



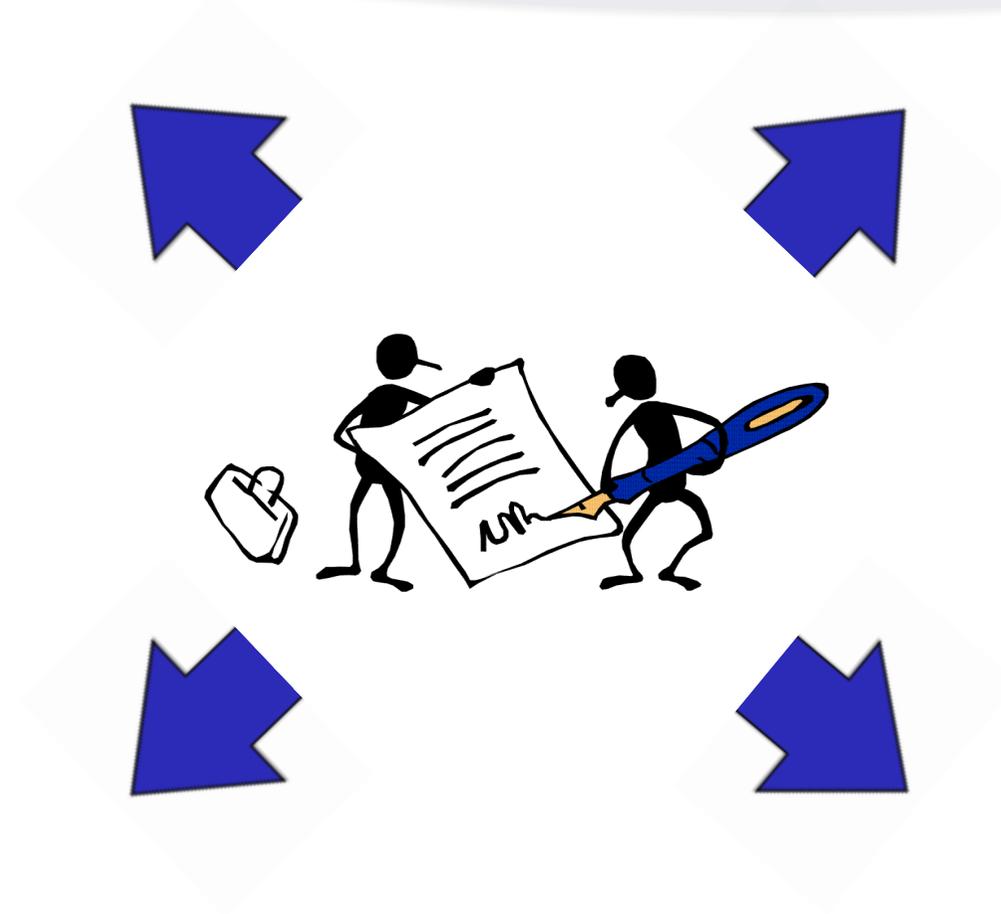
HORIZON 2020

**Grant Management
under COVID-19**

*Research and
Innovation*

Horizon 2020 Grant Management under COVID-19:

General principle



**Maximum flexibility possible
under H2020 MGA rules**

Force Majeure clause – use due to Covid-19

Force majeure' relates to an extraordinary and unforeseeable event or situation that is beyond the beneficiaries control and that prevents them from fulfilling their obligations under the action (Article 51 H2020 MGA).

Travel cancelled?

Covid-19 situation

Are costs incurred eligible ?
(case-by-case assessment)

Meeting cancelled?

Hotel booking cancelled?

**Beneficiaries must immediately inform the Commission/Agency/
Funding Body**

Yes, if they fulfil the general eligibility conditions of Article 6 MGA like any other cost incurred under the action
AND
Beneficiaries must immediately take all the necessary steps to limit any damage due to force majeure

Eligibility of actual costs – flexibility due to COVID-19 impact

Personnel costs

- Teleworking costs eligible even if not the usual practices of the beneficiary
- If teleworking not possible, the mandatory confinement period set out by national or regional authorities qualifies as special absence

Travel costs

- Eligible even if temporarily not in line with usual travel costs practices if needed for exceptional individual situations (e.g. to immediately book return flight tickets for its staff working abroad on the action)

Equipment costs

- For equipment exclusively used for the action - full corresponding depreciation costs even if the equipment is not being actually used by researchers are eligible
- New equipment – costs eligible from the day on which its depreciation starts

ACTUAL personnel costs: flexibility under COVID-19

Annual Productive Hours

$$\text{Annual hourly rate} = \frac{\text{Annual Personnel costs}}{\text{Annual Productive hours}}$$

➤ Who

- ✓ Beneficiaries applying option 2 – individual annual productive hours 
- ✓ What about beneficiaries applying Option 1 or 3
 - ✓ They may change to Option 2 in this year and
 - ✓ They may only choose do so for the types of personnel subject to confinement that cannot telework and keep Option (1 or 3) for the rest of the staff (e.g. employees who could telework)

➤ How:

- ✓ Remove the absence due to the period of confinement from the calculation of the annual productive hours



Beneficiaries using monthly hourly rates can benefit from the measure ONLY if they change to annual hourly rates for financial year 2020 (i.e. for all personnel working in 2020 in all their ongoing GAs)

ACTUAL personnel costs: flexibility under COVID-19

Eligible personnel costs

$$\text{Annual hourly rate} = \frac{\text{Annual Personnel costs}}{\text{Annual Productive hours}}$$

➤ **Include:**

- ✓ General and specific eligibility conditions set out under Article 6(2) of the Model grant agreement, including that they must be actual (e.g. salaries, social security contributions etc.)

➤ **Do not include:**

- ✓ Any amount (partly or totally) reimbursed from other sources (e.g. short-time work scheme, social security or public schemes).

What flexibility for timesheets if impacted by COVID-19?

➤ Who and when?

- ✓ Beneficiaries encountering difficulties in obtaining the monthly signature of their timesheet or if electronic signature is not possible

➤ How:

- ✓ Two options are possible:

- The signature of the timesheets can be delayed until the confinement is lifted, or
- An electronic version of the timesheet (scan or photo) can be sent by e-mail to the supervisor who approves it by replying by e-mail to the person.



Beneficiaries must keep the original timesheet with the signature of the person plus the acceptance e-mail of the supervisor.

Impact of COVID-19 on action duration and start date of the action

Duration: Can be **extended:**

- Requests up to 6 months handled favourably and in a speedy manner.
- Request beyond the 6 month based on case-by-case assessment

Start Date: Can be **postponed**

- ⇒ **For GAs about to be signed: indicate new date in GAP**
- ⇒ **For GAs already signed: via an amendment**
 - ↪ Only if start date in the future (no work has started yet)
 - ↪ **How:** Set a fixed date later in the future

What about delays due to impact of COVID-19?

Delays in action implementation

- ⇒ full flexibility on scheduled due dates for deliverables, milestones and reports whose performance was impacted by the confinement measures.

Delays in submitting the reports

- ⇒ Flexibility on the 60 days period for the submission of the periodic and final reports
- ⇒ **For interim payments:** possibility to submit a shorter narrative part of the scientific report focusing on key explanation of work performed (e.g. key achievements; explanations on difficulties to perform tasks due to this situation, etc.)
- ⇒ **For final payments:**
 - ⇒ possibility to request an amendment to introduce an additional interim period (to be able to receive up to 90% of the grant amount)
 - ⇒ possibility to make the payment of the balance even if no CFS (amount capped at EUR 324,999)

What about amendments to manage impact of COVID-19?

What?	Amendment needed?
Shift of action tasks from tasks where physical presence is needed on the ground (e.g. experiments/lab work, etc.) to remote work (desk work, drafting of reports, etc.) during confinement period	NO
Change in annual productive hours for calculating personnel costs from Options 1 or 3 to Option 2	NO
Request to introduce an additional interim period	YES
Extension of action duration	YES (assessment on a case-by-case basis for requests longer than 6 months)
Reorientation of the action to contribute to tackling the COVID-19 crisis	YES, upon request (assessment on a case-by-case basis).

ADDITIONAL INFO:

Funding & tender opportunities Portal

At: <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/home>



H2020 COVID – 19 FAQs

<https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/support/faq?type=1;categories=;programme=H2020;actions=;keyword=COVID-19%20outbreak>



Horizon 2020 Annotated Grant Agreement http://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/amga/h2020-amga_en.pdf

Horizon 2020 On-line Manual <http://ec.europa.eu/research/participants/portal/desktop/en/funding/guide.html#>



Questions? *Research Enquiry Service* <http://ec.europa.eu/research/enquiries>



HORIZON 2020

**Thank you
for your attention!**

Find out more:

<http://ec.europa.eu/programmes/horizon2020/>