

Routing matrix for 2e/3e contract funding projects at BETA

version 25-06-2020

Legend	
T	authorized
t	internal sig
a	to agree
o	optional

To be signed by:		
Document:	Project controller	Project lea
Internal subsidy budget NWO and EU <2.000.000	t	t
Interne subsidy budget NWO and EU >=2.000.000	t	t
Internal subsidy budget 2nd/3rd budget other than NWO/EU <500.000	t	t
Internal subsidy budget 2nd/3rd budget other than NWO/EU >=500.000	t	t
External subsidy budget NWO and EU <2.000.000	a	t
External subsidy budget NWO and EU >=2.000.000	a	t
External subsidy budget 2nd/3rd budget other than NWO/EU <500.000	a	t
External subsidy budget 2nd/3rd budget other than NWO/EU >=500.000	a	t
PIF form NWO	a	t
Start form NWO	a	t
Financial project overview PPM	t	t
Own contribution overview	t	
Contracts and amendements 2nd/3rd budget other than NWO/EU <500.000	a	a
Contracts and amendements 2nd/3rd budget other than NWO/EU >=500.000	a	a
Consortium Agreements 2nd/3rd budget other than NWO/EU <500.000	a	a
Consortium Agreements 2nd/3rd budget other than NWO/EU >=500.000	a	a
NWO contracts <2.000.000	a	a
NWO contracts >=2.000.000	a	a
EU amendement/contract (alles via portal) <2.000.000		a
EU amendement/contract (alles via portal) >=2.000.000		a
EU financial report / cost statement (via portal) <2.000.000	a	a
EU financial report / cost statement (via portal) >=2.000.000	a	a
Auditing report (Accountantscontrole) (LOR/TOR) <500.000	a	

Auditing report (Accountantscontrole) (LOR/TOR) >=500.000	a	
Financial reports (niet EU) <500.000	a	t
Financial reports (niet EU) >=500.000	a	t

Order	Head of department	Manager of department (=collection point, must give approval)	Jurist IXA or subsidiedesk	Business controller	Managing Director	CvB
t	a			T		
t	a			T		
t	a			T		
t	a			T		
a	a			T		
a	a			a	T	
a	a			T		
a	a			a	T	
	a			T		
	a			T		
t	t					
a	a	a		T		
a	a	a		a	T	
a	a	a		T		
a	a	a		a	T	
a	a	a		T		
a	a	a		a	T	
	a	a		L-Sign / F-sign		
	a	a		L-Sign / F-sign	T	
	a			T		
	a			T		
	a			T		

	a			T	
	a			T	
	a			T	

Remark
Standard Excel format from PPM already shows the people who have to sign. Note: pre-applications at the VENI / VIDI / VICI do not have to be signed yet. IB does not have to be signed by the CvB.
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Please note: the conditions of the subsidy provider may differ per contract / scheme who should sign internally within the VU in accordance with this matrix. The grant provider may also request a format other than the PPM format. Note: pre-applications at the VENI / VIDI / VICI do not have to be signed yet.
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Must be discussed at least 1x per year with project leader who must sign by agreement
Business Controller should sign by absence of the manager of the department
Always request a Power of Attorney from the CvB, further actions within 500K then managed by Managing Director.
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Always request a Power of Attorney from the CvB; Managing Director can manage all requests in the portal
