

FINANCIAL STATEMENT SUMMARY

For the period from **5/1/2013** to **10/31/2014** and corresponding to the contractual dates.
(dd/mm/vv)

Agreement number:	IEE/12/844/SI2.644760	Indirect Costs rate	60%
Project acronym:	GPP 2020		
Name of the beneficiary:	UNDP		
My organisation can not claim the VAT back :		<input type="checkbox"/>	
If outside Euro zone, type of exchange rate used :		End of action rate	

By way of derogation from Article II.16.1, any conversion of actual costs into Euro shall be made by the beneficiary at the monthly accounting rate established by the Commission and published on its website applicable on the day when the cost was incurred, or at the monthly accounting rate established by the Commission and published on its website applicable on the first working day of the month following the period covered by the financial statement concerned. (Exchange rates from Info Euro website : <http://ec.europa.eu/budget/infoureuro>).

Contact person for this Financial statement:	Marina Mijatovic
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ELIGIBLE COSTS:	Amounts in Euro		
	Budgeted eligible costs for the complete action	Costs incurred for the period	Variance
Direct costs			
1. Staff	63,250.00	31,396.82	31,853.18
2. Subcontracting	5,000.00	326.37	4,673.63
3. Travel and subsistence expenses	6,900.00	2,615.99	4,284.01
4. Durable equipment	0.00	0.00	0.00
5. Other specific costs	8,000.00	2,931.94	5,068.06
Sub-total	83,150.00	37,271.12	45,878.88
Indirect costs	37,950.00	18,838.09	19,111.91
Total	121,100.00	56,109.21	64,990.79

REVENUES:	Amounts in currency units		
	Budgeted revenue for the complete action	Actual revenue for the period	Variance
IEE contribution in %: 72.00%			
Please enter the percentage of the Article 14.3:			
IEE programme financial contribution	87,192.00	40,398.63	46,793.37
6. Revenues other than IEE programme and own funding		0.00	0.00
Own Funding	33,908.00	15,710.58	18,197.42
Total	121,100.00	56,109.21	64,990.79

Statement by the beneficiary

We certify that

- the above costs correspond to the resources employed for the work under the agreement and that those resources were necessary for the work,
- the costs were incurred and fall within the definition of eligible costs,
- where necessary, authorisations have been obtained from the EACI, and
- all the documents supporting the allowable costs reported above, including the time records are available for the purposes of audit by the EACI and its authorised representatives or the Court of Auditors and reflect the costs actually incurred.

Date: **11.11.2014.**

Name of the person in charge of the project (PCOW) **Sandra Vlaisić**

Signature of the person in charge of the project 

This summary page must always be signed by the person in charge of the work (PCOW). If PCOW is different than the person indicated in the Contract Preparation Form please inform us in a separate letter.

DIRECT STAFF COSTS

For the period from

1.5.2013 to

31.10.2014

Agreement number:

IEE/12/644/SI2.644760

Project acronym GPP 2020

Name of the beneficiary:

UNDP

STAFF COSTS (Copies of timesheets and justification for labour rate calculations will be requested by the EACI on a random basis)

Line N°	Staff / In house consultant	Name	Category name (e.g. senior expert, engineer, etc.)	Number	Hourly	Staff costs
				of man-hours	rate	amount
				A	B	AxB
1	Staff	Sandra Vlasic (period 01.05.2013.- 31.10.2013.)	Senior/Expert	44.00	37.00	1,628.02
2	Staff	Sandra Vlasic (period 01.11.2013.- 31.10.2014.)	Senior Expert	305.00	38.04	11,603.24
3	Staff	Jelena Kremenjas (period 01.05.2013.- 31.12.2013.)	Expert	70.00	11.44	800.80
4	In-house consultant	Jelena Kremenjas (period 01.01.2014.- 31.10.2014.)	Expert	506.00	21.21	10,732.26
5	In-house consultant	Admir Pajic	Junior Expert	350.00	18.95	6,632.50
6						0.00
7						0.00
8						0.00
9						0.00
10						0.00
11						0.00
12						0.00
13						0.00
14						0.00
15						0.00
16						0.00
17						0.00
18						0.00
19						0.00
20						0.00
21						0.00
22						0.00
23						0.00
24						0.00
25						0.00
26						0.00
27						0.00
28						0.00
29						0.00
30						0.00
31						0.00
32						0.00
33						0.00
34						0.00
35						0.00
36						0.00
37						0.00
38						0.00
39						0.00
40						0.00
Total				1,275.00		31,396.82

The cost of staff assigned to the action, comprising actual salaries plus social security charges and other statutory costs included in the remuneration, provided that this does not exceed the average rates corresponding to the beneficiary's usual policy on remuneration. EACI will not accept any specific bonuses paid out only for the participation in EU projects

SUBCONTRACTING

For the period from 5/1/2013 to 10/31/2014

Project acronym: GPP 2020

Agreement number: IEE/12/644/SI/2.644760

Name of the beneficiary: UNDP

SUBCONTRACTING (Copies of invoices for the three biggest items must be attached to the Final Financial Statement)

Line N°	Name of Subcontractor	Invoice N°	Date of Invoice (dd/mm/yy)	Description of the work undertaken	Amount
1	Manuela Licuj Martincic	5/8/2014	15/04/2014	Installation, organization and training - Train the procurers seminar (25 b)	326.37
2					
3					
4					
5					
6					
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40	Total				326.37

If the beneficiaries have to conclude contracts in order to carry out the action and they constitute costs of the action under an item of eligible direct costs in the estimated budget, they shall seek competitive offers from potential contractors and award the contract to the bid offering best value for money; in doing so, they shall observe the principle of transparency and equal treatment of potential contractors and shall take care to avoid any conflict of interest.

TRAVEL AND SUBSISTENCE

For the period from 15/2013 to 31/10/2014

Agreement number: IEE/12/844/SI2.644/760

Project acronym: GPP 2020

UNDP

Name of the beneficiary:

TRAVEL AND SUBSISTENCE ALLOWANCES - STAFF members only (Copies of invoices will be requested by the EACI on a random basis)

Line N°	Name	Destination (city, country)	Date (dd/mm/yy)	Duration (days)	Purpose	Amount
1	Solene Karamanoglou	Thessalon	07/08/2013-08/08/2013	2	GPP 2020 work trip meeting, Trip team	118,00
2	Jelani Karamanoglou	Prishtine	07/08/2013-08/08/2013	2	GPP 2020 work trip meeting, Trip team	240,00
3	Jelani Karamanoglou	Barcelona	10/11/2013-11/11/2013	2	GPP 2020 work trip meeting, Trip team	676,00
4	Solene Karamanoglou	Barcelona	10/11/2013-11/11/2013	2	GPP 2020 work trip meeting, Trip team	371,11
5	Solene Karamanoglou	Beine	12/05/2014-05/2014	2	GPP 2020 work trip meeting, Trip team	400,00
6	Solene Karamanoglou	Beine	12/05/2014-05/2014	2	GPP 2020 work trip meeting, Trip team	400,00
7						
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TRAVEL AND SUBSISTENCE

For the period from 1 5 2013 to 31 10 2014

Agreement number: EE/12/044/S/2.644760

Project acronym: GPP 2020

Name of the beneficiary: UNDP

TRAVEL AND SUBSISTENCE ALLOWANCES - STAFF members only (Copies of Invoices will be requested by the EACI on a random basis)

Line N°	Name	Destination (city, country)	Date (dd/mm/yyyy)	Duration (days)	Purpose	Amount
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100						
Total						2,615.99

Travel and subsistence allowances for staff using public in the urban, interurban that they are in line with the beneficiary's usual practices on travel costs.

EQUIPMENT

For the period from 1.5.2013 to 31.10.2014

Project acronym: GPP 2020

Agreement number: IEE/12/844/SI2.644760

Name of the beneficiary: UNDP

EQUIPMENT COSTS (Copies of invoices for the **three biggest items must be attached to the 'Final' Financial Statement)**

Line N°	Description	Date of Invoice (dd/mm/yy)	Invoice N°	Quantity	Unit cost	Period in months used for the project	Depreciation in months	% Allocation to project	Amount
				A	B	C	D	E	AxBxC/DxE
1									
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29									
30								Total	0.00

The purchase cost of equipment (new or second-hand), provided that it is depreciated in accordance with the tax and accounting rules applicable to the beneficiary and generally accepted for items of the same kind. Only the portion of the equipment's depreciation corresponding to the duration of the action and the rate of actual use for the purposes of the action may be taken into account by the EACI, except where the nature and/or the context of its use justifies different treatment by the EACI.

OTHER SPECIFIC COSTS

For the period from 5/1/2013 to 10/31/2014

GPP 2020

Agreement number: IEE/12844/S/2.644760

Project acronym:

Name of the beneficiary: UNDP

OTHER SPECIFIC COSTS (Copies of invoices for the **three biggest items** must be attached to the Final Financial Statement)

Line N°	Name of supplier	Date of invoice (dd/mm/yy)	Invoice N°	Description	Amount
1	Čekirging Ziraški - ugostiteljski obrt	11/29/2013	20130706	Čekirging Ziraški - Train the procurers seminar (27.08.13.2013)	548,00
2	Saraja Zupani	11/20/2013	20130713	Čekirging Ziraški - Train the procurers seminar (27.08.13.2013)	705,74
3	Saraja Zupani	10/31/2014	20140714	Translation services - different documents	598,48
4	ČKA Internet d.o.o.	01/15/2014	71199024	Web site domain for national help desk	95,48
5	ČA Internet d.o.o.	06/27/14	71199024	Web site hosting for national help desk	92,22
6	Čekirging Ziraški - ugostiteljski obrt	01/01/2014	20140717	Čekirging Ziraški - Train the procurers seminar (25.04.2014.)	317,23
7	Čekirging Ziraški - ugostiteljski obrt	01/01/2014	20140718	Čekirging Ziraški - Train the procurers seminar (25.04.2014.)	109,74
8	Nihari d.o.o.	01/20/2014	83920266746	Train the trainer (TTT) seminar (03.06.2014.)	6,98
9	Bila d.o.o.	01/20/2014	7903510702	Train the trainer (TTT) seminar (03.06.2014.)	11,08
10	Stefan d.o.o.	05/02/14	20140709	Train the trainer (TTT) seminar (03.06.2014.)	227,08
11	Čekirging Ziraški - ugostiteljski obrt	10/24/2014	20140700	Train the trainer (TTT) seminar (03.06.2014.) and Train the procurers seminar (24	272,88
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OTHER SPECIFIC COSTS

For the period from 5/1/2013 to 10/31/2014

Agreement number: IEE/12/044/SI2.644760

GPP 2020

Project acronym: .

Name of the beneficiary: UNDP

OTHER SPECIFIC COSTS (Copies of invoices for the **five biggest items** must be attached to the Final Financial Statement)

Line N°	Name of supplier	Date of invoice (dd/mm/yy)	Invoice N°	Description	Amount
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100				Total	2.831.94

REVENUES OTHER THAN IEE PROGRAMME AND OWN FUNDING

For the period from 1.5.2013 to 31.10.2014

Agreement number: IEE/12/844/SI2.644760 Project acronym: GPP 2020

Name of the beneficiary: UNDP

Revenues from the action (3rd parties, sales or other contributions), excluding IEE programme financial contribution and own funding

Line N°	Sources of revenue (3rd parties, sales or other contributions)	Date of funding (dd/mm/yy)	Amount
1			
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Total			0.00

FINANCIAL STATEMENT - OVERVIEW TO BE COMPLETED BY COORDINATOR ONLY

For the period from 15.2013 to 31.10.2014

Agreement number: IEE/12/644/SI2.644700

Project acronym: GPP 2020

Name of the coordinator: UNDP

1st pre-financing received in Euro:	
2nd pre-financing received in Euro:	
EACI Contribution %	72.00%

A	B	C	Interim report			Final report		
			D	E	F	G	H	J
Participant number	Name of the beneficiary	Budgeted eligible costs	1st pre-financing distributed		Interim report - costs incurred (in EUR)	2nd pre-financing distributed		Final report - costs incurred (in EUR)
			Amount	Supporting document reference		Amount	Supporting document reference	
1								
2								
3								
4								
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33								
		0,00				0,00		0,00

Percentage distributed	0,00%
Percentage used up	0,00%

Percentage distributed	0,00%
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For the coordinator only:

Amount of interest or equivalent benefits yielded on the pre-financing received from the Commission (Art. 16.4 of the grant agreement) in Euro.

Instructions to complete this table:
 Columns B, C, D, E and the cell "1st pre-financing received" should be completed by the coordinator when submitting the interim financial statement.
 The information in columns G, H, J and the cell "2nd pre-financing received" should be added to this existing information by the coordinator when submitting the final financial statement.
 The supporting documents (copies of bank statements) should be labelled and the label indicated in columns E and H for easy reference.

Column F: The coordinator should report in this column the amount declared in Euro by each beneficiary (omit F30 of the summary worksheet).

The coordinator should indicate in cell M45 the amount of interest earned. If any, on pre-financing received from the EACI.

