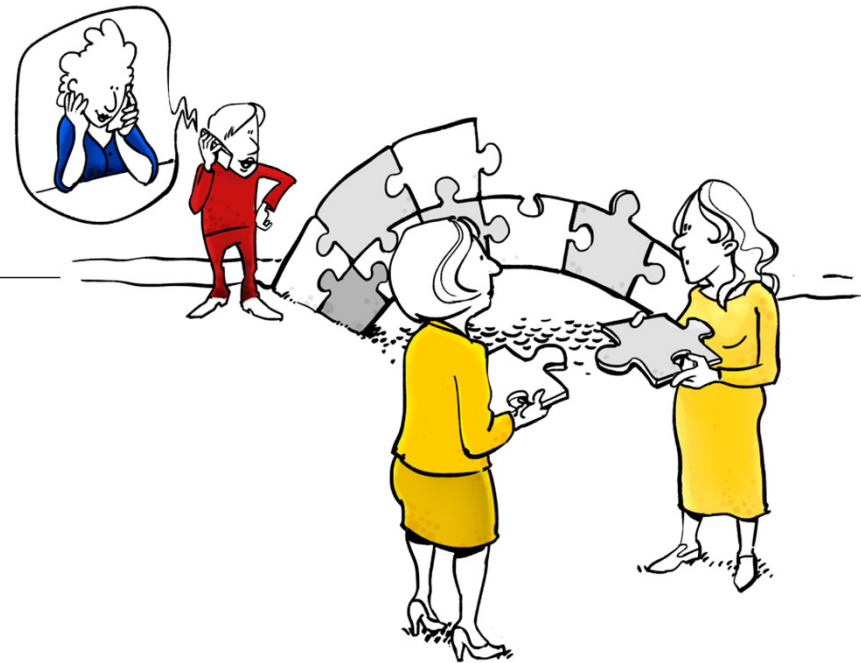


Project Implementation - Finance Reporting and Eligibility of Expenditure

Interreg Finance Management Camp
8-11 November 2016 | Seville, Spain

 @InteractEU

Mattias Assmundson, Interact Programme



Expenditure rules

- Must be eligible
- Must be claimed in Euro
 - 3 ways to convert to Euro
 - Incurred
 - Submitted for verification to MA or the controller
 - Reported to the lead beneficiary
- Supported by relevant documents
- Reported under the relevant budget lines



Matrix of costs

- Guides on the allocation of eligible expenditure under different categories of expenditure/ budget lines.
- Supports the harmonization of approaches.
- The Matrix of Costs is a living document.



Budget lines

1. Staff Costs
2. Office and Administration
3. Travel and Accommodation
4. External Expertise and Services
5. Equipment
- 6. Infrastructure and Works**



Staff Costs – Audit trail



Contract



Job description



Time registration



Proof of payment



Payslip



Staff Costs, part-time – Audit trail



Contract



Job description



Time registration



Proof of payment



Payslip



Office and Administration (no flat rate)- Audit trail



List of (in)direct costs



Calculation method



Proof of payment



Paid invoices



Travel and Accommodation – Audit trail



Paid invoices



Agenda



Proof of payment



Daily allowance



External Expertise and Services – Audit trail



Contract



Selection process



Paid invoices



Proof of payment



Service deliverables



Equipment – Audit trail



Announcement of procurement



Calculation of depreciation



Proof of payment



Paid invoices



Infrastructure and Works – Audit trail



Contract



Announcement of procurement



Proof of payment



Paid invoices



Expenditure and audit trail exercise

You are Project Partner Business Support and Innovation Centre (P5):

- Allocate all expenditures to the correct budget line.
- List all supporting documents to complete the audit trail.
- Write both on the back of the invoice.



Cooperation works

All materials will be available on:

www.interact-eu.net

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