



Implementing the EU Public Health Programme:

the role of the Public Health Executive Agency (PHEA)

Project meeting Building Capacity
Bled, 24-26/09/2007

Challenge

EU Public Health Programme

- Merger of 8 different programmes (AIDS, alcohol & drugs, blood safety, health promotion, statistics, cancer, ...)
- Very different areas of work involving different knowledge systems
- Variable levels of information aggregation in priority setting
- Concerns in EU 27 are specific and highly diverse (North-South and East-West)
- Limited EU health policy mandate
- Asymetries between MS activities and between different health related EU policies (RTD, RELEX, ...)
- Conceptual evolution of Public Health over time

Need to increase programme management efficacy

- Complement the knowledge cycle
- Develop benchmarking via appropriate tools
- Develop systematic coordination

The Public Health Executive Agency

- Lifetime : 1/1/2005 – 31/12/2010
- Located in Luxembourg
- Staff : +/- 32
 - 8 Project officers + head scientific unit
 - 6 Financial officers + head financial unit
 - Administrative assistants, IT support, accountant, internal audit
- Budget for projects in 2006: 47,4 M€
- Budget for projects in 2007: 33,8 M€

PHEA tasks

- Implement the EU Public Health Programme
 - adopt the instruments of budget execution for revenue and expenditure
 - carry out all the operations necessary for the management of the programme, in particular those linked to the award of contracts and grants
- Disseminate the know-how and best practices
 - Feed back projects results to DG SANCO policy officers
 - Provide logistical, scientific and technical support by organising technical meetings, preparatory studies, seminars or conferences
- Foster exchange and co-ordination between all players involved
- Contribute to improve the PH programme

Distinct Responsibilities ...

Commission (DG SANCO)

- Set priorities in annual Public Health work programmes
- Liaise with Member States

Executive Agency

- Launch calls for proposals and tenders
- Manage projects
- Improve efficiency of management and dissemination

... but close collaboration

- Steering committee meetings
- Regular « liaison meetings »
- Regular meetings at technical level
- Participation in evaluation committee

2007 priorities of PHEA

2007: first year of autonomy + full operation

- Finishing negotiations, contracting & kick off of 2006 call projects
- Preparation & execution of the 2007 Call for Proposals
 - Development of new evaluation criteria & guidelines
 - Launch of the CFP
 - Evaluation of proposals
- Project monitoring
 - Follow-up of 2005 call projects handed over by SANCO to PHEA
- Organisation of technical meetings
- Strengthening of the NFP network : 2 meetings/year
- Proposal for dissemination strategy



Project Monitoring

Basis: grant agreement

- The grant agreement is based on the selected applications that have gone successfully through the negotiation process (Commission decision)
- The initial application budget may have been reduced to optimise the costs or the beneficiary may have been requested to increase his contribution

Project Monitoring Tools

- Project manual (in preparation)
- Interim report outline/template
 - Activities related to the horizontal work packages
 - Activities related to the core work packages
- Evaluation report
- Participation in project meetings/site visits

Interim report outline

- Technical implementation report & financial statement
- **Time:** starting date, duration of the project and reporting period
- **Funds:** total amount, EC co-funding, first pre-financing payment and further pre-financing request
- Executive summary
- **Specification of the project:** general objective, specific objectives, indicators, link to the work packages
- **Overview of activities per WP:** activities, outcomes-deliverables, date expected, date achievement, levels of achievement (indicators), justification, problems encountered and actions to overcome problems

Technical implementation

- Activities related to the horizontal work packages
 - Wp1 Coordination and management of the project
 - Activities undertaken (partnership, management structure, internal communication and communication strategy)
 - Wp2 Dissemination strategy
 - Dissemination plan available (y/n)
 - Activities undertaken (stakeholder analysis, identification target group, dissemination content and means)
 - Wp3 Project evaluation
- Problems encountered – proposed or adopted solutions
- Activities planned for the next period

Technical implementation (2)

- Activities related to the core work packages
 - Core work package objectives
 - Methodology applied as planned
 - Involvement of partners and target groups
 - Coordination with other projects or activities
 - Outcomes and deliverables achieved
- Problems encountered – proposed or adopted solutions
- Activities planned for the next period

Financial management: General principles

- Co-financing rule
- Non-profit rule
- Non-retroactivity rule
- Non-cumulation rule

Eligibility of costs

Costs must be:

- Connected with the subject of the grant agreement
- Necessary for the performance of the action
- Reasonable and justifiable
- Generated during the lifetime of the project
- Actually incurred (& booked in the accounts)
- Identifiable
- Exclusive of any non-eligible costs

Financial management (2)

- The grant agreement foresees the payment of the EC contribution in several instalments (art 1.5)
 - 30 or 40% first pre-financing
 - 30 or 40% (20% + 20%) further pre-financing payment's
 - 30% final payment (balance resulting from the cost statement accepted costs)

Financial management (3)

- Maximum 20% change allowed within cost category (art I.4.4)
 - No change to the total budget
 - Co-ordinator informs (in writing), in advance, PHEA, in agreement with associated beneficiaries
- Above 20%, a written request for an amendment to the agreement is required.
 - Any request has to be sent in good time before the amendment is due to take effect and at least one month prior to the closing date of the action

Financial report

- Financial statement of the eligible cost
 - The beneficiaries have to declare their costs following the structure of the estimated budget (cost statement)
 - for staff costs: payroll documents (salary sheets...) and time-sheets are required to evidence the cost incurred
 - Consolidated statement and breakdown between each beneficiary
 - Any other documents in support of the request for further pre-financing
- Final payment of balance
 - After the end of the action on the basis of the costs incurred
 - It may take the form of a recovery order, if the total amount of earlier payments is greater than the amount of the final grant determined



Thank you for your attention!

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