

Interreg CENTRAL EUROPE Programme

Application Manual - Annex VI

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Simplified Financial Statement

1.	Lead Applicant name	
2.	Project acronym	
3.	Proposal number	
4.	project duration (months)	
5.	ERDF request (EUR)	
6.	Closing date of the last financial period (dd/mm/yyyy)	
7.	Duration of the last financial period in months	

8.	Exchange rate at the closing date of the last financial period	1,00000
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Balance sheet		Currency	EUR
		EUR	
9.	Net fixed assets		0,00
10.	Current assets (maturity less than one year)		0,00
11.	Cash and cash equivalents		0,00
Total assets		0,00	0,00
12.	Capital including reserves		0,00
13.	Provisions		0,00
14.	Long term debt (maturity above one year)		0,00
15.	Current liabilities (maturity less than one year)		0,00
Total liabilities and capital including reserves		0,00	0,00
Profit and loss account		EUR	EUR
16.	Total revenues		0,00
17.	Personnel costs		0,00
18.	Other operating costs		0,00
Operating profit		0,00	0,00
19.	Net financial income/charges		0,00
20.	Net extraordinary items		0,00
21.	Taxes on profit		0,00
Profit/loss for the period		0,00	0,00

Instructions for filling-in the Simplified Financial Statement (SFS)

Who should submit the SFS?

The "simplified financial statement" in Excel shall be filled-in and submitted by the private lead applicant. Figures to be included in the SFS shall refer to latest available balance sheet and profit and loss account which have been audited and approved by the organisation's stakeholders and/or delivered to the relevant tax authorities.

Please refer to the application manual part D, chapter V.2 (point b) to determine whether your organisation fulfils the criteria.

Instructions for filling-in the SFS

Only cells with yellow-coloured background are to be completed. Totals are computed automatically. If the number is zero, put zero or leave the cell empty.

Lead applicant name: official name of the lead applicant organisation (in English language) as in the application form.

Project acronym: the acronym used for the proposal.

Proposal number: Number assigned by the electronic Monitoring System (eMS) to the project proposal

Project duration: duration in months of the project proposal, as indicated in the application form

ERDF request: ERDF amount requested by the lead applicant, as indicated in the application form.

Closing date of the last financial period: the closing date for the last financial period where the financial statements have been audited and approved and/or delivered to the tax authorities.

Duration of the last financial period: duration in months of the last financial period to which the financial statements refers to.

Exchange rate: exchange rate at the closing date of the last financial period. If you use EUR please indicate 1. If you use another currency (only central Europe Member States) please indicate the exchange rate from info EURO (<http://ec.europa.eu/budget/infoeuro>) of the month of closing of the last financial period.

Currency: currency in which the financial information is submitted. Select from the drop down list. By default the currency is set in EUR.

Net fixed assets: are the capitalised assets after deduction of accumulated depreciation and amortization. They typically include buildings, equipment and/or participations in affiliates.

Current assets: are all other assets with a maturity of less than a year, with the exception of cash and cash equivalents provided on a separate line. Typically, it is accounts receivable, inventory and/or prepaid expenses.

Capital including reserves: is the total of capital, retained earnings, net income for the period and any other reserves.

Provisions: usually relate to costs for pension liabilities or legal risks. Most of the time the exact amount and/or beneficiary is not known.

Long term debt: is the portion of liabilities with a maturity of more than a year.

Current liabilities are debts with a maturity of less than a year, including the part of financial debt which is due in less than a year and related accrued interest or short term bank overdrafts.

Balance: please check that total assets and total liabilities and shareholders' equity are identical amounts.

Total revenues: revenues generated by the operating activities (e.g. sales, grants received, etc.).

Personnel costs: indicate the total cost for staff employed, i.e. salaries and wages plus related social benefits.

Other operating costs: remaining costs incurred in the operating activities.

Net financial income/charges: financial income generated (e.g. interest income, etc.) under the deduction of financial expenses (e.g. interest paid, etc.).

Net extraordinary items: profit or loss generated by extraordinary items. These must be classified as such under your organisation's accounting policy and your national authority's generally accepted accounting principles.

Taxes on profit: taxes levied on the net income generated by your organisation.