

BESTPRAC WG1 meeting

Reporting in Horizon 2020

Prevention is better than cure...

- At the start of each new project: **intake meeting**
 - with the researcher and their financial contact person
 - with the administrative and financial contact person of the EU office
 - overview of eligible and non-eligible costs
 - who does what during reporting
 - other obligations (open access, open recruitment, communication guidelines, etc.)
 - get to know each other
- **Information sessions** about the electronic timesheeting system
 - several times per year
 - all budget keepers and people working on a H2020 project are invited
 - demonstration and time to practice

Reporting status UGent

- Up till now: 8 reports have been submitted
 - 6 RIA
 - 1 IA
 - 1 CSA
- 5 other reports will be submitted in the course of September
- No significant problems have occurred
- No audits yet

Difficulties in reporting

- Staff costs: positive change from “last closed financial year” to “hourly rate per month”
 - Next reporting period: adjustments
- Internal invoices:
 - No profit or overhead: ok
 - The costs must be declared under the budget category that corresponds to the invoiced resource (e.g. personnel, equipment, other direct costs, etc.) → very difficult: we foresee major problems
- Equipment: difficulties to allocate the proportionate use of the equipment
- Single submission: more time pressure, both for coordinator and partners

Questions?

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