

**Workshop: Full Cost Calculation and Financial Management of FP7 Projects****Time:** Wednesday, 3. Dec.08, 9:00 – 15:30 h**Agenda of the Workshop**

The new autonomy of a FP7 consortium creates financial freedom both for the coordinator and the beneficiary, but this means also more responsibility for correct implementation of the project and justification of the project costs. The pragmatic consequences of full costing system, reimbursement rates, eligible costs, time recording, depreciation of equipment, subcontracting, pre-financing, interim payments, invoices, guarantee fund, financial statements and audits will be presented and discussed.

**Welcome:** P. JANKOWITSCH, Vice-Rector for Financial Management & Controlling**Workshop Presenter:** L. JASPERS and M. SKRAASTAD from Yellow Research (NL) and speaker of TU Wien

- Introduction of FP7 costing principles
- Budgeting EU Projects with flat rate overhead
- Group task 1: Calculating the Overall budget breakdown for a FP7 proposal
- Pre-payment, Cash flow and financial reporting
- Financial Statements and Audits

**Session chair:** S. HUEMER, Head of EU Research Management Unit**Who should attend:** Researchers and Financial Managers of TU Wien preparing FP7 proposals or already participating in FP7 projects**Venue:** TU Wien, Bibliothek Vortragssaal, Resselgasse 4, 5. OG (Freihaus Eule)**Organizer:** EU Research Management Unit E0155**Registration** before 21<sup>th</sup> of Nov. 08:[www.ai.tuwien.ac.at/eufm/restricted/anm-RP7dez08.html](http://www.ai.tuwien.ac.at/eufm/restricted/anm-RP7dez08.html)

Agenda maybe subject to changes !