75
DIRECT COSTS	2 485.4 €	37 281 €

# EC guidelines extracts

**FP7: ref: Article II.14.2 of the ECGA – Costs of third parties – Costs of resources made available and costs of third parties carrying out part of the work**

**H2020 : ARTICLE 12 – USE OF IN-KIND CONTRIBUTIONS PROVIDED BY THIRD PARTIES FREE OF CHARGE**

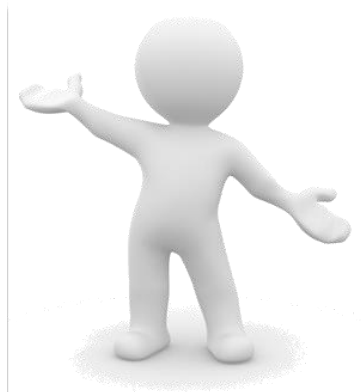
« *Free of charge (there is no reimbursement by the beneficiary to the third party) This is the case where a third party makes available some of its resources to a beneficiary, which does not reimburse the cost to the third party, but which charges the costs of the third party as an eligible cost of the project. Its costs will be declared by the beneficiary in its Form C, included in the CFS of the beneficiary when required (as a cost and, if that is the case, as a receipt)*”



As a civil servant the salary is paid indirectly by the ministry either when employed by UFRT or by UPEC, thus the cost shall not be considered as a receipt

# To sum up

- **Negotiation with the new employer** about the researcher's status and control >> contract
- **Request for amendement** to add a third party making resources available to the beneficiary
- The beneficiary **declares the third party's cost in its own form C as direct costs** and does not reimburse the third party



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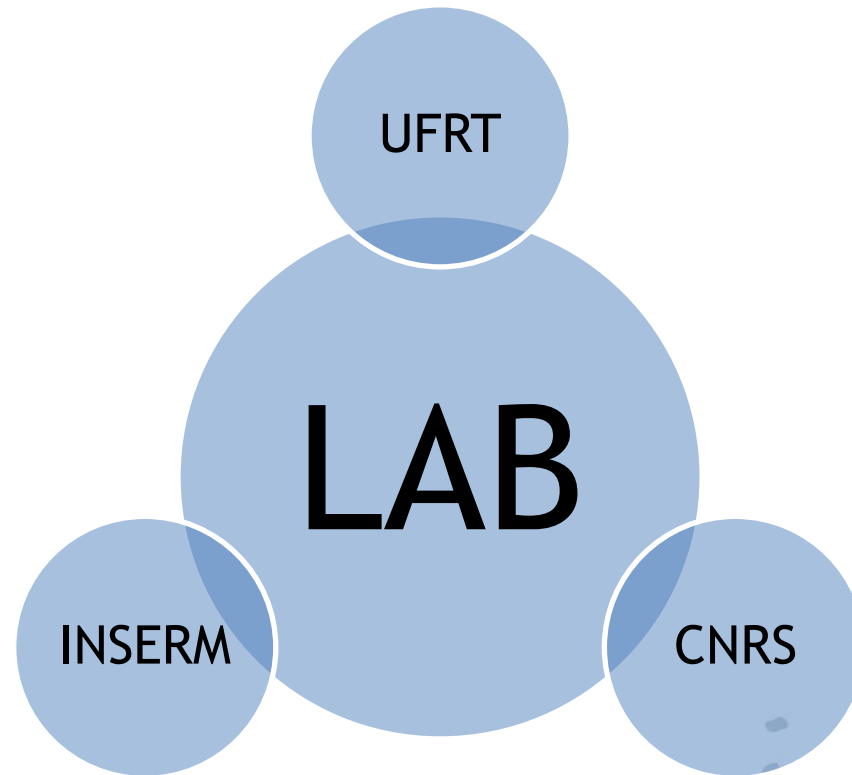
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Electronic signature for third parties



# Electronic signature for third parties

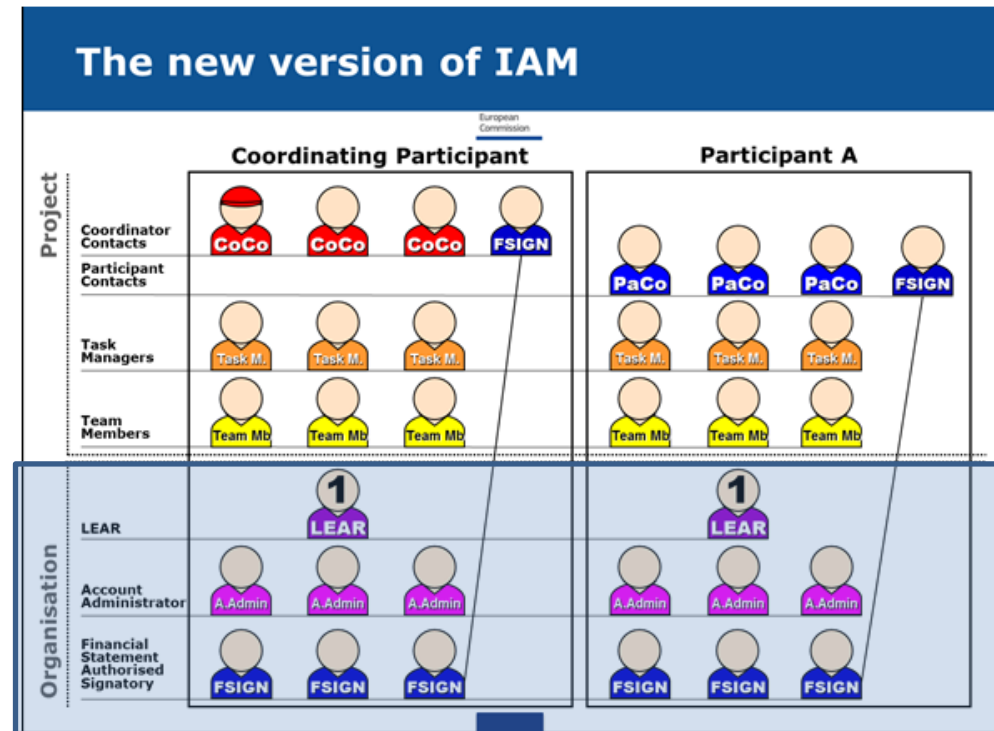
In the case of JOINT UNITS:



# Electronic signature for third parties

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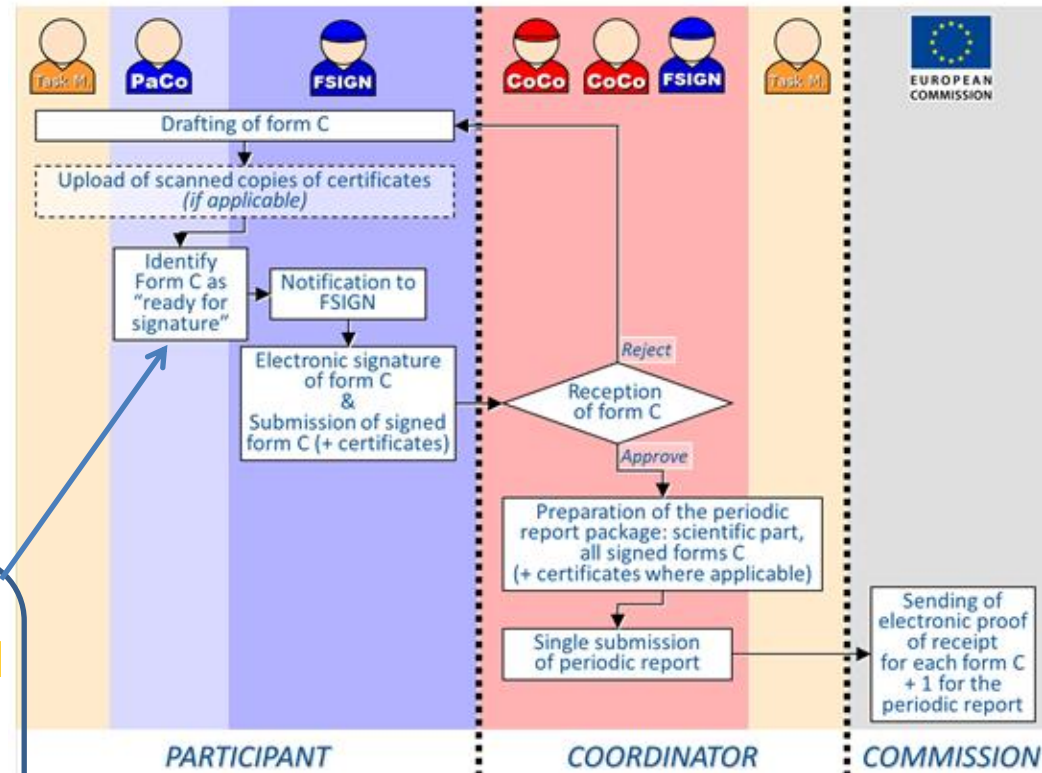
- 1) his organisation,
- 2) the project
  - LSIGN for UFRT
  - FSIGN for UFRT - project



# Electronic signature for third parties

Periodic report process for both form C :

1. the financial data are introduced in the financial reporting module and identified as "ready for signature".
2. This triggers a notification to the FSIGN who signs it electronically and transmits it to the coordinator.



The Form C of the third party **must be printed and hand-signed by an authorised representative of the third party.** This document must be kept in the files of the beneficiary (**no sending to the Commission**).

# Electronic si



- How come the beneficiary can sign for another entity's form C ?
- Which action/signature is legally recognised?

## FP7 - Grant Agreement - Annex VI - Collaborative project

Form C - Financial Statement (to be filled in by Third Party) Only applicable if special clause nr 10 is used			
Project nr.	278850	Funding scheme	Collaborative project
Project Acronym	INMIND		
Period from	01/03/2013	Is this an adjustment to a previous statement?	No
To	28/02/2014		
3rd party legal Name	INSTITUT NATIONAL DE LA SANTE ET DE LA RECHERCHE MEDICALE (INSERM)	3rd Party Identity Code (PIC)	999997833
3rd party Organisation short Name	INSTITUT NATIONAL DE LA SANTE...	Working for and linked to beneficiary nr.	4
Funding % for RTD activities (A)	75.00	If flat rate for indirect costs, specify %	60.00

### 1. Declaration of eligible costs/lump sum/flat rate/scale of unit (in €)

	Type of Activity				Total (A+B+C+D)
	RTD (A)	Demonstration (B)	Management (C)	Other (D)	
Personnel costs	18,217.19	0.00	0.00	0.00	18,217.19
Subcontracting	0.00	0.00	0.00	0.00	0.00
Other direct costs	0.00	0.00	0.00	0.00	0.00
Indirect costs	10,930.31	0.00	0.00	0.00	10,930.31
Lump sum/flat rate/scale of unit declared	0.00				0.00
<b>Total</b>	<b>29,147.50</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>29,147.50</b>
Maximum EU contribution	21,860.63	0.00	0.00	0.00	21,860.63
Requested EU contribution					21,860.63

### 2. Declaration of receipts

Did you receive any financial transfers or contributions in kind, free of charge from third parties or did the project generate any income which could be considered a receipt according to Art.II.17 of the grant agreement? If yes, please mention the amount (in €)

No

### 3. Declaration of interest yielded by the pre-financing (to be completed only by the coordinator)

Did the pre-financing you received generate any interest until 31/12/2012 according to Art.II.19? If yes, please mention the amount (in €)

No

### 4. Certificate on the methodology

Do you declare average personnel costs according to Art.II.14.1?

No

Is there a certificate on the methodology provided by an independent auditor and accepted by the Commission according to Art.II.4.4?

No

Name of the auditor	Cost of the certificate (in €), if charged under this project
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### 5. Certificate on the financial statements

Is there a certificate on the financial statements provided by an independent auditor attached to this financial statement according to Art.II.4.4?

No

Name of the auditor	Cost of the certificate (in €)
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### 6. Third Party's declaration on their honour

We declare on our honour that:

- the costs declared above are directly related to the resources used to attain the objectives of the project and fall within the definition of eligible costs specified in Articles II.14 and II.15 of the grant agreement, and, if relevant, Annex III and article 7 (special clauses) of the grant agreement;
- the receipts declared above are the only financial transfers or contributions in kind, free of charge, from third parties and the only income generated by the project which could be considered as receipts according to Art.II.17 of the grant agreement;
- the interest declared above is the only interest yielded by the pre-financing until 31/12/2012 which falls within the definition of Art.II.19 of the grant agreement;
- there is full supporting documentation to justify the information hereby declared. It will be made available at the request of the European Union and in the event of an audit by the European Union and/or by the Court of Auditors and/or their authorised representatives.

Name of the Person(s) Authorised to sign this Financial Statement	Christelle VIBRAC (ceas id avibrac)
Date of electronic transmission and signature	23/04/2014 12:21:58



Marianne Desmedt  
Déléguée Régionale

Thanks for your attention!