

Questions and answers

Reporting

**Interreg
North Sea**



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Technicalities



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Agenda

1

Welcome

2

Activity reporting

3

Finance reporting

4

Questions and answers

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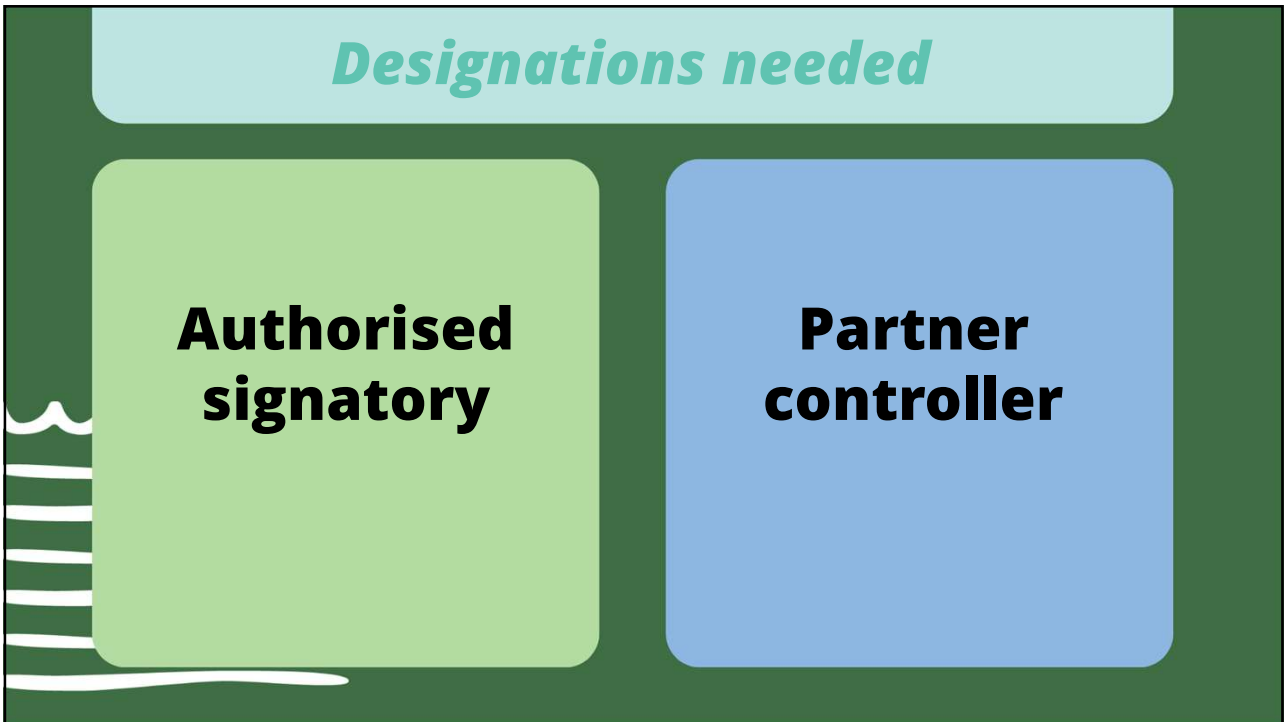
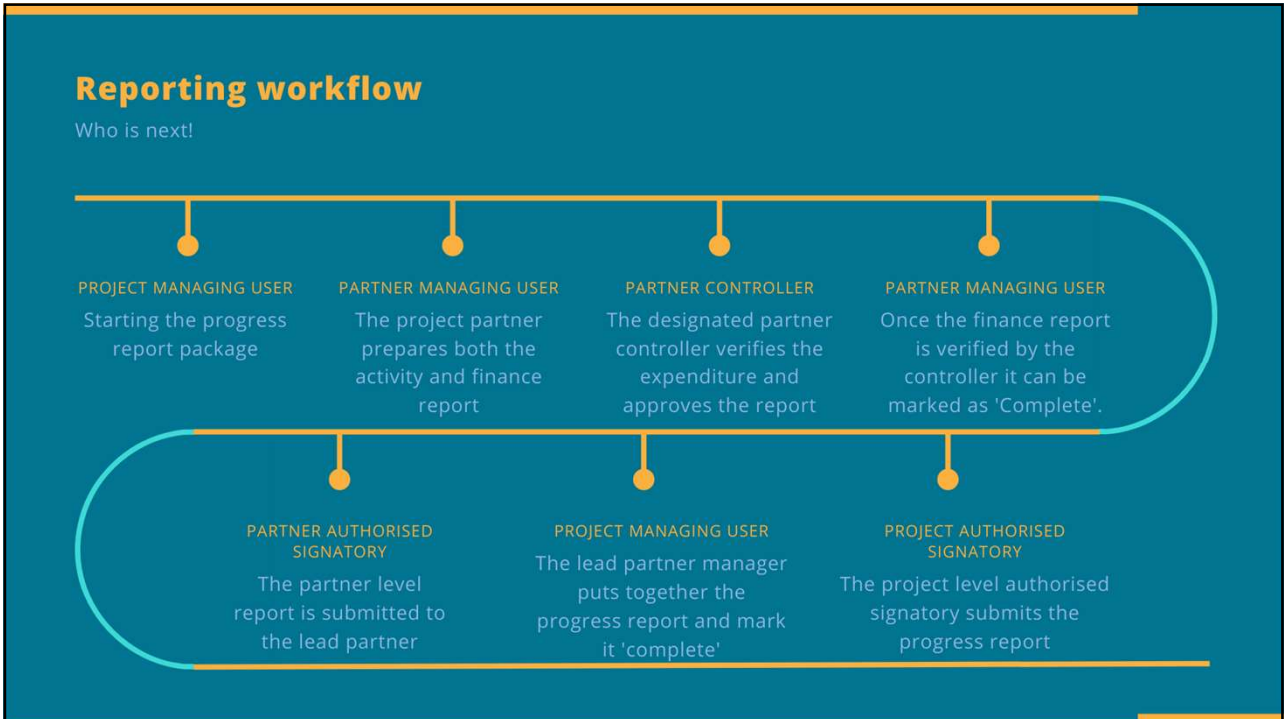


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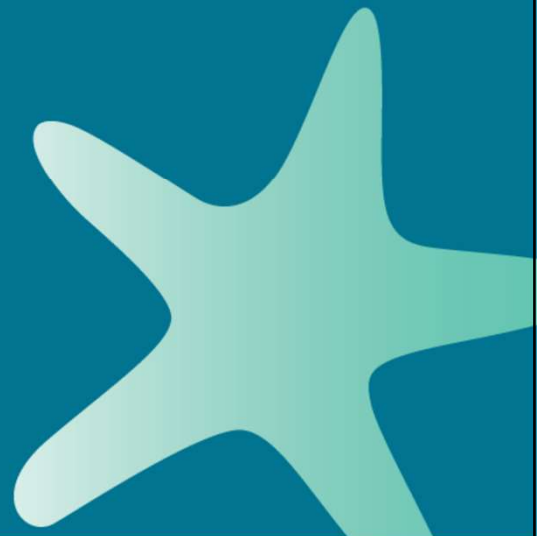
Reporting - Schedule

Example of reporting schedule - Project X

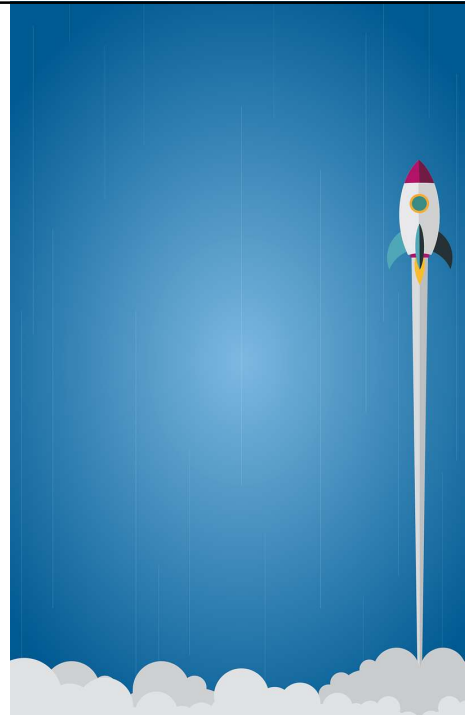
This first report must include a finance report.



Activity reporting



**Reduced
scope for
first round
call 1
project
reports...**



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Indicator reporting

What you can see now:

Outputs

Outputs will be editable in the **indicator progress** module. This module will be available after submission of this report.

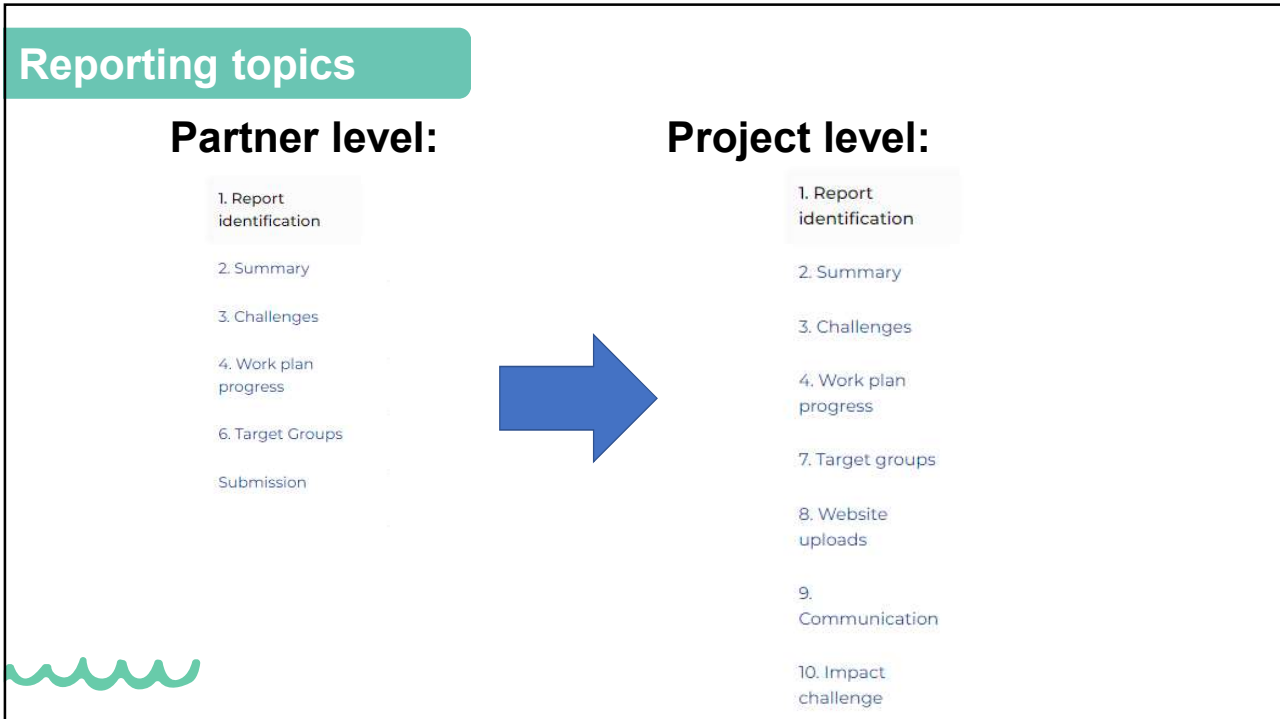
What you will be able to see:

Indicator reporting module

- will be available to all partners
- will be available also in between report



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Reporting in the Online Monitoring System

Main details

- Local currency
- Conversion rate
- Conversion Date

Cost categories

- Detailed list of expenditure
- Staff costs
- Travel and accommodation
- External expertise and services
- Equipment
- Infrastructure and works

Summary

- Summary of costs per cost category
- Text field for explaining why no costs to be reported

Funding

- Split partners own funding per funding source
- Private vs. public

State aid

- Indirect aid allocated
 - Organisation name
 - VAT number
 - Country of location
 - Amount allocated

Submission

- Log of main events
- Nothing to be filled in

BUILDING THE LIST OF EXPENDITURE(S)

Internal reference

Your internal reference number to the cost booked in the accounting system

Investment

From a drop-down list you should define if the cost is associated with an investment.

Award criteria

If relevant, How was the contract awarded. (remember you planned for the procedure in the application form)

Date of payment

Date of when the cost was paid from the organisations bank account.

LIST OF EXPENDITURE

VAT

If VAT is an eligible expenditure for your organisation in our programme, then you need to enter the VAT amount.

Comments

Are there any comments you would like to add to this expenditure, then you can do it here.

Total cost in local currency

What is the total expenditure for this cost item without VAT.

Calculation method

For staff costs you need to list which option from the fact sheet that was applied to the reported costs

Conversion into EUR

- Fact sheet 11
- European commission exchange rate
- Direct link to the website
- Average from the month in which the cost is forwarded to the controller



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Resources

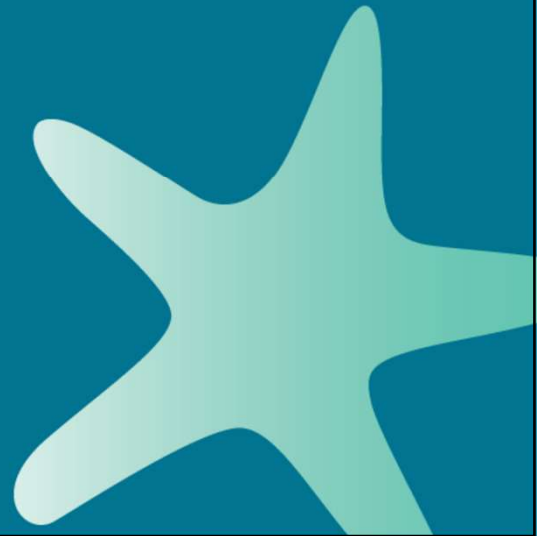
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Thank you

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