



EUROPEAN COMMISSION
RESEARCH EXECUTIVE AGENCY

Steering Committee

The Research Executive Agency (REA)

Administrative Budget 2021

Final Version

Adopted by the REA Steering Committee
at its meeting of 18 December 2020

Document REA / SC(2020) 4.7.2

The Administrative Budget of the Research Executive Agency is structured in three budgetary titles:

- Title 1 is for STAFF EXPENDITURE;
- Title 2 is for INFRASTRUCTURE AND OPERATING EXPENDITURE;
- Title 3 is for PROGRAMME SUPPORT EXPENDITURE which includes also other costs relating to the management of the programmes delegated to the Agency and to the Support Services provided by the REA to all DGs and EU bodies implementing FP7 and Horizon 2020.

There is no administrative support expenditure related to the probable new mandate of REA for 2021-2027 and Horizon Europe.

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The Research Executive Agency (REA)

THE INITIAL ADMINISTRATIVE BUDGET OF 2021

REVENUE

| Revenue Items | Official Name of the Revenue Budget Lines | Adopted Budget 2019 | Revenue established in 2019 | Revenue cashed in 2019 | First Amended Budget 2020 | Variation | Initial Budget 2021 |
|---------------|---|---------------------|-----------------------------|------------------------|---------------------------|-----------|---------------------|
|---------------|---|---------------------|-----------------------------|------------------------|---------------------------|-----------|---------------------|

| | | | | | | | |
|----------------------|--|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| TOTAL REVENUE | | 75,802,085.00 | 76,350,639.20 | 75,860,605.16 | 79,709,765.00 | -1,970,555.00 | 77,739,210.00 |
|----------------------|--|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|

| | | | | | | | | |
|------|------|---|---------------|---------------|---------------|---------------|---------------|---------------|
| Item | 2000 | European Commission's Subsidy to the Research Executive Agency (REA) | 75,802,085.00 | 75,681,525.01 | 75,681,525.01 | 79,211,830.62 | -1,472,620.62 | 77,739,210.00 |
| Item | 3000 | Surplus available from the preceding financial year | p.m. | 0.00 | 0.00 | 0.00 | 0.00 | p.m. |
| Item | 4000 | Revenue accruing from the supply of services and from payments connected with lettings for other institutions or bodies of the European Union | p.m. | 457,310.21 | 0.00 | 457,310.21 | -457,310.21 | p.m. |
| Item | 9000 | Miscellaneous revenue | p.m. | 211,803.98 | 179,080.15 | 40,624.17 | -40,624.17 | 0.00 |

EXPENDITURE

| Expenditure Titles, Chapters, Articles and Items | Official Name of the Expenditure Budget Lines | Final Budget of 2019 (as of 31.12.2019) | CA Outturn (as of 31.12.2019) | PA Outturn (as of 31.12.2019) | First Amended Budget 2020 | Variation "IB2020" - "DB2021" in € | Initial Budget 2021 |
|--|---|---|-------------------------------|-------------------------------|---------------------------|------------------------------------|---------------------|
|--|---|---|-------------------------------|-------------------------------|---------------------------|------------------------------------|---------------------|

| | | | | | | | |
|--------------------------|--|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| TOTAL EXPENDITURE | | 75,802,085.00 | 75,765,990.52 | 68,975,898.67 | 79,709,765.00 | -1,970,555.00 | 77,739,210.00 |
|--------------------------|--|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|

| | | | | | | | | |
|-------|---|--------------------------|----------------------|----------------------|----------------------|----------------------|---------------------|----------------------|
| Title | 1 | STAFF EXPENDITURE | 57,164,395.00 | 57,142,944.96 | 56,793,664.22 | 60,287,480.00 | 2,820,295.00 | 63,107,775.00 |
|-------|---|--------------------------|----------------------|----------------------|----------------------|----------------------|---------------------|----------------------|

| | | | | | | | | |
|---------|----|---|---------------|---------------|---------------|---------------|--------------|---------------|
| Chapter | 11 | Remunerations, Allowances and Charges | 54,547,115.00 | 54,526,019.96 | 54,371,748.18 | 57,747,855.00 | 2,751,630.00 | 60,499,485.00 |
| Chapter | 12 | Professional Development and Social expenditure | 2,617,280.00 | 2,616,925.00 | 2,421,916.04 | 2,539,625.00 | 68,665.00 | 2,608,290.00 |

| | | | | | | | | |
|-------|---|---|----------------------|----------------------|---------------------|----------------------|--------------------|----------------------|
| Title | 2 | INFRASTRUCTURE AND OPERATING EXPENDITURE | 11,507,435.00 | 11,504,335.51 | 9,600,326.38 | 12,032,140.00 | -635,595.00 | 11,396,545.00 |
|-------|---|---|----------------------|----------------------|---------------------|----------------------|--------------------|----------------------|

| | | | | | | | | |
|---------|----|--|--------------|--------------|--------------|--------------|-------------|--------------|
| Chapter | 21 | Building expenditure | 8,027,800.00 | 8,027,800.00 | 7,013,497.88 | 8,157,115.00 | -168,840.00 | 7,988,275.00 |
| Chapter | 22 | ICT expenditure | 3,059,115.00 | 3,056,015.51 | 2,255,333.86 | 3,231,790.00 | -211,895.00 | 3,019,895.00 |
| Chapter | 23 | Movable property and Current Operating expenditure | 420,520.00 | 420,520.00 | 331,494.64 | 643,235.00 | -254,860.00 | 388,375.00 |

| | | | | | | | | |
|-------|---|--------------------------------------|---------------------|---------------------|---------------------|---------------------|----------------------|---------------------|
| Title | 3 | PROGRAMME SUPPORT EXPENDITURE | 7,130,255.00 | 7,118,710.05 | 2,581,908.07 | 7,390,145.00 | -4,155,255.00 | 3,234,890.00 |
|-------|---|--------------------------------------|---------------------|---------------------|---------------------|---------------------|----------------------|---------------------|

| | | | | | | | | |
|---------|----|-------------------------------------|--------------|--------------|--------------|--------------|---------------|--------------|
| Chapter | 31 | Programme Management expenditure | 1,322,435.00 | 1,313,340.96 | 862,811.85 | 859,395.00 | -88,805.00 | 770,590.00 |
| Chapter | 32 | Common Support Services expenditure | 5,807,820.00 | 5,805,369.09 | 1,719,096.22 | 6,530,750.00 | -4,066,450.00 | 2,464,300.00 |

DETAILED PRESENTATION OF THE BUDGET

The Research Executive Agency (REA)

THE INITIAL ADMINISTRATIVE BUDGET OF 2021

EXPENDITURE

| Expenditure Titles, Chapters, Articles and Items | Official Name of the Expenditure Budget Lines | Final Budget of 2019 (as of 31.12.2019) | CA Outturn (as of 31.12.2019) | PA Outturn (as of 31.12.2019) | First Amended Budget 2020 | Variation "IB2020" - "DB2021" in € | Initial Budget 2021 | | |
|--|---|---|----------------------------------|----------------------------------|------------------------------|--|----------------------|---------------------|----------------------|
| TOTAL EXPENDITURE | | 75,802,085.00 | 75,765,990.52 | 68,975,898.67 | 79,709,765.00 | -1,970,555.00 | 77,739,210.00 | | |
| Title | 1 | STAFF EXPENDITURE | | 57,164,395.00 | 57,142,944.96 | 56,793,664.22 | 60,287,480.00 | 2,820,295.00 | 63,107,775.00 |
| Chapter | 11 | Remunerations, Allowances and Charges | | 54,547,115.00 | 54,526,019.96 | 54,371,748.18 | 57,747,855.00 | 2,751,630.00 | 60,499,485.00 |
| Article | 111 | Staff occupying an employment in the establishment plan | | 21,733,905.00 | 21,733,801.10 | 21,733,801.10 | 22,907,245.00 | 634,335.00 | 23,541,580.00 |
| Item | 1111 | Temporary Agents - Remuneration, Allowances and Charges | | 21,733,905.00 | 21,733,801.10 | 21,733,801.10 | 22,907,245.00 | 634,335.00 | 23,541,580.00 |
| Article | 112 | Contract Agents | | 31,954,540.00 | 31,933,550.54 | 31,933,550.54 | 34,243,010.00 | 2,386,795.00 | 36,629,805.00 |
| Item | 1121 | Contract Agents - Remuneration, Allowances and Charges | | 31,954,540.00 | 31,933,550.54 | 31,933,550.54 | 34,243,010.00 | 2,386,795.00 | 36,629,805.00 |
| Article | 113 | Other Staff Remunerations, Allowances and Charges | | 858,670.00 | 858,668.32 | 704,396.54 | 597,600.00 | -269,500.00 | 328,100.00 |
| Item | 1131 | Seconded National Experts - Allowances and Charges | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | p.m. |
| Item | 1132 | Interim supportive agents and Trainees | | 858,670.00 | 858,668.32 | 704,396.54 | 597,600.00 | -269,500.00 | 328,100.00 |
| Chapter | 12 | Professional Development and Social expenditure | | 2,617,280.00 | 2,616,925.00 | 2,421,916.04 | 2,539,625.00 | 68,665.00 | 2,608,290.00 |
| Article | 121 | Specific Staff-related Charges, Support Services for the management of Staff Rights and Payroll, Charges relating to Recruitment and Change of Personnel | | 1,667,530.00 | 1,667,530.00 | 1,618,907.72 | 1,807,720.00 | 26,575.00 | 1,834,295.00 |
| Item | 1211 | Specific Staff-related Charges, Support Services for the management of Staff Rights and Payroll, Charges relating to Recruitment and Change of Personnel | | 1,667,530.00 | 1,667,530.00 | 1,618,907.72 | 1,807,720.00 | 26,575.00 | 1,834,295.00 |
| Article | 122 | Professional and Personal Development and Social expenses for Staff | | 868,395.00 | 868,395.00 | 723,478.28 | 715,405.00 | 43,060.00 | 758,465.00 |
| Item | 1221 | Training Courses for the Professional and Personal Development of Staff | | 509,330.00 | 509,330.00 | 445,010.27 | 363,715.00 | 37,175.00 | 400,890.00 |
| Item | 1222 | Missions related to the Professional and Personal Development of Staff | | 24,145.00 | 24,145.00 | 19,250.08 | 14,155.00 | -14,155.00 | 0.00 |
| Item | 1223 | Medical Service | | 169,330.00 | 169,330.00 | 109,177.00 | 173,225.00 | 3,540.00 | 176,765.00 |
| Item | 1224 | Mobility and Other Social expenses | | 165,590.00 | 165,590.00 | 150,040.93 | 164,310.00 | 16,500.00 | 180,810.00 |
| Article | 123 | Representation expenses, Events and Internal meetings | | 81,355.00 | 81,000.00 | 79,530.04 | 16,500.00 | -970.00 | 15,530.00 |
| Item | 1231 | Representation expenses, Events and Internal meetings | | 81,355.00 | 81,000.00 | 79,530.04 | 16,500.00 | -970.00 | 15,530.00 |

| Expenditure Titles, Chapters, Articles and Items | | Official Name of the Expenditure Budget Lines | Final Budget of 2019 (as of 31.12.2019) | CA Outturn (as of 31.12.2019) | PA Outturn (as of 31.12.2019) | First Amended Budget 2020 | Variation "IB2020" - "DB2021" in € | Initial Budget 2021 |
|--|------------|---|--|----------------------------------|----------------------------------|------------------------------|--|----------------------|
| Title | 2 | INFRASTRUCTURE AND OPERATING EXPENDITURE | 11,507,435.00 | 11,504,335.51 | 9,600,326.38 | 12,032,140.00 | -635,595.00 | 11,396,545.00 |
| Chapter | 21 | Building expenditure | 8,027,800.00 | 8,027,800.00 | 7,013,497.88 | 8,157,115.00 | -168,840.00 | 7,988,275.00 |
| Article | 211 | Rent / Usufruct instalments and Building Charges | 8,027,800.00 | 8,027,800.00 | 7,013,497.88 | 8,157,115.00 | -168,840.00 | 7,988,275.00 |
| Item | 2111 | Rent / Usufruct instalments, Building Charges and associated expenses | 8,027,800.00 | 8,027,800.00 | 7,013,497.88 | 8,157,115.00 | -168,840.00 | 7,988,275.00 |
| Chapter | 22 | ICT expenditure | 3,059,115.00 | 3,056,015.51 | 2,255,333.86 | 3,231,790.00 | -211,895.00 | 3,019,895.00 |
| Article | 221 | ICT Environment | 2,540,595.00 | 2,539,024.96 | 1,980,467.58 | 2,719,115.00 | -155,245.00 | 2,563,870.00 |
| Item | 2211 | ICT Environment (Infrastructure, Systems and Services) | 2,540,595.00 | 2,539,024.96 | 1,980,467.58 | 2,719,115.00 | -155,245.00 | 2,563,870.00 |
| Article | 222 | Data Processing and application development | 518,520.00 | 516,990.55 | 274,866.28 | 512,675.00 | -56,650.00 | 456,025.00 |
| Item | 2221 | Data Processing and application development and associated expenditure | 518,520.00 | 516,990.55 | 274,866.28 | 512,675.00 | -56,650.00 | 456,025.00 |
| Chapter | 23 | Movable property and Current Operating expenditure | 420,520.00 | 420,520.00 | 331,494.64 | 643,235.00 | -254,860.00 | 388,375.00 |
| Article | 231 | Furniture, Materials and Technical Installations | 125,100.00 | 125,100.00 | 86,224.40 | 314,110.00 | -216,425.00 | 97,685.00 |
| Item | 2311 | Furniture, Materials and Technical Installations and associated expenditure | 125,100.00 | 125,100.00 | 86,224.40 | 314,110.00 | -216,425.00 | 97,685.00 |
| Article | 232 | Current Operating expenditure | 295,420.00 | 295,420.00 | 245,270.24 | 329,125.00 | -38,435.00 | 290,690.00 |
| Item | 2321 | Office Supplies and Other Current Operating expenditure | 295,420.00 | 295,420.00 | 245,270.24 | 329,125.00 | -38,435.00 | 290,690.00 |

| Expenditure Titles, Chapters, Articles and Items | Official Name of the Expenditure Budget Lines | Final Budget of 2019 (as of 31.12.2019) | CA Outturn (as of 31.12.2019) | PA Outturn (as of 31.12.2019) | First Amended Budget 2020 | Variation "IB2020" - "DB2021" in € | Initial Budget 2021 | |
|--|---|--|----------------------------------|----------------------------------|------------------------------|--|----------------------|---------------------|
| Title | 3 | PROGRAMME SUPPORT EXPENDITURE | 7,130,255.00 | 7,118,710.05 | 2,581,908.07 | 7,390,145.00 | -4,155,255.00 | 3,234,890.00 |
| Chapter | 31 | Programme Management expenditure | 1,322,435.00 | 1,313,340.96 | 862,811.85 | 859,395.00 | -88,805.00 | 770,590.00 |
| Article | 311 | Communication, Information and ICT expenditure related to the Management of Delegated Programmes | 550,015.00 | 546,714.53 | 337,529.95 | 549,370.00 | -37,480.00 | 511,890.00 |
| Item | 3111 | Communication, Information and ICT expenditure related to the Management of Delegated Programmes | 131,570.00 | 129,798.38 | 97,987.83 | 51,565.00 | -960.00 | 50,605.00 |
| Item | 3112 | ICT Infrastructure, Environment and Systems related to the Programme Management and associated expenses | 418,445.00 | 416,916.15 | 239,542.12 | 497,805.00 | -36,520.00 | 461,285.00 |
| Article | 312 | External Audits, Missions and Other expenses related to the Management of Delegated Programmes | 772,420.00 | 766,626.43 | 525,281.90 | 310,025.00 | -51,325.00 | 258,700.00 |
| Item | 3121 | External Audits | 100,605.00 | 94,811.88 | 0.00 | 2,345.00 | -2,345.00 | 0.00 |
| Item | 3122 | Missions and Other expenses related to the Administrative Management of Programmes | 671,815.00 | 671,814.55 | 525,281.90 | 307,680.00 | -48,980.00 | 258,700.00 |
| Chapter | 32 | Common Support Services expenditure | 5,807,820.00 | 5,805,369.09 | 1,719,096.22 | 6,530,750.00 | -4,066,450.00 | 2,464,300.00 |
| Article | 321 | Common Support Services and Evaluation Platform – Building expenditure | 5,012,850.00 | 5,012,850.00 | 1,161,830.11 | 5,829,405.00 | -4,195,455.00 | 1,633,950.00 |
| Item | 3211 | Building Rent / Usufruct instalments, Building charges and associated expenses for the Common Support Services and Evaluation Platform | 5,012,850.00 | 5,012,850.00 | 1,161,830.11 | 5,829,405.00 | -4,195,455.00 | 1,633,950.00 |
| Article | 322 | Common Support Services and Evaluation Platform – ICT, Logistics, Information and Current Operating expenditure | 629,400.00 | 629,400.00 | 417,556.10 | 664,845.00 | 118,505.00 | 783,350.00 |
| Item | 3221 | ICT, Logistics, Acquisition and Provision of Information, Current Operating expenditure and associated costs | 629,400.00 | 629,400.00 | 417,556.10 | 664,845.00 | 118,505.00 | 783,350.00 |
| Article | 323 | Meetings of Experts | 165,570.00 | 163,119.09 | 139,710.01 | 36,500.00 | 10,500.00 | 47,000.00 |
| Item | 3231 | Meetings of Experts and associated costs | 165,570.00 | 163,119.09 | 139,710.01 | 36,500.00 | 10,500.00 | 47,000.00 |

| TOTAL EXPENDITURE | | | | | |
|-------------------|---------------|---------------|---------------------------|------------|---------------------|
| Budget Year 2019 | | | First Amended Budget 2020 | Variation | Initial Budget 2021 |
| Final Budget 2018 | CA Outturn | PA Outturn | | | |
| 75,802,085.00 | 75,765,990.52 | 68,975,898.67 | 79,709,765 | -1,970,555 | 77,739,210 |

| Title 1 — STAFF EXPENDITURE | | | | | |
|-----------------------------|---------------|---------------|---------------------------|-----------|---------------------|
| Budget Year 2019 | | | First Amended Budget 2020 | Variation | Initial Budget 2021 |
| Final Budget 2018 | CA Outturn | PA Outturn | | | |
| 57,164,395.00 | 57,142,944.96 | 56,793,664.22 | 60,287,480 | 2,820,295 | 63,107,775 |

| Chapter 11 — Remunerations, Allowances and Charges | | | | | |
|--|---------------|---------------|---------------------------|-----------|---------------------|
| Budget Year 2019 | | | First Amended Budget 2020 | Variation | Initial Budget 2021 |
| Final Budget 2018 | CA Outturn | PA Outturn | | | |
| 54,547,115.00 | 54,526,019.96 | 54,371,748.18 | 57,747,855 | 2,751,630 | 60,499,485 |

Figures

| Expenditure Titles, Chapters, Articles and Items | Official Name of the Expenditure Budget Lines | | | Initial Budget 2021 |
|--|--|--|--|---------------------|
| Chapter 11 | Remunerations, Allowances and Charges | | | 60,499,485 |
| Article 111 | Staff occupying an employment in the establishment plan | | | 23,541,580 |
| Item 1111 | Temporary Agents - Remuneration, Allowances and Charges | | | 23,541,580 |
| Article 112 | Contract Agents | | | 36,629,805 |
| Item 1121 | Contract Agents - Remuneration, Allowances and Charges | | | 36,629,805 |
| Article 113 | Other Staff Remunerations, Allowances and Charges | | | 328,100 |
| Item 1131 | Seconded National Experts - Allowances and Charges | | | 0 |
| Item 1132 | Interim supportive agents and Trainees | | | 328,100 |

Remarks

The appropriations of this budget chapter cover the following expenditure with respect to seconded officials, temporary staff and contract staff as well as the seconded national experts:

- salaries, allowances and other payments relating to salaries,
- accident and sickness insurance as well as other social security charges,
- the cost of any adjustments to remuneration approved by the Council during the financial year,
- unemployment insurance for temporary staff,
- miscellaneous allowances and benefits paid directly to the staff member,
- allowances in the event of dismissal of a probationary staff for obvious inadequacy,
- allowances in the event of cancellation by the agency of the contract of a staff member,
- the cost of weightings applied to the part of remunerations transferred to a country other than the country of employment,
- travel allowance to the place of origin,
- installation allowances for staff changing their place of residence while taking up duty or leaving the agency and resettling elsewhere, paid directly to the staff member,
- household allowance,
- social security and pension expenses,
- expenses relating to professional insurance,
- all other expenses relating to the remuneration, the allowances and the charges for the Staff of the Agency paid directly to the staff member.

A general description of the salaries and other benefits is given in the ‘Working at the Commission’ webpage of DG HR.

The Council Regulation updating the salary scales of officials and other servants of all the EU institutions, including increments and allowances, is published every year in the Official Journal.

The Establishment Plan and other details are presented in the annex.

The appropriations of this budget chapter also cover expenditure of:

- interim supportive staff paid indirectly by the Agency through contracts made with an interim staff private company, and
 - trainees (‘stagiaires’).
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| Chapter 12 — Professional Development and Social expenditure | | | | | |
|--|------------------|--------------|---------------------------|-----------|---------------------|
| Final Budget 2018 | Budget Year 2019 | | First Amended Budget 2020 | Variation | Initial Budget 2021 |
| | CA Outturn | PA Outturn | | | |
| 2,617,280.00 | 2,616,925.00 | 2,421,916.04 | 2,539,625 | 68,665 | 2,608,290 |

Figures

| Expenditure Titles, Chapters, Articles and Items | Official Name of the Expenditure Budget Lines | | Initial Budget 2021 |
|--|---|--|---------------------|
| Chapter 12 | Professional Development and Social expenditure | | 2,608,290 |
| Article 121 | Specific Staff-related Charges, Support Services for the management of Staff Rights and Payroll, Charges relating to Recruitment and Change of Personnel | | 1,834,295 |
| Item 1211 | Specific Staff-related Charges, Support Services for the management of Staff Rights and Payroll, Charges relating to Recruitment and Change of Personnel | | 1,834,295 |
| Article 122 | Professional and Personal Development and Social expenses for Staff | | 758,465 |
| Item 1221 | Training Courses for the Professional and Personal Development of Staff | | 400,890 |
| Item 1222 | Missions related to the Professional and Personal Development of Staff | | 0 |
| Item 1223 | Medical Service | | 176,765 |
| Item 1224 | Mobility and Other Social expenses | | 180,810 |
| Article 123 | Representation expenses, Events and Internal meetings | | 15,530 |
| Item 1231 | Representation expenses, Events and Internal meetings | | 15,530 |

Remarks

The appropriations of this budget chapter cover the following expenditure:

The appropriations of the budget item 1211 cover:

- Specific Staff related charges such as:
 - travel expenses for staff (including their families) taking up duty or leaving the agency,
 - moving expenses for staff changing their place of residence while taking up duty or leaving the agency and resettling elsewhere,
 - expenditure for the staff as regards the "Centre de la Petite Enfance" like crèche, nursery, summer nursery, etc.,
 - expenditure for the staff as regards the school buses.
- Support services for the management of the payroll and defining the rights of newly recruited staff in terms of remunerations, allowances and charges.
- Expenditure relating to the Service-Level Agreement with PMO, as mentioned in its Part II B:
 - Section A – Sickness – Accidents – Occupational Disease,
 - Section B – Unemployment,
 - Section C – Pensions – Invalidity Allowance – Transfers – Severance Grant,
 - Section D – Salary Calculation and Payment,
 - Section E – Determination of Individual Entitlements - Allowances and Reimbursements on taking up appointment, transfer, during the career or leaving the service.
- Costs relating to the recruitment of staff such as:
 - costs relating to the recruitment interviews (including drinks provided during the panel meetings),
 - reimbursement of applicants' travelling costs (including subsistence costs for their venue for interview),
 - costs relating to medical visits prior to recruitment of new staff (Service-Level Agreement with DG HR / Medical Service),
 - expenses relating to the following section of Part II B of the Service-Level Agreement with PMO:
 - Section G – Reimbursement of expenses outside of the EU Staff Rules: Expenses of Experts and Candidates (in this budget item are only funded the expenses relating to the candidates part).

The appropriations of the budget item 1221 cover:

Expenses for general, managerial, language and IT training courses offered by DG HR, DIGIT, the European Administration School (EAS), any other EU institution or body as well as by any external provider to the staff of the Agency aiming at their professional and personal development:

- fees for experts employed to identify training needs, design, develop and hold courses as well as evaluate and monitor results,
- fees for consultants in various fields, in particular organisational methods, management, strategy, quality assurance and personnel management,

- expenditure incurred in designing, holding and evaluating the training organised by the Agency in the form of courses, seminars and conferences (course instructors/speakers and their travel and subsistence expenses, and teaching materials),
- the costs of attending external training or joining the relevant professional organisations,
- expenditure relating to the practical aspects of organising such courses and the use of premises and transport as well as the subsistence costs (food and accommodation) for the participants of residential courses,
- training expenditure relating to publications and information, associated internet sites and the purchase of teaching equipment, subscriptions and licences for distance teaching, books, press and multimedia products,
- purchase of teaching aids,
- the costs relating to the invitation of an external trainer for a specific staff training,
- costs for refreshments during trainings,
- costs relating to subscriptions for career and personal development of staff, including the related training courses and exams as well as the specialised subscriptions, training courses and exams (like for the Institute of Internal Auditors),
- expenditure relating to the support services provided by DG HR and by DIGIT for the training courses attended by the Agency staff,
- expenditure relating to the support services provided by the European Administration School (EAS) and its training for the upper line managers of the Agency.

The appropriations of the budget item 1222 cover:

Mission expenses of REA Staff relating to their professional and personal development:

- reimbursement of travel expenses, including ancillary costs relating to tickets and reservations, daily subsistence allowances and additional or exceptional expenditures while on mission for Agency staff,
- expenditure relating to services provided by PMO for the preparation of the liquidation of mission expenses and visa services under the following sections of Part II B of the Service-Level Agreement with PMO:
 - Section F – Determination of Mission Expenses under the EU Staff Rules,
 - Section I – Visa services;
- expenditure relating to mission insurance.

The appropriations of the budget item 1223 cover:

Expenditure relating to the annual and complementary medical visits for staff, the acceptance of medical certificates and the vaccination of the Agency staff by the Medical Service (Service-Level Agreement with DG HR / Medical Service).

The appropriations of the budget item 1224 cover:

- Expenses relating to the reimbursement of the costs for transport and mobility of the Agency's staff,
- Expenses relating to the reimbursement to the Agency's staff of home office ICT equipment and furniture for teleworking enhancement,
- All kinds of related costs linked directly or indirectly to social interactions with Agency's staff,
- Costs for any complementary assistance to the disabled staff members, their spouses or dependent children, subject to a Decision of REA,
- Costs for any complementary assistance to injured staff members victims of attacks, their spouses or dependent children, subject to a Decision of REA.

The appropriations of the budget item 1231 cover:

- Reimbursement of costs incurred by staff representing the Agency (expenses incurred in the performance of representation duties vis-à-vis staff of the Commission, other EU institutions and bodies and other external parties),
 - Cost of drinks and food served during internal meetings,
 - Cost of drinks and food served during special occasions and events.
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| Title 2 — INFRASTRUCTURE AND OPERATING EXPENDITURE | | | | | |
|--|---------------|--------------|------------------------------|-----------|---------------------|
| Budget Year 2019 | | | First Amended Budget 2020 | Variation | Initial Budget 2021 |
| Final Budget 2018 | CA Outturn | PA Outturn | | | |
| 11,507,435.00 | 11,504,335.51 | 9,600,326.38 | 12,032,140 | -635,595 | 11,396,545 |

This budget title concerns expenditure relating to the Agency's working environment, excluding expenditure in direct support of the operational activities delegated to the Agency.

| Chapter 21 — Building expenditure | | | | | |
|-----------------------------------|--------------|--------------|------------------------------|-----------|---------------------|
| Budget Year 2019 | | | First Amended Budget 2020 | Variation | Initial Budget 2021 |
| Final Budget 2018 | CA Outturn | PA Outturn | | | |
| 8,027,800.00 | 8,027,800.00 | 7,013,497.88 | 8,157,115 | -168,840 | 7,988,275 |

Figures

| Expenditure Titles, Chapters, Articles and Items | Official Name of the Expenditure Budget Lines | | | Initial Budget 2021 |
|--|---|--|--|---------------------|
| Chapter 21 | Building expenditure | | | 7,988,275 |
| Article 211 | Rent / Usufruct instalments and Building Charges | | | 7,988,275 |
| Item 2111 | Rent / Usufruct instalments, Building Charges and associated expenses | | | 7,988,275 |

Remarks

The appropriations of the budget item 2111 cover:

- Expenditure relating to the payment of the usufruct instalments, taxes and building charges,
- Building running costs for water, gas, electricity and heating as well as building maintenance,
- Office refurbishments, repairs and building works,
- Building and staff security related expenditure, repairs relating to security and USHT and other costs mentioned in the Service-Level Agreement with the Security Directorate HR.DS (like purchase and maintenance of fire-fighting equipment, cost of statutory inspections, costs relating to securing parking places, etc.),
- Building related insurances,
- Expenditure relating to building management support services provided by OIB (via a Service-Level Agreement) like the annual fee for office repartition works, building works and technical maintenance, internal moves, cleaning and removal of waste,
- Expenditure relating to the building's telecommunication network and equipment, notably purchase, hire, installation and maintenance of telephone switchboards and distributors, audio, videoconferencing, interphone and mobile phone systems for the building,
- Expenditure relating to the exploitation of the vending machines (via the Service-Level Agreement with OIB),
- Other building-related expenditure incurred via the Service-Level Agreement with OIB.

| Chapter 22 — ICT expenditure | | | | | |
|------------------------------|--------------|--------------|------------------------------|-----------|---------------------|
| Budget Year 2019 | | | First Amended Budget 2020 | Variation | Initial Budget 2021 |
| Final Budget 2018 | CA Outturn | PA Outturn | | | |
| 3,059,115.00 | 3,056,015.51 | 2,255,333.86 | 3,231,790 | -211,895 | 3,019,895 |

Figures

| Expenditure Titles, Chapters, Articles and Items | | Official Name of the Expenditure Budget Lines | Initial Budget 2021 |
|--|------------|--|---------------------|
| Chapter | 22 | ICT expenditure | 3,019,895 |
| Article | 221 | ICT Environment | 2,563,870 |
| Item | 2211 | ICT Environment (Infrastructure, Systems and Services) | 2,563,870 |
| Article | 222 | Data Processing and application development | 456,025 |
| Item | 2221 | Data Processing and application development and associated expenditure | 456,025 |

Remarks

The appropriations of the budget item 2211 cover:

- Acquisition, purchase, hire or leasing, renewal, installation, move and removal of the Informatics and Communication Technologies (ICT) equipment, material (hardware), including networks, related software and licences for the day-to-day running of the Agency, like:
 - personal computers (desktop and laptops) and tablet computers,
 - servers, terminals, peripherals, connection devices, ICT wiring,
 - copiers, printers,
 - mobile phones / PDAs, faxes,
 - software and licences for the using and functioning of the hardware;
- Acquisition, purchase, hire or leasing, renewal, installation and development of software, IT tools and IT licences,
- ICT office automation expenses,
- IT Helpdesks,
- Installation costs like ICT room installation and ICT network switches,
- ICT expenditure relating to specific Service-Level Agreements with the Commission’s central services:
 - BUDG for ABAC (annual fee in based on the number of users and number of staff),
 - DIGIT for ABAC (IT hosting services for the ABAC System),
 - BUDG / DIGIT for ABAC Assets (annual fee in function of the number of the staff),
 - DIGIT (based on the number of staff),
 - DIGIT for data networks expenditure (equipment and maintenance) and associated services (management, support, documentation, installation and removal) as well as telecommunication related costs;
- Telecommunications expenses, notably audio and video-conferencing, and associated costs,
- Subscription charges and cabling costs (like land and mobile telephones, teleconferencing and video-conferencing).

The appropriations of the budget item 2221 cover:

Expenditure relating to external service providers offering support for data processing and application development.

| Chapter 23 — Movable property and Current Operating expenditure | | | | | |
|---|------------------|------------|---------------------------|-----------|---------------------|
| Final Budget 2018 | Budget Year 2019 | | First Amended Budget 2020 | Variation | Initial Budget 2021 |
| | CA Outturn | PA Outturn | | | |
| 420,520.00 | 420,520.00 | 331,494.64 | 643,235 | -254,860 | 388,375 |

Figures

| Expenditure Titles, Chapters, Articles and Items | Official Name of the Expenditure Budget Lines | | Initial Budget 2021 |
|--|---|--|---------------------|
| Chapter 23 | Movable property and Current Operating expenditure | | 388,375 |
| Article 231 | Furniture, Materials and Technical Installations | | 97,685 |
| Item 2311 | Furniture, Materials and Technical Installations and associated expenditure | | 97,685 |
| Article 232 | Current Operating expenditure | | 290,690 |
| Item 2321 | Office Supplies and Other Current Operating expenditure | | 290,690 |

Remarks

The appropriations of the budget item 2311 cover:

- Acquisition, purchase, hire or leasing, renewal, installation, move and removal, maintenance and repair of furniture and equipment for offices, meeting rooms, archives, libraries, canteen and cafeteria;
- Purchase, installation, maintenance and use of audio-visual equipment for meeting and training rooms, including facilities for video-conferencing and web-streaming;
- Expenses relating to the Service-Level Agreement with OIB for:
 - The acquisition of office furniture from OIB,
 - The inventory and disposal of office furniture,
 - office furniture maintenance provided by OIB,
- Handling and removal services.

The appropriations of the budget item 2321 cover:

- Purchase of office supplies and paper;
- Replacement of toners for printers, fax machines, photocopiers, scanners and micro-copiers;
- Acquisition and purchase of information, documentation and books, subscriptions to periodicals, newspapers and on-line publications for the Agency's 'library' (physical and virtual 'library' expenses);
- Costs of subscriptions and access to electronic information services and external databases and the acquisition of electronic media;
- Expenditure on data-transmission networks, telematics services, etc., and the purchase of directories;
- Expenditure directly made via the Service-Level Agreement with OIB:
 - for the use of the Commission's Historical Archives,
 - for the brochure "Commission en Directe",
 - for the use of mailing services (postal stamping, parcel transport, massive sending by bag / pallets) including express delivery postage;
- Bank charges and financial costs and charges,
- Insurance premiums for furniture, equipment and material inside the Agency's premises;
- Collective insurances premiums against accidents and death for non-statutory and special councillors;
- Legal assistance expenses, legal charges and damages;
- Acquisition, purchase, hire or leasing, renewal, installation, move, removal and maintenance of water dispensers;
- Miscellaneous royalties for telecommunications;
- Internal Communication, Information and Publication expenditure:
 - resulting from the Agency's internal communication to the Staff,
 - for services offered by OIB under a Service-Level Agreement for reproduction, printing and publication of documents, newsletters, offset, visit cards, etc., related to the internal communication (inside the Agency and the EU institutions and bodies),
 - for services offered by the Publications Office under a Service-Level Agreement for the publication of the Agency's Administrative Budget,
 - internal promotional material (inside the Agency and the EU institutions and bodies);
- Linguistic services, translation costs and interpretation expenditure incurred through the Service-Level Agreements with DG Translation and the Translation Centre for internal communication purposes and for the translation of the Agency's Administrative Budget.

| Title 3 — PROGRAMME SUPPORT EXPENDITURE | | | | | |
|---|------------------|--------------|---------------------------|------------|---------------------|
| Final Budget 2018 | Budget Year 2019 | | First Amended Budget 2020 | Variation | Initial Budget 2021 |
| | CA Outturn | PA Outturn | | | |
| 7,130,255.00 | 7,118,710.05 | 2,581,908.07 | 7,390,145 | -4,155,255 | 3,234,890 |

This budget title concerns expenditure directly relating to the management of operational activities delegated to the Agency as well as the administrative management expenses related to the common evaluation platform and to the common support services provided by REA.

| Chapter 31 — Programme Management expenditure | | | | | |
|---|------------------|------------|---------------------------|-----------|---------------------|
| Final Budget 2018 | Budget Year 2019 | | First Amended Budget 2020 | Variation | Initial Budget 2021 |
| | CA Outturn | PA Outturn | | | |
| 1,322,435.00 | 1,313,340.96 | 862,811.85 | 859,395 | -88,805 | 770,590 |

Figures

| Expenditure Titles, Chapters, Articles and Items | Official Name of the Expenditure Budget Lines | | Initial Budget 2021 |
|--|---|---|---------------------|
| Chapter | 31 | Programme Management expenditure | 770,590 |
| Article | 311 | Communication, Information and ICT expenditure related to the Management of Delegated Programmes | 511,890 |
| Item | 3111 | Communication, Information and ICT expenditure related to the Management of Delegated Programmes | 50,605 |
| Item | 3112 | ICT Infrastructure, Environment and Systems related to the Programme Management and associated expenses | 461,285 |
| Article | 312 | External Audits, Missions and Other expenses related to the Management of Delegated Programmes | 258,700 |
| Item | 3121 | External Audits | 0 |
| Item | 3122 | Missions and Other expenses related to the Administrative Management of Programmes | 258,700 |

Remarks

The appropriations of the budget item 3111 cover:

- External Communication, Information and Publication expenditure:
 - resulting from the Agency's external communication strategy (related to the programme management), including information days for programme applicants/beneficiaries,
 - for services offered by OIB under a Service-Level Agreement for reproduction, printing and publication of documents, newsletters, offset, etc. related to the external communication and to the programme management activities of the Agency,
 - for services offered by the Publications Office under a Service-Level Agreement related to the external communication and to the programme management activities of the Agency,
 - for promotional material related to the external communication and to the programme management activities of the Agency;
- Expenditure relating to the participation to Committees, seminars and conferences;
- Expenditure relating to the launch/publication of Calls for proposals;
- Expenditure for meetings with project consortia (including drinks and foods served during these meetings);
- Expenditure for specialised services contracted out to highly qualified experts;
- Linguistic services, translation costs and interpretation expenditure incurred through the Service-Level Agreements with DG Translation and the Translation Centre, related to the external communication and to the Programme Management activities of the Agency;
- Expenses for general and IT training courses offered by DG HR, DIGIT, the European Administration School (EAS) or any other EU body or Institution as well as by any external training provider to the staff of the Agency in order to improve their skills and performance for the management of the programmes and other operational activities delegated to the Agency:
 - fees for experts employed to identify training needs, design, develop and hold courses as well as evaluate and monitor results,
 - fees for consultants in various fields, in particular organisational methods, management, strategy, quality assurance and personnel management,
 - expenditure incurred in designing, holding and evaluating the training organised by the Agency in the form of courses, seminars and conferences (course instructors/speakers and their travel and subsistence expenses, and teaching materials),
 - the cost of attending external training and of joining the relevant professional organisations,

- expenditure relating to the practical aspects of organising such courses and the use of premises and transport as well as the subsistence costs (food and accommodation) for the participants of residential courses,
- training expenditure relating the purchase of teaching equipment, subscriptions and licences for distance teaching, books, press and multimedia products,
- purchase of teaching aids,
- the costs relating to the invitation of an external trainer for a specific staff training,
- costs for refreshments during trainings,
- expenditure relating to the support services provided by DG HR and by DIGIT for the training courses attended by the Agency's staff and relating to the management of programmes.
- Costs for drinks and foods served during meetings of committees, conferences, seminars and training courses relating to the management of programmes delegated to the Agency.

The appropriations of the budget item 3112 cover:

Expenditure relating to external services providing data processing (consulting) for the ICT environment directly or indirectly linked to the Programmes management (programmes of which their implementation is delegated to the Agency);

The appropriations of the budget item 3121 cover:

Expenditure for ex-post audits of costs declared by beneficiaries outsourced to external audit firms.

The appropriations of the budget item 3122 cover:

- Mission expenses of REA staff travelling in the context of their management of the programmes delegated to the Agency:
 - travel expenses, including ancillary costs for tickets and reservations, daily subsistence allowances and additional or exceptional expenditures;
 - expenditure for services provided by PMO for the preparation of the liquidation of mission expenses and visa services under the following sections of Part II B of the Service-Level Agreement with PMO:
 - Section F – Determination of Mission Expenses under the EU Staff Rules,
 - Section I – Visa services;
 - Expenditure relating to mission insurance;
 - Other expenditure relating to the management of programmes delegated to the Agency, like (e.g.):
 - Legal assistance expenses, legal charges and damages related to the programme management of the Agency,
 - Other administrative support expenses related to the management of programmes delegated to the Agency.
-

| Chapter 32 — Common Support Services expenditure | | | | | |
|--|------------------|--------------|---------------------------|------------|---------------------|
| Final Budget 2018 | Budget Year 2019 | | First Amended Budget 2020 | Variation | Initial Budget 2021 |
| | CA Outturn | PA Outturn | | | |
| 5,807,820.00 | 5,805,369.09 | 1,719,096.22 | 6,530,750 | -4,066,450 | 2,464,300 |

Figures

| Expenditure Titles, Chapters, Articles and Items | Official Name of the Expenditure Budget Lines | | Initial Budget 2021 |
|--|--|--|---------------------|
| Chapter 32 | Common Support Services expenditure | | 2,464,300 |
| Article 321 | Common Support Services and Evaluation Platform – Building expenditure | | 1,633,950 |
| Item 3211 | Building Rent / Usufruct instalments, Building charges and associated expenses for the Common Support Services and Evaluation Platform | | 1,633,950 |
| Article 322 | Common Support Services and Evaluation Platform – ICT, Logistics, Information and Current Operating expenditure | | 783,350 |
| Item 3221 | ICT, Logistics, Acquisition and Provision of Information, Current Operating expenditure and associated costs | | 783,350 |
| Article 323 | Meetings of Experts | | 47,000 |
| Item 3231 | Meetings of Experts and associated costs | | 47,000 |

Remarks

This budget chapter concerns expenditure relating to the support services provided by the Agency to all FP7 / Horizon 2020 beneficiaries and EU managing services including call planning and publication, management of the common evaluation premises, participant validation services (including support for financial capacity checks) as well as processing of contracting and payment of the expert evaluators. Selected parts of these services are also offered to non-research programmes, in accordance with the Delegation Act.

The appropriations of the budget item 3211 cover:

Building rent / usufruct instalments, building charges and associated expenses relating to the common evaluation premises like:

- Expenditure relating to the payment of the usufruct instalments, taxes and building charges;
- Building running costs like water, gas, electricity, heating and building maintenance costs;
- Office refurbishment, repairs and building works;
- Building and staff security related expenditure, repairs relating to security and USHT and other costs mentioned in the Service-Level Agreement with the Security Directorate HR.DS (like purchase and maintenance of fire-fighting equipment, cost of statutory inspections, costs relating to securing parking places, etc.);
- Building related insurances;
- Expenditure relating to building management support services provided by OIB (via a Service-Level Agreement) like the annual fee for office repartition works, building works and technical maintenance, internal moves, cleaning and removal of waste;
- Expenditure relating to the building's telecommunication network and equipment, notably purchase, hire, installation and maintenance of telephone switchboards and distributors, audio, videoconferencing, interphone and mobile phone systems for the building;
- Expenditure relating to the exploitation of the vending machines (via the Service-Level Agreement with OIB);
- Other building-related expenditure made via the Service-Level Agreement with OIB.

The appropriations of the budget item 3221 cover:

Expenditure relating to validation services (including financial capacity checks) and processing of contracts and payments to expert evaluators, including:

- ICT expenditure (infrastructure, environment, systems, tools, hardware, software, licences, ICT developments, etc.),
- Logistics such as furniture, beamers, supplies for experts, etc.,
- Subscriptions to external data sources supporting the participant validation process,
- Communication, information and publications expenditure relating to the promotion of the Research Enquiry Service (RES)
- Linguistic services, translation costs and interpretation expenditure incurred through the Service-Level Agreements with DG Translation and the Translation Centre;
- Any other current operating expenditure relating to the support services offered by the Agency.

Where appropriate, this expenditure can be incurred under specific Service-Level Agreements with OIB and DIGIT.

The appropriations of the budget item 3231 cover:

Expenditure relating to meetings with expert evaluators, web-briefings, water dispensers, drinks and food for experts during central evaluations at the evaluation premises, etc.

ANNEXES

TO THE

ADMINISTRATIVE BUDGET OF 2021

Annex I

| ESTABLISHMENT PLAN | | | |
|--|--|-------------|-------------|
| <i>All Seconded Officials and Temporary Agents</i> | | | |
| Function Group and Category | 2019 Filled in as of 31/12/2019 | 2020 | 2021 |
| AD16 | | | |
| AD15 | | | |
| AD14 | 6 | 9 | 9 |
| AD13 | 9 | 12 | 12 |
| AD12 | 9 | 13 | 13 |
| AD11 | 8 | 13 | 13 |
| AD10 | 10 | 20 | 20 |
| AD9 | 34 | 44 | 44 |
| AD8 | 36 | 27 | 27 |
| AD7 | 27 | 23 | 23 |
| AD6 | 28 | 23 | 23 |
| AD5 | 2 | | |
| TOTAL AD | 169 | 184 | 184 |
| AST11 | | | |
| AST10 | 1 | | |
| AST9 | 2 | 4 | 4 |
| AST8 | 1 | 3 | 3 |
| AST7 | 4 | 1 | 1 |
| AST6 | 5 | | |
| AST5 | | | |
| AST4 | | | |
| AST3 | | | |
| AST2 | | | |
| AST1 | | | |
| TOTAL AST | 13 | 8 | 8 |
| GRAND TOTAL (AD+AST) | 182 | 192 | 192 |

The establishment plan accepts the following ‘ad personam’ appointments: seconded officials may occupy a post in the establishment plan of the executive agency at a higher grade provided that such higher grade corresponds to their own grade at the Commission. This exception applies only to seconded officials.

Annex II

| STAFF PLAN (EQUIVALENT ALLOWANCE OF POSTS IN APPROPRIATIONS) | | | |
|--|--|-------------|-------------|
| <i>Only Contract Agents</i> | | | |
| Function Group | 2019 Filled in as of 31/12/2019 | 2020 | 2021 |
| FG IV | 225 | 252 | 262 |
| FG III | 205 | 247 | 257 |
| FG II | 135 | 128 | 108 |
| FG I | 6 | 3 | 3 |
| TOTAL | 571 | 630 | 630 |
| Of which | | | |
| - Financed from the contributions from the EU general budget: | 563 | 593 | 593 |
| - Financed from "Appropriations accruing from contributions from (non-European Economic Area) third parties to research and technological development (2014 to 2020)": | 8 | 37 | 37 |