

Finančno vodenje in revizija projektov Obzorje Evropa

Geološki zavod Slovenije (Dvorana, 6. nadstropje)
Dimičeva ulica 14, 1000 Ljubljana

21. december 2023

PROGRAM:

08:30 – 09:00 **Registration and coffee**

09:00 – 09:15 **Event Opening and introduction to the course.**

09:15 – 9:45 **Basics of financial project management on Horizon Europe projects**

- *The project life-cycle*
- *Main financial rules on Horizon Europe projects*
- *Financial management: methods and tools*

9:45 – 10:15 **Financial implementation of EU projects**

- *Type of costs according to the budget categories*
- *Justification of the costs*
- *Records for personnel costs*
- *Workshop: Time recording on HE projects*

10:15 – 10:30 **Coffee Break**

10:30 – 11:00 **Justification of the project costs according to budget lines**

- *Subcontracting*
- *Equipment*
- *Travel costs*
- *Other goods, works and services*

11:00 – 11:45 **EU financial rules vs. national legislation**

- *Compliance of national legislation with signed Grant Agreement (GA)*
- *Termination of GA in case of non-performance and possible penalties*

11:45 – 12:45 **Financial reporting**

- *Legal basis and reporting obligations*
- *Model Grant Agreement (MGA)*
- *Preparing periodic and final Financial Statements step-by-step*
- *Termination of GA in case of non-performance and possible penalties*
- *Pre-financing and financial Statement*

12:45 – 13:30 **Lunch Break**

13:30 – 15:00 **Financial controls and audits on Horizon Europe projects**

- *Certificate on the financial statements (CFS)*
- *Novelties in HE: Systems and process audit (SPA)*
- *Preparation for a financial audit*

15:00 – 15:45 **Exercise on financial audit of EU projects**

- *Workshop: participants in the role of auditors will review a project costs*

15:45 – 16:00 **Q/A**

Financial management and Audit of Horizon Europe projects

Geological survey of Slovenia (Hall),
Dimičeva ulica 14, 1000 Ljubljana

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