

**Interreg North Sea Region**  
European Regional Development Fund

**VB/NSRP OMS Administration**

Welcome to the NSRP / VB Monitoring System

HOME > Dashboard

**WELCOME**  
VB/NSRP OMS  
Welcome to the VB North Sea Region Programme (NSRP) 2014-2020 Online Monitoring System (OMS). This page is your entrance to the main functions at your disposal.

**ANNOUNCEMENTS**

- 21/08/2019  
Mobile video workshop - you can still sign up!
- 08/07/2019  
Save the date! FLC seminar in Sweden 11 September
- 28/06/2019  
Call 11 is open for full applications

**COMMUNICATION**

**Message**

- Manfred Nessen @ Hochschule Emden / Leer  
Major Change Request submitted in DecomTools
- Bart Jan Wulfse @ ZLTO  
Project Periodic Progress Report signed and submitted
- Mikeldi Miranda @ Bax & Company  
SCALE-UP Annex and Grant Agreement signature
- Lise Espersen @ North Sea Region Programme  
Stakeholder dialogue event - 1 October 2019
- Cerwin Venema @ Cerwin Venema  
Major Change Request submitted in BIOCAS

**PERIODIC REPORTING**  
Your projects requiring attention

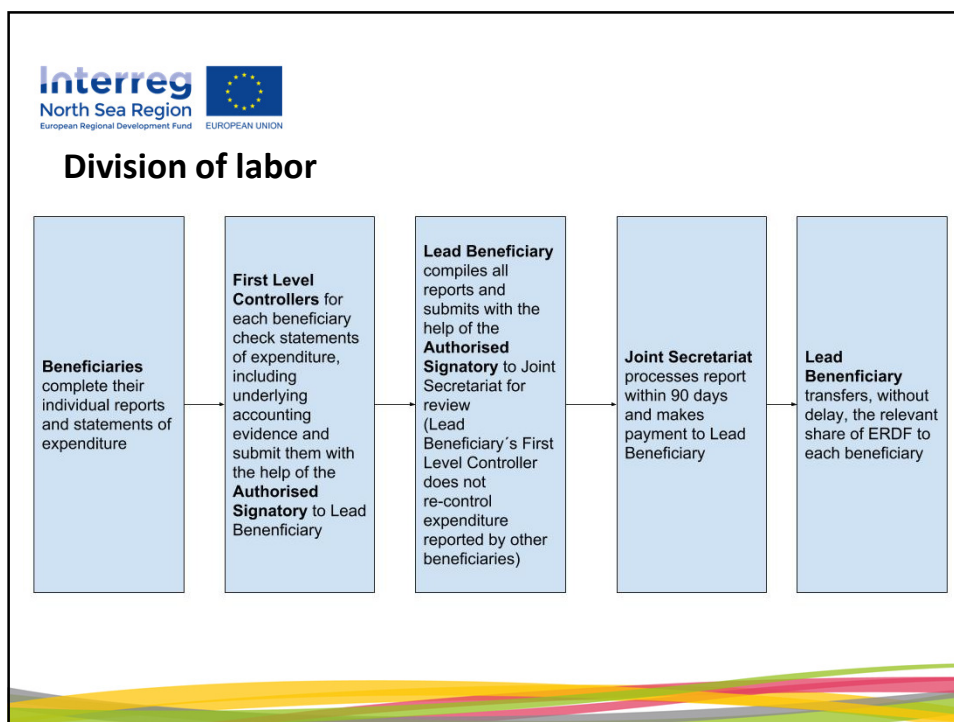
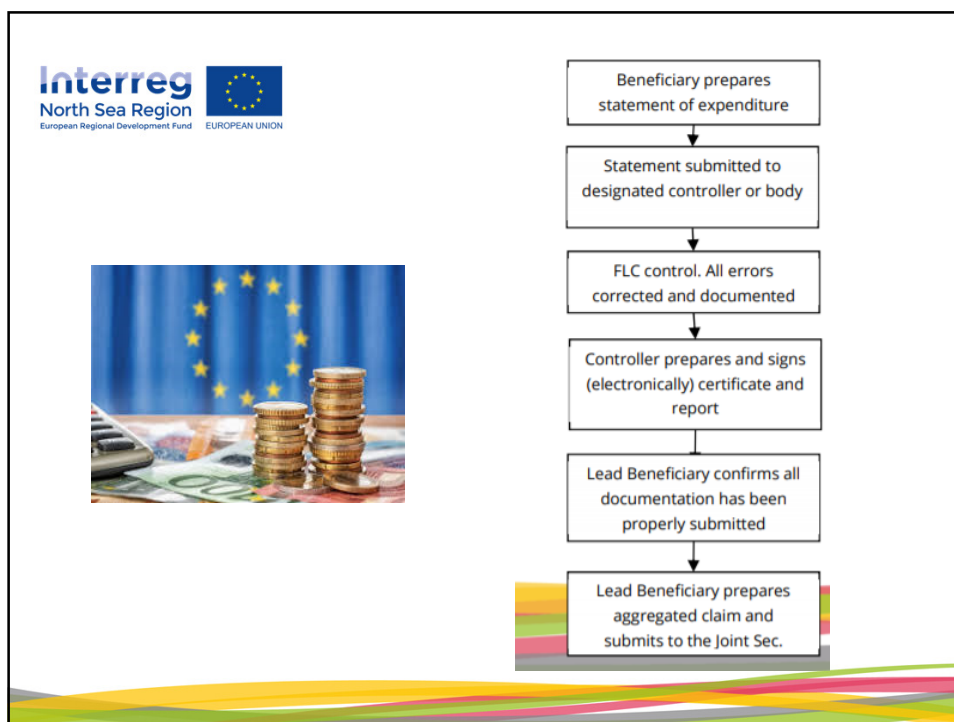
SCALE-UP - Supporting Clean tech innovators in Accessing Large Enterprises through Unlocking Procurement, round 4  
Status: Letter sent to applicant, waiting for reply  
Due date: 18

**Reporting and Control in Practice**  
- Financial Reporting and FLC – How to use the OMS  
Brussels 16 September 2019  
Jesper Jönsson

**Interreg North Sea Region**  
European Regional Development Fund

**Extensions, closure and future call for applications**

- Minor change (up to 6 months extension)
- Project extension in current call 11 (11/10 23:59:59)
- Closure of projects (30 June 2019 and onwards)
- Call 12 (Monitoring Committee meeting 6/11 2019)



## What are the report types?

- **Basic progress report**: short summary of project's achievements over the last six months with facts and figures on progress towards work package targets. Statement of expenditure is **optional**.
- **Full progress report**: the basic report plus some questions on the functioning of the partnership, how stakeholders have been involved, etc. **Must** include statement of expenditure.
- **Final report**: focuses on overall achievements of partnership over whole project lifetime. **Must** include statement of expenditure.

## Who is who in the OMS? Who does what?

- Project Managing User
- Beneficiary Managing User
- Authorised Signatory
- First Level Control

## Authorised Signatory

- By signing submitting formal documents (reports)
- Does **not** have to be the head of the organisation but a staff member with the right to sign off (also financial commitments) on behalf of the beneficiary

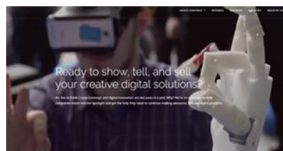
## HOW can an Authorised Signatory be designated?

Procedure of approving an Authorised Signatory

1. Beneficiary Managing User needs to invite a person in their institution to become the Authorised Signatory
2. Paper documents need to be filled in and:
  - Sent by post to the Joint Secretariat
  - Uploaded in the Online Monitoring System
3. PIN code will be issued by the Joint Secretariat
4. Authorised Signatory needs to approve him/herself via PIN

## HOW can a First Level Controller be designated?

1. Beneficiary Managing User needs to invite First Level Controller (procurement rules) to the Online Monitoring System by
  - filling out First Level Controller's contact details
  - filling out designation checklist
2. First Level Controller needs to agree to become the First Level Controller of the beneficiary
3. First Level Controller needs to be appointed by designation body



**Interreg North Sea Region**  
European Regional Development Fund EUROPEAN UNION

VB/NSRP Online Monitoring System

Welcome : VB/NSRP Online Monitoring System

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**PROJECT APPLICATIONS**

List

Create new application

Contracts

FLC Designations

Progress Reports

Finances Reports

Changes

**Document Center**

**COMMUNICATION**

Announcements

Messages

**LEGAL STATUS**

You are set as the Authorised Signatory as follows:

- Project AS for Full Demo Application1 (Process not completed yet)
- Beneficiary AS for partner FDA1 Denmark LB of project Full Demo Application1 (Process not completed yet)

You have uploaded the following documents:

20190125152906\_Screenshot2019-01-25at15.26.58.png

The JS has been informed that you have mailed your legal documents. As soon as they are received, they will be validated and a PIN code will be sent to your physical address.

**WELCOME**

Welcome to the Online Monitoring System

This is your one-stop point of access for all information directly in our online forms and save your time.

For upcoming call for applications, please check the announcements.

**ANNOUNCEMENTS**

16/01/2019  
Video contest is now open!

15/01/2019  
Great interest in upcoming Implementation

11/01/2019  
Guidance for Calls 9 and 10 now available

**COMMUNICATION**

New Messages

Messages

**My Projects**

Status	Title
NSRP -TEST Call 7 Demo - NSRP TEST Full Application	
NSRP7demo Call 7 Demo NSRP Full Application	
FDA1 Full Demo Application1 Full Application	
FDA12 Full Demo Application2 Full Application	
ISA Isas Eol Call 6 Expression of Interest	

**Interreg North Sea Region**  
European Regional Development Fund EUROPEAN UNION

VB/NSRP Online Monitoring System

Periodic Reporting: Finances Reports

Home > Periodic Reporting > Finances Reports

Progress Reports

Currently open round: FDA1 #3 (submission period: 04/02/2017 - 03/03/2018). A submission extension has been approved, the closing date is 31/01/2019.

- Project-level progress report for FDA1 started. Finances report started.
- Beneficiary-level progress report for FDA6 Norway is not needed in a Final round. Finances report started.
- Beneficiary-level progress report for FDA1 Denmark LB is not needed in a Final round. Finances report does not exist. [Start](#)
- Beneficiary-level progress report for FDA2 Sweden is not needed in a Final round. Finances report is not needed as the beneficiary is inactive.
- Beneficiary-level progress report for FDA3 UK London is not needed in a Final round. Finances report started.

You can [message](#) the Beneficiary Managing Users about this round.

**My reports**

Project	Round	Number / Level / Beneficiary	Progress report	Locked	FLC Approved	AS Signed	Submitted
FDA1	#1	#1 Project	View	Yes	Yes	Yes	Yes
FDA1	#1	#1 Beneficiary: FDA1 Denmark LB	View	Yes	Yes	Yes	Yes
FDA1	#1	#1 Beneficiary: FDA2 Sweden	View	Yes	Yes	Yes	Yes
FDA1	#1	#1 Beneficiary: FDA6 Norway	View	Yes	Yes	Yes	Yes
FDA1	#1	#1 Beneficiary: FDA3 UK London	View	Yes	Yes	Yes	Yes
FDA1	#2	#2 Project	View	Yes	No	No	Yes
FDA1	#2	#2 Beneficiary: FDA1 Denmark LB	View	Yes	Yes	Yes	Yes
FDA1	#2	#2 Beneficiary: FDA2 Sweden	View	Yes	No	No	Yes
FDA1	#2	#2 Beneficiary: FDA6 Norway	View	Yes	No	No	Yes
FDA1	#2	#2 Beneficiary: FDA3 UK London	View	Yes	Yes	Yes	Yes
FDA1	#3	#3 Project	View	No	No	No	No
FDA1	#3	#3 Beneficiary: FDA6 Norway		No	No	No	No
FDA1	#3	#3 Beneficiary: FDA3 UK London	View	Yes	Yes	Yes	Yes
FDA1	#4	#4 Project	View	No	No	No	No
FDA1	#4	#3 Beneficiary: FDA1 Denmark LB		No	No	No	No
FDA1	#4	#3 Beneficiary: FDA6 Norway	View	No	No	No	No
FDA1	#4	#4 Beneficiary: FDA3 UK London	View	No	No	No	No




## Main details (Beneficiary level)

**VB/NSRP Online Monitoring System**
029:21
HELP

Periodic Reporting: Finances Reports  
FDAI / #4, Beneficiary Finances Report for FDA6 Norway / Edit Report



# Home > Periodic Reporting > Finances Reports > FDAI / #4, Beneficiary Finances Report for FDA6 Norway / Edit Report

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

Reporting Round	#4
Report Type	Full Finances report
Form Version	Full Beneficiary Finances Report v1
Reporting level	Beneficiary
Beneficiary	FDA6 Norway
Report Number	3
Previous Report	2 #2

Save and return
Save and proceed to next step

## Investment (Beneficiary level)

**VB/NSRP Online Monitoring System**
029:49
HELP
Dennis Lørdal

Periodic Reporting: Finances Reports  
FDAI / #4, Beneficiary Finances Report for FDA6 Norway / Edit Report

# Home > Periodic Reporting > Finances Reports > FDAI / #4, Beneficiary Finances Report for FDA6 Norway / Edit Report

Main details
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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 IS. 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
Nonregian investment	130 000 €	20 000 €	0 €	20 000 €	15%	110 000 €
<b>Total</b>	130 000 €	20 000 €	0 €	20 000 €	15%	110 000 €

Explanations on Investments deviations

Type something

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




## Investment (Beneficiary level)

**VB/NSRP Online Monitoring System**

 028-49  HELP  Demo Load

Periodic Reporting: Finances Reports  
FDAI / #4, Beneficiary Finances Report

# Home > Periodic Reporting > Finances Report

Main details | **Investments** | Equipment

Related to section C.8 Investments in the app

**⚠ You have not reported any expenditure. You may still submit your report but it will report must be signed and submitted by you.**

Investment	Total
Nonwegian investment	
<b>Total</b>	

Explanations on Investments

**Expenditures Reporting**

**Edit Expenditures**

Report Table: **4. Investment expenditure**

Investment: **Nonwegian investment**

Total Eligible Budget: 110000

Previously Reported: 20000

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


Total reported so far: 20000

% of Total reported so far: 18%

Remaining budget: 110000



[Save](#)

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

## Equipment (Beneficiary level)

**VB/NSRP Online Monitoring System**

 029-53  HELP  Demo Load

Periodic Reporting: Finances Reports  
FDAI / #4, Beneficiary Finances Report for FDA6 Norway / Edit Report

# Home > Periodic Reporting > Finances Reports > FDAI / #4, Beneficiary Finances Report for FDA6 Norway / Edit Report

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

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 €	10.000 €	0 €	10.000 €	5	180.000 €
<b>Total</b>	190.000 €	10.000 €	0 €	10.000 €	5	180.000 €

Explanations on Equipment expenditure deviations



Type something

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





**Equipment expenditure \***

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



## Expenditures (Beneficiary level)

VB/NSRP Online Monitoring System
 





Periodic Reporting: Finances Reports  
 FDAI / #4, Beneficiary Finances Report for FDA6 Norway / Edit Report

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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 IS. The system will bypass First Level Control verification if - and only if - you report expenditure in the amount of 0 Euro. 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	99.700 €	11.230 €	0 €	11.230 €	11%	88.470 €
Office and administration	14.955 €	1.685 €	0 €	1.685 €	11%	13.270 €
Travel and accommodation	20.345 €	500 €	0 €	500 €	2%	19.845 €
External expertise and services	290.000 €	55.600 €	0 €	55.600 €	19%	234.400 €
Equipment	190.000 €	10.000 €	0 €	10.000 €	5%	180.000 €
Investments	130.000 €	20.000 €	0 €	20.000 €	15%	110.000 €
<b>Total Expenditure</b>	<b>745.000 €</b>	<b>99.015 €</b>	<b>0 €</b>	<b>99.015 €</b>	<b>13%</b>	<b>645.985 €</b>
(Net revenue)	0 €	0 €	0 €	0 €	0%	0 €
<b>Total Eligible Expenditure</b>	<b>745.000 €</b>	<b>99.015 €</b>	<b>0 €</b>	<b>99.015 €</b>	<b>13%</b>	<b>645.985 €</b>

Explanation for no reported expenditure \*





Type something

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

Save and return
Save and proceed to next step

## Expenditures (Beneficiary level)

VB/NSRP Online Monitoring System
 





Periodic Reporting: Finances Reports  
 FDAI / #4, Beneficiary Finances Report for FDA6 Norway / Edit Report

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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 IS. The system will bypass First Level Control verification if - and only if - you report expenditure in the amount of 0 Euro. 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	99.700 €	11.230 €	0 €	11.230 €	11%	88.470 €
Office and administration	14.955 €	1.685 €	0 €	1.685 €	11%	13.270 €
Travel and accommodation	20.345 €	500 €	0 €	500 €	2%	19.845 €
External expertise and services	290.000 €	55.600 €	0 €	55.600 €	19%	234.400 €
Equipment	190.000 €	10.000 €	0 €	10.000 €	5%	180.000 €
Investments	130.000 €	20.000 €	0 €	20.000 €	15%	110.000 €
<b>Total Expenditure</b>	<b>745.000 €</b>	<b>99.015 €</b>	<b>0 €</b>	<b>99.015 €</b>	<b>13%</b>	<b>645.985 €</b>
(Net revenue)	0 €	0 €	0 €	0 €	0%	0 €
<b>Total Eligible Expenditure</b>	<b>745.000 €</b>	<b>99.015 €</b>	<b>0 €</b>	<b>99.015 €</b>	<b>13%</b>	<b>645.985 €</b>

Explanation for no reported expenditure \*

Type something

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

Save and return
Save and proceed to next step

Expenditures Reporting

Edit Expenditures

Report Table: 3. Expenditure per budget line

Budget: Staff costs

Total Eligible Budget: 99700

Previously Reported: 11230

Current Report: 0 € (Only integers numbers accepted, no commas or dots.)

Total reported so far: 11230

% of Total reported so far: 11%

Remaining budget: 88470

Save

## Expenditures (Beneficiary level)

Rounding must always be down to the nearest whole Euro and it must correspond exactly to the amount in the annex

Example: €5,90 > €5

Explanation box for no reported expenditure is mandatory. If you do report expenditure, please fill in N/A.

The Lead Beneficiary compiles all explanations

## Compiled expenditure in project level report

VB/NSRP Online Monitoring System

Help Demo LeadBen

Periodic Reporting: Finances Reports

FDAI / #4, Project Finances Report / Edit Report

Home > Periodic Reporting > Finances Reports > FDAI / #4, Project Finances Report / Edit Report

Main details Investments Equipment Expenditures Outside prog. area Funding

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	1.660.997 €	0 €	€	0 €	0%	0 €
Office and administration	249.150 €	0 €	€	0 €	0%	0 €
Travel and accommodation	292.813 €	0 €	€	0 €	0%	0 €
External expertise and services	1.907.500 €	0 €	€	0 €	0%	0 €
Equipment	321.600 €	0 €	€	0 €	0%	0 €
Investments	785.000 €	0 €	€	0 €	0%	0 €
Total Expenditure	5.217.050 €	0 €	€	0 €	0%	0 €
(Net revenue)	100.010 €	0 €	€	0 €	0%	0 €
Total Eligible Expenditure	5.117.050 €	0 €	€	0 €	0%	0 €




## State aid (Beneficiary level)

VB/NSRP Online Monitoring System

Periodic Reporting: Finances Reports  
FDA! / #4, Beneficiary Finances Report for FDA6 Norway / Edit Report

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State Aid Scheme **No Economic Advantage** Answer taken from section B1 of the application form

No economic Advantage, confirmation \* ☐ No ☐ Yes, I confirm that the conditions agreed to in my organisation's self-declaration are being adhered to and that we follow all programme rules as a not-for-profit organisation

Aid received so far by beneficiary 0 € Data from previous reporting

Aid granted to Final Recipients, De Minimis

Final Recipient Name	Work Package	Aid Received
Total		0 €

ⓘ Please fill in below the information requested regarding any final recipients of state aid through one of your activities. Please note that all SMEs or final recipients that have received indirect aid need to have filled out a self-declaration form and your FLC must have controlled these.

Amount received by final recipients 0 € Amount of aid received in the given periodic report. Automated from the Final Recipients table.

Total amount received by final recipients 0 € Total amount of aid received, including the current round

Final recipients check \* ☐ No ☐ 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 \* ☐ No ☐ Yes, I confirm all final recipients have submitted a self-declaration, which has been checked by beneficiary FLC.

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






## State aid (Beneficiary level)

Fill in the tab on state aid and final recipients




SMEs that are not listed in the project partnership but still get a benefit from the project may still fall under state aid rules as 'final recipients' of aid.

If you don't know how to report this, please ask your project advisor or look at Fact Sheet 16 and 17 on our website

## Outside programme area (Beneficiary level)






**VB/NSRP Online Monitoring System**

Periodic Reporting: Finances Reports  
FDA! / #4, Beneficiary Finances Report for FDA6 Norway / Edit Report



# Home > Periodic Reporting > Finances Reports > FDA! / #4, Beneficiary Finances Report for FDA6 Norway / Edit Report

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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 €
	<b>Total</b>	<b>0 €</b>	<b>0 €</b>




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

## Funding (Beneficiary level)

**VB/NSRP Online Monitoring System**



Periodic Reporting: Finances Reports  
FDA! / #4, Beneficiary Finances Report for FDA6 Norway / Edit Report

# Home > Periodic Reporting > Finances Reports > FDA! / #4, Beneficiary Finances Report for FDA6 Norway / Edit Report

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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. If you submit the report with no expenditure, the system will bypass First Level Control verification. 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	372.500 €	49.507 €	0 €	49.507 €	13	322.993 €
<b>Total</b>						
Programme Co-funding ERDF	0 €	0 €	0 €	0 €	0	0 €
Programme Co-funding equivalent	372.500 €	49.507 €	0 €	49.507 €	13%	322.993 €
ERDF outside the programme area	0 €	100 €	0 €	100 €	0	-100 €
Beneficiary match-funding	372.500 €	49.508 €	0 €	49.508 €	13	322.992 €
 of which public contribution	372.500 €	49.508 €	0 €	49.508 €	13	322.992 €
 of which private contribution	0 €	0 €	0 €	0 €	0	0 €
<b>Total Eligible Expenditure</b>	<b>745.000 €</b>	<b>99.015 €</b>	<b>0 €</b>	<b>99.015 €</b>	<b>13</b>	<b>645.985 €</b>

Save and return
Save and proceed to next step

**Interreg**  
 North Sea Region  
European Regional Development Fund



## Funding (Beneficiary level)


When the total is an odd number, the systems rounds in favor of the programme

Example


Total amount: €27

**Split:** Programme: €13;

Beneficiary match funding: €14







**Interreg**  
 North Sea Region  
European Regional Development Fund



## Annexes (Beneficiary level)

**VB/NSRP Online Monitoring System**

Periodic Reporting: Finances Reports  
 FDAI / #4, Beneficiary Finances Report for FDA6 Norway / Edit Report


@ Home > Periodic Reporting > Finances Reports > FDAI / #4, Beneficiary Finances Report for FDA6 Norway / Edit Report



Main details
Investments
Equipment
Expenditures
State Aid
Outside prog. area
Funding
Annexes

Annexes \*[New](#)

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



## Annexes (Beneficiary level)

**VB/NSRP Online Monitoring System**

Periodic Reporting: Finances Reports  
FDAI / #4, Beneficiary Finances Report

# Home > Periodic Reporting > Finances Report

Main details Investments Equipment

**Annexes**

Information

Budget category \* Not defined

Title \*

File \* No file chosen

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

[Save](#)




## SAVE!!!

**VB/NSRP Online Monitoring System**

Periodic Reporting: Finances Reports  
FDAI / #4, Beneficiary Finances Report for FDA6 Norway / Edit Report

# Home > Periodic Reporting > Finances Reports > FDAI / #4, Beneficiary Finances Report for FDA6 Norway / Edit Report

Main details Investments Equipment Expenditures State Aid Outside prog. area Funding Annexes

**Annexes \***

Budget category	Title	File
<p><small>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.</small></p>		

[Save](#)




## COMPLETE!!!

**VB/NSRP Online Monitoring System**
98%
029 56
HELP
Demo Leaders

Periodic Reporting: Finances Reports  
FDAI / #4, Beneficiary Finances Report for FDA6 Norway

# Home > Periodic Reporting > Finances Reports > FDAI / #4, 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. If you submit the report with no expenditure, the system will bypass First Level Control verification. In addition, your report must be signed and submitted by your Authorised Signatory.

The reporting round is not currently open. This report can not be submitted.

① Workflow: Report completed and locked: ☒ No ☐ Yes ☒ FLC approval: ☒ No ☐ Yes ☒ Submitted to LB: ☒ No ☐ Yes

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

Project	FDAI
Reporting Round	#4
Report Type	Full Finances report
Form Version	Full Beneficiary Finances Report v1
Reporting level	Beneficiary
Beneficiary	FDA6 Norway
Report Number	3
Project start date	04/03/2015
Previous Report	2 #2
Project end date	30/06/2018
Reporting period start	01/01/2019
Reporting period end	31/01/2019





# X

## ERROR



Imperative Run  
laurentiu.b@gmail.com


**Customer**  
A Monster  
Linfield Road 24  
New York, New York 34627849  
US  
www.monster.com

**Invoice No.** #INV-20171003-68  
**Date** 03/10/2017  
**Due Date** 02/11/2017

### INVOICE

Item	Description	Price/Unit	Qty	Price
Web design	Total hours: 12hrs	\$150.00	3	\$450.00
Ads	Total Hours: 1 hrs	\$45.00	1	\$45.00
<b>Copywriting</b>				
Branding	Total Hours: 6 hrs	\$50.00	3	\$150.00
<b>Scoping &amp; Social Media</b>				
Subtotal				\$645.00
VAT 24%				\$154.80
<b>Total</b>				<b>\$799.80</b>





## Finance Report

Main details

Investments

Equipment

Expenditures

Outside prog. area

Funding

Annexes

Submission

Expenditures - breakdown per budget line

Budget	Total Eligible Budget	Previously Reported	Current Report	Total reported so far	% of Total reported so far	Remaining budget
Staff costs	440.000 €	180.583 €	54.041 €	234.624 €	53%	205.376 €
Office and administration	66.000 €	27.088 €	8.106 €	35.194 €	53%	30.806 €
Travel and accommodation	50.000 €	17.644 €	2.497 €	20.141 €	40%	29.859 €
External expertise and services	200.000 €	60.115 €	6.111 €	66.226 €	33%	133.774 €
Equipment	10.000 €	1.283 €	953 €	2.236 €	22%	7.764 €
Investments	0 €	0 €	0 €	0 €	0	0 €
<b>Total Expenditure</b>	<b>766.000 €</b>	<b>286.713 €</b>	<b>71.708 €</b>	<b>358.421 €</b>	<b>47%</b>	<b>407.579 €</b>
(Net revenue)	0 €	0 €	0 €	0 €	0	0 €
<b>Total Eligible Expenditure</b>	<b>766.000 €</b>	<b>286.713 €</b>	<b>71.708 €</b>	<b>358.421 €</b>	<b>47%</b>	<b>407.579 €</b>



## Annex: Travel and accomodation

Site	50654673 / 7009	2018-09-03	2018-10-02	kr.	1522,00	kr.	276,00	7,4889	203,78	Car rental from Aalborg Airport to Skagen and return
Taxi Energie	255 / 1543	2018-10-10	2018-10-10	l	9,00	l	-	1	9,00	Taxi in Brussels
BBM&Co opti	223 / 1917	2018-10-10	2018-10-10	l	9,00	l	-	1	9,00	Taxi in Brussels
Taxi Verts	6247 / 1548	2018-10-11	2018-10-10	l	9,00	l	-	1	10,00	Taxi in Brussels
CPH Parking	762441	2018-10-11	2018-10-12	kr.	640,00	kr.	-	7,4889	65,63	Parking at Copenhagen Airport
Homo-Taxi	344 / 1550	2018-10-11	2018-10-10	l	9,00	l	-	1	9,00	Taxi in Brussels
Travel expenses - Susanne	70032	2018-10-22	2018-12-31	kr.	3 877,28	kr.	-	7,4889	589,32	ing to and from the EMS Conference and partnership meeting in Skagen, and driving related to the meeting / meeting at Port of Vordingborg
NMBS	71961945742 / 169	2018-12-11	2018-12-13	l	21,00	l	-	1	21,00	Train ticket from Brussels Airport to Zone Brugge
NMBS	71961945411 / 169	2018-12-11	2018-12-13	l	21,00	l	-	1	21,00	Train ticket from Zone Brugge to Brussels Airport
CPH Parking	5182 / 159	2018-12-12	2018-12-13	kr.	640,00	kr.	-	7,4889	65,63	Parking at Copenhagen Airport
Hotel The Prielstert	100733 / 609	2018-12-12	2018-12-14	l	140,02	l	6,40	1	140,02	Hotel stay for Susanne in Brugge, Belgium
Travel expenses - Susanne	70055	2018-12-19	2018-12-31	kr.	2 296,08	kr.	-	7,4889	307,82	DUHL Porto meeting
Travel expenses - Susanne	70062	2018-04-12	2018-04-30	kr.	690,21	kr.	-	7,4889	92,41	Driving to and from Copenhagen Airport (partnership meeting on Oostende)
CPH Parking	5104 / 663	2018-02-22	2018-02-27	kr.	640,00	kr.	-	7,4889	65,63	Parking at Copenhagen Airport
DSB	06HCCPH / 70070	2018-02-27	2018-03-21	kr.	986,00	kr.	-	7,4889	132,01	Train to Emden, Camilla (making new videos)
Travel expenses - Camilla	70080	2018-04-10	2018-04-30	kr.	2 696,12	kr.	-	7,4889	356,36	Driving from Copenhagen Airport, Ullmink in Hvide Sande, Denmark, meeting at Port of Vordingborg
<b>TOT CLAIMED</b>	<b>DATE</b>								<b>2 497,73</b>	
<b>PLACE</b>										

**€2497,73**

## Exchange rates and use of €

[http://ec.europa.eu/budget/contracts\\_grants/info\\_contracts/infoeuro/infoeuro\\_en.cfm](http://ec.europa.eu/budget/contracts_grants/info_contracts/infoeuro/infoeuro_en.cfm)

- Use the rate for the month when the expenditure is submitted to the FLC for verification, NOT when the expenditure were incurred
- Document it in your finance report

## Certified expenditures

End of the control work 14/06/2019

Certified expenditure	Budget line	Declared	Certified	Difference	Certified in % of Declared
	Staff costs	54.041 €	54.041 €	0 €	100%
	Office and administration	8.106 €	8.106 €	0 €	100%
	Travel and accommodation	2.497 €	2.497 €	0 €	100%
	External expertise and services	6.111 €	6.111 €	0 €	100%
	Equipment	953 €	953 €	0 €	100%
	Investments	0 €	0 €	0 €	0%
	Total Expenditure	71.708 €	71.708 €	0 €	100%
	(Net revenue)	0 €	0 €	0 €	0%
	Total Eligible Expenditure	71.708 €	71.708 €	0 €	100%

## Typical errors

- Uploaded receipts and invoices in the OMS
- Discrepancy in numbers between the certified and verified numbers in the OMS
- Rounding down €2497,73 = €2497
- Lack of reference to the exchange rates

## Main differences between progress and finance report

### Progress report:

Lead Beneficiary needs to decide which parts need to be filled out by which beneficiary.

Progress report will not be compiled automatically by the system (like finance report). Progress report needs to be compiled by Lead Beneficiary.

## Local partnership reporting

### Progress report

Coordinating beneficiary fills out one report, which includes all relevant information of all beneficiaries in the whole local partnership. -> "see report of coordinating beneficiary".

### Finance report

Co-beneficiaries give relevant information to the coordinating beneficiary who fills out the individual finance reports for each and every co-beneficiary.

## Objectives, Outputs, Results and Deliverables

Focus on

Level of achievement

Key outputs, results and deliverables

Explanations: What? How? When? Why? Next steps

Transnationally – how did you do it?

Aligned with the objectives of the project

Investments / Pilots

Impact?

## In practice

- Joint Secretariat has 90 days
  - Issues requiring follow up letter (IRFL)
  - Concluding progress and payment cover letter
- Lead Beneficiary transfers received funding to partners without delay

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