



Erasmus+: Sport Info Day

Financial workshop

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#sport infoday

Overview of the presentation

- Main funding rules for the Erasmus+ Sport actions
- BUDGETARY SCHEME OF THE 3 DIFFERENT ACTIONS:
 - Small Collaborative Partnerships
 - Collaborative Partnerships
 - Not-for profit European Sport Events
- Tips for drafting the budget – all E+ Sport Actions
- Useful links – application documents E+ Sport
- Questions & Answers

Funding Rules

	Small Collaborative Partnerships	Collaborative Partnerships	Not-for-profit European Sport Events
Financing Mechanism	Simplified: unit costs + real costs		real costs
Max. Grant	60 000 €	400 000 €	300 000 € 500 000 €
Duration	12/18/24 months	12/18/24/30/36 months	Up to 12 months
Type of contract	Mono-beneficiary	Multi-beneficiary	Mono-beneficiary
Pre-financing	Generally: 70 % of the grant awarded		

Erasmus+ Sport – Simplified grants:

Small Collaborative Partnerships

3 BUDGET CATEGORIES

✓ MAXIMUM GRANT – 60.000 EUR

Project management and implementation	Unit cost	500 EUR/month applicant 250 EUR/month partners	MAXIMUM 1.250 EUR / month
Transnational project meetings	Unit cost	575 EUR/pax (100-1999KM) 760 EUR/pax (≥ 2000 KM)	
Exceptional costs	Real costs	80% of the eligible costs	MAXIMUM 10.000/ project

Budget Category: Project management and implementation

✓ Small Collaborative Partnerships	Financing mechanism
<ul style="list-style-type: none">- Costs for general project management- Small-scale training/teaching/learning materials, tools, approaches- Virtual cooperation and local project activities- information, promotion and dissemination (e.g. brochures, leaflets, website)	<p><u>Unit costs</u></p> <p>500 EUR per month for the applicant 250 EUR per month per partner</p> <p>Budget limited to 5 promoters (applicant+4 partners)</p>

Budget Category: Transnational project meetings

✓ Small Collaborative Partnerships

- Contribution to the travel and subsistence costs associated with meetings held among partners (for implementation and coordination purposes).
- **Not granted for participants from the organisation hosting the meeting.**

Note: European Commission's distance calculator tool to be used

Financing mechanism

Unit costs

**575 EUR per
participant per
meeting**

(travel distance:
100-1999 Km)

**760 EUR per
participant per
meeting**

(2000 Km-or more)

Budget Category: Exceptional Costs

✓ Small Collaborative Partnerships	Financing mechanism
<ul style="list-style-type: none">- Sub-contracting,- Purchase of good and services <p>Examples of not eligible items:</p> <ul style="list-style-type: none">- Small scale training material- Information and dissemination- Office equipment- External audit costs	<p>Real costs (co-financing 80%)</p> <p>Small Collaborative Partnerships: Max. 10.000 EUR</p>

Erasmus+ Sport – Simplified grants:

Collaborative Partnerships

5 BUDGET CATEGORIES

✓ MAXIMUM GRANT – 400.000 EUR

Project management and implementation	Unit cost	500 EUR/month applicant 250 EUR/month partners	MAXIMUM 2.750 EUR/month
Transnational project meetings	Unit cost	575 EUR/pax (100-1999KM) 760 EUR/pax (≥ 2000 KM)	
Exceptional costs	Real costs	80% of the eligible costs	MAXIMUM 50.000/project

2 additional budget items for LARGE Collaborative Partnerships

✓ **MAXIMUM GRANT – 400.000 EUR**

Intellectual outputs	Unit cost	different amounts per day per type of position and according to the country	
Multiplier sport events	Unit cost	100 EUR/local participant 150 EUR/international participant	MAXIMUM 30.000 EUR per project

Budget Category: Project management and implementation

✓ Large Collaborative Partnerships	Financing mechanism
<ul style="list-style-type: none">- Costs for general project management- Small-scale training/teaching/learning materials, tools, approaches- Virtual cooperation and local project activities- information, promotion and dissemination (e.g. brochures, leaflets, website)	<p><u>Unit costs</u></p> <p>500 EUR per month for the applicant 250 EUR per month per partner</p> <p>Budget limited to: 10 promoters (applicant + 9 partners)</p>

Budget Category: Transnational project meetings

✓ Large Collaborative Partnerships	Financing mechanism
<p>- Contribution to the travel and subsistence costs associated with meetings held among partners (for implementation and coordination purposes).</p> <p>Note: European Commission's distance calculator tool to be used</p>	<p><u>Unit costs</u></p> <p>575 EUR per participant per meeting (travel distance: 100-1999 Km)</p> <p>760 EUR per participant per meeting (2000 Km-or more)</p>

Budget Category: Exceptional Costs

✓ Small Collaborative Partnerships	Financing mechanism
<ul style="list-style-type: none"> - Sub-contracting, purchase of good and services, - Costs for bank guarantee, if requested (large Collaborative Partnerships) <p>Examples of not eligible items:</p> <ul style="list-style-type: none"> - Small scale training material - Information and dissemination - Office equipment - External audit costs - Multiplier sports events – ie. rental of rooms 	<p>Real costs (co-financing 80%)</p> <p>Large Collaborative Partnerships: Max. 50.000 EUR</p>

Budget Category: Intellectual outputs

✓ Large Collaborative Partnerships only	Financing mechanism
<ul style="list-style-type: none"> - Activities requiring substantial staff input in order to produce intellectual outputs and/or tangible deliverables of the project - Substantial quality and quantity of outputs <p>Note:</p> <ul style="list-style-type: none"> - management and administration of the project ⇒ covered by 'Project Management and Implementation' 	<p><u>Unit costs</u></p> <p>Fixed amount per working day according to staff profile and country</p> <p>4 staff categories:</p> <ul style="list-style-type: none"> • Managers • Teachers/trainers/coaches/researchers/youth workers • Technicians • Administrative support staff <p>4 groups of countries</p>

Budget Category: Intellectual outputs

✓ Large Collaborative Partnerships only

Financing mechanism

OUTPUTS

- guidelines
- pedagogical material
- OER
- IT tools
- Studies
- Analyses
- Peer-learning methods
- Surveys
- Reports
- Inventions (eg. new sport games)

Unit costs

Fixed amount per working day according to staff profile and country

4 staff categories:

- Managers
- Teachers/trainers/coaches/researchers/youth workers
- Technicians
- Administrative support staff

4 groups of countries

Budget Category: Multiplier sport events

✓ Large Collaborative Partnerships only	Financing mechanism
<p>National or transnational conferences, seminars or events aimed at <u>sharing and disseminating Intellectual outputs</u> produced by the project.</p> <p>Note: contribution to participants other than from coordinator/partners.</p>	<p><u>Unit costs</u></p> <p>100 EUR per local participant</p> <p>150 EUR per international participant (from another country)</p> <p>Max 30.000 EUR</p>

E+ Sport – Simplified grants - budget

Example for Small Collaborative Partnerships:

- 24 months duration
- 4 organisations (DE, BE, IT, ES)
- 3 meetings (18 participants in total)
- 1 event (demonstration of traditional sport)

Budget items	Amounts
Project management and implementation	30.000 EUR
Transnational project meetings	12.015 EUR
Exceptional costs (80 %)	10.000 EUR
Total	52.015 EUR

E+ Sport – Simplified grants

To be provided at final report stage (examples):

- Transnational project meetings and Multiplier sport events: List of participants (signed in original)
- Intellectual Outputs: Time sheets and labour contracts for staff
- Exceptional costs: List of invoices, invoices/confirmation of payment

Note: no audit certificate/report on factual findings

Erasmus+ Sport – Grants based on real costs

Not-for-profit European Sports events

Not-for-profit European Sport events

- ✓ reimbursement of a specified portion of the approved eligible costs incurred ⇒ **real costs**
- ✓ **EU co-financing**: max. 80% of total eligible costs
- ✓ **E+ Sport Actions** concerned:
 - **Events organised during European Week of Sport (EWoS)**
Grant: max. 300 000 €
 - **Events not linked to the European Week of Sport**
Grant: max. 500 000 €

Note: different application templates for 'detailed budget'

Structure of the project budget

EXPENDITURE		INCOME	
Direct Costs		Other contribution (non-EU)	
1. Personnel	} Staff only	Own contribution (applicant)	Subtotal other contributions
2. Travel and subsistence		Income generated by the project	
3. Equipment costs	Third party's contribution		
4. Consumables and supplies		EU Grant requested	
5. Subcontracting costs			
6. Duties, taxes and charges			
7. Other costs			
Subtotal Direct Costs			
Indirect costs (max. 7 % of Direct Costs)			
Subtotal Indirect Costs			
TOTAL EXPENDITURE		= (balanced)	TOTAL INCOME

Budget category: Personnel costs

- refers to personnel working under an (employment) contract with the applicant organisation or temporary staff, recruited through a specialised external agency
- respect the applicant's usual remuneration policy
- key staff in budget and project team of 'Project description' need to correspond
- clear reference to the activities in which staff is involved in

Travel and subsistence costs - for STAFF ONLY:

- Who + from/to + for which activity / explanation on cost calculation
- The economically most advantageous means of transport should be chosen
- Subsistence costs cover accommodation, meals, and local transport
- No accommodation costs for local staff
- Coherence between travel and subsistence costs

Equipment costs:

- Do not indicate equipment related to project administration
- Purchase, rent or lease of equipment (new or second hand) incl. installation, maintenance, insurance – choose economically most advantageous way
- In case of purchase: usual depreciation rules of applicant + indicate usage rate

Consumables and supplies:

- Consumables and supplies **directly linked** to the action: e.g. photocopies, office supply specifically for the project (otherwise: indirect costs)
- Costs for project publications ⇒ Subcontracting

Subcontracting Costs:

- Tasks may be subcontracted, provided that
 - subcontracting covers only a limited part of the action
 - recourse to subcontracting is justified (Project Description)
 - estimated costs of subcontracting clearly identifiable in the estimated budget

Subcontracting Costs:

- Award of contract to the tender offering the best value for money and in absence of any conflict of interest
- Rules for subcontracting exceeding 60 000 EUR may be defined in the Special Conditions of the Grant Agreement/Decision
- The management and the general administration of project shall not be subcontracted
- Staff members cannot be subcontracted

Duties, taxes and charges:

- related to the implementation of the action e.g.:
 - costs for visa applications or travel insurance
 - charges due to public authorities e.g. for the registration of an event with a municipality
- Do not indicate non-recoverable VAT amounts in this budget heading

Other costs:

- Costs arising directly from requirements imposed by the grant agreement, e.g.
 - Audit costs, costs of financial guarantees
- Costs for the project not covered by other categories, e.g.:
 - Costs for translations or publications if not subcontracted
 - Travel and subsistence costs related to non-staff (speakers, volunteers etc.)

Ineligible costs (examples)

- Exchange losses
- VAT, if recoverable
- Excessive and reckless expenditure
- Costs declared in the framework of another action receiving an EU grant (e.g. indirect costs – operating grants) – no double-financing
- Costs incurred outside eligibility period
- Contribution in kind from third parties
- Etc.



General tips for drafting the budget

– all E+ Sport actions:

- Coherence of amounts: e-Form, detailed Excel budget table, Declaration on Honour
 - Requested grant amount
- Budget is justified in relation to the planned activities (Project Description)
 - Number of participants
 - Quantity /quality of outputs



General tips for drafting the budget – all E+ Sport actions:

- Application is in line with the specific provisions of the relevant call for proposals
- Use **correct templates** for each E+ Sport Action

(2018 applications e-forms and compulsory annexes will not be accepted, the application will be declared ineligible.)

Erasmus+ Sport: Funding – useful links

Erasmus+ Sport funding – useful links:

Erasmus+ Programme Guide:

http://ec.europa.eu/programmes/erasmus-plus/resources_en

Erasmus+ Sport – application documents:

https://eacea.ec.europa.eu/erasmus-plus/funding_en (EACEA – Erasmus+ funding website)

https://eacea.ec.europa.eu/erasmus-plus/funding/sports_2019_en (EACEA – Erasmus+ Sport – application 2019)

Distance calculator European Commission (Collaborative partnerships)

https://ec.europa.eu/programmes/erasmus-plus/resources/distance-calculator_en

