

# Складання проектного бюджету згідно з умовами Рамкової програми ЄС ГОРИЗОНТ-2020

*Уткіна К.Б., к.г.н.*

*доцент кафедри екологічної безпеки та екологічної освіти  
екологічного факультету, координатор з питань міжнародного  
співробітництва екологічного факультету  
Харківського національного університету імені В. Н. Каразіна*

**Регіональний семінар  
«Практичні аспекти подачі наукових проектів  
у Рамковій програмі ЄС ГОРИЗОНТ-2020» - 23 квітня 2015 р.**

# Основні робочі документи

(<http://ec.europa.eu/research/participants/portal/desktop/en/opportunities/h2020/topics/2366-ee-02-2015.html#tab2>)

The screenshot displays the 'Energy Efficiency - PPP EeB and SPIRE topics' call page. Key information includes:

- Topic:** Buildings design for new highly energy performing buildings
- EE-02-2015**
- Opening Date:** 30-09-2014
- Deadline Date:** 04-02-2015 17:00:00 (Brussels local time)
- Publication date:** 11-12-2013
- Total Call Budget:** €19,560,000
- Programme:** Horizon 2020
- Status:** Closed
- Main Pillar:** Q3 reference
- Societal Challenges:** Q3 reference
- Q3 reference:** Q3 reference

The page also lists various documents and forms available for download, including:

- 1. List of countries and applicable rules for funding, described in part A of the General Annexes of the General Work Programme.
- 2. Eligibility and admissibility conditions, described in part B and C of the General Annexes of the General Work Programme.
- 3. Evaluation
  - 3.1 Evaluation criteria and procedure, scoring and threshold, described in part H of the General Annexes of the General Work Programme.
  - 3.2 Guide to the submission and evaluation process
- 4. Proposal page limits and layout. Please refer to Part B of the standard proposal template.
- 5. Indicative timetable for evaluation and grant agreement:
  - Information on the outcome of one-stage evaluation: maximum 5 months from the final date for submission.
  - Signature of grant agreements: maximum 3 months from the date of informing successful applicants.
- 6. Provisions, proposal templates and evaluation forms for the type(s) of action(s) under this topic: **Innovation Action**.
  - Specific provisions and funding rates
  - Standard proposal template (administrative forms and structure of technical annex)
  - Standard evaluation form
  - Annotated Model Grant Agreement
- 7. Additional provisions:
  - Horizon 2020 budget flexibility
  - Classified information
  - Technology readiness levels (TRL) - where a topic description refers to TRL, these definitions apply.
  - Financial support to Third Parties - where a topic description foresees financial support to Third Parties, these provisions apply.

- Part A of the General Annexes of the General Work Programme.
- Specific provisions and funding rates
- Standard proposal template (administrative forms and structure of technical annex)
- Annotated Model Grant Agreement
- Financial support to Third Parties



The EU Framework Programme  
for Research and Innovation

# HORIZON 2020



AGA – Annotated Model Grant Agreement

Version 1.7  
19 December 2014

## **FAQ:**

### **Where do I find the H2020 guide to financial issues?**

In Horizon 2020 the annotated grant agreement gathers all guidelines on the model grant agreement, including financial issues. It avoids multiplication of guidance documents.

# General Annexes - D.Types of action: specific provisions and funding rates

- Funding rate: 70% (except for non-profit legal entities, where a rate of 100% applies)

# Види витрат

## 4 основні категорії прийнятних витрат:

- Прямі витрати на персонал – Direct personnel costs
- Витрати на суб-контракт - Subcontracting costs
- Інші прямі витрати - Other direct costs
- Непрямі витрати – Indirect costs

Податки (включаючи ПДВ) є неприйнятними витратами. Виключення: податок на зарплату та з зарплати

# Заповнення форм - зарплата

Table 3.1a: Work package description

For each work package:

Work package number	Start Date or Starting Event						
Work package title							
Participant number							
Short name of participant							
Person/months per participant							

Objectives

Description of work (where appropriate, broken down into tasks), lead partner and role of participants

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- Зарплата – кількість люд./міс. за кожним пакетом для кожного партнера

Table 3.1b: List of work packages

Work package No	Work Package Title	Lead Participant No	Lead Participant Short Name	Person-Months	Start Month	End month
○	○	○	○	○	○	○
○	○	○	○	○	○	○
○	○	○	○	○	○	○
○	○	○	○	○	○	○
○	○	○	○	.....Total months	○	○

# Консолідована таблиця - зарплата

Table 3.4a: → Summary of staff effort ¶

Please indicate the number of person/months over the whole duration of the planned work, for each work package, for each participant. Identify the work-package leader for each WP by showing the relevant person-month figure in bold. ¶

⊕	¶	WPnα	WPn+1α	WPn+2α	Total Person/¶ Months per Participantα
○	Participant Number/Short Nameα	○	○	○	○
○	Participant Number/¶ Short Nameα	○	○	○	○
○	Participant Number/¶ Short Nameα	○	○	○	○
○	Total Person/Monthsα	○	○	○	○

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# Заповнення форм – інші прямі витрати

Table 3.4b: → 'Other direct cost' items (travel, equipment, other goods and services, large research infrastructure)

Please complete the table below for each participant if the sum of the costs for 'travel', 'equipment', and 'goods and services' exceeds 15% of the personnel costs for that participant (according to the budget table in section 3 of the proposal administrative forms).

Participant Number/Short-Name	Cost (€)	Justification
Travel		
Equipment		
Other goods and services		
Total		

Відрядження, обладнання, інші товари та послуги в євро. Якщо сума >15 % ніж зарплата, то необхідно детально розписати



# Заповнення форм – непрямі витрати

- Заповнюється автоматично програмою.
- Для нашого проекту – 25 % для усіх партнерів

# Консолідований бюджет

Submission of Proposals - Windows Internet Explorer  
 https://ec.europa.eu/research/participants/submission/eforms/secure/editform?draftid=SEP-210248959

H2020-CP.pdf - Ver1.94 20140915 Page 27 of 34 Last saved 03/02/2015 at 10:46

European Commission - Research - Participants  
 Proposal Submission Forms

Table Of Contents Validate Form Save And Close

Proposal ID SEP-210248959 Acronym InTheBIOS Go to

### 3 - Budget for the proposal

Participant	Country	(A) Direct personnel costs/€	(B) Other direct costs/€	(C) Direct costs of sub-contracting/€	(D) Direct costs of providing financial support to third parties/€	(E) Costs of in-kind contributions not used on the beneficiary's premises/€	(F) Indirect Costs / € (=0.25(A+B-E))	(G) Special unit costs covering direct & indirect costs / €	(H) Total estimated eligible costs / € (=A+B+C+D+F+G)	(I) Reimbursement rate (%)	(J) Max. grant / € (=H*I)	(K) Requested grant / €
SARL ACAMP ARCI	FR	?	?	0	0	0	?	0	?	70	?	?
NANOTEC EU s.r.o.	SK	?	?	0	0	0	?	0	?	70	?	?
SDEWES Centre	HR	?	?	0	0	0	?	0	?	100	?	?
UNIVERSITY OF M...	UK	?	?	0	0	0	?	0	?	100	?	?
SIR	SE	?	?	0	0	0	?	0	?	100	?	?
AO SPIVDRUZHNIS	UA	?	?	0	0	0	?	0	?	70	?	?
USK	UA	?	?	0	0	0	?	0	?	70	?	?
KKNU	UA	?	?	0	0	0	?	0	?	100	?	?
<b>Total</b>		?	?	0	0	0	?	0	?		?	?

H2020-CP.pdf - Ver1.94 20140915 Page 28 of 34 Last saved 03/02/2015 at 10:46

Интернет | Защищенный режим: выкл. 125%

EN 10:46 03.02.2015

# Допоміжні таблиці (якщо зручно)

1														
2				InTheBIOS project budget, EURO										
3	Partner name			Direct costs										
4		Country	Type	Personnel	Travel	Equipment	Other goods and services	Indirect costs	Sub-contract	Total project budget	Co-financing	Reimbursement = grant		
5	ACARCH	France	SME											
6	NANOTEC EU s.r.o.	Slovakia	SME											
7	SDEWES Centre	Croatia	Uni											
8	UNIMAN	UK	Uni											
9	SIR	Sweden	Uni											
10	SODRU	Ukraine	SME											
11	USK	Ukraine	SME											
12	KKNU	Ukraine	Uni											
13	<b>Total</b>													
14														

		зарплата									
№	Партнер	WP1	Wp2	WP3	Wp4	WP5	Wp6	WP7	WP8	ИТОГО	
		%	%	%	%	%	%	%	%	%	%
1	ACARCH	7	7	7	7	7	15	30	20	100	
2	NANOTEC EU s.r.o.	3	22	7	20	3	15	15	15	100	
3	SDEWES Centre	15	15	5	5	20	5	15	20	100	
4	UNIMAN	5	5	5	15	30	5	15	20	100	
5	SIR	5	5	5	5	5	40	15	20	100	
6	SODRU	11	12	25	12	5	5	15	15	100	
7	USK	5	10	15	20	5	15	15	15	100	
8	KKNU	25	5	15	5	5	15	15	15	100	

		Person/months per package									
№	Partner	WP1	Wp2	WP3	Wp4	WP5	Wp6	WP7	WP8	Total	
		person/months	person/months	person/months	person/months	person/months	person/months	person/months	person/months	person/months	person/months
1	ACARCH	0	0	0	0	0	0	0	0	0	0
2	NANOTEC EU s.r.o.	0	0	0	0	0	0	0	0	0	0
3	SDEWES Centre	0	0	0	0	0	0	0	0	0	0
4	UNIMAN	0	0	0	0	0	0	0	0	0	0
5	SIR	0	0	0	0	0	0	0	0	0	0
6	SODRU	0	0	0	0	0	0	0	0	0	0
7	USK	0	0	0	0	0	0	0	0	0	0
8	KKNU	0	0	0	0	0	0	0	0	0	0

Partner	Personnel costs	Monthly salary	Person/months
	ACARCH		
NANOTEC EU s.r.o.			
SDEWES Centre			
UNIMAN			
SIR			
SODRU			
USK			
KKNU			
Total			

Дякую за увагу!

**Уткіна К. Б.**

E-mail: [ecointernational@karazin.ua](mailto:ecointernational@karazin.ua)