



## *PHAR-QA: Quality Assurance in European Pharmacy Education and Training*

### **PHAR-QA M32 meeting with EAFP annual congress Athens – May 16<sup>th</sup> 2015**

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EACEA (Education, Audiovisual and Culture Executive Agency)***

**<http://phar-qa.eu/>**



## ***PHAR-QA: Quality Assurance in European Pharmacy Education and Training***

09h00	Kristien De Paepe J. Atkinson	VUB, P1 PCN/P2	Introduction. Budgetary affairs.
09h20	H. Davies	EUA, Brussels	Competence frameworks in professional healthcare training
09h50	A. Skowron A. Koster	JUMC/P8 EAFP	Tool for testing the PHAR-QA model
10h30	<i>Coffee</i>		
10h45	M. Rouse	ACPE, USA, Advisory board	How the competences that must be achieved by graduates impact QA issues
11h15	J. Atkinson K. Wilson	PCN/P2 Aston, UK, Advisory board	Proposal for PHAR-QA EU network Delphi round 2
11h45	J. Atkinson	PCN/P2	Conclusions and general discussion
12h45	End of meeting		

**Please will you ALL sign the attendance list and send in your QPLN meeting evaluation form**



### ANNEX II of the Grant Agreement: Estimated and eligible budget of the action

PROJECT NUMBER: 527194-LLP-1-2012-1-BE-ERASMUS-EMCR

Costs	Estimated Budget (from proposal)	Eligible Budget
<b>Heading A: Direct costs (staff costs)</b>		
Staff Costs	398.744,00	361.495,00
<b>Heading B: Direct costs (operational costs)</b>		
Travel and subsistence	65.033,00	80.313,00
Equipment (up to 10% of (A+B))	0,00	0,00
Subcontracting (up to 30% of (A+B))	24.200,00	17.000,00
Other	27.350,00	7.250,00
Total Heading B	116.583,00	104.563,00
Indirect costs (up to 7% of (A+B))	33.400,00	32.624,06
<b>Total project expenditures</b>	<b>548.727,00</b>	<b>498.682,06</b>
Percentage of EU funding:	72,04%	<b>72,04%</b>
Receipts	Estimated Budget (from proposal)	Eligible Budget
EU Grant Requested from LLP	395.300,00	<b>359.250,56</b>
Partner's own fundings	138.876,00	124.880,50
Other sources of financing	14.551,00	<b>14.551,00</b>
<b>Total sources of financing</b>	<b>548.727,00</b>	<b>498.682,06</b>

**Explanation:**

**Staff:** reduction of 15% for P1, P2, P4, P5, P8, P9 in cat.1 + transfer of 10 days from cat.1 to cat.2

Reduction from 398.744 € to 361.495 € => 37.249 € are ineligible

**Subcontracting:** reduction of honoraria for advisory board: 7.200 € are ineligible

**Other costs:** translation costs into French for P2 are reduced by 50% (2.000 € \* 50%=1.000€ ineligible)

Travel and subsistence costs for advisory board are reduced by 20% (19.100 € \* 20%= 3.820 € ineligible).

New amount of 15.280 for advisory board have been transferred to travel & subsistence costs.

**Indirect costs:** adjustment from 33.400 € to 32.624,06 € => 775,94€ are ineligible



PHAR-QA FINANCIAL OVERVIEW MAY 7, 2015	IN €	OUT €
EU GRANT	359.250	
EAFP sponsoring	14.551	
	<b>373.801</b>	
DISTRIBUTED STAFF COST (40% + 40%)		155.138
VUB STAFF		66.511
VUB OVERHEAD		4.707
EXPENSES TRAVEL & SUBS, SUBCONTRACTING, OTHER...		44.990
<b>TOTAL EXPENSES UNTIL 7/5/2015</b>		<b>271.346</b>
BALANCE May 2015 provided receipt of the 3 <sup>rd</sup> instalment of the grant (71.850€)	102.455	
Partner staff cost (3 <sup>rd</sup> instalment ) AFTER APPROVAL OF THE FINAL REPORT		38.785
BALANCE SUBJECT TO FURTHER OPERATING COST AND RECEIPT LAST 20% OF THE GRANT	63.670	



## *PHAR-QA: Quality Assurance in European Pharmacy Education and Training*

### **TRAVEL COSTS**

Participants will be reimbursed 1 night

- max 3 nights provided proof of necessity
- presentation of original tickets and boarding passes
- bank references IBAN and BIC codes communicated

Travel costs cover transport at national and international level.

Only actual travel costs can be paid.

The following upper limits are applied:

Plane: APEX air fare or, if this is not possible, the normal economy fare.

Train: First Class Rail fare

Car: Equivalent of a first-class rail fare for the same distance

(maximum of reimbursement, regardless of the number of passengers)



## *PHAR-QA: Quality Assurance in European Pharmacy Education and Training*

### **COSTS OF STAY**

The Costs of Stay are paid up to a specific amount for each country:

The maximum for Belgium for example is 232 Euros per day.

Thus you can claim up to this maximum, unless coffee, tea, lunch and/or dinner are provided by the host institution. In this case, the cost of what is provided by the host institution is deducted from the daily maximum.

Costs of Stay include accommodation, local and public transport, personal insurance (health insurance etc).

Costs claimed should be below the maximum wherever possible

The total number of days claimed for should include your arrival and departure days.

Full costs of attending meetings can be met from the grant, up to the limit set by the European Commission for accommodation and subsistence according to the country in which the meeting takes place (232 Euros for Belgium). If the travel costs are more than this, the full cost should be submitted on the expenses form and the difference will be counted as match-funding from your organisation/institution as contribution to PHAR-QA.



## *PHAR-QA: Quality Assurance in European Pharmacy Education and Training*

### **TIME SHEETS**

As a PHAR-QA participant you are requested to complete this simple form for purposes of audit.

These details will only be available to the financial controller of this project and - if requested - by the auditors appointed by the European Commission.

This is essential information for making accurate returns to the EU for the grant awarded.

This information will be treated in the strictest confidence and will only be made available to those responsible for completing the financial returns for PHAR-QA (the financial controller, and if required the EU auditors). This information will not be made available to any other member of the organising committee