Simplified Costs Options

Adapting tools, procedures and checks to SCOs'

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Prague

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- Learning objective
  - Simplifying programming, contracting, verification and monitoring all together
  - Insisting on the consequences of SCOs on tools, procedures, documents and checks
- Learning points
  - Presenting all Simplified Cost Options and their success conditions
  - Focusing on possibilities to relate SCO to sound outputs and results and not only inputs
  - Looking to the most up-dated experiences at EU and Member-States level
  - Listing simplification actions (quick-wins and long-term success)
  - Ensuring the best collection of data, calculations and updates
  - Tackling adjustments of the Management & Control System
  - Adjusting calls, appraisal checklist, selection criteria, contract and reports
  - Anticipating audit and screening the selection, contracting and reporting phases
  - Mitigating the risks: sampling, walk-through testing
- Special points
  - Discussions, group work, cases and example

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DAY 1	
Morning session * 9.30am to 12.30pm	**Step 1: Defining requirements for simplification** **Success conditions and key topics listed** • Lessons learnt: reduction of administrative burdens? • Focus on key options and elements of simplification: quick wins
	Step 2: Discussing simplification in case of SCO : unit cost, lump sum & flat rates **Examples of simplification steps** • The options in details, calculation and up-dates methods • The conditions for payments of the operation & reporting arrangements • The consequences on Public procurement & State Aid • The choice of the indicators : from inputs to outputs / results
Lunch from 12.30pm to 2.00pm	
Afternoon session 2.00pm to 4.30pm	**Step 3: Ensuring a secure calculation and control of SCO** **Practical cases and proposal of concrete solutions** • Historical and accounting data • Single lump sum and draft budgets • The specific cases of staff costs & indirect costs • The specific case of infrastructures

Registration and welcome coffee: 9:00-9:30

15-minute breaks at 10.30am and 3.15pm

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DAY 2	
Morning session 9.00am to 12.30pm	**Exercises in group : targeting & calculation workshop** **Practical cases and proposal of concrete simplification** • Simplification with SCO – unit costs • Simplification with SCO – lump sum and single lump sums • Simplification with SCO – flat rates & indirect costs
Lunch from 12.30pm to 2.00pm	
Afternoon session 2.00pm to 4.00pm	**Exercises in group : thematic workshop** **Practical cases and proposal of concrete simplification** • Trainings and education • Support to businesses / start-ups • Research and development • Energy and transport • Fight against poverty • Migration and border controls • Local infrastructures

15-minute breaks at 10.30am and 3.00pm

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DAY 3	
Morning session 9.00am to 12.30pm	**Step 4: Setting-up a new simplified system** **Exercises of simplification of the Management & Control system** • New ex-ante checks and selection process • Simplification of Contract & adjustment process • Simplification of Management & Control system • Better prevention and management of risks • Sampling of expenditures and operations • New checks on-the-spot
Lunch from 12.30pm to 2.00pm	
Afternoon session 2.00pm to 4.00pm	**Step 5: Defining concrete steps of simplification** **Full action plan designed with participants** • New Delegated acts (DA) for SCO • New audit trail as managerial exercise • Full action plan

15-minute breaks at 10.30am and 3.00pm