



# Control Checklist – Ausfüllhilfe

## INTERREG CENTRAL EUROPE

4. INFORMATIONEN- UND SCHULUNGSSEMINAR

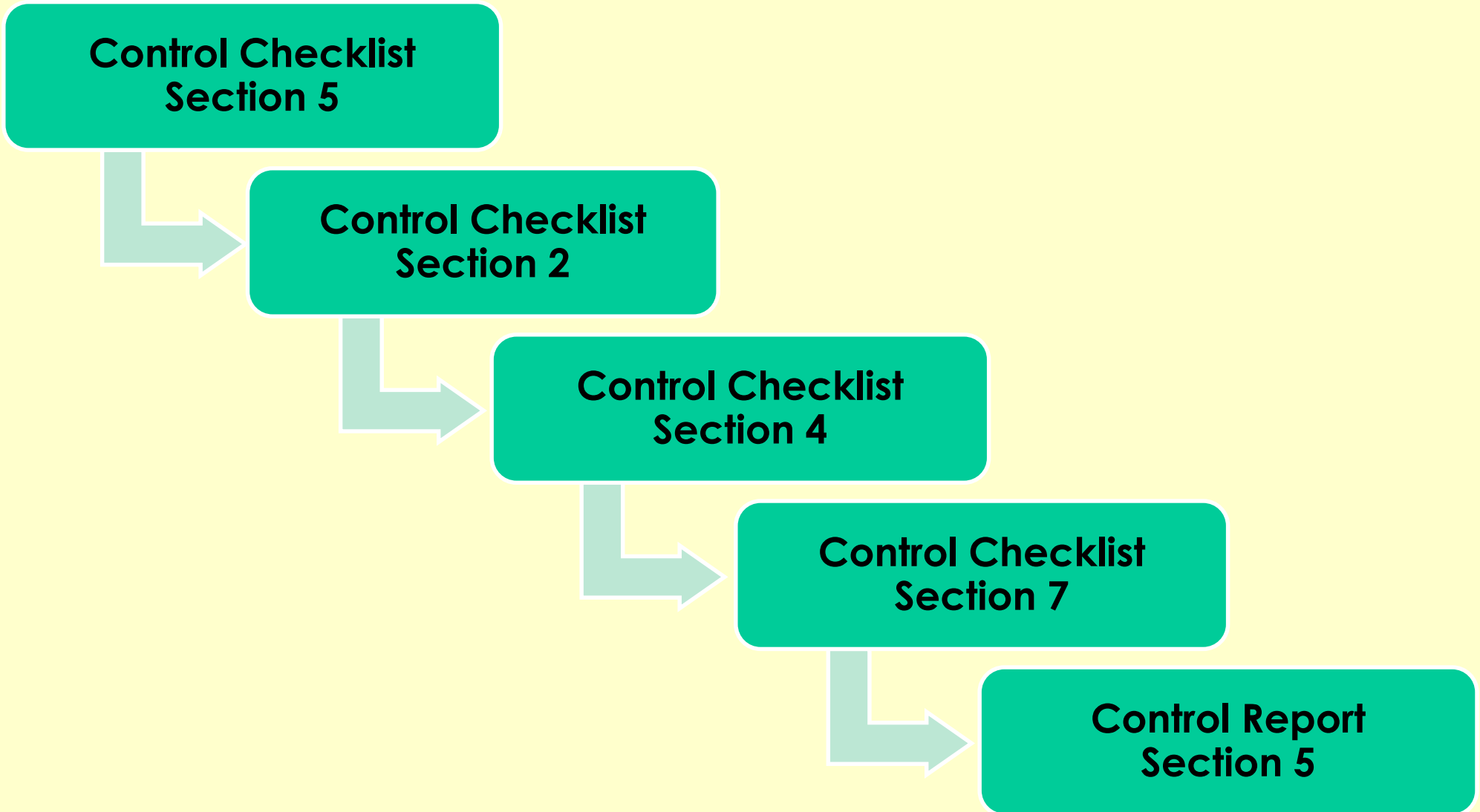
17. OKTOBER 2019 IN STUTTGART



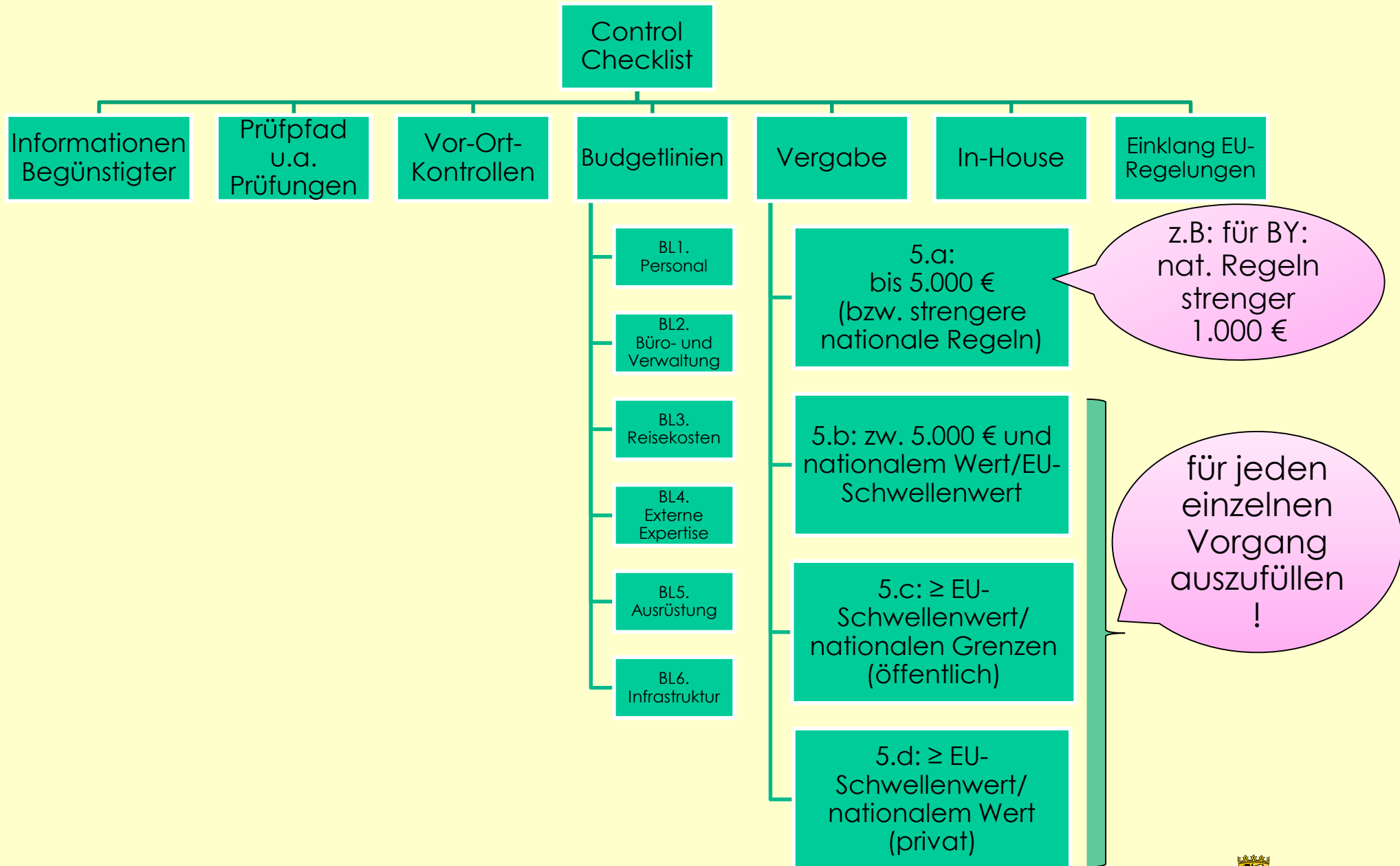
Baden-Württemberg

OBERFINANZDIREKTION KARLSRUHE

# Agenda



# Control Checklist



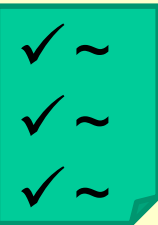


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## Einhaltung der Vergabe Regelungen

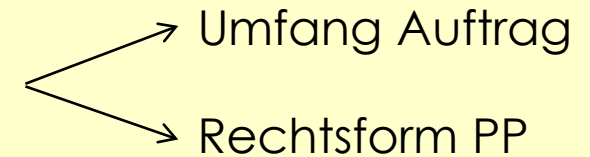


### Bestätigung durch Controller



Dokumentation in der Checkliste  
(Section 5)

5 a)  
5 b)  
5 c)  
5 d)



„add procurement“ pro Auftrag

Comment:  
bei  
5 b), c), d)

Kommentar: ‚already checked in  
RP 1 – FLC contract‘





## Link Webinar:

[https://www.youtube.com/watch?v=SsonmWv6s5c&list=PLnfEQzGh-PuU5rpH5-qnh\\_fniLt7zJbB2](https://www.youtube.com/watch?v=SsonmWv6s5c&list=PLnfEQzGh-PuU5rpH5-qnh_fniLt7zJbB2)



# Control Checklist Section 5



Bei Section 5 a) und b) → Immer Frage 2)

Bei Section 5 c) und d) → Immer Frage 3)

2) There is no evidence of artificial splitting of the contract objective/value in order to avoid procurement requirements.

Yes

No

Not Applicable

3) There is no evidence of artificial splitting of the contract objective/value in order to avoid public procurement requirements.

Keine Spaltung des Vertrags → „Yes“

Kann hier nie zutreffen → „N/A“

Vertrag mit Absicht gesplittet → „No“



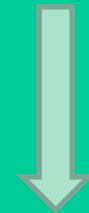


## Don't forget:



Wenn Auftragswert  $\geq$  EU-Schwellenwert

Controller



Information per E-Mail

JS

# Control Checklist Section 5



Beispiel BW für  
Dienstleistungen

Beispiel BY für  
Dienstleistungen

**5a**

$\leq 5.000 \text{ €}$

$\leq 1.000 \text{ €}$

$> 5.000 \text{ €} \leq 50.000 \text{ €}$

$> 1.000 \text{ €} \leq 50.000 \text{ €}$

**5b**

**5c  
5d**

$> 50.000 \text{ €}$

$> 50.000 \text{ €}$

5b) bis zum Auftragswert für alle  
Vergaben, für die eine  
Verhandlungsvergabe zulässig ist





# Control Checklist Section 2



9) Expenditure was incurred within the programme cooperation area. (Only applicable to CE beneficiaries and assimilated partners)	<input type="radio"/> Yes <input type="radio"/> No <input type="text" value="Not Applicable"/>
11) If applicable, activities carried out (and expenditure incurred) in EU regions outside the programme area by beneficiaries located in the programme area were planned in the approved application form or the programme bodies have given their prior consent.	<input type="text" value="Yes"/> <input type="text" value="No"/> <input type="text" value="Not Applicable"/>
12) If applicable, expenditure referring to activities carried out outside the EU territory was incurred by the financing partner listed in the approved application form were planned in the approved application form or the programme bodies have given their prior consent.	<input type="text" value="Yes"/> <input type="text" value="No"/> <input type="text" value="Not Applicable"/>

Fehlerhaft behandelt → „No“

Grundsätzlich „Yes“ oder „N/A“

16) If the partner contribution does not come from the partner's own resources but from an external public source, the total public contribution has not been exceeded. (if the partner contribution comes from the partner's own resources or entirely from private resources please tick n.a.)	<input type="text" value="Yes"/> <input type="text" value="No"/> <input type="text" value="Not Applicable"/>
18) Claimed expenditure respect the partner total budget, budget per budget line and budget per work package as in the latest version of the approved application form, or deviations remain within the budget flexibility with prior approval of the lead partner (if applicable) or were approved by the relevant programme body if required.	<input type="text" value="Yes"/> <input type="text" value="No"/> <input type="text" value="Not Applicable"/>

Immer bezogen auf gesamtes Budget laut AF, nicht auf einzelne Period!

# Control Checklist Section 4.3



13) Costs partially covered by third parties have been reduced from the daily allowance. (e.g. breakfast included in the hotel fee, lunch or dinner paid by the organisers of a meeting/event)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable
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15) Travel and accommodation costs that occurred outside the programme area were planned in the approved application form or a written consent was provided by the JS.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable
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Fehlerhaft behandelt → „No“

Grundsätzlich „Yes“ oder „N/A“

# Control Checklist Section 4.4



4) Costs are paid on the basis of contracts/written agreements and against invoices/request for reimbursement.	Yes	No	Not Applicable
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Vertrag + Rechnung  
liegen vor → „Yes“

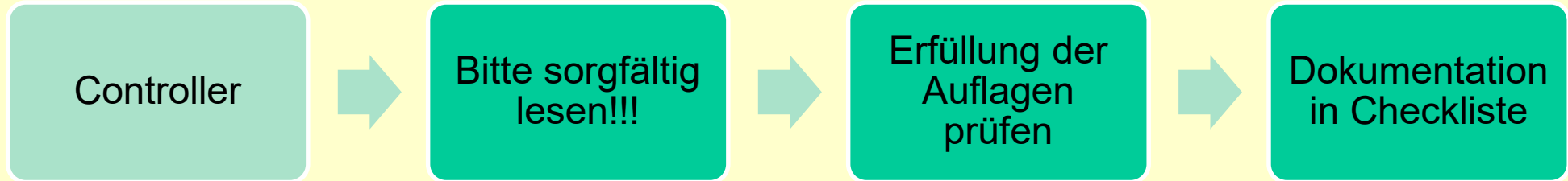
Kein Vertrag  
UND/ODER  
keine Rechnung  
lag vor → „No“

Wenn kein Vertrag nötig  
→ „Yes“ + comment

# Control Checklist Section 7



## Conditions in the Subsidy Contract



7. COMPLIANCE WITH OTHER EU RULES - Verifications		
0	1) There is no evidence that the project activities do not comply with the EU horizontal objectives of sustainable development.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable
0	2) There is no evidence that the project activities do not comply with the EU horizontal objectives of equal opportunities and non-discrimination as well as equality between men and women.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable
0	3) If applicable, contractual obligations on State aid, as foreseen in the subsidy contract are fulfilled.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable

Conditions werden eingehalten

Conditions werden **NICHT** eingehalten

Keine conditions zu State aid im SC



Bei Conditions im SC, aber noch nicht stattgefunderer Aktivität  
→ „Yes“ mit Kommentar: Aktivität noch nicht stattgefunden



# Control Report Section 5



## Expenditure declared and certified per budget line

Budget line	Declared by partner		
	Current report	Total	
BL1 Staff costs	€ 43.529,99	€ 43.529,99	
BL2 Office and admin.	€ 6.529,47	€ 6.529,47	
BL3 Travel and accom.	€ 2.327,18	€ 2.327,18	
BL4 External exp. and services	€ 30.805,10	€ 30.805,10	
BL5 Equipment	€ 0,00	€ 0,00	
BL6 Infrastr. and works	€ 0,00	€ 0,00	
<b>Total expenditure</b>	<b>€ 83.191,74</b>	<b>€ 83.191,74</b>	
Net revenue	€ 0,00	€ 0,00	
<b>Total eligible expenditure</b>	<b>€ 83.191,74</b>	<b>€ 83.191,74</b>	

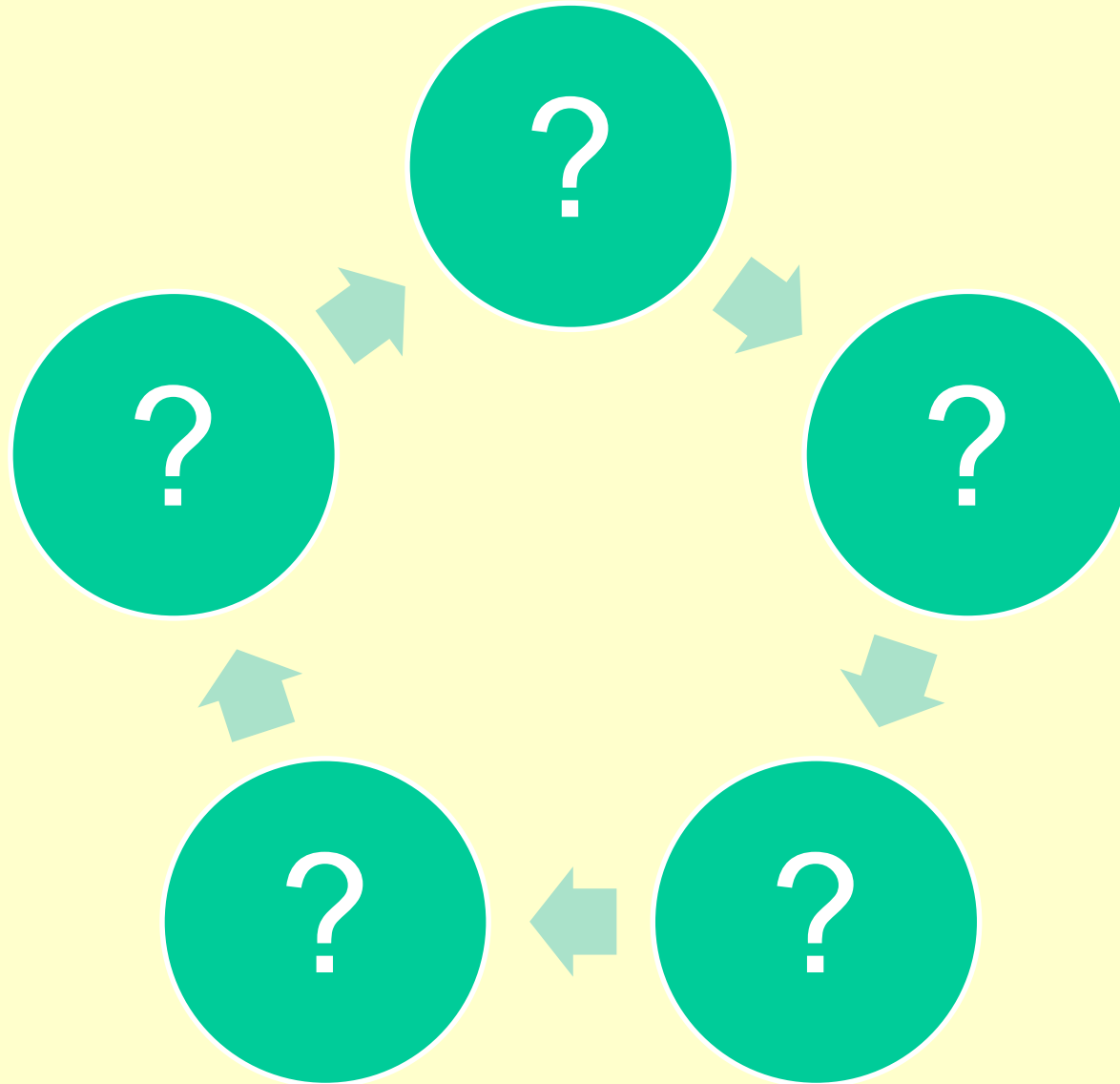
Part of the expenditure was incurred outside the EU territory

Yes

No



# NOCH FRAGEN?





# Vielen Dank für Ihr Interesse!

**Ansprechpartner bei Fragen**  
Koordinierungsstelle Deutschland  
(Coordinating Body Germany)

## Michaela Götzelmann

Tel. +49 (0)7433 967 65 84

E-Mail:

[michaela.goetzelmann@ofdka.bwl.de](mailto:michaela.goetzelmann@ofdka.bwl.de)

## Claudia Voß

Tel. +49 (0)7083 500 008

E-Mail:

[claudia.voss@ofdka.bwl.de](mailto:claudia.voss@ofdka.bwl.de)

## Oberfinanzdirektion Karlsruhe

Stabsstelle EU-Finanzkontrolle (EFK)

Prüfbehörde/Unabhängige Prüfstelle für den EU-Strukturförderbereich (Str)

(Independent public audit unit for EU-Structural Funds)

Post: Postfach 10 02 65, 76232 Karlsruhe

Besucher: Rotebühlplatz 30, 70173 Stuttgart

Fax: +49(0)711 6673-4175

Internet: [www.ofd-karlsruhe.de](http://www.ofd-karlsruhe.de)

