



Buy social: business to business market

SMP-COSME-2022-BUYSOCIALB2BMARKET

INFO SESSION
20 October 2022

Karel VANDERPOORTEN (GROW)
Damir AZENIC (EISMEA)
Anna KONTAROVA (EISMEA)

Welcome!

- 14:00 **Welcome and opening**
- 14:10 **Policy background with objectives, expected activities and deliverables**
- 14:40 *Short break*
- 14:45 **Call requirements, eligibility, proposal template, and evaluation**
- 15:15 **Cost categories, eligibility of costs, detailed budget template**
- 15:45 *Short break*
- 15:50 **Q&A**

Call ID

- Call: “**Buy social: business to business market**” (SMP-COSME-2022-BUYSOCIALB2BMARKET) > [Call document](#)
- Call budget: **EUR 1 300 000**
- Maximum grant per project: **EUR 325 000** >> 4 projects
- Project duration: **18 months** (as from 1 May 2023)
- Electronic submission: [Funding and tenders](#)
- Deadline: **7 December 2022 17:00 CET**

Timeline

- 💡 29 September 2022: Call published
- ↓ **7 December 2022:** Deadline for submission of proposals
- ↓ December 2022 > February 2023: **Evaluation** period*
- ↓ March 2023 > April 2023: **Grant preparation** and signature*
- ↓ **1 May 2023:** Start date*
- ↓ **18 months:** Implementation (continuous reporting)
- 🎯 **1 November 2024:** Final reporting and payment

* *Indicative*

Policy background

2014 - Public Procurement directives – making the use of social clauses and environmental and social aspects criteria possible.

2018 - EC Report describing different forms of cooperation between social economy enterprises and mainstream businesses

2019 - Sustainable Responsible Public Procurement (SRPP) – COSME

2020 - Industrial Strategy: 14 industrial ecosystems of which one “proximity and social economy”

2021 - SEAP: Building an economy that works for people: an action plan for the social economy.

Policy background

Key Commission actions for 2022:

- Provides an EU definition for Social Economy
- SEAP: “Launch a new initiative under the Single Market Programme supporting the creation of local and regional partnerships between social economy entities and mainstream businesses, enabling a ‘buy social’ business to business market”
- SWD (2021) 373. Results of the public consultation for the SEAP. Access to markets: “lack of incentives for private procurement from social enterprise” and “the need for strategic support and joint action to support access to markets and new sectoral value chains, especially at local and regional level”
- SWD(2021) 982 announcing the start of a co-creation process for a Transition Pathway: “engage actively in building innovative partnerships, e.g. on sustainable private procurement, local impact investment and alternative social finance such as crowdfunding platforms.”

Transition Pathway for proximity and social economy industrial ecosystem

Co-creation process: “Companies’ sustainable purchasing policies (called ‘private procurement’) could boost new business partnerships, for example when such policies integrate social and circular objectives. Similarly to public procurement, such purchasing behaviours need to be stimulated to open up potential new markets for social economy entrepreneurs. A first step is to create incentives, provide technical assistance or guidance and disseminate best practices.”

Objectives of the call

Overall objectives for SE:

- Improve access to markets for SE entities
- Boosting the economic position and performance of SE entities
- Enable & strengthen local, regional or national “Buy Social: B2B market” in the context of the proximity and SE (social economy)
- Integrate (local, regional or national) economic partnerships and trade relationships through B2B markets
- Enhancing mutual understanding between SE and mainstream businesses
- Communicating the added value of engaging with SE
- Grow sales and revenues
- Scale business potential and new branches
- Increase social and environmental impact
- Boost innovation potential

Added value for mainstream businesses:

- Embed sustainability and diversity into their core operations, purchasing policy and value chains.
- Reliable and local supply and long-term business partnerships potential.
- Access to new workforce and possible solutions for labour market shortages.
- ...

Activities that can be funded

Call for proposal = looking for practices and knowledge existing or to be developed by and for the ecosystem!

Actions can be developed and adapted to the local market needs and characteristics and maturity of relevant actors (businesses, intermediaries, public authorities).

Actions can therefore focus on different aspects such as:

- Market analysis and knowledge
- Trade readiness (standardisation, scale, certification,...)
- Capacity building
- Marketing, branding and awareness raising
- Matchmaking, networking and facilitation

Attention!

- Important to develop a sound and coherent methodology to justify the actions proposed!
- Actions may be different for each partner country, according of the local market needs, degree of maturity and capacity of SE businesses.
- EU added value in the partnership: transnational learning and exchange.

Deliverables and direct impact

Project deliverables:

- Examples with good practices for online publication
- A recommendation report for further development of local, regional, national and an EU buy social market.
- Viable “buy social” B2B partnerships in participating Member States

Direct Impacts at project level:

- Developed and strengthened skills and capacity building of SE entities to better adapt and integrate into the mainstream business supply chain strategies
- Increased local and regional (or national) B2B sales and potentially more integrated long-term business cooperation between SE entities and mainstream businesses.
- Increased branding of SE entities on local, regional and national level (business and consumer awareness)

Long-term impact

- More sustainable conducts, business processes and offer of products and services in the local markets
- Increased SE value to overcome current business challenges such as the green transition, labour market shortage and affordable resource and material scarcity.
- Fostered cross-sectorial cooperation and knowledge transfer between SE SMEs and start-ups, mainstream businesses, consultancies, business support centres
- Evidence-based integration of innovative and sustainable processes by SE entities boosting their competitiveness and creating potential new market opportunities
- Increased investments in SE
- Strengthening sustainable performance of mainstream businesses
- Enhanced “social and ecological footprint” of businesses
- Enhanced knowledge by public authorities and business federations or intermediaries

Risks and potential barriers

At local/regional/MS level:

- Non-readiness of SEs
- Non-equal partnerships
- Too different business philosophy or ideology
- Social, green washing

At company level

- Preoccupations and unrealistic expectations
- Short term solutions for actual problems ‘opportunistic drivers’
- Cooperation ambition is not widely supported in the company
- Negative experiences

At consortia level:

- Too big differences in terms of market composition, needs and structure between partners
- Consortia don’t learn from each other
- Poor local/regional/national market knowledge amongst “matchmakers” or “facilitators”
- Inadequate targeting of SEs

Admissibility requirements

- Electronic submission via the [Funding and tenders](#)
- Before the deadline: **7 December 2022, 17:00 CET**
- Applications must be **complete**:
 - Application Form Part A (*filled in online*)
 - Application Form Part B (*template, max 50 pages*) and annexes
 - Detailed budget table (*template*)
 - CVs (short outlines) of core project team (*no template*)
 - List of previous key projects for the last 4 years (*template available in Part B*)
 - Declaration of social economy organisation(s) on their social economy status with description of SE activities (*no template*)

 For more information about the submission process consult the [Online Manual](#).

Applicants

- **Beneficiaries**
- **Affiliated entities** (entities linked to a beneficiary, do not sign GA but recipient of EU funding and must be validated, but do not count to minimum eligibility criteria!)
- **Associated partners** (not formal recipients of EU funding)
- **Subcontractors** (limited part, never for core tasks, indicated in application form)
- **Third parties giving in-kind contributions** (not formal recipients of EU funding)

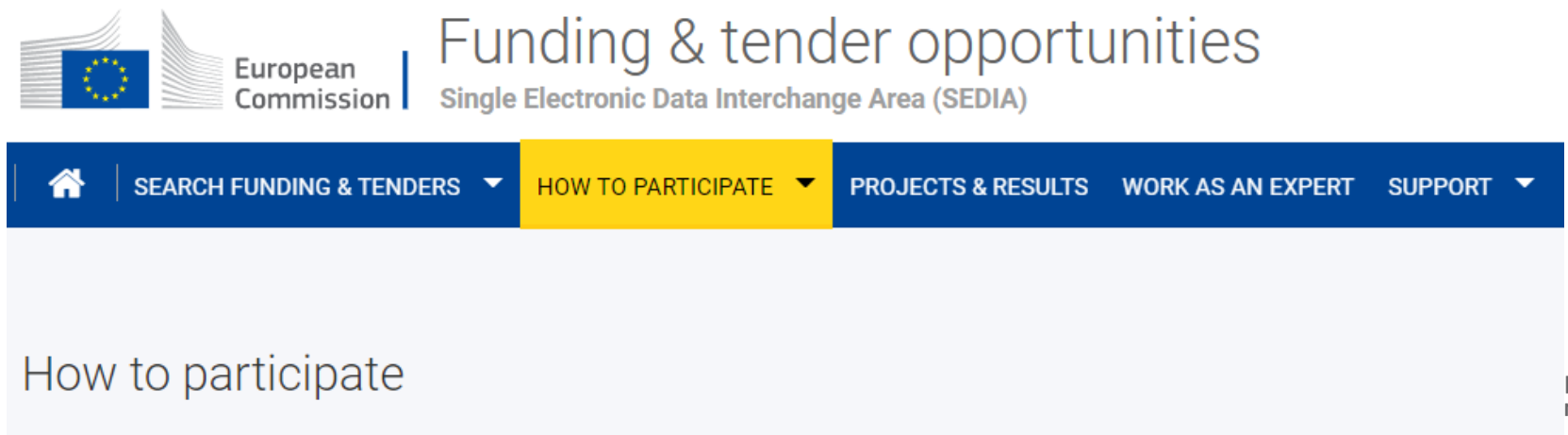


Proposals must be submitted by a **consortium of applicants** (beneficiaries, not affiliated entities)

Eligibility requirements

Applicants (beneficiaries and affiliated entities) must be:

- legal entities (public or private)
- established in eligible country (EU member states and [countries participating in Single Market Programme](#))
- registered in the [Participant Register](#)



The screenshot shows the top navigation bar of the European Commission website. The header includes the European Commission logo and the text 'Funding & tender opportunities' and 'Single Electronic Data Interchange Area (SEDIA)'. The navigation bar contains several menu items: 'SEARCH FUNDING & TENDERS', 'HOW TO PARTICIPATE' (highlighted in yellow), 'PROJECTS & RESULTS', 'WORK AS AN EXPERT', and 'SUPPORT'. Below the navigation bar, the page title 'How to participate' is visible. In the bottom right corner, the 'pean mission' logo is present.

Eligibility requirements

A consortium of applicants (beneficiaries, not affiliated entities):

- **Minimum 5 and maximum 10** beneficiaries from **at least 3 different eligible countries**, out of which:
 - Minimum **1 social economy organisation per eligible country** (the eligibility of an organisation applying as social economy organisation must be verifiable by declaration on their social economy status with description of SE activities)
 - Minimum **1 social economy network, association, sector federation or support organisation** working on **EU level**.



One applicant must be appointed as coordinator of the consortium

Award criteria

- Evaluation committee (assisted by independent outside experts) will assess all applications
- Proposals passing admissibility and eligibility check > evaluation based on award criteria
- All proposals will be informed about the evaluation result (**evaluation result letter**)
- Successful proposals will be invited for grant preparation (**GAP**), the other ones will be put on the reserve list or rejected.

Award criteria & thresholds

- **Relevance** – clarity, consistency, objectives, EU/transnational dimension, impact, replication of results, etc.
- **Quality**
 - Project design and implementation – methodology, management, timetable, risks, cost effectiveness, etc.
 - Project team and cooperation arrangements – quality of consortium and team, consortium arrangement and procedures, etc.
- **Impact** – long-term impact of results, dissemination strategy, sustainability

Award criteria	Minimum pass score	Maximum score
Relevance	16	30
Quality – Project design and implementation	16	30
Quality – Project team and cooperation arrangements	16	30
Impact	6	10
Overall (pass) scores	70	100

Electronic submission

- ... via [Funding and tenders](#)
- Part A
 - (1) General information including a short abstract of the proposal and declarations on behalf of the consortium partners
 - (2) Administrative data of participating organisations
 - (3) Budget for the proposal (per partner: total estimated eligible costs and requested grant in EUR).
- Part B
 - Technical description (*template, max 50 pages*)
 - Detailed budget table (*template*)
 - CVs (short outlines) of core project team (*no template*)
 - List of previous key projects for the last 4 years (*template available as section in application form Part B*)
 - Declaration of social economy organisation(s) on their social economy status with description of SE activities (*no template*)

Please select the type of your submission:

SMP Grants for Financial Support [SMP-GFS], SMP Action Grant Budget-Based [SMP-AG]

Start submission

Administrative forms (Part A)


Edit forms 

View history

Print preview



Part B and Annexes

In this section you may upload the technical annex of the proposal (in PDF format only) and any other requested attachments. 

Part B *



Upload 

Detailed budget table *



Upload 

CVs



Upload 

Annual activity reports



Upload 

List of previous projects



Upload 

Other annexes







Upload 

Part A

Section	Title	Action
1	General information	Show
2	Participants	Show
3	Budget	Show
4	Other questions	Show

Part B and annexes

Name
 Tpl_Detailed Budget Table (SMP COSME).xlsm
 Tpl_Detailed Budget Table (SMP COSME GFS 90).xlsm
 Tpl_Detailed Budget Table (SMP COSME GFS 75).xlsm
 Tpl_Application Form (Part B) (SMP COSME).rtf

Part B and Annexes

In this section you may upload the technical annex of the proposal (in PDF format only) and any other requested attachments. 

Part B *



Upload



Detailed budget table *



Upload



CVs



Upload



Annual activity reports



Upload



List of previous projects



Upload



Other annexes



Upload

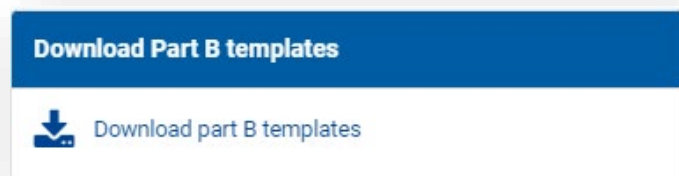


Deliverables & reporting

- Continuous reporting
 - Consortium agreement
 - Topic related deliverables (good practices, recommendations, other WP deliverables as indicated in the proposal)
- Final narrative and financial reporting (**not a “deliverable”!**)
 - "Periodic reporting" – mandatory grant reporting and not treated as 'deliverables'
 - Managed through the F&T Portal Grant Management System



Financial documents for submission

- **Summarised budget table** (Application Form Part A – manually filled online)
- **Detailed budget table** (Annex to Application Form Part B – in template to be uploaded in allowed format)
 - financial data in both tables need to match – if not, Summarized budget table takes precedence
 - no paper (hard copy) submission – all submission is online!



Part B and Annexes

In this section you may upload the technical annex of the proposal (in PDF format only) and any other requested attachments. ?

Part B	?	Upload 
Detailed Budget Table	?	Upload 

Detailed budget template

Add New Line

EU GRANTS DETAILED BUDGET TABLE (ACTION GRANTS)

Project number:	123456789
Project acronym:	TEST
Participant short name:	Project Test
Participant PIC:	123456789

ATTENTION: This table should be filled out one per participant (beneficiary, affiliated entity)
ATTENTION: This table may ONLY contain eligible costs (i.e. costs that comply with the eligibility rules of the grant agreement that is part of your call document). At proposal stage and during grant preparation
ATTENTION: List each budgeted cost item ONLY once in this table, for the main WP.
ATTENTION! White cells mean that you are required to enter data. Blue cells are calculated automatically.

EU PROJECT BUDGET TABLE (PER PARTICIPANT)

PROJECT COSTS

A. Personnel costs

Type of cost [eligible/other]	Costs [total costs]		Total [EUR]
	Rate [annual]	Time [months/other of work on the activity]	
a	b	c = a * b	
WORK PACKAGE 1			
NAME 1			
A.1 Employees (or equivalent)			
Select a staff category	eligible	1.00	1.00
Select a staff category	eligible	1.00	1.00
Other			
[category 1]	eligible	1.00	1.00
[category 2]	eligible	1.00	1.00
Total employees (or equivalent)			0.00
A.2 + A.3 Natural persons under direct contract and seconded persons			
Select a staff category	eligible	1.00	1.00
Select a staff category	eligible	1.00	1.00
Other			
[category 1]	eligible	1.00	1.00
[category 2]	eligible	1.00	1.00
Total natural persons under direct contract and seconded persons			0.00
A.4 SME owners and natural person beneficiaries without salary			

1. Instructions | 2. Start | **3. Detailed table** | 4. Consolid table (participant) | 5. Consolid table (grant)

- Introductory pages (not to be submitted)
- Submit only sheets 3, 4 & 5

Sheet 3. Detailed table

- **Complete 1 Detailed budget table per each member or affiliated entity! HOW?**
- If no cost in a certain category – box to be left empty
- Eligible costs only
- List each item only once
- List each costs in its main WP section
- Use your (best) estimates
- White cells: data to enter / Blue cells: auto-calculated

Detailed budget template

Sheet 4. Consolidated table per participant

- Shows different cost heading per work package
- Upon correct entry of data in the Detailed table this table is automatically calculated by the system

EU GRANTS DETAILED BUDGET TABLE (ACTION GRANTS)													
Project number:													
Project acronym:													
Participant short name:													
Participant PIC:													
CONSOLIDATED COSTS PER WORK PACKAGE (PER PARTICIPANT)													
COSTS PER WORK PACKAGE													
	A. Personnel costs			C. Purchase costs							D. Other cost categories	E. Indirect costs	Total
	A.1 Employees under direct contract and seconded persons	A.4 SME owners	B. Subcontracting costs	C.1 Travel and subsistence	C.1 Travel	C.1 Accommodation	C.1 Subsistence	C.2 Equipment	C.3 Other goods, work and services	D.1 Financial support to third parties			
	a1 - a2	a3	b	c1	c1a	c1b	c1c	c2	c3	d1	$e = 11ab \text{ rate} * [a1 + a2 + a3 + b + c1a + c1b + c1c + c2 + c3 + d1 + d2 + d3 + d4 + d5 + d6]$		
TOTAL COSTS PARTICIPANT	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	

Sheet 5. Consolidated table per project

- Shows costs per work package/ per participant
- To be manually filled in by the Coordinator
- Must match financial data entered and automatically calculated in other tables and budget in Part A

EU GRANTS DETAILED BUDGET TABLE (ACTION GRANTS)													
Project number:													
Project acronym:													
ATTENTION! Delete columns that do not apply for your grant.													
CONSOLIDATED COSTS PER WORK PACKAGE (PROJECT)													
PROJECT COSTS PER WORK PACKAGE													
	A. Personnel costs			C. Purchase costs							D. Other cost categories	E. Indirect costs	Total
	A.1 Employees under direct contract and seconded persons	A.4 SME owners	B. Subcontracting costs	C.1 Travel and subsistence	C.1 Travel	C.1 Accommodation	C.1 Subsistence	C.2 Equipment	C.3 Other goods, work and services	D.1 Financial support to third parties			
	a1 - a2	a3	b	c1	c1a	c1b	c1c	c2	c3	d1	$e = 11ab \text{ rate} * [a1 + a2 + a3 + b + c1a + c1b + c1c + c2 + c3 + d1 + d2 + d3 + d4 + d5 + d6]$		
PARTICIPANT [name]													
TOTAL COSTS PARTICIPANT (Proposal Step)												0,00	
TOTAL COSTS PARTICIPANT (Grant Preparation Step)												0,00	
PARTICIPANT [name]													
TOTAL COSTS PARTICIPANT (Proposal Step)												0,00	

Detailed budget table – **per beneficiary**

Project costs

- A. Personnel costs
- B. Subcontracting
- C. Purchase costs
- D. Other cost categories
- E. Indirect costs

Project income

- EU contribution
- Revenues and contributions by third parties
- Own resources

A. Personnel costs

A.1 Employees (or equivalent)

- **Eligible personnel:** employment contract (or equivalent) with the beneficiary + assigned to the action;
- **Eligible costs:** salaries, social security contributions, taxes and other costs linked to the remuneration (if arise from national law or the employment contract + **actually incurred**).
- **Calculation:** present it in monthly rates for each person who will work on the action.

A.2 Natural persons under a direct contract and A.3 Seconded persons

- **Natural persons under direct contract** (not employment): civil, free-lance or expert, eligible if:
 - Works under similar conditions as employees (supervision, office presence, etc);
 - Costs are not significantly different from those for personnel performing similar tasks;
 - Work results belong to the beneficiary;
 - Costs declared amount solely to remuneration + taxation costs for the person in question.
- **Seconded persons** by a third party against payment;

ADDITIONAL INFORMATION ON UNIT COSTS AND CONTRIBUTIONS

SME owners/natural person beneficiaries without salary (Decision C(2020) 7115¹)

Type: unit costs

Units: days spent working on the action (rounded up or down to the nearest half-day)

Amount per unit (daily rate): calculated according to the following formula:

{EUR 5 080 / 18 days = 282,22}
 multiplied by
 {country-specific correction coefficient of the country where the beneficiary is established}

The country-specific correction coefficients used are those set out in the Horizon Europe Work Programme (section Marie Skłodowska-Curie actions) in force at the time of the call (see [Portal Reference Documents](#)).

A. Personnel costs

A.4 SME owners and natural persons without salary

- **SME owners are eligible if:**
 - Owner/co-owner + beneficiary of the action + SME + not receiving a salary;
 - SME status declared in the Portal
- **Natural person beneficiaries:** beneficiaries that are natural persons not receiving a salary
- **Cost calculation method:**
 - Unit cost (daily rate) x number of day-equivalents worked on the action
 - Unit cost (daily rate) to be used: Commission Decision C(2020)7715* or Annex 2a

*Commission Decision of 20 October 2020 authorising the use of unit costs for the personnel costs of the owners of small and medium-sized enterprises and beneficiaries that are natural persons not receiving a salary for the work carried out by themselves under an action or work programme (C(2020)7715)

[The country-specific correction coefficients](#)

PROJECT COSTS

A. Personnel costs

	Type of rate (monthly/other)	Costs (actual costs)			Total (EUR)		Also working for other work packages? YES/NO and which WP	Description of project role/activities/responsibilities
		Rate (amount)	Time (months/other of work on the action)					
		a	b	c = a * b				
WORK PACKAGE 1	0							
A.1 Employees (or equivalent)								
Senior experts/advisors/researchers	▼ monthly	0,00	0,00	0,00				
Administrative personnel	monthly	0,00	0,00	0,00				
Senior experts/advisors/researchers	monthly	0,00	0,00	0,00				
Other								
[category 1]	monthly	0,00	0,00	0,00				
[category 2]	monthly	0,00	0,00	0,00				
Total employees (or equivalent)				0,00				
A.2 + A.3 Natural persons under direct contract and seconded persons								
Select a staff category	monthly	0,00	0,00	0,00				
Select a staff category	monthly	0,00	0,00	0,00				
Other								
[category 1]	monthly	0,00	0,00	0,00				
[category 2]	monthly	0,00	0,00	0,00				
Total natural persons under direct contract and seconded persons				0,00				
A.4 SME owners and natural person beneficiaries without salary								
SME owners/natural person beneficiaries without salary	daily	0,00	0,00	0,00				
Total SME owners and natural person beneficiaries without salary				0,00				
Total personnel for this WP				0,00				

B. Subcontracting

- **Purchase of goods, works or services** related to the implementation of specific tasks which are part of the action
- Autonomous - no direct supervision by the beneficiary (as opposed to in-house consultants);
- Allowed, under following conditions:
 - Limited: NO core tasks - specific tasks of the action;
 - Described in Annex 1;
 - Budgeted in Annex 2 or ex post approved;
 - If above 30% of total costs – must be justified in the application;
 - Can be declared only as actual costs incurred;
 - Best value for money or lowest price;
 - No Conflict of interest

B. Subcontracting costs				
		Costs (actual costs)	Also used for other work packages? YES/NO and which WP	Description of subcontracted project tasks/activities
WORK PACKAGE 1	0			
	1[Subcontract short name]	0,00		
	2[Subcontract short name]	0,00		
	Total subcontracting for this WP	0,00		

C. Purchase costs

Purchase contracts:

Ordinary contract for services, works (i.e. buildings) or goods (e.g. equipment), needed to carry out the action, including the purchase of consumables and supplies

- The contracts DO NOT cover the implementation of action tasks, but they are necessary to implement action tasks by beneficiaries
- Do not have to be indicated in Annex 1

Sub-categories:

C.1 Travel costs and related subsistence allowances

C.2 Equipment

C.3 Costs of other goods and services

C.1 Travel, accommodation and subsistence

Eligibility rules:

- Only for the personnel working on the action;
- Justified: necessary under the action + calculation provided in the Description column.
- Can be budgeted as actual (incurred) or unit (pre-fixed amount) costs
- For Unit costs, values from the [Commission Decision C\(2021\)35](#) to be used.

C. Purchase costs

C.1 Travel and subsistence

	0	Costs (actual costs)	Costs (unit cost)			Also part of other work packages? YES/NO and which WP	Description (e.g. international/not international; place of activity/destination; number of days; number of persons (speakers, personnel and participants whose costs will be covered); transport means; average price per person; subsistence costs/daily allowances)
			Amount per unit	Number of units	Total (EUR)		
WORK PACKAGE 1	0	Example: Consortium meetings					
Speakers							
Travel costs		0,00	0,00	0,00	0,00		
Accommodation costs		0,00	0,00	0,00	0,00		
Subsistence costs		0,00	0,00	0,00	0,00		
Personnel							
Travel costs		0,00	0,00	0,00	0,00		
Accommodation costs		0,00	0,00	0,00	0,00		
Subsistence costs		0,00	0,00	0,00	0,00		
Participants							
Travel costs		0,00	0,00	0,00	0,00		
Accommodation costs		0,00	0,00	0,00	0,00		
Subsistence costs		0,00	0,00	0,00	0,00		
Total travel costs for this travel		0,00					
Total accommodation costs for this travel		0,00					
Total subsistence costs for this travel		0,00					
Total travel		0,00					
Total travel costs for this WP		0,00					
Total accommodation costs for this WP		0,00					
Total subsistence costs for this WP		0,00					
Total travel for this WP		0,00					
WORK PACKAGE 2	0						

C.2 Equipment

- New or second-hand;
- Renting and leasing.
- Basic rule: **Depreciation**
 - Eligibility: Corresponds to DURATION of the action + RATE of actual use for the action;
 - Recorded in the assets register (acc. to international accounting standards or usual practice of the beneficiary).

C.2 Equipment							
WORK PACKAGE 1	0						
	C.2.1 Purchase (depreciation/full cost)						
	Costs (actual costs)					Also part of other work packages? YES/NO and which WP	Description of tasks/activities for which the equipment is needed
	Price	Depreciation method (e.g. 36 month or 60 months)	Number of months allocated to the action	Rate of use for the action (100% or less if used also for other purposes)	Total (EUR)		
	a	b	c	d	e = (c/b * d) * a		
1 [Equipment short name]	0,00	0	0,00	0%	0,00		
2 [Equipment short name]	0,00	0	0,00	0%	0,00		
3 [Equipment short name]	0,00	ATTENTION! Can be used only if full cost option in the grant agreement			0,00		
	Total depreciation				0,00		
	C.2.2 Rental and leasing (rate of use/full cost)						
	Costs (actual costs)					Also part of other work packages? YES/NO and which WP	Description of tasks/activities for which the equipment is needed
	Monthly rent/fee	Number of months of use for the action		Rate of use for the action (100% or less if used also for other purposes)	Total (EUR)		
	a	b		c	d = a*b*c		
1 [Equipment short name]	0,00	0,00		0%	0,00		

C.3 Other costs

Examples: catering, meeting room rent, leaflets printing, consumables and supplies, dissemination, translations, publications, financial statements certificates, financial guarantees, etc.

- Purchased specifically for the implementation of the action
- Best value for money or the lowest price;
- Declared costs actually incurred.

C.3 Other goods, works and services					
WORK PACKAGE 1	0				
		Costs (actual costs)		Also part of other work packages? YES/NO and which WP	Description of tasks/activities for which the goods/services are needed; types of goods services needed; how much
	Consumables	0,00			
	Conferences, seminars, workshops, trainings & events	0,00			
	Information & publications				
	Other expenses				
	1 IPF costs	0,00			
	2 Bank fees (pre-financing guarantee)	0,00			
	3 Audit fees (CFS)	0,00			
	4 Project evaluation	0,00			
	[5 short name other]	0,00			
	[6 short name other]	0,00			
Total goods, works and services for this WP		0,00			

D.1 Financial support to third parties (FTSP)

- For participants that are **not beneficiaries' personnel** for **participation in the events organised by beneficiaries** to cover the
 - Travel
 - Accommodation
 - Subsistence costs
- FTSP costs reimbursed at **100%**
- Maximum amount per third party EUR 60 000

D. Other cost categories		
D.1. Financial support to third parties		
	Total D.1 (all WPs)	0,00
	Total other cost categories (all WPs)	0,00

E. Indirect costs

Running or operating costs (overheads)

- Not directly linked to the action implementation and not to be attributed directly to it;
- Example: stationery, rent of the office, utilities etc.;
- No breakdown of these costs is required.
- **7% flat rate of Σ A. Personnel costs + B. Subcontracting + C. Purchase costs + D. Other costs (FSTP)**

E. Indirect costs		
	Costs (flat-rate)	
ALL WORK PACKAGES	Total estimated direct costs (on which indirect cost flat-rate is based, see GA eligibility article)	0,00
	Flat-rate (%)	7%
	Total indirect costs	0,00
Total indirect costs		0,00
TOTAL COSTS PARTICIPANT		0,00

Specific cost eligibility

VAT

- Non-deductible VAT is eligible

Kick-off meetings

- Eligible, if the meeting takes place after project starting date

Project websites

- Communication costs - eligible
- Costs for separate project websites – not eligible

Project income

PROJECT INCOME		
EU CONTRIBUTION (GRANT)		
	Amount (EUR)	
Total costs	0,00	
Multiple funding ratio (3) = $(c1 + c2 + c3 + c4 + c5) * 50\% + b * 50\% + [(c1 + c2 + c3) * 30\% + (d1) * 100\% + (c) * 30\%$		
Maximum EU contribution	0,00	
Requested EU contribution	0,00	ATTENTION! In order to avoid rounding issues, please request 1 cent less than the maximum EU contribution.
EU CONTRIBUTION	0,00	

EU contribution (grant): 100% for FSTP and 90% for all other cost categories.

Revenues and contributions by third parties:

REVENUES AND CONTRIBUTIONS BY THIRD PARTIES		
Revenues		
Income generated by the action		
	Amount (EUR)	Description of the income (type of generated income and number of users, etc)
ALL WORK PACKAGES	Estimated income generated by the action	0,00
	Total income generated by the action	0,00
	Revenues	0,00
In-kind contributions by third parties		
In-kind contributions by third parties		
	Amount (EUR)	Description of the contribution (type of contribution, donor, purpose, etc)
ALL WORK PACKAGES	Estimated in-kind contributions by third parties	0,00
	Total in-kind contributions	0,00
	In-kind contributions	0,00
Financial contributions by third parties		
Financial contributions by third parties		
	Amount (EUR)	Description of the contribution (type of contribution, donor, purpose, etc)
ALL WORK PACKAGES	Estimated financial contributions by third parties	0,00
	Total financial contributions	0,00
	Financial contributions	0,00
TOTAL REVENUES AND CONTRIBUTIONS BY THIRD PARTIES	0,00	
OWN RESOURCES		
	Amount (EUR)	
	Own resources	0,00
	OWN RESOURCES	0,00
TOTAL INCOME PARTICIPANT	0,00	

- **income generated by the action** such as direct revenues or receipts (e.g. conference participants fees, sales of books);
- **financial contributions from third parties.**

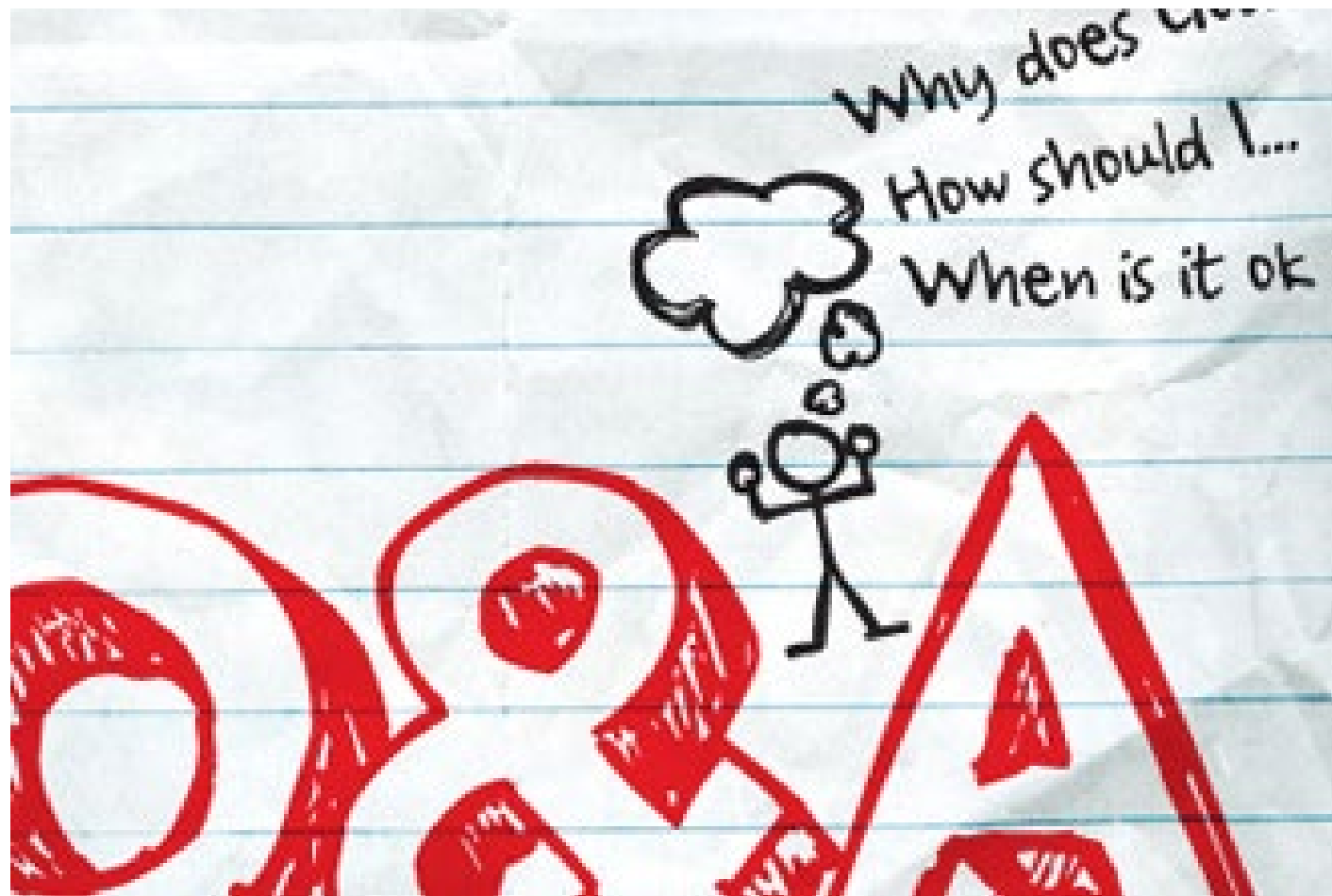
Own resources or the own contribution of the beneficiary

Payment arrangements

- Signature of Grant Agreement > **Prefinancing** to start working on the project (70% of the maximum grant amount) – *automatic process*
- **No interim payments**
- Final report > Payment of the **balance** based on the final financial report approval (additional payment or recovery)
 - 💡 All payments will be made to the coordinator!

Don't forget!

- 💡 Read carefully the [call text](#)
- 💡 Check the [Funding and tenders](#) page for **Topic conditions and documents** and **Topic related FAQ**
- 💡 **Get support**
 - [IT Helpdesk](#) for forgotten passwords, access rights and roles, technical aspects of submission of proposals, etc. or +32 2 29 92222 or EC-FUNDING-TENDER-SERVICE-DESK@ec.europa.eu
 - [Online Manual](#) for applying via Funding & tender portal
 - EISMEA-SMP-COSME-ENQUIRIES@ec.europa.eu for non-IT related questions (to be sent by 30 November 2022 17:00 CET Brussels time) > replies in [FAQ](#)
- 💡 Check the **completeness of your proposal** before submission
- 💡 **Do not submit your proposal at the last moment!**



Good Luck!



© European Union 2022

Reuse of this presentation authorised
under the CC BY 4.0 license.