SeaDataNet

PAN-EUROPEAN INFRASTRUCTURE
FOR OCEAN & MARINE DATA
MANAGEMENT

FP7 – Access costs

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Kick-off meeting, Athens, October 19-20, 2011

Terminology in FP7

- "**Contract" becomes "Grant Agreement" (GA)**

- "**Contractor" becomes "Beneficiary"**

- "**Instruments" become "Funding Schemes"**

- "**Audit certificate" becomes "Certificate on Financial Statement"**

Terminology in FP7

- **No more cost models (AC additional cost, FC Full cost, FCF): all beneficiaries report <u>all</u> their real direct costs *(Personnel, consumables and contractual subcontract costs)***

- **<u>Method</u> for calculating <u>indirect</u> costs *(overheads on personnel costs: taxes, administrative costs, etc)***
  - **Actual**
  - **Simplified**
  - **Flat rate 20%**
  - **Special transitional flat rate 60%**
    - **Non-profit Public Bodies**
    - **Secondary and Higher Education establishments,**
    - **Research Organisations,**
    - **SMEs**

Payment modalities

- **Pre-financing (upon entry into force) for the whole duration**
  - **Contribution for Guarantee fund of 5%**

- **Interim payments corresponding to the amount accepted for each reporting period (EC contribution = eligible cost justified & accepted * funding rate)**
  - **Gross pre-financing + interim payments < 90% of max EC contribution**

- **Final payment + reimbursement of contribution to the guarantee fund**

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Access costs

- During the SeaDataNet 2 proposal and the negotiation phases you have fulfilled or/and updated an Access Cost form

Calculation of the Access Cost for Scientific Services

Participant number	34	Organisation short name	NIMRD	
Short name of Infrastructure	NODC-RO	Installation number	30	Short name of Installation NIMRD
Name of Installation	SeaDataNet data centre node NIMRD			

A. Estimated direct eligible costs of providing access to the service within the project life-time excluding personnel costs	Describe the direct eligible costs for providing access to the service offered by the installation over the project life-time (e.g. maintenance, utilities, consumable costs). All contributions to capital investments of the infrastructure are not eligible.	Eligible Costs (€)
	Internet connectivity costs (4 years)	2 800,00
	Servers and PC hardware spare/maintenance (4 years)	1 600,00
	Software licences (4 years)	3 200,00
	Consummables (4 years)	1 500,00
	Unexpected expenses (4 years)	1 200,00
	Total A	**10 300,00**
	of which subcontracting (A')	

B. Estimated personnel direct eligible costs needed to provide access to the service within the project life-time	Category of staff	Person-Months	Personnel Costs (€)
	Senior scientist (4 years)	18	37 500,00
	IT staff (4 years)	11	23 385,00
	Technician (4 years)	12	16 800,00
	Total B		**77 685,00**

C. Indirect eligible costs < = 7% x ([A-A']+B) [1]	**max**	**6158,95**		6 157,00
D. Total estimated access eligible costs = A+B+C				94 142,00
E. Percentage of the operation costs to be charged to the project [2]				20,0
F. Access Cost charged to the project [3] = D x E				**18 828,00**

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Access cost

- Needed to evaluate the total cost of the infrastructure
  - Estimation of direct eligible cost for providing access to the service within the life time of the project
    - Internet connectivity
    - Software licences
    - Server and hardware maintenance
  - Estimation of personnel direct eligible cost needed to provide access within the life time of the project

Access cost

- Once the estimation of the total cost of the infrastructure was done
  - Each partner had to estimate the % of this total cost which is directly linked to SeaDataNet infrastructure (maximum 20%)
  - This give the **ACCESS COST CHARGED TO THE PROJECT** (ACCP)

C. Indirect eligible costs < = 7% x ([A-A']+B) [1]	**max**	**6158,95**	6 157,00
D. Total estimated access eligible costs = A+B+C			94 142,00
E. Percentage of the operation costs to be charged to the project [2]			20,0
F. **Access Cost charged to the project** [3] **= D x E**			**18 828,00**

Access costs reporting (1)

- At each reporting period (18, 36, and 48 months) the access costs have to be reported in FORMS C under "Support activity" (access costs line) and in the JOUR (Justification Of Used Resources):
  - 1st reporting period : 37.5% of ACCP (18/48)
  - 2nd reporting period : 37.5% of ACCP (18/48)
  - 3rd reporting period : 25% of ACCP(12/48)
- In forms C, for support, no indirect costs must be declared

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Access cost reporting (2)

- At reporting periods 1 and 2
  - Access cost can be reported as
    - Estimated costs
    - Real costs (which must be <= the estimation)
- At final reporting period
  - Access costs **have to be reported as REAL costs**
    - Justifications have to be archived to be eventually provided to the commission (5 years)
    - If estimated costs have been reported for periods 1 and 2, in final report real costs must be reported for the full project duration (4 years).
- **Our recommandation**
  - **Report real costs for each reporting period**

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Justifying access costs in case of audit

- Access costs must be justified
  - For personnel costs
    - Salaries, time sheet must be provided and must correspond to what has been declared
  - For other costs
    - Invoices for the total infrastructure cost (**the percentage defined in the access cost file must not be justified**)
      - Network connection, maintenance invoices

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FP7 audits

- AUDIT in FP7 are **mandatory** only if the Eu contribution is >= 375 000 €, but EU can randomly select other partners for audit

- For SDN2 : 4 audits can be surely foreseen
  - 2 for IFREMER
  - 1 for MARIS
  - 1 for BODC

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