



10th UNICA EU Research Liaison Officers Meeting Session III – Financial Issues: MSCA Experiences with Financial Management and Eligible Costs – Dos and Don'ts

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Outline:

- The University of Copenhagen: who are we in terms of MSCA?
- How to calculate the salary and meeting the MSCA requirements and the Danish collective agreements?
- MSCA reporting: how does it work in H2020?
- Documentation for family allowance: how far is it acceptable to go?
- Do unit costs actually mean that we are not obliged to keep track of the money?
- ITN tool in order to determine how much of the budget is management and overheads respectively.
- The refugee situation in Europe: extension of ITNs?



UCPH: who are we in terms of MSCA?

Achievements so far in H2020:

75 MSCA projects – divided between:

- 52 Individual/European Fellowships
- 17 European Training Networks (of which 5 as coordinator)
- 4 Research and Innovation Staff Exchanges (of which 1 as coordinator)
- 1 European Joint Doctorate
- 1 European Innovative Doctorate

*164 MC projects in FP7



Calculation of salary – MSCA requirements and the Danish collective agreements (1)

- Labour unions in Denmark are quite strong and it is the rule rather than the exception that there is a collective labour agreement.
- This is also true for the academic sector and thereby for the scientists/researchers.
- On a more practical level the salary system is based on seniority and thereby fixed salary levels for a certain amount of experience (counted by years).



Calculation of salary – MSCA requirements and the Danish collective agreements (2)

- This means that the fellow's salary increases during a MSCA project. It is like climbing a ladder. =>The MSCA rates have to be paid, but if the Danish salary is higher, the latter prevails. =>Similar scenario in the Netherlands (the curve is even steeper).
- Another challenge is vacation: in DK the employee saves up for vacation during the 1st year of employment and has to pay his/her vacation himself/herself during the 1st year of employment. =>Concurrent vacation in H2020.



Calculation of salary... (3)

Opsætning af konsekvensberegninger

Nedenfor indtastes de nødvendige informationer for at udføre konsekvensberegningerne.

Stillingsbetegnelse:	<input checked="" type="checkbox"/> Pd.d. <input type="checkbox"/> Post Doc
Start løntrin:	4
Måneder til næste løntrin:	12
Familietillæg:	<input checked="" type="checkbox"/> Ja <input type="checkbox"/> Nej
Pension:	<input type="checkbox"/> Ja <input checked="" type="checkbox"/> Nej
Samtidighedsferie:	<input checked="" type="checkbox"/> Ja <input type="checkbox"/> Nej
Antal ansættelses måneder:	24
Start måned	August
Start år	2015
Eurokurs:	7,45
Arbejdsgivers arbejdsmarkedsbidrag:	kr. 158
Sociale Lønoms-kostninger:	kr. 570
Buffer for engangsvederlæg:	kr. 10.000
Marie Curie Tillæg (Skal ikke udfyldes) pr. md.	kr. 4.537

Udfør konsekvensberegninger



Calculation of salary... (4)

- There is a buffer which includes savings for vacation and rises in salary (incl. economic trends). UCPH tries to keep the buffer at a reasonable level/to a minimum.
- Three months before the employment contract ends, an accountant at UCPH goes through the budget, the fellow's employment contract and the payments to the fellow to ensure categories 1 and 2 (and 3) have been paid out to the fellow as salary (susceptible to taxes).
- If not, a remuneration is paid to the fellow.



MSCA reporting: how does it work in H2020? (1)

According to Norway's Legal and Finance NCP, Poul Petersen:

- It is not possible to write amounts in the different cost categories.
- One has to insert the number of implemented fellow months and then the system calculates the amounts for the individual categories.
- If one would like to stress that e.g. the fellow's salary is below the flat rates in categories 1 and 2 (and 3) in the 1st reporting period, one can tick off a box certifying that this is the case – and emphasizing that the fellow at the end of the project will have received every cent he/she is entitled to.



MSCA reporting: how does it work in H2020? (2)

REA/PO on October 12, 2015:

Unfortunately we don't have any info at the moment on when exactly the reporting session will be opened in SyGMA, however as a draft periodic report will replace the mid-term report, and the mid-term review will take place around month 24 we can assume that around month 23 the reporting session will be available for you.



Documentation for family allowance: how far is it acceptable to go?

H2020 MGA MSC-ITN — Multi:

http://ec.europa.eu/research/participants/data/ref/h2020/mga/msca/h2020-mga-msca-itn-multi_en.pdf

ARTICLE 6 – ELIGIBLE AND INELIGIBLE COSTS

6.2 Specific conditions for costs to be eligible

A. Costs for recruited researchers

(c)

*'Family' means persons linked to the researcher by marriage (or a relationship with equivalent status to a marriage recognised **by the legislation of the country where this relationship was formalised**) or dependent children who are actually being maintained by the researcher.*

It can be a bit awkward asking for documentation (overstepping a personal boundary), thus, does your university have a procedure to this end? And which kind of documentation is required?



Do unit costs actually mean that we are not obliged to keep track of the money?

When asking REA directly whether categories 4 (training) and 5 (management/overheads) are actually unit costs which the beneficiary does not have to account for, the answer is usually:

Correct, but local/internal rules/practices should of course be followed.

Examples from on-site FP7/MC audits, however, indicate that one should be cautious.



ITN tool in order to determine how much of the budget is management and overheads respectively (1)

H2020 ITN coordinator calculator		
Please fill in ONLY the green boxes		
Project Acronym		
EU contract number		
Name of institution		
Researcher in charge		
Tel.		
E-mail		
Total fellow months (FM) in the consortium		
Fellow months at 0		
Budget for	0	EUR
Salary for the fellow(s)	Living allowance (3110 / fm x CCC)	0,00
	Mobility allowance (600 / fm)	0,00
	Family allowance, Fellow 1 (500 / fm)	FALSK
	Family allowance, Fellow 2 (500 / fm)	FALSK
	Family allowance, Fellow 3 (500 / fm)	FALSK
	Family allowance, Fellow 4 (500 / fm)	FALSK
Institutional costs	Research, Training and Networking (1800 / fm)	0,00
	Management and indirect costs (1200 / fm)	0,00
Management amount to be withheld from each beneficiary / FM for management of the consortium as agreed in the Consortium Agreement		0,00
Total budget incl. OH, incl. Management from consortium		0,00
OH %		#DIV/O!

PLEASE NOTICE:

1. This budget assumes the coordinator spends the same amount of management from its own budget as it withholds from beneficiaries. Therefore, the OH is assumed as "management and indirect costs" of 1200 EUR/FM minus "Management amount to be withheld".
2. The budget and overhead percentage shall be edited once fellows have been hired, to correct for changes in family allowance. A fellow with family is entitled to a family allowance of 500 EUR/FM. If the information is N/A the budget assumes 50% of fellows have a family and thus budgets 250 EUR/FM.
3. Please notice the above numbers correspond with the Work Programme 2014-15
4. The calculation is only true for fellows hired for 36 months.



ITN tool in order to determine how much of the budget is management and overheads respectively (2)

H2020 ITN partner calculator		
Please fill in ONLY the green boxes		
Project Acronym		
EU contract number		
Name of institution		
Researcher in charge		
Tel.		
E-mail		
Fellow months (FM) at	0	36
Budget for	0	EUR
Salary for the fellow(s)	Living allowance (3110 / fm x CCC)	151.481,88
	Mobility allowance (600 / fm)	21.600,00
	Family allowance, Fellow 1 (500 / fm)	N/A 9.000,00
	Family allowance, Fellow 2 (500 / fm)	FALSK
Institutional costs	Research, Training and Networking (1800 / fm)	64.800,00
	Management and indirect costs (1200 / fm)	43.200,00
Management amount to be withheld by the coordinator (per FM) as agreed in the Consortium Agreement		0,00
Total budget incl. OH, ex. Management amount withheld by coordinator		290.081,88
OH %		17,50%
PLEASE NOTICE:		
1. OH is calculated as the total "management and indirect cost" amount minus the "management amount withheld by coordinator" (1200 EUR/FM - management to coordinator/FM).		
2. The budget and overhead percentage shall be edited once fellows have been hired, to correct for changes in family allowance. A fellow with family is entitled to a family allowance of 500 EUR/FM. If the information is N/A the budget assumes 50% of fellows have a family and thus budgets 250 EUR/FM.		
3. Please notice the above numbers correspond with the Work Programme 2014-15		
4. The calculation is only true for fellows hired for 36 months.		



The refugee situation in Europe: extension of ITNs?

Scenario:

- In an ETN there is a Swedish beneficiary whose fellow cannot start working because the fellow cannot get the necessary papers, residence and working permits, from the Swedish authorities.
- The reason is a long waiting list due to the huge number of refugees seeking asylum in Sweden.
- If UCPH is in an ETN, whether as beneficiary or coordinator, UCPH will support that the consortium tries to get the project extended.



In conclusion

- Due to the fact that MSCA operate with unit costs in H2020, financial management and eligible costs have to interpreted in the context of national law and internal rules. Experience with MCSA in previous framework programmes is an advantage.
- To answer the initial question from the session's chair 'how do you prepare your MSCA reporting?', it is not so much about producing actual numbers for the reporting but more about ensuring that:
 - ✓ the employment contract and the salary level comply with EC, national and internal rules.
 - ✓ the amount of salary mentioned in the employment contract has actually been paid to the fellow.



Thank you for your attention!

