

„Euroopa horisondi“ (HEU) algavate projektide veebinar

3. mai kell 10.00-13.00

Teemad:

- Olulisemad lepingud
- Abikõlblikud kulud ja kulude dokumenteerimine
 - küsimused-vastused salvestatud veebinaride baasil
- Aruandlus

Sirutuspaus

- Valik muud projekti algul tähtsamat:
 - ✓ kommunikatsioon
 - ✓ tulemuste levitamine
 - ✓ rahastajale viitamine
 - ✓ andmete haldamine
 - ✓ eetika

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Konsortsiumileping

Vastavalt grandilepingu art 7 peab konsortsiumis olema kokku lepitud sisemine kord, et tagada projekti nõuetekohane elluviimine

Konsortsiumileping:

- Reguleerib konsortsiumi **töökorraldust ja õiguseid ning kohustusi, mis on seotud taustaandmete ja tulemitega**
- Sõlmitakse **projekti partnerite** vahel (soovitavalt ka assotsieerunud partnerid)
- Peab olema **kooskõlas grandilepinguga**
- Soovitavalt allkirjastatakse enne grandilepingut
 - **Mitte teha ettemakseid osapooltele, kes ei ole allkirjastanud konsortsiumilepingut**

Konsortsiumileping – DESCА mudel

DESCА mudel on koostatud vabatahtliku tegevusena, tegemist ei ole kohustusliku vormiga

- **Osapoolte kohustused ja vastutus** – sh nt vastutus kolmandate osapoolte eest; sisemine aruandlus
- Projekti **juhtimise struktuur** ja sisuline ülesehitus
- **Finantssätted** – sh kulude abikõlblikkuse vastutus; (ette)maksete detailid
- **Projekti tulemeid puudutavad kokkulepped** – sh omanikud; omandi üleandmise põhimõtted; levitamine
- **Ligipääsu õigused** – sh projekti elluviimiseks ja/või tulemite kasutamiseks vajalikud ligipääsu õigused
- **Vaidluste lahendamine**
- Lisad: mh **taustaandmed, -info ja know-how**

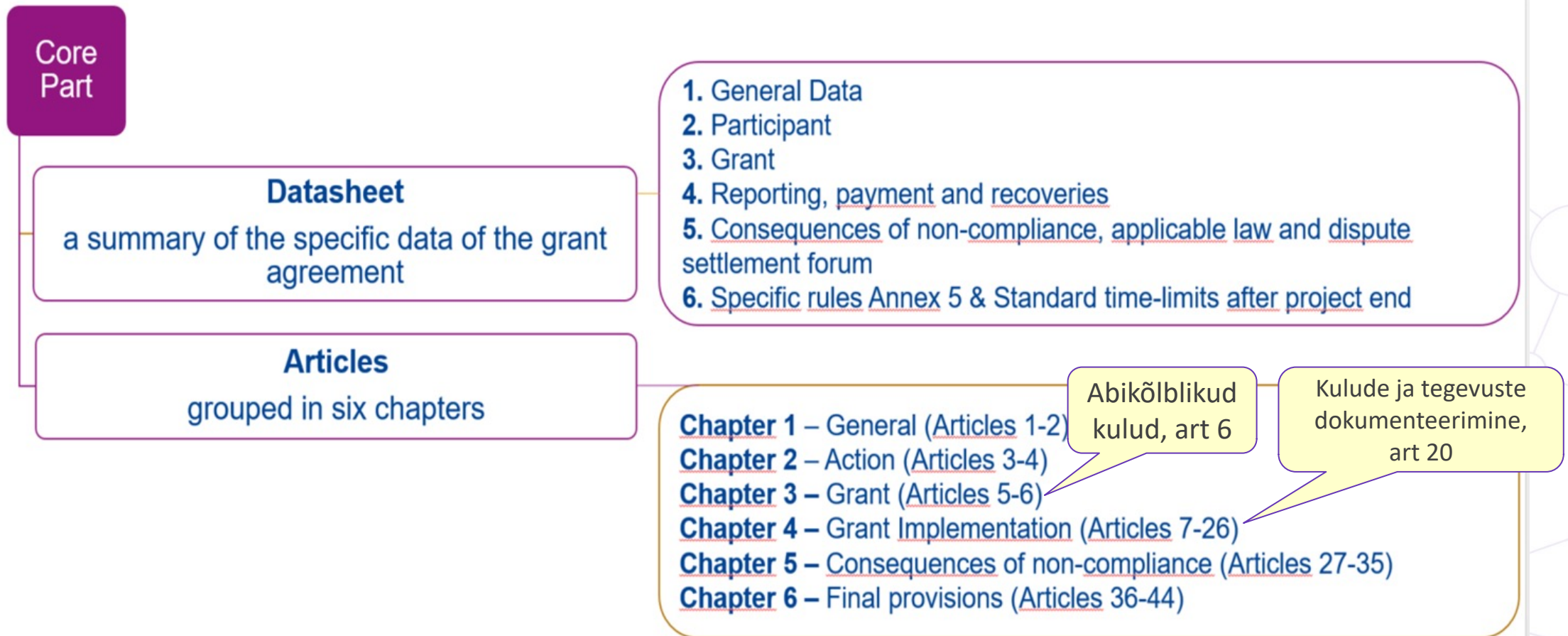
Grandileping

- Sõlmitakse **konsortsiumi ja rahastaja** vahel
- Heaks kiidetud **taotlus ja eelarve on GA ametlikeks lisadeks**
- Muuta saab ainult **projektipõhiseid andmeid**, mitte üldisi tingimusi

Kolm tüüpi:

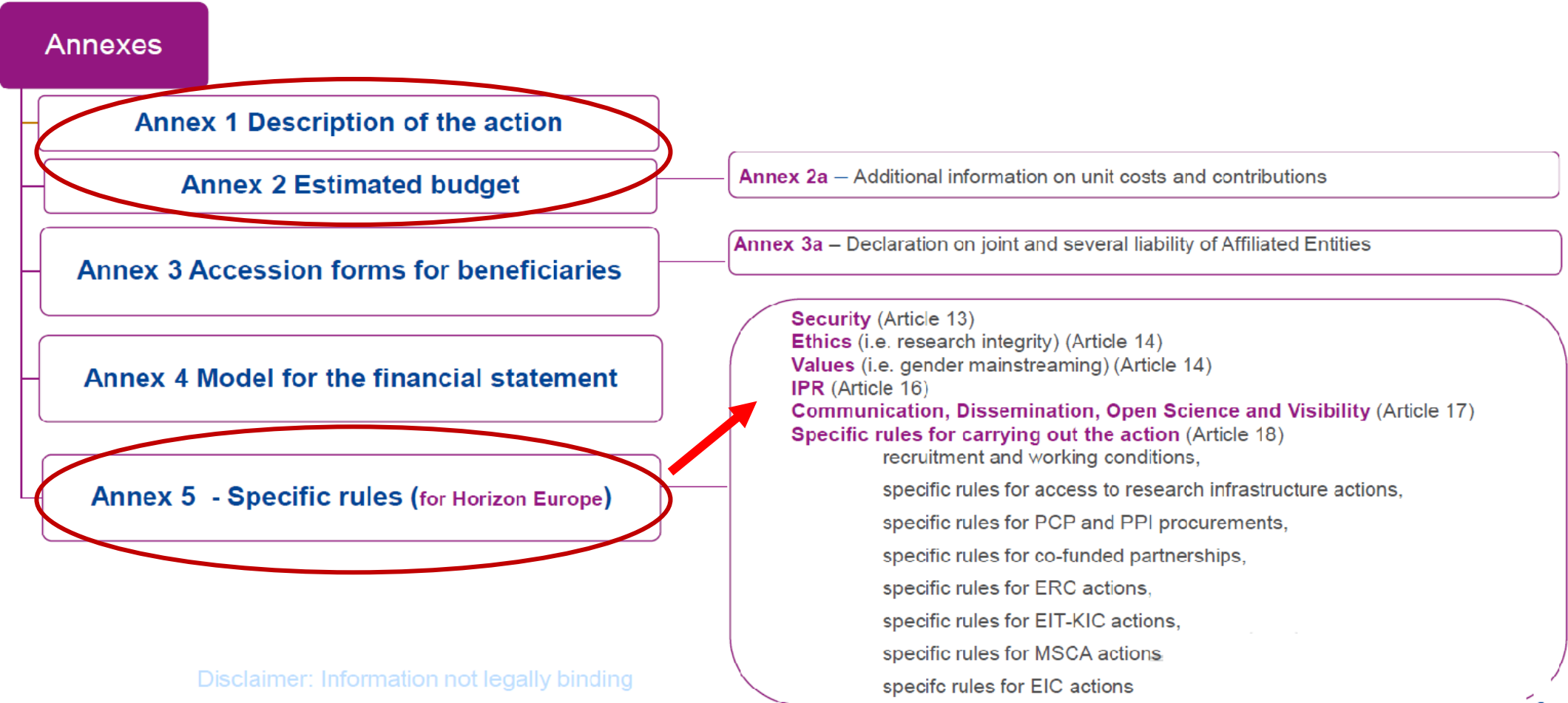
- **Üldine MGA** (corporate general MGA) – **tegelikel kuludel** põhinev toetus, mis võib sisaldada ka mõningaid lihtsustatud rahastamise vorme, nt ühikukulused, kindla määraga arvestatavaid kulusid (25% kaudne kulu), *lump sum-e*
 - **Kommenteeritud grandileping (AGA)**
- **Ühikukulu MGA** (corporate unit-based MGA);
- **Kindlasummalise makse MGA** (corporate lump sum based MGA) - kindel summa terve projekti elluviimiseks, mis on jagatud töopakettide ja partnerite lõikes

Grandilepingu põhiosa struktuur



Grandilepingu lisad

(corporate)
structure of the
Horizon Europe
MGAs



Kommenteeritüd mudelleping



EU Grants

AGA – Annotated Grant Agreement

EU Funding Programmes 2021-2027

Version 1.0 —DRAFT
01 April 2023

Internal invoicing of goods and services (HE) — For Horizon Europe, the granting authority can also accept costs that are internally invoiced in the third party providing in-kind contributions. In this case, they should be declared under budget category D.2 Internally invoiced goods and services (see Article 6.2.D.2). In that context, the rules on internal invoicing apply (e.g. indirect (actual) costs of the third party can be included, depending on the usual cost accounting practices of the third party when calculating its unit cost for internally invoiced goods and services).

Our approach

1. The **text** of the **article** appears in a grey text box — to differentiate it from the annotations. The **concepts** that are annotated are in bold and underlined. The annotations to the article are immediately underneath. Long articles are split into different parts, so the annotations can be placed below the relevant parts.

Examples are in green.

Lists are in red.

Specific cases and **exceptions** are in orange.

Programme-specific cases are in purple.

New explanations (compared to the last AGA update) will be marked with: ■

New rules that do not apply to all signed Grant Agreements (but instead only to those signed after a certain version, e.g. **2021** **2022**)

2. As the AGA intends to be EU MGAs.

Many of these options may be summarised in the Data Sheet of the Agreement you sign, or summarised in the Data Sheet

Agreement you sign, or summarised in the Data Sheet

Agreement you sign, or summarised in the Data Sheet

Example (7% flat rate for indirect costs — most Programmes):
A beneficiary is working on an action and uses a daily rate of EUR 240 for personnel costs. The beneficiary declares as eligible 40 day-equivalents of personnel costs + EUR 1 400 for other goods, works and services + EUR 1 500 for subcontracting during the first reporting period.

Eligible direct costs: $(40 \times 240 = 9\,600) + 1\,400 + 1\,500 = 12\,500$

Eligible indirect cost: 7 % flat-rate of 12 500 = EUR 875

Total eligible costs: $12\,500 + 875 = \text{EUR } 13\,375$.

Funding rate of 70 % = EUR 9 362,50.

Example (25% flat rate for indirect costs — HE, EDF):

A beneficiary is working on an innovation action and uses a daily rate of EUR 240 for personnel costs. The beneficiary declares as eligible 40 day-equivalents of personnel costs + EUR 1 400 for other goods and services + EUR 1 500 for subcontracting during the first reporting period.

Eligible direct costs: $(40 \times 240 = 9\,600) + 1\,400 + 1\,500 = 12\,500$

Eligible indirect cost: 25 % flat-rate of $9\,600 + 1\,400$ (not the 1 500 for subcontracting as the flat-rate does not apply on this specific cost category) = EUR 2 750

Total eligible costs: $12\,500 + 2\,750 = \text{EUR } 15\,250$

Funding rate of 70 % = EUR 10 675.

Grandilepingu muutmine, art 39

Grandilepingut on vaja muuta, kui:

- Konsortsiumisse **lisandub või lahkub partner, seotud osapool (Affiliated entity) või assotsieerunud partner**
- **Muutub koordinaator** (asutus, mitteüksik töötaja)
- Muutub **koordinaatori pangakonto**
- Muutub **projekti algus, lõpp või aruandlusperioodid**
- Muutub GA lisa 1 (nt **sisutegevused, sisutegevuste eest vastutajad**) või lisa 2 (see, mis ei mahu eelarve paindlikkuse alla)

Projekti partnerid

Projekti partnerid, art 7

- vastatavad osapooled toetuse andja ees
- ühine vastutus projekti nõuetekohase elluviimise eest
- peavad omama asjakohaseid ressursse
- peavad olema abikõlblikud terve projekti perioodil

Kohustused:

- ✓ esitavad õigeaegselt finantsaruanded, sisuaruanded, projekti väljundid
- ✓ informeerivad viivitusega rahastajat ja teisi partnereid, kui ilmneb projekti elluviimist mõjutavaid asjaolusid
- ✓ hoolitsevad, et nende andmed F&T portaalis on tõesed

Projekti partnerid

Koordinaator, art 7

- **Esindab tervet konsortsiumi** ja on põhikontakt suhtluses rahastajaga

Kohustused:

- ✓ **Monitoorib**, et projekti viidaks ellu plaanipäraselt
- ✓ **Vahendab** kogu kommunikatsiooni (*kui GA-s pole teistmoodi kokku lepitud*)
- ✓ **Kogub ja vaatab läbi** partneritelt laekunud dokumendid ja info ning kontrollib nende nõuetele vastavust
- ✓ **Esitab** portaalis projekti väljundid ja aruanded
- ✓ **Teeb partneritele (edasi)makseid** põhjendamatute viivitusteta
- ✓ Vajadusel teavitab EK-i partneritele tehtud maksetest

Projekti panustavad osapooled, art 7-10

This table gives an overview of the different kinds of EU grants participants and indicates cost eligibility (not exhaustive):

TYPE	Works on 'action tasks'?	What is eligible for the beneficiary/ affiliated entity?	Must be indicated in Annex 1 GA?	Conditions for participation	GA article
Beneficiaries	YES	Costs	YES	Must be eligible	art 7
Affiliated entities	YES	Costs	YES	Must have a capital or legal link with a beneficiary and fulfil the same eligibility conditions	art 8
Associated partners	YES	n/a	YES	No specific conditions (APs do not receive funding).	art 9.1
Third parties contributing to the project	Participate in the action as contributors	n/a (exception for HE: Costs)	YES		art 9.2
Subcontractors	YES	Invoiced price	NO (only subcontracted tasks must be indicated)	Must be best value for money or lowest price and no conflict of interest	art 9.3
Third parties receiving financial support⁴	Participate in the action as recipients.	Amount of support given	YES	According to the conditions in Annex 1 GA	art 9.4

Abikõlblikud kulud

- Tegelikud; tekkinud projekti partneril
- Tekkinud projekti eluea jooksul (v.a. erandjuhud)
- Peavad olema välja toodud projektitegevuste kirjelduses (*description of work*)
- Projekti elluviimiseks vajalikud ja kasutatakse vaid projektiga seotud eesmärkide saavutamiseks
- Raamatupidamises kajastatud ja vastavad kasusaaja tavapärasele juhtimis- ja raamatupidamistavadele
- Järgivad kehtivaid siseriiklikke maksu-, töö- ja sotsiaalkindlustusega seotud seadusi
- On mõistlikud ja põhjendatud

Lubatud kulud, MGA art 6

[D.3 Transnational access to research infrastructure unit costs]
[D.4 Virtual access to research infrastructure unit costs]
[D.5 PCP/PPI procurement cost]
...



Personali- kulud

- ❖ Projekti jaoks **töötatud aeg**:
 - **A.1** Töölepingulised
 - **A.2** Otselepinguga füüsilised isikud (art 6.2.A.2)
 - **A.3** Nn lähetatud isikud (*in-kind*)
 - **A.4** VKE omanikud ja füüsilisest isikust partnerid



Allhankekulud

- ❖ Osa **taotluses kirjeldatud tegevustest**, mida teeb turutingimustel lepingu alusel kolmas osapool



Ostukulud

- ❖ Projekti elluviimiseks vajalikud **reisikulud**
- ❖ **Seadmed**, mida kasutatakse projektitegevuste elluviimisel. Enamasti on abikõlblik amortisatsioonikulu (aga on erandeid)
- ❖ **Muud kaubad, tööd ja teenused**



Muud kulukategoorid nt

- ❖ **Rahaline toetus kolmandatele osapooltele (FSTP)**
- ❖ **Sisekäibearved (Internal invoices)**
Kulud, mille hüvitamist nõuab partneri üks osakond teiselt; **ainult siis, kui on kirjalik kuluarvestusmeetod**



Kaudsed kulud

- ❖ **25% otsestest kuludest**, v.a.:
 - ❖ Allhankekulud
 - ❖ FSTP
 - ❖ Sisekäibearved
 - ❖ **Arvutatakse automaatselt peale otseste kulude sisestamist**

Projekti eelarve


No	Participant name	Country	Estimated expenditure					Estimated income						
			Estimated eligible costs					Requested EU contribution	Revenues	Other sources of financing		Total estimated income		
			A. Personnel costs/€	B. Subcontracting costs/€	C. Purchase costs		D. Other cost categories	E. Indirect costs/€ (e) = 25% ((a1) + (c1))	Total eligible costs (h) = (a1) + (b) + (c1) + (c2) + (c3) + (d) + (e)	Funding rate	Maximum EU contribution to eligible costs (l) = (U) * (h)		Requested EU contribution to eligible costs/€ (Requested grant amount) (m) (n)	Income generated by the action
					(s) = (n) + (o) + (p) + (q) + (r)									
1	Participant 1	NL	A. Personnel costs	B. Subcontracting	C. Purchase costs (travel; equipment; other goods, works and services)	D. Other cost categories	E. Indirect costs	Funding rate			Income	Other sources of financing		
2	Participant 2	LB												
	Affiliated Entity	LB												
3	Participant 3	DE												

Total costs

Eelarve paindlikkus

HEU projekti eelarve on orienteeriv. **Ilma grandilepingut muutmata** võib vahendeid **partnerite ja eelarveridade** vahel ümber tõsta, kui see ei tulene projekti **sisulistest või olulistest muudatustest**.

Vahendeid võib ümber liigutada nende kuluridade vahel, mis juba **algelt olid eelarves planeeritud**



Kas taotluses kirjeldatu
(GA lisa 1) endiselt kehtib?

Personalikulud

Eelarves:

- **Töökuude arv**, sh iga töopaketi kohta
- **Hinnanguline töökuu hind** (sisaldab kõiki makse, ühtseid boonuseid jne.)

Ei või personalikuluna
finantsaruandesse
deklareerida!

Abikõlblikud personalikulud

A.1 **Töölepingu** alusel töötavad inimesed

A.2 Töölepinguga sarnaste tingimustega lepingud, mis on sõlmitud üksikisikuga

A.3 Kolmandate osapoolte *lähetatud* inimesed (nt *in-kind*)

A.4 VKE omanikud ja üksikisikud (partneri rollis)
– MSCA ühikuhind

Praegu kehtiv:

(Palgamäär) 5080 * (EE koefitsient) 80,3 = 4079,24

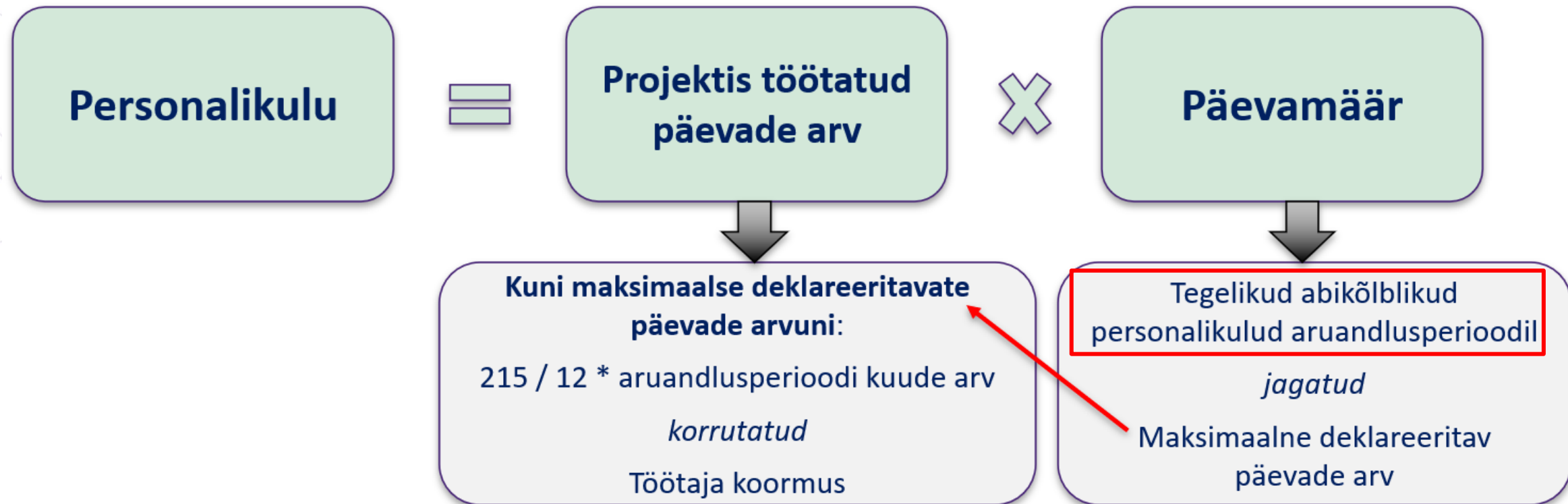
Projekti käigus on abikõlblik

- tavapärase palgatase
- asutuse tegelik palgakulu

Personalikulu arvutamine

Millal?

- Arvutatakse üks kord aruandlusperioodi kohta
- Iga projektitööd teinud inimese kohta eraldi



Personalikulu

NB! Üldjuhul tuleb finantsaruandes deklareerida grandilepingu nõudeid järgides saadud **arvutuslik personalikulu**.

- Topeltrahastamise vältimiseks tuleb kontrollida, et **arvutuslik/deklareeritav kulu ei oleks suurem, kui asutuse tegelik personalikulu töötaja kohta** (kogu palgafond).
- Kui tegelik kulu on väiksem, võib EK-le deklareerida kulusid **kuni tegeliku personalikulu mahuni**.
 - Eriti hoolas tuleb olla, kui töötaja töötab mitmes EL projektis.
- Lisaks tuleb jälgida, et **ühes aastas ei deklareerita ühe täiskoormusega terve aasta asutuse töötava inimese kohta rohkem kui 215 päeva**

VÄLISKOOSTÖ

EUROOPA HORISONT

- Rahvusvahelise koostöö konsultandid
- Osalemise reeglid
- "Euroopa horisondi" rahastusvõimalused ja avatud taotlusvoorud

Osalemise reeglid

Estikeelsed abimaterjalid taotlejale ja projekti elluviijale

HEU projektide taotlejatele

[HEU RIA-IA kommenteeritud taotlusvorm_2023](#)

[HEU taotluse eelarve koostamise abimaterjal_v02.06.2023](#)

[Rollid – HEU projektis osalemise võimalused](#)

Kindlasummalise maksega (*lump sum*) rahastavad projektid: veebiseminarid [SLAIDID](#) ja [SALVESTUS](#)

HEU projektide elluviijatele

[HEU töötasu arvutamise abimaterjal_2023](#)

[HEU projekti nähtavuse nõuded](#)

H2020 projektide elluviijatele

[Horisont 2020 rahastusreeglid](#)

Olulisemad dokumendid, millega enne taotlemist tutvuda

- Üldised lisad** ([General Annexes](#)) – sisaldab mh nõuetele vastavuse, abikõlblikkuse, finants- ja tegevusutlikkuse määramise kriteeriume, hindamismenetluse kirjeldust
- HEU juhend** ([HE Programme Guide](#)) – mh soolõime, eetika, turvalisuse, tulemuste levitamise, kasutamise ja teavitamise, olulise kahju vältimise ning avatud teaduse põhimõtted
- Veebikäsiraamat** ([Online Manual](#)), sh IT How to – praktilised samm-sammulised juhendid, aga see ei hõlma ainult HEUd
- Grandimudelleping** ([MGA](#))
 - kommentaare ja näidetega grandimudelleping ([AGA](#))
- Kindlasummalise maksega rahastatavate projektide materjalid: [Lump-sum MGA](#) ; [Lump-sum Guide](#)
- Konsortiumileping – [DESCA mudelleping](#)

Veebiseminaride salvestused

[Lump sum rahastamine "Euroopa horisondis", 29.08.2023](#) (eesti keeles)

["Euroopa horisondi" rahastamisreeglid, 20.06.2023](#) (eesti keeles)

[Lump sum rahastamine "Euroopa horisondis", 10.01.2023](#) (eesti keeles)

["Euroopa horisondi" rahastamisreeglid, 20.12.2022](#) (eesti keeles)

Euroopa Komisjoni veebinarid:

[Lump Sum Funding in Horizon Europe: How does it work? How to write a proposal? \(11 May 2023\)](#)

[Webinar addressed to providers of Certificates on Financial Statements in Horizon 2020 grants \(21 March 2023\)](#)

Euroopa horisont AGA (*General MGA*) põhjal

Personalikulu arvutamine Euroopa horisondi (HEU) projektides

Kuidas konverteerida tunnid päevaekvivalentideks?

Kuidas arvutada maksimaalne deklareeritav päevaekvivalentide arv?

Kuidas arvutada aruandlusperioodi personalikulu?

Kuidas arvutada aruandlusperioodi personalikulu - projektipõhine rahastamine?

Töökuude arvutamine

Euroopa horisondi teadus-, innovatsiooni ja koordineerivates-toetavates projektides **tuleb personalikulu arvutada vastavalt mudellepingus toodud skeemile**. Erinevalt Horisont 2020

Rollid – Euroopa horisondi projektis osalemise võimalused

Ideaalis peaks projekti tegevused viima ellu projekti partnerid, kes allkirjastavad grandilepingu, partneriga seotud organisatsioonid (*affiliated entities*). Siiski on piiratud mahus lubatud kaasata teisi projekti panustavaid osapooli, keda kokkuvõtlikult nimetatakse kolmandateks osapoolteks. Projekti rollide valik peaks olema hästi läbi mõeldud ja osapoolte õigusi ja kohustusi arvestav. Kolmandate osapoolte kaasamine tähendab suuremat riski projekti õnnestumisele, teisalt on li suure konsortiumi haldamine keerukam.

Personalikulud tööaja dokumenteerimine

Sõltumata töötamise vormist **on vajalik igakuine tööaja dokumenteerimine**

- deklaratsioon
- tööajatabel

Project: [insert number] — [insert acronym] — [insert call identifier]

EU Grants: Time declaration: V1.0 – 25.08.2021

EU GRANTS DECLARATION OF DAYS WORKED ON A PROJECT		YEAR:	
Project acronym:		Project number:	
Participant name:			
Name of the person:		Type of personnel: (employee/ natural person under direct contract/ seconded/ other)	

Month	Days worked in the action (e.g. 15, 7,5, 0,5)	Work Packages worked on (e.g. WP2; WP5)	Date and signature of the person	Name, date and signature of the supervisor
January			Signature: / /20XX	Name: Signature: / /20XX
February			Signature:	Name: Signature:

NB! Kooskõla puhkuste, teiste projektide töö jmt andmetega

Võib jätkata ka seniste tööajatabelite täitmist – väljalik konverteerimine tööpäevadeks

Tabelisse võib märkida kogu projektis töötatud aja. Deklareerida maksimaalse lubatud päevade arvuni

Allhange (B.), art 6.2.B; 9.3

- Peab olema taotluses ja eelarves planeeritud**
 - Vajadusel muuta grandilepingut või...
- Töö eest **vastutab seotud partner**
 - Oluline **sõlmida leping** (eeldatav kvaliteet, ajaraam ning ka valmisolek auditeerimiseks)
 - Üleandmise-vastuvõtmise akt
- Parim **hinna ja kvaliteedi suhe** või madalaim hind; **vältida huvide konflikti**
 - Riigihankereeglid**
- Kehtivad **konfidentsiaalsuse ja turvalisuse, eetika ja rahastaja nähtavuse nõuded**
- Tavapäraseid raamlepingud üldjuhul lubatud
- Allhange partnerite vahel ei ole lubatud**



Table 3.1g: 'Subcontracting costs' items

For each participant describe and justify the tasks to be subcontracted (please note that core tasks of the project should not be sub-contracted).

Participant Number/Short Name		
	Cost (€)	Description of tasks and justification
Subcontracting		

Ostukulud (reisikulud, seadmed, muud kaubad ja teenused), art 6.2.C

C.1 Reisikulud, MGA art. 6.2.C.1

- Piletid, majutuskulud, päevaraha
- Tegelikud kulud
- Järgides asutuse tavapärast toimimise praktikat (juhiseid)

C.2 Seadmed (infra, muu vara), MGA art. 6.2.C.2

- Vaikimisi on abikõlblik (osa) amortisatsioonikulu(st); tegelikel kuludel baseeruv kalkulatsioon
- Rentimine ja liisimine on lubatud, kui maksumus ei ületa hüpoteetilist amortisatsioonikulu

C.3 Muud kaubad, tööd ja teenused, MGA art. 6.2.C.3

- Kulumaterjalid, tulemuste kaitsmine ja levitamine, tõlked, sertifikaadid (CFS, kui toetus on **>=430 000 eurot, art 24.2**)

NB! Dokumenteerimine:

- Lisaks finantsdokumentidele sisulised **vajalikkust tõendavad dokumendid**, nt päevakavad, ettekanded, memod
- Seadmete puhul seadme **kasutamise aega fikseerivad dokumendid**, nt logi, laboripäevik

Muud kulukategooriad

D.2 Sisekäibearved, art. 6.2.D.2

Kulukategooria kaupadele ja teenustele, mida:

- partnerorganisatsioon **ise toodab/pakub**
- hind on arvutatud vastavalt **tavapärasele kuluarvestuse praktikale**

Arvestus käib **ühikute kaupa** – igal tootel või teenusel peab olema määratletud ühik (tükk, tund, päev vms) ja selle hind

Nõuded projekti elluviimisel:

- Kirjalik (objektiivne/tegelikel kuludel põhinev) kuluarvestuse metoodika
- Kasutatud ühikute hulk on vaja dokumenteerida
- Sama ühiku hinda kasutatakse ka teistes projektides/tegevustes

Kulude ja tegevuste dokumenteerimine, art 20

- **Kulude ja tegevuste tõendamise kohustus on toetuse saajal – iga partner vastutab oma kulude eest**
- Dokumentide säilitamise **tähtaeg projekti andmelehel** (reeglina viis aastat peale lõppmakset)
- Dokumendid tuleb **esitada kontrollide ja auditite käigus** (reeglina kuni kahe aasta jooksul)
- Säilitada tuleb **originaaldokumendid** (digiteeritud dokumendid)
- **Tegelike kulude** dokumendid on nt lepingud, sh allhange; arved, aktid; asutusesisesed korrad, protseduurid; igakuiselt allkirjastatud tööajatabelid/deklaratsioonid; kulusid projektiga siduv tõendusmaterjal (nt päevakavad, memod, allkirjalehed)
 - **Sisekäibearved**: ühiku hinna arvutamise metoodika; kuluelementide kuludokumendid; lepingud jm
- **Kindla määraga (flat-rate)** kulud: nende kulude dokumendid, mille baasil *flat-rate* on arvutatud
- **Ühikukulud**: kasutatud ühikute arv

Soovitusi

- Looge oma kulude ja tegevuste **dokumenteerimise süsteem**
- **Dokumenteerige tegevusi ja kulusid jooksvalt**
- Viige ennast kurssi **oma asutuse** ning **rahastaja** protseduuride ja reeglitega – **grandilepingu lugemine on oluline**
- Kulude tegemisel **lähtuge taotluse tekstist ja eelarvest**
nt. allhange vs muu sisseostetav teenus
Kas tegevus, millega kulu on seotud, on taotluses planeeritud?

Aruandlus, art 21

- **Jooksev aruandlus**

- ✓ nt projekti kokkuvõte, deliveraablid, verstapostid, väljundid, kriitilised riskid, nn horisontaalsed aspektid, nt avatud ligipääsu tabelid; levitamise-kommunikeerimise-kasutamise ülevaade, poliitikaküsimustikud

- **Perioodiline aruandlus** – iga aruandlusperioodi järel tuleb esitada perioodiline aruanne. Selleks on (koordinaatoril) aega 60 päeva

- ✓ Sisuaruanne – portaalis etteantud vormil ülevaade sisutegevuste elluviimisest
- ✓ Finantsaruanne – raporteeritakse tehtud otsesed kulud kulukategoriate lõikes + selgitused; CFS
 - ✓ **NB! Oluline on deklareerida kõik abikõlblikud kulud**

Aruandlus (art 21)

- Kogu aruandlus käib **F&T portaali kaudu**: mitte ühtegi paberit
- **Kaheastmeline** aruandlus:
 - *Beneficiary* → *Coordinator*
 - *Coordinator* → Euroopa Komisjon (või agentuur)
- Vormid ja mallid [keskkonnas](#)
- Protsess suuremal määral automatiseeritud (nt kaudsed kulud, EK ühikuhinnad (MSCA))

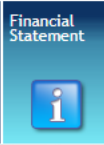
Aruandlus



- **(Vahe)aruandlus juhtpartnerile** – vastavalt konsortsiumilepingus kokkulepitule

101069604 (GREENET) HORIZON-
 Period No: 1 Duration (months): 18
 Reporting Period : [01 Jul 2022 - 31 Dec 2023]

Beneficiary 5: ETAg
 Legal Name: SIHTASUTUS EESTI TEADUSAGENTUUR
 PIC: 998483760 Status: VALIDATED
 Legal Address: SOOLA 8 , 51004 , TARTU Estonia



Financial Statement SAVE

Financial Statements	Period	Adjustment	Requested Contribution
	01 Jul 2022 - 31 Dec 2023 (Period No. 1)	No	0.00 €

Financial Statement for period '1' - (01 Jul 2022 - 31 Dec 2023)

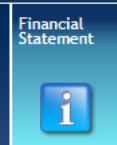
Eligible costs:

Category	Form of Funding	Total Amount
▼ Eligible costs (per budget category)		
▼ Direct costs		
▼ A. Personnel costs		
▼ (a1) A.1 Employees (or equivalent), A.2 Natural persons under direct contract, A.3 Seconded persons	actual	0.00 €
▼ (a2) A.1 Employees (or equivalent), A.2 Natural persons under direct contract, A.3 Seconded persons	unit (usual accounting practices)	0.00 €
▼ B. Subcontracting costs		
▼ (b) Subcontracting	actual	0.00 €
▼ C. Purchase costs		
▼ (c1) C.1 Travel and subsistence	actual	0.00 €
▼ (c2) C.2 Equipment	actual	0.00 €
▼ (c3) C.3 Other goods, works and services	actual	0.00 €
▼ D. Other cost categories		
▼ (d2) D.2 Internally invoiced goods and services	unit (usual accounting practices)	0.00 €
▼ Indirect costs		
▼ E. Indirect costs		
(e) E. Indirect costs (25% * (a1 + a2 + c1 + c2 + c3))	flat-rate	0.00 €
(f) Total costs (a1 + a2 + b + c1 + c2 + c3 + d2 + e)		0.00 €
▼ EU contribution		
▼ EU contribution to eligible costs		
(g) Maximum EU contribution (100% * f)		0.00 €
(h) Requested EU contribution (g)		0.00 €
(m) Maximum grant amount (h)		0.00 €
▼ Revenues		

Sisestage vastavad summad

101069604 (GREENET) HORIZON-...
 Period No: 1 Duration (months): 18
 Reporting Period : [01 Jul 2022 - 31 Dec 2023]

Beneficiary 5: ETAg
 Legal Name: SIHTASUTUS EESTI TEADUSAGENTUUR
 PIC: 998483760 Status: VALIDATED
 Legal Address: SOOLA 8 , 51004 , TARTU Estonia



Financial Statement SAVE

Financial Statements Export Use of Resources to PDF

Period	Adjustment	Requested Contribution
01 Jul 2022 - 31 Dec 2023 (Period No. 1)	No	0.00 €

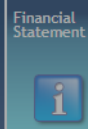
Financial Statement for period '1' - (01 Jul 2022 - 31 Dec 2023)

Eligible costs:

Category	Form of Funding	Total Amount	
▼ Eligible costs (per budget category)			
▼ Direct costs			
▼ A. Personnel costs			
▼ (a1) A.1 Employees (or equivalent), A.2 Natural persons under direct contract, A.3 Seconded persons	actual	6,689.68 €	
▼ (a2) A.1 Employees (or equivalent), A.2 Natural persons under direct contract, A.3 Seconded persons	unit (usual accounting practices)	0.00 €	
▼ B. Subcontracting costs			
▼ (b) Subcontracting	actual	0.00 €	
▼ C. Purchase costs			
▼ (c1) C.1 Travel and subsistence	actual	4,227.57 €	
▼ (c2) C.2 Equipment	actual	0.00 €	
▼ (c3) C.3 Other goods, works and services	actual	1,238.75 €	
▼ D. Other cost categories			
▼ (d2) D.2 Internally invoiced goods and services	unit (usual accounting practices)	0.00 €	
▼ Indirect costs			
▼ E. Indirect costs			
(e) E. Indirect costs (25% * (a1 + a2 + c1 + c2 + c3))	flat-rate	3,039.00 €	
(f) Total costs (a1 + a2 + b + c1 + c2 + c3 + d2 + e)		15,195.00 €	
▼ EU contribution			
▼ EU contribution to eligible costs			
(g) Maximum EU contribution (100% * f)		15,195.00 €	
(h) Requested EU contribution (g)		15,195.00 €	
(m) Maximum grant amount (h)		15,195.00 €	
▼ Revenues			

101069604 (GREENET) HORIZON-...
Period No: 1 Duration (months): 18
Reporting Period : [01 Jul 2022 - 31 Dec 2023]

Beneficiary 5: ETAg
Legal Name: SIHTASUTUS EESTI TEADUSAGENTUUR
PIC: 998483760 Status: VALIDATED
Legal Address: SOOLA 8 , 51004 , TARTU Estonia



Financial Statement

SAVE

Export Use of Resources to PDF

Financial Statements	Period	Adjustment	Requested Contribution
	01 Jul 2022 - 31 Dec 2023 (Period No. 1)	No	0.00 €
Eligible costs:			
Category			
▼ Eligible costs (per budget category)			
▼ Direct costs			
▼ A. Personnel costs			
▼ (a1) A.1 Employees (or equivalent), A.2 Natural persons under direct contract, A.3 Seconded persons			
▼ (a2) A.1 Employees (or equivalent), A.2 Natural persons under direct contract, A.3 Seconded persons			
▼ B. Subcontracting costs			
▼ (b) Subcontracting			
▼ C. Purchase costs			
▼ (c1) C.1 Travel and subsistence			
▼ (c2) C.2 Equipment			
▼ (c3) C.3 Other goods, works and services			
▼ D. Other cost categories			
▼ (d2) D.2 Internally invoiced goods and services			
▼ Indirect costs			
▼ E. Indirect costs			
(e) E. Indirect costs (25% * (a1 + a2 + c1 + c2 + c3))			
(f) Total costs (a1 + a2 + b + c1 + c2 + c3 + d2 + e)			
▼ EU contribution			
▼ EU contribution to eligible costs			
(g) Maximum EU contribution (100% * f)			
(h) Requested EU contribution (g)			
(m) Maximum grant amount (h)			
▼ Revenues			
			Total Amount
			6,689.68 €
			0.00 €
			0.00 €
			4,227.57 €
			0.00 €
			1,238.75 €
			0.00 €
			3,039.00 €
			15,195.00 €
			15,195.00 €
			15,195.00 €

A.1 Employees (or equivalent), A.2 Natural persons under direct contract, A.3 Seconded persons

Persons/month per WP

Work Packages

In-kind contributions provided by third parties (seconded personnel)

One line per third party (unless different types or differences regarding Annex 1 of the Grant Agreement). In-kind contribution free-of-charge only.

Double-check consistency with the information on in-kind contributions in Technical Report (Part B) - activities & work packages.

Validate

101069604 (GREENET) HORIZON-...
 Period No: 1 Duration (months): 18
 Reporting Period : [01 Jul 2022 - 31 Dec 2023]

Beneficiary 5: ETAg
 Legal Name: SIHTASUTUS EESTI TEADUSAGENTUUR
 PIC: 998483760 Status: VALIDATED
 Legal Address: SOOLA 8 , 51004 , TARTU Estonia

Financial Statement

Financial Statement

SAVE

Export Use of Resources to PDF

Financial Statements	Period	Adjustment	Requested Contribution
	01 Jul 2022 - 31 Dec 2023 (Period No. 1)	No	0.00 €
Eligible costs:			
Category			
▼ Eligible costs (per budget category)			
▼ Direct costs			
▼ A. Personnel costs			
▼ (a1) A.1 Employees (or equivalent), A.2 Natural persons under direct contract, A.3 Seconded persons			
▼ (a2) A.1 Employees (or equivalent), A.2 Natural persons under direct contract, A.3 Seconded persons			
▼ B. Subcontracting costs			
▼ (b) Subcontracting			
▼ C. Purchase costs			
▼ (c1) C.1 Travel and subsistence			
▼ (c2) C.2 Equipment			
▼ (c3) C.3 Other goods, works and services			
▼ D. Other cost categories			
▼ (d2) D.2 Internally invoiced goods and services			
▼ Indirect costs			
▼ E. Indirect costs			
(e) E. Indirect costs (25% * (a1 + a2 + c1 + c2 + c3))			
(f) Total costs (a1 + a2 + b + c1 + c2 + c3 + d2 + e)			
▼ EU contribution			
▼ EU contribution to eligible costs			
(g) Maximum EU contribution (100% * f)			
(h) Requested EU contribution (g)			
(m) Maximum grant amount (h)			
▼ Revenues			
			Total Amount
			6,689.68 €
			0.00 €
			0.00 €
			4,227.57 €
			0.00 €
			1,238.75 €
			0.00 €
			3,039.00 €
			15,195.00 €
			15,195.00 €
			15,195.00 €

A.1 Employees (or equivalent), A.2 Natural persons under direct contract, A.3 Seconded persons

Persons/month per WP

Work Packages [+ Add](#)

Associated Work Package	Person Months	Action
WP1	0.58	
WP2	0.36	
WP3	0.04	
WP4	0.48	
WP5	0.55	
WP6	0.31	

In-kind contributions provided by third parties (seconded personnel)

One line per third party (unless different types or differences regarding Annex 1 of the Grant Agreement). In-kind contribution free-of-charge only.

Double-check consistency with the information on in-kind contributions in Technical Report (Part B) - activities & work packages.

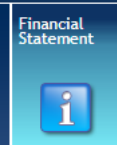
[+ Add](#)

No 'In-kind contributions provided by third parties (seconded personnel)' added yet.

[Confirm](#) [Cancel](#)

101069604 (GREENET) HORIZON-...
 Period No: 1 Duration (months): 18
 Reporting Period : [01 Jul 2022 - 31 Dec 2023]

Beneficiary 5: ETAg
 Legal Name: SIHTASUTUS EESTI TEADUSAGENTUUR
 PIC: 998483760 Status: VALIDATED
 Legal Address: SOOLA 8 , 51004 , TARTU Estonia



Financial Statement SAVE

Financial Statements Export Use of Resources to PDF

Period	Adjustment	Requested Contribution
01 Jul 2022 - 31 Dec 2023 (Period No. 1)	No	0.00 €

Financial Statement for period '1' - (01 Jul 2022 - 31 Dec 2023)

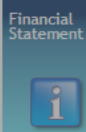
Eligible costs:

Category	Form of Funding	Total Amount
▼ Eligible costs (per budget category)		
▼ Direct costs		
▼ A. Personnel costs		
▼ (a1) A.1 Employees (or equivalent), A.2 Natural persons under direct contract, A.3 Seconded persons	actual	6,689.68 €
▼ (a2) A.1 Employees (or equivalent), A.2 Natural persons under direct contract, A.3 Seconded persons	unit (usual accounting practices)	0.00 €
▼ B. Subcontracting costs		
▼ (b) Subcontracting	actual	0.00 €
▼ C. Purchase costs		
▼ (c1) C.1 Travel and subsistence	actual	4,227.57 €
▼ (c2) C.2 Equipment	actual	0.00 €
▼ (c3) C.3 Other goods, works and services	actual	1,238.75 €
▼ D. Other cost categories		
▼ (d2) D.2 Internally invoiced goods and services	unit (usual accounting practices)	0.00 €
▼ Indirect costs		
▼ E. Indirect costs		
(e) E. Indirect costs (25% * (a1 + a2 + c1 + c2 + c3))	flat-rate	3,039.00 €
(f) Total costs (a1 + a2 + b + c1 + c2 + c3 + d2 + e)		15,195.00 €
▼ EU contribution		
▼ EU contribution to eligible costs		
(g) Maximum EU contribution (100% * f)		15,195.00 €
(h) Requested EU contribution (g)		15,195.00 €
(m) Maximum grant amount (h)		15,195.00 €
▼ Revenues		



101069604 (GREENET) HORIZON-...
 Period No: 1 Duration (months): 18
 Reporting Period : [01 Jul 2022 - 31 Dec 2023]

Beneficiary 5: ETAg
 Legal Name: SIHTASUTUS EESTI TEADUSAGENTUUR
 PIC: 998483760 Status: VALIDATED
 Legal Address: SOOLA 8 , 51004 , TARTU Estonia



Financial Statement

Financial Statements

Period
01 Jul 2022 - 31 Dec 2023 (Period No. 1)

Eligible costs:

- Category
 - ▼ Eligible costs (per budget category)
 - ▼ Direct costs
 - ▼ A. Personnel costs
 - ▼ (a1) A.1 Employees (or equivalent), A.2 Natural persons under direct contract, A.3 Second
 - ▼ (a2) A.1 Employees (or equivalent), A.2 Natural persons under direct contract, A.3 Second
 - ▼ B. Subcontracting costs
 - ▼ (b) Subcontracting
 - ▼ C. Purchase costs
 - ▼ (c1) C.1 Travel and subsistence
 - ▼ (c2) C.2 Equipment
 - ▼ (c3) C.3 Other goods, works and services
 - ▼ D. Other cost categories
 - ▼ (d2) D.2 Internally invoiced goods and services
 - ▼ Indirect costs
 - ▼ E. Indirect costs
 - (e) E. Indirect costs (25% * (a1 + a2 + c1 + c2 + c3))
 - (f) Total costs (a1 + a2 + b + c1 + c2 + c3 + d2 + e)
 - ▼ EU contribution
 - ▼ EU contribution to eligible costs
 - (g) Maximum EU contribution (100% * f)
 - (h) Requested EU contribution (g)
 - (m) Maximum grant amount (h)
 - ▼ Revenues

C.1 Travel and subsistence

Purchase Costs amount to be explained: 4,462.87 [1] €
 Total explained Purchase Costs amount: 4,227.57 €
 [1] = Purchase Costs - (0.15 * Personnel Costs)

Costs

Details for major cost items (needed if costs declared under 'purchase costs' are higher than 15% of the claimed personnel costs).
 Start with the most expensive cost items, down to the 15% threshold.

Cost item name	Work Packages	Foreseen in Annex 1?	Explanation (if not in Annex 1)	Costs (EUR)	Actions
travel and subsiste	1	Yes	Travel of M. Habicht and P. Kilgas to Rome...	2,808.08	✖
travel and subsiste	4	Yes	Travel of M. Habicht to Nicosia, Cyprus in...	1,419.49	✖
TOTAL				4,227.57	

In-kind contributions provided by third parties

One line per cost item. In-kind contribution free-of-charge only.
 Double-check consistency with the information on in-kind contributions in Technical Report (Part B) - activities & work packages.

No 'In-kind contributions provided by third parties (seconded personnel)' added yet.

[Confirm](#) [Cancel](#)

SAVE

Export Use of Resources to PDF

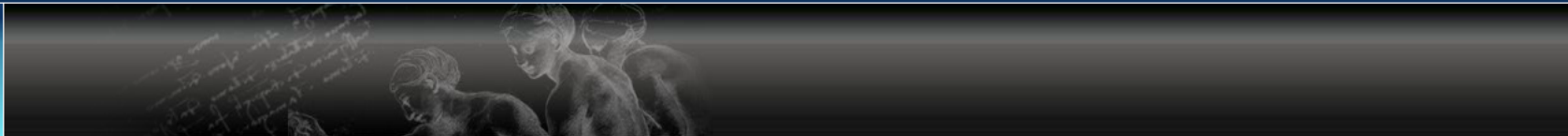
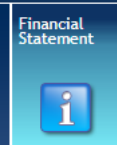
Requested Contribution
0.00 €

Total Amount

6,689.68 €	
0.00 €	
0.00 €	
4,227.57 €	
0.00 €	
1,238.75 €	
0.00 €	
3,039.00 €	
15,195.00 €	
15,195.00 €	
15,195.00 €	

101069604 (GREENET) HORIZON-...
 Period No: 1 Duration (months): 18
 Reporting Period : [01 Jul 2022 - 31 Dec 2023]

Beneficiary 5: ETAg
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Financial Statement SAVE

Financial Statements Export to PDF

Period	Adjustment	Requested Contribution
01 Jul 2022 - 31 Dec 2023 (Period No. 1)	No	0.00 €

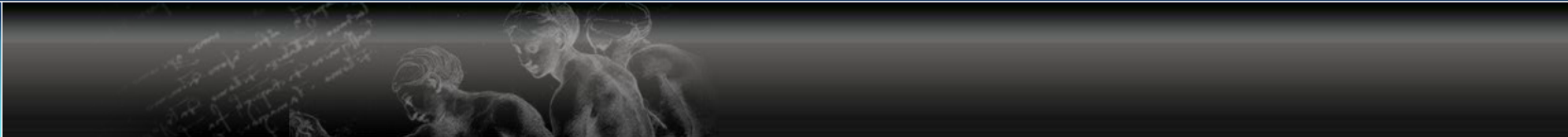
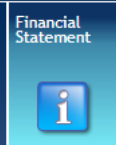
Financial Statement for period '1' - (01 Jul 2022 - 31 Dec 2023)

Eligible costs:

Category	Form of Funding	Total Amount
▼ Eligible costs (per budget category)		
▼ Direct costs		
▼ A. Personnel costs		
▼ (a1) A.1 Employees (or equivalent), A.2 Natural persons under direct contract, A.3 Seconded persons	actual	6,689.68 €
▼ (a2) A.1 Employees (or equivalent), A.2 Natural persons under direct contract, A.3 Seconded persons	unit (usual accounting practices)	0.00 €
▼ B. Subcontracting costs		
▼ (b) Subcontracting	actual	0.00 €
▼ C. Purchase costs		
▼ (c1) C.1 Travel and subsistence	actual	4,227.57 €
▼ (c2) C.2 Equipment	actual	0.00 €
▼ (c3) C.3 Other goods, works and services	actual	1,238.75 €
▼ D. Other cost categories		
▼ (d2) D.2 Internally invoiced goods and services	unit (usual accounting practices)	0.00 €
▼ Indirect costs		
▼ E. Indirect costs		
(e) E. Indirect costs (25% * (a1 + a2 + c1 + c2 + c3))	flat-rate	3,039.00 €
(f) Total costs (a1 + a2 + b + c1 + c2 + c3 + d2 + e)		15,195.00 €
▼ EU contribution		
▼ EU contribution to eligible costs		
(g) Maximum EU contribution (100% * f)		15,195.00 €
(h) Requested EU contribution (g)		15,195.00 €
(m) Maximum grant amount (h)		15,195.00 €
▼ Revenues		

101069604 (GREENET) HORIZON-...
 Period No: 1 Duration (months): 18
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Financial Statement SAVE

Financial Statements		Export Use of Resources to PDF
Period	Adjustment	Requested Contribution
01 Jul 2022 - 31 Dec 2023 (Period No. 1)	No	15,195.00 €

Category	Form of Funding	Total Amount
Eligible costs:		
▼ Eligible costs (per budget category)		
▼ Direct costs		
▼ A. Personnel costs		
▼ (a1) A.1 Employees (or equivalent), A.2 Natural persons under direct contract, A.3 Seconded persons	actual	6,689.68 €
▼ (a2) A.1 Employees (or equivalent), A.2 Natural persons under direct contract, A.3 Seconded persons	unit (usual accounting practices)	0.00 €
▼ B. Subcontracting costs		
▼ (b) Subcontracting	actual	0.00 €
▼ C. Purchase costs		
▼ (c1) C.1 Travel and subsistence	actual	4,227.57 €
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▼ (c3) C.3 Other goods, works and services	actual	1,238.75 €
▼ D. Other cost categories		
▼ (d2) D.2 Internally invoiced goods and services	unit (usual accounting practices)	0.00 €
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(f) Total costs (a1 + a2 + b + c1 + c2 + c3 + d2 + e)		15,195.00 €
▼ EU contribution		
▼ EU contribution to eligible costs		
(g) Maximum EU contribution (100% * f)		15,195.00 €
(h) Requested EU contribution (g)		15,195.00 €
(m) Maximum grant amount (h)		15,195.00 €
▼ Revenues		



There are no validation errors or warnings



MY PROJECT



Call: HORIZON-CL5-2021-D2-01
Type of Action: HORIZON-CSA
Acronym: GREENET
Current Phase: Grant Management
Number: 101069604
Duration: 66 months
CA based on the: HE MGA — Multi & Mono - 1.null
Start Date: 01 Jul 2022
Estimated Project Cost: €3,250,901.25
Requested EU Contribution: €3,250,901.25
Contact: Yannick BOUSSE

- Latest Legal Data
- Active Processes
- Document Library
- Communication Centre
- Archived Processes

ONLINE MANUAL



Launch new interaction with the EU +

Project Monitoring for Consortium
PMOC-101069604-1
15 Feb 2024
Started Informed Assessed Completed

- Process documents
- Process communications
- Process history

Periodic Reporting
REP-101069604-1 - period 01/07/2022 > 31/12/2023
01 Jan 2024
Draft Submitted Observations Paid

- Technical Part contribution Lock for review
- Financial Part ETAg [PIC 998483760] Lock for review
- Periodic Report staging Financial signature and submission to Coordinator by other beneficiaries
- Periodic Report composition

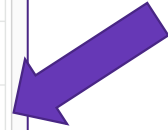
- Process documents
- Process communications
- Process history

Continuous Reporting
101069604 - GREENET
01 Jul 2022
Started Completed

- Continuous reporting data
- Process documents
- Process communications
- Process history

Proposal Management & Grant Preparation
101069604 - GREENET
19 Oct 2021
Submitted Informed Invited Prepared Signed Paid

- Process documents
- Process communications
- Process history



Olulisemad infoallikad

- **Mudel grandileping ([MGA](#))**
 - kommenteeritud mudelleping ([AGA](#))
- **Dokumendid ja vormid: F&T portaal -> [Reference documents](#)**
- **Online käsiraamat ([Online Manual](#)), sh IT How to – mh praktilised sammammulised juhendid, aga see ei hõlma ainult HEUd**
- **[IP Helpdesk](#) – nõustamine, koolitused, juhendid**
- **EK veebinaride salvestused ja slaidid leiab [siit](#)**

Funding & tender opportunities

Single Electronic Data Interchange Area (SEDIA)



Filter

- + Legislation
- + Work programme & call documents
- + Grant agreements and contracts
- + Simplified cost decisions
- + Guidance
- Templates & forms
 - + Application forms
 - + Evaluation forms
 - + Validation and LEAR appointment forms
 - + Grant agreement preparation templates
 - Project reporting templates
 - Periodic report (HE) >
 - Certificate on the financial statements (CFS) >
 - Time declaration >
 - Data management plan (HE) >
 - Contractor details and project abstracts (HE PCP PPI) >
 - End of phase/project results and conclusions (HE PCP PPI) >
 - Report on cumulative expenditure >
 - Report on the distribution of payments (final payment) >
- + Experts lists
- + Funding & Tenders Portal

Täpsem info ja konsultatsioon:

Margit.Ilves@etag.ee