



Interactive
Online
Course

7 – 8 October 2020
**Simplified Cost Options for ESI Funds:
Outlook Post 2020**

Experts

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Day I: Rules, Methodology, Calculation Methods and Implementation of Simplified Cost Options for ESI Funds

- Regulatory Framework and Principles
- Simplified Cost Options after 2020
- Calculation Methods for Simplified Cost Options
- Flat-rate Financing: How to Apply & Practical Examples
- Standard Scales of Unit Costs & Lump Sums: Principles & Practical Examples
- Considerations for Managing and Certifying Authorities & Beneficiaries

Day II: Control and Audit of Simplified Cost Options

- First-Level Control & Verification of Simplified Cost Options
- How to Avoid Errors and Irregularities
- Audit of Simplified Cost Options
- Ex-ante Assessment of SCO's Methodology

OVERVIEW

Overview

The use of Simplified Cost Options has been extended to all ESI Funds, being applicable to more projects and mandatory for small projects. Therefore, public officials from Managing, Certifying, Audit Authorities and Intermediate Bodies, but also Beneficiaries, need to be aware of how to correctly make use of flat rates, standard scales of unit costs and lump sums.

This Online Course is created for specialists from Managing, Certifying, Audit Authorities and Beneficiaries, who plan to set-up Simplified Cost Models or have already implemented this approach. During the first day participants will learn about the requirements for SCO and how to adapt their working methods and procedures to this simplified method in compliance with eligibility rules and regularity of expenditures. During the second day we will discuss practicalities of verification and audit of SCO procedures.

Methodology

An interactive online course by Lexxion Publisher combines presentations, cases studies and discussions on practical problems. All **speakers present live** via video and audio. **Participants are actively involved** in the online courses. By offering our participants the possibility to **use their microphones and cameras** during the whole course, we aim to recreate the atmosphere of a face-to-face Lexxion course. We encourage our participants to **ask questions in real time and to take part in live discussions** with speakers and other participants. Additionally, we offer **breakout sessions**, as part of this format, where **participants work in smaller groups on real-life cases and exercises**. During these exercises, participants have the technical possibility to see other group members and talk to them (using microphone and camera). There are ample opportunities for the **participants to present their own problematic issues**, discuss and solve them with the speakers and participants from other Member States.

Target Group

- Representatives from public authorities in charge of financial management, control and audit, especially from:
 - Managing Authorities
 - Certifying Authorities
 - Audit Authorities
 - Intermediate Bodies
- ESI Funds experts from regional and local authorities and experts involved in ETC Programme
- Beneficiaries of EU funded projects, i.e.: Private and public companies, associations, research institutes
- Public and private banks
- International, national and local associations and networks
- Consultants



PROGRAMME DAY 1

Day 1: Rules, Methodology, Calculation Methods and Implementation of Simplified Cost Options for ESI Funds

09:00 Welcome note by Lexxion and Introduction Round

09:30 Simplified Cost Options: Regulatory Framework and Principles

- Why use Simplified Cost Options: Focus on output and results
- Methodology and principles of SCOs
- Fund-specific rules and national rules
- Changes introduced by the Omnibus regulation
- Extended EU-level options and off-the shelf SCOs
- Application of Art. 14.1 & Delegated Acts

Louis Vervloet,
General Director, ESF Agency Flanders, Brussels

10:30 Simplified Cost Options after 2020

- What are the key changes for Simplified Cost Options in the new programming period?
- What are the challenges for the involved authorities?

Louis Vervloet

11:00 Virtual coffee break

11:15 Overview on Calculation Methods for Simplified Cost Options

- Use of existing EU schemes or existing own national schemes
- Use of specific rates and methods from the CPR and Fund specific regulations
- Introduction into the calculation methods: flat-rate financing, standard scales of unit costs and lump sums
- Ex ante evaluation
- Combination of cost options

Louis Vervloet

12:00 Flat-rate Financing: How to Apply & Practical Examples

- Categories of costs and rates applied
- Calculation methods for indirect costs
- How do you calculate staff costs?
- Fund-specific rules
- Examples of flat-rates

Louis Vervloet

12:45 Virtual lunch break

13:15 Principles & Practical Examples for Standard Scales of Unit Costs & Lump Sums

- General principles
- When to apply and how to calculate?
- How do you calculate staff costs?
- Lump sums: Definition of milestones
- Limits of the use of lump sums
- Examples of unit costs and lump sums

Louis Vervloet

14:00 Considerations for Managing and Certifying Authorities & Beneficiaries

- Why use SCOs: Considerations for MAs, CAs, IBs and beneficiaries
- How to develop a Simplified cost model: Steps, negotiations, and institutions involved
- How to work together with the European Commission
- Step-by-step guidance on how to implement flat-rates, unit costs and lump sums
- Developing and implementing a result-oriented approach
- The 3P-Model: 3 main processes of structuring organisations
- Benefits and risks of using SCOs
- National experiences and expert guidance: Discussion and exchange of experiences

Louis Vervloet

15:00 End of Day 1

PROGRAMME DAY 2

**Day 2:
Control and Audit of Simplified Cost Options**

10:00 First-Level Control & Verification of Simplified Cost Options

- How to verify SCOs and what needs to be verified
- Eligible Costs using SCOs
- Compliance of SCOs with State aid and public procurement
- Requirements for financial reporting

Alina Ploae,

Counsellor in the Managing Authority for Romania-Serbia IPA Cross-Border Cooperation Programme and INTERREG IPA Cross border Cooperation Romania Serbia Programme, Directorate -MA for European Territorial Cooperation Programmes

11:00 Virtual coffee break

11:15 How to Avoid Errors and Irregularities when Using SCOs?

Alina Ploae

12:00 Virtual lunch break

12:30 Audit of Simplified Cost Options

- Requirements for Audit Authority
- Audit approach for assessment of SCO's methodology
- Audit approach for expenditure – application of methodology
- Other considerations: eligibility rules, public, procurement and State aid rules

Olga Guza,

Deputy Director of EU Funds Audit Department, Ministry of Finance of the Republic of Latvia

13:30 Ex-ante Assessment of SCO's Methodology

- Audit methodology
- LV practice
- Cooperation between Managing Authority and Audit Authority

Olga Guza

14:15 Q&A and Discussion of Participants' Questions

14:30 End of the Course



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Simplified Cost Options for ESI Funds: Outlook Post 2020

QUESTIONS & ANSWERS

Zoom is our interactive online course platform. In order to join our course, please check your device compatibility first.

What do you need in order to join the online course?

- ✓ Speakers, Microphone; Camera is possible, if you would like to be seen during the course
- ✓ A wired connection is strongly recommended.
- ✓ If your internet connection doesn't work, you can join the course by telephone, using a dial-in number. In this case there might be additional telephone costs.

How to join the online course?

- ✓ Choose the computer from which you would like to follow the online course.
- ✓ Please test your microphone and camera in advance. For this please install zoom and follow [these](#) instructions
- ✓ In order to join the live online course, please open the URL link, which you receive from us. Please [install](#) the zoom, if not done yet
- ✓ Click on "Join a Meeting", enter your full name, so that we could recognize you, and wait in the waiting room, until our host will let you in
- ✓ Use your headset and camera

Minimum system requirements are as follows:

- ✓ **Operating System:** Windows 7 or later; Mac OS X 10.12 or later, Linux.
- ✓ **Browser:** The most recently-published versions of Chrome, Firefox, Microsoft Edge, Safari, or Opera.
- ✓ **High-speed internet:** A consistent, high-speed connection is required. Mobile tethering, hotspots, slow or inconsistent public Wi-Fi networks may create latency when using video conferencing.

FAQ

Why do I need to register before the online course starts?

Thank you for registering! This not only helps us to communicate with you in regard to technical issues but it helps you to network with your fellow course participants.

Will the live course be recorded?

Please ask the responsible event manager.

Do I need a camera?

It is recommended to have a camera for more comfortable communication with the speakers and other participants.

Do I need a microphone?

Since this is an interactive online course, yes.

Do I need to install anything?

Yes, you should install Zoom app. Please click on the URL link, which you receive from us. It will automatically prompt to download the app.

Can I ask questions during the live course?

Yes, you can ask your questions live by using your microphone and camera. You can speak to all participants at the same time as you may have experienced in Skype.

When can I enter the live course I'm attending?

Please enter Zoom 10 minutes before start. Our host will let you in in due time.

May I leave the online course and come back later?

Yes, just log in at a later time during the course.

May I access via Phone?

Yes, you can. Participating via phone means you can listen only..

Can't find invitation?

Please check your spam-folder. You should also ask your colleague from the IT department to 'whitelist' us. For more details please ask the corresponding conference manager, who will be happy to help you.

I failed the Firewall System Check – what can I do?

All requirements can be found [here](#).

I failed the Audio Output System Test – what can I do?

If you are using headphones or external speakers, try unplugging them. Please unmute your device. Test your speakers [here](#) to find out if they work.

I would like to participate but I'm waiting for an approval. Can I order a ticket on the day of the online course?

Sure. Please message online@lexxion.eu. We need to have a separate testing before the start of the online course.

My email address has changed – can I still participate?

Sure. Please provide us with your updated email address; you will then receive a new invitation.

How do I contact the host of the online course?

online@lexxion.eu is happy to help you.

REGISTER

Participation fee

- YES, I would like to participate for the reduced fee for public authorities **EUR 790** (excl. VAT).
- YES, I would like to participate for the regular fee of **EUR 990** (excl. VAT).

The German VAT of 16% will be added, if applicable.

Newsletter subscription

- Please send me information about Structural and Investment Funds issues for free. I may unsubscribe from this service any time.

Cancellations

Cancellations should be made in writing per post or fax. Please note that the full fee will be charged in case of no show at the online event or for cancellations received after 30 September 2020. Nomination of a substitute remains possible without any additional costs. For more detailed information, scope and conduct of contract as well as cancellation policy, please check the Terms & Conditions on our website.



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Company Name

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Phone, Fax

E-Mail

VAT Reg.-No.

Date, Signature

Upcoming event:

**Workshop on Programme and Financial Management of ESI Funds 2021-2027
22-23 September 2020, Online**

The new 2021 - 2027 programming period introduces **considerable changes in the financial allocation and control system of EU Funds**. The **current amendment of the regulations 2014-2020, caused by COVID-19**, will additionally affect the Financial Management and Control System of 2021-2027. This creates new challenges for Funds managers, who are **drafting and negotiating new Operational Programmes**. Our experts will help you to understand how all these **novelties will affect your day-to-day work** and will help you to **prepare for the changes and challenges of the upcoming programming period 2021-2027**.