

Grants Management and Monitoring System

EGREG is an IT Solution designed to help grants beneficiaries and the managing authority in implementing and monitoring EU-funded grants with respect to PRAG rules and templates.

The Managing Authority can increase the efficiency of grants management and monitoring:

- ✓ Monitoring grants projects is much easier with easy access to all projects requests and deliverables.
- ✓ Clear and comprehensive view of implementation status of each grant project is available in one screen.
- ✓ Problems kept under control through an early warning system tracking eligible costs in real time.
- ✓ Processes for handling beneficiaries requests are shorter and quicker.
- ✓ Electronic copies of all official documents are archived and organised by type and by project.

Beneficiaries can

- ✓ ensure the completeness, integrity and correctness of their projects' information, documents, payments, requests and reports with respect to rules and templates.
- ✓ Key project information is entered only once and used as a reference for recording all project activities and generating reports.



The Managing Authority

Managing several projects is much easier through a single screen giving easy and quick access to reports, documents and requests produced and submitted by grants' beneficiaries.

▼ All artifacts of any project in one single screen.

System alerts that need your attention

[Payment's Alerts](#) [Budgets modification alerts](#)

Search For Projects

List Of Projects

Research and Development (3)

No	Contract Reference Number	Grant Contract Title	Beneficiary
1	EU/2020	Lina Proiect	lina
2	ENPI/2013/12	Development for all	University of MED
3	ENPI/2014/126	Collaborative Scientific Research	University of ME

Intercultural Dialogue (4)

No	Contract Reference Number	Grant Contract Title	Beneficiary
1	ID/2014/02	Intercultural Discussions	Faculty of Music, University of MED
2	Test 15/01/2015	Test	Wassim
3	ENPI/2013/02	Youth in Action	Faculty of Music, University of MED
4	ENPI/2014/12	Express Yourself	Young Women's Association

Youth in Action
 ENPI/2013/02

Contractual Documents

Fact Sheet

Action Plans

No	Start Date	File	Supporting Document
1	16-05-2013	ENPI_2013_02_AP_1.png	

Budgets

Payments

Technical Reports and Deliverables

Financial Reports

No	Start Date	End Date	Report Type	Submission Date	File	
1	16-08-2013	15-09-2013	Interim Report	03-02-2015	ENPI_2013_02_IFR_4.png	view
2	16-07-2013	15-08-2013	Interim Report	03-02-2015	ENPI_2013_02_IFR_3.pdf	view
3	16-06-2013	15-07-2013	Interim Report	03-02-2015	ENPI_2013_02_IFR_2.pdf	view
4	16-05-2013	15-06-2013	Interim Report	03-02-2015	ENPI_2013_02_IFR_1.pdf	view

Use of Contingencies

No	Submission Date	Status	Decision Date	Request Copy	Approval Copy	
1	03-02-2015	Applied	03-02-2015	ENPI_2013_02_CNTRQ_1.pdf	ENPI_2013_02_CNTPRV_1.pdf	view

1335
 Contingency Reserve Amount Used (770)

Allowed Reallocations

No	Period	Date	Notification Letter	
1	Year 1	03-02-2015	ENPI_2013_02_RLC_1.pdf	Details

The Managing Authority

▼ Real-time tracking through automatically generated alerts

System alerts that need your attention

[Payment's Alerts](#) [Budgets modification alerts](#)

Search For Projects

List Of Projects

Research and Development (3)

Intercultural Dialogue

PROJECTS WITH PAYMENTS EXCEEDING FORESEEN COSTS

No	Project Title	Contract Reference Number	
1	Development for all	ENPI/2013/12	Details
2	Test	Test 15/01/2015	Details

No	Period	Budget Item	Payment Date	Payment Amount	Exceeded Money	Exceeded Units	Hide
1	Year 1	2.1. International travel	12-11-2014	940.00	558.00	0	<input type="checkbox"/>
2	Year 1	1.1.1.6 Wadi Food	19-11-2014	2,000.00	0.00	1	<input type="checkbox"/>

Ok

Process beneficiaries' requests online

Track eligible costs in real time

Get immediate access to narrative and financial reports

Publish standard templates and forms

- Users**

- Beneficiaries Requests**

- New Projects

- Change Requests

- Financial Requests

- Addendum Requests

- Financial Alerts**

- Payment's Alerts

- Budgets modification alerts

- Beneficiaries Reports**

- Technical Reports

- Financial Reports

- Forms and Templates**

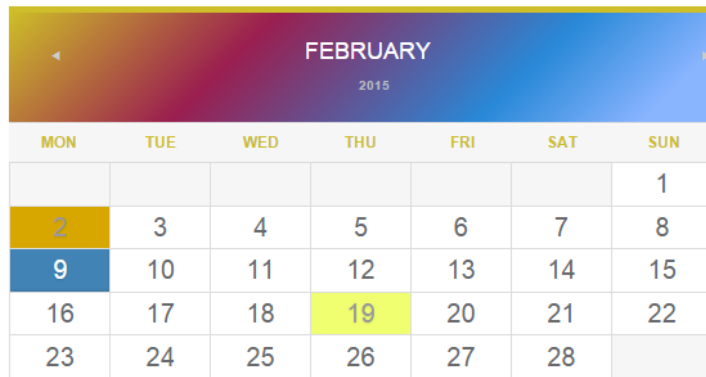
- Help

- My Account**



The Beneficiary

Get a quick progress summary ▶



[Schedule your tasks](#)

Project Information

- Fact Sheet
- Action Plan
- Budget
- Tasks and Deliveries**
- Costs and Reports
- Budget Updates
- Help
- My Account

Development for all

The Project Duration is 24 months. You are currently in period 1

06-01-2014 05-01-2015

Duration 07/01/2015 5 [DETAILS](#)

Planned Deliveries (1) 252863.92 [DETAILS](#)

Budget Amount Spent (157148) 1603.54 [DETAILS](#)

Contingency Reserve Amount Used (744) [DETAILS](#)

[Contractual Documents](#)

[Forms and Templates](#)

Delivered Outputs

No	Title	Type	Due Date	Deliverable Date	Actions
1	Start-up Workshop	Event	20-06-2013	02-02-2015	view

Planned Deliverables

No	Title	Type	Due Date	Status	Actions
1	Mid Term Report	Narrative Report	06-02-2014	368 Day(s) Delay	upload
2	Final Report	Final Narrative Report	01-01-2015	39 Day(s) Delay	upload
3	Closure Report	Final Narrative Report	19-02-2015	10 Day(s) Remaining	upload

Action Plan Updates

◀ Track project tasks and deliverables



The Beneficiary

Register project costs and payments in accordance with allocated funds and attach all supporting documents

NEW PAYMENT

Payment Done By : Document Number :

Type of Document : Location of Original Document :

Invoice Date : Payment Date :

Direct Cost Budget Line

Indirect Cost Budget Line

Payment Unit :

Number of Units :

Unit Rate :

Amount :

Currency :

Source of Funding :

Notes :

[Attach Supporting Documents](#)

[Remove Test 1.pdf](#)
[Remove Test 2.pdf](#)

PAYMENTS LIST

Payment Done By : Source of Funding :

Payments done after : and before :

On budget heading : budget lines :


No	Invoice Date	Payment Date	Budget Line	Amount	
1	28-11-2013	08-01-2014	4.1 Vehicle costs	600.00	view
2	06-01-2014	08-01-2014	4.4 Other services (tel/fax, electricity/heating, maintenance)	732.00	view
3	28-11-2013	03-12-2013	4.3 Consumables - office supplies	840.00	view
4	20-11-2013	28-11-2013	4.1 Vehicle costs	390.00	view
5	14-11-2013	27-11-2013	4.2 Office rent	600.00	view
6	20-11-2013	27-11-2013	4.2 Office rent	600.00	view
Total				3,762.00	

Track project payments



The Beneficiary

Get the financial report in the standard template and export it to Excel worksheet.

Contract No		ENPI/2013/02								
Implementation period of the contract		16/05/2013 - 15/01/2015								
Interim financial report: period(16/09/2013 - 15/10/2013)	Budget as per contract/addendum				Reallocation	Expenditure incurred				
	Expenditure	Unit	# Units	Unit cost		Costs	allowed reallocation	# Units	Unit cost	Total cost
1. Human Resources										
1.1 Salaries (gross salaries including social security charges and other related costs, local staff)	--	0	0.00	3,000.00	0.00	0	0.00	450.00	200.00	650.00
<u>1.1.1 Technical</u>	UNIT COST Per Month	12	150.00	1,800.00	0.00	3	150.00	450.00	0.00	450.00
1.1.2 Administrative/ support staff	Per Month	12	100.00	1,200.00	0.00	0	0.00	0.00	200.00	200.00
1.2 Per diems for missions/travel	--	0	0.00	5,500.00	0.00	0	0.00	1,600.00	0.00	1,600.00
<u>1.2.1 Abroad (staff assigned to the Action)</u>	Per Diem	20	200.00	4,000.00	0.00	8	200.00	1,600.00	0.00	1,600.00
1.2.2 Local (staff assigned to the Action)	Per Diem	30	50.00	1,500.00	0.00	0	0.00	0.00	0.00	0.00
Subtotal Human Resources				8,500.00				2,050.00	200.00	2,250.00
2. Travel										
2.1. International travel	Per Flight	10	400.00	4,000.00	0.00	0	0.00	0.00	1,920.00	1,920.00
2.2 Local transportation	Per Month	6	150.00	900.00	0.00	0	0.00	0.00	0.00	0.00
Subtotal Travel				4,900.00				0.00	1,920.00	1,920.00
3. Equipment and supplies										
3.1 Rent of vehicles	Per Vehicle	6	100.00	600.00	0.00	0	0.00	0.00	0.00	0.00
3.2 Computer equipment	Per Unit	3	300.00	900.00	-90.00	0	0.00	0.00	810.00	810.00
3.3 Furniture	Lump Sum	0	0.00	2,000.00	-180.00	0	0.00	0.00	2,125.00	2,125.00
Subtotal Equipment and supplies				3,500.00				0.00	2,935.00	2,935.00
8. Indirect costs				1,869.00				0.00	0.00	0.00
9. Total direct eligible costs of the Action (7+ 8)				28,569.00				2,050.00	6,241.50	8,291.50
10. Provision for contingency reserve				1,335.00						
11. Total eligible costs (9+10)				29,904.00				2,050.00	6,241.50	8,291.50
12. Taxes				0.00				0.00	0.00	0.00
- Contributions in kind				0.00				0.00	0.00	0.00
13. Total accepted costs of the action (11+12)				29,904.00				2,050.00	6,241.50	8,291.50
Bank interest on EDF contribution yielded during the period 0										
Upload scanned copy of signed report										
 <input type="button" value="SUBMIT"/>										

General Information

Technical Background

EGREG is a web-based application built on open source platform with **no licensing costs** for the underlying systems; it can be accessed through widely available web browsers where **no installations are needed**.

EGREG is designed with a multi-layer structure:

- ✓ A database with all projects data well organised, stored and secured;
- ✓ A business layer implementing the rules and processes; and
- ✓ A simple easy-to-use graphical user interface protecting the user from hazardous errors, **with support to all official EU languages**.

Possible Extensions

A Proposal Management System can be installed together with EGREG. It is a tool allowing the Contracting Authority performing the e-submission, proposals assessment, selection and contracts registration online.

Customisations

- Extending the group of users to include more roles (like an EC monitor, Technical Mentor...etc) with the relevant functions.
- Extending the set of functions to incorporate additional reports or statistics and indicators calculation as needed by the CA.

Complementary Services

- ✓ Training
- ✓ Web hosting and maintenance
- ✓ Remote assistance

References EGREG is used by

- EuroMed Youth regional programme
- Support to Research and Technological Development programme (Jordan)

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