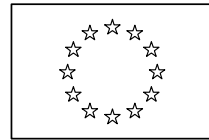




Research Executive Agency

P3-Marie Curie Reintegration Grants and
Researchers' Night



HORIZON 2020 Call H2020-MSCA-NIGHT-2014 (Researchers' night 2014-2015)

ISSUES FREQUENTLY RAISED

I. GENERALITIES

The dates

Proposals should plan 2 Researchers' night events, **respectively taking place on Friday 26 September 2014 and Friday 25 September 2015.**

Events organised in Israel may be organised on the closest possible date to the ones referred to above.

Proposals covering one single event might be considered: keep in mind however that such proposals will have to "compete" with 2-years proposals, notably with regard to their potential impact.

The duration of the events

Each of the events will possibly last from the **early afternoon of the Friday until early morning of the Saturday.** Starting activities as from early afternoon will allow actively involving schools or groups of children who wouldn't be able to attend at night. Activities organised on Friday morning would as a rule be excluded from the eligible expenses.

The duration of the actions and of the EU support

The **maximum duration** of support will be 2 years as from the starting date mentioned in the Grant agreement (which may be prior to the signature of the Grant agreement but necessarily after the deadline for submitting the proposals, i.e. 4 March 2014).

Nevertheless, proposals covering 2 successive events wouldn't be expected to last beyond 2 months after the second event (i.e. not after November 2015)

II. PARTICIPANTS

🚩 Type of participants

Any legal entity - private, public, natural or legal persons- **from Member States and/or Associated Countries**, i.e. (provided the related agreements will have been signed) Albania, Bosnia and Herzegovina, Faroe Islands, Former Yugoslavian Republic of Macedonia, Iceland, Israel, Liechtenstein, Moldova, Montenegro, Norway, Serbia, Switzerland, and Turkey.

Examples: universities, public or private research institutions, companies and specially SMEs, public authorities at whichever level, higher and secondary schools, museums, associations, foundations, charities, media....

🚩 Number of participants

The Researchers' night consisting of a support action, it **may** be submitted by **one single participant**. Multi-partners consortia are obviously welcome (Keep in mind that participants not having at least started their validation process- thus having at least a provisional PIC number- will be automatically prevented from appearing as beneficiaries)

In any case, whichever the number of beneficiaries and /or the type of involvement of the entities in the project, the partnership should **represent in a relevant way the science community of the territory concerned**.

🚩 Transnationality

There is **no obligation** for the consortia to include participants from different Member states /associated Countries. Should it be the case, the events have to appear **consistent** and **closely linked** amongst all countries involved.

🚩 Possible typology of participants and related obligations

Entities may be involved in the project implementation in different ways and will consequently face different requirements and obligations:

- Beneficiaries: they will have to:
 - Have a PIC number (at least provisional);
 - Be mentioned in the proposal part A;
 - Fill (at a later stage the Grant agreement Preparation forms;
 - Sign the Grant agreement (G.A. directly if coordinator or "A forms-accession forms" if not coordinator);
 - Fill the "Annex 4 Model financial statement " (costs statements) at the reporting stage;

- Third parties, which can take various forms:
 - Third parties making resources available to the participants without taking part in the project implementation (i.e. not working for the project);
 - Third parties making resources available to the participants and taking part in the project implementation (working for the project);
 - Cooperating bodies: taking part in the project implementation;
 - Subcontractors: taking part in the project implementation as assumed by one of the participants;

See next page for a comprehensive table regarding the obligations of the bodies involved in the implementation of the action according to their status.

COMPARATIVE TABLE OF THE VARIOUS FORMS OF INVOLVEMENT IN THE PROJECT

TYPE OF PARTICIPATION	PIC NUMBER	DOCUMENTS TO BE SIGNED	APPEARANCE IN DoW (Annex I to the Grant agreement, description of works)	EU-CONTRIBUTION	REPORTING
Coordinator	Compulsory	<ul style="list-style-type: none"> o Grant agreement preparation forms (GPFs) o Grant agreement 	Yes	Yes	Filling in of "Annex 4 Model financial statements"
Beneficiaries (other participants beyond the coordinator)	Compulsory	<ul style="list-style-type: none"> o Grant agreement preparation forms (GPFs) o Grant agreement A forms (accession to the G.A.) 	Yes	Yes (except if otherwise stated at consortium level)	Filling in of "Annex 4 Model financial statements" (whether EU contribution or not)
Third party making resources available without taking part in implementation	Compulsory if costs taken into consideration for calculation of eligible costs	<ul style="list-style-type: none"> o Grant agreement preparation forms (GPFs) o Special clause in Grant Agreement 	Yes (if not initially included, written request to the Project Officer for information)	Possibly (up to consortium)	If costs taken into account for calculation of eligible costs, filling in of a "Annex 4 Model financial statements" (whether contribution or not)
Third party making resources available and taking part in implementation	Compulsory if costs taken into consideration for calculation of eligible costs	<ul style="list-style-type: none"> o Grant agreement preparation forms (GPFs) o Special clause in Grant Agreement 	Yes (if not initially included, written request to the Project Officer for information)	Possibly (up to consortium)	If costs taken into account for calculation of eligible costs, filling in of a C form (whether contribution or not)
Cooperating bodies	Not compulsory	None (from EU point of view)	Possibly mentioned as "cooperating bodies"	No	- The costs they possibly incur for the implementation of the project are not eligible

Subcontractors	Not compulsory	None (from EU point of view)	No; the sole list of tasks to be subcontracted and the corresponding estimated amounts appear.	No (they get paid by the participant which assumed them)	- Their costs are considered as eligible costs of the participant which assumed them and states the amount of their invoice
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III.SCOPE OF THE ACTIONS

🚩 At geographical level

Applicants determine the geographical territory covered by their actions. It may consist of a **zone, a region, several regions, a whole country, or several countries.**

Keep in mind, given the necessity of reaching a certain scale in terms of attendance, too narrow a territory might prevent from gathering a sufficient number of attendees.

🚩 At scientific level

Activities may relate to **any science topic** up to the applicants, depending on the activities of the participating organisations, on the regional characteristics, on the likely interests of the potential attendance...both fundamental and applied-industrial research may be covered.

Too narrow or too "sophisticated" a topic might however endanger the attractiveness and accessibility of the event, expected to address all components of the public at large.

🚩 At attendance level

There is no legal threshold regarding the number of visitors targeted. Nevertheless, with a view to focusing on the events likely to get the major possible impact, all projects submitted should tend to gather **at the very least 5.000 visitors.**

🚩 At duration level

As referred to above, proposals should normally cover 2 successive events, i.e.2014 and 2015.Proposals could also cover one single year, being 2014 or 2015.

In case proposals intend covering a 2 events, proponents have the choice between the **following possibilities**, and are requested to clearly indicate the option selected under the 1.2."Overall strategy" chapter under the heading "Excellence (see guide for applicants):

- Submission of 2 identical proposals regarding all the Work Packages (awareness campaign, activities during the night, impact assessment and management); in such case, only one sheet will be filled in for each of the 4 Work Packages and apply to both years¹;
- Submission of partially identical proposals, some Work Packages remaining unchanged while others differ from one year to the other; in such case, only one

¹ Keep in mind that in such case, it would however be possible to choose different themes for WP2, while the activities would remain unchanged.

sheet would have to be filled in for the WPs remaining unchanged, while two different sheets would have to be filled in for WP 2;

- Submission of two entirely different proposals, in which case two different sheets would have to be filled in for each of the Work Packages.

Keep in mind that both the objectives of each Work Package and the deliverables have to remain unchanged (as mentioned in the guide for applicants) whichever the strategy opted for.

Also keep in mind that the European Commission plans some specific actions in 2015 with a view to celebrating the 10th anniversary of the European Researchers 'night. It might consequently prove relevant to plan some special activities in relation to such anniversary and/or explicitly mention the intention to cooperate with the European Commission in such context (without any extra EU-contribution).

IV. FINANCIAL ISSUES

Budget of the call as a whole

The **total indicative budget** of the call, covering both years **2014 and 2015**, will amount **€ 8 million**. One may consider sensible the funding of about 50-55 events a year (reaching accordingly a total of 100-110 funded events), of which in average each would be granted a annual contribution of € 80.000-72.000. (This obviously consists of a fictitious calculation just aimed at providing an idea of the possible EU financial support). **Keep particularly in mind that, under Horizon 2020, proposals with an inflated budget, taking into account cost efficiency considerations, should receive a lower score.**

Eligible costs

Direct eligible costs

All the activities of the projects will be articulated around 4 work packages, namely: "Awareness campaign", "Activities during the night", "Impact assessment" and "Management".

All costs directly linked to the implementation of these 4 Work Packages are considered eligible within the limits stated by the Financial Regulation (for example, all taxes and VAT-related amounts are excluded from the eligible costs). You'll find below some examples of possible eligible costs related to each of the Work Packages; **this list below is per se not exhaustive**:

- Awareness campaign:
 - *Personnel costs*: wages and social charges linked to the people (internal to the participant institution, whichever the type of employment contract) dedicated to the conception/implementation of the awareness campaign: media contacts, PR campaign, organisation of press briefings/conferences,

conception/realisation/display of promotional material , setting up of website, of social networks profiles and events ...;

- *Subcontracting* : when tasks are entrusted to an external company and invoiced by it to the participant: the amount of the invoice is considered as eligible costs of the participant, without generating any indirect costs (see further)(could cover PR relations, conception of campaign, purchase of advertising space and linked services, external setting up of website...);
- *Other direct costs*: consumables such as purchase of promotional items, purchase of advertising space (whether written, radio or TV, Internet...) without linked services, food and drinks for press events (internal catering), travel and subsistence costs (if not through agency)...
- *Activities during the night*:
 - *Personnel costs*: wages and social charges linked to the people (internal to the participant institution, whichever the type of employment contract) dedicated to the activities organised during the night, including all the preparation: conception, implementation, coordination of the activities, organisation of debates, quizzes, competitions, preparatory meetings, training of researchers...;
 - *Subcontracting*: when tasks are entrusted to an external company and invoiced by it to the participant: the amount of the invoice is considered as eligible costs of the participant, without generating any indirect costs (see further):could include performances, animations, speakers, setting up of the premises, training of researchers, rent of equipment/premises with linked services ...;
 - *Other direct costs*: consumables such as purchase of reagents and other products for hands on and demos, purchase of promotional gadgets, renting of premises/equipment without linked services, travel and subsistence costs of not through agency...
- *Impact assessment*:
 - *Personnel costs*: wages and social charges linked to the people (internal to the participant institution, whichever the type of employment contract) dedicated to the conception, organisation implementation of the impact assessment such as conception and elaboration of questionnaires, phone follow up, polls, on line surveys...;
 - *Subcontracting*: when tasks are entrusted to an external company and invoiced by it to the participant: the amount of the invoice is considered as eligible costs of the participant, without generating any indirect costs (see further): could include: training of pollsters, conception/production of questionnaires if not internally realised, pollsters themselves, collection and processing of the collected data...;
 - *Other direct costs*: consumables such as necessary material for questionnaires, possibly rewards for participation in impact assessment exercise, travel and subsistence costs if not through agency...

- Management:
 - *Personnel costs:* wages and social charges linked to the people (internal to the participant institution, whichever the type of employment contract) dedicated to the management of the project (administrative and legal coordination, accounting, reporting...);
 - *Subcontracting:* should be limited to some minor and technical tasks, such as for example external catering for management meetings or travel and subsistence costs through agency;
 - *Other direct costs:* consumables such as food and drink for meetings travel and subsistence costs if not through agency...

Indirect eligible costs

Content

Indirect costs consist of costs identified by the accounting system of the participant as incurred in relation with the direct eligible costs of the project. They notably cover: phone, mailing costs, heating, electricity, conveniences, cleaning, security, medical support during the event, insurance...

Rate

Eligible indirect costs will represent **a flat rate of 25 % of the direct costs** (minus subcontracting and resources made available by third parties outside the participants' premises, as well as financial support to third parties)

🚩 Distribution of costs amongst Work Packages

The distribution of costs amongst the various Work Packages is **left up to the applicants**. A sensible balance should nevertheless be observed amongst the various activities; for example, management activities should represent a relatively limited part of the total expenditure, in particular in case of mono partner proposals.

🚩 Funding rates

General funding rate

Support actions **may** be EU funded up to 100 % of their eligible costs. (I.e. both direct and indirect costs, all Work Packages).

Recommendation

Co-funding from the participants (whichever source, being own resources, public authorities' support, private sponsorship...) will nevertheless be **considered an asset**. In other terms, amongst two proposals presenting the same level of quality, the one requesting from the EU the lowest percentage share of its costs will be considered more favourably by the experts.

Payment of the EU contribution

Payment mechanism

EU financial contribution is paid on the coordinator's bank account. In case of multi-partner consortium, the coordinator will display the contribution between the partners as agreed amongst them.

Payment rates

Proposal covering two years

- 40 % of the total contribution at the signature of the Grant Agreement, with 5 % of the EU total contribution being retained for the Guarantee Fund;
- 50 % of the EU total contribution upon submission and approval of the report related to the first event;
- Credit (10% of the total contribution + 5 % retained for the Guarantee Fund) upon submission and approval of the reports (second periodic +final) related to the second event;

Proposal covering one single year

- 80 % of the EU contribution at the signature of the Grant Agreement, with 5 % of the EU total contribution being retained for the Guarantee Fund;
- Credit (20% of the total contribution + 5 % retained for the Guarantee Fund) upon submission and approval of the report related to the second event;

Reporting Periods

Projects covering one single event

- One single periodic period: ending at the latest 7 months after the project's start date (to be established according to the duration stipulated in the Grant agreement);
- Submission of the periodic report and financial statements at the latest 60 days as from the end of such period;
- Upon approval of reports and financial statements: payment of the credit (20 % of the total contribution + 5 % retained for the Guarantee Fund) in the latter case provided the final eligible costs stated are at least equal to the total contribution.

Projects covering 2 events

- Two reporting periods:
 - The first one ending at the latest 9 months after the project start date;
 - The second one lasting as from 9 months after the project start date until the end date of the project;

- Submission of a first periodic report, together with the 4 deliverables (each related to one of the Work Packages) within 60 days as from the end of the reporting period;
- Upon approval of the report, payment of 50 % of the total EU contribution;
- Submission of the second periodic report, final report and financial statements within 60 days as from the end of the second reporting period;
- Upon approval of the report and financial statements, payment of the credit (10 % of the total contribution + 5 % initially retained for the Guarantee fund), provided of course that the total eligible costs are at least equal to the total EU contribution.

Receipts of the project

Receipts of the project may be of 3 different kinds:

- Financial support or contribution in kind by third parties (public authorities, sponsor...) without any counterpart AND explicitly granted to be dedicated to the action;
- Income generated by the action (example: entrance fees);
- Income resulting from the sale of assets purchased under the G.A. (example: equipment charged 100 to the G.A., sold for 120, receipts= 20)

All receipts corresponding to the above definition will of course **have to be excluded from the eligible costs** to be taken into consideration for determining the final contribution to be paid to the project.

Guarantee Fund

The Guarantee fund, aimed at limiting the risks incurred by both the participants and the Commission when implementing RTD indirect actions, will continue under HORIZON 2020. A contribution of 5 % of the total contribution will be retained, which will be reimbursed via the coordinator at the end of the action (i.e. at the submission and approval of final report and required documents).

V. EVALUATION

Modalities

All eligible proposals will be evaluated by 3 independent experts, none of them being of the same nationality as the coordinator. All experts will be selected relying on their skills and expertise in science communication and public awareness.

Criteria

The evaluation will be conducted against the three following criteria:

Excellence

- Soundness of the concept: **communication action**, aiming at bringing **public at large and researchers** closer to one another, and at promoting **research careers** towards young people;
- *Parameters:*
 - Awareness campaign: timeliness, clarity of the messages and targets of the awareness campaign;
 - Programme of activities: consistency of the overall programme (global common theme, links amongst venues/locations when multi-locations), attractiveness towards public at large, clarity, relevant focus on researchers, interactivity, rhythm...
 - Impact assessment: quality of the methodology planned, reliability of indicators/parameters;

Impact

- Potential effect towards the objectives of **public recognition of researchers** and their job and stimulating young people to **embark on research careers**;
- *Parameters:*
 - Awareness campaign: quantitative targets, modulation of messages, means mobilised and their likelihood to allow reaching the targets;
 - Programme of activities: quantitative targets and likelihood of reaching them (capacity/ accessibility of premises, type of activities planned, links if multi locations), clear and visible European dimension (EU corner and activities planned, possible links with other funded projects)
 - Impact assessment: means mobilised for assessing the impact, reliability of the chosen methodology

Quality and efficiency of the implementation

- Clearness and flexibility of the **management structures**, clearness of the **distribution of tasks and responsibilities**, concrete programme implementation, **management and composition of the financial resources** mobilised;
- *Parameters:*
 - Management: representativity towards scientific community of the area concerned, involvement of other entities (public authorities, sponsors, companies, associations...), transparent and simple management structures;
 - Implementation: clear distribution of tasks amongst partners, overall rhythm of the programme, accessibility/practicability of the locations/venues, links amongst them, range of activities offered...;
 - Financial aspects: level of overall costs (compared to activities planned), level of "self-investment" (e.g. funding from other sources than EU), potential ratio costs-contribution/attendee

Weighting and thresholds

Each of the three criteria will be scooped against 5, the minimum threshold being 3. Half points can be given. The overall threshold will be 10 against 15.

Keep in mind consequently that passing all thresholds against each of the three criteria doesn't automatically suffice to be considered as positively evaluated since the overall threshold is higher than the sum of the three individual thresholds.

Ranking of the proposals

Proposals will be ranked according to **their overall score**.

Ranking of equally scored proposals

Amongst proposals having obtained an equal overall score, priority will be given to those having the highest score against the "**impact**" criterion". When proposals will have equally scored at overall level and against the "impact" criterion, priority will be given to those having the highest score against the "**excellence**" criterion.

VI. MISCELLANEOUS

What are the minimum requirements for a proposal to be considered?

Minimum requirements are as follows:

- Relate to one event planned on Friday 26 September 2014 and one event planned on Friday 25 September 2015 (except Israeli case), or relate to one event on one of these two dates only;
- Plan for both events (for proposals covering 2 events) a comprehensive programme (also higher flexibility for the 2nd event);
- Submit a comprehensive budget for both events (for proposals covering 2 events), with an overall EU-contribution request (covering the 2 events);
- Plan at least one EU-corner, with EU-flag, access to EU relevant websites and videos, display of promotional material and interactive activities, presence of Marie Curie fellows witnessing about their own experience of beneficiaries from a MC grant and their work in research, demonstration of at least one research project supported at EU level;
- Comply with the requirements related to the promotional material, i.e.
 - All announcements and promotional material will show, under the action's title, the compulsory mention "European Researchers' Night", complying with the editing guidelines that will be provided by REA on due time;
 - At the European corner: written material (such as folders, brochures, programmes, posters, ...), notably a European Researchers' Night MCS roll up (entrance of the event) complying with the following content and format requirements: 200 X 85 cm, and the mentions: "European Researchers' Night", "Marie Skłodowska-Curie: an inspiration to follow", as well as an image to be provided on due time by the EU;

- On line promotional material: banners, ads, websites, link to relevant EU websites and social networks (ERN website, Facebook)...; compulsory mention: "This European Researchers' Night project is funded by the European Commission under the Marie Skłodowska-Curie actions"
- Promotional gadgets (displayed through the European corner notably), complying with the general guidelines available at http://ec.europa.eu/dgs/communication/services/visual_identity/index.en.htm
- Comply with the page limits and overall structure (4 Work Packages, namely Awareness campaign, Activities during the night, Impact assessment and Management, 4 deliverables) as mentioned in the Guide for applicants.

Might there be more than one proposal (submitted /selected) per country?

There is no limitation regarding the number of proposals either that can be submitted or selected per country.

Should several proposals concerning the same country be selected, then a **minimum coordination is requested amongst them**, namely:

- A common website for all the projects taking place in the same country (with possibly direct links to each of the various projects);
- A common visual identity at national level (one single logo/visual, possibly declined according to the various projects covered);
- Some common actions, in particular with regards to the awareness activities at national level: common press conference, common TV announcement ...

Of course any further coordination, including economy of scales, is more than welcome.

May different proposals cover the same city?

As a rule, there should be only one project per city for the sake of avoiding media and audience confusion. Should however activities resulting from different projects be kept in the same city, such activities will **have to be commonly publicised and promoted and synergies will have to be organised amongst them** from the very start. Evaluators might also suggest removing some cities from a project for an increased effectiveness and clarity of the various actions. (A good way of avoiding such restrictions during the evaluation process consists of coordinating amongst the various proposals even before submitting).

To which level of detail have the proposals to be elaborated?

Proposals have to be prepared for both 2014 and 2015, except in well-justified cases. 2014 and 2015 events have to be described in detail with a view to allowing the setting up of a reliable budget for both of them. Applicants may however plan alternative activities with regard to 2015, to be selected on the basis of the results of the first year's results.



May the partnerships be different for years 2014 and 2015?

The simplest hypothesis of course consists of keeping an identical consortium during both years. Should additional partners join it for the second year, then an **amendment** of the Grant agreement will be introduced, accompanied by a subsequent modification of the Grant Agreement Annex I (DoW)(including modification of the EU-contribution distribution). Same procedure would apply in case some partners would leave the consortium after the first year's completion, with a consequent re-distribution of the tasks planned.

SUMMARY– MAIN ELEMENTS-REMINDER

1. DATES

Proposal normally covering 2 events, respectively planned on Friday 26 September 2014 and 25 September 2015, except;

- a. Israeli case (date as close as possible);
- b. Single year application, which may also be considered;

2. PARTNERSHIP

- a. Possibly one single legal partner;
- b. Any legal entity, public authorities and companies and transnationality welcome;
- c. Other types of involvement (subcontracting, third parties, cooperating bodies);
- d. Possible addition /removal of partners for the second year;

3. TARGET AUDIENCE

- a. Public at large regardless age and scientific background;
- b. Focus on young people in particular about choosing a career orientation;

4. ACTIVITIES

- a. Major interactive component;
- b. Centred on/animated by researchers;
- c. As from early afternoon until early Saturday morning hours;
- d. Compulsorily including a EU-corner (EU-flag, connection to EU websites and videos, display of informative and promotional material, Marie Curie fellows, permanence of personnel);

5. LOCATION AND SCALE

- a. Member States and Associated Countries;
- b. Territory scale up to applicants (whole country, region, zone, city...);
- c. As a rule target of at least 5.000 attendees;
- d. Proposals selected in a same country: at least common awareness actions (common website, press conference, material);
- e. Proposals in the same city: compulsorily common promotion, joint organisation;

6. COORDINATION

- a. Projects in the same city: commonly publicised, commonly promoted, compulsory synergies;
- b. Projects in the same country: common website, common visual identity, common awareness actions;

7. COMPULSORY STRUCTURE OF THE PROPOSAL

- a. 4 Work Packages: Awareness campaign, Activities during the night, Impact assessment, Management;
- b. 4 deliverables, one for each Work Package;
- c. Page limitations.

COMPARISON BETWEEN FP7 AND HORIZON 2020

ITEM	HORIZON 2020	FP7
Date	Last Friday of September, i.e. 26 September 2014 and 25 September 2015 (one single event may also be considered)	4 th Friday of September
Duration of action /support	Maximum 2 years, but all projects are expected NOT to last beyond 2 months after the second event.(i.e. November 2015)	5-7months
Editions of the Night covered	As a rule 2, i.e. 2014 and 2015, while proposals covering one event may also be considered (2014 <u>OR</u> 2015)	1
Budget	€ 8 million (2014 and 2015) (20 % flexibility)	€ 4 million
Preparation of Grant Agreement (Negotiation)	<ul style="list-style-type: none"> o Limited to small improvements o Proposals with inflated budget : lower score 	<ul style="list-style-type: none"> o Possibility of substantial improvements o Possibility of high score with inflated budget
Activities	Special activities planned by the Commission for 2015 (10 th anniversary of the Researchers 'night)	-
Eligible indirect costs	25 % of direct costs(minus subcontracting, resources made available by third parties outside the participants' premises and payments made to third parties)	7 % of direct costs (minus subcontracting and resources made available by third parties outside the participants' premises)
Coordination	<ul style="list-style-type: none"> o Proposals in the same country: compulsory common promotion: website, visual identity common promotional actions o Same city: compulsory common publicising, common promotion, 	<ul style="list-style-type: none"> o Recommended coordination when proposals in the same country o No specific arrangement when activities in the same city

	synergies	
Reporting	<p><u>2 years project:</u></p> <ul style="list-style-type: none"> ○ 2 reporting periods ○ One periodic report within 60 days after the first reporting period (lasting up to 9 months as from the project's start date); ○ One periodic report +one final report (simple questionnaire) within 60 days after the end of the project <p><u>1 year project:</u></p> <ul style="list-style-type: none"> ○ One reporting period (lasting up to 7 months after the project start date); ○ One final report to be submitted at the latest 60 days after the end of the project 	<ul style="list-style-type: none"> ○ One reporting period; ○ One final report to be submitted at the latest 60 days after the end of the project
Payment	<p><u>2 events project:</u></p> <ul style="list-style-type: none"> ○ 40 % of the EU overall contribution at the signature of the G.A.; ○ 5 % retained for Guarantee Fund (G.F.); ○ 50 % upon approval of the first periodic report; ○ 10% remaining + 5 % G.F. upon approval of the second periodic and final reports <p><u>1 event project:</u></p> <ul style="list-style-type: none"> ○ 80% of the EU contribution at the signature of the G.A.; ○ 5 % retained for Guarantee Fund (G.F.); ○ 20 % remaining + 5 % G.F. upon approval of final report (and provided the eligible costs are at least equal to the EU contribution) 	<ul style="list-style-type: none"> ○ 80% of the EU contribution at the signature of the G.A.; ○ 5 % retained for Guarantee Fund (G.F.); ○ 20 % remaining + 5 % G.F. upon approval of final report (and provided the eligible costs are at least equal to the EU contribution)