

# Project Implementation seminar

## Eligibility quiz with answers

### 1. Where to report the cost of groceries:

- a) BL administration cost
- b) BL external expertise
- c) ***it depends***

If it is an internal meeting in the partner organisation - then the groceries cost should be reported under BL Office and Administration cost. For example, partner organisation has a project team meeting or the meeting with external expert who is providing service to the project.

If it is an event for project target group (for example, local inhabitants), then groceries cost should be reported under BL External Expertise and services. In such case following conditions must be met:

- the event is project relevant;
- the event has external participants, such as stakeholders, local people, if this is relevant for the project; AND
- there is a separate invoice for the groceries. This means that project cannot divide invoices when the institution buys larger amounts of groceries.

### 2. In which cases you do not need apply depreciation to equipment?

- a) ***low value asset***
- b) equipment as part of investment
- c) ***equipment to carry out project activities***

### 3. Is daily allowance eligible for members of the steering group and target group?

- a) eligible
- b) ***not eligible***

Daily allowance is not eligible for the steering group and target group members because as a rule daily allowance is meant to project staff.

### 4. Under which budget line travel cost of external experts have to be reported?

- a) BL Travel and Accommodation
- b) ***BL External Expertise and Services***

Cost of external expert travel have to be included in the service agreement and reported under BL External expertise and services.



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**5. Under which budget line a participation fee has to be reported?**

- a) BL Travel and Accommodation
- b) *BL External Expertise and Services***
- c) BL Office and Administration

The participation fee has to be reported under the BL External expertise and services

**6. Minimum duration of meeting cost for lunch to be eligible**

- a) 6 hours
- b) *6 hours including lunch***
- c) 4 hours

**7. Where the purchase of a phone should be reported?**

- a) BL Equipment
- b) *BL Office and Administration***
- c) *BL Infrastructure and Works***

If a phone is bought as a package including the phone and service in a monthly fee, the cost falls under BL Office and administration (flat rate). But if you buy a phone device separately, then it is reported in the BL Equipment.

**8. What is threshold when you must ask for a price comparison according to the programme rules?**

- a) 5 000 EUR including VAT
- b) 5 000 EUR excluding VAT
- c) *5 000 EUR including or excluding VAT depending if VAT is an eligible cost for partner***

If VAT is eligible cost for project partner, then 5 000 EUR including VAT. If VAT is not eligible cost for project partner, then 5 000 EUR excluding VAT.

