



## Agenda - Working level meeting

- > 14:20 17:30 Working level meeting
  - √ 14:20 14:30 Welcome and Introduction
  - √ 14:30 15:00 INEA presentation
  - √ 15:00 15:15 Overview on the progress of the Actions
  - √ 15:15 15:45 Action Monitoring and Reporting
  - √ 15:45 16:00 Financial Management of the Actions
    - Payments distribution
    - Overview of the upcoming payments
  - √ 16:00 16:20 Information flow: Amendments and Budget Transfer
    - Amendments: Overview of the main principles
    - 2019 Amendment cycle
    - Budget Transfer
  - √ 16:20 16:30 Communication and supporting tools
  - √ 16:30 17:00 Questions & Answers
  - √ 17:00 17:30 Next Steps and closure of the meeting

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## You can ask us any question!

We'd love to make sure we address **your questions** at today's Annual Meeting.

Therefore, we'll be using an **online tool** that allows you to submit your questions whenever you feel like it.

#### To join:

- 1. Simply take out your smartphone and open your browser
- 2.Go to **slido.com** and enter the event code **[#SESARdelivers]**.
- 3. You can now ask questions and upvote the best ones.
- 4. Please make sure to indicate **to whom** you are asking your question!
- 5.Let's test this with a small poll question...

We will try to address as many questions as possible with relevance for the entire audience during the Q&A slot moderated by Mariagrazia. Questions will be answerred either today during the morning or afternoon session.

In any case, all non-confidential questions with a wider relevance & our answers will be made available on our website afterwards.



## You can ask us any question!

For asking more clarifications to a particular question or just ask a question the good old-fashioned way, we have for you THE CATCH BOX.

Just catch the microphone and ask your question and... don't be afraid to throw it to the next person with a question









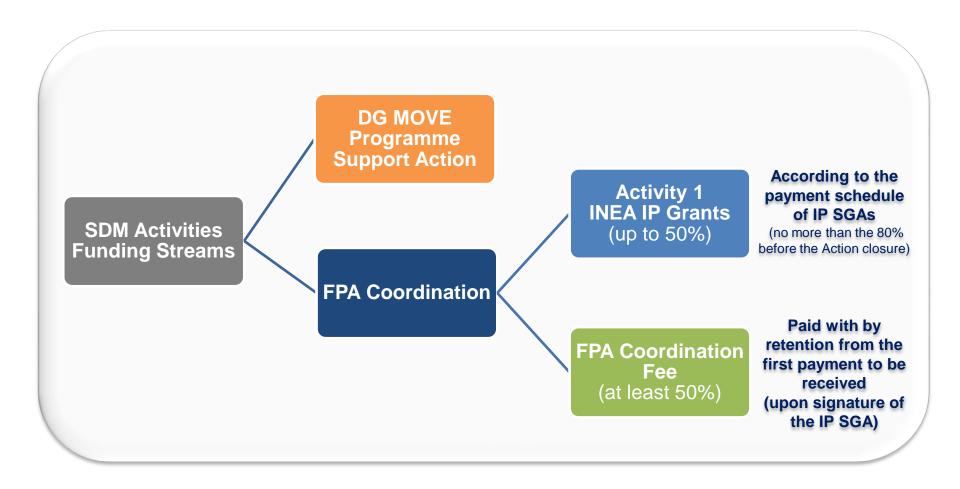
In an effort to continue to secure the high-quality and workload with regard to the role of FPA Coordinator the FPA Coordination Fee will need to increase as well as establishing a Compensation Fee!

As anticipated during the 2018 Annual events, the increasing number of Actions, IPs and IPPs leads to higher complexity, and therefore the execution of coordination activities is needed. In this respect, SDM had to re-consider its funding scheme as clarified within the Internal Cooperation Agreement (ICA).

At the General Meeting of Members in June 2019, the **Members agreed to an increase** of the FPA Coordination Fee from 1% to 2.5% as well as establishing a Compensation Fee!

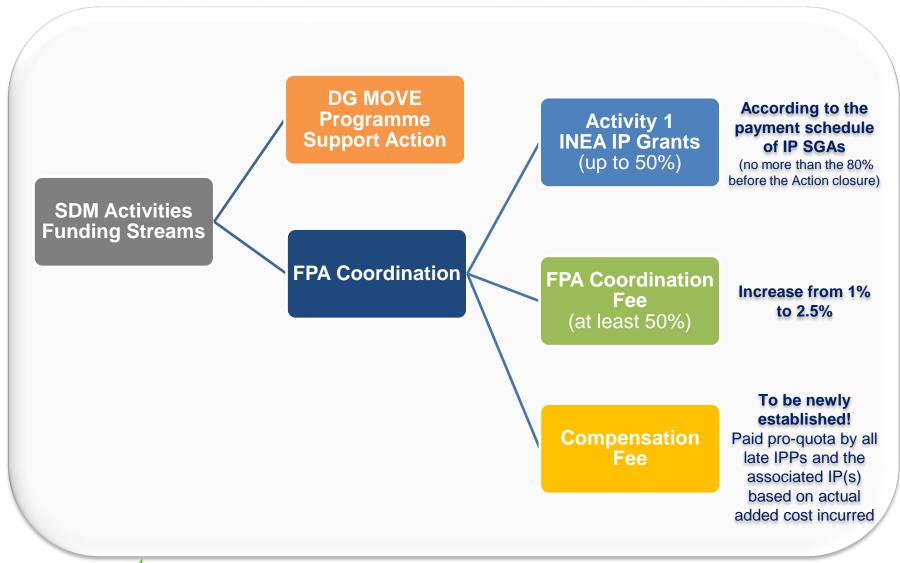


## **Current Funding Scheme / Mechanism of SDM**





## **Future Funding Scheme / Mechanism of SDM**





## **Increase of FPA Coordination Fee 1/2**

#### **FPA Coordination Fee Increase**

- According to the Art. 6 of ICA, the FPA Coordination Work-package 1 costs is recovered at 100%: in particular, for up to 50% by Commission co-funding and at least the 50% by Implementing Partners proportionally.
- The budget which was estimated provisionally at 1% of the total eligible costs of each Action, is not dimensioned against the increased effort linked to the larger and more pervasive role of the Coordinator in support to the beneficiaries and INEA, as materialized in the recent years.
- In order to reflect the added effort in the execution of SDM in its Coordinator role, an increase of the FPA Coordination Fee is necessary and will be deducted from the next payments envisaged for each Action as from the point of decision by the GMoM (as from July 2019 onwards).
- At the General Meeting of Members in June, the Members agreed to an increase of the FPA Coordination Fee from 1% to 2.5% as well as establishing a Compensation Fee!



### **Increase of FPA Coordination Fee 2/2**

#### **FPA Coordination Fee Increase**

- The FPA Coordination Fee increase will be based on the total initial planned costs over the whole duration of each Implementation Action.
- The resulting additional retention by SDA shall occur at the earliest opportunity after adoption of this decision by the General Meeting of Members.
- Having regard to the activation of the increased FPA Coordination Fee, this would be retained from all (further) Pre-Financings and any Interim/ Balance Payments received by SDA from INEA in its role as Coordinator. However, this approach would be applied on a "per Action / Beneficiary" basis as well as preferably in a single retention (i.e. not split).
- Positive payments that fully cover the amount of FPA Coordination Fee to be paid by each Beneficiary per Action. As already performed for the previous payments the Increase of FPA Coordination Fee will not be requested as a form of reimbursement.



## **Establishing a Compensation Fee 1/2**

#### **Compensation Fee**

- In line with the Internal Cooperation Agreement (ICA, C.5.Liability, a.), SDA will with retroactive effect as from 1 January 2018, levy a Compensation Fee, which shall apply to:
  - IPP(s) where a substantial amount of added coordination effort arises.
  - IPP(s) causing the extension of the duration of the Action as a result of running late.
  - IPP(s) facing a delay greater than 12 months and requiring re-planning and additional coordination effort by SDA.



## **Establishing a Compensation Fee 2/2**

#### **Compensation Fee**

- In both cases the Compensation Fee shall be paid only by relevant Beneficiaries for which the additional support needs to be performed.
- Should an Implementation Project become subject to the Compensation Fee, the Implementing Partner will be informed by SDM.

#### **Supplementary Compensation Fee**

- In some cases, SDA effort going into the support of dedicated IPP(s) may be even larger. This may be the result of dedicated support requested by the IPP(s) e.g. to attend project meetings. This may result in added effort with regard to dedicated working hours, traveling time and travel expenses.
- Cost shall be transparently documented by SDA and to be applied to / recovered from Implementation Projects on an additional and actual cost basis.





# INEA - The Innovation and Networks Executive Agency

**INEA – SDM Annual Meeting** 



Pamela Piech
Project Officer
CEF Department, INEA

Brussels, 14/11/2019



# **INEA – SDM Annual Meeting**

## Key agenda points

- Introductory remarks
- Overview of SDM coordinated Actions
- INEA Project Management Lifecycle
  - Action Status Reports
  - On-site visits
  - Amendments
- Q&A





## **Overview**

### **SDM** coordinated Actions

2014 Cluster

2014-EU-TM-0136-M

€ 318m max. EU grant

2015 Clusters

**2015-EU-TM-0193-M** € 105m max. EU grant

**2015-EU-TM-0196-M** € 367m max. EU grant

**2015-EU-TM-0197-M** € 52m max EU grant

2016 Clusters

2016-EU-TM-0117-M € 261m max. EU grant

2016-EU-TMC-0113-

€ 8m max. EU grant

2017 Cluster

2017-EU-TM-0076-M € 228m max. EU grant 2017-EU-TM-0004-W

**Blending Call** 

€ 11m max. EU grant

349 IPs, 94 partners, total EU funding of € 1.35bn





# INEA Project management lifecycle

- Final Action report
- Payment of the balance

Programme Management

- DG MOVE/ INEA
- SES Legislation
- CEF Regulation
- Work Programme/Call for proposals

## Project Closure

- Action Status Reports
- On-site visits
- Modifications (amendments)
- Payment Claims
- Publicity

# Project Monitoring

## Project Initiation

- Evaluation of proposals
- Preparation of grant agreements
- Signature of grants





# INEA Project management lifecycle

- Final Action report
- Payment of the balance

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- SES Legislation
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- Work Programme/Call for proposals

Project Closure

- Action Status Reports
- On-site visits
- Modifications (amendments)
- Payment Claims
- Publicity

Project Monitoring Initiation

- Evaluation of proposals
- Preparation of grant agreements
- Signature of grants





## 1. Objectives

- ASRs provide important information about current state of project implementation
- Any deviations in comparison to original planning need to be explained in detail
- Examples of deviations: Changes to project start/end date; changes to objectives/scope of the project; technical completion lower than 100%; changes to cost-breakdown (cost savings/cost overruns; update in cases of delays)





### 2.1 Procedure



- Due 31 March following each reporting period (deadline for the next ASR = 31/03/2020)
- Submitted by the coordinator on behalf of all partners
- Certified by Member States
   (possibility of on-line MS certification in TENtec)

SDM ASR elaboration roadmap to be respected!





# 2.2 Procedure: After submission of the ASR(31 of March)

- Assessment by INEA + possible further questions
- Further pre-financing if requested



FPA II.24.2b

- ASR approval letter: Interim financial statement can be submitted
- IP ASRs serve also as an assessment tool for closing IPs (key deliverables will also requested)





### 3.1 Recommendations

- Ensure that adequate and complete explanation and justification for the delays encountered is given
- Ensure that appropriate and sufficient explanation and justification for cost overruns/underspending is provided
- Ensure that the technical progress encoding is done correctly:
   100% technical progress can only be achieved, if the scope of the IP was/will be fully implemented as compared to the
   Specific Grant Agreement
   For more information please see INEA's

Innovation and Networks Executive Agency Note on 2019 ASR Lessons Learnt!



# - Celle

- 3.1 Recommendations
- Ensure that the financial progress encoding is done correctly
- Ensure that interdependencies with other IPs are clearly spelled out
- Ensure that in case of a reduction of scope, the concerned activities are removed and the corresponding budget cuts applied are clearly mentioned (amendment signed)
- Ensure that known upcoming changes (e.g. reduction of scope) are clearly indicated in the descriptive part of the ASR (planned data will only be aligned at the time of the approval and signature of the respective amendment)

This will decrease the number of iterations!





## **On-site visits**

# 1. INEA strategy of managing and assessing SDM grants

- Regular coordination meetings INEA / SDM
- Final meeting with Implementing Projects completed
- Final ASR after completion of project
- Distribution of deliverables to INEA
- On-site visits





## **On-site visits**

## 2. Objectives

- Receive reasonable assurance
   that the works performed comply
   with the Grant Agreement
   provisions
- Verify technical progress or project completion
- Clarification of open questions









# 1. Key points

- Amendments shall not have the purpose or the effect of making changes which would call into question the award of the grant
- Amendments shall be an exception and will only be accepted in duly justified and substantiated cases
- Any request for modification will need to be duly justified against the objectives set out in the Implementing Regulation EU/716/2014, the Deployment Programme and the applicable call requirements





#### 2. Procedure

- A request for amendment on behalf of the partners shall be submitted by the coordinator
- SDM collects all changes and will request once a year a formal amendment (if need be) with retroactive effect
- Amendment request expected soon after the yearly ASR exercise

SDM Amendment elaboration roadmap to be respected!





## 3.1 Requests for modification(s) of IPs:

- Reduced scope due to late implementation = assurance
  needs to be provided that the IP will be fully implemented
  outside the timeframe of the Action
- In case of reduction of scope, the revised scope needs to lead to meaningful achievements (kick-off meeting or preparatory activities are not meaningful achievements)
- Reduction of scope = reduction of EU grant (assessed against initial planning)





## 3.2 Request for modification(s) of IPs:

- Exclusion of IP = costs ineligible (costs already incurred to be reimbursed)
- In case of delays, assurance is needed that the updated planning is realistic (achievements so far at IP and task level, mitigation measures put into place)
- If IP is delayed beyond the updated Action end date, the scope of this IP needs to be reduced





## 4. Modification of IP descriptions in SGA

- IP description coherent with IP revised scope and reflecting exactly what is planned to be achieved (the description used as basis is always the SGA in force)
- Revised IP description reflecting just the updated scope and/or planning not the reasons behind the changes
- Modifications of the IP description should be made only when strictly necessary, requested and duly justified (no "cosmetics")





### 5. Recommendations



- Timely provision of requested information is considered essential!
- Well drafted request for modification decreases need for further iterations (reduction of scope clearly described at task level, adequate budget reduction, excel sheet provided with initial vs. updated costs, etc.).
- Word version with track changes of IP description should always be provided.





## **Disclaimer**

The content and conditions of the grant agreement always prevail on any different information, which may be included in this document and/or in any formal or informal communication with the beneficiaries such as the approval of reports (e.g. ASR), exchange of emails, etc.





# Thank you for your attention!

## For more information



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http://ec.europa.eu/inea/en





@inea\_eu

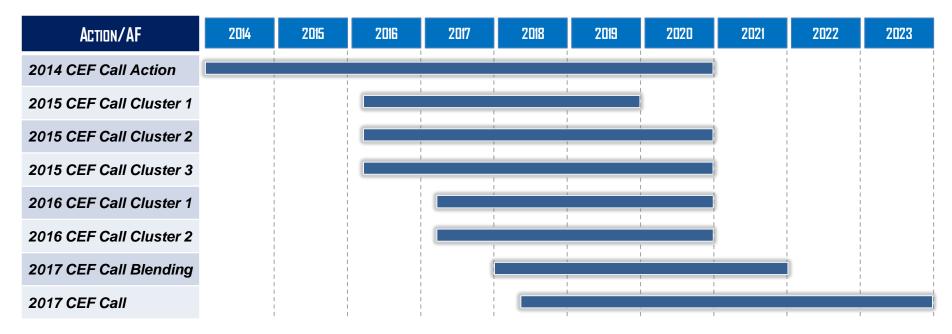
Look for INEA!



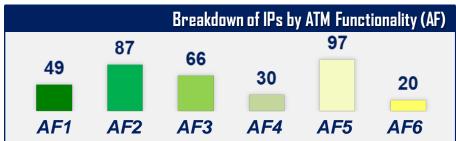


## **Action Objectives - SDP Implementation**

Currently, the SDM is coordinating eight Actions, including 349 IPs implemented by 94 Beneficiaries within 27 EU member states and 5 third countries, amounting to 2,94€ Billion Investments and 1.35€ Billion EU Grants



Breakdown of 94 Implementing Partners					
19 Airport operators	11 Airspace users	12 Industry/ providers	11 MET service providers		
33 ANSPs	1 Network Manager	<b>1</b> SDM	6 Military		





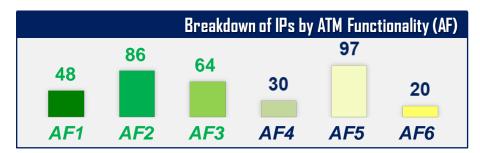
## **Action Objectives - SDP Implementation**

After 2019 SGAs amendments cycle

Currently, the SDM is coordinating eight Actions, including 345 IPs implemented by 93 Beneficiaries within 27 EU member states and 5 third countries, amounting to 2,86€Billion Investments and 1.32€Billion EU Grants

ACTION/AF	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
2014 CEF Call Action									 	
2015 CEF Call Cluster 1								 	 	
2015 CEF Call Cluster 2									1	
2015 CEF Call Cluster 3						!			 	
2016 CEF Call Cluster 1									 	
2016 CEF Call Cluster 2									 	
2017 CEF Call Blending										
2017 CEF Call				 				İ	i	

	Breakdown of 93 Implementing Partners					
19 Airport operators	11 Airspace users	12 Industry/ providers	11 MET service providers			
33 ANSPs	1 Network Manager	<b>1</b> SDM	<b>5</b> Military			

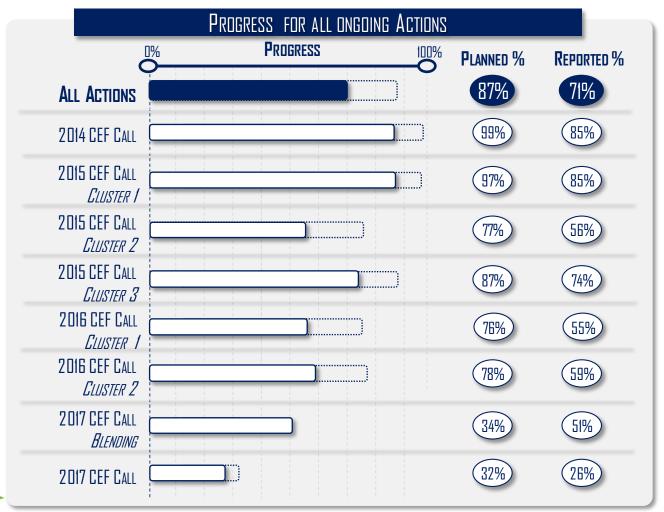




## **SDP Implementation – Progress Achieved**

The Actions, coordinated by SDM, present an **overall misalignment of 16%.** 

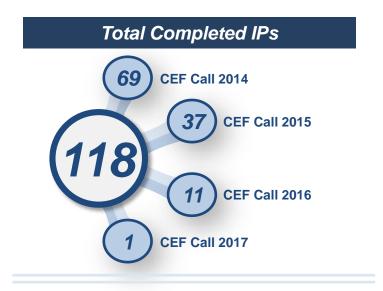
The progress percentages are updated to the 15th of September 2019 monitoring gate





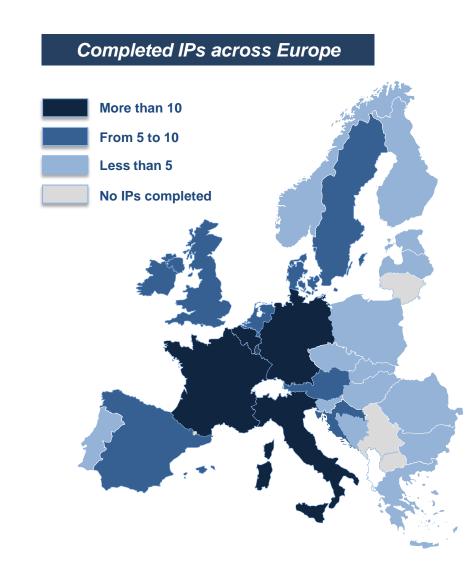
# Projects successfully completed up to 30<sup>th</sup> of October 2019

Overview



### Completed IPs per AF





# Projects successfully completed up to 30<sup>th</sup> of October 2019

Time evolution









# **Action Monitoring and Reporting**

According to the Art. 9 of the IR N.409/2013, SDM is responsibile for monitoring implementation of the **SESAR Deployment Programme (SDP)**, ensuring that the funded initiatives are carried out in full alignment with the SDP, and are synchronized and coordinated.

In addition, as reported in Art. II.1.3 of the SESAR Framework Partnership Agreement, SDM is in charge of ensuring that the activities are in line with the provisions included in the relevant Action(s) Agreements (SESAR

FPA, ICA, SGA).

# TYPOLOGY OF MONITORING FPA COORDINATOR MONITORING ACTIVITIES SCOPE MONITORING • Definition of a structured process for the monitoring of all ongoing Actions, including contractual and administrative aspects • Coordination activities for the monitoring of the ongoing Actions through the elaboration of the following main documents: Action Status Report (ASR); Final Report

# TYPOLOGY OF MONITORING AT SPECIFIC "MONITORING AT SPECIFIC "MONITORING GATES" Monitoring the implementation progress Monitoring the

at specific monitoring gates, collecting
and reporting information in a
comprehensive document
(SDP Execution Progress Report)

MONITORING THROUGH
"CONTINUOUS INTERACTIONS"
BETWEEN SDM AND IPPS

Monitoring the implementation progress throughout the year, allowing a continuous detection of misalignments and anticipating potential discrepancies/risks/issues

# Monitoring activities scope - Overview

The SESAR Deployment Manager is in charge of **monitoring the Actions** 

### **Action Status Report (ASR)**

- Implementing Partners report the **technical and financial** progress once a year by **15**<sup>th</sup> **of January**
- Yearly submission of the consolidated **Action ASR** by 31st of March
- **Member States** are requested to provide **feedback and their certification** of the Action Status Report







## **SESAR Deployment Programme Execution Progress Report (SDP EPR)**

- Implementing Partners report the **technical and financial** progress twice per year, in **January and September**
- The information is consolidated, both at **Action and at AF technical level**, into the SDP EPR
- The document includes information regarding progress, achievements, misalignments, costs, risks and performance





### **Final Report**

- Implementing Partners report the final technical and financial implementation at Action closure through the elaboration of the IP ASRs
- SDA consolidates the information at IP level and elaborates the Final Report at Action level
- The IPPs are then requested to fill in the Final Financial Statement (FFS) with the certified costs for the reporting periods not covered by previous Interim Payments
- Member States are requested to provide feedback and their certification Certifications on the Final Report including the information reported in the FFS













# **Action Status Report (ASR)**

IP ASRs and Action ASRs



# Objectives **6**



- √ The IP ASR elaboration aims at ensuring the efficient monitoring of the Action progress status
- ✓ The Action ASR consolidates. and integrates the IP ASRs content in a unique document at Action level

### **Actors involved**



- Implementing Partners
- SDM
- Action Leaders
- Member States

# Timing



By 15/01/2020

> Action ASR

By 31/03/2020

### **Main actions**

- Each IP Leader to submit the IP ASR 2020 by 15/01/2020
- IPPs to provide Declaration on Honour (DoH) related to the ASR by 02/03/2020
- SDA to submit the final Action ASRs to Member States for Certification by 05/03/2020
- Member States to provide certification by 25/03/2020
- SDA to submit final Action ASRs to INEA by 31/03/2020

### **Supporting documents & tools**

- STAR tool (https://sesardm.one2team.com/)
- FPA Repository on STAR Tool
- 2020 IP ASR Manual

- Updated ASR roadmap
- Calendar with the important deadlines

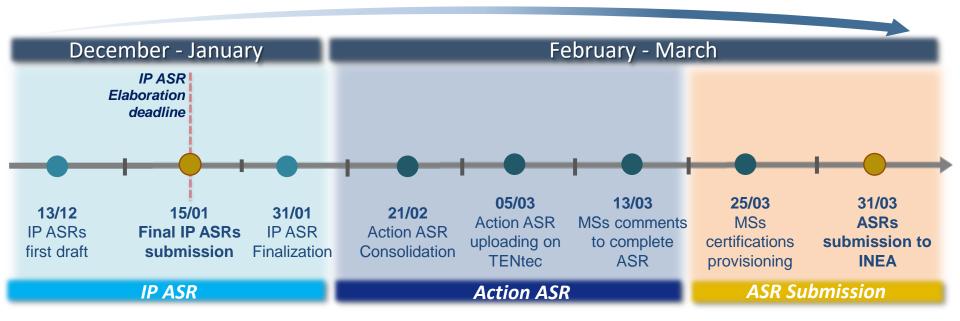


# **ASR Roadmap elaboration - Detailed Timeline**



On the basis of the 2019 ASR Lessons Learnt, the ASR 2020 roadmap has been slightly revised and enhanced compared to the ASR 2019.

The confirmation and validation processes have been reviewed and STAR tool has been updated



Dedicated **WebEx-es** will take place at the **beginning of December** to support the IPPs in the elaboration of the IP ASRs in STAR tool

- IPPs should update their contacts in STAR timely in order to ensure a correct information flow
- In case of multi-stakeholder IPs, the IP leader should be aware that by confirming an IP ASR he confirms as well that the information of the IP Contributors has been properly collected and that the IP contributors have confirmed the accuracy of respective information

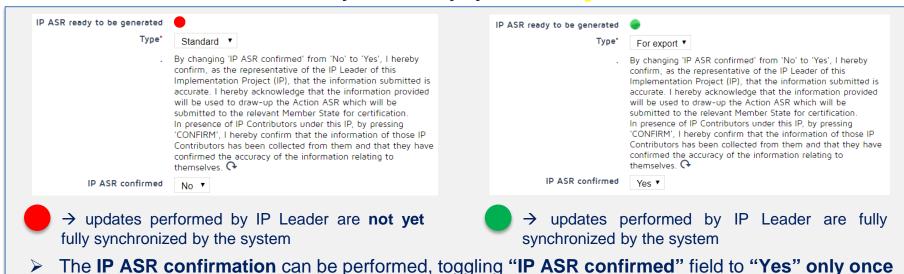
# **IP ASR confirmation process**



### Each IP Leader is requested to complete their IP ASRs by 15th of January 2020

Every time the IP Leader performs any update in STAR Tool, the system takes a synchronization period to duly take on board the updates

Please consider that a **red/green light** has been introduced, in the **IP ASR** "**introduction**" **Tab**, in order to make evident to the user **when the system is fully synchronized** 



Once the IP ASR is confirmed, the rtf file will be automatically generated by STAR and the IP Leader will receive a notification confirming the submission of the specific IP ASR

all the updates have been duly synchronized by STAR (i.e. light is green)



# **INEA** Recommendations on ASR process

Key message from ASR lessons learnt



### **Technical**

- Highlight and properly explain any deviations as compared to the initial planning and mention what measures have been put in place to mitigate them and reduce the risk especially on:
- **1. the objectives of the project also** ensuring that in case of a reduction of scope, the concerned activities are removed;
- **2.** the rate of completion of the planned tasks also ensuring that technical progress encoding is done correctly
- 3. the Project start/end date, ensuring that adequate and complete explanation and justification for the delays encountered is given



### **Financial**

- Ensure that appropriate, sufficient and specific explanation and justification for cost overruns/underspending, as compared with the latest GA in force, is provided
- Ensure that the financial progress encoding is done correctly, in case of delays costs should be clearly allocated to the additional years of extension. Major difference between the technical and financial progress should be explained
- In case of a reduction of scope, ensure that the corresponding budget cuts applied are clearly mentioned
- In case that the costs saving due to delayed start the reason for the cost savings needs to be explained in detail



# **Qualitative**

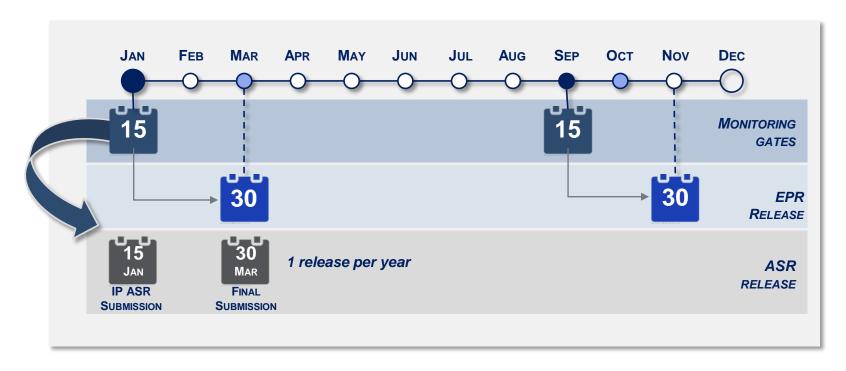
- Ensure that explanations provided should clearly identify to which period they refer
- Ensure that interdependencies with other IPs are clearly spelled out
- Ensure consistency throughout the IP ASR report
- Provide detailed description of the measures which have been taken to publicise the project and the EU funding
- Clear relationship between the contract and the Action's scope (the contractor's name, type of tendering procedure used and the date the tender was launched)



Monitoring at specific "Monitoring Gates" (1/2)



Providing a clear "picture" of the progress at SDP level at a specific point in time (the "monitoring gate"; feeding the SDP Execution Progress Report and the Action Status Report (ASR) / Final Report



- The 15<sup>th</sup> of January monitoring gates feeds the elaboration of the ASR and the first SDP Execution Progress Report (EPR)
- The 15<sup>th</sup> of September monitoring gate feeds the elaboration of the second release of the SDP Execution Progress Report (EPR)



Monitoring at specific "Monitoring Gates" (2/2)



Source

Based on data/information/documents provided by IPPs at each monitoring gate, concerning:



### **Progress and costs**

Declarative progress at task level, actual costs borne and foreseen updated planned costs for each tasks



### **Milestones**

Information on the status of the milestones whose achievement is expected in the reporting period



### **Deliverables**

Information on the status of the deliverables whose elaboration is expected in the reporting period



### Risks and issues

Provision of the relevant information concerning risks and issues identified and managed in the reporting period

The Implementing Partners communicate the relevant information and monitoring data through the adhoc tool made available by the SDM - the **SESAR Tool for ATM Roll-out (STAR)** 

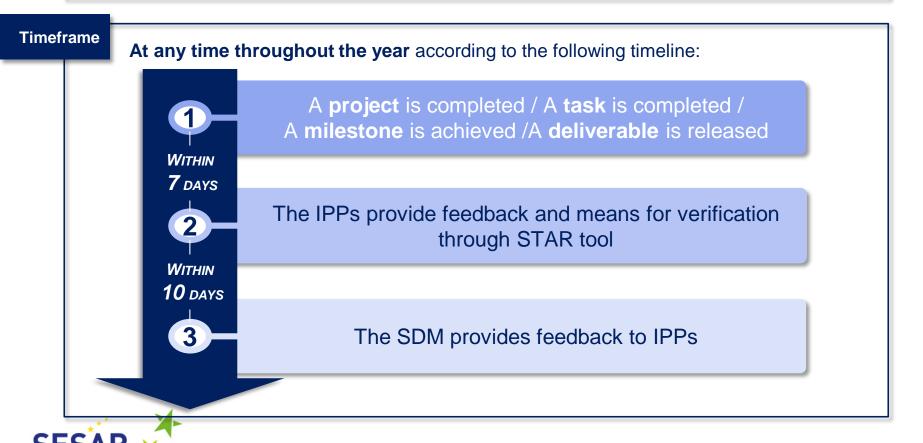


Monitoring through "Continuous Interactions"



Aim

Verifying in a continuous way the actual progress achieved by each IP in order to be able to proactively manage misalignments between planned and actual results through interactions with Implementing Partners (IPPs)



### Discrepancy management



- ✓ Alongside the progress achieved at Action/AFs/IPs, the SDM closely monitors any misalignments ("discrepancies") between the planned and actual situation (as it emerges from data and information reported by the Implementing Partners) in order to:
  - Anticipate any potential negative impacts on the overall Action
  - Synchronise and coordinate suitable actions for the effective management of the discrepancies.
- ✓ The main actions performed in this sense are:



**Interactions with the impacted Implementing Partners** for clarification purposes as well as in order to gather further data and information, if needed



**Verification of potential contractual impacts** 



Identification, in cooperation with the impacted stakeholders, of the most suitable mitigation actions



**Monitoring** of the timely and effective implementation of the defined mitigation actions









✓ Discrepancies are identified when a project overcomes the defined thresholds in relation to four different dimensions

### Time



Actual/expected start date or end date of an IP, a task or a deliverable or the actual/revised delivery date of a milestone not aligned with the planned dates

### **THRESHOLDS**

Delay > 180 days





Declarative progress (weighted with actual dates) of an IP not aligned with the theoretical progress

Planned progress – Reported progress > 20%

Cost



Actual costs significantly higher (overspending) or lower (underspending) than planned costs at IP/task level

Total actual + updated costs – Total planned costs > 20% or <-20% or > + 1.000.000 € or < - 1.000.000 €

Quality



"Supporting documents" submitted by the IPPs not in line with the quality requirements set by the SDM and/or not fully covering the expected scope

Qualitative *ad-hoc* assessment



### Discrepancy status



✓ All identified discrepancies are recorded in the SDM reference tool for reporting, monitoring and communication purposes within the framework of the SESAR Deployment Programme (called STAR – SESAR Tool for ATM Rollout)

### Status of discrepancies (5 possibilities)

### **Identified**



Discrepancy identified and opened in the STAR tool with the relevant information

# Under review by IP leader



Discrepancy under consideration by the IP Leader – further information to be provided and mitigation action to be designed/implemented

# Under review by SDM



Discrepancy analysed by the SDM to identify potential impacts

### Closed



Discrepancy assessed as not relevant / Misalignment recovered

### Linked to risk/issue



Unsuccessful mitigation actions

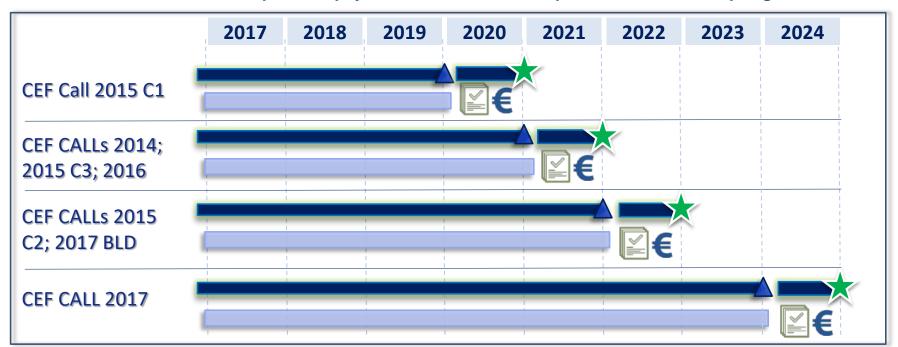
– potential significant impacts
Discrepancy is linked to a
specific risk / issue



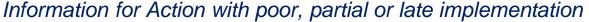
# Final Report (1/3)



- The Final Report represents the contractual report to be submitted to INEA to report the implementation of the Action in terms of technical progress achieved, costs occurred, and deliverables and milestones produced. The report should describe how the activities of the funded Action have been implemented in accordance with the Grant Agreement as last amended
- In line with the FPA provisions II.23.2c the coordinator shall submit a request for payment of the Balance within 12 months following the completion date of the Actions
- The submission of the Final Report to INEA is obligatory for enabling the payment of the Balance
- It has to be certified by the Member States. Final Report includes:
  - Outputs and achievements of each project
  - Cost figures as from the interim payments plus the ones outlined in the Final Financial Statement
     a dedicated workshop on the payment of the balance request will be held in spring 2020



# Final Report (2/3)





In certain cases, the implementation of an **Action is not fully completed** by the Grant Agreement's end date. In such cases, the **costs incurred after the end date of the Action are not eligible for funding** 

If the Beneficiaries can provide assurance to INEA, through the Final Report, that the Action's technical completion can increase, the financial reduction applied by INEA is linked to the pro-rata of the technical completion by the date of submission of the Final Report (submitted shortly after Action's closure)

Examples									
Action end date: Eligible 31/12/2019 20M€			e Costs:		Co-funding rate: 50%		Maximum Grant agreement: 10M€		
Example 1 – Overspending Action  Costs incurred during eligible period: 24M€				Example 2 – Underspending Action  Costs incurred during eligible period: 16M€		1 '	Example 3 – Partial technical completion  Costs incurred during eligible period: 20M€		
31/12/2019	31/11/	2020		31/12/2019	31/11/2020		31/12/2019	31/11/2020	
Technical completion: 90%	Technical completion: 100%			Technical completion: 90%	Technical completion: 100%		Technical completion: 40%	Technical completion: 50%	
EU contribution to pay = <b>10M</b> € (since full scope is achieved. Not 12M€ because are more than the maximum grant agreement)				EU contribution to pay = <b>8M</b> € (since full scope is achieved. EU contribution is equal to 50% of costs incurred)			EU contribution to pay = $5M \in \text{(equal to } 20M \in * technical completion(50\%) * cofunding rate(50))}$		

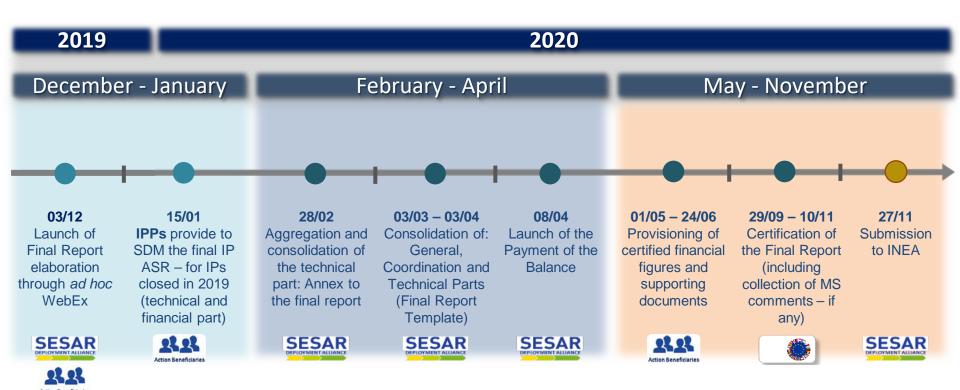
Other cases (e.g. issuance of the permit by the competent authority) may be beyond the responsibility of the of the beneficiary, so this may not lead to a reduction of the Grant Agreement amount



# Final Report (3/3)

2015 CEF Call Cluster 1 – High level Roadmap



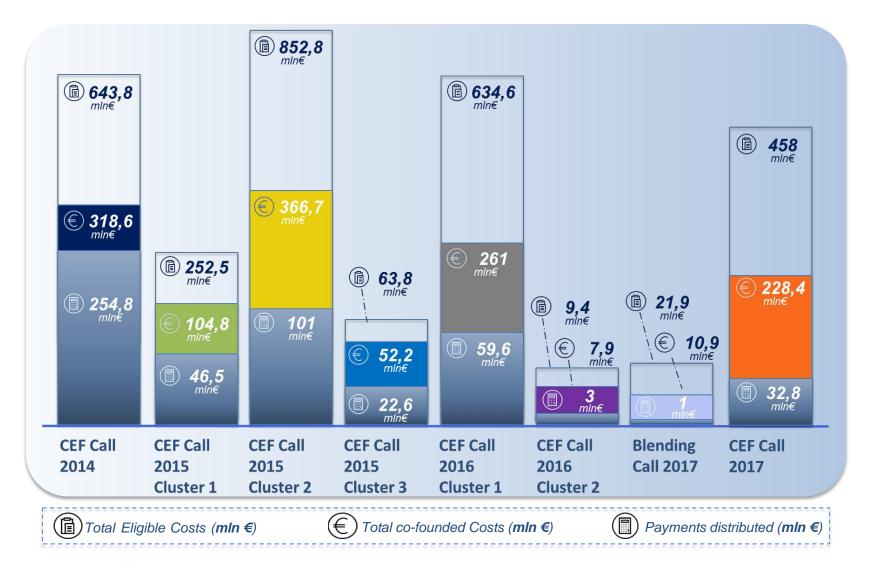








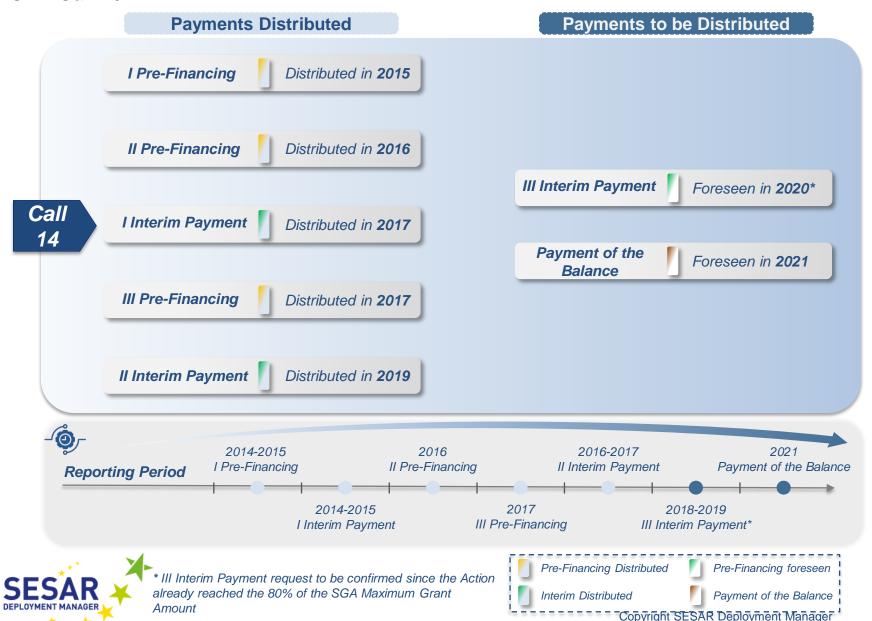
# Overview of the payments and costs at Action level



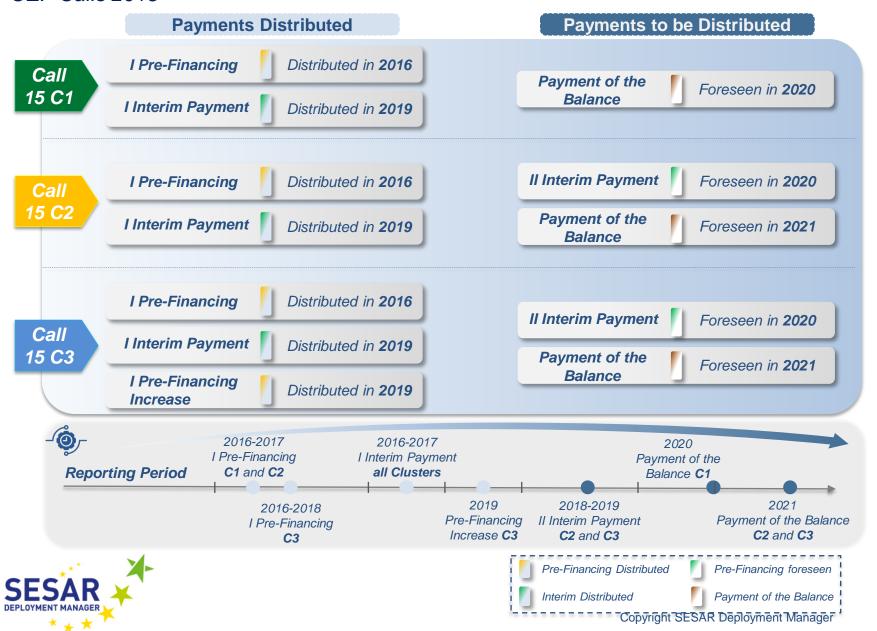


<sup>\*</sup> It is worth to mention that the amounts in outlined in the graph do not take into in considerations the current 2019 amendment cycle

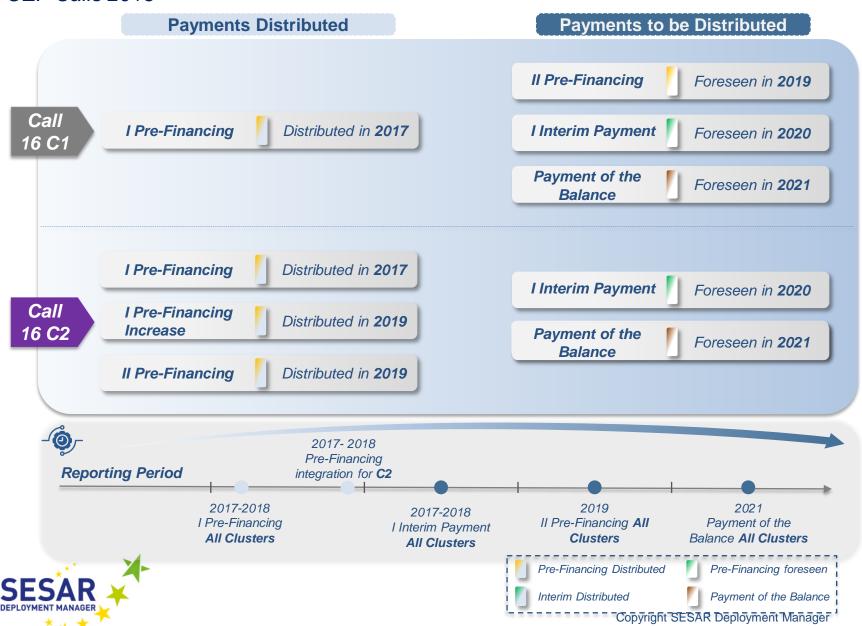
CEF Call 2014



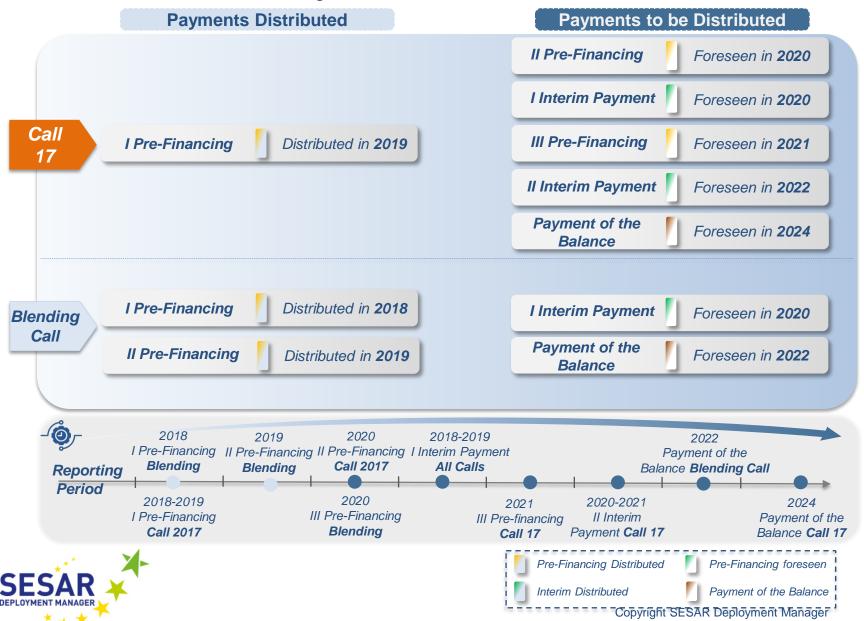
CEF Calls 2015



CEF Calls 2016



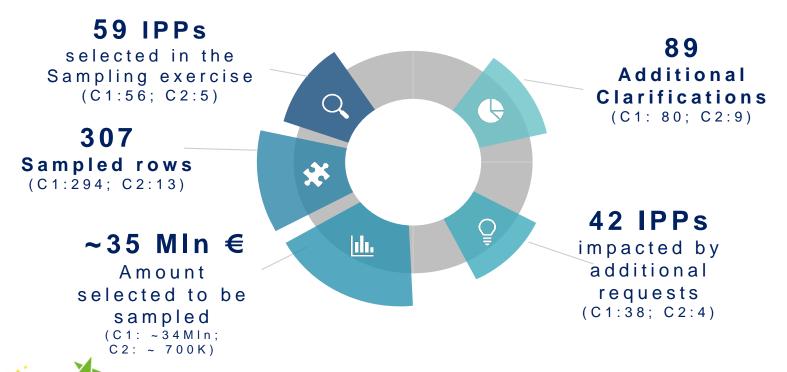
CEF Call 2017 and 2017 Blending Call



CEF Calls 2016 - Interim Payment 2019 Sampling process

### Where we are - sampling exercise by March December 7-10/10 19/11 Jan 2020 21/10-11/11 25/11 29-30/08 9-11/09 Sampling Submission to **IPPs** Appeal (if any) 2020 Submission of INEA requested SDA INEA Reimbursement Payment to the results and Submission of INEA of interim payment further Submission of sampling payment from sampling further process to INEA clarifications further entitled request the Agency documentation clarifications **Beneficiaries** clarifications

C1









# SGA Amendments – Recap Basic Principles

- The legal basis for SGA amendments is Article
   II.12 of the FPA
- SGA amendments reflect changes of the SGA and its Annexes
  - Annex I Description of the Action
  - Annex II Estimated Budget of the Action
- SGA amendments should be an exceptional case

- ARTICLE 11.12 AMENDMENTS TO THE FRAMEWORK AGREEMENT AND THE SPECIFIC AGREEMENTS
- II.12.1 Any amendment to the Framework agreement or a Specific agreement shall be made in writing.
- II.12.2 An amendment may not have the purpose or the effect of making changes to the Framework agreement or the Specific agreement which would call into question the Commission's decision to establish the framework partnership or to award the specific grant or which would be contrary to the equal treatment of applicants.
- II.12.3 Any request for amendment shall be duly justified and shall be sent to the other party in due time before it is due to take effect, and, as far as Specific agreements are concerned, at the latest one month before the end of the period set out in Article 2.2 of the Specific agreement, except in cases duly substantiated by the party requesting the amendment and accepted by the other party.
- II.12.4 In case of a specific operating grant the period set out in Article 2.2 of the Specific agreement shall not be extended via amendments.
- II.12.4a A request for amendment on behalf of the partners shall be submitted by the coordinator. If a change of coordinator is requested without its agreement, the request shall be jointly submitted by all other partners or shall be submitted by a partner acting on behalf of all partners.
- Potential requests are e.g. a project exclusion (termination), the addition of an affiliated entity, project de-scoping, change of the project scope or the change of the legal form of an IPP
- Not every change leads to a SGA amendment (assessment by legal and technical team of the SDA will be performed)
- It is important that SGA amendments shall be submitted via the Coordinator and not directly to INEA
- IPPs should indicate changes within the yearly ASR exercise and submit amendment requests to the SDM timely

# SGA 2019 Amendment cycle – Overview

For the following SGAs amendment requests were submitted (process partly ongoing):

- Action No 2014-EU-TM-0136-M
- Action No **2015-EU-TM-0193-M signed**
- Action No 2015-EU-TM-0196-M
- Action No 2016-EU-TM-0117-M
- Action No 2016-EU-TMC-0113-M
- Action No 2017-EU-TM-0076-M signed
- Action No 2017-EU-TM-0004-W signed



After signature of the Amendment by SDM and INEA, all IPPs of the respective Actions will be informed by SDM and STAR will be updated in order to mirror the new planned scope

The signed FPA and SGAs and all amendments can be found in the FPA Repositories of the respective Actions on STAR:

- e.g. space CEF Transport Call 2015 Cluster 1
- 1 SGA Finalization
- 1.2 Legal Administrative Documents

# Zoom on Amendment Action No 2015-EU-TM-0196-M

- IP delays were already identified and reported in the ASR 2019:
  - Out of the 62 IPs, 12 IPs indicated the need for an extension of the Action beyond the original end date 31st of December 2020;
  - SDM conducted a careful assessment and interacted with the impacted IPPs
  - SDM came to the conclusion that a request for the extension of the duration of the Action till 31<sup>st</sup> of December 2021 is needed to ensure efficient synchronisation and overall coordination of the implementation projects and the related investments in line with the Deployment Programme;
  - ➤ The amendment request was submitted to INEA on 3<sup>rd</sup> of May 2019;
- If accepted by INEA the following contractual activities will be additionally performed in the year 2021:
  - > ASR exercise at Action level and at IP level, involving IPs not already completed in 2020;
  - Monitoring during two additional monitoring gates (January and September 2021) will be performed;
- If accepted by INEA the following contractual activities will be postponed by one year:
  - Final Report;
  - Payment of the Balance.



# **SGA Amendment Process**

The SGA Amendment process is complex and involves IPPs, SDM and INEA. In order to limit the overload of information, since the Actions in execution phase are increasing, the SDM has established and agreed with INEA specific procedures:

- IPPs should indicate upcoming changes within the yearly ASR exercise
- IPPs should send their amendment requests to the functional mailbox of the Action (to mirror technical/financial/legal changes);
- SDM assesses all received requests from technical/ contractual/ financial perspective in order to and IPPs will receive a feedback after the assessment;
- Periodically, the SDM will submit to INEA the full list of SGA amendment requests received by the IPPs for information purposes;
- Once a year, following the submission of the Action Status Report, the SDM will submit the overall amendment request on Action level to INEA;
- INEA will analyse and assess the amendment request and in case of a positive assessment the request from the IPP will be included in the amendment request;
- After signature of the Amendment request by SDM and INEA, the IPPs will be informed and the changes related to the planned data will be introduced in STAR.



# **Lessons Learnt - Amendments**

In the course of the amendment cycle 2019 some findings were identified which deserve to be shared:

### **De-scoping and change of IP-scope**

- In case de-scoping is necessary the IP description as well as the IP budget should mirror the reduced scope
  - > IP description: only strictly necessary changes can be accepted by INEA
  - > IP budget: new planned cost breakdown per year and task should be submitted
- The IPPs need to ensure that delays and reductions of scope will not put into question the awarding decision
- Any request for modification will need to be duly justified against the objectives set out in the Implementing Regulation EU/716/2014, the Deployment Programme and the applicable Call requirements

The usage of standardized templates for amendment requests for the IP Leaders / IP Contributors was beneficial and will be repeated during the amendment cycle 2020:

- To guide the IPPs
- To secure that all necessary information is provided
- To ease the submission of respective requests



# **Budget transfer – Recap Basic Principles**

- The legal basis for budget transfers is Article II.22
   of the FPA
- INEA and SDM agreed the following principles:
  - "Transfer of budget between different Specific Grant Agreements is not possible"
  - "The funding released due to partial or nonimplementation cannot be used for other IPs"
  - "In case one IP is fully implemented and cost savings made, the available funding should be transferrable to other IPs even if they are part of different activities and even if other IPs in the same activity have not been fully implemented"
- Therefore, budget transfers will be only assessed at the end of Action following the final evaluation of the results achieved by IPs and the financial savings:
  - Cost savings may occur for IPs which were implemented in full compliance with the SGA as last amended (planned schedule, progress and lower costs than planned ones)
- Updated budgetary planning shall be reported in the ASR
- The Action No 2015-EU-TM-0193-M, will be the first Action to apply the criteria for budget transfers:
  - ➤ The criteria for distributing savings will be further detailed during the closure of Call 15 Cluster 1 and will be shared with the IPPs of all Actions

### ARTICLE II.22 - BUDGET TRANSFERS

The partners are allowed to adjust the estimated budget set out in Annex II of the Specific agreement, by transfers of amounts between themselves and between the different budget categories, without this adjustment being considered as an amendment of the Specific agreement within the meaning of Article II.12, provided that the action is implemented as described in Annex I of the Specific agreement.

### The partners may not however:

- adjust amounts which, in accordance with Article 3(a)(iii) or, as applicable in case of several funding rates point (iii) of Article 3(a) or (c) of the Specific agreement, take the form of lump sums;
- add costs relating to subcontracts not provided for in Annex I of the Specific agreement, unless such additional subcontracts are approved in accordance with Article II.10.

By way of derogation from the first subparagraph, should partners want to modify the value of the total estimated CEF contribution that each of them is entitled to as referred to in point (b) of Article II.17.1 and point (c) of II.26.3, the coordinator shall request an amendment in accordance to Article II.12.







# Communication support during the Action execution (1/6)

Communication support

Next to the permanent bilateral communication and roadmaps that SDM has put in place <u>a set of supporting tools</u>.

The communication support is divided into actively 'pushed' information, information that can be 'pulled' by you and interactive support.

These **supporting tools** make sure you can **stay focused on your projects** without missing out on any important **deadlines** or official requirements.

Information that SDM will 'push' to you via:

- Bimonthly Newsletter
- Reminders on key topics

Information that you can 'pull' at any time via:

- Guidelines and Roadmaps (also actively provided to you)
- Calendar
- Q&A
- Videos

### **Interactive** support via:

- Dedicated mailboxes for bilateral exchange
- STAR
- Interactive events
- Website and social media



# Communication support during the Action execution (2/6)

Communication support

### **Supporting Tools**

### 1. Bimonthly Newsletter

Every 2 months you will receive a newsletter from SDM containing all key information updating you on the different Action execution phases.

The Newsletter is send to all current stakeholders with a dedicated password



### 2. Reminders on key topics

On key topics you will receive either:

- Bilateral reminders
- General reminders

Always including the most accurate information to support you





# Communication support during the Action execution (3/6)

Communication support

### **Supporting Tools**

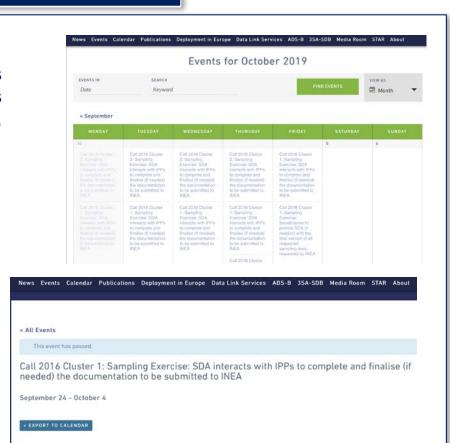
Details

End:

### 3. Calendar

- Gives you 24/7 access to all deadlines, to do's and documents required related to the proposals preparation or other phases you are involved in, all in one single place
- Personal login
- Gives you an accurate view on all to do's and deadlines for all CEF Transport Call(s) you are involved in
- Gives you an overview of all major SDM actions that are undertaken
- Includes all necessary links and documents needed to timely reach the deadlines
- Allows you to import deadlines and to do's into your own personal calendar in just a few clicks
- Go to:

http://www.sesardeploymentmanager.eu/stakeholderaccess and enter your login credentials or new users click "Request access"





## Communication support during the Action execution (4/6)

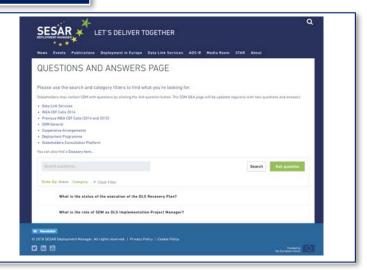
Communication support

#### **Supporting Tools**

#### 4. Questions & Answers

Dedicated webpage on sesardeploymentmanager.eu: <a href="http://www.sesardeploymentmanager.eu/questions/">http://www.sesardeploymentmanager.eu/questions/</a>

- Includes all Q&A's of all SDM events and more
- Can't find what you are looking for? Click "Ask a question"
- When urgent: email/call us!



#### 5. Videos

Short overview video's available on:

- Payments
- Member States involvement

Check out:

http://www.sesardeploymentmanager.eu/media-room/multimedia/





## Communication support during the Action execution (5/6)

Communication support

#### **Supporting Tools**

#### 6. Dedicated email address

<u>Cefexecution2014@sesardeploymentmanager.eu</u>
<u>Cefexecution2015\_Cluster1@sesardeploymentmanager.eu</u>
Cefexecution2015\_Cluster2@sesardeploymentmanager.eu

Cefexecution2015 Cluster3@sesardeploymentmanager.eu

Cefexecution2016 Cluster1@sesardeploymentmanager.eu

Cefexecution2016 Cluster2@sesardeploymentmanager.eu

Cefexecution2017@sesardeploymentmanager.eu

2017blendingcall@sesardeploymentmanager.eu

2019\_cefcall@sesardeploymentmanager.eu



The dedicated email address has been set up to *ease the communication* between the Beneficiaries and the SDM:

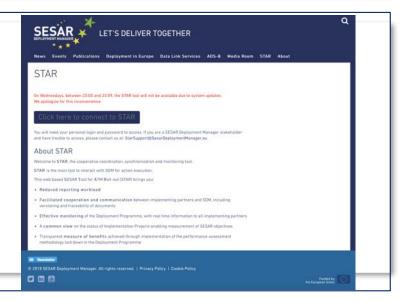
#### 7. STAR

SESAR Tool for ATM Rollout

http://www.sesardeploymentmanager.eu/star/

Online *cooperative* coordination, synchronization and monitoring tool.

STAR is the *main tool to interact* with SDM for action execution.





## Communication support during the Action execution (6/6)

Communication support

#### **Supporting Tools**

#### 8. Interactive events

- Kick Off Meeting at the beginning of each Action
- Furthermore we will host:
  - Annual Meetings (yearly)
  - Workshops (on dedicated topics)
  - Bilateral Meetings (Until closure of the project / Action)
    - Online
    - Face-to-face

#### 9. Website & social media

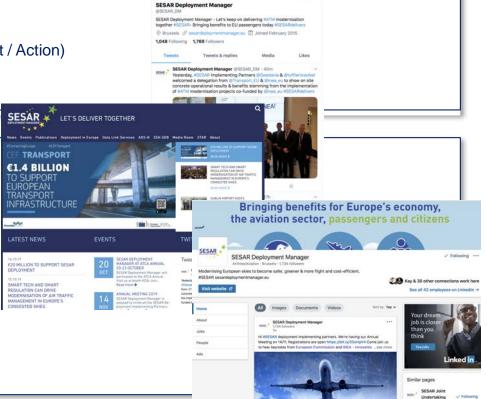
Check on regular basis <u>www.sesardeploymentmanager.eu</u> for info updates, news, events

FOLLOW US! #SESARdelivers #SESAR

Twitter @SESAR\_DM

**LinkedIn** <a href="https://www.linkedin.com/company/se">https://www.linkedin.com/company/se</a> sardeployment-manager

Instagram sesar deployment



**SESAR Deployment Manage** 



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#### **IP Visits**

#### Overview

- Within the execution of the Action, INEA and the DG MOVE selected different IPs for official visits to assess the concrete results of the Implementation Projects
- 25% of the Action IPs will be visited by the end of the Action
- The SDM is in charge of:
  - Organizing all visits to the selected IPs in cooperation with the impacted IPPs
  - Providing support to the IPPs for the whole execution of the visit
  - Demonstrating the value of the projects by relating the activities of the individual visited
     IPs to the wider context of SESAR deployment in Europe



#### Visit objectives

- Verification of the **IP progress** (degree of completion, problems encountered, changes/deviations, lessons learnt)
- Inspection of the works carried out / live demonstrations
- Elaboration of a report on the progress of the IP





#### Items to present

- Visualisation of PCP concepts in operation and their underlying technology
- Synchronised deployment
- Performance improvement for the network
- Multiple stakeholders involvement
- Project budget / cost overview

### **IP Visits**

#### Visits undertaken



#### Project visits 2016

- AF2 Schiphol
- AF1 London Heathrow & NATS
- AF3 Borealis, Helsinki Airport
- AF3 DSNA



#### Implementing Partner visits 2017

- ENAV
- ENAIRE
- Brussels Airport
- Belgocontrol
- Network Manager
- Military visit NAPMA & EDA



#### Implementing Partner visits 2018

- Pansa
- NAV Portugal
- AustroControl





### **IP Visits**

#### Visits undertaken



Implementing Partner visits 2019

- Aéroports De Paris
- ANS CR
- Dublin Airport
- Swedavia
- Copenhagen Airport
- DFS Dusseldorf Airport (planned)







## Visibility of EU funding

It is not only very important but also mandatory to give approriate visibility to all of your EU funded projects!

In case your company is not already involved in another CEF call, you can find all information and the logo to use here below:

The logo is available in two versions, square and horizontal on the <u>INEA</u> website.



The <u>communication guidelines for projects</u> can be read here.

## Please ensure that the EU logo is used for all publicity material related to your co-funded SESAR deployment projects.

In case of doubt, please contact us!

We are here to support you!









## Visibility of EU funding via SDM

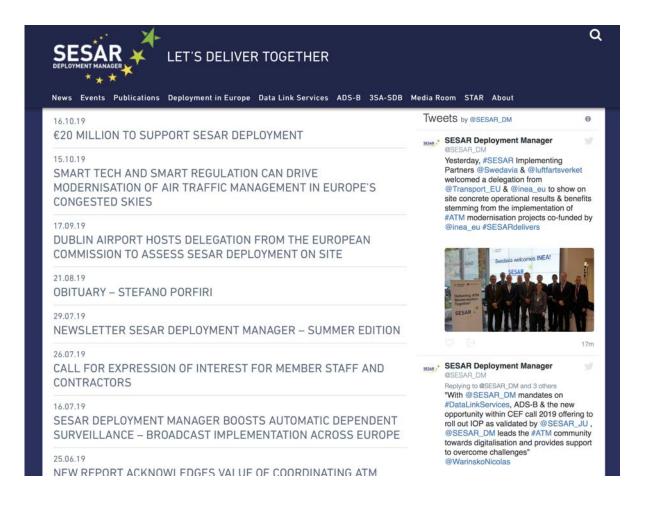
- Share your local project(s) news!
- Send us your pictures!
- Mail me! <u>cliff.van.craen@sesardeploymentmanager.eu</u>

 That way, we are able to reflect your local progress on the SDM website, social media and newsletters!



#### **Press**

- SESAR Deployment Manager is permanently looking for opportunities to promote ATM modernisation.
- Press releases: <a href="http://www.sesardeploymentmanager.eu/news/">http://www.sesardeploymentmanager.eu/news/</a>





## World ATM Congress 2020 – Europe For Aviation

- Promoting SESAR and partners showcasing realizations and giving the floor to partners.
- SDM participated in 2015, 2016, 2017, 2018 and 2019
- Edition 2020 in full preparation <u>keep an eye on our website</u> and Twitter!
- SESAR walking tours! Ask for info on how your organisation can participate.









## **SESAR Stickers available!**











#### Co-financed by the European Union

Connecting Europe Facility



#### Co-financed by the European Union

Connecting Europe Facility



#### Co-financed by the European Union

Connecting Europe Facility



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Connecting Europe Facility







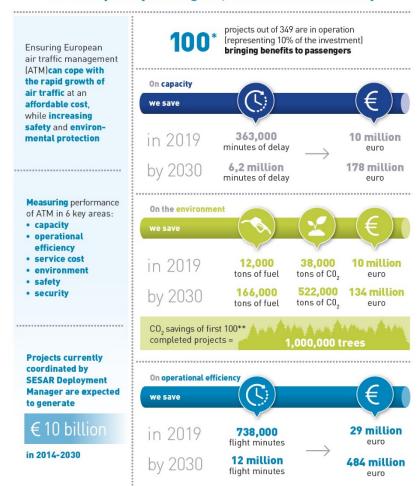






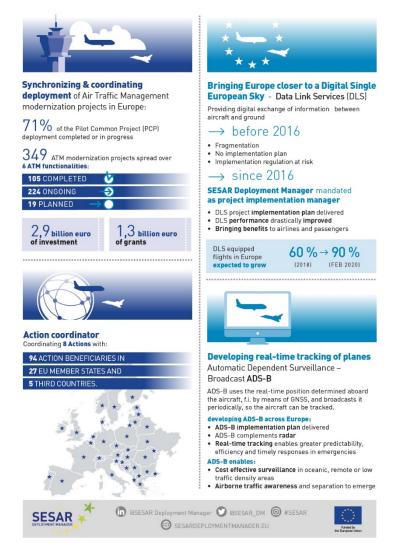
# SESAR deployment Fact Sheets available!

SESAR Deployment Manager
is delivering performance
for European passengers, citizens and economy

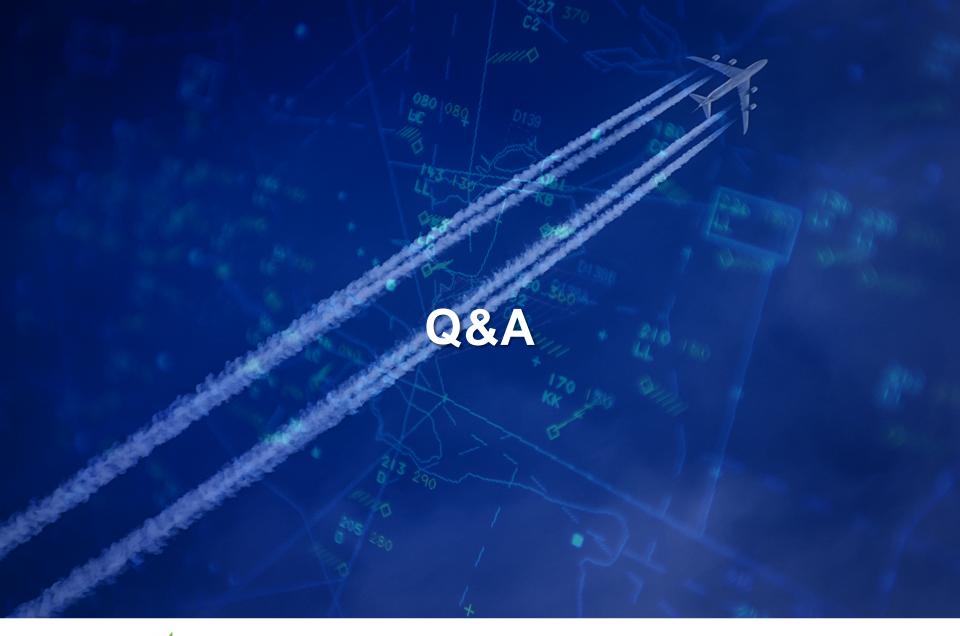




# SESAR deployment Fact Sheets available!













#### Thank you for your attention!

follow us @SESAR\_DM www.sesardeploymentmanager.eu

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