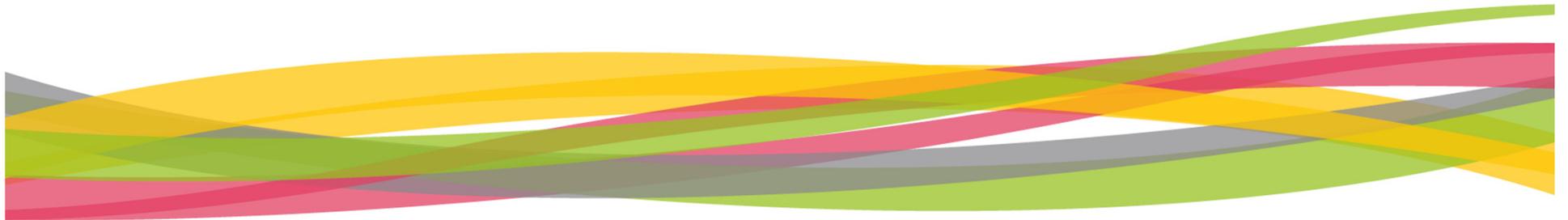




FINANCE REPORTING





AGENDA

- Run through of the finance reporting process, including all tabs in the OMS form
- A step-by-step explanation of what the FLC does when the report has been submitted to him/her
- A repeat of the most important points when filling out the finance report





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Periodic Reporting: Finances Reports

🏠 Home > Periodic Reporting > Finances Reports

📊 Progress Reports

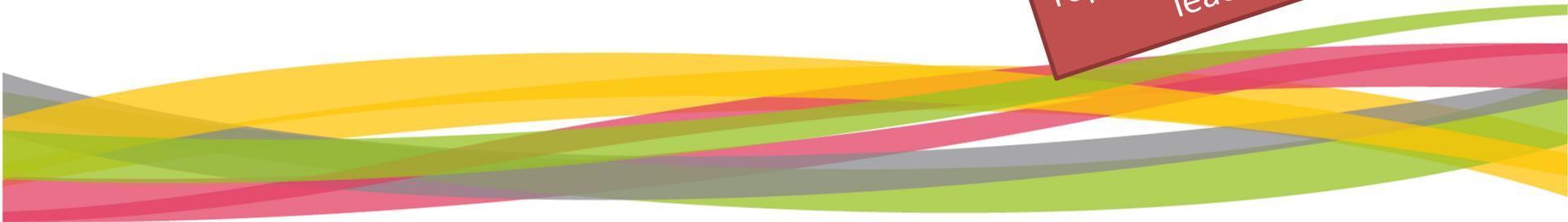
- 🕒 Currently open round: FDA! #1 (submission period: 01/03/2016 - 07/01/2017) ⚠️ A submission extension has been approved, the closing date is 10/06/2017.
- Project-level progress report for FDA! started. Finances report started.
 - Beneficiary-level progress report for FDA6 Norway started. Finances report does not exist: **Start** 
 - Beneficiary-level progress report for FDA1 Denmark LB started. Finances report started.

My reports

	Project	Round	Number / Level / Beneficiary	Progress report	Locked	FLC Approved	AS Signed	Submitted
📄	FDA!	#1	#1 Project	📄 View	🔒 No	🔒 No	🔒 No	🔒 No
📄	FDA!	#1	#1 Beneficiary: FDA1 Denmark LB	📄 View	🔒 No	🔒 No	🔒 No	🔒 No
📄	FDA!	#2	#2 Project	📄 View	🔒 No	🔒 No	🔒 No	🔒 No
📄	FDA!	#2	#2 Beneficiary: FDA1 Denmark LB		🔒 Yes	🔒 No	✅ Yes	

Other reports

Before the beneficiary report can be started the project report has to be started by the lead beneficiary.





VB/NSRP Online Monitoring System

Periodic Reporting: Finances Reports FDA! / #1, Beneficiary Finances Report for FDA6 Norway

Home > Periodic Reporting > Finances Reports > FDA! / #1, Beneficiary Finances Report for FDA6 Norway

▼ FLC
▼ Actions

ⓘ Workflow: Report completed and locked: 🔒 Yes
 FLC approval: ✅ Yes
 Submitted to LB: ✅ Yes

Main details
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Equipment
Expenditures
Outside prog. area
Funding
Annexes
Submission

Project	FDA!
Reporting Round	#1
Reporting level	Beneficiary
Beneficiary	FDA6 Norway
Report Number	1
Project start date	04/03/2015
Project end date	29/04/2018
Reporting period start	01/11/2016
Reporting period end	05/11/2016

ⓘ Report contact persons
 🟢 Beneficiary Managing User: Demo LeadBen @ OMS-LB
 🟡 Beneficiary Authorised Signatory: Peter Coordinating @ OMS-local-Ben
 🟠 Beneficiary First Level Controller: John Smith @ FLC-LB
 🟣 Lead Beneficiary/Managing User: Demo LeadBen @ OMS-LB

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Periodic Reporting: Finances Reports
FDAI / #1, Beneficiary Finances Report for FDA6 Norway

Home > Periodic Reporting > Finances Reports > FDAI / #1, Beneficiary Finances Report for FDA6 Norway

[Edit](#) [Complete](#) [Actions](#)

⚠ You have not reported any expenditure.
 You may still submit your report but it will be noted by the JS. The system will bypass First Level Control verification if - and only if - you report expenditure in the amount of 0 Euros. However, you will need to provide an explanation for submitting 0 Euro expenditure; in addition, your report must be signed and submitted by your Authorised Signatory.

A submission extension has been approved, the closing date is 10/06/2017.

The following parts are missing some information. You need to fill them before being able to submit the form.
 • Expenditures: Explanation for no reported expenditure

Workflow: Report completed and locked: No FLC approval: No Submitted to LB: No

Main details | Investments | Equipment | Expenditures | Outside prog. area | Funding | Annexes | Submission

Project	FDAI
Reporting Round	#1
Reporting level	Beneficiary
Beneficiary	FDA6 Norway
Report Number	1
Project start date	04/03/2015
Project end date	29/04/2018
Reporting period start	01/11/2016
Reporting period end	05/11/2016

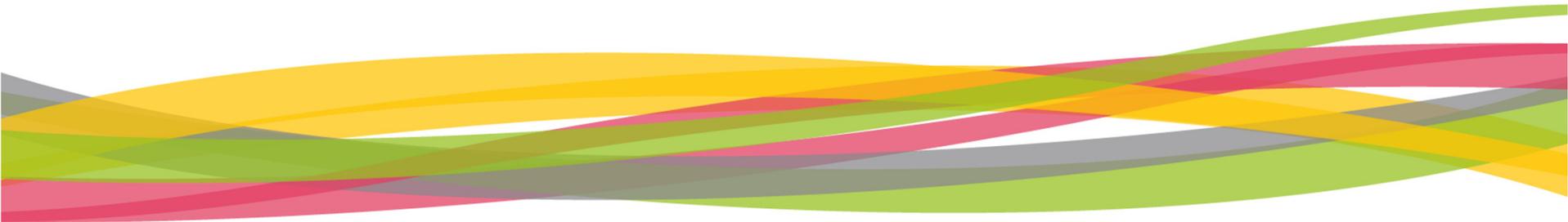
Report contact persons
 + Beneficiary Managing User: Demo LeadBen @ OMS-LB
 + Beneficiary Authorised Signatory: Peter Coordinating @ OMS-local-Ben
 + Beneficiary First Level Controller: John Smith @ FLC-LB
 + Lead Beneficiary/Managing User: Demo LeadBen @ OMS-LB

Edit
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Main details | Investments | Equipment | Expenditures | Outside prog. area | Funding | Annexes

Information in this tab is pre-determined/automated and can not be edited.

Reporting Round #1
Reporting level Beneficiary
Beneficiary FDA6 Norway
Report Number 1

Save and return Save and proceed to next step

Navigate by using the two options

Save and return Save and proceed to next step





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Expenditures - breakdown per budget line *

Please note that the lines for Equipment and Investments are automatically updated from the corresponding tables in the previous steps. Office and administration costs are calculated as 15% of staff costs.

⚠ You have not reported any expenditure.
 You may still submit your report but it will be noted by the JS. The system will bypass First Level Control verification if - and only if - you report expenditure in the amount of 0 Euros. However, you will need to provide an explanation for submitting 0 Euro expenditure; in addition, your report must be signed and submitted by your Authorised Signatory.

Budget	Total Eligible Budget	Previously Reported	Current Report	Total reported so far	% of Total reported so far	Remaining budget
Staff costs	100.000 €	0 €	0 €	0 €	0	100.000 €
Office and administration	15.000 €	0 €	0 €	0 €	0	15.000 €
Travel and accommodation	20.000 €	0 €	0 €	0 €	0	20.000 €
External expertise and services	290.000 €	0 €	0 €	0 €	0	290.000 €
Equipment	190.000 €	0 €	0 €	0 €	0	190.000 €
Investments	130.000 €	0 €	0 €	0 €	0	130.000 €
Total Expenditure	745.000 €	0 €	0 €	0 €	0	745.000 €
(Net revenue)	0 €	0 €	0 €	0 €	0	0 €
Total Eligible Expenditure	745.000 €	0 €	0 €	0 €	0	745.000 €

Explanation for no reported expenditure *

B I 

Type something 0

If you have reported 0 Euros of expenditure - please provide an explanation. If not, fill in N/A.





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Home > Periodic Reporting > Finances Reports > FDA! / #1, Beneficiary Finances Report for FDA6 Norway / Edit Report

Main details **Investments** Equipment Expenditures Outside prog. area Funding Annexes

Investment expenditure *
 Related to section C.8 Investments in the application form

⚠ You have not reported any expenditure.
 You may still submit your report but it will be noted by the JS. The system will bypass First Level Control verification if – and only if – you report expenditure in the amount of 0 Euros. However, you will need to provide an explanation for submitting 0 Euro expenditure; in addition, your report must be signed and submitted by your Authorised Signatory.

Investment	Total Eligible Budget	Previously Reported	Current Report	Total reported so far	% of Total reported so far	Remaining budget
 Norwegian investment	130.000 €	0 €	0 €	0 €	0	130.000 €
Total	130.000 €	0 €	0 €	0 €	0	130.000 €

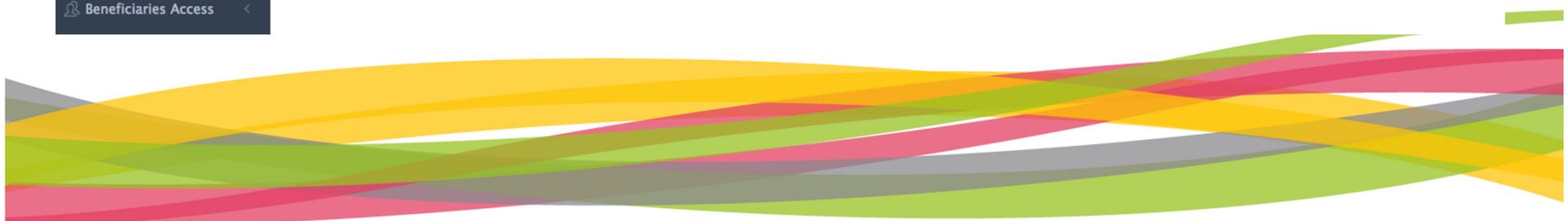
Explanations on Investments deviations

B I 

Type something 0

Please explain deviations (if any) as regards spending on investments compared to the amounts indicated in the Application Form.

[Save and return](#) [Save and proceed to next step](#)





VB/NSRP Online Monitoring System

94 29:49 HELP Demo L

Finances Reporting

Report Table	4. Investment expenditure
Investment	Norwegian investment
Total Eligible Budget	130000
Previously Reported	0
Current Report	<input type="text" value="0"/> € (Only integers numbers accepted, no commas or dots.)
Total reported so far	0
% of Total reported so far	0%
Remaining budget	130000

1

2

Save

in the amount of 0 Euros.
ed Signatory.

ed
Remaining budge

0 130.00

0 130.00

application

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Main details Investments **Equipment** Expenditures Outside prog. area Funding Annexes

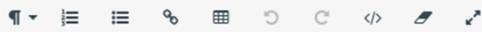
Equipment expenditure *

Related to section C.10 Equipment in the application form

⚠ You have not reported any expenditure.
 You may still submit your report but it will be noted by the JS. The system will bypass First Level Control verification if - and only if - you report expenditure in the amount of 0 Euros. However, you will need to provide an explanation for submitting 0 Euro expenditure; in addition, your report must be signed and submitted by your Authorised Signatory.

Equipment	Total Eligible Budget	Previously Reported	Current Report	Total reported so far	% of Total reported so far	Remaining budget
 Ben6	190.000 €	0 €	0 €	0 €	0	190.000 €
Total	190.000 €	0 €	0 €	0 €	0	190.000 €

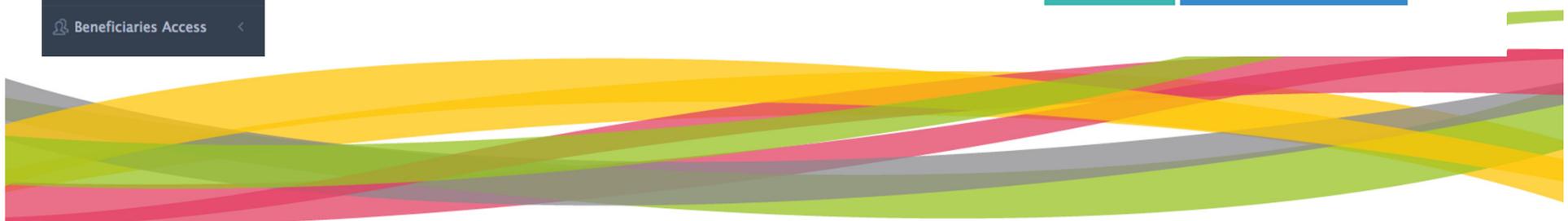
Explanations on Equipment expenditure deviations

B I 
 Type something 0

Please explain deviations (if any) as regards spending on equipment compared to the amounts indicated in the Application Form.

Save and return

Save and proceed to next step





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Finances Reporting

Report Table 5. Equipment expenditure

Equipment Ben6

Total Eligible Budget 190000

Previously Reported 0

Current Report € (Only integers numbers accepted, no commas or dots.)

Total reported so far 0

% of Total reported so far 0%

Remaining budget 190000

1

2

Save

in the amount of 0 Euros.
ed Signatory.

Remaining budget	
0	190.000 €
0	190.000 €

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Main details Investments Equipment **Expenditures** Outside prog. area Funding Annexes

Expenditures - breakdown per budget line *

Please note that the lines for Equipment and Investments are automatically updated from the corresponding tables in the previous steps. Office and administration costs costs are calculated as 15% of staff costs.

⚠ You have not reported any expenditure.
 You may still submit your report but it will be noted by the JS. The system will bypass First Level Control verification if - and only if - you report expenditure in the amount of 0 Euros. However, you will need to provide an explanation for submitting 0 Euro expenditure; in addition, your report must be signed and submitted by your Authorised Signatory.

Budget	Total Eligible Budget	Previously Reported	Current Report	Total reported so far	% of Total reported so far	Remaining budget
 Staff costs	100.000 €	0 €	0 €	0 €	0	100.000 €
Office and administration	15.000 €	0 €	0 €	0 €	0	15.000 €
 Travel and accommodation	20.000 €	0 €	0 €	0 €	0	20.000 €
 External expertise and services	290.000 €	0 €	0 €	0 €	0	290.000 €
Equipment	190.000 €	0 €	0 €	0 €	0	190.000 €
Investments	130.000 €	0 €	0 €	0 €	0	130.000 €
Total Expenditure	745.000 €	0 €	0 €	0 €	0	745.000 €
 (Net revenue)	0 €	0 €	0 €	0 €	0	0 €
Total Eligible Expenditure	745.000 €	0 €	0 €	0 €	0	745.000 €

Explanation for no reported expenditure *

B I ¶ ☰ ☰ 🔗 📄 ↶ ↷ </> ✂ ↶

If you have reported 0 Euros of expenditure - please provide an explanation. If not, fill in N/A.



VB/NSRP Online Monitoring System 94 29:48 HELP Demo LeadBen

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Finances Reporting x

Report Table 3. Expenditure per budget line

Budget Staff costs

Total Eligible Budget 100000 1

Previously Reported 0

Current Report

€ (Only integers numbers accepted, no commas or dots.)

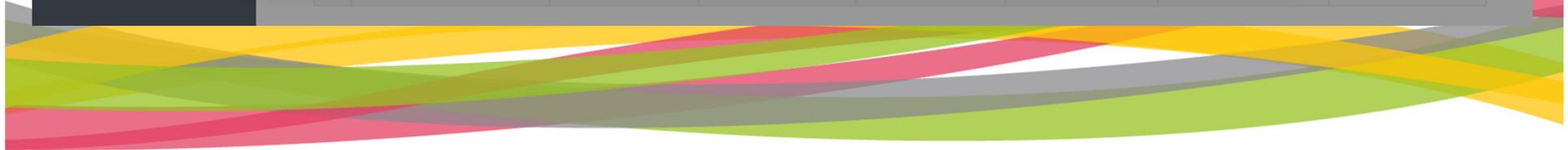
Total reported so far 0

% of Total reported so far 0%

Remaining budget 100000

2
Save

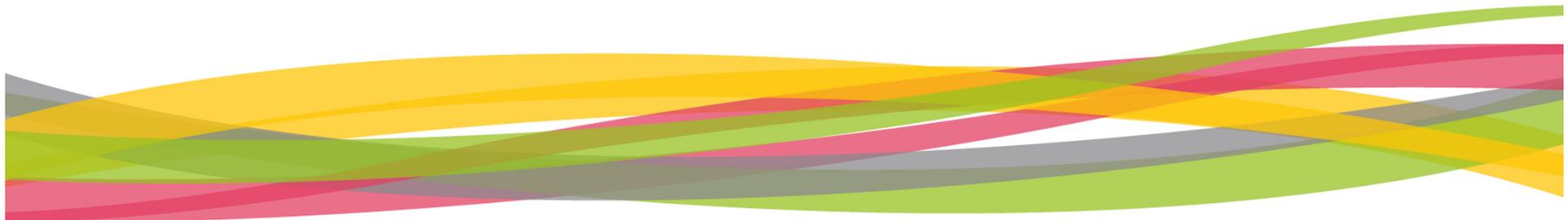
	Total Eligible Expenditure	745.000 €	0 €	0 €	0 €	0 €





STATE AID FOR FINAL RECIPIENTS

Aid granted to Final Recipients, De Minimis		Final Recipient Name	Work Package	Aid Received
		mama	5 WP5	5.000 €
		Mickey Mouse	4 Test Work Package	595 €
		Donald Duck	4 Test Work Package	114 €
		Howdy Doody	3 Test WP 3	60.000 €
		test FDA1	3 Test WP 3	3.997 €
		Total		69.706 €
Amount received by final recipients				69.706 €
Total amount received by final recipients				69.706 €
Final recipients check	Yes, I confirm all final recipients have been checked by FLC and are SMEs in line with SME definition by European Commission			
Final recipients self-declarations	Yes, I confirm all final recipients have submitted a self-declaration, which has been checked by beneficiary FLC.			



STATE AID FOR FINAL RECIPIENTS

MERE INFORMATION

Hvem kan deltage?

Iværksættere fra Region Midtjylland med et CVR-nr. under tre år. Du skal have en virksomhedsprofil på Facebook og budgetmidler til markedsføring. Forløbet henvender sig primært til dig, der sælger til privatkunder, men B2B-virksomheder vil også have udbytte af at deltage.

Hvem er underviseren?

Siden 2010 har Kasper drevet social media marketing bureauet, [bSocial](#). Han har i den forbindelse hjulpet flere hundrede virksomheder, store som små, med at udvikle deres forretninger via markedsføring på de sociale medier.

Som Facebook Marketing Specialist har han blandt andet talt til MarketingCamp, Succes Online Summit og Social Media Days - samt afholdt en lang række kurser og workshops for virksomheder i hele landet.

Ekstra bonus

Som deltager får du gratis adgang til bSocial's online vidensportal, [bSocial Family](#).

Her kan du finde over hundrede videoer omkring annoncering på Facebook og Instagram. Dermed kan du - under og efter forløbet - gå mere i dybden eller opfriske det, der er gennemgået.

Værdi: 2.500 kr. + moms





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ERDF outside the programme area *

Category	Current Report	ERDF
 Staff costs	0 €	0 €
Office and administration	0 €	0 €
 Travel and accommodation	0 €	0 €
 External expertise and services	0 €	0 €
 Equipment	0 €	0 €
 Investments	0 €	0 €
Total	0 €	0 €

Please indicate the expenditure located outside of the eligible (programme) area. Office and administration costs costs are calculated as 15% of staff costs.

Save and return Save and proceed to next step





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⚠ Please note the following issue(s):

- Nothing has been reported in table 4. **Investment expenditure**
- Nothing has been reported in table 5. **Equipment expenditure**

You may still submit your report but it will be noted by the JS.

For your information, the Total reported Expenditure (28.750 €) is not equal to the total reported Funding (14.375 €). The difference is 14.375 €. Please either adjust the expenditures (Investments, Equipment or Expenditures tabs) or the funding sources (under Beneficiary match funding, either Public or Private contribution). You will not be able to submit this report before the two totals are equal.

A submission extension has been approved, the closing date is 10/06/2017.

Workflow: Report completed and locked: No FLC approval: No Submitted to LB: No

Main details	Investments	Equipment	Expenditures	Outside prog. area	Funding	Annexes	Submission
Project	FDA!						
Reporting Round	#1						
Reporting level	Beneficiary						
Beneficiary	FDA6 Norway						
Report Number	1						
Project start date	04/03/2015						
Project end date	29/04/2018						
Reporting period start	01/11/2016						
Reporting period end	05/11/2016						

Report contact persons

- + Beneficiary Managing User: Demo LeadBen @ OMS-LB
- ✍ Beneficiary Authorised Signatory: Peter Coordinating @ OMS-local-Ben
- ✍ Beneficiary First Level Controller: John Smith @ FLC-LB
- + Lead Beneficiary/Managing User: Demo LeadBen @ OMS-LB



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Breakdown of funding sources

Please do not forget to update the numbers under beneficiary match funding (of which public contribution) and / or (of which private contribution). The final number should reflect the same number under programme co-funding ERDF.

⚠ You have not reported any expenditure.
 You may still submit your report but it will be noted by the JS. The system will bypass First Level Control verification if - and only if - you report expenditure in the amount of 0 Euros. However, you will need to provide an explanation for submitting 0 Euro expenditure; in addition, your report must be signed and submitted by your Authorised Signatory.

	Total Eligible Budget	Previously Reported	Current Report	Total reported so far	% of Total reported so far	Remaining budget
Programme Co-funding Total	372.500 €	0 €	0 €	0 €	0	372.500 €
Programme Co-funding ERDF	0 €	0 €	0 €	0 €	0	0 €
Programme Co-funding equivalent	372.500 €	0 €	0 €	0 €	0	372.500 €
ERDF outside the programme area	0 €	0 €	0 €	0 €	0	0 €
Beneficiary match-funding	372.500 €	0 €	0 €	0 €	0	372.500 €
of which public contribution	372.500 €	0 €	0 €	0 €	0	372.500 €
of which private contribution	0 €	0 €	0 €	0 €	0	0 €
Total Eligible Expenditure	745.000 €	0 €	0 €	0 €	0	745.000 €

[Save and return](#) [Save and proceed to next step](#)





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Main details Investments Equipment Expenditures Outside prog. area Funding **Annexes**



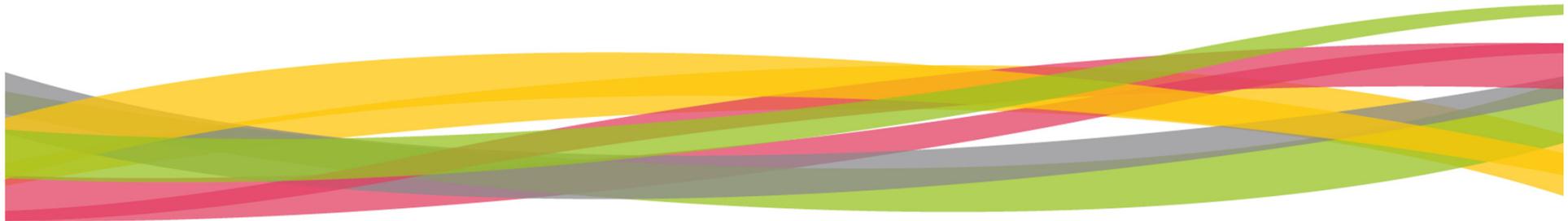
Annexes *

Please provide at least one annex file that contains a list of all expenditure per budget category. The total amount in the annexed file should match the total in the reported expenditure. You cannot submit your report otherwise. Missing annexes: Staff costs

Budget category	Title	File
-----------------	-------	------

Please upload a list of expenditure per budgetline as an extract from your accounting system. The list of expenditure and related amounts should match the totals which you have provided in this report. Any inconsistency between the two will result in a delayed reimbursement.

Save





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Information

Budget category * **Staff costs**

Title * **Staff costs attachment**

File * **Upload a file**
Browse... Staff costs report #1.docx

If you have more than one document you would like to upload, please put them in a zip folder and upload the folder.

Save

New
it in the annexed
es: Staff costs

ture and related
result in a delayed

Save



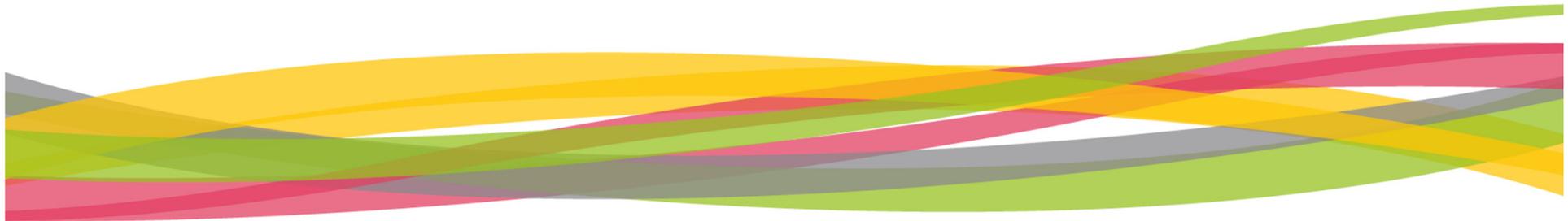
Extract from accounting system – staff costs

Interreg 
 North Sea Region
 SHARE-North

Budget Line: Staff Costs

Beneficiary: [REDACTED]

Financial Year	Staff Member	Staff Costs Claimed	Text
2016	[REDACTED]	[REDACTED]	Staff Costs claimed according to EU Regulation No. 481/2016, Article 3 and Interreg NSR Fact Sheet 2 - Staff Costs for staff working full-time on a project. Timeframe: 01.01.2016-31.12.2016
2016	[REDACTED]	[REDACTED]	Staff Costs working part-time on project. Timeframe: 01.01.2016-31.12.2016
2015	[REDACTED]	[REDACTED]	Staff Costs claimed according to EU Regulation No. 481/2016, Article 3 and Interreg NSR Fact Sheet 2 - Staff Costs for staff working full-time on a project. Timeframe: 01.12.2015-31.12.2015
2015	[REDACTED]	[REDACTED]	Staff Costs working part-time on project. Timeframe: 01.12.2015-31.12.2015
	Total	[REDACTED] €	





Extract from accounting system – external expertise and services

interreg North Sea Region
 Budget Line: External Expertise and Services
 Beneficiary: [REDACTED]

Payment Year	Period	Finanzposition	Invoice Sum (in Euros)	Text	Kostenstelle	Booking Date	Auftrag	Budget Line	Kategorie
2016						14		External Expertise and Services	Meeting Costs
2016						22		External Expertise and Services	Communication Materials
2016						21		External Expertise and Services	Meeting Costs
2016						18		External Expertise and Services	Communication Materials
2016						23		External Expertise and Services	Meeting Costs
2016						23		External Expertise and Services	Communication Materials
2016						22		External Expertise and Services	Meeting Costs
2016						23		External Expertise and Services	Meeting Costs
2016						22		External Expertise and Services	Meeting Costs
2016						14		External Expertise and Services	Communication Materials
2016						14		External Expertise and Services	Communication Materials
2016						23		External Expertise and Services	Communication Materials
2016						15		External Expertise and Services	Communication Materials
2016						26		External Expertise and Services	Communication Materials
2016						26		External Expertise and Services	Communication Materials
2016						26		External Expertise and Services	Communication Materials
2016						26		External Expertise and Services	Communication Materials
2016						22		External Expertise and Services	Communication Materials
2016						31		External Expertise and Services	Communication Materials
2016						21		External Expertise and Services	Communication Materials
2016						21		External Expertise and Services	Communication Materials
2016						02		External Expertise and Services	Communication Materials
2016						26		External Expertise and Services	Meeting Costs
2016						26		External Expertise and Services	Meeting Costs
2016						24		External Expertise and Services	Meeting Costs
2017						22		External Expertise and Services	Meeting Costs
2018						22		External Expertise and Services	Meeting Costs
2019						22		External Expertise and Services	Meeting Costs
2016						16		External Expertise and Services	Communication Materials
2016						16		External Expertise and Services	Meeting Costs
2016						22		External Expertise and Services	Meeting Costs
2016						14		External Expertise and Services	Communication Materials
			Total						



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Periodic Reporting: Finances Reports

FDA! / #1, Beneficiary Finances Report for FDA6 Norway / Edit Report

Home > Periodic Reporting > Finances Reports > FDA! / #1, Beneficiary Finances Report for FDA6 Norway / Edit Report

Main details Investments Equipment Expenditures Outside prog. area Funding Annexes

Annexes *

+ New

	Budget category	Title	File
 	Staff costs	Staff costs report #1	 20170426135...eport1.docx

Please upload a list of expenditure per budgetline as an extract from your accounting system. The list of expenditure and related amounts should match the totals which you have provided in this report. Any inconsistency between the two will result in a delayed reimbursement.

Save





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Periodic Reporting: Finances Reports
FDA! / #1, Beneficiary Finances Report for FDA6 Norway

Home > Periodic Reporting > Finances Reports > FDA! / #1, Beneficiary Finances Report for FDA6 Norway Edit Complete Actions

⚠ Please note the following issue(s):

- Nothing has been reported in table 4. **Investment expenditure**
- Nothing has been reported in table 5. **Equipment expenditure**

You may still submit your report but it will be noted by the JS.

For your information, the Total reported Expenditure (28.750 €) is not equal to the total reported Funding (14.375 €). The difference is 14.375 €. Please either adjust the expenditures (Investments, Equipment or Expenditures tabs) or the funding sources (under Beneficiary match funding, either Public or Private contribution). You will not be able to submit this report before the two totals are equal.

A submission extension has been approved, the closing date is 10/06/2017.

The following parts are missing some information. You need to fill them before being able to submit the form.

- **Annexes:** Annexes

Please provide at least one annex file that contains a list of all expenditure per budget category. The total amount in the annexed file should match the total in the reported expenditure. You cannot submit your report otherwise. Missing annexes: Staff costs

① **Workflow:** Report completed and locked: FLC approval: Submitted to LB:

Main details	Investments	Equipment	Expenditures	Outside prog. area	Funding	Annexes	Submission
Project	FDA!						
Reporting Round	#1						
Reporting level	Beneficiary						
Beneficiary	FDA6 Norway						
Report Number	1						
Project start date	04/03/2015						
Project end date	29/04/2018						
Reporting period start	01/11/2016						
Reporting period end	05/11/2016						





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Periodic Reporting: Finances Reports
FDA! / #1, Beneficiary Finances Report for FDA6 Norway

Home > Periodic Reporting > Finances Reports > FDA! / #1, Beneficiary Finances Report for FDA6 Norway

[Edit](#) [Complete](#) [Actions](#)

A submission extension has been approved, the closing date is 10/06/2017.

Workflow: Report completed and locked: [No](#) FLC approval: [No](#) Submitted to LB: [No](#)

Main details [Investments](#) [Equipment](#) [Expenditures](#) [Outside prog. area](#) [Funding](#) [Annexes](#) [Submission](#)

Project	FDA!
Reporting Round	#1
Reporting level	Beneficiary
Beneficiary	FDA6 Norway
Report Number	1
Project start date	04/03/2015
Project end date	29/04/2018
Reporting period start	01/11/2016
Reporting period end	05/11/2016

Report contact persons
 Beneficiary Managing User: Demo LeadBen @ OMS-LB
 Beneficiary Authorised Signatory: Peter Coordinating @ OMS-local-Ben
 Beneficiary First Level Controller: John Smith @ FLC-LB
 Lead Beneficiary/Managing User: Demo LeadBen @ OMS-LB



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Periodic Reporting: Finances Reports FDA! / #1, Beneficiary Finances Report for FDA6 Norway

Home > Periodic Reporting > Finances Reports > FDA! / #1, Beneficiary Finances Report for FDA6 Norway

CONFIRMATION

Complete form

You are completing this report and submitting it for approval.

The following users will be notified:

- Beneficiary First Level Controller: John Smith @ FLC-LB
- Lead Beneficiary/Managing User: Demo LeadBen @ OMS-LB

Proceed

Cancel





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Periodic Reporting: Finances Reports FDA! / #1, Beneficiary Finances Report for FDA6 Norway

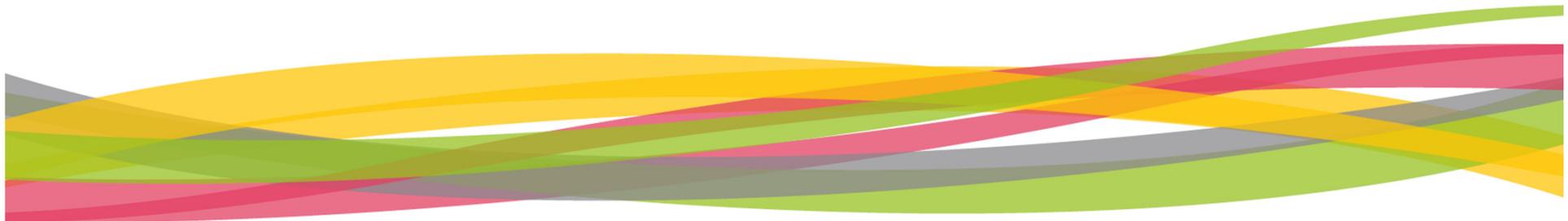
🏠 Home > Periodic Reporting > Finances Reports > FDA! / #1, Beneficiary Finances Report for FDA6 Norway

The form is now set as completed. The required contacts have been notified for the further steps.





First Level Control





Repeating the requirements

- + The beneficiary initiates the designation of the First Level Controller
- + The suggested First Level Controller confirms the content of the designation form and designation checklist
- + The national designation body has to approve (designate) the First Level Controller before access to finance report of beneficiary is granted.





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Message: Request to approve Periodic Finance Report

Home > Messages > Inbox > Request to approve Periodic Finance Report

Request to approve Periodic Finance Report

Reply

Reply to all

Forward



Recipients

From Nick Brit @ FDA London

Sent to User(s) John Smith @ London Control

Sent on 31/08/2016 14:53:11

Message

Subject Request to approve Periodic Finance Report

Message Dear sir/madam,

user Nick Brit has requested you to approve a Periodic Finance Report of project Full Demo Application1, in regards to beneficiary FDA London.

Please access <https://vb.northsearegion.eu/app/report-finances/> to check the contents of the report.

Thank you

//

Automated message by NSRP/VB OMS

Attachment

Message ID



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Periodic Reporting: Finances

 Home > Periodic Reporting > Finances Reports

	Project	Round	Number / Level / Beneficiary	Locked	FLC Approved	AS Signed	Submitted
	FDA!	AA1, March 2016	#1 Project	 No	 No	 No	 No
	FDA!	AA1, March 2016	#1 Beneficiary: FDA1 Denmark LB	 Yes	 No	 No	 No
	FDA!	AA1, March 2016	#1 Beneficiary: FDA5 Germany Berlin	 Yes	 Yes	 No	 No
	FDA!	AA1, March 2016	#1 Beneficiary: FDA7-10 Germany Munich	 Yes	 Yes	 No	 No
	FDA!	AA1, March 2016	#1 Beneficiary: FDA4 German Coordinating	 Yes	 Yes	 No	 No
	FDA!	AA1, March 2016	#1 Beneficiary: FDA6 Norway	 Yes	 Yes	 Yes	 Yes



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Periodic Reporting: Finances Reports
FDA! / AA1, March 2016, Beneficiary Finances Report for FDA1 Denmark LB

Home > Periodic Reporting > Finances Reports > FDA! / AA1, March 2016, Beneficiary Finances Report for FDA1 Denmark LB

FLC Actions

Warning: Taking into account this report, total expenditure is 440.000 €, which means that the Beneficiary has exceeded the maximum amount of expenditure (400.000 €).

Workflow: Report completed and locked: Yes FLC approval: No Submitted to LB: No

-  Edit FLC Report
-  View FLC Report
-  Preview FLC Certificate
-  Approve Finances Report

Main details Investments Equipment Expenditures Shared Costs Outside prog. area Funding Annexes

Submission

Project	FDA!
Reporting Round	AA1, March 2016
Reporting level	Beneficiary
Beneficiary	FDA1 Denmark LB
Report Number	1
Project start date	04/03/2015
Project end date	29/04/2018
Reporting period start	--
Reporting period end	--



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FDA! / AA1, March 2016, FLC Report for FDA1 Denmark LB

Home > Periodic Reporting > Finances Reports > FDA! / AA1, March 2016, FLC Report for FDA1 Denmark LB

For rules on eligibility of costs please see Fact Sheet 1

Project **FDA!**

Finance Report Number **1**

Name of controlled project beneficiary **FDA1 Denmark LB**

Verification

General methodology *

Desk-based

On-the-spot

Other

2 are checked, select up to 2

(If 'other') Please describe

Method used for the verification

(if on-the-spot) Start date of on-the-spot verification

2016-11-06



(if on-the-spot) End date of on-

2016-11-10





Expenditure declared and certified by budget line

Certified expenditure should equal Declared expenditure unless ineligible expenditure was found during verification which has been deducted. These deductions should be described below in the section entitled Findings, Conclusions and Follow up Measures per budget category.

Staff costs *	<input type="text" value="150000"/>	€ (Only integers numbers accepted, no commas or dots.)
	Declared: 200000 € Difference: -1300000 € Certified in % to declared: 750 %	
Office and administration *	<input type="text" value="250000"/>	€ (Only integers numbers accepted, no commas or dots.)
	Declared: 30000 € Difference: -220000 € Certified in % to declared: 833 %	
Travel and accommodation *	<input type="text" value="50000"/>	€ (Only integers numbers accepted, no commas or dots.)
	Declared: 50000 € Difference: 0 € Certified in % to declared: 100 %	
External expertise and services *	<input type="text" value="100000"/>	€ (Only integers numbers accepted, no commas or dots.)
	Declared: 100000 € Difference: 0 € Certified in % to declared: 100 %	
Equipment *	<input type="text" value="55000"/>	€ (Only integers numbers accepted, no commas or dots.)
	Declared: 60000 € Difference: 5000 € Certified in % to declared: 92 %	
Investments *	<input type="text" value="0"/>	€ (Only integers numbers accepted, no commas or dots.)
	Declared: 0 € Difference: 0 € Certified in % to declared: - %	
Total Expenditure *	<input type="text" value="1955000"/>	€ (Only integers numbers accepted, no commas or dots.)





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Periodic Reporting: Finances Reports
FDA! / AA1, March 2016, Beneficiary Finances Report for FDA1 Denmark LB

Home > Periodic Reporting > Finances Reports > FDA! / AA1, March 2016, Beneficiary Finances Report for FDA1 Denmark LB

FLC Actions

Warning: Taking into account this report, total expenditure is 440.000 €, which means that the Beneficiary has exceeded the maximum amount (€).

Workflow: Report completed and locked: **Yes** FLC approval: **No** Submitted to LB: **No**

- Edit FLC Report
- View FLC Report
- Preview FLC Certificate
- Approve Finances Report**

Main details Investments Equipment Expenditures Shared Costs Outside prog. area Funding Annexes

Submission

Project	FDA!
Reporting Round	AA1, March 2016
Reporting level	Beneficiary
Beneficiary	FDA1 Denmark LB
Report Number	1
Project start date	04/03/2015
Project end date	29/04/2018
Reporting period start	--
Reporting period end	--



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CONFIRMATION

Approve Finances Report

You are signing and approving this report and its contents. Please review the FLC Certificate before proceeding



FDA! / AA1, March 2016, FLC Certificate for FDA1 Denmark LB

Project and progress report

Project	FDA!
Project Acronym	FDA!
Project Number	13331
Approved implementation period	04/03/2015 - 29/04/2018
Finance Report Number	1
Name of Lead Beneficiary	FDA1 Denmark LB
Reporting period start	--

The following users will be notified:

-  Beneficiary Managing User: Demo LeadBen @ OMS-LB
-  Beneficiary Authorised Signatory: Gianis LeadBen @ AS-LB
-  Lead Beneficiary/Managing User: Demo LeadBen @ OMS-LB

Proceed

Cancel



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Message: A Periodic Finance Report has been approved

Home > Messages > Inbox > A Periodic Finance Report has been approved

NB: Beneficiary receives notification of the verified report

A Periodic Finance Report has been approved

 Reply
  Reply to all
  Forward

From John Smith @ London Control
Sent to User(s) Nick Brit @ FDA London
Sent on 31/08/2016 10:16:59

Message

Subject A Periodic Finance Report has been approved
Message Dear sir/madam,
 user John Smith has approved the Periodic Finance Report of project Full Demo Application1, in regards to beneficiary FDA London.
 Please access <https://vb.northsearegion.eu/> to check the contents of the report.
 Thank you
 //
 Automated message by NSRP/VB OMS

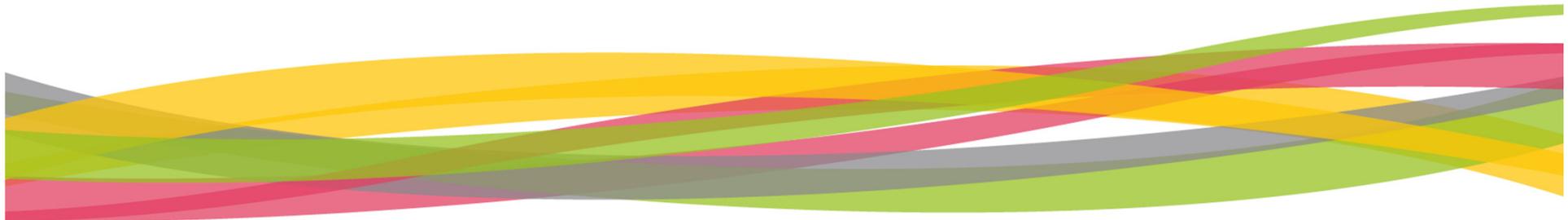
Attachment

Message ID



Important points to keep in mind...

- + When you must report expenditure
- + Rounding
 - + Reported expenditure
 - + Programme funding vs. Beneficiary match funding
- + [Expenditure in currency other than Euros](#)
- + Expenditure outside the programme area
- + FLC
 - + Deductions
 - + Beneficiary-level vs. Project-level control





Division of labour

Lead Beneficiary	Beneficiary	First Level Control	Joint Secretariat
Authorised Signatory appointment	Authorised Signatory appointment	First Level Control Report	Reviewing the project progress report
First Level Control designation	First Level Control designation	Verification of expenditure correctness	Following up on second level control
Beneficiary report	Beneficiary report	Explanation of deductions	Respond to LB questions
Project report			Prepare reimbursement documentation for the certifying authority
Partnership agreement			