

7.3 Mixed management

The mixed system is a system where the majority of expenditures shall be managed by the Lead Partner while the expenditures incurred by the Project Partners (e.g. contributions in staff and costs for the URBACT Local Support Groups) shall be accounted in PRESAGECTE by the Project Partners and certified by the designated first level controllers at Project Partners' level.

In this case, records should be kept by the Lead Partner and the Financial Contributions Summary Sheet shall be completed for each 6-monthly reporting period (except projects from Call 1 when this information will be supplied in the final reporting round) to allow a correct calculation of ERDF payment for each partner.

It should be noted that mixed management requires additional follow up of all 'shared costs' and can be an administrative and financial burden on the Lead Partner. It is also necessary to outline in the Joint Convention arrangements in the case that the full budget is not spent or where a project partner withdraws from the network.

In a mixed Management System it is possible for the Lead Partner to request each partner to advance an amount of their local contribution. It should be noted that this can be difficult to manage and as such the following points should be respected:

- the amount of advance payment should not exceed 50% of the local contribution of the partner concerned to avoid over-payment;
- full details of the amount of advance payment and the use thereof by the Lead Partner should be presented in the Joint Convention;
- full details of the arrangements made for considering the treatment of the advance payment as part of the refunds to each partner should be presented in the Joint Convention (especially in the case that the full project budget is not spent);
- an explanation of the arrangements to be made if a project partner withdraws from the network should be presented in the Joint Convention;