


## Spring Academy

# Simplified Cost Options for ESI Funds: Practical Toolbox

 15 - 17 May 2024 | Lisbon

Fee: 1900 EUR (excl. VAT)

VAT will be added when applicable

Payment method: Invoice

## DESCRIPTION

How can Simplified Cost Options (SCOs) help your organisation? **Where to cut the red tape** to get the best results? How to use **flat rates** correctly? With the help of this workshop Simplification will no longer be complicated for you.

The use of SCOs has been extended to all ESI Funds, which made them not only applicable to more projects but also mandatory for small projects. As such, 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.

### The Workshop will cover the following issues

- Simplified Cost Options: regulatory framework and principles;
- SCOs as a method of reducing administrative burden;
- Case studies – examples of projects using SCOs from different countries;
- Flat-rate: translation from the theory to practice;
- Exercises and practical group work on calculation methods;
- How to implement and make the best use of SCOs in your Operational Programme after 2020;
- Setting up Simplified Cost Models for ESF projects;
- Best practices and recommendations for a successful use of Simplified Cost Models in Operational Programmes.

## Who is the workshop for

- Representatives from public authorities in charge of financial management, control and audit;
- 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.

After completing the official programme of the first day of the Spring Academy, the ESI Funds Academy is inviting participants to a walking tour to discover Lisbon with our urban expert and for a get-together Networking dinner in a restaurant on Wednesday afternoon.

## PROGRAMME

### Wednesday 15 May 2024

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09.00	Introduction Round
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09.15	Simplified Cost Options: Regulatory Framework and Principles
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- Simplified Cost Options – overview of regulatory; framework and major principles;
  - New regulations for years 2021-2027 on SCOs.
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10.30

Coffee break

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11.00

SCOs as a method of reducing administrative burden

- How to reduce administrative burden?
  - SCOs in projects – administrative costs and salaries;
  - Case studies – examples of projects using SCOs from different countries.
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12.30

Lunch

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13.30

Flat-rate: translation from the theory to practice

- Categories of costs and rates applied;
  - Calculation methods for indirect costs;
  - How do you calculate staff costs;
  - Examples of flat-rates.
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14.30

Case studies – examples of projects using lump sums and unit costs from Latvia (ESF and ERDF)

Participants will work on real-life cases and exercises on the use of flat-rates, unit costs and lump sums.

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16.00 End of the official Programme of Day one

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18.00 Walking Tour and a dinner

After the completion of the first day of the Spring Academy we invite participants to a walking tour in Lisbon, ending in the restaurant with a common get together dinner.

Starting point: the Hotel lobby

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Thursday 16 May 2024

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09.00 Art. 14.1 & Delegated Acts: how to apply and outlook 2021-2027

- Scope of application;
- Principles and main differences of Art. 67 CPR and article 14.1 ESF;
- What steps to take with the Commission to have a delegated act being approved?
- Practical examples from Member States and decisions.

**Louis Vervloet**, ESF Agency Flanders, Brussels

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10.15 Coffee break

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10.45 Setting up Simplified Cost Models for Projects: Considerations for Managing and Certifying

## Authorities & Beneficiaries and Outlook 2021-2027

- Why use SCOs in ERDF/CF projects: Considerations for MAs, CAs, IBs and beneficiaries;
- How to develop a Simplified cost model: Steps, negotiations, and institutions involved;
- Practical examples from different OPs;
- Benefits and risks of using SCOs;
- Change of focus from costs, reimbursement and checks to deliverables and results in the 2021-2027 programming period;
- Discussion and exchange of experiences.

**Louis Vervloet**, ESF Agency Flanders, Brussels

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### 11.45 “Off-the-shelves” SCOs, the new rules post “Omnibus” Regulation and outlook 2021-2027

- Cases of “off-the-shelves” SCOs;
- Clarification on the use of staff costs: how to calculate the “latest documented annual gross employment costs”?
- The “Off-the-Shelf” Cost Options in the 2021-2027 programming period;
- Practical examples.

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### 12.30 Lunch

### 13.30 Audit of Simplified Cost Options - outlook 2021-2027

- Using SCOs: Considerations for Audit Authorities;
- Implications for the audit procedure: Audit of methodology;
- Specific audit trail requirements;
- How to audit SCOs in the 2021-2027 programming period;
- Errors and irregularities –how to avoid them?

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14.30

Best Practice and Recommendations for a Successful Use of Simplified Cost Models in Operational Programmes

Group work and exercises on real-life examples: recommendations on good practices and common pitfalls when applying SCOs.

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15.30

End of Day Two

Friday 17 May 2024

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09.00

SCO in the Programming Period 2021-2027

What are the key changes for Simplified Cost Options for the new programming period?

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10.30

Coffee Break

Networking

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11.00

How to calculate flat rates based on standard scales of unit costs

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12.30 Lunch

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13.30 How to apply results-based financing through SCO

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14.30 Audit of Simplified Cost Options

Using SCOs: Considerations for Audit Authorities

- Implications for the audit procedure: Audit of methodology;
- Specific audit trail requirements;
- Compliance with eligibility rules, public procurement and State aid rules;
- Errors and irregularities – how to avoid them?

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16.00 The End of the Spring Academy

Handing out of certificates

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## EXPERTS

- **Louis Vervloet**  
Expert on SCO
- **José Eduardo Baptista**

Event Manager

■ **Kristaps Konrāds**

Expert on SCO

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## VENUE

### **Novotel Lisboa**

Av. José Malhoa, I-IA – 1099-051 Lisboa – Portugal

**Next to the training materials the trainign fee is covering:**

- a) the Catering during the training (3 Coffee Breaks and a Lunch every day);
- b) the Walking Tour in Lisbon in the evening of the First Day of the Training;
- c) Networking Dinner in the evening of the First Day of the Training.