EUROPEAN HEALTH AND DIGITAL EXECUTIVE AGENCY (HADEA)

Director

GRANT AGREEMENT

Project 101128954 — SK-NCPeH

PREAMBLE

This **Agreement** ('the Agreement') is **between** the following parties:

on the one part,

the **European Health and Digital Executive Agency (HADEA)** ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and

on the other part,

1. 'the coordinator':

NARODNE CENTRUM ZDRAVOTNICKYCH INFORMACII (NCZI), PIC 998884370, established in LAZARETSKA 26, BRATISLAVA 811 09, Slovakia,

Unless otherwise specified, references to 'beneficiary' or 'beneficiaries' include the coordinator and affiliated entities (if any).

If only one beneficiary signs the grant agreement ('mono-beneficiary grant'), all provisions referring to the 'coordinator' or the 'beneficiaries' will be considered — mutatis mutandis — as referring to the beneficiary.

The parties referred to above have agreed to enter into the Agreement.

By signing the Agreement and the accession forms, the beneficiaries accept the grant and agree to implement the action under their own responsibility and in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

The Agreement is composed of:

Preamble

Terms and Conditions (including Data Sheet)

[1] Template published on Portal Reference Documents.
[2] Template published on Portal Reference Documents.
[3] Template published on Portal Reference Documents.

TERMS AND CONDITIONS

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DATA SHEET

1. General data

Project summary:

Project summary
This project is proposing to create and operate National Contact Point for eHealth (NCPeH) and four cross-border services (Patient Summary country A, Patient Summary country B, ePrescription country A, and ePrescription country B) in the Slovak Republic. It will follow eHealth Network guidelines and leverage existing national and European digital health infrastructure. The proposed start of operations is in 2025.

Keywords: not defined

Project number: 101128954

Project name: SK-NCPeH-Patient Summary, ePrescription

Project acronym: SK-NCPeH

Call: EU4H-2022-DGA-MS-IBA2

Topic: EU4H-2022-DGA-MS-IBA-3

Type of action: EU4H Project Grants

Granting authority: European Health and Digital Executive Agency

Grant managed through EU Funding & Tenders Portal: Yes (eGrants)

Project starting date: fixed date: 1 October 2023

Project end date: 30 September 2026

Project duration: 36 months

Consortium agreement: No

2. Participants

List of participants:

N°	Role	Short name	Legal name	Ctry	PIC	Total eligible costs (BEN and AE)	Max grant amount
1	COO	NCZI	NARODNE CENTRUM ZDRAVOTNICKYCH INFORMACII	SK	998884370	3 475 873.78	2 780 699.00
Total						3 475 873.78	2 780 699.00

Coordinator:

- NARODNE CENTRUM ZDRAVOTNICKYCH INFORMACII (NCZI)

3. Grant

Maximum grant amount, total estimated eligible costs and contributions and funding rate:

Total eligible costs (BEN and AE)	Funding rate (%)	Maximum grant amount (Annex 2)	Maximum grant amount (award decision)
3 475 873.78	80	2 780 699.00	2 780 699.00

Grant form: Budget-based

Grant mode: Action grant

Budget categories/activity types:

- A. Personnel costs
  - A.1 Employees, A.2 Natural persons under direct contract, A.3 Seconded persons
  - A.4 SME owners and natural person beneficiaries
- B. Subcontracting costs
- C. Purchase costs
  - C.1 Travel and subsistence
  - C.2 Equipment
  - C.3 Other goods, works and services
- D. Other cost categories
  - D.1 Financial support to third parties
- E. Indirect costs

Cost eligibility options:

- Standard supplementary payments
- Limitation for subcontracting
- Travel and subsistence:
  - Travel: Unit or Actual costs
  - Accommodation: Unit or Actual costs
  - Subsistence: Unit or Actual costs
- Equipment: depreciation only
- Costs for providing financial support to third parties (actual cost; max amount for each recipient: EUR 0.00)
- Indirect cost flat-rate: 7% of the eligible direct costs (categories A-D, except volunteers costs and exempted specific cost categories, if any)
- VAT: Yes
- Other ineligible costs

Budget flexibility: Yes (no flexibility cap)

4. Reporting, payments and recoveries

4.1 Continuous reporting (art 21)

Deliverables: see Funding & Tenders Portal Continuous Reporting tool

4.2 Periodic reporting and payments

Reporting and payment schedule (art 21, 22):

Reporting					Payments	
Reporting periods			Type	Deadline	Type	Deadline (time to pay)
RP No	Month from	Month to				
					Initial prefinancing	30 days from entry into force/10 days before starting date/ financial guarantee (if required) – whichever is the latest
1	1	18	Periodic report	60 days after end of reporting period	Interim payment	90 days from receiving periodic report
2	19	36	Periodic report	60 days after end of reporting period	Final payment	90 days from receiving periodic report

Prefinancing payments and guarantees:

Prefinancing payment		Prefinancing guarantee		
Type	Amount	Guarantee amount	Division per participant	
Prefinancing 1 (initial)	834 209.70	n/a	1 - NCZI	n/a

Reporting and payment modalities (art 21, 22):

Mutual Insurance Mechanism (MIM): No

Restrictions on distribution of initial prefinancing: The prefinancing may be distributed only if the minimum number of beneficiaries set out in the call condititions (if any) have acceded to the Agreement and only to beneficiaries that have acceded.

Interim payment ceiling (if any): 90% of the maximum grant amount

No-profit rule: Yes

Late payment interest: ECB + 3.5%

Bank account for payments:

SK5581800000007000185190

Conversion into euros: Double conversion

Reporting language: Language of the Agreement

4.3 Certificates (art 24):

Certificates on the financial statements (CFS):

Conditions:

Schedule: interim/final payment, if threshold is reached

Standard threshold (beneficiary-level):

- financial statement: requested EU contribution to costs ≥ EUR 325 000.00

4.4 Recoveries (art 22)

First-line liability for recoveries:

Beneficiary termination: Beneficiary concerned

Final payment: Coordinator

After final payment: Beneficiary concerned

Joint and several liability for enforced recoveries (in case of non-payment):

Limited joint and several liability of other beneficiaries — up to the maximum grant amount of the beneficiary

Joint and several liability of affiliated entities — n/a

5. Consequences of non-compliance, applicable law & dispute settlement forum

Applicable law (art 43):

Standard applicable law regime: EU law + law of Belgium

Dispute settlement forum (art 43):

Standard dispute settlement forum:

EU beneficiaries: EU General Court + EU Court of Justice (on appeal)

Non-EU beneficiaries: Courts of Brussels, Belgium (unless an international agreement provides for the enforceability of EU court judgements)

6. Other

Specific rules (Annex 5): Yes

Standard time-limits after project end:

Confidentiality (for X years after final payment): 5

Record-keeping (for X years after final payment): 5 (or 3 for grants of not more than EUR 60 000)

Reviews (up to X years after final payment): 5 (or 3 for grants of not more than EUR 60 000)

Audits (up to X years after final payment): 5 (or 3 for grants of not more than EUR 60 000)

Extension of findings from other grants to this grant (no later than X years after final payment): 5 (or 3 for grants of not more than EUR 60 000)

Impact evaluation (up to X years after final payment): 5 (or 3 for grants of not more than EUR 60 000)

CHAPTER 1 GENERAL

ARTICLE 1 — SUBJECT OF THE AGREEMENT

This Agreement sets out the rights and obligations and terms and conditions applicable to the grant awarded for the implementation of the action set out in Chapter 2.

ARTICLE 2 — DEFINITIONS

For the purpose of this Agreement, the following definitions apply:

Actions — The project which is being funded in the context of this Agreement.

Grant — The grant awarded in the context of this Agreement.

EU grants — Grants awarded by EU institutions, bodies, offices or agencies (including EU executive agencies, EU regulatory agencies, EDA, joint undertakings, etc.).

Participants — Entities participating in the action as beneficiaries, affiliated entities, associated partners, third parties giving in-kind contributions, subcontractors or recipients of financial support to third parties.

Beneficiaries (BEN) — The signatories of this Agreement (either directly or through an accession form).

Affiliated entities (AE) — Entities affiliated to a beneficiary within the meaning of Article 187 of EU Financial Regulation 2018/1046[4] which participate in the action with similar rights and obligations as the beneficiaries (obligation to implement action tasks and right to charge costs and claim contributions).

Associated partners (AP) — Entities which participate in the action, but without the right to charge costs or claim contributions.

Purchases — Contracts for goods, works or services needed to carry out the action (e.g. equipment, consumables and supplies) but which are not part of the action tasks (see Annex 1).

Subcontracting — Contracts for goods, works or services that are part of the action tasks (see Annex 1).

In-kind contributions — In-kind contributions within the meaning of Article 2(36) of EU Financial

[4] For the definition, see Article 187 Regulation (EU, Euratom) 2018/1046 of the European Parliament and of the Council of 18 July 2018 on the financial rules applicable to the general budget of the Union, amending Regulations (EU) No 1296/2013, (EU) No 1301/2013, (EU) No 1303/2013, (EU) No 1304/2013, (EU) No 1309/2013, (EU) No 1316/2013, (EU) No 223/2014, (EU) No 283/2014, and Decision No 541/2014/EU and repealing Regulation (EU, Euratom) No 966/2012 ('EU Financial Regulation') (OJ L 193, 30.7.2018, p. 1): "**affiliated entities** [are]:
(a) entities that form a sole beneficiary [(i.e. where an entity is formed of several entities that satisfy the criteria for being awarded a grant, including where the entity is specifically established for the purpose of implementing an action to be financed by a grant)];
(b) entities that satisfy the eligibility criteria and that do not fall within one of the situations referred to in Article 136(1) and 141(1) and that have a link with the beneficiary, in particular a legal or capital link, which is neither limited to the action nor established for the sole purpose of its implementation".

Regulation 2018/1046, i.e. non-financial resources made available free of charge by third parties.

Fraud — Fraud within the meaning of Article 3 of EU Directive 2017/1371[5] and Article 1 of the Convention on the protection of the European Communities' financial interests, drawn up by the Council Act of 26 July 1995[6], as well as any other wrongful or criminal deception intended to result in financial or personal gain.

Irregularities — Any type of breach (regulatory or contractual) which could impact the EU financial interests, including irregularities within the meaning of Article 1(2) of EU Regulation 2988/95[7].

Grave professional misconduct — Any type of unacceptable or improper behaviour in exercising one's profession, especially by employees, including grave professional misconduct within the meaning of Article 136(1)(c) of EU Financial Regulation 2018/1046.

Applicable EU, international and national law — Any legal acts or other (binding or non-binding) rules and guidance in the area concerned.

Portal — EU Funding & Tenders Portal; electronic portal and exchange system managed by the European Commission and used by itself and other EU institutions, bodies, offices or agencies for the management of their funding programmes (grants, procurements, prizes, etc.).

CHAPTER 2 ACTION

ARTICLE 3 — ACTION

The grant is awarded for the action **101128954 — SK-NCPeH** ('action'), as described in Annex 1.

ARTICLE 4 — DURATION AND STARTING DATE

The duration and the starting date of the action are set out in the Data Sheet (see Point 1).

CHAPTER 3 GRANT

ARTICLE 5 — GRANT

5.1 Form of grant

The grant is an action grant[8] which takes the form of a budget-based mixed actual cost grant (i.e. a

[5] Directive (EU) 2017/1371 of the European Parliament and of the Council of 5 July 2017 on the fight against fraud to the Union's financial interests by means of criminal law (OJ L 198, 28.7.2017, p. 29).
[6] OJ C 316, 27.11.1995, p. 48.
[7] Council Regulation (EC, Euratom) No 2988/95 of 18 December 1995 on the protection of the European Communities financial interests (OJ L 312, 23.12.1995, p. 1).
[8] For the definition, see Article 180(2)(a) EU Financial Regulation 2018/1046: '**action grant**' means an EU grant to finance "an action intended to help achieve a Union policy objective".

grant based on actual costs incurred, but which may also include other forms of funding, such as unit costs or contributions, flat-rate costs or contributions, lump sum costs or contributions or financing not linked to costs).

5.2 Maximum grant amount

The maximum grant amount is set out in the Data Sheet (see Point 3) and in the estimated budget (Annex 2).

5.3 Funding rate

The funding rate for costs is 80% of the action's eligible costs.

Contributions are not subject to any funding rate.

5.4 Estimated budget, budget categories and forms of funding

The estimated budget for the action is set out in Annex 2.

It contains the estimated eligible costs and contributions for the action, broken down by participant and budget category.

Annex 2 also shows the types of costs and contributions (forms of funding)[9] to be used for each budget category.

If unit costs or contributions are used, the details on the calculation will be explained in Annex 2a.

5.5 Budget flexibility

The budget breakdown may be adjusted — without an amendment (see Article 39) — by transfers (between participants and budget categories), as long as this does not imply any substantive or important change to the description of the action in Annex 1.

However:

- changes to the budget category for volunteers (if used) always require an amendment
- changes to budget categories with lump sums costs or contributions (if used; including financing not linked to costs) always require an amendment
- changes to budget categories with higher funding rates or budget ceilings (if used) always require an amendment
- addition of amounts for subcontracts not provided for in Annex 1 either require an amendment or simplified approval in accordance with Article 6.2
- other changes require an amendment or simplified approval, if specifically provided for in Article 6.2
- flexibility caps: not applicable.

[9] See Article 125 EU Financial Regulation 2018/1046.

ARTICLE 6 — ELIGIBLE AND INELIGIBLE COSTS AND CONTRIBUTIONS

In order to be eligible, costs and contributions must meet the **eligibility** conditions set out in this Article.

6.1 General eligibility conditions

The **general eligibility conditions** are the following:

(a) for actual costs:

(i) they must be actually incurred by the beneficiary

(ii) they must be incurred in the period set out in Article 4 (with the exception of costs relating to the submission of the final periodic report, which may be incurred afterwards; see Article 21)

(iii) they must be declared under one of the budget categories set out in Article 6.2 and Annex 2

(iv) they must be incurred in connection with the action as described in Annex 1 and necessary for its implementation

(v) they must be identifiable and verifiable, in particular recorded in the beneficiary's accounts in accordance with the accounting standards applicable in the country where the beneficiary is established and with the beneficiary's usual cost accounting practices

(vi) they must comply with the applicable national law on taxes, labour and social security and

(vii) they must be reasonable, justified and must comply with the principle of sound financial management, in particular regarding economy and efficiency

(b) for unit costs or contributions (if any):

(i) they must be declared under one of the budget categories set out in Article 6.2 and Annex 2

(ii) the units must:

- be actually used or produced by the beneficiary in the period set out in Article 4 (with the exception of units relating to the submission of the final periodic report, which may be used or produced afterwards; see Article 21)

- be necessary for the implementation of the action and

(iii) the number of units must be identifiable and verifiable, in particular supported by records and documentation (see Article 20)

(c) for flat-rate costs or contributions (if any):

(i) they must be declared under one of the budget categories set out in Article 6.2 and Annex 2

(ii) the costs or contributions to which the flat-rate is applied must:

- be eligible
- relate to the period set out in Article 4 (with the exception of costs or contributions relating to the submission of the final periodic report, which may be incurred afterwards; see Article 21)

(d) for lump sum costs or contributions (if any):

(i) they must be declared under one of the budget categories set out in Article 6.2 and Annex 2

(ii) the work must be properly implemented by the beneficiary in accordance with Annex 1

(iii) the deliverables/outputs must be achieved in the period set out in Article 4 (with the exception of deliverables/outputs relating to the submission of the final periodic report, which may be achieved afterwards; see Article 21)

(e) for unit, flat-rate or lump sum costs or contributions according to usual cost accounting practices (if any):

(i) they must fulfil the general eligibility conditions for the type of cost concerned

(ii) the cost accounting practices must be applied in a consistent manner, based on objective criteria, regardless of the source of funding

(f) for financing not linked to costs (if any): the results must be achieved or the conditions must be fulfilled as described in Annex 1.

In addition, for direct cost categories (e.g. personnel, travel & subsistence, subcontracting and other direct costs) only costs that are directly linked to the action implementation and can therefore be attributed to it directly are eligible. They must not include any indirect costs (i.e. costs that are only indirectly linked to the action, e.g. via cost drivers).

6.2 Specific eligibility conditions for each budget category

For each budget category, the **specific eligibility conditions** are as follows:

Direct costs

A. Personnel costs

A.1 Costs for employees (or equivalent) are eligible as personnel costs if they fulfil the general eligibility conditions and are related to personnel working for the beneficiary under an employment contract (or equivalent appointing act) and assigned to the action.

They must be limited to salaries, social security contributions, taxes and other costs linked to the remuneration, if they arise from national law or the employment contract (or equivalent appointing act) and be calculated on the basis of the costs actually incurred, in accordance with the following method:

{daily rate for the person

multiplied by

number of day-equivalents worked on the action (rounded up or down to the nearest half-day)}.

The daily rate must be calculated as:

{annual personnel costs for the person

divided by

215}.

The number of day-equivalents declared for a person must be identifiable and verifiable (see Article 20).

The total number of day-equivalents declared in EU grants, for a person for a year, cannot be higher than 215.

The personnel costs may also include supplementary payments for personnel assigned to the action (including payments on the basis of supplementary contracts regardless of their nature), if:

- it is part of the beneficiary's usual remuneration practices and is paid in a consistent manner whenever the same kind of work or expertise is required

- the criteria used to calculate the supplementary payments are objective and generally applied by the beneficiary, regardless of the source of funding used.

A.2 and **A.3 Costs for natural persons working under a direct contract** other than an employment contract and costs for **seconded persons by a third party against payment** are also eligible as personnel costs, if they are assigned to the action, fulfil the general eligibility conditions and:

(a) work under conditions similar to those of an employee (in particular regarding the way the work is organised, the tasks that are performed and the premises where they are performed) and

(b) the result of the work belongs to the beneficiary (unless agreed otherwise).

They must be calculated on the basis of a rate which corresponds to the costs actually incurred for the direct contract or secondment and must not be significantly different from those for personnel performing similar tasks under an employment contract with the beneficiary.

A.4 The work of **SME owners** for the action (i.e. owners of beneficiaries that are small and medium-sized enterprises[10] not receiving a salary) or **natural person beneficiaries** (i.e. beneficiaries that are natural persons not receiving a salary) may be declared as personnel costs, if they fulfil the general

[10] For the definition, see Commission Recommendation 2003/361/EC: micro, small or medium-sized enterprise (SME) are enterprises

- engaged in an economic activity, irrespective of their legal form (including, in particular, self- employed persons and family businesses engaged in craft or other activities, and partnerships or associations regularly engaged in an economic activity) and

- employing fewer than 250 persons (expressed in 'annual working units' as defined in Article 5 of the Recommendation) and which have an annual turnover not exceeding EUR 50 million, and/or an annual balance sheet total not exceeding EUR 43 million.

eligibility conditions and are calculated as unit costs in accordance with the method set out in Annex 2a.

B. Subcontracting costs

Subcontracting costs for the action (including related duties, taxes and charges, such as non-deductible or non-refundable value added tax (VAT)) are eligible, if they are calculated on the basis of the costs actually incurred, fulfil the general eligibility conditions and are awarded using the beneficiary's usual purchasing practices — provided these ensure subcontracts with best value for money (or if appropriate the lowest price) and that there is no conflict of interests (see Article 12).

Beneficiaries that are 'contracting authorities/entities' within the meaning of the EU Directives on public procurement must also comply with the applicable national law on public procurement.

Subcontracting may cover only a limited part of the action.

The tasks to be subcontracted and the estimated cost for each subcontract must be set out in Annex 1 and the total estimated costs of subcontracting per beneficiary must be set out in Annex 2 (or may be approved ex post in the periodic report, if the use of subcontracting does not entail changes to the Agreement which would call into question the decision awarding the grant or breach the principle of equal treatment of applicants; 'simplified approval procedure').

C. Purchase costs

Purchase costs for the action (including related duties, taxes and charges, such as non-deductible or non-refundable value added tax (VAT)) are eligible if they fulfil the general eligibility conditions and are bought using the beneficiary's usual purchasing practices — provided these ensure purchases with best value for money (or if appropriate the lowest price) and that there is no conflict of interests (see Article 12).

Beneficiaries that are 'contracting authorities/entities' within the meaning of the EU Directives on public procurement must also comply with the applicable national law on public procurement.

C.1 Travel and subsistence

Purchases for **travel, accommodation** and **subsistence** must be calculated as follows:

- travel: as unit costs in accordance with the method set out in Annex 2a if covered by Decision C(2021)35[11] or otherwise as costs actually incurred and in line with the beneficiary's usual practices on travel

- accommodation: as unit costs in accordance with the method set out in Annex 2a if covered by Decision C(2021)35[12] or otherwise as costs actually incurred and in line with the beneficiary's usual practices on travel

- subsistence: as unit costs in accordance with the method set out in Annex 2a if covered by

[11] Commission Decision of 12 January 2021 authorising the use of unit costs for travel, accommodation and subsistence costs under an action or work programme under the 2021-2027 multi-annual financial framework (C(2021)35).

[12] Commission Decision of 12 January 2021 authorising the use of unit costs for travel, accommodation and subsistence costs under an action or work programme under the 2021-2027 multi-annual financial framework (C(2021)35).

Decision C(2021)35[13] or otherwise as costs actually incurred and in line with the beneficiary's usual practices on travel.

C.2 Equipment

Purchases of **equipment, infrastructure or other assets** used for the action must be declared as depreciation costs, calculated on the basis of the costs actually incurred and written off in accordance with international accounting standards and the beneficiary's usual accounting practices.

Only the portion of the costs that corresponds to the rate of actual use for the action during the action duration can be taken into account.

Costs for **renting or leasing** equipment, infrastructure or other assets are also eligible, if they do not exceed the depreciation costs of similar equipment, infrastructure or assets and do not include any financing fees.

C.3 Other goods, works and services

Purchases of **other goods, works and services** must be calculated on the basis of the costs actually incurred.

Such goods, works and services include, for instance, consumables and supplies, promotion, dissemination, protection of results, translations, publications, certificates and financial guarantees, if required under the Agreement.

D. Other cost categories

D.1 Financial support to third parties

Costs for providing financial support to third parties (in the form of **grants, prizes** or similar forms of support; if any) are eligible, if and as declared eligible in the call conditions, if they fulfil the general eligibility conditions, are calculated on the basis of the costs actually incurred and the support is implemented in accordance with the conditions set out in Annex 1.

These conditions must ensure objective and transparent selection procedures and include at least the following:

(a) for grants (or similar):

(i) the maximum amount of financial support for each third party ('recipient'); this amount may not exceed the amount set out in the Data Sheet (see Point 3) or otherwise agreed with the granting authority

(ii) the criteria for calculating the exact amount of the financial support

(iii) the different types of activity that qualify for financial support, on the basis of a closed list

(iv) the persons or categories of persons that will be supported and

(v) the criteria and procedures for giving financial support

[13] Commission Decision of 12 January 2021 authorising the use of unit costs for travel, accommodation and subsistence costs under an action or work programme under the 2021-2027 multi-annual financial framework (C(2021)35).

(b) for prizes (or similar):

(i) the eligibility and award criteria

(ii) the amount of the prize and

(iii) the payment arrangements.

Indirect costs

E. Indirect costs

Indirect costs will be reimbursed at the flat-rate of 7% of the eligible direct costs (categories A-D, except volunteers costs and exempted specific cost categories, if any).

Contributions

Not applicable

6.3 Ineligible costs and contributions

The following costs or contributions are **ineligible**:

(a) costs or contributions that do not comply with the conditions set out above (Article 6.1 and 6.2), in particular:

(i) costs related to return on capital and dividends paid by a beneficiary

(ii) debt and debt service charges

(iii) provisions for future losses or debts

(iv) interest owed

(v) currency exchange losses

(vi) bank costs charged by the beneficiary's bank for transfers from the granting authority

(vii) excessive or reckless expenditure

(viii) deductible or refundable VAT (including VAT paid by public bodies acting as public authority)

(ix) costs incurred or contributions for activities implemented during grant agreement suspension (see Article 31)

(x) in-kind contributions by third parties

(b) costs or contributions declared under other EU grants (or grants awarded by an EU Member State, non-EU country or other body implementing the EU budget), except for the following cases:

(i) Synergy actions: not applicable

(ii) if the action grant is combined with an operating grant[14] running during the same period and the beneficiary can demonstrate that the operating grant does not cover any (direct or indirect) costs of the action grant

(c) costs or contributions for staff of a national (or regional/local) administration, for activities that are part of the administration's normal activities (i.e. not undertaken only because of the grant)

(d) costs or contributions (especially travel and subsistence) for staff or representatives of EU institutions, bodies or agencies

(e) other :

(i) country restrictions for eligible costs: not applicable

(ii) costs or contributions declared specifically ineligible in the call conditions.

6.4 Consequences of non-compliance

If a beneficiary declares costs or contributions that are ineligible, they will be rejected (see Article 27).

This may also lead to other measures described in Chapter 5.

CHAPTER 4 GRANT IMPLEMENTATION

SECTION 1 CONSORTIUM: BENEFICIARIES, AFFILIATED ENTITIES AND OTHER PARTICIPANTS

ARTICLE 7 — BENEFICIARIES

The beneficiaries, as signatories of the Agreement, are fully responsible towards the granting authority for implementing it and for complying with all its obligations.

They must implement the Agreement to their best abilities, in good faith and in accordance with all the obligations and terms and conditions it sets out.

They must have the appropriate resources to implement the action and implement the action under their own responsibility and in accordance with Article 11. If they rely on affiliated entities or other participants (see Articles 8 and 9), they retain sole responsibility towards the granting authority and the other beneficiaries.

They are jointly responsible for the *technical* implementation of the action. If one of the beneficiaries fails to implement their part of the action, the other beneficiaries must ensure that this part is implemented by someone else (without being entitled to an increase of the maximum grant amount and subject to an amendment; see Article 39). The *financial* responsibility of each beneficiary in case of recoveries is governed by Article 22.

[14] For the definition, see Article 180(2)(b) of EU Financial Regulation 2018/1046: '**operating grant**' means an EU grant to finance "the functioning of a body which has an objective forming part of and supporting an EU policy".

The beneficiaries (and their action) must remain eligible under the EU programme funding the grant for the entire duration of the action. Costs and contributions will be eligible only as long as the beneficiary and the action are eligible.

The **internal roles and responsibilities** of the beneficiaries are divided as follows:

(a) Each beneficiary must:

(i) keep information stored in the Portal Participant Register up to date (see Article 19)

(ii) inform the granting authority (and the other beneficiaries) immediately of any events or circumstances likely to affect significantly or delay the implementation of the action (see Article 19)

(iii) submit to the coordinator in good time:

- the prefinancing guarantees (if required; see Article 23)
- the financial statements and certificates on the financial statements (CFS) (if required; see Articles 21 and 24.2 and Data Sheet, Point 4.3)
- the contribution to the deliverables and technical reports (see Article 21)
- any other documents or information required by the granting authority under the Agreement

(iv) submit via the Portal data and information related to the participation of their affiliated entities.

(b) The coordinator must:

(i) monitor that the action is implemented properly (see Article 11)

(ii) act as the intermediary for all communications between the consortium and the granting authority, unless the Agreement or granting authority specifies otherwise, and in particular:

- submit the prefinancing guarantees to the granting authority (if any)
- request and review any documents or information required and verify their quality and completeness before passing them on to the granting authority
- submit the deliverables and reports to the granting authority
- inform the granting authority about the payments made to the other beneficiaries (report on the distribution of payments; if required, see Articles 22 and 32)

(iii) distribute the payments received from the granting authority to the other beneficiaries without unjustified delay (see Article 22).

The coordinator may not delegate or subcontract the above-mentioned tasks to any other beneficiary or third party (including affiliated entities).

However, coordinators which are public bodies may delegate the tasks set out in Point (b)(ii) last indent and (iii) above to entities with 'authorisation to administer' which they have created or which are controlled by or affiliated to them. In this case, the coordinator retains sole responsibility for the payments and for compliance with the obligations under the Agreement.

Moreover, coordinators which are 'sole beneficiaries'[15] (or similar, such as European research infrastructure consortia (ERICs)) may delegate the tasks set out in Point (b)(i) to (iii) above to one of their members. The coordinator retains sole responsibility for compliance with the obligations under the Agreement.

The beneficiaries must have **internal arrangements** regarding their operation and co-ordination, to ensure that the action is implemented properly.

If required by the granting authority (see Data Sheet, Point 1), these arrangements must be set out in a written **consortium agreement** between the beneficiaries, covering for instance:

- the internal organisation of the consortium
- the management of access to the Portal
- different distribution keys for the payments and financial responsibilities in case of recoveries (if any)
- additional rules on rights and obligations related to background and results (see Article 16)
- settlement of internal disputes
- liability, indemnification and confidentiality arrangements between the beneficiaries.

The internal arrangements must not contain any provision contrary to this Agreement.

ARTICLE 8 — AFFILIATED ENTITIES

Not applicable

ARTICLE 9 — OTHER PARTICIPANTS INVOLVED IN THE ACTION

9.1 Associated partners

Not applicable

9.2 Third parties giving in-kind contributions to the action

Other third parties may give in-kind contributions to the action (i.e. personnel, equipment, other goods, works and services, etc. which are free-of-charge), if necessary for the implementation.

Third parties giving in-kind contributions do not implement any action tasks. They may not charge costs or contributions to the action and the costs for the in-kind contributions are not eligible.

[15] For the definition, see Article 187(2) EU Financial Regulation 2018/1046: "Where several entities satisfy the criteria for being awarded a grant and together form one entity, that entity may be treated as the **sole beneficiary**, including where it is specifically established for the purpose of implementing the action financed by the grant."

The third parties and their in-kind contributions should be set out in Annex 1.

9.3 Subcontractors

Subcontractors may participate in the action, if necessary for the implementation.

Subcontractors must implement their action tasks in accordance with Article 11. The costs for the subcontracted tasks (invoiced price from the subcontractor) are eligible and may be charged by the beneficiaries, under the conditions set out in Article 6. The costs will be included in Annex 2 as part of the beneficiaries' costs.

The beneficiaries must ensure that their contractual obligations under Articles 11 (proper implementation), 12 (conflict of interest), 13 (confidentiality and security), 14 (ethics), 17.2 (visibility), 18 (specific rules for carrying out action), 19 (information) and 20 (record-keeping) also apply to the subcontractors.

The beneficiaries must ensure that the bodies mentioned in Article 25 (e.g. granting authority, OLAF, Court of Auditors (ECA), etc.) can exercise their rights also towards the subcontractors.

9.4 Recipients of financial support to third parties

If the action includes providing financial support to third parties (e.g. grants, prizes or similar forms of support), the beneficiaries must ensure that their contractual obligations under Articles 12 (conflict of interest), 13 (confidentiality and security), 14 (ethics), 17.2 (visibility), 18 (specific rules for carrying out action), 19 (information) and 20 (record-keeping)also apply to the third parties receiving the support (recipients).

The beneficiaries must also ensure that the bodies mentioned in Article 25 (e.g. granting authority, OLAF, Court of Auditors (ECA), etc.) can exercise their rights also towards the recipients.

ARTICLE 10 — PARTICIPANTS WITH SPECIAL STATUS

10.1 Non-EU participants

Participants which are established in a non-EU country (if any) undertake to comply with their obligations under the Agreement and:

- to respect general principles (including fundamental rights, values and ethical principles, environmental and labour standards, rules on classified information, intellectual property rights, visibility of funding and protection of personal data)

- for the submission of certificates under Article 24: to use qualified external auditors which are independent and comply with comparable standards as those set out in EU Directive 2006/43/EC[16]

- for the controls under Article 25: to allow for checks, reviews, audits and investigations (including on-the-spot checks, visits and inspections) by the bodies mentioned in that Article (e.g. granting authority, OLAF, Court of Auditors (ECA), etc.).

[16] Directive 2006/43/EC of the European Parliament and of the Council of 17 May 2006 on statutory audits of annual accounts and consolidated accounts or similar national regulations (OJ L 157, 9.6.2006, p. 87).

Special rules on dispute settlement apply (see Data Sheet, Point 5).

10.2 Participants which are international organisations

Participants which are international organisations (IOs; if any) undertake to comply with their obligations under the Agreement and:

- to respect general principles (including fundamental rights, values and ethical principles, environmental and labour standards, rules on classified information, intellectual property rights, visibility of funding and protection of personal data)

- for the submission of certificates under Article 24: to use either independent public officers or external auditors which comply with comparable standards as those set out in EU Directive 2006/43/EC

- for the controls under Article 25: to allow for the checks, reviews, audits and investigations by the bodies mentioned in that Article, taking into account the specific agreements concluded by them and the EU (if any).

For such participants, nothing in the Agreement will be interpreted as a waiver of their privileges or immunities, as accorded by their constituent documents or international law.

Special rules on applicable law and dispute settlement apply (see Article 43 and Data Sheet, Point 5).

10.3 Pillar-assessed participants

Pillar-assessed participants (if any) may rely on their own systems, rules and procedures, in so far as they have been positively assessed and do not call into question the decision awarding the grant or breach the principle of equal treatment of applicants or beneficiaries.

'Pillar-assessment' means a review by the European Commission on the systems, rules and procedures which participants use for managing EU grants (in particular internal control system, accounting system, external audits, financing of third parties, rules on recovery and exclusion, information on recipients and protection of personal data; see Article 154 EU Financial Regulation 2018/1046).

Participants with a positive pillar assessment may rely on their own systems, rules and procedures, in particular for:

- record-keeping (Article 20): may be done in accordance with internal standards, rules and procedures

- currency conversion for financial statements (Article 21): may be done in accordance with usual accounting practices

- guarantees (Article 23): for public law bodies, prefinancing guarantees are not needed

- certificates (Article 24):

    - certificates on the financial statements (CFS): may be provided by their regular internal or external auditors and in accordance with their internal financial regulations and procedures

- certificates on usual accounting practices (CoMUC): are not needed if those practices are covered by an ex-ante assessment

and use the following specific rules, for:

- recoveries (Article 22): in case of financial support to third parties, there will be no recovery if the participant has done everything possible to retrieve the undue amounts from the third party receiving the support (including legal proceedings) and non-recovery is not due to an error or negligence on its part

- checks, reviews, audits and investigations by the EU (Article 25): will be conducted taking into account the rules and procedures specifically agreed between them and the framework agreement (if any)

- impact evaluation (Article 26): will be conducted in accordance with the participant's internal rules and procedures and the framework agreement (if any)

- grant agreement suspension (Article 31): certain costs incurred during grant suspension are eligible (notably, minimum costs necessary for a possible resumption of the action and costs relating to contracts which were entered into before the pre-information letter was received and which could not reasonably be suspended, reallocated or terminated on legal grounds)

- grant agreement termination (Article 32): the final grant amount and final payment will be calculated taking into account also costs relating to contracts due for execution only after termination takes effect, if the contract was entered into before the pre-information letter was received and could not reasonably be terminated on legal grounds

- liability for damages (Article 33.2): the granting authority must be compensated for damage it sustains as a result of the implementation of the action or because the action was not implemented in full compliance with the Agreement only if the damage is due to an infringement of the participant's internal rules and procedures or due to a violation of third parties' rights by the participant or one of its employees or individual for whom the employees are responsible.

Participants whose pillar assessment covers procurement and granting procedures may also do purchases, subcontracting and financial support to third parties (Article 6.2) in accordance with their internal rules and procedures for purchases, subcontracting and financial support.

Participants whose pillar assessment covers data protection rules may rely on their internal standards, rules and procedures for data protection (Article 15).

The participants may however not rely on provisions which would breach the principle of equal treatment of applicants or beneficiaries or call into question the decision awarding the grant, such as in particular:

- eligibility (Article 6)

- consortium roles and set-up (Articles 7-9)

- security and ethics (Articles 13, 14)

- IPR (including background and results, access rights and rights of use), communication, dissemination and visibility (Articles 16 and 17)
- information obligation (Article 19)
- payment, reporting and amendments (Articles 21, 22 and 39)
- rejections, reductions, suspensions and terminations (Articles 27, 28, 29-32)

If the pillar assessment was subject to remedial measures, reliance on the internal systems, rules and procedures is subject to compliance with those remedial measures.

Participants whose assessment has not yet been updated to cover (the new rules on) data protection may rely on their internal systems, rules and procedures, provided that they ensure that personal data is:

- processed lawfully, fairly and in a transparent manner in relation to the data subject
- collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes
- adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed
- accurate and, where necessary, kept up to date
- kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the data is processed and
- processed in a manner that ensures appropriate security of the personal data.

Participants must inform the coordinator without delay of any changes to the systems, rules and procedures that were part of the pillar assessment. The coordinator must immediately inform the granting authority.

Pillar-assessed participants that have also concluded a framework agreement with the EU, may moreover — under the same conditions as those above (i.e. not call into question the decision awarding the grant or breach the principle of equal treatment of applicants or beneficiaries) — rely on the provisions set out in that framework agreement.

SECTION 2 RULES FOR CARRYING OUT THE ACTION

ARTICLE 11 — PROPER IMPLEMENTATION OF THE ACTION

11.1 Obligation to properly implement the action

The beneficiaries must implement the action as described in Annex 1 and in compliance with the provisions of the Agreement, the call conditions and all legal obligations under applicable EU, international and national law.

11.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 12 — CONFLICT OF INTERESTS

12.1 Conflict of interests

The beneficiaries must take all measures to prevent any situation where the impartial and objective implementation of the Agreement could be compromised for reasons involving family, emotional life, political or national affinity, economic interest or any other direct or indirect interest (‘conflict of interests’).

They must formally notify the granting authority without delay of any situation constituting or likely to lead to a conflict of interests and immediately take all the necessary steps to rectify this situation.

The granting authority may verify that the measures taken are appropriate and may require additional measures to be taken by a specified deadline.

12.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28) and the grant or the beneficiary may be terminated (see Article 32).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 13 — CONFIDENTIALITY AND SECURITY

13.1 Sensitive information

The parties must keep confidential any data, documents or other material (in any form) that is identified as sensitive in writing (‘sensitive information’) — during the implementation of the action and for at least until the time-limit set out in the Data Sheet (see Point 6).

If a beneficiary requests, the granting authority may agree to keep such information confidential for a longer period.

Unless otherwise agreed between the parties, they may use sensitive information only to implement the Agreement.

The beneficiaries may disclose sensitive information to their personnel or other participants involved in the action only if they:

(a) need to know it in order to implement the Agreement and

(b) are bound by an obligation of confidentiality.

The granting authority may disclose sensitive information to its staff and to other EU institutions and bodies.

It may moreover disclose sensitive information to third parties, if:

(a) this is necessary to implement the Agreement or safeguard the EU financial interests and

(b) the recipients of the information are bound by an obligation of confidentiality.

The confidentiality obligations no longer apply if:

(a) the disclosing party agrees to release the other party

(b) the information becomes publicly available, without breaching any confidentiality obligation

(c) the disclosure of the sensitive information is required by EU, international or national law.

Specific confidentiality rules (if any) are set out in Annex 5.

13.2 Classified information

The parties must handle classified information in accordance with the applicable EU, international or national law on classified information (in particular, Decision 2015/444[17] and its implementing rules).

Deliverables which contain classified information must be submitted according to special procedures agreed with the granting authority.

Action tasks involving classified information may be subcontracted only after explicit approval (in writing) from the granting authority.

Classified information may not be disclosed to any third party (including participants involved in the action implementation) without prior explicit written approval from the granting authority.

Specific security rules (if any) are set out in Annex 5.

13.3 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 14 — ETHICS AND VALUES

14.1 Ethics

The action must be carried out in line with the highest ethical standards and the applicable EU, international and national law on ethical principles.

Specific ethics rules (if any) are set out in Annex 5.

14.2 Values

The beneficiaries must commit to and ensure the respect of basic EU values (such as respect for

[17] Commission Decision 2015/444/EC, Euratom of 13 March 2015 on the security rules for protecting EU classified information (OJ L 72, 17.3.2015, p. 53).

human dignity, freedom, democracy, equality, the rule of law and human rights, including the rights of minorities).

Specific rules on values (if any) are set out in Annex 5.

14.3 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 15 — DATA PROTECTION

15.1 Data processing by the granting authority

Any personal data under the Agreement will be processed under the responsibility of the data controller of the granting authority in accordance with and for the purposes set out in the Portal Privacy Statement.

For grants where the granting authority is the European Commission, an EU regulatory or executive agency, joint undertaking or other EU body, the processing will be subject to Regulation 2018/1725[18].

15.2 Data processing by the beneficiaries

The beneficiaries must process personal data under the Agreement in compliance with the applicable EU, international and national law on data protection (in particular, Regulation 2016/679[19]).

They must ensure that personal data is:

- processed lawfully, fairly and in a transparent manner in relation to the data subjects
- collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes
- adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed
- accurate and, where necessary, kept up to date
- kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the data is processed and
- processed in a manner that ensures appropriate security of the data.

[18] Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC (OJ L 295, 21.11.2018, p. 39).

[19] Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (‘GDPR’) (OJ L 119, 4.5.2016, p. 1).

The beneficiaries may grant their personnel access to personal data only if it is strictly necessary for implementing, managing and monitoring the Agreement. The beneficiaries must ensure that the personnel is under a confidentiality obligation.

The beneficiaries must inform the persons whose data are transferred to the granting authority and provide them with the Portal Privacy Statement.

15.3 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 16 — INTELLECTUAL PROPERTY RIGHTS (IPR) — BACKGROUND AND RESULTS —ACCESS RIGHTS AND RIGHTS OF USE

16.1 Background and access rights to background

The beneficiaries must give each other and the other participants access to the background identified as needed for implementing the action, subject to any specific rules in Annex 5.

'Background' means any data, know-how or information — whatever its form or nature (tangible or intangible), including any rights such as intellectual property rights — that is:

(a) held by the beneficiaries before they acceded to the Agreement and

(b) needed to implement the action or exploit the results.

If background is subject to rights of a third party, the beneficiary concerned must ensure that it is able to comply with its obligations under the Agreement.

16.2 Ownership of results

The granting authority does not obtain ownership of the results produced under the action.

'Results' means any tangible or intangible effect of the action, such as data, know-how or information, whatever its form or nature, whether or not it can be protected, as well as any rights attached to it, including intellectual property rights.

16.3 Rights of use of the granting authority on materials, documents and information received for policy, information, communication, dissemination and publicity purposes

The granting authority has the right to use non-sensitive information relating to the action and materials and documents received from the beneficiaries (notably summaries for publication, deliverables, as well as any other material, such as pictures or audio-visual material, in paper or electronic form) for policy, information, communication, dissemination and publicity purposes — during the action or afterwards.

The right to use the beneficiaries' materials, documents and information is granted in the form of a royalty-free, non-exclusive and irrevocable licence, which includes the following rights:

(a) **use for its own purposes** (in particular, making them available to persons working for the granting authority or any other EU service (including institutions, bodies, offices, agencies, etc.) or EU Member State institution or body; copying or reproducing them in whole or in part, in unlimited numbers; and communication through press information services)

(b) **distribution to the public** (in particular, publication as hard copies and in electronic or digital format, publication on the internet, as a downloadable or non-downloadable file, broadcasting by any channel, public display or presentation, communicating through press information services, or inclusion in widely accessible databases or indexes)

(c) **editing or redrafting** (including shortening, summarising, inserting other elements (e.g. meta-data, legends, other graphic, visual, audio or text elements), extracting parts (e.g. audio or video files), dividing into parts, use in a compilation)

(d) **translation**

(e) **storage** in paper, electronic or other form

(f) **archiving**, in line with applicable document-management rules

(g) the right to authorise **third parties** to act on its behalf or sub-license to third parties the modes of use set out in Points (b), (c), (d) and (f), if needed for the information, communication and publicity activity of the granting authority

(h) **processing**, analysing, aggregating the materials, documents and information received and **producing derivative works**.

The rights of use are granted for the whole duration of the industrial or intellectual property rights concerned.

If materials or documents are subject to moral rights or third party rights (including intellectual property rights or rights of natural persons on their image and voice), the beneficiaries must ensure that they comply with their obligations under this Agreement (in particular, by obtaining the necessary licences and authorisations from the rights holders concerned).

Where applicable, the granting authority will insert the following information:

> "© – [year] – [name of the copyright owner]. All rights reserved. Licensed to the [name of granting authority] under conditions."

16.4 Specific rules on IPR, results and background

Specific rules regarding intellectual property rights, results and background (if any) are set out in Annex 5.

16.5 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such a breach may also lead to other measures described in Chapter 5.

ARTICLE 17 — COMMUNICATION, DISSEMINATION AND VISIBILITY

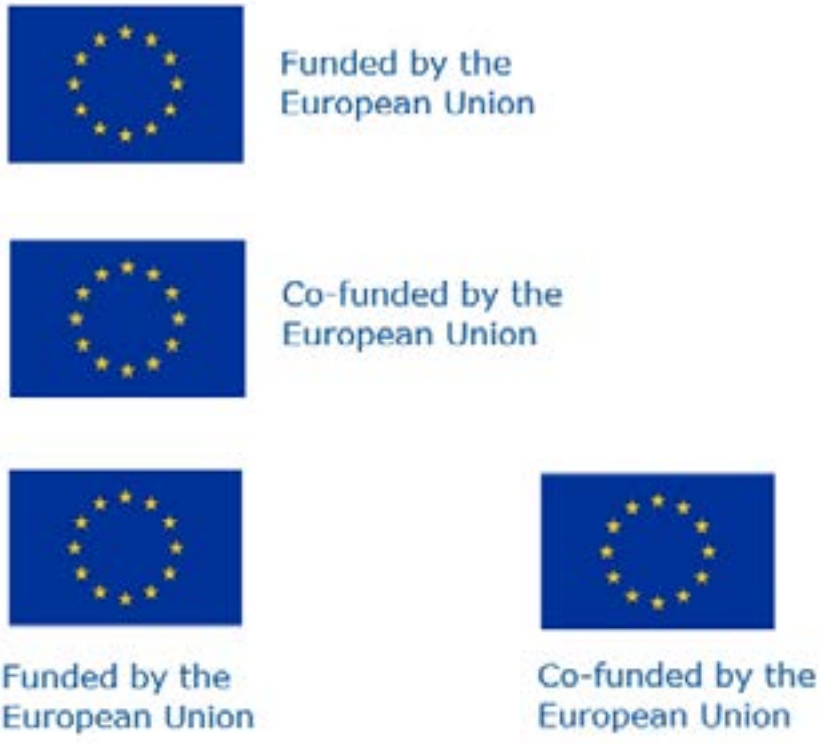
17.1 Communication — Dissemination — Promoting the action

Unless otherwise agreed with the granting authority, the beneficiaries must promote the action and its results by providing targeted information to multiple audiences (including the media and the public), in accordance with Annex 1 and in a strategic, coherent and effective manner.

Before engaging in a communication or dissemination activity expected to have a major media impact, the beneficiaries must inform the granting authority.

17.2 Visibility — European flag and funding statement

Unless otherwise agreed with the granting authority, communication activities of the beneficiaries related to the action (including media relations, conferences, seminars, information material, such as brochures, leaflets, posters, presentations, etc., in electronic form, via traditional or social media, etc.), dissemination activities and any infrastructure, equipment, vehicles, supplies or major result funded by the grant must acknowledge EU support and display the European flag (emblem) and funding statement (translated into local languages, where appropriate):



The emblem must remain distinct and separate and cannot be modified by adding other visual marks, brands or text.

Apart from the emblem, no other visual identity or logo may be used to highlight the EU support.

When displayed in association with other logos (e.g. of beneficiaries or sponsors), the emblem must be displayed at least as prominently and visibly as the other logos.

For the purposes of their obligations under this Article, the beneficiaries may use the emblem without first obtaining approval from the granting authority. This does not, however, give them the right to

exclusive use. Moreover, they may not appropriate the emblem or any similar trademark or logo, either by registration or by any other means.

17.3 Quality of information — Disclaimer

Any communication or dissemination activity related to the action must use factually accurate information.

Moreover, it must indicate the following disclaimer (translated into local languages where appropriate):

> "Funded by the European Union. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or [name of the granting authority]. Neither the European Union nor the granting authority can be held responsible for them."

17.4 Specific communication, dissemination and visibility rules

Specific communication, dissemination and visibility rules (if any) are set out in Annex 5.

17.5 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 18 — SPECIFIC RULES FOR CARRYING OUT THE ACTION

18.1 Specific rules for carrying out the action

Specific rules for implementing the action (if any) are set out in Annex 5.

18.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such a breach may also lead to other measures described in Chapter 5.

SECTION 3 GRANT ADMINISTRATION

ARTICLE 19 — GENERAL INFORMATION OBLIGATIONS

19.1 Information requests

The beneficiaries must provide — during the action or afterwards and in accordance with Article 7 — any information requested in order to verify eligibility of the costs or contributions declared, proper implementation of the action and compliance with the other obligations under the Agreement.

The information provided must be accurate, precise and complete and in the format requested, including electronic format.

19.2 Participant Register data updates

The beneficiaries must keep — at all times, during the action or afterwards — their information stored in the Portal Participant Register up to date, in particular, their name, address, legal representatives, legal form and organisation type.

19.3 Information about events and circumstances which impact the action

The beneficiaries must immediately inform the granting authority (and the other beneficiaries) of any of the following:

(a) **events** which are likely to affect or delay the implementation of the action or affect the EU's financial interests, in particular:

(i) changes in their legal, financial, technical, organisational or ownership situation (including changes linked to one of the exclusion grounds listed in the declaration of honour signed before grant signature)

(ii) linked action information: not applicable

(b) **circumstances** affecting:

(i) the decision to award the grant or

(ii) compliance with requirements under the Agreement.

19.4 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 20 — RECORD-KEEPING

20.1 Keeping records and supporting documents

The beneficiaries must — at least until the time-limit set out in the Data Sheet (see Point 6) — keep records and other supporting documents to prove the proper implementation of the action in line with the accepted standards in the respective field (if any).

In addition, the beneficiaries must — for the same period — keep the following to justify the amounts declared:

(a) for actual costs: adequate records and supporting documents to prove the costs declared (such as contracts, subcontracts, invoices and accounting records); in addition, the beneficiaries' usual accounting and internal control procedures must enable direct reconciliation between the amounts declared, the amounts recorded in their accounts and the amounts stated in the supporting documents

(b) for flat-rate costs and contributions (if any): adequate records and supporting documents to prove the eligibility of the costs or contributions to which the flat-rate is applied

(c) for the following simplified costs and contributions: the beneficiaries do not need to keep specific records on the actual costs incurred, but must keep:

(i) for unit costs and contributions (if any): adequate records and supporting documents to prove the number of units declared

(ii) for lump sum costs and contributions (if any): adequate records and supporting documents to prove proper implementation of the work as described in Annex 1

(iii) for financing not linked to costs (if any): adequate records and supporting documents to prove the achievement of the results or the fulfilment of the conditions as described in Annex 1

(d) for unit, flat-rate and lump sum costs and contributions according to usual cost accounting practices (if any): the beneficiaries must keep any adequate records and supporting documents to prove that their cost accounting practices have been applied in a consistent manner, based on objective criteria, regardless of the source of funding, and that they comply with the eligibility conditions set out in Articles 6.1 and 6.2.

Moreover, the following is needed for specific budget categories:

(e) for personnel costs: time worked for the beneficiary under the action must be supported by declarations signed monthly by the person and their supervisor, unless another reliable time-record system is in place; the granting authority may accept alternative evidence supporting the time worked for the action declared, if it considers that it offers an adequate level of assurance

(f) additional record-keeping rules: not applicable

The records and supporting documents must be made available upon request (see Article 19) or in the context of checks, reviews, audits or investigations (see Article 25).

If there are on-going checks, reviews, audits, investigations, litigation or other pursuits of claims under the Agreement (including the extension of findings; see Article 25), the beneficiaries must keep these records and other supporting documentation until the end of these procedures.

The beneficiaries must keep the original documents. Digital and digitalised documents are considered originals if they are authorised by the applicable national law. The granting authority may accept non-original documents if they offer a comparable level of assurance.

20.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, costs or contributions insufficiently substantiated will be ineligible (see Article 6) and will be rejected (see Article 27), and the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 21 — REPORTING

21.1 Continuous reporting

The beneficiaries must continuously report on the progress of the action (e.g. **deliverables, milestones, outputs/outcomes, critical risks, indicators,** etc; if any), in the Portal Continuous Reporting tool and in accordance with the timing and conditions it sets out (as agreed with the granting authority).

Standardised deliverables (e.g. progress reports not linked to payments, reports on cumulative expenditure, special reports, etc; if any) must be submitted using the templates published on the Portal.

21.2 Periodic reporting: Technical reports and financial statements

In addition, the beneficiaries must provide reports to request payments, in accordance with the schedule and modalities set out in the Data Sheet (see Point 4.2):

- for additional prefinancings (if any): an **additional prefinancing report**
- for interim payments (if any) and the final payment: a **periodic report**.

The prefinancing and periodic reports include a technical and financial part.

The technical part includes an overview of the action implementation. It must be prepared using the template available in the Portal Periodic Reporting tool.

The financial part of the additional prefinancing report includes a statement on the use of the previous prefinancing payment.

The financial part of the periodic report includes:

- the financial statements (individual and consolidated; for all beneficiaries/affiliated entities)
- the explanation on the use of resources (or detailed cost reporting table, if required)
- the certificates on the financial statements (CFS) (if required; see Article 24.2 and Data Sheet, Point 4.3).

The **financial statements** must detail the eligible costs and contributions for each budget category and, for the final payment, also the revenues for the action (see Articles 6 and 22).

All eligible costs and contributions incurred should be declared, even if they exceed the amounts indicated in the estimated budget (see Annex 2). Amounts that are not declared in the individual financial statements will not be taken into account by the granting authority.

By signing the financial statements (directly in the Portal Periodic Reporting tool), the beneficiaries confirm that:

- the information provided is complete, reliable and true
- the costs and contributions declared are eligible (see Article 6)
- the costs and contributions can be substantiated by adequate records and supporting documents (see Article 20) that will be produced upon request (see Article 19) or in the context of checks, reviews, audits and investigations (see Article 25)
- for the final periodic report: all the revenues have been declared (if required; see Article 22).

Beneficiaries will have to submit also the financial statements of their affiliated entities (if any). In case of recoveries (see Article 22), beneficiaries will be held responsible also for the financial statements of their affiliated entities.

21.3 Currency for financial statements and conversion into euros

The financial statements must be drafted in euro.

Beneficiaries with general accounts established in a currency other than the euro must convert the costs recorded in their accounts into euro, at the average of the daily exchange rates published in the C series of the *Official Journal of the European Union* (ECB website), calculated over the corresponding reporting period.

If no daily euro exchange rate is published in the *Official Journal* for the currency in question, they must be converted at the average of the monthly accounting exchange rates published on the European Commission website (InforEuro), calculated over the corresponding reporting period.

Beneficiaries with general accounts in euro must convert costs incurred in another currency into euro according to their usual accounting practices.

21.4 Reporting language

The reporting must be in the language of the Agreement, unless otherwise agreed with the granting authority (see Data Sheet, Point 4.2).

21.5 Consequences of non-compliance

If a report submitted does not comply with this Article, the granting authority may suspend the payment deadline (see Article 29) and apply other measures described in Chapter 5.

If the coordinator breaches its reporting obligations, the granting authority may terminate the grant or the coordinator's participation (see Article 32) or apply other measures described in Chapter 5.

ARTICLE 22 — PAYMENTS AND RECOVERIES — CALCULATION OF AMOUNTS DUE

22.1 Payments and payment arrangements

Payments will be made in accordance with the schedule and modalities set out in the Data Sheet (see Point 4.2).

They will be made in euro to the bank account indicated by the coordinator (see Data Sheet, Point 4.2) and must be distributed without unjustified delay (restrictions may apply to distribution of the initial prefinancing payment; see Data Sheet, Point 4.2).

Payments to this bank account will discharge the granting authority from its payment obligation.

The cost of payment transfers will be borne as follows:

- the granting authority bears the cost of transfers charged by its bank
- the beneficiary bears the cost of transfers charged by its bank

- the party causing a repetition of a transfer bears all costs of the repeated transfer.

Payments by the granting authority will be considered to have been carried out on the date when they are debited to its account.

22.2 Recoveries

Recoveries will be made, if — at beneficiary termination, final payment or afterwards — it turns out that the granting authority has paid too much and needs to recover the amounts undue.

The general liability regime for recoveries (first-line liability) is as follows: At final payment, the coordinator will be fully liable for recoveries, even if it has not been the final recipient of the undue amounts. At beneficiary termination or after final payment, recoveries will be made directly against the beneficiaries concerned.

Beneficiaries will be fully liable for repaying the debts of their affiliated entities.

In case of enforced recoveries (see Article 22.4):

- the beneficiaries will be jointly and severally liable for repaying debts of another beneficiary under the Agreement (including late-payment interest), if required by the granting authority (see Data Sheet, Point 4.4)

- affiliated entities will be held liable for repaying debts of their beneficiaries under the Agreement (including late-payment interest), if required by the granting authority (see Data Sheet, Point 4.4).

22.3 Amounts due

22.3.1 Prefinancing payments

The aim of the prefinancing is to provide the beneficiaries with a float.

It remains the property of the EU until the final payment.

For **initial prefinancings** (if any), the amount due, schedule and modalities are set out in the Data Sheet (see Point 4.2).

For **additional prefinancings** (if any), the amount due, schedule and modalities are also set out in the Data Sheet (see Point 4.2). However, if the statement on the use of the previous prefinancing payment shows that less than 70% was used, the amount set out in the Data Sheet will be reduced by the difference between the 70% threshold and the amount used.

Prefinancing payments (or parts of them) may be offset (without the beneficiaries' consent) against amounts owed by a beneficiary to the granting authority — up to the amount due to that beneficiary.

For grants where the granting authority is the European Commission or an EU executive agency, offsetting may also be done against amounts owed to other Commission services or executive agencies.

Payments will not be made if the payment deadline or payments are suspended (see Articles 29 and 30).

22.3.2 Amount due at beneficiary termination — Recovery

In case of beneficiary termination, the granting authority will determine the provisional amount due for the beneficiary concerned. Payments (if any) will be made with the next interim or final payment.

The **amount due** will be calculated in the following step:

Step 1 — Calculation of the total accepted EU contribution

Step 1 — Calculation of the total accepted EU contribution

The granting authority will first calculate the 'accepted EU contribution' for the beneficiary for all reporting periods, by calculating the 'maximum EU contribution to costs' (applying the funding rate to the accepted costs of the beneficiary), taking into account requests for a lower contribution to costs and CFS threshold cappings (if any; see Article 24.5) and adding the contributions (accepted unit, flat-rate or lump sum contributions and financing not linked to costs, if any).

After that, the granting authority will take into account grant reductions (if any). The resulting amount is the 'total accepted EU contribution' for the beneficiary.

The **balance** is then calculated by deducting the payments received (if any; see report on the distribution of payments in Article 32), from the total accepted EU contribution:

{total accepted EU contribution for the beneficiary

minus

{prefinancing and interim payments received (if any)}}.

If the balance is **positive**, the amount will be included in the next interim or final payment to the consortium.

If the balance is **negative**, it will be **recovered** in accordance with the following procedure:

The granting authority will send a **pre-information letter** to the beneficiary concerned:

- formally notifying the intention to recover, the amount due, the amount to be recovered and the reasons why and
- requesting observations within 30 days of receiving notification.

If no observations are submitted (or the granting authority decides to pursue recovery despite the observations it has received), it will confirm the amount to be recovered and ask this amount to be paid to the coordinator (**confirmation letter**).

The amounts will later on also be taken into account for the next interim or final payment.

22.3.3 Interim payments

Interim payments reimburse the eligible costs and contributions claimed for the implementation of the action during the reporting periods (if any).

Interim payments (if any) will be made in accordance with the schedule and modalities set out the Data Sheet (see Point 4.2).

Payment is subject to the approval of the periodic report. Its approval does not imply recognition of compliance, authenticity, completeness or correctness of its content.

The **interim payment** will be calculated by the granting authority in the following steps:

Step 1 — Calculation of the total accepted EU contribution

Step 2 — Limit to the interim payment ceiling

Step 1 — Calculation of the total accepted EU contribution

The granting authority will calculate the 'accepted EU contribution' for the action for the reporting period, by first calculating the 'maximum EU contribution to costs' (applying the funding rate to the accepted costs of each beneficiary), taking into account requests for a lower contribution to costs, and CFS threshold cappings (if any; see Article 24.5) and adding the contributions (accepted unit, flat-rate or lump sum contributions and financing not linked to costs, if any).

After that, the granting authority will take into account grant reductions from beneficiary termination (if any). The resulting amount is the 'total accepted EU contribution'.

Step 2 — Limit to the interim payment ceiling

The resulting amount is then capped to ensure that the total amount of prefinancing and interim payments (if any) does not exceed the interim payment ceiling set out in the Data Sheet (see Point 4.2).

Interim payments (or parts of them) may be offset (without the beneficiaries' consent) against amounts owed by a beneficiary to the granting authority — up to the amount due to that beneficiary.

For grants where the granting authority is the European Commission or an EU executive agency, offsetting may also be done against amounts owed to other Commission services or executive agencies.

Payments will not be made if the payment deadline or payments are suspended (see Articles 29 and 30).

22.3.4 Final payment — Final grant amount — Revenues and Profit — Recovery

The final payment (payment of the balance) reimburses the remaining part of the eligible costs and contributions claimed for the implementation of the action (if any).

The final payment will be made in accordance with the schedule and modalities set out in the Data Sheet (see Point 4.2).

Payment is subject to the approval of the final periodic report. Its approval does not imply recognition of compliance, authenticity, completeness or correctness of its content.

The **final grant amount for the action** will be calculated in the following steps:

Step 1 — Calculation of the total accepted EU contribution

Step 2 — Limit to the maximum grant amount

Step 3 — Reduction due to the no-profit rule

Step 1 — Calculation of the total accepted EU contribution

The granting authority will first calculate the 'accepted EU contribution' for the action for all reporting periods, by calculating the 'maximum EU contribution to costs' (applying the funding rate to the total accepted costs of each beneficiary), taking into account requests for a lower contribution to costs, CFS threshold cappings (if any; see Article 24.5) and adding the contributions (accepted unit, flat-rate or lump sum contributions and financing not linked to costs, if any).

After that, the granting authority will take into account grant reductions (if any). The resulting amount is the 'total accepted EU contribution'.

Step 2 — Limit to the maximum grant amount

If the resulting amount is higher than the maximum grant amount set out in Article 5.2, it will be limited to the latter.

Step 3 — Reduction due to the no-profit rule

If the no-profit rule is provided for in the Data Sheet (see Point 4.2), the grant must not produce a profit (i.e. surplus of the amount obtained following Step 2 plus the action's revenues, over the eligible costs and contributions approved by the granting authority).

'Revenue' is all income generated by the action, during its duration (see Article 4), for beneficiaries that are profit legal entities.

If there is a profit, it will be deducted in proportion to the final rate of reimbursement of the eligible costs approved by the granting authority (as compared to the amount calculated following Steps 1 and 2 minus the contributions).

The **balance** (final payment) is then calculated by deducting the total amount of prefinancing and interim payments already made (if any), from the final grant amount:

{final grant amount

minus

{prefinancing and interim payments made (if any)}}.

If the balance is **positive**, it will be **paid** to the coordinator.

The final payment (or part of it) may be offset (without the beneficiaries' consent) against amounts owed by a beneficiary to the granting authority — up to the amount due to that beneficiary.

For grants where the granting authority is the European Commission or an EU executive agency, offsetting may also be done against amounts owed to other Commission services or executive agencies.

Payments will not be made if the payment deadline or payments are suspended (see Articles 29 and 30).

If the balance is **negative**, it will be **recovered** in accordance with the following procedure:

The granting authority will send a **pre-information letter** to the coordinator:

- formally notifying the intention to recover, the final grant amount, the amount to be recovered and the reasons why

- requesting observations within 30 days of receiving notification.

If no observations are submitted (or the granting authority decides to pursue recovery despite the observations it has received), it will confirm the amount to be recovered (**confirmation letter**), together with a **debit note** with the terms and date for payment.

If payment is not made by the date specified in the debit note, the granting authority will **enforce recovery** in accordance with Article 22.4.

22.3.5 Audit implementation after final payment — Revised final grant amount — Recovery

If — after the final payment (in particular, after checks, reviews, audits or investigations; see Article 25) — the granting authority rejects costs or contributions (see Article 27) or reduces the grant (see Article 28), it will calculate the **revised final grant amount** for the beneficiary concerned.

The **beneficiary revised final grant amount** will be calculated in the following step:

Step 1 — Calculation of the revised total accepted EU contribution

Step 1 — Calculation of the revised total accepted EU contribution

The granting authority will first calculate the 'revised accepted EU contribution' for the beneficiary, by calculating the 'revised accepted costs' and 'revised accepted contributions'.

After that, it will take into account grant reductions (if any). The resulting 'revised total accepted EU contribution' is the beneficiary revised final grant amount.

If the revised final grant amount is lower than the beneficiary's final grant amount (i.e. its share in the final grant amount for the action), it will be **recovered** in accordance with the following procedure:

The **beneficiary final grant amount** (i.e. share in the final grant amount for the action) is calculated as follows:

{{total accepted EU contribution for the beneficiary

divided by

total accepted EU contribution for the action}

multiplied by

final grant amount for the action}.

The granting authority will send a **pre-information letter** to the beneficiary concerned:

- formally notifying the intention to recover, the amount to be recovered and the reasons why and

- requesting observations within 30 days of receiving notification.

If no observations are submitted (or the granting authority decides to pursue recovery despite the observations it has received), it will confirm the amount to be recovered (**confirmation letter**), together with a **debit note** with the terms and the date for payment.

Recoveries against affiliated entities (if any) will be handled through their beneficiaries.

If payment is not made by the date specified in the debit note, the granting authority will **enforce recovery** in accordance with Article 22.4.

22.4 Enforced recovery

If payment is not made by the date specified in the debit note, the amount due will be recovered:

(a) by offsetting the amount — without the coordinator or beneficiary's consent — against any amounts owed to the coordinator or beneficiary by the granting authority.

In exceptional circumstances, to safeguard the EU financial interests, the amount may be offset before the payment date specified in the debit note.

For grants where the granting authority is the European Commission or an EU executive agency, debts may also be offset against amounts owed by other Commission services or executive agencies.

(b) by drawing on the financial guarantee(s) (if any)

(c) by holding other beneficiaries jointly and severally liable (if any; see Data Sheet, Point 4.4)

(d) by holding affiliated entities jointly and severally liable (if any, see Data Sheet, Point 4.4)

(e) by taking legal action (see Article 43) or, provided that the granting authority is the European Commission or an EU executive agency, by adopting an enforceable decision under Article 299 of the Treaty on the Functioning of the EU (TFEU) and Article 100(2) of EU Financial Regulation 2018/1046.

The amount to be recovered will be increased by **late-payment interest** at the rate set out in Article 22.5, from the day following the payment date in the debit note, up to and including the date the full payment is received.

Partial payments will be first credited against expenses, charges and late-payment interest and then against the principal.

Bank charges incurred in the recovery process will be borne by the beneficiary, unless Directive 2015/2366[20] applies.

For grants where the granting authority is an EU executive agency, enforced recovery by offsetting or enforceable decision will be done by the services of the European Commission (see also Article 43).

22.5 Consequences of non-compliance

22.5.1 If the granting authority does not pay within the payment deadlines (see above), the beneficiaries are entitled to **late-payment interest** at the rate applied by the European Central Bank (ECB) for its main refinancing operations in euros ('reference rate'), plus the rate specified in the

[20] Directive (EU) 2015/2366 of the European Parliament and of the Council of 25 November 2015 on payment services in the internal market, amending Directives 2002/65/EC, 2009/110/EC and 2013/36/EU and Regulation (EU) No 1093/2010, and repealing Directive 2007/64/EC (OJ L 337, 23.12.2015, p. 35).

Data Sheet (Point 4.2). The reference rate is the rate in force on the first day of the month in which the payment deadline expires, as published in the C series of the *Official Journal of the European Union*.

If the late-payment interest is lower than or equal to EUR 200, it will be paid to the coordinator only on request submitted within two months of receiving the late payment.

Late-payment interest is not due if all beneficiaries are EU Member States (including regional and local government authorities or other public bodies acting on behalf of a Member State for the purpose of this Agreement).

If payments or the payment deadline are suspended (see Articles 29 and 30), payment will not be considered as late.

Late-payment interest covers the period running from the day following the due date for payment (see above), up to and including the date of payment.

Late-payment interest is not considered for the purposes of calculating the final grant amount.

22.5.2 If the coordinator breaches any of its obligations under this Article, the grant may be reduced (see Article 28) and the grant or the coordinator may be terminated (see Article 32).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 23 — GUARANTEES

23.1 Prefinancing guarantee

If required by the granting authority (see Data Sheet, Point 4.2), the beneficiaries must provide (one or more) prefinancing guarantee(s) in accordance with the timing and the amounts set out in the Data Sheet.

The coordinator must submit them to the granting authority in due time before the prefinancing they are linked to.

The guarantees must be drawn up using the template published on the Portal and fulfil the following conditions:

(a) be provided by a bank or approved financial institution established in the EU or — if requested by the coordinator and accepted by the granting authority — by a third party or a bank or financial institution established outside the EU offering equivalent security

(b) the guarantor stands as first-call guarantor and does not require the granting authority to first have recourse against the principal debtor (i.e. the beneficiary concerned) and

(c) remain explicitly in force until the final payment and, if the final payment takes the form of a recovery, until five months after the debit note is notified to a beneficiary.

They will be released within the following month.

23.2 Consequences of non-compliance

If the beneficiaries breach their obligation to provide the prefinancing guarantee, the prefinancing will not be paid.

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 24 — CERTIFICATES

24.1 Operational verification report (OVR)

Not applicable

24.2 Certificate on the financial statements (CFS)

If required by the granting authority (see Data Sheet, Point 4.3), the beneficiaries must provide certificates on their financial statements (CFS), in accordance with the schedule, threshold and conditions set out in the Data Sheet.

The coordinator must submit them as part of the periodic report (see Article 21).

The certificates must be drawn up using the template published on the Portal, cover the costs declared on the basis of actual costs and costs according to usual cost accounting practices (if any), and fulfil the following conditions:

(a) be provided by a qualified approved external auditor which is independent and complies with Directive 2006/43/EC[21] (or for public bodies: by a competent independent public officer)

(b) the verification must be carried out according to the highest professional standards to ensure that the financial statements comply with the provisions under the Agreement and that the costs declared are eligible.

The certificates will not affect the granting authority's right to carry out its own checks, reviews or audits, nor preclude the European Court of Auditors (ECA), the European Public Prosecutor's Office (EPPO) or the European Anti-Fraud Office (OLAF) from using their prerogatives for audits and investigations under the Agreement (see Article 25).

If the costs (or a part of them) were already audited by the granting authority, these costs do not need to be covered by the certificate and will not be counted for calculating the threshold (if any).

24.3 Certificate on the compliance of usual cost accounting practices (CoMUC)

Not applicable

24.4 Systems and process audit (SPA)

Not applicable

24.5 Consequences of non-compliance

[21] Directive 2006/43/EC of the European Parliament and of the Council of 17 May 2006 on statutory audits of annual accounts and consolidated accounts or similar national regulations (OJ L 157, 9.6.2006, p. 87).

If a beneficiary does not submit a certificate on the financial statements (CFS) or the certificate is rejected, the accepted EU contribution to costs will be capped to reflect the CFS threshold.

If a beneficiary breaches any of its other obligations under this Article, the granting authority may apply the measures described in Chapter 5.

ARTICLE 25 — CHECKS, REVIEWS, AUDITS AND INVESTIGATIONS — EXTENSION OF FINDINGS

25.1 Granting authority checks, reviews and audits

25.1.1 Internal checks

The granting authority may — during the action or afterwards — check the proper implementation of the action and compliance with the obligations under the Agreement, including assessing costs and contributions, deliverables and reports.

25.1.2 Project reviews

The granting authority may carry out reviews on the proper implementation of the action and compliance with the obligations under the Agreement (general project reviews or specific issues reviews).

Such project reviews may be started during the implementation of the action and until the time-limit set out in the Data Sheet (see Point 6). They will be formally notified to the coordinator or beneficiary concerned and will be considered to start on the date of the notification.

If needed, the granting authority may be assisted by independent, outside experts. If it uses outside experts, the coordinator or beneficiary concerned will be informed and have the right to object on grounds of commercial confidentiality or conflict of interest.

The coordinator or beneficiary concerned must cooperate diligently and provide — within the deadline requested — any information and data in addition to deliverables and reports already submitted (including information on the use of resources). The granting authority may request beneficiaries to provide such information to it directly. Sensitive information and documents will be treated in accordance with Article 13.

The coordinator or beneficiary concerned may be requested to participate in meetings, including with the outside experts.

For **on-the-spot visits**, the beneficiary concerned must allow access to sites and premises (including to the outside experts) and must ensure that information requested is readily available.

Information provided must be accurate, precise and complete and in the format requested, including electronic format.

On the basis of the review findings, a **project review report** will be drawn up.

The granting authority will formally notify the project review report to the coordinator or beneficiary concerned, which has 30 days from receiving notification to make observations.

Project reviews (including project review reports) will be in the language of the Agreement.

25.1.3 Audits

The granting authority may carry out audits on the proper implementation of the action and compliance with the obligations under the Agreement.

Such audits may be started during the implementation of the action and until the time-limit set out in the Data Sheet (see Point 6). They will be formally notified to the beneficiary concerned and will be considered to start on the date of the notification.

The granting authority may use its own audit service, delegate audits to a centralised service or use external audit firms. If it uses an external firm, the beneficiary concerned will be informed and have the right to object on grounds of commercial confidentiality or conflict of interest.

The beneficiary concerned must cooperate diligently and provide — within the deadline requested — any information (including complete accounts, individual salary statements or other personal data) to verify compliance with the Agreement. Sensitive information and documents will be treated in accordance with Article 13.

For **on-the-spot** visits, the beneficiary concerned must allow access to sites and premises (including for the external audit firm) and must ensure that information requested is readily available.

Information provided must be accurate, precise and complete and in the format requested, including electronic format.

On the basis of the audit findings, a **draft audit report** will be drawn up.

The auditors will formally notify the draft audit report to the beneficiary concerned, which has 30 days from receiving notification to make observations (contradictory audit procedure).

The **final audit report** will take into account observations by the beneficiary concerned and will be formally notified to them.

Audits (including audit reports) will be in the language of the Agreement.

25.2 European Commission checks, reviews and audits in grants of other granting authorities

Where the granting authority is not the European Commission, the latter has the same rights of checks, reviews and audits as the granting authority.

25.3 Access to records for assessing simplified forms of funding

The beneficiaries must give the European Commission access to their statutory records for the periodic assessment of simplified forms of funding which are used in EU programmes.

25.4 OLAF, EPPO and ECA audits and investigations

The following bodies may also carry out checks, reviews, audits and investigations — during the action or afterwards:

- the European Anti-Fraud Office (OLAF) under Regulations No 883/2013[22] and No 2185/96[23]
- the European Public Prosecutor's Office (EPPO) under Regulation 2017/1939
- the European Court of Auditors (ECA) under Article 287 of the Treaty on the Functioning of the EU (TFEU) and Article 257 of EU Financial Regulation 2018/1046.

If requested by these bodies, the beneficiary concerned must provide full, accurate and complete information in the format requested (including complete accounts, individual salary statements or other personal data, including in electronic format) and allow access to sites and premises for on-the-spot visits or inspections — as provided for under these Regulations.

To this end, the beneficiary concerned must keep all relevant information relating to the action, at least until the time-limit set out in the Data Sheet (Point 6) and, in any case, until any ongoing checks, reviews, audits, investigations, litigation or other pursuits of claims have been concluded.

25.5 Consequences of checks, reviews, audits and investigations — Extension of results of reviews, audits or investigations

25.5.1 Consequences of checks, reviews, audits and investigations in this grant

Findings in checks, reviews, audits or investigations carried out in the context of this grant may lead to rejections (see Article 27), grant reduction (see Article 28) or other measures described in Chapter 5.

Rejections or grant reductions after the final payment will lead to a revised final grant amount (see Article 22).

Findings in checks, reviews, audits or investigations during the action implementation may lead to a request for amendment (see Article 39), to change the description of the action set out in Annex 1.

Checks, reviews, audits or investigations that find systemic or recurrent errors, irregularities, fraud or breach of obligations in any EU grant may also lead to consequences in other EU grants awarded under similar conditions ('extension to other grants').

Moreover, findings arising from an OLAF or EPPO investigation may lead to criminal prosecution under national law.

25.5.2 Extension from other grants

Results of checks, reviews, audits or investigations in other grants may be extended to this grant, if:

(a) the beneficiary concerned is found, in other EU grants awarded under similar conditions, to have committed systemic or recurrent errors, irregularities, fraud or breach of obligations that have a material impact on this grant and

[22] Regulation (EU, Euratom) No 883/2013 of the European Parliament and of the Council of 11 September 2013 concerning investigations conducted by the European Anti-Fraud Office (OLAF) and repealing Regulation (EC) No 1073/1999 of the European Parliament and of the Council and Council Regulation (Euratom) No 1074/1999 (OJ L 248, 18/09/2013, p. 1).

[23] Council Regulation (Euratom, EC) No 2185/96 of 11 November 1996 concerning on-the-spot checks and inspections carried out by the Commission in order to protect the European Communities' financial interests against fraud and other irregularities (OJ L 292, 15/11/1996, p. 2).

(b) those findings are formally notified to the beneficiary concerned — together with the list of grants affected by the findings — within the time-limit for audits set out in the Data Sheet (see Point 6).

The granting authority will formally notify the beneficiary concerned of the intention to extend the findings and the list of grants affected.

If the extension concerns **rejections of costs or contributions**: the notification will include:

(a) an invitation to submit observations on the list of grants affected by the findings

(b) the request to submit revised financial statements for all grants affected

(c) the correction rate for extrapolation, established on the basis of the systemic or recurrent errors, to calculate the amounts to be rejected, if the beneficiary concerned:

(i) considers that the submission of revised financial statements is not possible or practicable or

(ii) does not submit revised financial statements.

If the extension concerns **grant reductions**: the notification will include:

(a) an invitation to submit observations on the list of grants affected by the findings and

(b) the **correction rate for extrapolation**, established on the basis of the systemic or recurrent errors and the principle of proportionality.

The beneficiary concerned has **60 days** from receiving notification to submit observations, revised financial statements or to propose a duly substantiated **alternative correction method/rate**.

On the basis of this, the granting authority will analyse the impact and decide on the implementation (i.e. start rejection or grant reduction procedures, either on the basis of the revised financial statements or the announced/alternative method/rate or a mix of those; see Articles 27 and 28).

25.6 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, costs or contributions insufficiently substantiated will be ineligible (see Article 6) and will be rejected (see Article 27), and the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 26 — IMPACT EVALUATIONS

26.1 Impact evaluation

The granting authority may carry out impact evaluations of the action, measured against the objectives and indicators of the EU programme funding the grant.

Such evaluations may be started during implementation of the action and until the time-limit set out

in the Data Sheet (see Point 6). They will be formally notified to the coordinator or beneficiaries and will be considered to start on the date of the notification.

If needed, the granting authority may be assisted by independent outside experts.

The coordinator or beneficiaries must provide any information relevant to evaluate the impact of the action, including information in electronic format.

26.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the granting authority may apply the measures described in Chapter 5.

CHAPTER 5 CONSEQUENCES OF NON-COMPLIANCE

SECTION 1 REJECTIONS AND GRANT REDUCTION

ARTICLE 27 — REJECTION OF COSTS AND CONTRIBUTIONS

27.1 Conditions

The granting authority will — at beneficiary termination, interim payment, final payment or afterwards — reject any costs or contributions which are ineligible (see Article 6), in particular following checks, reviews, audits or investigations (see Article 25).

The rejection may also be based on the extension of findings from other grants to this grant (see Article 25).

Ineligible costs or contributions will be rejected.

27.2 Procedure

If the rejection does not lead to a recovery, the granting authority will formally notify the coordinator or beneficiary concerned of the rejection, the amounts and the reasons why. The coordinator or beneficiary concerned may — within 30 days of receiving notification — submit observations if it disagrees with the rejection (payment review procedure).

If the rejection leads to a recovery, the granting authority will follow the contradictory procedure with pre-information letter set out in Article 22.

27.3 Effects

If the granting authority rejects costs or contributions, it will deduct them from the costs or contributions declared and then calculate the amount due (and, if needed, make a recovery; see Article 22).

ARTICLE 28 — GRANT REDUCTION

28.1 Conditions

The granting authority may — at beneficiary termination, final payment or afterwards — reduce the grant for a beneficiary, if:

(a) the beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed:

(i) substantial errors, irregularities or fraud or

(ii) serious breach of obligations under this Agreement or during its award (including improper implementation of the action, non-compliance with the call conditions, submission of false information, failure to provide required information, breach of ethics or security rules (if applicable), etc.), or

(b) the beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed — in other EU grants awarded to it under similar conditions — systemic or recurrent errors, irregularities, fraud or serious breach of obligations that have a material impact on this grant (see Article 25).

The amount of the reduction will be calculated for each beneficiary concerned and proportionate to the seriousness and the duration of the errors, irregularities or fraud or breach of obligations, by applying an individual reduction rate to their accepted EU contribution.

28.2 Procedure

If the grant reduction does not lead to a recovery, the granting authority will formally notify the coordinator or beneficiary concerned of the reduction, the amount to be reduced and the reasons why. The coordinator or beneficiary concerned may — within 30 days of receiving notification — submit observations if it disagrees with the reduction (payment review procedure).

If the grant reduction leads to a recovery, the granting authority will follow the contradictory procedure with pre-information letter set out in Article 22.

28.3 Effects

If the granting authority reduces the grant, it will deduct the reduction and then calculate the amount due (and, if needed, make a recovery; see Article 22).

SECTION 2 SUSPENSION AND TERMINATION

ARTICLE 29 — PAYMENT DEADLINE SUSPENSION

29.1 Conditions

The granting authority may — at any moment — suspend the payment deadline if a payment cannot be processed because:

(a) the required report (see Article 21) has not been submitted or is not complete or additional information is needed

(b) there are doubts about the amount to be paid (e.g. ongoing audit extension procedure, queries

about eligibility, need for a grant reduction, etc.) and additional checks, reviews, audits or investigations are necessary, or

(c) there are other issues affecting the EU financial interests.

29.2 Procedure

The granting authority will formally notify the coordinator of the suspension and the reasons why.

The suspension will **take effect** the day the notification is sent.

If the conditions for suspending the payment deadline are no longer met, the suspension will be **lifted** — and the remaining time to pay (see Data Sheet, Point 4.2) will resume.

If the suspension exceeds two months, the coordinator may request the granting authority to confirm if the suspension will continue.

If the payment deadline has been suspended due to the non-compliance of the report and the revised report is not submitted (or was submitted but is also rejected), the granting authority may also terminate the grant or the participation of the coordinator (see Article 32).

ARTICLE 30 — PAYMENT SUSPENSION

30.1 Conditions

The granting authority may — at any moment — suspend payments, in whole or in part for one or more beneficiaries, if:

(a) a beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed or is suspected of having committed:

(i) substantial errors, irregularities or fraud or

(ii) serious breach of obligations under this Agreement or during its award (including improper implementation of the action, non-compliance with the call conditions, submission of false information, failure to provide required information, breach of ethics or security rules (if applicable), etc.), or

(b) a beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed — in other EU grants awarded to it under similar conditions — systemic or recurrent errors, irregularities, fraud or serious breach of obligations that have a material impact on this grant.

If payments are suspended for one or more beneficiaries, the granting authority will make partial payment(s) for the part(s) not suspended. If suspension concerns the final payment, the payment (or recovery) of the remaining amount after suspension is lifted will be considered to be the payment that closes the action.

30.2 Procedure

Before suspending payments, the granting authority will send a **pre-information letter** to the beneficiary concerned:

- formally notifying the intention to suspend payments and the reasons why and
- requesting observations within 30 days of receiving notification.

If the granting authority does not receive observations or decides to pursue the procedure despite the observations it has received, it will confirm the suspension (**confirmation letter**). Otherwise, it will formally notify that the procedure is discontinued.

At the end of the suspension procedure, the granting authority will also inform the coordinator.

The suspension will **take effect** the day after the confirmation notification is sent.

If the conditions for resuming payments are met, the suspension will be **lifted**. The granting authority will formally notify the beneficiary concerned (and the coordinator) and set the suspension end date.

During the suspension, no prefinancing will be paid to the beneficiaries concerned. For interim payments, the periodic reports for all reporting periods except the last one (see Article 21) must not contain any financial statements from the beneficiary concerned (or its affiliated entities). The coordinator must include them in the next periodic report after the suspension is lifted or — if suspension is not lifted before the end of the action — in the last periodic report.

ARTICLE 31 — GRANT AGREEMENT SUSPENSION

31.1 Consortium-requested GA suspension

31.1.1 Conditions and procedure

The beneficiaries may request the suspension of the grant or any part of it, if exceptional circumstances — in particular *force majeure* (see Article 35) — make implementation impossible or excessively difficult.

The coordinator must submit a request for **amendment** (see Article 39), with:

- the reasons why
- the date the suspension takes effect; this date may be before the date of the submission of the amendment request and
- the expected date of resumption.

The suspension will **take effect** on the day specified in the amendment.

Once circumstances allow for implementation to resume, the coordinator must immediately request another **amendment** of the Agreement to set the suspension end date, the resumption date (one day after suspension end date), extend the duration and make other changes necessary to adapt the action to the new situation (see Article 39) — unless the grant has been terminated (see Article 32). The suspension will be **lifted** with effect from the suspension end date set out in the amendment. This date may be before the date of the submission of the amendment request.

During the suspension, no prefinancing will be paid. Costs incurred or contributions for activities implemented during grant suspension are not eligible (see Article 6.3).

31.2 EU-initiated GA suspension

31.2.1 Conditions

The granting authority may suspend the grant or any part of it, if:

(a) a beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed or is suspected of having committed:

  (i) substantial errors, irregularities or fraud or

  (ii) serious breach of obligations under this Agreement or during its award (including improper implementation of the action, non-compliance with the call conditions, submission of false information, failure to provide required information, breach of ethics or security rules (if applicable), etc.), or

(b) a beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed — in other EU grants awarded to it under similar conditions — systemic or recurrent errors, irregularities, fraud or serious breach of obligations that have a material impact on this grant

(c) other:

  (i) linked action issues: not applicable

  (ii) additional GA suspension grounds: not applicable.

31.2.2 Procedure

Before suspending the grant, the granting authority will send a **pre-information letter** to the coordinator:

- formally notifying the intention to suspend the grant and the reasons why and
- requesting observations within 30 days of receiving notification.

If the granting authority does not receive observations or decides to pursue the procedure despite the observations it has received, it will confirm the suspension (**confirmation letter**). Otherwise, it will formally notify that the procedure is discontinued.

The suspension will **take effect** the day after the confirmation notification is sent (or on a later date specified in the notification).

Once the conditions for resuming implementation of the action are met, the granting authority will formally notify the coordinator a **lifting of suspension letter**, in which it will set the suspension end date and invite the coordinator to request an amendment of the Agreement to set the resumption date (one day after suspension end date), extend the duration and make other changes necessary to adapt the action to the new situation (see Article 39) — unless the grant has been terminated (see

Article 32). The suspension will be **lifted** with effect from the suspension end date set out in the lifting of suspension letter. This date may be before the date on which the letter is sent.

During the suspension, no prefinancing will be paid. Costs incurred or contributions for activities implemented during suspension are not eligible (see Article 6.3).

The beneficiaries may not claim damages due to suspension by the granting authority (see Article 33).

Grant suspension does not affect the granting authority's right to terminate the grant or a beneficiary (see Article 32) or reduce the grant (see Article 28).

ARTICLE 32 — GRANT AGREEMENT OR BENEFICIARY TERMINATION

32.1 Consortium-requested GA termination

32.1.1 Conditions and procedure

The beneficiaries may request the termination of the grant.

The coordinator must submit a request for **amendment** (see Article 39), with:

- the reasons why
- the date the consortium ends work on the action ('end of work date') and
- the date the termination takes effect ('termination date'); this date must be after the date of the submission of the amendment request.

The termination will **take effect** on the termination date specified in the amendment.

If no reasons are given or if the granting authority considers the reasons do not justify termination, it may consider the grant terminated improperly.

32.1.2 Effects

The coordinator must — within 60 days from when termination takes effect — submit a **periodic report** (for the open reporting period until termination).

The granting authority will calculate the final grant amount and final payment on the basis of the report submitted and taking into account the costs incurred and contributions for activities implemented before the end of work date (see Article 22). Costs relating to contracts due for execution only after the end of work are not eligible.

If the granting authority does not receive the report within the deadline, only costs and contributions which are included in an approved periodic report will be taken into account (no costs/contributions if no periodic report was ever approved).

Improper termination may lead to a grant reduction (see Article 28).

After termination, the beneficiaries' obligations (in particular Articles 13 (confidentiality and security), 16 (IPR), 17 (communication, dissemination and visibility), 21 (reporting), 25 (checks, reviews, audits and investigations), 26 (impact evaluation), 27 (rejections), 28 (grant reduction) and 42 (assignment of claims)) continue to apply.

32.2 Consortium-requested beneficiary termination

32.2.1 Conditions and procedure

The coordinator may request the termination of the participation of one or more beneficiaries, on request of the beneficiary concerned or on behalf of the other beneficiaries.

The coordinator must submit a request for **amendment** (see Article 39), with:

- the reasons why
- the opinion of the beneficiary concerned (or proof that this opinion has been requested in writing)
- the date the beneficiary ends work on the action ('end of work date')
- the date the termination takes effect ('termination date'); this date must be after the date of the submission of the amendment request.

If the termination concerns the coordinator and is done without its agreement, the amendment request must be submitted by another beneficiary (acting on behalf of the consortium).

The termination will **take effect** on the termination date specified in the amendment.

If no information is given or if the granting authority considers that the reasons do not justify termination, it may consider the beneficiary to have been terminated improperly.

32.2.2 Effects

The coordinator must — within 60 days from when termination takes effect — submit:

(i) a **report on the distribution of payments** to the beneficiary concerned

(ii) a **termination report** from the beneficiary concerned, for the open reporting period until termination, containing an overview of the progress of the work, the financial statement, the explanation on the use of resources, and, if applicable, the certificate on the financial statement (CFS; see Articles 21 and 24.2 and Data Sheet, Point 4.3)

(iii) a second **request for amendment** (see Article 39) with other amendments needed (e.g. reallocation of the tasks and the estimated budget of the terminated beneficiary; addition of a new beneficiary to replace the terminated beneficiary; change of coordinator, etc.).

The granting authority will calculate the amount due to the beneficiary on the basis of the report submitted and taking into account the costs incurred and contributions for activities implemented before the end of work date (see Article 22). Costs relating to contracts due for execution only after the end of work are not eligible.

The information in the termination report must also be included in the periodic report for the next reporting period (see Article 21).

If the granting authority does not receive the termination report within the deadline, only costs and contributions which are included in an approved periodic report will be taken into account (no costs/ contributions if no periodic report was ever approved).

If the granting authority does not receive the report on the distribution of payments within the deadline, it will consider that:

- the coordinator did not distribute any payment to the beneficiary concerned and that
- the beneficiary concerned must not repay any amount to the coordinator.

If the second request for amendment is accepted by the granting authority, the Agreement is **amended** to introduce the necessary changes (see Article 39).

If the second request for amendment is rejected by the granting authority (because it calls into question the decision awarding the grant or breaches the principle of equal treatment of applicants), the grant may be terminated (see Article 32).

Improper termination may lead to a reduction of the grant (see Article 31) or grant termination (see Article 32).

After termination, the concerned beneficiary's obligations (in particular Articles 13 (confidentiality and security), 16 (IPR), 17 (communication, dissemination and visibility), 21 (reporting), 25 (checks, reviews, audits and investigations), 26 (impact evaluation), 27 (rejections), 28 (grant reduction) and 42 (assignment of claims)) continue to apply.

32.3 EU-initiated GA or beneficiary termination

32.3.1 Conditions

The granting authority may terminate the grant or the participation of one or more beneficiaries, if:

(a) one or more beneficiaries do not accede to the Agreement (see Article 40)

(b) a change to the action or the legal, financial, technical, organisational or ownership situation of a beneficiary is likely to substantially affect the implementation of the action or calls into question the decision to award the grant (including changes linked to one of the exclusion grounds listed in the declaration of honour)

(c) following termination of one or more beneficiaries, the necessary changes to the Agreement (and their impact on the action) would call into question the decision awarding the grant or breach the principle of equal treatment of applicants

(d) implementation of the action has become impossible or the changes necessary for its continuation would call into question the decision awarding the grant or breach the principle of equal treatment of applicants

(e) a beneficiary (or person with unlimited liability for its debts) is subject to bankruptcy proceedings or similar (including insolvency, winding-up, administration by a liquidator or court, arrangement with creditors, suspension of business activities, etc.)

(f) a beneficiary (or person with unlimited liability for its debts) is in breach of social security or tax obligations

(g) a beneficiary (or person having powers of representation, decision-making or control, or person

essential for the award/implementation of the grant) has been found guilty of grave professional misconduct

(h) a beneficiary (or person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed fraud, corruption, or is involved in a criminal organisation, money laundering, terrorism-related crimes (including terrorism financing), child labour or human trafficking

(i) a beneficiary (or person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) was created under a different jurisdiction with the intent to circumvent fiscal, social or other legal obligations in the country of origin (or created another entity with this purpose)

(j) a beneficiary (or person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed:

  (i) substantial errors, irregularities or fraud or

  (ii) serious breach of obligations under this Agreement or during its award (including improper implementation of the action, non-compliance with the call conditions, submission of false information, failure to provide required information, breach of ethics or security rules (if applicable), etc.)

(k) a beneficiary (or person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed — in other EU grants awarded to it under similar conditions — systemic or recurrent errors, irregularities, fraud or serious breach of obligations that have a material impact on this grant (extension of findings from other grants to this grant; see Article 25)

(l) despite a specific request by the granting authority, a beneficiary does not request — through the coordinator — an amendment to the Agreement to end the participation of one of its affiliated entities or associated partners that is in one of the situations under points (d), (f), (e), (g), (h), (i) or (j) and to reallocate its tasks, or

(m) other:

  (i) linked action issues: not applicable

  (ii) additional GA termination grounds: not applicable.

32.3.2 Procedure

Before terminating the grant or participation of one or more beneficiaries, the granting authority will send **a pre-information letter** to the coordinator or beneficiary concerned:

- formally notifying the intention to terminate and the reasons why and
- requesting observations within 30 days of receiving notification.

If the granting authority does not receive observations or decides to pursue the procedure despite the observations it has received, it will confirm the termination and the date it will take effect (**confirmation letter**). Otherwise, it will formally notify that the procedure is discontinued.

For beneficiary terminations, the granting authority will — at the end of the procedure — also inform the coordinator.

The termination will **take effect** the day after the confirmation notification is sent (or on a later date specified in the notification; 'termination date').

32.3.3 Effects

(a) for **GA termination**:

The coordinator must — within 60 days from when termination takes effect — submit a **periodic report** (for the last open reporting period until termination).

The granting authority will calculate the final grant amount and final payment on the basis of the report submitted and taking into account the costs incurred and contributions for activities implemented before termination takes effect (see Article 22). Costs relating to contracts due for execution only after termination are not eligible.

If the grant is terminated for breach of the obligation to submit reports, the coordinator may not submit any report after termination.

If the granting authority does not receive the report within the deadline, only costs and contributions which are included in an approved periodic report will be taken into account (no costs/contributions if no periodic report was ever approved).

Termination does not affect the granting authority's right to reduce the grant (see Article 28) or to impose administrative sanctions (see Article 34).

The beneficiaries may not claim damages due to termination by the granting authority (see Article 33).

After termination, the beneficiaries' obligations (in particular Articles 13 (confidentiality and security), 16 (IPR), 17 (communication, dissemination and visibility), 21 (reporting), 25 (checks, reviews, audits and investigations), 26 (impact evaluation), 27 (rejections), 28 (grant reduction) and 42 (assignment of claims)) continue to apply.

(b) for **beneficiary termination**:

The coordinator must — within 60 days from when termination takes effect — submit:

(i) a **report on the distribution of payments** to the beneficiary concerned

(ii) a **termination report** from the beneficiary concerned, for the open reporting period until termination, containing an overview of the progress of the work, the financial statement, the explanation on the use of resources, and, if applicable, the certificate on the financial statement (CFS; see Articles 21 and 24.2 and Data Sheet, Point 4.3)

(iii) a **request for amendment** (see Article 39) with any amendments needed (e.g. reallocation of the tasks and the estimated budget of the terminated beneficiary; addition of a new beneficiary to replace the terminated beneficiary; change of coordinator, etc.).

The granting authority will calculate the amount due to the beneficiary on the basis of the

report submitted and taking into account the costs incurred and contributions for activities implemented before termination takes effect (see Article 22). Costs relating to contracts due for execution only after termination are not eligible.

The information in the termination report must also be included in the periodic report for the next reporting period (see Article 21).

If the granting authority does not receive the termination report within the deadline, only costs and contributions included in an approved periodic report will be taken into account (no costs/ contributions if no periodic report was ever approved).

If the granting authority does not receive the report on the distribution of payments within the deadline, it will consider that:

- the coordinator did not distribute any payment to the beneficiary concerned and that
- the beneficiary concerned must not repay any amount to the coordinator.

If the request for amendment is accepted by the granting authority, the Agreement is **amended** to introduce the necessary changes (see Article 39).

If the request for amendment is rejected by the granting authority (because it calls into question the decision awarding the grant or breaches the principle of equal treatment of applicants), the grant may be terminated (see Article 32).

After termination, the concerned beneficiary's obligations (in particular Articles 13 (confidentiality and security), 16 (IPR), 17 (communication, dissemination and visibility), 21 (reporting), 25 (checks, reviews, audits and investigations), 26 (impact evaluation), 27 (rejections), 28 (grant reduction) and 42 (assignment of claims)) continue to apply.

SECTION 3 OTHER CONSEQUENCES: DAMAGES AND ADMINISTRATIVE SANCTIONS

ARTICLE 33 — DAMAGES

33.1 Liability of the granting authority

The granting authority cannot be held liable for any damage caused to the beneficiaries or to third parties as a consequence of the implementation of the Agreement, including for gross negligence.

The granting authority cannot be held liable for any damage caused by any of the beneficiaries or other participants involved in the action, as a consequence of the implementation of the Agreement.

33.2 Liability of the beneficiaries

The beneficiaries must compensate the granting authority for any damage it sustains as a result of the implementation of the action or because the action was not implemented in full compliance with the Agreement, provided that it was caused by gross negligence or wilful act.

The liability does not extend to indirect or consequential losses or similar damage (such as loss of

profit, loss of revenue or loss of contracts), provided such damage was not caused by wilful act or by a breach of confidentiality.

ARTICLE 34 — ADMINISTRATIVE SANCTIONS AND OTHER MEASURES

Nothing in this Agreement may be construed as preventing the adoption of administrative sanctions (i.e. exclusion from EU award procedures and/or financial penalties) or other public law measures, in addition or as an alternative to the contractual measures provided under this Agreement (see, for instance, Articles 135 to 145 EU Financial Regulation 2018/1046 and Articles 4 and 7 of Regulation 2988/95[24]).

SECTION 4 FORCE MAJEURE

ARTICLE 35 — FORCE MAJEURE

A party prevented by force majeure from fulfilling its obligations under the Agreement cannot be considered in breach of them.

'Force majeure' means any situation or event that:

- prevents either party from fulfilling their obligations under the Agreement,
- was unforeseeable, exceptional situation and beyond the parties' control,
- was not due to error or negligence on their part (or on the part of other participants involved in the action), and
- proves to be inevitable in spite of exercising all due diligence.

Any situation constituting force majeure must be formally notified to the other party without delay, stating the nature, likely duration and foreseeable effects.

The parties must immediately take all the necessary steps to limit any damage due to force majeure and do their best to resume implementation of the action as soon as possible.

CHAPTER 6 FINAL PROVISIONS

ARTICLE 36 — COMMUNICATION BETWEEN THE PARTIES

36.1 Forms and means of communication — Electronic management

EU grants are managed fully electronically through the EU Funding & Tenders Portal ('Portal').

All communications must be made electronically through the Portal, in accordance with the Portal Terms and Conditions and using the forms and templates provided there (except if explicitly instructed otherwise by the granting authority).

[24] Council Regulation (EC, Euratom) No 2988/95 of 18 December 1995 on the protection of the European Communities financial interests (OJ L 312, 23.12.1995, p. 1).

Communications must be made in writing and clearly identify the grant agreement (project number and acronym).

Communications must be made by persons authorised according to the Portal Terms and Conditions. For naming the authorised persons, each beneficiary must have designated — before the signature of this Agreement — a 'legal entity appointed representative (LEAR)'. The role and tasks of the LEAR are stipulated in their appointment letter (see Portal Terms and Conditions).

If the electronic exchange system is temporarily unavailable, instructions will be given on the Portal.

36.2 Date of communication

The sending date for communications made through the Portal will be the date and time of sending, as indicated by the time logs.

The receiving date for communications made through the Portal will be the date and time the communication is accessed, as indicated by the time logs. Formal notifications that have not been accessed within 10 days after sending, will be considered to have been accessed (see Portal Terms and Conditions).

If a communication is exceptionally made on paper (by e-mail or postal service), general principles apply (i.e. date of sending/receipt). Formal notifications by registered post with proof of delivery will be considered to have been received either on the delivery date registered by the postal service or the deadline for collection at the post office.

If the electronic exchange system is temporarily unavailable, the sending party cannot be considered in breach of its obligation to send a communication within a specified deadline.

36.3 Addresses for communication

The Portal can be accessed via the Europa website.

The address for paper communications to the granting authority (if exceptionally allowed) is the official mailing address indicated on its website.

For beneficiaries, it is the legal address specified in the Portal Participant Register.

ARTICLE 37 — INTERPRETATION OF THE AGREEMENT

The provisions in the Data Sheet take precedence over the rest of the Terms and Conditions of the Agreement.

Annex 5 takes precedence over the Terms and Conditions; the Terms and Conditions take precedence over the Annexes other than Annex 5.

Annex 2 takes precedence over Annex 1.

ARTICLE 38 — CALCULATION OF PERIODS AND DEADLINES

In accordance with Regulation No 1182/71[25], periods expressed in days, months or years are calculated from the moment the triggering event occurs.

The day during which that event occurs is not considered as falling within the period.

'Days' means calendar days, not working days.

ARTICLE 39 — AMENDMENTS

39.1 Conditions

The Agreement may be amended, unless the amendment entails changes to the Agreement which would call into question the decision awarding the grant or breach the principle of equal treatment of applicants.

Amendments may be requested by any of the parties.

39.2 Procedure

The party requesting an amendment must submit a request for amendment signed directly in the Portal Amendment tool.

The coordinator submits and receives requests for amendment on behalf of the beneficiaries (see Annex 3). If a change of coordinator is requested without its agreement, the submission must be done by another beneficiary (acting on behalf of the other beneficiaries).

The request for amendment must include:

- the reasons why
- the appropriate supporting documents and
- for a change of coordinator without its agreement: the opinion of the coordinator (or proof that this opinion has been requested in writing).

The granting authority may request additional information.

If the party receiving the request agrees, it must sign the amendment in the tool within 45 days of receiving notification (or any additional information the granting authority has requested). If it does not agree, it must formally notify its disagreement within the same deadline. The deadline may be extended, if necessary for the assessment of the request. If no notification is received within the deadline, the request is considered to have been rejected.

An amendment **enters into force** on the day of the signature of the receiving party.

An amendment **takes effect** on the date of entry into force or other date specified in the amendment.

ARTICLE 40 — ACCESSION AND ADDITION OF NEW BENEFICIARIES

[25] Regulation (EEC, Euratom) No 1182/71 of the Council of 3 June 1971 determining the rules applicable to periods, dates and time-limits (OJ L 124, 8/6/1971, p. 1).

40.1 Accession of the beneficiaries mentioned in the Preamble

The beneficiaries which are not coordinator must accede to the grant by signing the accession form (see Annex 3) directly in the Portal Grant Preparation tool, within 30 days after the entry into force of the Agreement (see Article 44).

They will assume the rights and obligations under the Agreement with effect from the date of its entry into force (see Article 44).

If a beneficiary does not accede to the grant within the above deadline, the coordinator must — within 30 days — request an amendment (see Article 39) to terminate the beneficiary and make any changes necessary to ensure proper implementation of the action. This does not affect the granting authority's right to terminate the grant (see Article 32).

40.2 Addition of new beneficiaries

In justified cases, the beneficiaries may request the addition of a new beneficiary.

For this purpose, the coordinator must submit a request for amendment in accordance with Article 39. It must include an accession form (see Annex 3) signed by the new beneficiary directly in the Portal Amendment tool.

New beneficiaries will assume the rights and obligations under the Agreement with effect from the date of their accession specified in the accession form (see Annex 3).

Additions are also possible in mono-beneficiary grants.

ARTICLE 41 — TRANSFER OF THE AGREEMENT

In justified cases, the beneficiary of a mono-beneficiary grant may request the transfer of the grant to a new beneficiary, provided that this would not call into question the decision awarding the grant or breach the principle of equal treatment of applicants.

The beneficiary must submit a request for **amendment** (see Article 39), with

- the reasons why
- the accession form (see Annex 3) signed by the new beneficiary directly in the Portal Amendment tool and
- additional supporting documents (if required by the granting authority).

The new beneficiary will assume the rights and obligations under the Agreement with effect from the date of accession specified in the accession form (see Annex 3).

ARTICLE 42 — ASSIGNMENTS OF CLAIMS FOR PAYMENT AGAINST THE GRANTING AUTHORITY

The beneficiaries may not assign any of their claims for payment against the granting authority to any third party, except if expressly approved in writing by the granting authority on the basis of a reasoned, written request by the coordinator (on behalf of the beneficiary concerned).

If the granting authority has not accepted the assignment or if the terms of it are not observed, the assignment will have no effect on it.

In no circumstances will an assignment release the beneficiaries from their obligations towards the granting authority.

ARTICLE 43 — APPLICABLE LAW AND SETTLEMENT OF DISPUTES

43.1 Applicable law

The Agreement is governed by the applicable EU law, supplemented if necessary by the law of Belgium.

Special rules may apply for beneficiaries which are international organisations (if any; see Data Sheet, Point 5).

43.2 Dispute settlement

If a dispute concerns the interpretation, application or validity of the Agreement, the parties must bring action before the EU General Court — or, on appeal, the EU Court of Justice — under Article 272 of the Treaty on the Functioning of the EU (TFEU).

For non-EU beneficiaries (if any), such disputes must be brought before the courts of Brussels, Belgium — unless an international agreement provides for the enforceability of EU court judgements.

For beneficiaries with arbitration as special dispute settlement forum (if any; see Data Sheet, Point 5), the dispute will — in the absence of an amicable settlement — be settled in accordance with the Rules for Arbitration published on the Portal.

If a dispute concerns administrative sanctions, offsetting or an enforceable decision under Article 299 TFEU (see Articles 22 and 34), the beneficiaries must bring action before the General Court — or, on appeal, the Court of Justice — under Article 263 TFEU.

For grants where the granting authority is an EU executive agency (see Preamble), actions against offsetting and enforceable decisions must be brought against the European Commission (not against the granting authority; see also Article 22).

ARTICLE 44 — ENTRY INTO FORCE

The Agreement will enter into force on the day of signature by the granting authority or the coordinator, depending on which is later.

SIGNATURES

For the coordinator

For the granting authority

ANNEX 1

EU4Health Programme (EU4H)

Description of the action (DoA)

Part A

Part B

DESCRIPTION OF THE ACTION (PART A)

COVER PAGE

Part A of the Description of the Action (DoA) must be completed directly on the Portal Grant Preparation screens.

PROJECT *Grant Preparation (General Information screen) — Enter the info.*	
Project number:	101128954
Project name:	SK-NCPeH-Patient Summary, ePrescription
Project acronym:	SK-NCPeH
Call:	EU4H-2022-DGA-MS-IBA2
Topic:	EU4H-2022-DGA-MS-IBA-3
Type of action:	EU4H-PJG
Service:	HADEA/A/01
Project starting date:	fixed date: 1 October 2023
Project duration:	36 months

TABLE OF CONTENTS

PROJECT SUMMARY

Project summary

Grant Preparation (General Information screen) — Provide an overall description of your project (including context and overall objectives, planned activities and main achievements, and expected results and impacts (on target groups, change procedures, capacities, innovation etc)). This summary should give readers a clear idea of what your project is about.

Use the project summary from your proposal.

This project is proposing to create and operate National Contact Point for eHealth (NCPeH) and four cross-border services (Patient Summary country A, Patient Summary country B, ePrescription country A, and ePrescription country B) in the Slovak Republic. It will follow eHealth Network guidelines and leverage existing national and European digital health infrastructure. The proposed start of operations is in 2025.

LIST OF PARTICIPANTS

PARTICIPANTS

Grant Preparation (Beneficiaries screen) — Enter the info.

Number	Role	Short name	Legal name	Country	PIC
1	COO	NCZI	NARODNE CENTRUM ZDRAVOTNICKYCH INFORMACII	SK	998884370

LIST OF WORK PACKAGES

Work packages

Grant Preparation (Work Packages screen) — Enter the info.

Work Package No	Work Package name	Lead Beneficiary	Effort (Person-Months)	Start Month	End Month	Deliverables
WP1	Management and coordination	1 - NCZI	49.00	1	36	D1.1 – Governance participation report D1.2 – Mid-term evaluation reports D1.3 – Final (overall) evaluation report
WP2	Dissemination, training and support	1 - NCZI	22.00	1	36	D2.1 – MS Service Dissemination, Education and Training Plan D2.2 – MS Service Dissemination, Education and Training Monitoring Report D2.3 – MS Service Desk Plan D2.4 – Project presentation on NCZI´s website
WP3	Preparation, implementation and pre-production testing	1 - NCZI	122.00	1	24	D3.1 – MS Service Deployment and Improvement Plan D3.2 – MS Preparation Progress Report D3.3 – Formal Pre-Production Testing report D3.4 – Signed Agreement
WP4	Compliance check, production environment testing and approval to start operations	1 - NCZI	22.00	1	28	D4.1 – Report from the Initial Compliance Check D4.2 – Updated Outcome Summary Report (after Production Environment Testing) D4.3 – eHN go-live decision D4.4 – Service Operation and Maintenance Plan
WP5	Operations	1 - NCZI	19.00	28	36	D5.1 – Service operation report D5.2 – Sustainability plan

Work packages

Grant Preparation (Work Packages screen) — Enter the info.

Work Package No	Work Package name	Lead Beneficiary	Effort (Person-Months)	Start Month	End Month	Deliverables
						D5.3 – Specific action-level indicators report

Work package WP1 – Management and coordination

Work Package Number	WP1	Lead Beneficiary	1 - NCZI
Work Package Name	Management and coordination		
Start Month	1	End Month	36

Objectives
- Establish the appropriate national management structure to assure the provision of cross-border eHealth services - Participate in the European MyHealth@EU governance framework and activities - Monitor the overall progress of the different tasks of the project

Description
Establish the appropriate national management structure to assure the provision of cross-border eHealth services, participate in the European MyHealth@EU governance framework and activities as well as monitor the overall progress of the different tasks of the project. Tasks: T1.1 - Management of national activities Establishment of a national governance and management structure that may guarantee the execution of the proposed plan (deployment, operation, dissemination and support), as well as to assure the existence of the relevant skills and competences that may lead to a successful deployment strategy adjusted to national specificities. The organisation of the national structure responsible for the NCPeH will be the verified according to the Framework for the NCPeH Compliance check with the eHDSI Requirements. Subcontracting - No T1.2 - Participation in the European MyHealth@EU governance framework and activities Participation in the European MyHealth@EU governance framework and activities in accordance with the procedures defined by the eHealth DSI governance model (including by complying with eHOMB and eHMSEG instructions and requests, as well as adopting eHealth Network decisions regarding policies, guidelines and approval to enter in operation with Cross-Border eHealth Services). Subcontracting - No T1.3 - Reporting and evaluation Monitoring the implementation of the project according to the foreseen schedule and providing high quality deliverables in due time to describe the status of the activities undertaken during the project. Subcontracting - No

Work package WP2 – Dissemination, training and support

Work Package Number	WP2	Lead Beneficiary	1 - NCZI
Work Package Name	Dissemination, training and support		
Start Month	1	End Month	36

Objectives
- Raise awareness and demand among citizens and health professionals regarding the provision of cross-border eHealth services - Orchestrate educational and training initiatives to empower - Support end-users as well as other MS entering operation

Description
Raise awareness and demand among citizens and health professionals regarding the provision of cross-border eHealth

services, orchestrate educational and training initiatives to empower and support end-users as well as other MS entering operation.

Tasks:
T2.1 - MS and stakeholder involvement and engagement
Decision makers' involvement is mandatory for the success of the cross-border eHealth services.
Overall strategies and action roadmap should be agreed with the other Member States and implemented according to national specificities.
The goal of these actions is to stimulate the triggering of the specific initiatives toward the health professionals and the citizens.
Subcontracting - No

T2.2 - Health professional dissemination, education and training
Specific communication and educational sessions will be organized in order to inform and train the health professionals (physicians who generate the Patient Summaries and ePrescription, emergency ward personnel, pharmacists).
The training will not be limited to teach how to use the system but also to learn about the differences among the Member States approaches, e.g., to consent management, way of creating the Patient Summaries and clinical implication of these differences.
Subcontracting - Yes

T2.3 - Citizen dissemination and motivation
Citizens should be made aware of their rights about cross-border care and about the availability of eHealth cross-border services in term of actions to be done while still at home, to enable the use of these eHealth services (i.e. consent signature, request for their Patient Summary to the GP's) and about the activated Points of Care in the visited Countries.
Specific mass communications and focused actions towards tourists, students and business travelers will be designed and put in place.
Subcontracting - Yes

T2.4 - Help Desk and Support
A help desk service will be set up and organised according to the eHDSI Operations Framework.
Subcontracting - No

Work package WP3 – Preparation, implementation and pre-production testing

Work Package Number	WP3	**Lead Beneficiary**	1 - NCZI
Work Package Name	Preparation, implementation and pre-production testing		
Start Month	1	**End Month**	24

Objectives
- Design national deployment plan - Perform national preparatory and implementing activities towards the provision of cross-border eHealth services according to the eHDSI Operations Framework

Description
Design national deployment plan and perform national preparatory and implementing activities towards the provision of cross-border eHealth services according to the eHDSI Operations Framework. Tasks: T3.1 - Planning and monitoring of progress activities towards service operation Progress in preparatory activities towards service operation will be planned and monitored by: - defining a detailed preparation and implementation plan, - adopting and localizing the monitoring tools, in line with the other Member States, - monitoring the overall progress of WP3 related tasks. Subcontracting - Yes T3.2 - National architecture design

National architecture will be designed by:
- analysing current architecture of the National Infrastructure and how to connect with the NCPeH,
- designing the overall architecture and specify the National Connector(s),
- specifying the transformation of the national Patient Summary and ePrescription documents into the EU-Friendly documents (and update accordingly to EU guidelines updates)
- assessing how interfaces for health professionals can be implemented (through integrations in EHR or pharmacy systems or through a portal implementation connected with an identity provider service for health professionals)
Subcontracting - Yes

T3.3 - Legal and organisational requirements and procedures
This task will imply the establishment or adaptation of the legal framework at national level, including data protection rules, in order to ensure compatibility with the MyHealth@EU framework. This task will include the signature of the "Agreement between National Authorities or National Organisations responsible for NCPeH on the Criteria required for the participation in Cross-Border eHealth Information Services (CBeHIS)" in order to participate in the CBeHIS (provided that compliance of its NCPeH with the criteria set in this Agreement is established).
In line with the eHN Organisational Framework for NCPeH, this task will also entail the identification and assignment of roles, procedures and tasks to the specific actors, including the involvement of institutions relevant for the provision of Country A services (i.e. patient consent management) and Country B services (i.e. Point of Care such as Emergency Wards and Pharmacies)
Subcontracting - No

T3.4 - Semantic interoperability of Patient Summary and ePrescription
The main activity under this task relates to the semantic assets management, namely:
- the clinical documents in HL7 CDA structured and coded according to the eHealth Network Guidelines and the associated eHDSI Implementation Guides.
- the common terminologies, defined in the Master ValueSet Catalogue (MVC) and their translation and transcoding according to national requirements (Master Translation/Transcoding Catalogue: MTC).
- use of the Central Terminology Services (CTS), provided by the eHDSI Solution Provider.
Subcontracting - No

T3.5 - OpenNCP localisation, implementation, integration and testing
The implementation, integration and testing of the OpenNCP at national level will be performed. Centrally managed by DG SANTE (in co-operation with the OpenNCP Community), the OpenNCP toolkit is not turn-key software and for that it needs localizations and the implementation of appropriate National Connectors toward the National Infrastructure and the Country B systems facing health professionals (Portal or integrations in EHR systems).
Subcontracting - Yes

T3.6 - Pre-production testing
According to the eHDSI Test Framework, the test strategy will define a set of testing phases that the eHDSI deploying countries should undergo to prove by evidence the NCPeH technical gateway conformance with the eHDSI Specifications.
As a preparatory stage for the formal pre-production tests, connectivity to the TESTA-ng network will be established. Participation in the Preparatory Pre-Production Testing event 2024 will also be ensured to undergo initial stages of testing. To confirm the technical readiness to go-live, participation in the Formal Pre-Production Testing 2025 will be ensured.
Subcontracting - Yes

Work package WP4 – Compliance check, production environment testing and approval to start operations

Work Package Number	WP4	**Lead Beneficiary**	1 - NCZI
Work Package Name	Compliance check, production environment testing and approval to start operations		
Start Month	1	**End Month**	28

Objectives
- Undergo NCPeH initial compliance check with the eHDSI Requirements - Perform production environment testing

- Provide evidence on the Slovakia´s readiness level for the provision of services towards Slovakia´s go-live approval

Description
Undergo NCPeH initial compliance check against eHDSI requirements, perform production environment testing and provide evidence on the Slovakia´s readiness level for the provision of services towards Slovakia´s go-live approval. T4.1 - Initial Compliance Check To confirm organizational and operational readiness to go-live, an Initial Compliance Check will be requested and performed, according to the rules set up in the framework for the NCPeH Compliance Checks with the eHDSI requirements. Subcontracting - Yes T4.2 - Production Environment Testing and services deployment After completion of the above steps, the following steps will be undertaken by Slovakia´s NCPeH: - Summarise its pre-production testing and compliance check results in the Member State Overall Readiness Statement (incl. the Outcome Summary Test Report, the Compliance Check Report and the Signed Agreement between National Authorities or National Organisations responsible for NCPeH on the Criteria required for the participation in CBeHIS) - Request and obtain an eHMSEG Decision to be authorized to start Production Environment Tests (PET) following eHDSI Procedure 3 - Implement the operational environment as for the servers, the security assets, the connection with the National Infrastructure and the Central Configuration Services - Deploy the NCPeH, the National Connector components and the portal or alternative interfaces directed at health professionals and - Configure the system toward the Central Configuration Services and synchronize the Local Terminology Service. In the production environment, testing with at least one other NCPeH will be performed. As the result of the PET, an Updated Outcome Summary Test Report, which will show the results of PET will be issued by the eHDSI Solution Provider. Subcontracting - Yes (L3 support) T4.3 - Country go-live Under this task, an eHN decision to start the NCPeH new service in routine operations (eHDSI Procedure 4) will be requested on the basis of the Updated Outcome Summary Test Report. To do so, the accomplishment of PET with at least one partner (another NCPeH) will be required. Once positive decision is obtained, the Slovakia´s NCPeH will start the routine operations even next day. Afterwards, in order to start exchange with another NCPeH for the service already in routine operations, an eHMSEG Decision (eHDSI Procedure 5) will be requested. Each time, an updated Outcome Summary Test Report after PET with (a) new partner(s) will be required. Subcontracting - No

Work package WP5 – Operations

Work Package Number	WP5	**Lead Beneficiary**	1 - NCZI
Work Package Name	Operations		
Start Month	28	**End Month**	36

Objectives
- Provide cross-border eHealth services according to eHDSI Operations Framework, Service Level Agreement and defined Key Performance Indicators - Organise maintenance of assets necessary to the provision of cross-border eHealth services as well as change and risk management

Description
Provide cross-border eHealth services according to eHDSI Operations Framework, Service Level Agreement and defined

Key Performance Indicators and organise the maintenance of assets necessary to the provision of cross-border eHealth services as well as change and risk management.

Tasks:
T5.1 - Service provision and performance monitoring
The approved and deployed services will be provided according to the release plan and in line with the specifications on the 24/7 basis. Changes in the Service levels will be discussed and agreed with the other Member States.
Service and performance monitoring, including reporting of the service uptime, will be ensured to be able to intervene in case of performance degradation or service interruption.
Subcontracting - Yes

T5.2 - Service maintenance and change management
Slovakia´s NCPeH will apply the eHDSI change management process, in regards the global eHDSI changes .
A national issue tracking and ticketing process will be put in place to manage incidents, problems, change requests.
Operation and change management indicators will be collected and reported according to the eHDSI Operations Framework.
Subcontracting - Yes - support

T5.3 - Service evaluation
The evaluation process will be conducted in accordance with the eHDSI Monitoring and Reporting Framework.
Subcontracting - No

T5.4 - Sustainability planning
The continuation of operations beyond the period covered by this grant will be planned in order to ensure sustainability.
Subcontracting - No

STAFF EFFORT

Staff effort per participant

Grant Preparation (Work packages - Effort screen) — Enter the info.

Participant	WP1	WP2	WP3	WP4	WP5	Total Person-Months
1 - NCZI	49.00	22.00	122.00	22.00	19.00	234.00
Total Person-Months	49.00	22.00	122.00	22.00	19.00	234.00

LIST OF DELIVERABLES

Deliverables

Grant Preparation (Deliverables screen) — Enter the info.

The labels used mean:

Public — fully open (automatically posted online)
Sensitive — limited under the conditions of the Grant Agreement
EU classified —RESTREINT-UE/EU-RESTRICTED, CONFIDENTIEL-UE/EU-CONFIDENTIAL, SECRET-UE/EU-SECRET under Decision 2015/444

Deliverable No	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month)
D1.1	Governance participation report	WP1	1 - NCZI	R — Document, report	PU - Public	35
D1.2	Mid-term evaluation reports	WP1	1 - NCZI	R — Document, report	PU - Public	18
D1.3	Final (overall) evaluation report	WP1	1 - NCZI	R — Document, report	PU - Public	36
D2.1	MS Service Dissemination, Education and Training Plan	WP2	1 - NCZI	R — Document, report	PU - Public	16
D2.2	MS Service Dissemination, Education and Training Monitoring Report	WP2	1 - NCZI	R — Document, report	PU - Public	26
D2.3	MS Service Desk Plan	WP2	1 - NCZI	R — Document, report	PU - Public	28
D2.4	Project presentation on NCZI´s website	WP2	1 - NCZI	DEC —Websites, patent filings, videos, etc	PU - Public	18
D3.1	MS Service Deployment and Improvement Plan	WP3	1 - NCZI	R — Document, report	PU - Public	3
D3.2	MS Preparation Progress Report	WP3	1 - NCZI	R — Document, report	PU - Public	12
D3.3	Formal Pre-Production Testing report	WP3	1 - NCZI	R — Document, report	PU - Public	21
D3.4	Signed Agreement	WP3	1 - NCZI	R — Document, report	PU - Public	24
D4.1	Report from the Initial Compliance Check	WP4	1 - NCZI	R — Document, report	SEN - Sensitive	25

Deliverables

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Deliverable No	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month)
D4.2	Updated Outcome Summary Report (after Production Environment Testing)	WP4	1 - NCZI	R — Document, report	PU - Public	27
D4.3	eHN go-live decision	WP4	1 - NCZI	R — Document, report	PU - Public	28
D4.4	Service Operation and Maintenance Plan	WP4	1 - NCZI	R — Document, report	PU - Public	28
D5.1	Service operation report	WP5	1 - NCZI	R — Document, report	PU - Public	35
D5.2	Sustainability plan	WP5	1 - NCZI	R — Document, report	PU - Public	35
D5.3	Specific action-level indicators report	WP5	1 - NCZI	R — Document, report	SEN - Sensitive	35

Deliverable D1.1 – Governance participation report

Deliverable Number	D1.1	Lead Beneficiary	1 - NCZI
Deliverable Name	Governance participation report		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	35	Work Package No	WP1

Description
Report concerning the governance of service deployment and operation

Deliverable D1.2 – Mid-term evaluation reports

Deliverable Number	D1.2	Lead Beneficiary	1 - NCZI
Deliverable Name	Mid-term evaluation reports		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	18	Work Package No	WP1

Description
Overall evaluation at the middle and the end of the project

Deliverable D1.3 – Final (overall) evaluation report

Deliverable Number	D1.3	Lead Beneficiary	1 - NCZI
Deliverable Name	Final (overall) evaluation report		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	36	Work Package No	WP1

Description
Overall evaluation at the end of the project including report on the education and training activity, containing MS Service Dissemination, Education and Training Monitoring.

Deliverable D2.1 – MS Service Dissemination, Education and Training Plan

Deliverable Number	D2.1	Lead Beneficiary	1 - NCZI
Deliverable Name	MS Service Dissemination, Education and Training Plan		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	16	Work Package No	WP2

Description
Service dissemination, education and training schedule with activities, milestones and tasks. It provides a prospective vision on the tasks to be made in order to create awareness and prepare users towards the use of services.

Deliverable D2.2 – MS Service Dissemination, Education and Training Monitoring Report

Deliverable Number	D2.2	**Lead Beneficiary**	1 - NCZI
Deliverable Name	MS Service Dissemination, Education and Training Monitoring Report		
Type	R — Document, report	**Dissemination Level**	PU - Public
Due Date (month)	26	**Work Package No**	WP2

Description
Mid-term progress report on the education and training activity, containing MS Service Dissemination, Education and Training Monitoring. The final reporting on these activities will be included in the overall evaluation report foreseen under WP1.

Deliverable D2.3 – MS Service Desk Plan

Deliverable Number	D2.3	**Lead Beneficiary**	1 - NCZI
Deliverable Name	MS Service Desk Plan		
Type	R — Document, report	**Dissemination Level**	PU - Public
Due Date (month)	28	**Work Package No**	WP2

Description
Service support plan with responsibilities, workflow and stakeholder definition. Delivered with the start of the operation of each service.

Deliverable D2.4 – Project presentation on NCZI´s website

Deliverable Number	D2.4	**Lead Beneficiary**	1 - NCZI
Deliverable Name	Project presentation on NCZI´s website		
Type	DEC —Websites, patent filings, videos, etc	**Dissemination Level**	PU - Public
Due Date (month)	18	**Work Package No**	WP2

Description
Update of NCZI´s webpage in SK and EN with project presentation.

Deliverable D3.1 – MS Service Deployment and Improvement Plan

Deliverable Number	D3.1	**Lead Beneficiary**	1 - NCZI
Deliverable Name	MS Service Deployment and Improvement Plan		
Type	R — Document, report	**Dissemination Level**	PU - Public
Due Date (month)	3	**Work Package No**	WP3

Description

Service deployment and improvement schedule with activities, milestones and tasks. It provides a prospective vision on the tasks to be made in order to prepare, test and deploy services

Deliverable D3.2 – MS Preparation Progress Report

Deliverable Number	D3.2	**Lead Beneficiary**	1 - NCZI
Deliverable Name	MS Preparation Progress Report		
Type	R — Document, report	**Dissemination Level**	PU - Public
Due Date (month)	12	**Work Package No**	WP3

Description
Report on preparation of NCPeH activities in a structured and shareable way

Deliverable D3.3 – Formal Pre-Production Testing report

Deliverable Number	D3.3	**Lead Beneficiary**	1 - NCZI
Deliverable Name	Formal Pre-Production Testing report		
Type	R — Document, report	**Dissemination Level**	PU - Public
Due Date (month)	21	**Work Package No**	WP3

Description
Report issued by the Solution Provider. Captures technical readiness of SK to go-live during the Formal Pre-Production Testing.

Deliverable D3.4 – Signed Agreement

Deliverable Number	D3.4	**Lead Beneficiary**	1 - NCZI
Deliverable Name	Signed Agreement		
Type	R — Document, report	**Dissemination Level**	PU - Public
Due Date (month)	24	**Work Package No**	WP3

Description
Signed Agreement between SK National Organisation responsible for National Contact Point for eHealth on the Criteria required for the participation in Cross-Border eHealth Information Services

Deliverable D4.1 – Report from the Initial Compliance Check

Deliverable Number	D4.1	**Lead Beneficiary**	1 - NCZI
Deliverable Name	Report from the Initial Compliance Check		
Type	R — Document, report	**Dissemination Level**	SEN - Sensitive
Due Date (month)	25	**Work Package No**	WP4

Description
Initial Compliance Check report, that needs to be attached to the MS Overall Readiness for go-live go-live application

Deliverable D4.2 – Updated Outcome Summary Report (after Production Environment Testing)

Deliverable Number	D4.2	**Lead Beneficiary**	1 - NCZI
Deliverable Name	Updated Outcome Summary Report (after Production Environment Testing)		
Type	R — Document, report	**Dissemination Level**	PU - Public
Due Date (month)	27	**Work Package No**	WP4

Description
Repoort performed by the Solution Provider. Captures technical readiness of SK to go-live after migration to the production environment

Deliverable D4.3 – eHN go-live decision

Deliverable Number	D4.3	**Lead Beneficiary**	1 - NCZI
Deliverable Name	eHN go-live decision		
Type	R — Document, report	**Dissemination Level**	PU - Public
Due Date (month)	28	**Work Package No**	WP4

Description
eHN Decision issued in accordance with eHDSI Procedure 4 authorizing NCPeH to start the routine operations

Deliverable D4.4 – Service Operation and Maintenance Plan

Deliverable Number	D4.4	**Lead Beneficiary**	1 - NCZI
Deliverable Name	Service Operation and Maintenance Plan		
Type	R — Document, report	**Dissemination Level**	PU - Public
Due Date (month)	28	**Work Package No**	WP4

Description
Plan of SK on how to keep the level of service.

Deliverable D5.1 – Service operation report

Deliverable Number	D5.1	**Lead Beneficiary**	1 - NCZI
Deliverable Name	Service operation report		
Type	R — Document, report	**Dissemination Level**	PU - Public
Due Date (month)	35	**Work Package No**	WP5

Description
Reporting on the service provision during the operation activity

Deliverable D5.2 – Sustainability plan

Deliverable Number	D5.2	**Lead Beneficiary**	1 - NCZI
Deliverable Name	Sustainability plan		
Type	R — Document, report	**Dissemination Level**	PU - Public
Due Date (month)	35	**Work Package No**	WP5

Description
Planning of arrangements to ensure SK-NCPeH maintenance and service provision beyond the period covered by the grant

Deliverable D5.3 – Specific action-level indicators report

Deliverable Number	D5.3	**Lead Beneficiary**	1 - NCZI
Deliverable Name	Specific action-level indicators report		
Type	R — Document, report	**Dissemination Level**	SEN - Sensitive
Due Date (month)	35	**Work Package No**	WP5

Description
Report on specific action-level indicators

LIST OF MILESTONES

Milestones

Grant Preparation (Milestones screen) — Enter the info.

Milestone No	Milestone Name	Work Package No	Lead Beneficiary	Means of Verification	Due Date (month)
1	Governance Participation	WP1	1 - NCZI	Description: Governance participation, including the activities undergone at European level concerning the governance of service deployment and operation Means of verification: D1.1	35
2	Overall evaluation of the project	WP1	1 - NCZI	Description: Overall evaluation to be performed at the middle and at the end of the project. Means of verification: D1.2, D1.3	36
3	Planning of SK Service Dissemination, Education and Training	WP2	1 - NCZI	Description: Service dissemination, education and training schedule with activities, milestones and tasks. It provides a prospective vision on the tasks to be made in order to create awareness and prepare users towards the use of services. Means of verification: D2.1	16
4	Reporting of MS Service Dissemination, Education and Training Monitoring	WP2	1 - NCZI	Description: Final progress report on the education and training activity, containing MS Service Dissemination, Education and Training Monitoring. Means of verification: D2.2	36
5	Planning of Service Desk	WP4	1 - NCZI	Description: Service support plan with responsibilities, workflow and stakeholder definition. Delivered with the start of the operation of each service. Means of verification: D2.3	28
6	Planning of Service Deployment	WP3	1 - NCZI	Description: Service deployment schedule with activities, milestones and tasks. It provides a prospective vision on the tasks to be made in	3

Milestones

Grant Preparation (Milestones screen) — Enter the info.

Milestone No	Milestone Name	Work Package No	Lead Beneficiary	Means of Verification	Due Date (month)
				order to prepare, test and deploy services Means of verification: D3.1	
7	Reporting on Preparation Progress	WP3	1 - NCZI	Description: Allow the MS to report on preparation of NCPeH activities in a structured and shareable way Means of verification: D3.2 D3.4	12
8	Reporting on Formal Pre-Production Testing	WP3	1 - NCZI	Description: Issued by the Solution Provider. Captures MS technical readiness to go-live during the Formal Pre-Production Testing. Needs to be attached to the MS Overall Readiness for go-live application. Means of verification: D3.3	21
9	Reporting on the Initial Compliance Check	WP4	1 - NCZI	Description: Initial Compliance Check reporting needs to be attached to the MS Overall Readiness for go-live application Means of verification: D4.1	25
10	Reporting on Production Environment Testing	WP4	1 - NCZI	Description: Performed by the Solution Provider. Captures MS technical readiness to go-live after migration to the production environment Means of verification: D4.2	27
11	Decision authorizing NCPeH to start the routine operations	WP4	1 - NCZI	Description: Decision authorizing NCPeH to start the routine operations iissued in according with eHDSI Procedure 4 Means of verification: D4.3	28
12	Planning of Service Operation	WP4	1 - NCZI	Description: Design and state Member State intentions and willingness towards CBeHIS provision, as well as arrangements for keeping the level of service. Means of verification: D4.4	28
13	Reporting on Service Provision and Performance	WP5	1 - NCZI	Description: Reporting on the service provision during the operation activity, including	35

Milestones

Grant Preparation (Milestones screen) — Enter the info.

Milestone No	Milestone Name	Work Package No	Lead Beneficiary	Means of Verification	Due Date (month)
				monitoring of relevant MyHealth@EU key performance indicators (KPIs) Means of verification: D5.1	
14	Sustainability planning	WP5	1 - NCZI	Description: Description of arrangements to ensure [MS] NCPeH maintenance and service provision beyond the period covered by the grant Means of verification: D5.2 - Sustainability plan	35

LIST OF CRITICAL RISKS

Critical risks & risk management strategy

Grant Preparation (Critical Risks screen) — Enter the info.

Risk number	Description	Work Package No(s)	Proposed Mitigation Measures
1	Legal ambiguity that may impede the exchange of clinical data	WP1	Adopt, as soon as possible, the Agreement between National Authorities or National Organisations responsible for National Contact Points for eHealth on the criteria required for the participation in cross-border eHealth information services.
2	Not being able to generate all of the required sections in the Patient Summary	WP1, WP3, WP4	Intervene at the level of national infrastructure to ensure clinical data structure and format is encoded in accordance with the appropriate cross-border requirements.
3	Not being able to generate all of the sections in the ePrescription	WP1, WP3, WP4	Intervene at the level of national infrastructure to ensure clinical data structure and format is encoded in accordance with the appropriate cross-border requirements.
4	Complicated connection to national infrastructure	WP5, WP1, WP3	Detailed technical analysis of connection to the national infrastructure, consultation with other Member States to leverage best practices, and thorough preparation before implementation.

Critical risks & risk management strategy

Grant Preparation (Critical Risks screen) — Enter the info.

Risk number	Description	Work Package No(s)	Proposed Mitigation Measures
5	Not having a functional / compliant technical solution for the NCPeH	WP1, WP3	Adopt the OpenNCP Reference Implementation.
6	Not being able to obtain authorization for cross border exchange of clinical data from the National Data Protection Agency	WP1	Prepare authorisation request based on thoroughly documented EU law and Directives.
7	Low Citizen and/or Health Professionals engagement	WP2, WP1	Prepare targeted dissemination strategy to engage citizens and health professionals based on unique national stakeholder characteristics.
8	Inaccurate outputs of analysis	WP1, WP3	Comprehensive preparation of analytical documents including quality assessment and consultation with experts and stakeholders.
9	Low adoption of NCPeH services by doctors and other healthcare professionals	WP2, WP1	Better and wider marketing, education seminars, better integration to various HIS with emphasis on user-friendly design, relevant use case scenarios with practical hands-on exercises.
10	Poor generalization of cross-border use-cases (non-uniform patient identification; differences on nomenclature translation and transcoding)	WP1, WP3	Better international coordination, stronger role of auditing mechanisms, wide implementation of eIDAS principles.
11	Conflicts and inconsistencies with national personal data protection legislation	WP1, WP3	Consultations with national Slovak Office for Personal Data Protection, high-quality legislation analysis.
12	Inaccurate cost calculation	WP1	Comprehensive cost analysis and regular status check.
13	NCPeH interface solution for pharmacies with limited compatibility or poor healthcare professional adoption.	WP5, WP3	Detailed technical analysis and user interface consultation with different stakeholders (including HIS vendors and clinical end-users). Targeted communication strategy to promote healthcare adoption.
14	Complicated integration of NCPeH with pharmacy information systems	WP5, WP4, WP3	Detailed technical analysis and consultation with different stakeholders (including HIS vendors and clinical end-users). Sharing of best practices from other Member States.
15	NCPeH interface solution for hospitals with limited compatibility or poor healthcare professional adoption.	WP5, WP3	Detailed technical analysis and user interface consultation with different stakeholders (including HIS vendors and clinical end-users). Targeted communication strategy to promote healthcare adoption.

Critical risks & risk management strategy

Grant Preparation (Critical Risks screen) — Enter the info.

Risk number	Description	Work Package No(s)	Proposed Mitigation Measures
16	Complicated integration of NCPeH with hospital information systems	WP5, WP3, WP4	Detailed technical analysis and consultation with different stakeholders (including HIS vendors and clinical end-users). Sharing of best practices from other Member States.

COVER PAGE

Part B of the Application Form must be downloaded from the Portal Submission System, completed and then assembled and re-uploaded as PDF in the system. Page 1 with the grey IMPORTANT NOTICE box should be deleted before uploading.

***Note:** Please read carefully the conditions set out in the Call document (for open calls: published on the Portal). Pay particular attention to the award criteria; they explain how the application will be evaluated.*

PROJECT	
Project name:	SK-NCPeH-Patient Summary, ePrescription
Project acronym:	SK-NCPeH
Coordinator contact:	Eva Sabajova, NCZI

HISTORY OF CHANGES		
VERSION	PUBLICATION DATE	CHANGE
1.0	28.02.2023	Initial version (Grant proposal version submitted).
2.0	18.09.2023	Initial version added/changed based on ESR remarks within the Grant Agreement Preparation Process: 1. Criterion 1 of the ESR – Relevance: o "The proposal doesn't provide sufficient information regarding the previous grant and the absence of overlap concerning the NCPeH setting-up and PS-A": Information about the previous grant in Chapter 1.2, "Needs Analysis and Specific Objectives," was added. o "KPIs are provided with targeted figures but no rationale is attached to them": The rationale for the KPIs used in Chapter 1.2, "Needs Analysis and Specific Objectives," was added. 2. Criterion 2.1 of the ESR – Quality – Project Design and Implementation: o "Regarding the timeline, some uncertainty exists about when the services are expected to be operational": The timeline in the Executive Summary and Section 1.2, "Needs Analysis," was adjusted. o "The work plan does not distinguish between the go-live of the different services": The go-live dates for the various services were explained in Chapter 2.5, "Project Management, Quality Assurance, and Monitoring and Evaluation Strategy." o "It is not clear if the action includes all mandatory deliverables": Mandatory deliverable D3.4 was added in Chapter 4. Deliverable D2.4, "Project Presentation on NCZI's Website," was added. Deliverable 5.3, "Specific Action-Level Indicators Report," was added. o “Travel and subsistence costs have been estimated on the basis of actual costs rather than unit costs, as requested by Commission Decision C(2021)35”: Travel and subsistence costs were recalculated and estimated on the basis of unit costs as requested by Commission Decision C(2023)4928. 3. Criterion 3 – Impact: o "The dissemination strategy adequately addresses the different stakeholder groups, specific needs, and uses various social media tools. This aspect could have been even further developed": Chapter 3.2, "Communication, Dissemination, and Visibility," was enhanced to address this feedback. 4. Other changes:

			o Subcontracting S2.2 - Conferences, S2.3 - Support on creation of the technical educational material and S2.4 - Leaflets were removed from the Subcontracting table in Chapter 4.1 SUBCONTRACTING, based on the correct categorization as purchases.

TABLE OF CONTENTS

#@APP-FORM-EU4H@#
#@PRJ-SUM-PS@# [This document is tagged. Do not delete the tags; they are needed for the processing.]

PROJECT SUMMARY

Project summary
This project is proposing to create and operate National Contact Point for eHealth (NCPeH) and four cross-border services (Patient Summary country A, Patient Summary country B, ePrescription country A, and ePrescription country B) in the Slovak Republic. It will follow eHealth Network guidelines and leverage existing national and European digital health infrastructure. The proposed start of operations is in 2025.

#§PRJ-SUM-PS§# #@REL-EVA-RE@# #@PRJ-OBJ-PO@#

1. RELEVANCE

1.1 Background and general objectives

Background and general objectives
The main objective of this application is to support Slovakia´s efforts to be part of a secure peer-to-peer Member States government's network allowing the exchange of medical documentation through the MyHealth@EU infrastructure (also known as eHealth Digital Service Infrastructure/eHDSI). MyHealth@EU is the infrastructure built by the Member States and the Commission to enable the secure cross-border exchange of elements of patients' Electronic Health Records, such as: • Patient Summary, • ePrescriptions, • Original Clinical Documents, • Medical images and medical imaging reports, • Laboratory results, • Hospital discharge reports. MyHealth@EU is intended to serve as a main building block of the European Health Data Space for the primary use of health data. Currently, it is an operational infrastructure defined in the Commission Implementing Decision 2019/1765 of 22 October 2019 under the Cross-Border Healthcare Directive and embedded where relevant in the Member States national law. The infrastructure is being deployed by most of the Member States and is already operational in more than 10 Member States. It provides a secure way to enable access to citizens' health data when they are abroad. The Member States cooperation on MyHealth@EU paves the way to reach the following general objectives: 1) Enable seamless cross-border care and secure access to patient health information between European healthcare systems. 2) Contribute to patient safety by reducing the frequency of medical errors and by providing quick access to patient health information, as well as by increasing the accessibility of a patient's own prescriptions, also when abroad. 3) Provide medical personnel with life-saving information in emergencies and reduce the repetition of diagnostic procedures. Additionally, services provided by MyHealth@EU are significantly contributing to the Pillar 1 and Pillar 2 of the Commission Communication on digital transformation in health and care, which are: firstly, citizens' secure access to their health data, also across borders and secondly, personalised medicine through shared European data infrastructure. Health technology is considered critical to the Digital Single Market. The Digital Single Market Strategy seeks to provide the essential interoperability and standardisation in the health area, including eHealth and telemedicine.

1.2 Needs analysis and specific objectives

Needs analysis and specific objectives

The objective of this project is to deploy and operate National Contact Point for eHealth (NCPeH) components necessary to provide the following services in the Slovak Republic:

- Patient Summary country A – start of operations in 2025 (Wave 8)
- Patient Summary country B – start of operations in 2025 (Wave 8)
- ePrescription country A – start of operations in 2025 (Wave 8)
- ePrescription country B – start of operations in 2025 (Wave 8)

The work activities underlying this application implement existing legal frameworks as well as the main organisation, semantic and technical guidelines and specifications in the field, namely:

- EU General Data Protection Regulation (GDPR) - for organisations and for individuals
- Directive 2011/24/EU on the application of patients' rights in cross-border healthcare
- Guidelines on an Organisational Framework for the National Contact Point for eHealth (NCPeH)
- Governance model for MyHealth@EU
- eHealth Network Guidelines on ePrescriptions, Patient Summary and Laboratory results and reports
- Agreement between National Authorities or National Organisations responsible for NCPeH
- MyHealth@EU Procedures, requirements and specifications

Slovakia is committed to facilitate high quality healthcare for its citizens, including cross-border use of health data at clinics and pharmacies across the EU. Patient summary andeliverad ePrescription digital health services are already available to all Slovak citizens at the national level. The proposed cross-border exchange infrastructure could, thus, expand on these services and potentially benefit all Slovak citizens as well as foreign visitors and temporary residents from other Member States in alignment with Article 11 of the Cross-Border Healthcare Directive (2011/24/EU). This project should allow for potential dispensation based on ePrescription from Slovakia in participating EU Member states and vice versa. It would also similarly allow patients from all participating EU Member States to grant access to their health data to health professionals involved in their treatment at points of care nationally. These services should increase the accessibility and quality of healthcare for citizens from all participating Member States, regardless of their local residence status. The proposed NCPeH modules should also form foundational building blocks for future expansion into other cross-border services.

Slovakia (NCZI) received a grant in 2020 for the implementation of the National Contact Point for eHealth (NCPeH) service, specifically for the service PS A. However, no resources or grant money were utilized, and no milestones, tasks, or deliverables were accomplished during that time. As of January 2023, NCZI has fully reimbursed the entire amount of the grant.

Currently, NCZI has submitted a new grant proposal for the implementation of NCPeH for four services: PS A, PS B, eP/eD A, and eP/eD B. It is important to emphasize that there is no overlap between these two grants in terms of the NCPeH setup and the PS A service. This means that no activities are being duplicated.

For measuring the achievement of the action, NCZI will refer to the latest version of MyHealth@EU Key Performance Indicators and report on all KPIs specified in the document.

All indicators listed below are for Slovakia only (not for the entire MyHealth@EU) and refer to measurement period 3-years after the start of the service operations (2028). These KPIs are derived from the KPIs established for countries already engaged in cross-border health data exchange operations. Factors taken into account include the population size of the compared countries, the existence of cross-border operations for specific use cases in neighbouring countries, commuting patterns of citizens, and other relevant factors.

KPI-1.3: Number of ePrescriptions exchanged (cross-border):

- *Current: 0 in a year*
- *After action: 60 in a year*

KPI-1.4: Number of eDispensations exchanged (cross-border):

- *Current: 0 in a year*
- *After action: 20 in a year*

KPI-1.5: Number of Patient Summaries exchanged (cross-border):

- *Current: 0 in a year*
- *After action: 10 in a year*

KPI-1.6: Number of eDispensation Discard operations performed (cross-border):

- *Current: 0 in a year*
- *After action: 2 in a year*

KPI-1.9.1: Pharmacies operational with eHDSI services:

- *Current: 0*
- *After action: 1.000*

KPI-1.9.2: Hospitals operational with eHDSI services:

- *Current: 0*
- *After action: 80*

KPI-1.9.3: Other Points of Care operational with eHDSI services:

- *Current: 0*
- *After action: 3.000*

KPI-1.9.4: Coverage percentage of the Points of Care operational with eHDSI services:

- *Current: 0 %*
- *After action: 18 %*

KPI-1.10.1: Number of citizens who are potentially able to benefit from eHDSI services:

- *Current: 0*
- *After action: 5,5 Mio*

KPI-1.11: Number of citizens who have used the (MyHealth@EU) ePrescription service:

- *Current: 0*
- *After action: 50*

KPI-1.12: Number of citizens who have used the (MyHealth@EU) Patient Summary service:

- *Current: 0*
- *After action: 12*

KPI-3.3: NCPeH uptime:

- *Current: 0 % (for 2022)*
- *After action: > 95 %*

KPI-3.4: NCPeH unavailability periods:

- *Current: 0 unavailability periods in 2022*

- *After action: 2-3 unavailability periods in a year*

#@COM-PLE-CP@#

1.3 Complementarity with other actions and innovation — European added value

Complementarity with other actions and innovation

The proposed action directly supports the freedom of movement of European citizens between Member States by facilitating the delivery of emergency medical care to citizens when they are in a Member State that is not their country of affiliation. Free movement of persons is one of the fundamental rights of EU citizens. This right is used to a large extent and, in order to implement it, citizens need to be able to ensure the portability of their previous history, be it contributions to unemployment benefits or pensions, medical insurance or medical history. In 2020, Among the EU citizens of working age, 3.3 % resided in an EU country other than that of their citizenship. In Slovakia, this percentage is even higher at 5.3%, representing approximately 192 thousand citizens. In Both Regulation (EC) No 883/2004 on the coordination of social security systems and the Directive 2011/24/EU on the application of patients' rights in cross-border healthcare allow for cross border healthcare and reimbursements, both in case of planned and unplanned care. As a result, our proposal is anticipated to directly benefit hundreds of thousands of EU citizens from all participating Member States, and will be an important step towards promoting patient rights and equitable access to healthcare of over ten million mobile citizens across the entire European Union.

In terms of complementarity, the proposed project is a natural extension of several national and European digital health initiatives. Currently, there are more than 10 Member States in routine operations with MyHealth@EU services, and almost all other Member States (+Norway and Iceland) are expected to join by 2025. Slovakia is fully committed to joining the other Member States on this endeavor and is proposing to launch the service pairs with all available Member States offering relevant services as part of this project.

Slovakia is already providing electronic prescription and digital patient summary (along with other services such as electronic medical report, vaccination, laboratory results) to 100% of its residents on a national level. All 2.145 pharmacies in Slovakia are currently connected to the national ePrescription service, and 126 hospitals and 16.379 other service providers are currently connected and capable of exchanging electronic health data using the national eHealth infrastructure. Unfortunately, none of these services are currently available in Slovakia to non-citizens without a valid Slovak chip eID, and similarly none of these services are currently accessible to Slovak citizens seeking healthcare in other Member States.

Both the EU and Slovakia have made substantial investment in the past to try to address these issues. The initial deployment and first Member States implementation of MyHealth@EU was supported by the European Union, through Connecting Europe Facility Telecom Programme. In 2015-2020, both the Commission and 25 Member States have received financial support to develop, deploy and operate the system for the cross-border exchange of health data. However, the Member States prioritized the cross-border exchange of health data much earlier. From 2007-2013 the Commission supported the MS implementation of the epSOS large scale project, which have developed the specifications and software (OpenNCP), which was further refined and implemented at national level in MyHealth@EU.

Slovakia was an active participant in the epSOS project and associated Projectathons (2010 and 2011). In addition to epSOS, Slovakia also participated in several other relevant cross-border eHealth initiatives, including ANTILOPE (dissemination and adoption of European of the eHealth European Interoperability Framework), PARENT (development of harmonized patient registries), eHGI (establishment of eHealth Network - pan-European eHealth advisory body), x-eHealth (development of uniform interoperable cross-border health data-sharing format framework), and Xpan-DH (mobilization and capacity building for adoption of the European Electronic Health Records Exchange format). Through these initiatives, Slovakia has demonstrated a proven track record of project execution and localization of the interoperability frameworks (semantic, technical, legal) as well as knowledge mobilization and sharing of best practices with other Member States (for e.g. leading dissemination work package for the eHGI project).

The proposed project will also leverage Slovakia's commitment to the common European eHealth governance bodies and technical working groups.

Slovak delegates currently serve in the following MyHealth@EU governing bodies:

- The eHealth Network (eHN), which steers the policy relevant to MyHealth@EU. It decides on the admission of an NCPeH to join the Cross-Border eHealth Information Services, and on the continued participation. It meets twice a year, once in the 2nd quarter and once in the 4th quarter.
- The eHealth DSI Member State Expert Group (eHMSEG) is a group of project managers responsible for setting up the NCPeH in their countries. The eHMSEG coordinates the technical and organisational implementation of the NCPeH to ensure that they are fully interoperable. The eHMSEG provides advice to the eHealth Network on core elements and provides a link to building of the national elements. The eHMSEG is duly informed and consulted on solutions for MyHealth@EU, and contributes to the lifecycle of the MyHealth@EU core services.

Slovakia also participates or plans to participate in the following subgroups, working groups, and task forces established by the eHN and the eHMSEG to facilitate discussions and decision-making on relevant questions to support further European eHealth cross-border cooperation:

- MyHealth@EU Technical workgroup and its subgroups (including OpenNCP Community) – planned participation
- MyHealth@EU Semantic Task Force – current participation
- ePrescription Cluster – planned participation
- Patient Summary Cluster – planned participation
- New use cases workgroup – planned participation
- eHN Semantic subgroup – current participation
- eHN Technical interoperability subgroup – current participation

The proposed NCPeH project should, therefore, be highly complementary to substantial prior investment in innovation and cross-border cooperation initiatives at both national as well as European level. The proposal is not duplicating or re-inventing frameworks or infrastructure. Instead, it is aiming to integrate disjointed national eHealth infrastructure in different Member States and implement already developed frameworks and technical guidelines jointly formulated in the EU over the past two decades.

#§COM-PLE-CP§# #§PRJ-OBJ-PO§# #§REL-EVA-RE§# #@QUA-LIT-QL@# #@CON-MET-CM@#

2. QUALITY

2.1 Concept and methodology

Concept and methodology

The proposed action will follow the eHealth Network guidelines on the Organisational Framework for the National Contact Point for eHealth and relevant MyHealth@EU procedures. It will follow the standard steps and milestones defined in these documents in relation to testing, compliance checks and go-live processes. The action will build upon the available MyHealth@EU business, functional and technical specifications, as well as their next versions and new specifications to be developed for the upcoming Waves of MyHealth@EU development.

At the national level, Slovakia already operates a centralized national electronic health information system (which includes electronic prescription as well as patient summaries). The architecture of the data exchange in the national system is based on similar principles to the OpenNCP/NCPeH guidelines. Work package 3 has a detailed description of the action items we are planning to undertake to establish the necessary connections and interactions between the new NCPeH and the national infrastructure. Most notably, these include design of the national NCPeH architecture (analysis of the architecture and solution

to the NCPeH connection; design and specification of the National Connector, specifying transformation of the national documents into EU-friendly format); semantic interoperability (mapping structure and master value set catalogues, their translation, and set up of the eHDSI's Central Terminology Services); and OpenNCP localisation and implementation (connectors between the national infrastructure and foreign health information systems). The NCPeH infrastructure will be built on national and European DSI building blocks (especially eID, eSignature, and eTranslation) and will follow all of the legal, organizational, semantic, and technical requirements described in the Organizational Framework for eHealth National Contact Point guidelines.

Because the system will exchange sensitive personal data that needs to be protected in order to fulfil European as well as national legislation (personal data protection act and cyber security act), the whole project, its activities, and implemented information systems and e-services have to fulfil requirements of cyber security standards, especially ISO/IEC 27001:2022.

NCZI, as the operator of the national eHealth Information System in Slovakia, has appropriate competences and expertise to deploy a technical gateway (Pre-Production and Operation environments) based on the NCPeH specifications.

Slovakia will be able to connect the NCPeH technical gateway to the National Infrastructure according to the used standard methodology.

In terms of proving the functionality of the operation of the NCPeH, Slovakia will be able to perform functional testing and validation. It will also be able to perform scrutiny and peer-to-peer tests, supervised by an external entity.

Dissemination and training of health professionals as well as the general public will be done in cooperation with the Ministry of Health and other key stakeholders.

Operations management will be executed using the ITIL Methodology, which is already implemented by NCZI for the national health information system. IT applications and IT infrastructure components will be monitored and controlled in day-to-day routine. Operations of cross-border services will be provided by the existing team covering the L1 and L2 services. L3 (external service provider) has no active access to the solution due to high data sensitivity. All services are provided according to relevant SLA parameters.

#§CON-MET-CM§# #@CON-SOR-CS@#

2.2 Consortium set-up

Consortium cooperation and division of roles (if applicable)
NCZI is planning to be the mono-beneficiary of the grant, without affiliated entities or associated partners.

2.3 Project teams, staff and experts

Project teams and staff		
Name and function	Organisation	Role/tasks/professional profile and expertise
	NCZI	Project manager – eHealth and eGovernment Architect, NCPeH technical coordinator
	NCZI	Project manager – NCPeH Project manager
	NCZI	Senior expert – Business Analyst
	NCZI	Senior expert – Product analyst
	NCZI	Senior expert - Data analyst
	NCZI	Senior expert – GDPR expert
	NCZI	Technical personnel - Tester
	NCZI	Senior expert – NCPeH operation manager
	NCZI	Technical personnel - Network admin
	NCZI	Project manager - NCPeH coordinator, Senior expert - Semantic expert - Interoperability
	NCZI	Senior expert – IT security expert
	NCZI	Technical personnel – Helpdesk administrator / operator
	NCZI	Senior expert – Marketing manager

Outside resources (subcontracting, seconded staff, etc)
NCZI does not currently have all of the necessary technical resources or geographic reach to successfully undertake the proposed project in it entirety by using only in-house resources. As a result, we are proposing to leverage external subcontractors to strengthen our project team for the following work package tasks: **Work package 2 – Dissemination, training and support** T2.2 - Health professional dissemination, education and training: Specific communication and educational sessions will be organized in order to inform and train the health professionals (physicians who generate the Patient Summaries and ePrescription, emergency ward personnel, pharmacists). The training will not be limited to teach how to use the system but also to learn about the differences among the Member States approaches, e.g., to consent management, way of creating the Patient Summaries and clinical implication of these differences.

T2.3 - Citizen dissemination and motivation: Citizens will be made aware of their rights about cross-border care and about the availability of eHealth cross-border services in term of actions to be done while still at home, to enable the use of these eHealth services (i.e. consent signature, request for their Patient Summary to the GP's) and about the activated Points of Care in the visited Countries.

Specific mass communications and focused actions towards tourists, students and business travelers will be designed and put in place.

Work package 3 – Preparation, implementation, preproduction testing

- Analyse of the National infrastructure, solution on how to connect with NCPeH, desing of the overall architecture

T3.2 National architecture design: National architecture will be designed by:

- analysing current architecture of the National Infrastructure and how to connect with the NCPeH,

- designing the overall architecture and specify the National Connector(s),

- specifying the transformation of the national Patient Summary and ePrescription documents into the EU-Friendly documents (and update accordingly to EU guidelines updates)

- assessing how interfaces for health professionals can be implemented (through integrations in EHR or pharmacy systems or through a portal implementation connected with an identity provider service for health professionals)

- Suport in the implementation plan

T3.1 Planning and monitoring of progress activities towards service operation

- Implementation of OpenNCP

T3.5 OpenNCP localisation implementation, integration and testing: The implementation, integration and testing of the OpenNCP at national level will be performed. Centrally managed by DG SANTE (in co-operation with the OpenNCP Community), the OpenNCP toolkit is not turn-key software and for that it needs localizations and the implementation of appropriate National Connectors toward the National Infrastructure and the Country B systems facing health professionals (Portal or integrations in EHR systems).

T3.6 Pre-production testing support

Work package 4 – Compliance check, production environment testing and approval to start operations

- Initial compliance check

T4.1 – Initial compliance check

- L3 support

T4.2 - Production Environment Testing and services deployment: L3 support for following activities - Implement the operational environment as for the servers, the security assets, the connection with the National Infrastructure and the Central Configuration Services

- Deploy the NCPeH, the National Connector components and the portal or alternative interfaces directed at health professionals and

- Configure the system toward the Central Configuration Services and synchronize the Local Terminology Service.

- pre-production testing with other countries, reporting support

T4.3 - go-live

Work package 5 – Operations

- L3 support

T5.1 Service provision and performance monitoring: L3 support for the provision of the approved and deployed services according to the release plan and in line with the specifications on the 24/7 basis.

- Technical helpdesk and maintenance, regression testing support

T5.2 - Service maintenace and change management

Experts (if applicable)		
Vanja Pajic	International expert under direct contract with NCZI	Consultancy on aligning legal and regulatory requirements for implementing the cross-border electronic health services, mainly on T 3.3 and legal agreements.
Martin Mudra	International expert under direct contract with NCZI	Consultancy on implementation of OpenEHR and eHDSI requirements.
Hynek Kružík	International expert under direct contract with NCZI	Consultancy on semantic interoperability in cross border services and on mapping of national classifications to MVC.
Dmirty Etin, Pearce Mutendera	International experts under direct contract with NCZI	Consultancy on solution architecture

2.4 Consortium management and decision-making

Consortium management and decision-making (if applicable)
NCZI is planning to be the mono-beneficiary of the grant, without affiliated entities or associated partners. The project governance, management and decision-making will be conducted internally within NCZI, based on PRINCE2 methodology (see section 2.5 below).

#§CON-SOR-CS§# #@PRJ-MGT-PM@#

2.5 Project management, quality assurance and monitoring and evaluation strategy

Project management, quality assurance and monitoring and evaluation strategy
As a public agency, NCZI follows quality management principles defined in the Slovak national public IT infrastructure project management policies based on PRINCE2™ methodology. The national guidelines for IT project management are most notably defined by Decree 85/2020 (Project Management), Decree 78/2020 (Standards for Public IT), Act 69/2018 (cyber security), Decree 179/2020 (Public IT Security Measures), and Decree 547/2021 (Digitization of Public Administration).

The proposed project will have a dedicated project manager and a management structure to ensure high quality and on-time implementation of the project. The project management structure will outline decision making, quality control, and conflict resolution mechanisms and assign individuals responsible for efficient financial and administrative coordination of the project, observation and coordination of the project activities, and appropriate documentation, communication, and reporting procedures. From the institutional quality assurance, NCZI executive committee will oversee the corporate quality assurance, project board will oversee project assurance, and the project manager will oversee audits and ongoing reporting requirements. The project team will leverage experienced experts from dedicated institutional project management office as well as architecture and data governance office, which have an extensive track record of successful digital health project completion.

The evaluation methods and indicators for the successful project execution will be based primarily on key milestones and deliverables defined in section 4 (work plan and work packages). The IT operation quality criteria will include user documentation, operational and administration documentation, testing and training environment for service users, and evaluation strategy to measure national usage and impact from cross border services (based on the indicators defined in section 1.2).

All process steps mentioned will encompass the four implemented services: Patient Summary A, Patient Summary B, ePrescription A, and ePrescription B, ensuring comprehensive integration and successful implementation.

#§PRJ-MGT-PM§# #@FIN-MGT-FM@#

2.6 Cost effectiveness and financial management

Cost effectiveness and financial management

The proposed project will have only one beneficiary – NCZI. Financial resource allocation and management will, therefore, be conducted internally within the organisation. NCZI is a publicly funded institution overseen by the Ministry of Health. It has both internal and external control mechanisms and reporting requirements for ensuring cost effectiveness, financial management, and transparency of its operations. These are codified in several national laws, including 523/2004 (Budgetary Rules and Public Administration Act), 343/2015 (Public Procurement Act), and 357/2015 (Financial Control and Audit Act). In terms of the proposed project's cost-effectiveness specifically, NCZI is aiming to utilize primarily internal resources with lower labour rates compared to the market rates of sub-contractor consultants. Moreover, any external resources will be contracted using competitive public procurement process.

#§FIN-MGT-FM§# #@RSK-MGT-RM@#

3. IMPACT

3.1 Impact and ambition

Impact and ambition — Progress beyond the state-of-the-art

The proposed project is anticipated to have a significant impact on communities across the EU. The primary targets of this action include the following actors:

- EU citizens;
- health professionals;
- national governments of Member States.

First, all the European citizens are the beneficiaries of the planned action. Health data is electronically captured in national, regional and local databases across all EU countries. In line with the targets of the European Health Data Space, the action will enable availability of this data in other Member States, when the citizens are travelling or moving their residence. Moreover, the establishment of the NCPeH should facilitate easier implementation of additional cross-border services in the future, promoting further extension of the data categories and their uses for primary use.

Second, the planned action will affect health professionals, who are the direct users of the electronic health record systems. The connection of these systems to the NCPeH should enable the availability of relevant health data when patients use the services of healthcare providers in different Member States. Health professionals will be able to rely on greater availability of data to promote quality of care and increase the healthcare documentation. The availability of MyHealth@EU services and corresponding new IT tools will, in the medium term, change their way of working and enable new medical processes. In the longer term, this solution will be popularized among health professionals and integrated with the hospital information systems.

Finally, the national governments of Member States are the ones impacted by the implementation of the proposed action in the short term. Member States are currently planning their implementation efforts related to the European Health Data Space, including the MyHealth@EU infrastructure for the primary use of electronic health data. The Member State governments are responsible for enabling the resources necessary to set up and connect the NCPeH to their national infrastructures as well as its maintenance. At the same time, the government bodies are responsible for legal aspects of the project implementation. The national legislation needs to be updated to enable the cross-border exchange of data and clarify who will have access to health data abroad. The relevant Patient Information Notices have to be drafted and made available to all citizens. The governments must make sure that their systems, including the connections to MyHealth@EU, follow the General Data Protection Regulation.

It is planned that 100 % of all Slovakia´s residents will be able to use the Country A services.

It is planned that 100 % of all Slovakia´s healthcare providers will be able to use the Country B services.

#§IMP-ACT-IA§# #@COM-DIS-VIS-CDV@#

3.2 Communication, dissemination and visibility

Communication, dissemination and visibility of funding
To effectively engage and cater to the needs of different stakeholder groups, the communication and dissemination activities will be tailored to address their specific interests and requirements. Targeted communication campaigns will be designed to raise awareness among citizens, health professionals, tourists, students, and business travelers, promoting the benefits and rights associated with cross-border eHealth services. For health professionals (physicians generating Patient Summaries and ePrescriptions, emergency ward personnel, and pharmacists), specialized communication and educational sessions will be organized. These sessions will not only focus on familiarizing them with the system but also provide insights into the diverse approaches adopted by Member States regarding consent management, Patient Summary creation, and the clinical implications of these differences. Citizens will be made aware of their rights concerning cross-border care and the availability of eHealth services. Specific communication efforts will emphasize the importance of providing consent before traveling to other Member States and outline the steps required to enable the use of these services during their travels. Mass communications will be complemented by targeted actions directed at tourists, students, and business travelers, further amplifying the dissemination impact. To reach the intended stakeholders effectively, a range of communication channels will be employed, including social media platforms, dedicated web pages, distribution of leaflets in doctors' offices, airports, and conferences, as well as the use of videos and TV/radio to disseminate information. Moreover, a continuous feedback mechanism will be incorporated to assess the communication strategy's efficacy and gather valuable insights from different stakeholder groups. This will enable us to fine-tune the approach, ensuring that the communication efforts remain relevant, engaging, and aligned with the specific needs and preferences of citizens, health professionals, and other cooperating Member States. The overall communication strategy will be designed with flexibility to accommodate the diversity of stakeholder groups and optimize its impact on promoting the awareness and utilization of the new cross-border eHealth services.

#§COM-DIS-VIS-CDV§# #@SUS-CON-SC@#

3.3 Sustainability and continuation

Sustainability, long-term impact and continuation
The proposed action will support the establishment of the National Contact Point for eHealth (NCPeH) in Slovakia. The NCPeH will be a unique national gateway enabling the cross-border exchange of medical documentation. To get the positive decision from the eHealth Network to start the routine operations, the NCPeH needs to undergo a set of tests and compliance checks. One of the compliance check criteria is to prove that the NCPeH has a national legal mandate– for the cross-border exchange of data. Getting this mandate at national level makes NCPeH the part of national infrastructure with clearly established responsibilities. This process was put in place to ensure the legal and operational sustainability of the NCPeH responsible for the data exchange. After the development and deployment, the maintenance of the NCPeH will need to be ensured. In this context, an operational compliance check will need to be undertaken 3 years after the start of the routine operations in 2029. In addition, the NCPeH will continue to take part regularly in test sessions, including in the context of the annual upgrade and before starting new exchanges with additional countries for a specific service. NCZI is a public institution financed from the government budget. To ensure sustainability of the NCPeH after the end of the project, NCZI will initiate revision to the national legislation and the contract between the Ministry of Health and NCZI. The new contract reflecting the expanded digital health services will guarantee ongoing support of the NCPeH operations and continuous improvement in Slovakia.

#§SUS-CON-SC§#

#@WRK-PLA-WP@#

4. RESOURCES AND TIMING

4.1 SUBCONTRACTING

Subcontracting

Give details on subcontracted project tasks (if any) and explain the reasons why (as opposed to direct implementation by the Beneficiaries/Affiliated Entities).

Subcontracting — Subcontracting means the implementation of 'action tasks', i.e. specific tasks which are part of the EU grant and are described in Annex 1 of the Grant Agreement.

***Note:** Subcontracting concerns the outsourcing of a part of the project to a party outside the consortium. It is not simply about purchasing goods or services. We normally expect that the participants have sufficient operational capacity to implement the project activities themselves. Subcontracting should therefore be exceptional.*

Include only subcontracts that comply with the rules (i.e. best value for money and no conflict of interest; no subcontracting of coordinator tasks).

Work Package No	Subcontract No (continuous numbering linked to WP)	Subcontract Name (subcontracted action tasks)	Description (including task number and BEN/AE to which it is linked)	Estimated Costs (EUR)	Justification (why is subcontracting necessary?)	Best-Value-for-Money (how do you intend to ensure it?)
WP2	S2.1	ATL activities	NCZI - T2.2, T2.3	90.000	See below under Other issues	See below under Other issues
WP3	S3.1	Implementation plan consultation	NCZI – T3.1	3.200	See below under Other issues	See below under Other issues
WP3	S3.2	Analyse of the National infrastructure, solution on how to connect with	NCZI – T3.2	580.000	See below under Other issues	See below under Other issues

		NCPeH, desing of the overall architecture				
WP3	S3.3	Testing support	NCZI – T3.6	60.000	See below under Other issues	See below under Other issues
WP3	S3.3	Implementation of OpenNCP	NCZI – T3.5	90.000	See below under Other issues	See below under Other issues
WP4	S4.1	L3 support - T4.2 - Production Environment Testing and services deployment	NCZI – T4.2	60.000	See below under Other issues	See below under Other issues
WP4	S4.2	Production Environment Testing and services deployment - testing reports, implementation of operational support, system configurations, connectivity testing, integration testing, go-live	NCZI – T4.2, T4.3	38.000	See below under Other issues	See below under Other issues

WP4	S4.3	Support for external audit - technical and security parts	NCZI – T4.1	16.000	See below under Other issues	See below under Other issues
WP5	S5.1	L3 support operations	NCZI – T5.1	60.000	See below under Other issues	See below under Other issues
WP5	S5.2	Technical helpdesk and maintenance, regression testing support	NCZI - T5.2	84.000	See below under Other issues	See below under Other issues

Other issues: *If subcontracting for the project goes beyond 30% of the total eligible costs, give specific reasons.*	NCZI does not currently have all of the necessary technical resources or geographic reach to successfully undertake the proposed project in it entirety by using only in-house resources. As a result, we are proposing to leverage external subcontractors to strengthen our project team. All of the subcontractors will be selected using established national regulations for public procurement to ensure best value for money, transparency, and lack of conflicts of interest. The public procurement will be guided using national legislation 523/2004 (Budgetary Rules and Public Administration Act), 343/2015 (Public Procurement Act), and 357/2015 (Financial Control and Audit Act). NCZI has an experienced procurement office with established standard operating procedures for market research and public procurement process.

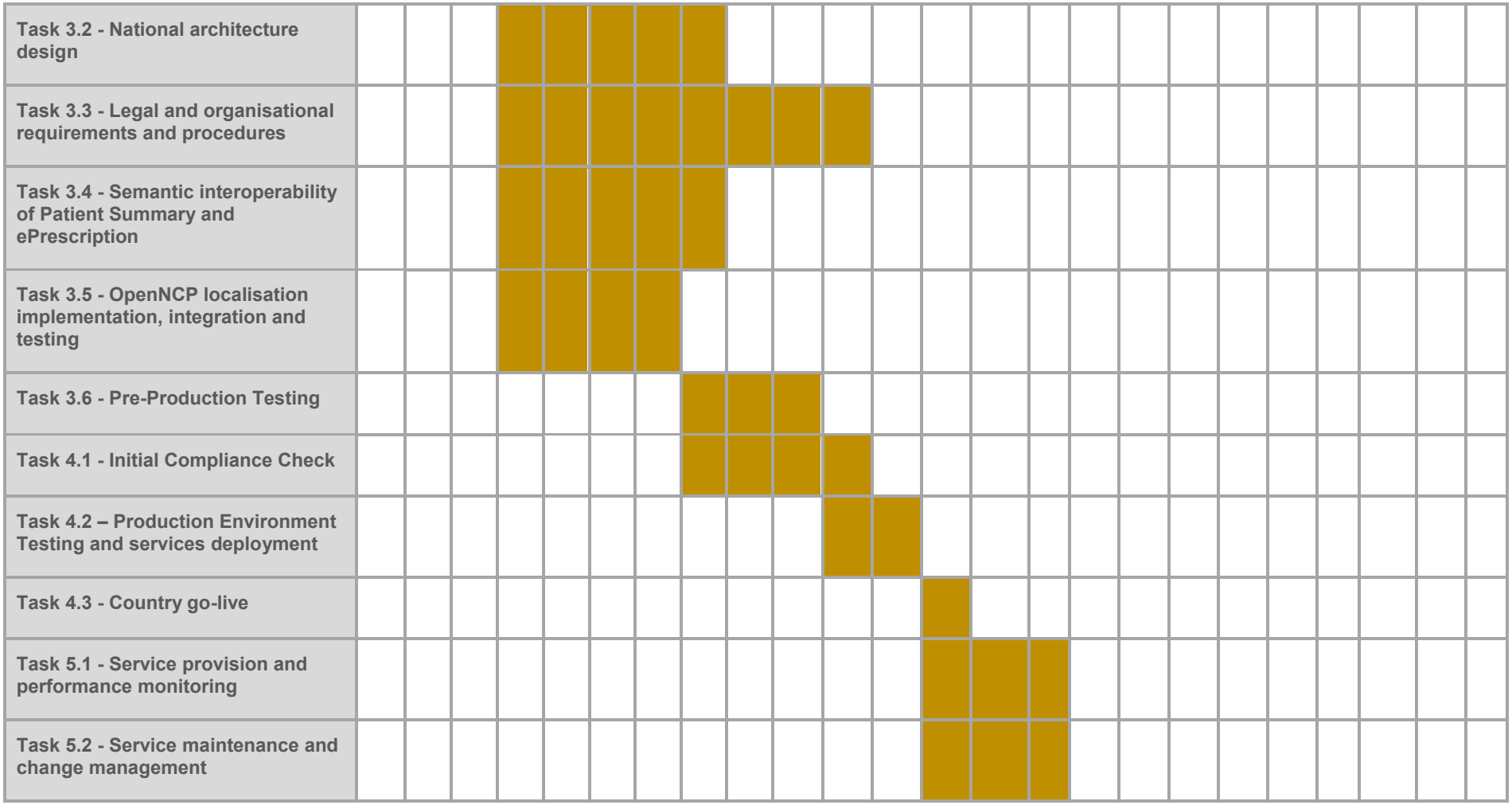
4.2 TIMETABLE

Timetable (projects of more than 2 years)

Fill in cells in beige to show the duration of activities. Repeat lines/columns as necessary.

Note: *Use actual calendar years and quarters. In the timeline you should indicate the timing of each activity per WP. You may add additional columns if your project is longer than 6 years.*

ACTIVITY	YEAR 2023				YEAR 2024				YEAR 2025				YEAR 2026				YEAR 2027				YEAR 2028			
	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4
Task 1.1 - Management of national activities				■	■	■	■	■	■	■	■	■	■	■	■									
Task 1.2 - Participation in the European eHDSI governance framework and activities				■	■	■	■	■	■	■	■	■	■	■	■									
Task 1.3 – Reporting and evaluation									■						■									
Task 2.1 - MS and stakeholder involvement and engagement				■	■	■	■	■	■	■	■	■	■	■	■									
Task 2.2 - Health professional dissemination, education and training								■	■	■	■	■	■	■	■									
Task 2.3 - Citizen dissemination and motivation								■	■	■	■	■	■	■	■									
Task 2.4 - Help Desk and Support												■	■	■	■									
Task 3.1 – Planning and monitoring of progress activities towards service operation				■	■	■	■	■	■	■	■	■												


Task 3.2 - National architecture design
Task 3.3 - Legal and organisational requirements and procedures
Task 3.4 - Semantic interoperability of Patient Summary and ePrescription
Task 3.5 - OpenNCP localisation implementation, integration and testing
Task 3.6 - Pre-Production Testing
Task 4.1 - Initial Compliance Check
Task 4.2 – Production Environment Testing and services deployment
Task 4.3 - Country go-live
Task 5.1 - Service provision and performance monitoring
Task 5.2 - Service maintenance and change management

Task 5.3 - Service evaluation																							
Task 5.4 - Sustainability planning																							

#§WRK-PLA-WP§#

#@ETH-ICS-EI@#

5. OTHER

5.1 Ethics

Ethics *If the Call document contains a section on ethics, describe ethics issues that may arise during the project implementation and the measures you intend to take to solve/avoid them.*
The Call document does not include a section on ethics. The proposed project will be applying approved EU guidelines and best practices when implementing the national NCPeH. Nonetheless, due to the unique sensitive characteristics of health data, the proposed project will have to ensure privacy and inclusiveness of the exchanged data and new cross-border services. **Privacy** All MS, including the Slovak Republic, recognize data contained in medical documentation as "sensitive personal data" subject to a higher level of protection, protected by the EU Data Protection Directive as well as pertinent national legislatures. In order to provide patients with the highest protection of their sensitive data. The solution presented in this project shall be fully in concordance with the EU Data Protection Directive (2016/679) as well as national Personal Data Protection Act (18/2018 and 221/2019). **Inclusiveness and accessibility** The principle of the inclusiveness of disadvantaged groups is present in the entire project, as cross-border exchange of medical data concerns all EU citizens. The information regarding the options provided by the outcomes of this project should reach the citizens by the means of an information campaign. The project web site will be designed, developed, and edited to ensure that all users have equal access to information and functionality.

#§ETH-ICS-EI§# #@SEC-URI-SU@#

5.2 Security

Security *If the Call document contains a section on security, describe security issues that may arise during the project implementation and the measures you intend to take to solve/avoid them.* *Indicate if there is need for EU classification of information (Decision 2015/444) or any other specific security measures.*
The Call document does not contain a section on security (related to document dissemination level). Nonetheless, due to the sensitivity of the processed health data, implementation of NCPeH in Slovakia will be guided by several security policies and regulations. Health care providers using NCPeH services will have to be compliant with minimum security requirements and will be tracked, audited, and reported on, according to the requirements of the Audit Framework. The NCPeH in the Slovak Republic will ensure that all cross-border safeguards included in the Audit Framework will be implemented and audited as part of the centre's Information Security Management system. A monitoring and reporting mechanism will also be established, mirroring EU level procedures and profiting from the experience gained from the countries who are already deploying their services.

For this purpose, a security lead will be appointed for Slovakia´s NCPeH, who will coordinate communication with the health care providers in what concerns the implementation of the cross-border security policy and requirements in general and the cross-border minimum requirements in particular.

As part of its established relationship with health care providers, Slovak NCPeH will also create an online support and monitoring service, through which health care providers will be able: (i) to report regularly on the implementation of the security requirements (ii) report security incidences and receive support on how to resolve them and (iii) be prompted to complete the reports on time for EU level peer review.

If required, Slovak NCPeH may implement, an ISO27000 conformant IMS (Integrated Management System), which may include regular internal and external security audit of the logical and physical infrastructure.

#§SEC-URI-SU§# #@DEC-LAR-DL@#

6. DECLARATIONS

Higher funding rate (if applicable)	**YES/NO**
Do you fulfil the conditions set out in the Call document for a higher funding rate? If YES, explain and provide details.	**YES**
This project should qualify for the higher project funding rate, since its sole beneficiary is a Member State which Gross National Income (GNI) per inhabitant is less than 90 % of the EU average. Slovak GNI per capita is approximately 2/3 of the EU average (2021 GNI per capita PPS in Slovakia was 68% of the EU, according to eurostat).	

Gross national income 2019	GNI	population	GNI per capita	90% threshold
European Union - 27	14.022.479	447.474	31.337	28.203
Belgium	482.136	11.489	41.965	above
Bulgaria*	52.341	7.076	7.397	below
Czechia	211.933	10.669	19.864	below
Denmark	319.268	5.817	54.885	above
Germany	3.542.818	83.093	42.637	above
Estonia	27.476	1.325	20.739	below
Ireland	275.462	4.927	55.907	above
Greece	181.911	10.722	16.967	below
Spain	1.246.631	47.104	26.465	below
France	2.475.992	67.624	36.614	above
Croatia	53.962	4.067	13.268	below
Italy	1.806.554	59.729	30.246	above
Cyprus	21.391	882	24.254	below
Latvia	30.033	1.913	15.698	below
Lithuania	47.110	2.794	16.860	below
Luxembourg**	38.256	609	62.837	above
Hungary	142.274	9.771	14.561	below
Malta**	11.352	485	23.395	below
Netherlands	816.447	17.345	47.071	above
Austria	399.558	8.878	45.007	above
Poland	511.141	38.386	13.316	below
Portugal	208.565	10.286	20.276	below
Romania	220.200	19.376	11.365	below
Slovenia	47.617	2.089	22.794	below
Slovakia	92.243	5.453	16.915	below
Finland	241.311	5.522	43.703	above
Sweden	490.756	10.279	47.744	above
*data from 2017	Source: Eurostat	Source: Eurostat		
**data from 2018				HaDEA.A1 03Sep2021

Double funding	
Information concerning other EU grants for this project	**YES/NO**
We confirm that to our best knowledge neither the project as a whole nor any parts of it have benefitted from any other EU grant *(including EU funding managed by authorities in EU Member States or other funding bodies, e.g. EU Regional Funds, EU Agricultural Funds, etc)*. If NO, explain and provide details.	YES, Slovakia was previously a beneficiary of a related grant (Agreement No INEA/CEF/ICT/A2019/2063993,

	titled 'Deployment of Cross Border eHealth Services in the Slovak Republic - NCZI,' with action number 2019-SK-IA-0050). The related grant agreement had been terminated on 20th January 2023, which was prior to the submission date of the current grant application.
We confirm that to our best knowledge neither the project as a whole nor any parts of it are (nor will be) submitted for any other EU grant *(including EU funding managed by authorities in EU Member States or other funding bodies, e.g. EU Regional Funds, EU Agricultural Funds, etc)*. If NO, explain and provide details.	YES

Financial support to third parties (if applicable)
N/A

§DEC-LAR-DL§#

DETAILED BUDGET TABLE (ACTION GRANTS)

Project number:	**101128954**
Project acronym:	**SK-NCPeH**
Participant short name:	**NCZI**
Participant PIC:	**998884370**

28.2.2023 15:05

ATTENTION: This table should be filled out one per participant (beneficiary, affiliated entity)

ATTENTION: This table may ONLY contain eligible costs (i.e. costs that comply with the eligibility rules of the grant agreement that is part of your call documents). At proposal stage and during grant preparation, it should contain estimated costs/income. Costs must be estimated in EUR.

ATTENTION! List each budgeted cost item ONLY once in this table, for the main WP.

ATTENTION! White cells mean that you are required to enter data. Blue cells are calculated automatically.

ACTION GRANT BUDGET TABLE (PER PARTICIPANT)

PROJECT COSTS

A. Personnel costs

! monthly rates allowed for budgeting because simpler to establish the approximate costs; cost reporting will have to be done according to MGA (usually daily rates)		Costs (actual or unit costs)				Also working for other work packages? YES/NO and which WP	Description of project role/activities/responsibilities
	Type of rate (monthly/other)	Rate (amount)	Time (months/other of work on the action)	Total (EUR)			
		a	b	c = a * b			
WORK PACKAGE 1	**MANAGEMENT AND COORDINATION**						
	A.1 Employees (or equivalent)						
Project managers	monthly	9 500,00	14,00	**133 000,00**		NO	NCPeH coordinator
Project managers	monthly	9 500,00	14,00	**133 000,00**		NO	NCPeH technical manager
Project managers	monthly	9 500,00	14,00	**133 000,00**		NO	NCPeH project manager
Administrative personnel	monthly	9 500,00	7,00	**66 500,00**		NO	NCPeH financial manager
	Other						
[category 1]	monthly	0,00	0,00	**0,00**			
[category 2]	monthly	0,00	0,00	**0,00**			
	Total employees (or equivalent)			**465 500,00**			
	A.2 + A.3 Natural persons under direct contract and seconded persons						
Select a staff category	monthly	0,00	0,00	**0,00**			
Select a staff category	monthly	0,00	0,00	**0,00**			
	Other						
[category 1]	monthly	0,00	0,00	**0,00**			
[category 2]	monthly	0,00	0,00	**0,00**			
	Total natural persons under direct contract and seconded persons			**0,00**			
	A.4 SME owners and natural person beneficiaries without salary						
SME owners/natural person beneficiaries without salary	daily	0,00	0,00	**0,00**			

	Total SME owners and natural person beneficiaries without salary				**0,00**			
	Total personnel for this WP				**465 500,00**			
WORK PACKAGE 2	**DISSEMINATION, TRAINING AND SUPPORT**							
	A.1 Employees (or equivalent)							
	Senior experts/advisors/researchers	monthly	8 000,00	6,00	**48 000,00**		NO	Marketing manager
	Junior experts/advisors/researchers	monthly	4 000,00	6,00	**24 000,00**		NO	Marketing specialist jr.
	Trainers/teachers	monthly	4 000,00	8,00	**32 000,00**		NO	HP trainer
	Other							
	[category 1]	monthly	0,00	0,00	**0,00**			
	[category 2]	monthly	0,00	0,00	**0,00**			
	Total employees (or equivalent)				**104 000,00**			
	A.2 + A.3 Natural persons under direct contract and seconded persons							
	Senior experts/advisors/researchers	monthly	8 000,00	2,00	**16 000,00**		WP 4, 5	Consultant - NCPeH CZ (Mudra)
	Select a staff category	monthly	0,00	0,00	**0,00**			
	Other							
	[category 1]	monthly	0,00	0,00	**0,00**			
	[category 2]	monthly	0,00	0,00	**0,00**			
	Total natural persons under direct contract and seconded persons				**16 000,00**			
	A.4 SME owners and natural person beneficiaries without salary							
	SME owners/natural person beneficiaries without salary	daily	0,00	0,00	**0,00**			
	Total SME owners and natural person beneficiaries without salary				**0,00**			
	Total personnel for this WP				**120 000,00**			
WORK PACKAGE 3	**PREPARATION, IMPLEMENTATION & PREPRODUCTION TESTING**							
	A.1 Employees (or equivalent)							
	Senior experts/advisors/researchers	monthly	11 000,00	6,00	**66 000,00**		NO	eHealth and eGovernment architect
	Senior experts/advisors/researchers	monthly	8 000,00	10,00	**80 000,00**		YES - WP 4	Business analyst
	Senior experts/advisors/researchers	monthly	8 000,00	10,00	**80 000,00**		YES - WP 4	Data analyst
	Senior experts/advisors/researchers	monthly	8 000,00	7,00	**56 000,00**		NO	Layer - SK and EU legislation expert
	Senior experts/advisors/researchers	monthly	8 000,00	9,00	**72 000,00**		YES - WP 4	Semantic expert - interoperability
	Junior experts/advisors/researchers	monthly	5 500,00	7,00	**38 500,00**		YES - WP 4	Semantic specialist - national classification systems
	Technical personnel	monthly	6 000,00	15,00	**90 000,00**		YES - WP 4, 5	Tester
	Junior experts/advisors/researchers	monthly	6 000,00	20,00	**120 000,00**		NO	SW developer
	Senior experts/advisors/researchers	monthly	9 000,00	7,00	**63 000,00**		NO	IT security expert
	Senior experts/advisors/researchers	monthly	9 000,00	5,00	**45 000,00**		NO	GDPR expert
	Other							
	[category 1]	monthly	0,00	0,00	**0,00**			
	[category 2]	monthly	0,00	0,00	**0,00**			
	Total employees (or equivalent)				**710 500,00**			
	A.2 + A.3 Natural persons under direct contract and seconded persons							
	Senior experts/advisors/researchers	monthly	8 000,00	2,00	**16 000,00**		YES - WP 4,5	Consultant - semantic expert (Kruzik)

	Senior experts/advisors/researchers	monthly	8 000,00	2,00	**16 000,00**		NO	Consultant - legal expert (Vanja)
	Senior experts/advisors/researchers	monthly	8 000,00	16,00	**128 000,00**		YES - WP 2,4,5	Consultant - NCPeH CZ (Mudra)
	Senior experts/advisors/researchers	monthly	8 000,00	6,00	**48 000,00**		NO	Consultants . Solution architecture consultation, startegy (Etin, Pearce)
	Other							
	[category 1]	monthly	0,00	0,00	**0,00**			
	[category 2]	monthly	0,00	0,00	**0,00**			
	Total natural persons under direct contract and seconded persons				**208 000,00**			
	A.4 SME owners and natural person beneficiaries without salary							
	SME owners/natural person beneficiaries without salary	daily	0,00	0,00	**0,00**			
	Total SME owners and natural person beneficiaries without salary				**0,00**			
	Total personnel for this WP				**918 500,00**			
WORK PACKAGE 4	**COMPLIANCE CHECK, PRODUCTION ENVIRONMENT TESTING AND APPROVAL TO START OPERATIONS**							
	A.1 Employees (or equivalent)							
	Senior experts/advisors/researchers	monthly	8 000,00	2,00	**16 000,00**		YES - WP 3	Data analyst
	Technical personnel	monthly	6 000,00	9,00	**54 000,00**		YES - WP 3, 5	Tester
	Senior experts/advisors/researchers	monthly	8 000,00	2,00	**16 000,00**		YES - WP 3	Business analyst
	Junior experts/advisors/researchers	monthly	5 500,00	1,00	**5 500,00**		YES - WP 3	Semantic specialist - national classification systems
	Senior experts/advisors/researchers	monthly	8 000,00	3,00	**24 000,00**		YES - WP 3	Semantic expert - interoperability
	Other							
	[category 1]	monthly	0,00	0,00	**0,00**			
	[category 2]	monthly	0,00	0,00	**0,00**			
	Total employees (or equivalent)				**115 500,00**			
	A.2 + A.3 Natural persons under direct contract and seconded persons							
	Senior experts/advisors/researchers	monthly	8 000,00	4,00	**32 000,00**		YES - WP 3,5	Consultant - NCPeH CZ (Mudra)
	Senior experts/advisors/researchers	monthly	8 000,00	1,00	**8 000,00**		YES - WP 3,5	Consultant - semantic expert (Kruzik)
	Other							
	[category 1]	monthly	0,00	0,00	**0,00**			
	[category 2]	monthly	0,00	0,00	**0,00**			
	Total natural persons under direct contract and seconded persons				**40 000,00**			
	A.4 SME owners and natural person beneficiaries without salary							
	SME owners/natural person beneficiaries without salary	daily	0,00	0,00	**0,00**			
	Total SME owners and natural person beneficiaries without salary				**0,00**			
	Total personnel for this WP				**155 500,00**			
WORK PACKAGE 5	**OPERATIONS**							
	A.1 Employees (or equivalent)							
	Senior experts/advisors/researchers	monthly	9 000,00	2,00	**18 000,00**		NO	NCPeH operation manager
	Technical personnel	monthly	6 000,00	2,00	**12 000,00**		NO	Network security administrator
	Technical personnel	monthly	6 000,00	2,00	**12 000,00**		NO	NCPeH operation administrator
	Technical personnel	monthly	5 000,00	7,00	**35 000,00**		NO	Helpdesk administrator/operator
	Technical personnel	monthly	6 000,00	4,00	**24 000,00**		YES - WP 3, 4	Tester

	Other							
	[category 1]	monthly	0,00	0,00	**0,00**			
	[category 2]	monthly	0,00	0,00	**0,00**			
				Total employees (or equivalent)	**101 000,00**			
	A.2 + A.3 Natural persons under direct contract and seconded persons							
	Senior experts/advisors/researchers	monthly	8 000,00	1,00	**8 000,00**		YES - WP 3,4	Consultant - NCPeH CZ (Mudra)
	Senior experts/advisors/researchers	monthly	8 000,00	1,00	**8 000,00**		YES - WP 3,4	Consultant - semantic interoperability (Kruzik)
	Other							
	[category 1]	monthly	0,00	0,00	**0,00**			
	[category 2]	monthly	0,00	0,00	**0,00**			
				Total natural persons under direct contract and seconded persons	**16 000,00**			
	A.4 SME owners and natural person beneficiaries without salary							
	SME owners/natural person beneficiaries without salary	daily	0,00	0,00	**0,00**			
				Total SME owners and natural person beneficiaries without salary	**0,00**			
				Total personnel for this WP	**117 000,00**			
				Total personnel (all WPs)	**1 776 500,00**			

B. Subcontracting costs

		Costs (actual costs)		Also used for other work packages? YES/NO and which WP	Description of subcontracted project tasks/activities
WORK PACKAGE 1	**MANAGEMENT AND COORDINATION**				
	1 [Subcontract short name]	0,00			
	2 [Subcontract short name]	0,00			
	Total subcontracting for this WP	**0,00**			
WORK PACKAGE 2	**DISSEMINATION, TRAINING AND SUPPORT**				
	Disseemination - ATL activities	90 000,00		NO	T2.2 - Health professional dissemination, education and training: Specific communication and educational sessions will be organized in order to inform and train the health professionals (physicians who generate the Patient Summaries and ePrescription, emergency ward personnel, pharmacists). The training will not be limited to teach how to use the system but also to learn about the differences among the Member States approaches, e.g., to consent management, way of creating the Patient Summaries and clinical implication of these differences. T2.3 - Citizen dissemination and motivation: Citizens will be made aware of their rights about cross-border care and about the availability of eHealth cross-border services in term of actions to be done while still at home, to enable the use of these eHealth services (i.e. consent signature, request for their Patient Summary to the GP's) and about the activated Points of Care in the visited Countries. Specific mass communications and focused actions towards tourists, students and business travelers will be designed and put in place.
	Total subcontracting for this WP	**90 000,00**			
WORK PACKAGE 3	**PREPARATION, IMPLEMENTATION & PREPRODUCTION TESTING**				
	Implementation plan consultation	3 200,00		NO	T3.1 Planning and monitoring of progress activities towards service operationô Support in the implementation plan

	Analyse of the National infrastructure, solution on how to connect with NCPeH, desing of the overall architecture	580 000,00		NO	T3.2 National architecture design: National architecture will be designed by: - analysing current architecture of the National Infrastructure and how to connect with the NCPeH, - designing the overall architecture and specify the National Connector(s), - specifying the transformation of the national Patient Summary and ePrescription documents into the EU-Friendly documents (and update accordingly to EU guidelines updates) - assessing how interfaces for health professionals can be implemented (through integrations in EHR or pharmacy systems or through a portal implementation connected with an identity provider service for health professionals)
	Testing support	60 000,00		YES - WP 4	T3.6 - Pre production testing - support in testing stategy conformance gates
	Implementation of OpenNCP	90 000,00		NO	T3.5 OpenNCP localisation implementation, integration and testing: The implementation, integration and testing of the OpenNCP at national level will be performed. Centrally managed by DG SANTE (in co-operation with the OpenNCP Community), the OpenNCP toolkit is not turn-key software and for that it needs localizations and the implementation of appropriate National Connectors toward the National Infrastructure and the Country B systems facing health professionals (Portal or integrations in EHR systems).
	Total subcontracting for this WP	**733 200,00**			
WORK PACKAGE 4	**COMPLIANCE CHECK, PRODUCTION ENVIRONMENT TESTING AND APPROVAL TO START OPERATIONS**				
	L3 support	60 000,00		YES - WP 5	T4.2 - Production Environment Testing and services deployment: L3 support for following activities - Implement the operational environment as for the servers, the security assets, the connection with the National Infrastructure and the Central Configuration Services - Deploy the NCPeH, the National Connector components and the portal or alternative interfaces directed at health professionals and - Configure the system toward the Central Configuration Services and synchronize the Local Terminology Service.
	Testing support	38 000,00		YES - WP 3	T4.2 - Production Environment Testing and services deployment - testing reports, implementation of operational support, system configurations, connectivity testing, integration testing T4.3 - go-live - pre-production testing with other countries, reporting
	Support for external audit - technical and security parts	16 000,00		NO	T4.1 - Initial compliance check
	Total subcontracting for this WP	**114 000,00**			
WORK PACKAGE 5	**OPERATIONS**				
	L3 support	60 000,00		YES - WP 4	T5.1 Service provision and performance monitoring: L3 support for the provision of the approved and deployed services according to the release plan and in line with the specifications on the 24/7 basis.
	Technical helpdesk and maintenance, regression testing support	84 000,00		NO	T5.2 - Service maintenace and change management
	Total subcontracting for this WP	**144 000,00**			

Total subcontracting (all WPs)	**1 081 200,00**	

C. Purchase costs

C.1 Travel and subsistence

	Costs (actual costs)	Costs (unit cost)				Also part of other work packages? YES/NO and which WP	Description (e.g. international/not international; place of activity/destination; number of days; number of persons (speakers, personnel and participants whose costs are covered); transport means; average price per person; subsistence costs/daily allowances)
		Amount per unit	Number of units	Total (EUR)			

WORK PACKAGE 1	**MANAGEMENT AND COORDINATION**							
	eHMSEG meeting 1 - second person							
	Speakers							
	Travel costs	0,00	0,00	0,00	**0,00**			
	Accommodation costs	0,00	0,00	0,00	**0,00**			
	Subsistence costs	0,00	0,00	0,00	**0,00**			
	Personnel							
	Travel costs	0,00	0,00	0,00	**0,00**			
	Accommodation costs	0,00	0,00	0,00	**0,00**			
	Subsistence costs	0,00	0,00	0,00	**0,00**			
	Participants							
	Travel costs	0,00	541,00	1,00	**541,00**	NO	International/place TBD/1 person/airplane	
	Accommodation costs	0,00	190,00	1,00	**190,00**	NO	International/place TBD/1 night/1 person	
	Subsistence costs	0,00	125,00	2,00	**250,00**	NO	International/place TBD/1 person/2 days	
	Total travel costs for this travel	**541,00**						
	Total accommodation costs for this travel	**190,00**						
	Total subsistence costs for this travel	**250,00**						
	Total travel	**981,00**						
	eHMSEG meeting 2 - second person							
	Speakers							
	Travel costs	0,00	0,00	0,00	**0,00**			
	Accommodation costs	0,00	0,00	0,00	**0,00**			
	Subsistence costs	0,00	0,00	0,00	**0,00**			
	Personnel							
	Travel costs	0,00	0,00	0,00	**0,00**			
	Accommodation costs	0,00	0,00	0,00	**0,00**			
	Subsistence costs	0,00	0,00	0,00	**0,00**			
	Participants							
	Travel costs	0,00	541,00	1,00	**541,00**	NO	International/place TBD/1 person/airplane	
	Accommodation costs	0,00	190,00	1,00	**190,00**	NO	International/place TBD/1 night/1 person	
	Subsistence costs	0,00	125,00	2,00	**250,00**	NO	International/place TBD/1 person/2 days	
	Total travel costs for this travel	**541,00**						
	Total accommodation costs for this travel	**190,00**						
	Total subsistence costs for this travel	**250,00**						
	Total travel	**981,00**						
	eHMSEG meeting 3 - second person							
	Speakers							
	Travel costs	0,00	0,00	0,00	**0,00**			
	Accommodation costs	0,00	0,00	0,00	**0,00**			
	Subsistence costs	0,00	0,00	0,00	**0,00**			
	Personnel							

	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Participants						
	Travel costs	0,00	541,00	1,00	**541,00**	NO	International/place TBD/1 person/airplane
	Accommodation costs	0,00	190,00	1,00	**190,00**	NO	International/place TBD/1 night/1 person
	Subsistence costs	0,00	125,00	2,00	**250,00**	NO	International/place TBD/1 person/2 days
	Total travel costs for this travel	**541,00**					
	Total accommodation costs for this travel	**190,00**					
	Total subsistence costs for this travel	**250,00**					
	Total travel	**981,00**					
	eHMSEG meeting 4 - second person						
	Speakers						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Personnel						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Participants						
	Travel costs	0,00	541,00	1,00	**541,00**	NO	International/place TBD/1 person/airplane
	Accommodation costs	0,00	190,00	1,00	**190,00**	NO	International/place TBD/1 night/1 person
	Subsistence costs	0,00	125,00	2,00	**250,00**	NO	International/place TBD/1 person/2 days
	Total travel costs for this travel	**541,00**					
	Total accommodation costs for this travel	**190,00**					
	Total subsistence costs for this travel	**250,00**					
	Total travel	**981,00**					
	eHMSEG meeting 5 - second person						
	Speakers						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Personnel						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Participants						
	Travel costs	0,00	541,00	1,00	**541,00**	NO	International/place TBD/1 person/airplane
	Accommodation costs	0,00	190,00	1,00	**190,00**	NO	International/place TBD/1 night/1 person

	Subsistence costs	0,00	125,00	2,00	**250,00**	NO	International/place TBD/1 person/2 days
	Total travel costs for this travel	**541,00**					
	Total accommodation costs for this travel	**190,00**					
	Total subsistence costs for this travel	**250,00**					
	Total travel	**981,00**					
	eHMSEG meeting 6 - second person						
	Speakers						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Personnel						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Participants						
	Travel costs	0,00	541,00	1,00	**541,00**	NO	International/place TBD/1 person/airplane
	Accommodation costs	0,00	190,00	1,00	**190,00**	NO	International/place TBD/1 night/1 person
	Subsistence costs	0,00	125,00	2,00	**250,00**	NO	International/place TBD/1 person/2 days
	Total travel costs for this travel	**541,00**					
	Total accommodation costs for this travel	**190,00**					
	Total subsistence costs for this travel	**250,00**					
	Total travel	**981,00**					
	eHMSEG meeting 7 - second person						
	Speakers						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Personnel						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Participants						
	Travel costs	0,00	541,00	1,00	**541,00**	NO	International/place TBD/1 person/airplane
	Accommodation costs	0,00	190,00	1,00	**190,00**	NO	International/place TBD/1 night/1 person
	Subsistence costs	0,00	125,00	2,00	**250,00**	NO	International/place TBD/1 person/2 days
	Total travel costs for this travel	**541,00**					
	Total accommodation costs for this travel	**190,00**					
	Total subsistence costs for this travel	**250,00**					
	Total travel	**981,00**					
	eHMSEG meeting 8 - second person						

	Speakers						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Personnel						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Participants						
	Travel costs	0,00	541,00	1,00	**541,00**	NO	International/place TBD/1 person/airplane
	Accommodation costs	0,00	190,00	1,00	**190,00**	NO	International/place TBD/1 night/1 person
	Subsistence costs	0,00	125,00	2,00	**250,00**	NO	International/place TBD/1 person/2 days
	Total travel costs for this travel	**541,00**					
	Total accommodation costs for this travel	**190,00**					
	Total subsistence costs for this travel	**250,00**					
	Total travel	**981,00**					
	eHMSEG meeting 9 - second person						
	Speakers						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Personnel						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Participants						
	Travel costs	0,00	541,00	1,00	**541,00**	NO	International/place TBD/1 person/airplane
	Accommodation costs	0,00	190,00	1,00	**190,00**	NO	International/place TBD/1 night/1 person
	Subsistence costs	0,00	125,00	2,00	**250,00**	NO	International/place TBD/1 person/2 days
	Total travel costs for this travel	**541,00**					
	Total accommodation costs for this travel	**190,00**					
	Total subsistence costs for this travel	**250,00**					
	Total travel	**981,00**					
	eHMSEG meeting 10 - second person						
	Speakers						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Personnel						
	Travel costs	0,00	0,00	0,00	**0,00**		

	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Participants						
	Travel costs	0,00	541,00	1,00	**541,00**	NO	International/place TBD/1 person/airplane
	Accommodation costs	0,00	190,00	1,00	**190,00**	NO	International/place TBD/1 night/1 person
	Subsistence costs	0,00	125,00	2,00	**250,00**	NO	International/place TBD/1 person/2 days
	Total travel costs for this travel	**541,00**					
	Total accommodation costs for this travel	**190,00**					
	Total subsistence costs for this travel	**250,00**					
	Total travel	**981,00**					
	eHMSEG meeting 11 - second person						
	Speakers						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Personnel						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Participants						
	Travel costs	0,00	541,00	1,00	**541,00**	NO	International/place TBD/1 person/airplane
	Accommodation costs	0,00	190,00	1,00	**190,00**	NO	International/place TBD/1 night/1 person
	Subsistence costs	0,00	125,00	2,00	**250,00**	NO	International/place TBD/1 person/2 days
	Total travel costs for this travel	**541,00**					
	Total accommodation costs for this travel	**190,00**					
	Total subsistence costs for this travel	**250,00**					
	Total travel	**981,00**					
	eHMSEG meeting 12 - second person						
	Speakers						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Personnel						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Participants						
	Travel costs	0,00	541,00	1,00	**541,00**	NO	International/place TBD/1 person/airplane
	Accommodation costs	0,00	190,00	1,00	**190,00**	NO	International/place TBD/1 night/1 person
	Subsistence costs	0,00	125,00	2,00	**250,00**	NO	International/place TBD/1 person/2 days

	Total travel costs for this travel	**541,00**						
	Total accommodation costs for this travel	**190,00**						
	Total subsistence costs for this travel	**250,00**						
	Total travel	**981,00**						
	NCPeH CZ visit 1 - Kraj Vysocina							
	Speakers							
	Travel costs	0,00	0,00	0,00	**0,00**			
	Accommodation costs	0,00	0,00	0,00	**0,00**			
	Subsistence costs	0,00	0,00	0,00	**0,00**			
	Personnel							
	Travel costs	0,00	0,00	0,00	**0,00**			
	Accommodation costs	0,00	0,00	0,00	**0,00**			
	Subsistence costs	0,00	0,00	0,00	**0,00**			
	Participants							
	Travel costs	0,00	21,00	1,00	**21,00**	NO	International/Czech Republic - Jihlava/1 person/car or train	
	Accommodation costs	0,00	107,00	1,00	**107,00**	NO	International/Czech Republic/1 night/1 person	
	Subsistence costs	0,00	70,00	2,00	**140,00**	NO	International/Czech Republic/2 days	
	Total travel costs for this travel	**21,00**						
	Total accommodation costs for this travel	**107,00**						
	Total subsistence costs for this travel	**140,00**						
	Total travel	**268,00**						
	NCPeH CZ visit 2 - Kraj Vysocina							
	Speakers							
	Travel costs	0,00	0,00	0,00	**0,00**			
	Accommodation costs	0,00	0,00	0,00	**0,00**			
	Subsistence costs	0,00	0,00	0,00	**0,00**			
	Personnel							
	Travel costs	0,00	0,00	0,00	**0,00**			
	Accommodation costs	0,00	0,00	0,00	**0,00**			
	Subsistence costs	0,00	0,00	0,00	**0,00**			
	Participants							
	Travel costs	0,00	21,00	1,00	**21,00**	NO	International/Czech Republic - Jihlava/1 person/car or train	
	Accommodation costs	0,00	107,00	1,00	**107,00**	NO	International/Czech Republic/1 night/1 person	
	Subsistence costs	0,00	70,00	2,00	**140,00**	NO	International/Czech Republic/2 days	
	Total travel costs for this travel	**21,00**						
	Total accommodation costs for this travel	**107,00**						
	Total subsistence costs for this travel	**140,00**						
	Total travel	**268,00**						
	NCPeH CZ visit 3 - Kraj Vysocina							
	Speakers							

	Travel costs	0,00	0,00	0,00	**0,00**			
	Accommodation costs	0,00	0,00	0,00	**0,00**			
	Subsistence costs	0,00	0,00	0,00	**0,00**			
	Personnel							
	Travel costs	0,00	0,00	0,00	**0,00**			
	Accommodation costs	0,00	0,00	0,00	**0,00**			
	Subsistence costs	0,00	0,00	0,00	**0,00**			
	Participants							
	Travel costs	0,00	21,00	1,00	**21,00**	NO	International/Czech Republic - Jihlava/1 person/car or train	
	Accommodation costs	0,00	107,00	1,00	**107,00**	NO	International/Czech Republic/1 night/1 person	
	Subsistence costs	0,00	70,00	2,00	**140,00**	NO	International/Czech Republic/2 days	
	Total travel costs for this travel	**21,00**						
	Total accommodation costs for this travel	**107,00**						
	Total subsistence costs for this travel	**140,00**						
	Total travel	**268,00**						
	NCPeH CZ visit 4 - Kraj Vysocina							
	Speakers							
	Travel costs	0,00	0,00	0,00	**0,00**			
	Accommodation costs	0,00	0,00	0,00	**0,00**			
	Subsistence costs	0,00	0,00	0,00	**0,00**			
	Personnel							
	Travel costs	0,00	0,00	0,00	**0,00**			
	Accommodation costs	0,00	0,00	0,00	**0,00**			
	Subsistence costs	0,00	0,00	0,00	**0,00**			
	Participants							
	Travel costs	0,00	21,00	1,00	**21,00**	NO	International/Czech Republic - Jihlava/1 person/car or train	
	Accommodation costs	0,00	107,00	1,00	**107,00**	NO	International/Czech Republic/1 night/1 person	
	Subsistence costs	0,00	70,00	2,00	**140,00**	NO	International/Czech Republic/2 days	
	Total travel costs for this travel	**21,00**						
	Total accommodation costs for this travel	**107,00**						
	Total subsistence costs for this travel	**140,00**						
	Total travel	**268,00**						
	1 eHN SG on Semantics meeting second person							
	Speakers							
	Travel costs	0,00	0,00	0,00	**0,00**			
	Accommodation costs	0,00	0,00	0,00	**0,00**			
	Subsistence costs	0,00	0,00	0,00	**0,00**			
	Personnel							
	Travel costs	0,00	0,00	0,00	**0,00**			
	Accommodation costs	0,00	0,00	0,00	**0,00**			

	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Participants						
	Travel costs	0,00	541,00	1,00	**541,00**	NO	International/place TBD/1 person/airplane
	Accommodation costs	0,00	190,00	1,00	**190,00**	NO	International/place TBD/1 night/1 person
	Subsistence costs	0,00	125,00	2,00	**250,00**	NO	International/place TBD/1 person/2 days
	Total travel costs for this travel	**541,00**					
	Total accommodation costs for this travel	**190,00**					
	Total subsistence costs for this travel	**250,00**					
	Total travel	**981,00**					
	2 eHN SG on Semantics meeting second person						
	Speakers						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Personnel						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Participants						
	Travel costs	0,00	541,00	1,00	**541,00**	NO	International/place TBD/1 person/airplane
	Accommodation costs	0,00	190,00	1,00	**190,00**	NO	International/place TBD/1 night/1 person
	Subsistence costs	0,00	125,00	2,00	**250,00**	NO	International/place TBD/1 person/2 days
	Total travel costs for this travel	**541,00**					
	Total accommodation costs for this travel	**190,00**					
	Total subsistence costs for this travel	**250,00**					
	Total travel	**981,00**					
	3 eHN SG on Semantics meeting second person						
	Speakers						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Personnel						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Participants						
	Travel costs	0,00	541,00	1,00	**541,00**	NO	International/place TBD/1 person/airplane
	Accommodation costs	0,00	190,00	1,00	**190,00**	NO	International/place TBD/1 night/1 person
	Subsistence costs	0,00	125,00	2,00	**250,00**	NO	International/place TBD/1 person/2 days
	Total travel costs for this travel	**541,00**					

	Total accommodation costs for this travel	**190,00**					
	Total subsistence costs for this travel	**250,00**					
	Total travel	**981,00**					
	4 eHN SG on Semantics meeting second person						
	Speakers						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Personnel						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Participants						
	Travel costs	0,00	541,00	1,00	**541,00**	NO	International/place TBD/1 person/airplane
	Accommodation costs	0,00	190,00	1,00	**190,00**	NO	International/place TBD/1 night/1 person
	Subsistence costs	0,00	125,00	2,00	**250,00**	NO	International/place TBD/1 person/2 days
	Total travel costs for this travel	**541,00**					
	Total accommodation costs for this travel	**190,00**					
	Total subsistence costs for this travel	**250,00**					
	Total travel	**981,00**					
	5 eHN SG on Semantics meeting second person						
	Speakers						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Personnel						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Participants						
	Travel costs	0,00	541,00	1,00	**541,00**	NO	International/place TBD/1 person/airplane
	Accommodation costs	0,00	190,00	1,00	**190,00**	NO	International/place TBD/1 night/1 person
	Subsistence costs	0,00	125,00	2,00	**250,00**	NO	International/place TBD/1 person/2 days
	Total travel costs for this travel	**541,00**					
	Total accommodation costs for this travel	**190,00**					
	Total subsistence costs for this travel	**250,00**					
	Total travel	**981,00**					
	6 eHN SG on Semantics meeting second person						
	Speakers						
	Travel costs	0,00	0,00	0,00	**0,00**		

	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Personnel						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Participants						
	Travel costs	0,00	541,00	1,00	**541,00**	NO	International/place TBD/1 person/airplane
	Accommodation costs	0,00	190,00	1,00	**190,00**	NO	International/place TBD/1 night/1 person
	Subsistence costs	0,00	125,00	2,00	**250,00**	NO	International/place TBD/1 person/2 days
	Total travel costs for this travel	**541,00**					
	Total accommodation costs for this travel	**190,00**					
	Total subsistence costs for this travel	**250,00**					
	Total travel	**981,00**					
	1 eHN SG on technical IoP meeting second person						
	Speakers						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Personnel						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Participants						
	Travel costs	0,00	541,00	1,00	**541,00**	NO	International/place TBD/1 person/airplane
	Accommodation costs	0,00	190,00	1,00	**190,00**	NO	International/place TBD/1 night/1 person
	Subsistence costs	0,00	125,00	2,00	**250,00**	NO	International/place TBD/1 person/2 days
	Total travel costs for this travel	**541,00**					
	Total accommodation costs for this travel	**190,00**					
	Total subsistence costs for this travel	**250,00**					
	Total travel	**981,00**					
	2 eHN SG on technical IoP meeting second person						
	Speakers						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Personnel						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		

	Participants						
	Travel costs	0,00	541,00	1,00	**541,00**	NO	International/place TBD/1 person/airplane
	Accommodation costs	0,00	190,00	1,00	**190,00**	NO	International/place TBD/1 night/1 person
	Subsistence costs	0,00	125,00	2,00	**250,00**	NO	International/place TBD/1 person/2 days
	Total travel costs for this travel	**541,00**					
	Total accommodation costs for this travel	**190,00**					
	Total subsistence costs for this travel	**250,00**					
	Total travel	**981,00**					
	3 eHN SG on technical IoP meeting second person						
	Speakers						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Personnel						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Participants						
	Travel costs	0,00	541,00	1,00	**541,00**	NO	International/place TBD/1 person/airplane
	Accommodation costs	0,00	190,00	1,00	**190,00**	NO	International/place TBD/1 night/1 person
	Subsistence costs	0,00	125,00	2,00	**250,00**	NO	International/place TBD/1 person/2 days
	Total travel costs for this travel	**541,00**					
	Total accommodation costs for this travel	**190,00**					
	Total subsistence costs for this travel	**250,00**					
	Total travel	**981,00**					
	4 eHN SG on technical IoP meeting second person						
	Speakers						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Personnel						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Participants						
	Travel costs	0,00	541,00	1,00	**541,00**	NO	International/place TBD/1 person/airplane
	Accommodation costs	0,00	190,00	1,00	**190,00**	NO	International/place TBD/1 night/1 person
	Subsistence costs	0,00	125,00	2,00	**250,00**	NO	International/place TBD/1 person/2 days
	Total travel costs for this travel	**541,00**					
	Total accommodation costs for this travel	**190,00**					

	Total subsistence costs for this travel	**250,00**						
	Total travel	**981,00**						
	5 eHN SG on technical IoP meeting second person							
	Speakers							
	Travel costs	0,00	0,00	0,00	**0,00**			
	Accommodation costs	0,00	0,00	0,00	**0,00**			
	Subsistence costs	0,00	0,00	0,00	**0,00**			
	Personnel							
	Travel costs	0,00	0,00	0,00	**0,00**			
	Accommodation costs	0,00	0,00	0,00	**0,00**			
	Subsistence costs	0,00	0,00	0,00	**0,00**			
	Participants							
	Travel costs	0,00	541,00	1,00	**541,00**	NO	International/place TBD/1 person/airplane	
	Accommodation costs	0,00	190,00	1,00	**190,00**	NO	International/place TBD/1 night/1 person	
	Subsistence costs	0,00	125,00	2,00	**250,00**	NO	International/place TBD/1 person/2 days	
	Total travel costs for this travel	**541,00**						
	Total accommodation costs for this travel	**190,00**						
	Total subsistence costs for this travel	**250,00**						
	Total travel	**981,00**						
	6 eHN SG on technical IoP meeting second person							
	Speakers							
	Travel costs	0,00	0,00	0,00	**0,00**			
	Accommodation costs	0,00	0,00	0,00	**0,00**			
	Subsistence costs	0,00	0,00	0,00	**0,00**			
	Personnel							
	Travel costs	0,00	0,00	0,00	**0,00**			
	Accommodation costs	0,00	0,00	0,00	**0,00**			
	Subsistence costs	0,00	0,00	0,00	**0,00**			
	Participants							
	Travel costs	0,00	541,00	1,00	**541,00**	NO	International/place TBD/1 person/airplane	
	Accommodation costs	0,00	190,00	1,00	**190,00**	NO	International/place TBD/1 night/1 person	
	Subsistence costs	0,00	125,00	2,00	**250,00**	NO	International/place TBD/1 person/2 days	
	Total travel costs for this travel	**541,00**						
	Total accommodation costs for this travel	**190,00**						
	Total subsistence costs for this travel	**250,00**						
	Total travel	**981,00**						
	Total travel costs for this WP	**13 068,00**						
	Total accommodation costs for this WP	**4 988,00**						
	Total subsistence costs for this WP	**6 560,00**						
	Total travel for this WP	**24 616,00**						
WORK PACKAGE 2	**DISSEMINATION, TRAINING AND SUPPORT**							

	Total travel costs for this WP	**0,00**					
	Total accommodation costs for this WP	**0,00**					
	Total subsistence costs for this WP	**0,00**					
	Total travel for this WP	**0,00**					
WORK PACKAGE 3	**PREPARATION, IMPLEMENTATION & PREPRODUCTION TESTING**						
	PPT tests 1						
	Speakers						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Personnel						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Participants						
	Travel costs	0,00	541,00	1,00	**541,00**	Yes - WP 4	International/place TBD/1 person/airplane
	Accommodation costs	0,00	190,00	1,00	**190,00**	Yes - WP 4	International/place TBD/1 night/1 person
	Subsistence costs	0,00	125,00	2,00	**250,00**	Yes - WP 4	International/place TBD/1 person/2 days
	Total travel costs for this travel	**541,00**					
	Total accommodation costs for this travel	**190,00**					
	Total subsistence costs for this travel	**250,00**					
	Total travel	**981,00**					
	PPT tests 2						
	Speakers						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Personnel						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Participants						
	Travel costs	0,00	541,00	1,00	**541,00**	Yes - WP 4	International/place TBD/1 person/airplane
	Accommodation costs	0,00	190,00	1,00	**190,00**	Yes - WP 4	International/place TBD/1 night/1 person
	Subsistence costs	0,00	125,00	2,00	**250,00**	Yes - WP 4	International/place TBD/1 person/2 days
	Total travel costs for this travel	**541,00**					
	Total accommodation costs for this travel	**190,00**					
	Total subsistence costs for this travel	**250,00**					
	Total travel	**981,00**					
	PPT test 3						

	Speakers						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Personnel						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Participants						
	Travel costs	0,00	541,00	1,00	**541,00**	Yes - WP 4	International/place TBD/1 person/airplane
	Accommodation costs	0,00	190,00	1,00	**190,00**	Yes - WP 4	International/place TBD/1 night/1 person
	Subsistence costs	0,00	125,00	2,00	**250,00**	Yes - WP 4	International/place TBD/1 person/2 days
	Total travel costs for this travel	**541,00**					
	Total accommodation costs for this travel	**190,00**					
	Total subsistence costs for this travel	**250,00**					
	Total travel	**981,00**					
	PPT tests 4						
	Speakers						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Personnel						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Participants						
	Travel costs	0,00	541,00	1,00	**541,00**	Yes - WP 4	International/place TBD/1 person/airplane
	Accommodation costs	0,00	190,00	1,00	**190,00**	Yes - WP 4	International/place TBD/1 night/1 person
	Subsistence costs	0,00	125,00	2,00	**250,00**	Yes - WP 4	International/place TBD/1 person/2 days
	Total travel costs for this travel	**541,00**					
	Total accommodation costs for this travel	**190,00**					
	Total subsistence costs for this travel	**250,00**					
	Total travel	**981,00**					
	PPT tests 5						
	Speakers						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Personnel						
	Travel costs	0,00	0,00	0,00	**0,00**		

	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Participants						
	Travel costs	0,00	541,00	1,00	**541,00**	Yes - WP 4	International/place TBD/1 person/airplane
	Accommodation costs	0,00	190,00	1,00	**190,00**	Yes - WP 4	International/place TBD/1 night/1 person
	Subsistence costs	0,00	125,00	2,00	**250,00**	Yes - WP 4	International/place TBD/1 person/2 days
	Total travel costs for this travel	**541,00**					
	Total accommodation costs for this travel	**190,00**					
	Total subsistence costs for this travel	**250,00**					
	Total travel	**981,00**					
	Total travel costs for this WP	**2 705,00**					
	Total accommodation costs for this WP	**950,00**					
	Total subsistence costs for this WP	**1 250,00**					
	Total travel for this WP	**4 905,00**					
WORK PACKAGE 4	**COMPLIANCE CHECK, PRODUCTION ENVIRONMENT TESTING AND APPROVAL TO START OPERATIONS**						
	Production environment testing 1						
	Speakers						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Personnel						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Participants						
	Travel costs	0,00	541,00	1,00	**541,00**	YES - WP 3	International/place TBD/1 person/airplane
	Accommodation costs	0,00	190,00	1,00	**190,00**	YES - WP 3	International/place TBD/1 night/1 person
	Subsistence costs	0,00	125,00	2,00	**250,00**	YES - WP 3	International/place TBD/1 person/2 days
	Total travel costs for this travel	**541,00**					
	Total accommodation costs for this travel	**190,00**					
	Total subsistence costs for this travel	**250,00**					
	Total travel	**981,00**					
	Production environment testing 2						
	Speakers						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Personnel						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		

	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Participants						
	Travel costs	0,00	541,00	1,00	**541,00**	YES - WP 3	International/place TBD/1 person/airplane
	Accommodation costs	0,00	190,00	1,00	**190,00**	YES - WP 3	International/place TBD/1 night/1 person
	Subsistence costs	0,00	125,00	2,00	**250,00**	YES - WP 3	International/place TBD/1 person/2 days
	Total travel costs for this travel	**541,00**					
	Total accommodation costs for this travel	**190,00**					
	Total subsistence costs for this travel	**250,00**					
	Total travel	**981,00**					
	Production environment testing 3						
	Speakers						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Personnel						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Participants						
	Travel costs	0,00	541,00	1,00	**541,00**	YES - WP 3	International/place TBD/1 person/airplane
	Accommodation costs	0,00	190,00	1,00	**190,00**	YES - WP 3	International/place TBD/1 night/1 person
	Subsistence costs	0,00	125,00	2,00	**250,00**	YES - WP 3	International/place TBD/1 person/2 days
	Total travel costs for this travel	**541,00**					
	Total accommodation costs for this travel	**190,00**					
	Total subsistence costs for this travel	**250,00**					
	Total travel	**981,00**					
	Production environment testing 4						
	Speakers						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Personnel						
	Travel costs	0,00	0,00	0,00	**0,00**		
	Accommodation costs	0,00	0,00	0,00	**0,00**		
	Subsistence costs	0,00	0,00	0,00	**0,00**		
	Participants						
	Travel costs	0,00	541,00	1,00	**541,00**	YES - WP 3	International/place TBD/1 person/airplane
	Accommodation costs	0,00	190,00	1,00	**190,00**	YES - WP 3	International/place TBD/1 night/1 person
	Subsistence costs	0,00	125,00	2,00	**250,00**	YES - WP 3	International/place TBD/1 person/2 days
	Total travel costs for this travel	**541,00**					

	Total accommodation costs for this travel	**190,00**						
	Total subsistence costs for this travel	**250,00**						
	Total travel	**981,00**						
	Production environment testing 5							
	Speakers							
	Travel costs	0,00	0,00	0,00	**0,00**			
	Accommodation costs	0,00	0,00	0,00	**0,00**			
	Subsistence costs	0,00	0,00	0,00	**0,00**			
	Personnel							
	Travel costs	0,00	0,00	0,00	**0,00**			
	Accommodation costs	0,00	0,00	0,00	**0,00**			
	Subsistence costs	0,00	0,00	0,00	**0,00**			
	Participants							
	Travel costs	0,00	541,00	1,00	**541,00**	YES - WP 3	International/place TBD/1 person/airplane	
	Accommodation costs	0,00	190,00	1,00	**190,00**	YES - WP 3	International/place TBD/1 night/1 person	
	Subsistence costs	0,00	125,00	2,00	**250,00**	YES - WP 3	International/place TBD/1 person/2 days	
	Total travel costs for this travel	**541,00**						
	Total accommodation costs for this travel	**190,00**						
	Total subsistence costs for this travel	**250,00**						
	Total travel	**981,00**						
	Total travel costs for this WP	**2 705,00**						
	Total accommodation costs for this WP	**950,00**						
	Total subsistence costs for this WP	**1 250,00**						
	Total travel for this WP	**4 905,00**						
WORK PACKAGE 5	**OPERATIONS**							
	Total travel costs for this WP	**0,00**						
	Total accommodation costs for this WP	**0,00**						
	Total subsistence costs for this WP	**0,00**						
	Total travel for this WP	**0,00**						
					Total travel costs (all WPs)	**18 478,00**		
					Total accommodation (all WPs)	**6 888,00**		
					Total subsistence (all WPs)	**9 060,00**		
					Total travel and subsistence (all WPs)	**34 426,00**		
C.2 Equipment								
WORK PACKAGE 1	**MANAGEMENT AND COORDINATION**							
	C.2.1 Purchase (depreciation/full cost)							
		Costs (actual costs)					Also part of other work packages? YES/NO and which WP	Description of tasks/activities for which the equipment is needed
		Price	Depreciation method (e.g. 36 month or 60 month)	Number of months allocated to the action	Rate of use for the action (100% or less if used also for other purposes)	Total (EUR)		

		a	b	c	d	e =(c/b *d) * a		
	1 [Equipment short name]	0,00	0	0,00	0%	**0,00**		
	2 [Equipment short name]	0,00	0	0,00	0%	**0,00**		
	3 [Equipment short name]	0,00	ATTENTION! Can be used only if full cost option in the grant agreement			**0,00**		
					Total depreciation	**0,00**		
	C.2.2 Rental and leasing (rate of use/full cost)							
		Costs (actual costs)					Also part of other work packages? YES/NO and which WP	Description of tasks/activities for which the equipment is needed
		Monthly rent/fee	Number of months of use for the action		Rate of use for the action (100% or less if used also for other purposes)	Total (EUR)		
		a	b		c	d= a*b*c		
	1 [Equipment short name]	0,00	0,00		0%	**0,00**		
	2 [Equipment short name]	0,00	0,00		0%	**0,00**		
	3 [Equipment short name]	0,00	ATTENTION! Can be used only if full cost option in the grant agreement			**0,00**		
					Total rental and leasing	**0,00**		
					Total equipment for this WP	**0,00**		
WORK PACKAGE 2	**DISSEMINATION, TRAINING AND SUPPORT**							
	C.2.1 Purchase (depreciation/full cost)							
		Costs (actual costs)					Also part of other work packages? YES/NO and which WP	Description of tasks/activities for which the equipment is needed
		Price	Depreciation method (e.g. 36 month or 60 month)	Number of months allocated to the action	Rate of use for the action (100% or less if used also for other purposes)	Total (EUR)		
		a	b	c	d	e =(c/b *d) * a		
	1 [Equipment short name]	0,00	0	0,00	0%	**0,00**		
	2 [Equipment short name]	0,00	0	0,00	0%	**0,00**		
	3 [Equipment short name]	0,00	ATTENTION! Can be used only if full cost option in the grant agreement			**0,00**		
					Total depreciation	**0,00**		
	C.2.2 Rental and leasing (rate of use/full cost)							
		Costs (actual costs)					Also part of other work packages? YES/NO and which WP	Description of tasks/activities for which the equipment is needed
		Monthly rent/fee	Number of months of use for the action		Rate of use for the action (100% or less if used also for other purposes)	Total (EUR)		
		a	b		c	d= a*b*c		
	1 [Equipment short name]	0,00	0,00		0%	**0,00**		
	2 [Equipment short name]	0,00	0,00		0%	**0,00**		
	3 [Equipment short name]	0,00	ATTENTION! Can be used only if full cost option in the grant agreement			**0,00**		
					Total rental and leasing	**0,00**		
					Total equipment for this WP	**0,00**		
WORK PACKAGE 3	**PREPARATION, IMPLEMENTATION & PREPRODUCTION TESTING**							
	C.2.1 Purchase (depreciation/full cost)							
		Costs (actual costs)					Also part of other work packages? YES/NO and which WP	Description of tasks/activities for which the equipment is needed
		Price	Depreciation method (e.g. 36 month or 60 month)	Number of months allocated to the action	Rate of use for the action (100% or less if used also for other purposes)	Total (EUR)		
		a	b	c	d	e =(c/b *d) * a		
	HW equipment	288 500,00	48	34,00	100%	**204 354,17**	NO	• 40 server instances with 4 CPUs, 8 GB RAM and 40 GB storage • SSD storage with 4 TB • Operating system licence Estimation based on experiences of the NCPeH CZ in Kraj Vysocina

	2 [Equipment short name]	0,00	0	0,00	0%	**0,00**		
	3 [Equipment short name]	0,00	ATTENTION! Can be used only if full cost option in the grant agreement			**0,00**		
					Total depreciation	**204 354,17**		
	C.2.2 Rental and leasing (rate of use/full cost)							
		Costs (actual costs)					Also part of other work packages? YES/NO and which WP	Description of tasks/activities for which the equipment is needed
		Monthly rent/fee	Number of months of use for the action		Rate of use for the action (100% or less if used also for other purposes)	Total (EUR)		
		a	b		c	d= a*b*c		
	1 [Equipment short name]	0,00	0,00		0%	**0,00**		
	2 [Equipment short name]	0,00	0,00		0%	**0,00**		
	3 [Equipment short name]	0,00	ATTENTION! Can be used only if full cost option in the grant agreement			**0,00**		
					Total rental and leasing	**0,00**		
					Total equipment for this WP	**204 354,17**		
WORK PACKAGE 4	**COMPLIANCE CHECK, PRODUCTION ENVIRONMENT TESTING AND APPROVAL TO START OPERATIONS**							
	C.2.1 Purchase (depreciation/full cost)							
		Costs (actual costs)					Also part of other work packages? YES/NO and which WP	Description of tasks/activities for which the equipment is needed
		Price	Depreciation method (e.g. 36 month or 60 month)	Number of months allocated to the action	Rate of use for the action (100% or less if used also for other purposes)	Total (EUR)		
		a	b	c	d	e =(c/b *d) * a		
	1 [Equipment short name]	0,00	0	0,00	0%	**0,00**		
	2 [Equipment short name]	0,00	0	0,00	0%	**0,00**		
	3 [Equipment short name]	0,00	ATTENTION! Can be used only if full cost option in the grant agreement			**0,00**		
					Total depreciation	**0,00**		
	C.2.2 Rental and leasing (rate of use/full cost)							
		Costs (actual costs)					Also part of other work packages? YES/NO and which WP	Description of tasks/activities for which the equipment is needed
		Monthly rent/fee	Number of months of use for the action		Rate of use for the action (100% or less if used also for other purposes)	Total (EUR)		
		a	b		c	d= a*b*c		
	1 [Equipment short name]	0,00	0,00		0%	**0,00**		
	2 [Equipment short name]	0,00	0,00		0%	**0,00**		
	3 [Equipment short name]	0,00	ATTENTION! Can be used only if full cost option in the grant agreement			**0,00**		
					Total rental and leasing	**0,00**		
					Total equipment for this WP	**0,00**		
WORK PACKAGE 5	**OPERATIONS**							
	C.2.1 Purchase (depreciation/full cost)							
		Costs (actual costs)					Also part of other work packages? YES/NO and which WP	Description of tasks/activities for which the equipment is needed
		Price	Depreciation method (e.g. 36 month or 60 month)	Number of months allocated to the action	Rate of use for the action (100% or less if used also for other purposes)	Total (EUR)		
		a	b	c	d	e =(c/b *d) * a		
	1 [Equipment short name]	0,00	0	0,00	0%	**0,00**		
	2 [Equipment short name]	0,00	0	0,00	0%	**0,00**		
	3 [Equipment short name]	0,00	ATTENTION! Can be used only if full cost option in the grant agreement			**0,00**		
					Total depreciation	**0,00**		
	C.2.2 Rental and leasing (rate of use/full cost)							

		Costs (actual costs)					
		Monthly rent/fee	Number of months of use for the action	Rate of use for the action (100% or less if used also for other purposes)	Total (EUR)	Also part of other work packages? YES/NO and which WP	Description of tasks/activities for which the equipment is needed
		a	b	c	d= a*b*c		
	1 [Equipment short name]	0,00	0,00	0%	**0,00**		
	2 [Equipment short name]	0,00	0,00	0%	**0,00**		
	3 [Equipment short name]	0,00	ATTENTION! Can be used only if full cost option in the grant agreement		**0,00**		
	Total rental and leasing				**0,00**		
	Total equipment for this WP				**0,00**		
Total equipment (all WPs)					**204 354,17**		

C.3 Other goods, works and services

WORK PACKAGE 1 **MANAGEMENT AND COORDINATION**

	Costs (actual costs)		Also part of other work packages? YES/NO and which WP	Description of tasks/activities for which the goods/services are needed; types of goods services needed; how much
Consumables	0,00			
Conferences, seminars, workshops, trainings & events	0,00			
Information & publications	0,00			
Other expenses				
1 IPR costs	0,00			
2 Bank fees (pre-financing guarantee)	0,00			
3 Audit fees (CFS)	40 000,00		NO	T1.3 Reporting and evaluation
4 Project evaluation	0,00			
[5 short name other]	0,00			
[6 short name other]	0,00			
Total goods, works and services for this WP	**40 000,00**			

WORK PACKAGE 2 **DISSEMINATION, TRAINING AND SUPPORT**

	Costs (actual costs)		Also part of other work packages? YES/NO and which WP	Description of tasks/activities for which the goods/services are needed; types of goods services needed; how much
Consumables	0,00			
Conferences, seminars, workshops, trainings & events	112 000,00		NO	T2.2 - Health professional dissemination, education and training: Specific communication and educational sessions will be organized in order to inform and train the health professionals (physicians who generate the Patient Summaries and ePrescription, emergency ward personnel, pharmacists). The training will not be limited to teach how to use the system but also to learn about the differences among the Member States approaches, e.g., to consent management, way of creating the Patient Summaries and clinical implication of these differences. T2.3 - Citizen dissemination and motivation: Citizens will be made aware of their rights about cross-border care and about the availability of eHealth cross-border services in term of actions to be done while still at home, to enable the use of these eHealth services (i.e. consent signature, request for their Patient Summary to the GP's) and about the activated Points of Care in the visited Countries. Specific mass communications and focused actions towards tourists, students and business travelers will be designed and put in place.; Disseminations activities - conferences, support on creation of the technical educational material, printing of leaflets
Information & publications	0,00			

	Other expenses				
	1 IPR costs	0,00			
	2 Bank fees (pre-financing guarantee)	0,00			
	3 Audit fees (CFS)	0,00			
	4 Project evaluation	0,00			
	[5 short name other]	0,00			
	[6 short name other]	0,00			
	Total goods, works and services for this WP	**112 000,00**			
WORK PACKAGE 3	**PREPARATION, IMPLEMENTATION & PREPRODUCTION TESTING**				
		Costs (actual costs)		Also part of other work packages? YES/NO and which WP	Description of tasks/activities for which the goods/services are needed; types of goods services needed; how much
	Consumables	0,00			
	Conferences, seminars, workshops, trainings & events	0,00			
	Information & publications	0,00			
	Other expenses				
	1 IPR costs	0,00			
	2 Bank fees (pre-financing guarantee)	0,00			
	3 Audit fees (CFS)	0,00			
	4 Project evaluation	0,00			
	[5 short name other]	0,00			
	[6 short name other]	0,00			
	Total goods, works and services for this WP	**0,00**			
WORK PACKAGE 4	**COMPLIANCE CHECK, PRODUCTION ENVIRONMENT TESTING AND APPROVAL TO START OPERATIONS**				
		Costs (actual costs)		Also part of other work packages? YES/NO and which WP	Description of tasks/activities for which the goods/services are needed; types of goods services needed; how much
	Consumables	0,00			
	Conferences, seminars, workshops, trainings & events	0,00			
	Information & publications	0,00			
	Other expenses				
	1 IPR costs	0,00			
	2 Bank fees (pre-financing guarantee)	0,00			
	3 Audit fees (CFS)	0,00			
	4 Project evaluation	0,00			
	[5 short name other]	0,00			
	[6 short name other]	0,00			
	Total goods, works and services for this WP	**0,00**			
WORK PACKAGE 5	**OPERATIONS**				
		Costs (actual costs)		Also part of other work packages? YES/NO and which WP	Description of tasks/activities for which the goods/services are needed; types of goods services needed; how much
	Consumables	0,00			
	Conferences, seminars, workshops, trainings & events	0,00			
	Information & publications	0,00			

	Other expenses				
	1 IPR costs	0,00			
	2 Bank fees (pre-financing guarantee)	0,00			
	3 Audit fees (CFS)	0,00			
	4 Project evaluation	0,00			
	[5 short name other]	0,00			
	[6 short name other]	0,00			
	Total goods, works and services for this WP	**0,00**			
	Total goods, works and services (all WPs)	**152 000,00**			
			Total purchase costs (all WPs)	**390 780,17**	

D. Other cost categories

D.1. Financial support to third parties

WORK PACKAGE 1	**MANAGEMENT AND COORDINATION**				
	Financial support to third parties	Costs (actual costs)		Also used for other work packages? YES/NO and which WP	Description of support scheme (estimated number of recipients; maximum amount per recipient)
	[Support scheme short name]	0,00			
	[Support scheme short name]	0,00			
		0,00			
	Total other cost category D.1 for this WP	**0,00**			
WORK PACKAGE 2	**DISSEMINATION, TRAINING AND SUPPORT**				
	Financial support to third parties	Costs (actual costs)		Also used for other work packages? YES/NO and which WP	Description of support scheme (estimated number of recipients; maximum amount per recipient)
	[Support scheme short name]	0,00			
	[Support scheme short name]	0,00			
		0,00			
	Total other cost category D.1 for this WP	**0,00**			
WORK PACKAGE 3	**PREPARATION, IMPLEMENTATION & PREPRODUCTION TESTING**				
	Financial support to third parties	Costs (actual costs)		Also used for other work packages? YES/NO and which WP	Description of support scheme (estimated number of recipients; maximum amount per recipient)
	[Support scheme short name]	0,00			
	[Support scheme short name]	0,00			
		0,00			
	Total other cost category D.1 for this WP	**0,00**			
WORK PACKAGE 4	**COMPLIANCE CHECK, PRODUCTION ENVIRONMENT TESTING AND APPROVAL TO START OPERATIONS**				

	Financial support to third parties	Costs (actual costs)		Also used for other work packages? YES/NO and which WP	Description of support scheme (estimated number of recipients; maximum amount per recipient)
	[Support scheme short name]	0,00			
	[Support scheme short name]	0,00			
		0,00			
	Total other cost category D.1 for this WP	**0,00**			
WORK PACKAGE 5	**OPERATIONS**				
	Financial support to third parties	Costs (actual costs)		Also used for other work packages? YES/NO and which WP	Description of support scheme (estimated number of recipients; maximum amount per recipient)
	[Support scheme short name]	0,00			
	[Support scheme short name]	0,00			
		0,00			
	Total other cost category D.1 for this WP	**0,00**			
		Total D.1 (all WPs)	**0,00**		
		Total other cost categories (all WPs)	**0,00**		

E. Indirect costs

		Costs (flat-rate)	
ALL WORK PACKAGES	Total estimated direct costs (on which indirect cost flat-rate is based, see GA eligibility article)	3 248 480,17	
	Flat-rate (%)	7%	ATTENTION**!** Check that the rate is in line with the call conditions. Put 0% if you receive an EU Operating Grant and are not eligible to charge indirect costs"
	Total indirect costs	227 393,61	
	Total indirect costs	**227 393,61**	

TOTAL COSTS PARTICIPANT	**3 475 873,78**	

PROJECT INCOME

EU CONTRIBUTION (GRANT)

		Amount (EUR)	
	Total costs	3 475 873,78	
	Single Funding rate (%)	80%	ATTENTION**!** Enter funding rate from the call conditions.
	Maximum EU contribution	2 780 699,02	
	Requested EU contribution	**2 780 699,00**	ATTENTION**!** In order to avoid rounding issues, please request 1 cent less than the maximum EU contribution.
	EU CONTRIBUTION	**2 780 699,00**	

REVENUES AND CONTRIBUTIONS BY THIRD PARTIES

Revenues

Income generated by the action

		Amount (EUR)	Description of the income (type of generated income and number of users, etc)
ALL WORK PACKAGES	Estimated income generated by the action	0,00	
	Total income generated by the action	**0,00**	
	Revenues	**0,00**	

In-kind contributions by third parties

In-kind contributions by third parties

		Amount (EUR)	Description of the contribution (type of contribution, donor, purpose etc)
ALL WORK PACKAGES	Estimated in-kind contributions by third parties	0,00	
	Total in-kind contributions	**0,00**	
	In-kind contributions	**0,00**	

Financial contributions by third parties

Financial contributions by third parties

		Amount (EUR)	Description of the contribution (type of contribution, donor, purpose, etc)
ALL WORK PACKAGES	Estimated financial contributions by third parties	0,00	
	Total financial contributions	**0,00**	
	Financial contributions	**0,00**	
TOTAL REVENUES AND CONTRIBUTIONS BY THIRD PARTIES		**0,00**	

OWN RESOURCES

		Amount (EUR)	
	Own resources	695 174,78	
	OWN RESOURCES	**695 174,78**	
	TOTAL INCOME PARTICIPANT	**3 475 873,78**	

DETAILED BUDGET TABLE (ACTION GRANTS)

Project number:	**101128954**
Project acronym:	**SK-NCPeH**
Participant short name:	**NCZI**
Participant PIC:	**998884370**

CONSOLIDATED COSTS PER WORK PACKAGE (PER PARTICIPANT)

COSTS PER WORK PACKAGE

	A.1 Employees A.2 + A.3 Natural persons under direct contract and seconded persons a1 - a2	A.4 SME owners a3	B. Subcontracting costs b	C. Purchase costs						D. Other cost categories	E. Indirect costs	Total
				C.1 Travel and subsistence c1	C.1 Travel c1a	C.1 Accommodation c1b	C.1 Subsistence c1c	C.2 Equipment c2	C.3 Other goods, work and services c3	D.1 Financial support to third parties d1	e = flat-rate * (a1 + a2 + a3 + a5 + b [+ c1] + [c1a + c1b + c1c] + c2 + c3 + d1 + d2 + d3 + d4 + d5 + d6)	
WP1 MANAGEMENT AND COORDINATION	**465 500,00**	**0,00**	**0,00**	**24 616,00**	**13 068,00**	**4 988,00**	**6 560,00**	**0,00**	**40 000,00**	**0,00**		**530 116,00**
WP2 DISSEMINATION, TRAINING AND SUPPORT	**120 000,00**	**0,00**	**90 000,00**	**0,00**	**0,00**	**0,00**	**0,00**	**0,00**	**112 000,00**	**0,00**		**322 000,00**
WP3 PREPARATION, IMPLEMENTATION & PREPRODUCTION TESTING	**918 500,00**	**0,00**	**733 200,00**	**4 905,00**	**2 705,00**	**950,00**	**1 250,00**	**204 354,17**	**0,00**	**0,00**		**1 860 959,17**
WP4 COMPLIANCE CHECK, PRODUCTION ENVIRONMENT TESTING AND APPROVAL TO	**155 500,00**	**0,00**	**114 000,00**	**4 905,00**	**2 705,00**	**950,00**	**1 250,00**	**0,00**	**0,00**	**0,00**		**274 405,00**
WP5 OPERATIONS	**117 000,00**	**0,00**	**144 000,00**	**0,00**	**0,00**	**0,00**	**0,00**	**0,00**	**0,00**	**0,00**		**261 000,00**
TOTAL COSTS PARTICIPANT	**1 776 500,00**	**0,00**	**1 081 200,00**	**34 426,00**	**18 478,00**	**6 888,00**	**9 060,00**	**204 354,17**	**152 000,00**	**0,00**	**227 393,61**	**3 475 873,78**

DETAILED BUDGET TABLE (ACTION GRANTS)

Project number:	**101128954**
Project acronym:	**SK-NCPeH**

ATTENTION! Delete columns that do not apply for your grant.

CONSOLIDATED COSTS PER WORK PACKAGE (PROJECT)

PROJECT COSTS PER WORK PACKAGE

	A.1 Employees A.2 + A.3 Natural persons under direct contract and seconded persons	A.4 SME owners	B. Subcontracting costs	C. Purchase costs						D. Other cost categories	E. Indirect costs	Total
				C.1 Travel and subsistence	C.1 Travel	C.1 Accommodation	C.1 Subsistence	C.2 Equipment	C.3 Other goods, works and services	D.1 Financial support to third parties		
	a1 - a2	a3	b	c1	c1a	c1b	c1c	c2	c3	d1	e = flat-rate * (a1 + a2 + a3 + a5 + b [+ c1] + [c1a + c1b + c1c] + c2 + c3 + d1 + d2 + d3 + d4 + d5 + d6)	
PARTICIPANT NCZI												
TOTAL COSTS PARTICIPANT (Proposal Step)	**1 776 500,00**	**0,00**	**1 193 200,00**	**47 580,00**	**34 480,00**	**8 400,00**	**4 700,00**	**191 250,00**	**40 000,00**	**0,00**	**227 397,10**	**3 475 927,10**
TOTAL COSTS PARTICIPANT (Grant Preparation Step)	**1 776 500,00**	**0,00**	**1 081 200,00**	**34 426,00**	**18 478,00**	**6 888,00**	**9 060,00**	**204 354,17**	**152 000,00**	**0,00**	**227 393,61**	**3 475 873,78**
PARTICIPANT [name]												
TOTAL COSTS PARTICIPANT (Proposal Step)												**0,00**
TOTAL COSTS PARTICIPANT (Grant Preparation Step)												**0,00**
PARTICIPANT [name]												
TOTAL COSTS PARTICIPANT (Proposal Step)												**0,00**
TOTAL COSTS PARTICIPANT (Grant Preparation Step)												**0,00**

ANNEX 2

ESTIMATED BUDGET FOR THE ACTION

	Estimated eligible[1] costs (per budget category)											Estimated EU contribution[2]			
	Direct costs									Indirect costs	Total costs	EU contribution to eligible costs			Maximum grant amount[6]
	A. Personnel costs		B. Subcontracting costs	C. Purchase costs					D. Other cost categories	E. Indirect costs[3]		Funding rate %[4]	Maximum EU contribution[5]	Requested EU contribution	
	A.1 Employees (or equivalent) A.2 Natural persons under direct contract A.3 Seconded persons	A.4 SME owners and natural person beneficiaries	B. Subcontracting	C.1 Travel and subsistence			C.2 Equipment	C.3 Other goods, works and services	D.1 Financial support to third parties	E. Indirect costs					
				Travel	Accommodation	Subsistence									
Forms of funding	Actual costs	Unit costs[7]	Actual costs	Unit[7] or actual costs	Unit[7] or actual costs	Unit[7] or actual costs	Actual costs	Actual costs	Actual costs	Flat-rate costs[8]					
	a1	a3	b	c1a	c1b	c1c	c2	c3	d1	e = flat-rate * (a1 + a3 + b + c1a + c1b + c1c + c2 + c3 + d1)	f = a + b + c + d + e	U	g = f * U%	h	m
1 - NCZI	1 776 500.00	0.00	1 081 200.00	18 478.00	6 888.00	9 060.00	204 354.17	152 000.00	0.00	227 393.61	3 475 873.78	80	2 780 699.02	2 780 699.00	2 780 699.00

[1] See Article 6 for the eligibility conditions. All amounts must be expressed in EUR (see Article 21 for the conversion rules).
[2] The consortium remains free to decide on a different internal distribution of the EU funding (via the consortium agreement; see Article 7).
[3] Indirect costs already covered by an operating grant (received under any EU funding programme) are ineligible (see Article 6.3). Therefore, a beneficiary/affiliated entity that receives an operating grant during the action duration cannot declare indirect costs for the year(s)/reporting period(s) covered by the operating grant, unless they can demonstrate that the operating grant does not cover any costs of the action. This requires specific accounting tools. Please immediately contact us via the EU Funding & Tenders Portal for details.
[4] See Data Sheet for the funding rate(s).
[5] This is the theoretical amount of the EU contribution to costs, if the reimbursement rate is applied to all the budgeted costs. This theoretical amount is then capped by the 'maximum grant amount'.
[6] The 'maximum grant amount' is the maximum grant amount decided by the EU. It normally corresponds to the requested grant, but may be lower.
[7] See Annex 2a 'Additional information on the estimated budget' for the details (units, cost per unit).
[8] See Data Sheet for the flat-rate.

ANNEX 2a

ADDITIONAL INFORMATION ON UNIT COSTS AND CONTRIBUTIONS

SME owners/natural person beneficiaries without salary

See Additional information on unit costs and contributions (Annex 2a and 2b)

Travel and subsistence

See Additional information on unit costs and contributions (Annex 2a and 2b)

FINANCIAL STATEMENT FOR [PARTICIPANT NAME] FOR REPORTING PERIOD [NUMBER]

	Eligible[1] costs (per budget category)											EU contribution[2]				Revenues
	Direct costs									Indirect costs	Total costs	EU contribution to eligible costs			Total requested EU contribution	Income generated by the action
	A. Personnel costs		B. Subcontracting costs	C. Purchase costs					D. Other cost categories	E. Indirect costs[2]		Funding rate %[3]	Maximum EU contribution[4]	Requested EU contribution		
	A.1 Employees (or equivalent) A.2 Natural persons under direct contract A.3 Seconded persons	A.4 SME owners and natural person beneficiaries	B. Subcontracting	C.1 Travel and subsistence			C.2 Equipment	C.3 Other goods, works and services	D.X Financial support to third parties	E. Indirect costs						
				Travel	Accommodation	Subsistence										
Forms of funding	Actual costs	Unit costs[5]	Actual costs	Unit[5] or actual costs	Unit[5] or actual costs	Unit[5] or actual costs	Actual costs	Actual costs	Actual costs	Flat-rate costs[6]						
	a1	a3	b	c1a	c1b	c1c	c2	c3	d1a	e = flat-rate * (a1 + a3 + b + c1a + c1b + c1c + c2 + c3 + d1a)	f = a+b+c+d+e	U	g = f*U%	h	m	n
XX – [short name beneficiary/affiliated entity]																

The beneficiary/affiliated entity hereby confirms that:

The information provided is complete, reliable and true.

The costs and contributions declared are eligible (see Article 6).

The costs and contributions can be substantiated by adequate records and supporting documentation that will be produced upon request or in the context of checks, reviews, audits and investigations (see Articles 19, 20 and 25).

For the last reporting period: that all the revenues have been declared (see Article 22).

ⓘ Please declare all eligible costs and contributions, even if they exceed the amounts indicated in the estimated budget (see Annex 2). Only amounts that were declared in your individual financial statements can be taken into account lateron, in order to replace costs/contributions that are found to be ineligible.

[1] See Article 6 for the eligibility conditions. All amounts must be expressed in EUR (see Article 21 for the conversion rules).

[2] If you have also received an EU operating grant during this reporting period, you cannot claim indirect costs - unless you can demonstrate that the operating grant does not cover any costs of the action. This requires specific accounting tools. Please contact us immediately via the Funding & Tenders Portal for details.

[3] See Data Sheet for the reimbursement rate(s).

[4] This is the *theoretical* amount of EU contribution to costs that the system calculates automatically (by multiplying the reimbursement rates by the costs declared). The amount you request (in the column 'requested EU contribution') may be less.

[5] See Annex 2a 'Additional information on the estimated budget' for the details (units, cost per unit).

[6] See Data Sheet for the flat-rate.

ANNEX 5

SPECIFIC RULES

ETHICS (— ARTICLE 14)

Ethics

Actions involving activities raising ethics issues must be carried out in compliance with:

- ethical principles

and

- applicable EU, international or national law, including Directive 2005/28[1] and Regulation 536/2014[2] .

The beneficiaries must pay particular attention to the principle of proportionality, the right to privacy, the right to the protection of personal data, the right to the physical and mental integrity of a person, the right to non-discrimination, the need to ensure protection of the environment and high levels of human health protection.

Before the beginning of an action task raising an ethical issue, the beneficiaries must have obtained all approvals or other mandatory documents needed for implementing the task, notably from any (national or local) ethics committee or other bodies such as data protection authorities.

The documents must be kept on file and be submitted upon request by the coordinator to the granting authority. If they are not in English, they must be submitted together with an English summary, which shows that the documents cover the action tasks in question and includes the conclusions of the committee or authority concerned (if any).

INTELLECTUAL PROPERTY RIGHTS (IPR) — BACKGROUND AND RESULTS — ACCESS RIGHTS AND RIGHTS OF USE (— ARTICLE 16)

List of background

The beneficiaries must, where industrial and intellectual property rights (including rights of third parties) exist prior to the Agreement, establish a list of these pre-existing industrial and intellectual property rights, specifying the rights owners.

The coordinator must — before starting the action — submit this list to the granting authority.

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[1] Commission Directive 2005/28/EC of 8 April 2005 laying down principles and detailed guidelines for good clinical practice as regards investigational medicinal products for human use, as well as the requirements for authorisation of the manufacturing or importation of such products (OJ L 91, 9.4.2005, p. 13).

[2] Regulation (EU) No 536/2014 of the European Parliament and of the Council of 16 April 2014 on clinical trials on medicinal products for human use, and repealing Directive 2001/20/EC (OJ L 158, 27.5.2014, p. 1).

Rights of use of the granting authority on results for information, communication, dissemination and publicity purposes

The granting authority also has the right to exploit non-sensitive results of the action for information, communication, dissemination and publicity purposes, using any of the following modes:

- **use for its own purposes** (in particular, making them available to persons working for the granting authority or any other EU service (including institutions, bodies, offices, agencies, etc.) or EU Member State institution or body; copying or reproducing them in whole or in part, in unlimited numbers; and communication through press information services)

- **distribution to the public** in hard copies, in electronic or digital format, on the internet including social networks, as a downloadable or non-downloadable file

- **editing** or **redrafting** (including shortening, summarising, changing, correcting, cutting, inserting elements (e.g. meta-data, legends or other graphic, visual, audio or text elements extracting parts (e.g. audio or video files), dividing into parts or use in a compilation

- **translation** (including inserting subtitles/dubbing) in all official languages of EU

- **storage** in paper, electronic or other form

- **archiving** in line with applicable document-management rules

- the right to authorise **third parties** to act on its behalf or sub-license to third parties, including if there is licensed background, any of the rights or modes of exploitation set out in this provision

- **processing**, analysing, aggregating the results and **producing derivative works**

- **disseminating** the results in widely accessible databases or indexes (such as through ‘open access’ or ‘open data’ portals or similar repositories, whether free of charge or not.

The beneficiaries must ensure these rights of use for the whole duration they are protected by industrial or intellectual property rights.

If results are subject to moral rights or third party rights (including intellectual property rights or rights of natural persons on their image and voice), the beneficiaries must ensure that they comply with their obligations under this Agreement (in particular, by obtaining the necessary licences and authorisations from the rights holders concerned).

Access rights for the granting authority, EU institutions, bodies, offices or agencies and national authorities to results for policy purposes

The beneficiaries must grant access to their results — on a royalty-free basis — to the granting authority, other EU institutions, bodies, offices or agencies, for developing, implementing and monitoring EU policies or programmes.

Such access rights are limited to non-commercial and non-competitive use.

The access rights also extend to national authorities of EU Member States or associated countries, for developing, implementing and monitoring their policies or programmes in this area. In this case, access is subject to a bilateral agreement to define specific conditions ensuring that:

- the access will be used only for the intended purpose and
- appropriate confidentiality obligations are in place.

Moreover, the requesting national authority or EU institution, body, office or agency (including the granting authority) must inform all other national authorities of such a request.

Access rights for third parties to ensure continuity and interoperability

Where the call conditions impose continuity or interoperability obligations, the beneficiaries must make the materials, documents and information and results produced in the framework of the action available to the public (freely accessible on the Internet under open licences or open source licences).

COMMUNICATION, DISSEMINATION AND VISIBILITY (— ARTICLE 17)

Communication and dissemination plan

The beneficiaries must provide a detailed communication and dissemination plan, setting out the objectives, key messaging, target audiences, communication channels, social media plan, planned budget and relevant indicators for monitoring and evaluation.

Additional communication and dissemination activities

The beneficiaries must engage in the following additional communication and dissemination activities:

- **present the project** (including project summary, coordinator contact details, list of participants, European flag and funding statement and project results) on the beneficiaries' **websites** or **social media accounts**
- for actions involving **publications**, mention the action and the European flag and funding statement on the cover or the first pages following the editor's mention
- for actions involving public **events**, display signs and posters mentioning the action and the European flag and funding statement
- upload the public **project results** to the EU4Health Project Results platform, available through the Funding & Tenders Portal .

SPECIFIC RULES FOR CARRYING OUT THE ACTION (— ARTICLE 18)

Durability

Unless exempted by the granting authority, the beneficiaries must commit to continue to use and maintain after the end of the action equipment bought and eligible at full cost, for activities pursuing the action's objectives. Such equipment must be used for these purposes — for at least five years after the end of the action (see Data Sheet, Point 1) or until the end of its economic lifespan (i.e. until it has been fully depreciated) — whichever is earlier.

Specific rules for blending operations

When implementing blending operations, the beneficiaries acknowledge and accept that:

- the grant depends on the approved financing from the Implementing Partner and/or public or private investors for the project
- they must inform the granting authority both about the approval for financing and the financial close — within 15 days
- the payment deadline for the first prefinancing is automatically suspended until the granting authority is informed about the approval for financing
- both actions will be managed and monitored in parallel and in close coordination with the Implementing Partner, in particular:
    - all information, data and documents (including the due diligence by the Implementing Partner and the signed agreement) may be exchanged and may be relied on for the management of the other action (if needed)
    - issues in one action may impact the other (e.g. suspension or termination in one action may lead to suspension also of the other action; termination of the grant will normally suspend and exit from further financing and vice versa, etc.)
- the granting authority may disclose confidential information also to the Implementing Partner.

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