



ECHOES

Newsletter for ECHO Partners – February 2015

Classroom training:

Addis Ababa (EN): 2-6 February
 Bogota (ES): 2-6 February
 Dakar (FR): 9-13 February
 London (EN): 16-20 February
 Madrid (ES): 16-20 February
 Milan (IT): 2-6 March
 Brussels (EN): 9-13 March
 Paris (FR): 9-13 March
 Gaziantep (EN): 23-27 March
 Dhaka (EN): 22-26 March
 Bonn (EN): 13-17 April

Distance learning training:

"The Final Report 2014"
 "A very short introduction to the FPA 2014";
 "The Audit Process 2014";
 "The Single Form PDF 2014".

<http://www.dgecho-partners-helpdesk.eu/dl/start>

Do you have any visibility plan or best practice that you would like to share on visibility website? **Please send them to:** visibility-helpdesk@echo-visibility.eu



A NEW YEAR OF TRAINING!

2015 starts with many new training sessions, organised both in Europe and in the field!

The courses' contents will **focus** on:

- Action preparation: all novelties regarding the new Single Form, the Resilience Marker, the section 9 on the standard and above standard visibility activities, details to be provided in section 13 in case of Modification Request and the new APPEL functionalities (such as notifications and submission of supplementary information);
- Implementing ECHO funded Action: the e-tools workflow for submitting reports and modification requests, new scenarios specifically selected for the training locations, and a new session on final narrative and financial report;
- ECHO audits: all contents have been updated according to the new version of the ICQ and the Anti-Fraud strategy.

All courses have been enriched with news drawn from the full **guidelines** on FPA 2014 and the legal framework; all analysed proposals and exercises are **context-specific for each location**. The **registration** is still managed through MANTRA (Management of Training), the system which allows Partners to access to all Helpdesk services. Registration for the new courses is open to **ECHO Partners** as well as to **Implementing Partners** willing to learn more about FPA requirements and procedures.

You are invited to check the calendar and to apply following this link:

<http://dgecho-partners-helpdesk.eu/training/start>

ECHOES FLASH : A NEW WAY OF COMMUNICATION TO PARTNERS!

In 2015, the way to communicate news to Partners will be restyled!

ECHOES Newsletter will now be issued quarterly and will focus on more editorial information.

Operational information to Partners will be communicated through a new "**ECHOES Flash**". It will be short and focus on one hot or very practical topic. **ECHOES Flash** will be regularly published on ECHO Partners' website, on the page dedicated to News. All ECHO Partners that have subscribed to the Newsletter's mailing list will receive the Flash via e-mail as well.

Keep on checking this page for all news on ECHO world <http://dgecho-partners-helpdesk.eu/news/start>

QUESTION OF THE MONTH

Partner: When can offices supplies be charged as direct cost? Do we have to provide specific information in the final reports, if they cost less than 750 €?

ECHO: Offices supplies, i.e. stationary costs, are, as a matter of principle, part of the 7% of indirect costs. However, they can be considered as direct costs when:

- they are incurred within field offices activities and adequately apportioned between the different actions this field office manages
- they have been purchased and/or distributed amongst beneficiaries in the context of a specific activity.

When they are considered as direct costs, the purchase/consumption of these office supplies should appear in the General ledger of the action. No information needs to be provided at final report stage on their future destination when the value of the remaining office supplies at the end of the action is less than € 750 per category of item.

WELCOME TO 5 NEW PARTNERS

Welcome to the new ECHO FPA Partners: Transparency International e.V (www.transparency.org), Plan Finland (www.plan.fi), Save the Children Italia (www.savethechildren.it), Aviation sans Frontières FR(www.asf-fr.org), Marie Stopes International (<http://www.mariestopes.org.uk>).



DG ECHO website:
<http://ec.europa.eu/echo>

Partners website:
www.dgecho-partners-helpdesk.eu

For additional information or suggestions, please contact ECHO-FINANCE-LEGAL-AFFAIRS@ec.europa.eu