



# **Marie Skłodowska-Curie Actions-ITN**

**H2020-MSCA-ITN-2015-675789-ARCADES**

**Mid-Term Meeting  
30 November-01 December 2017**



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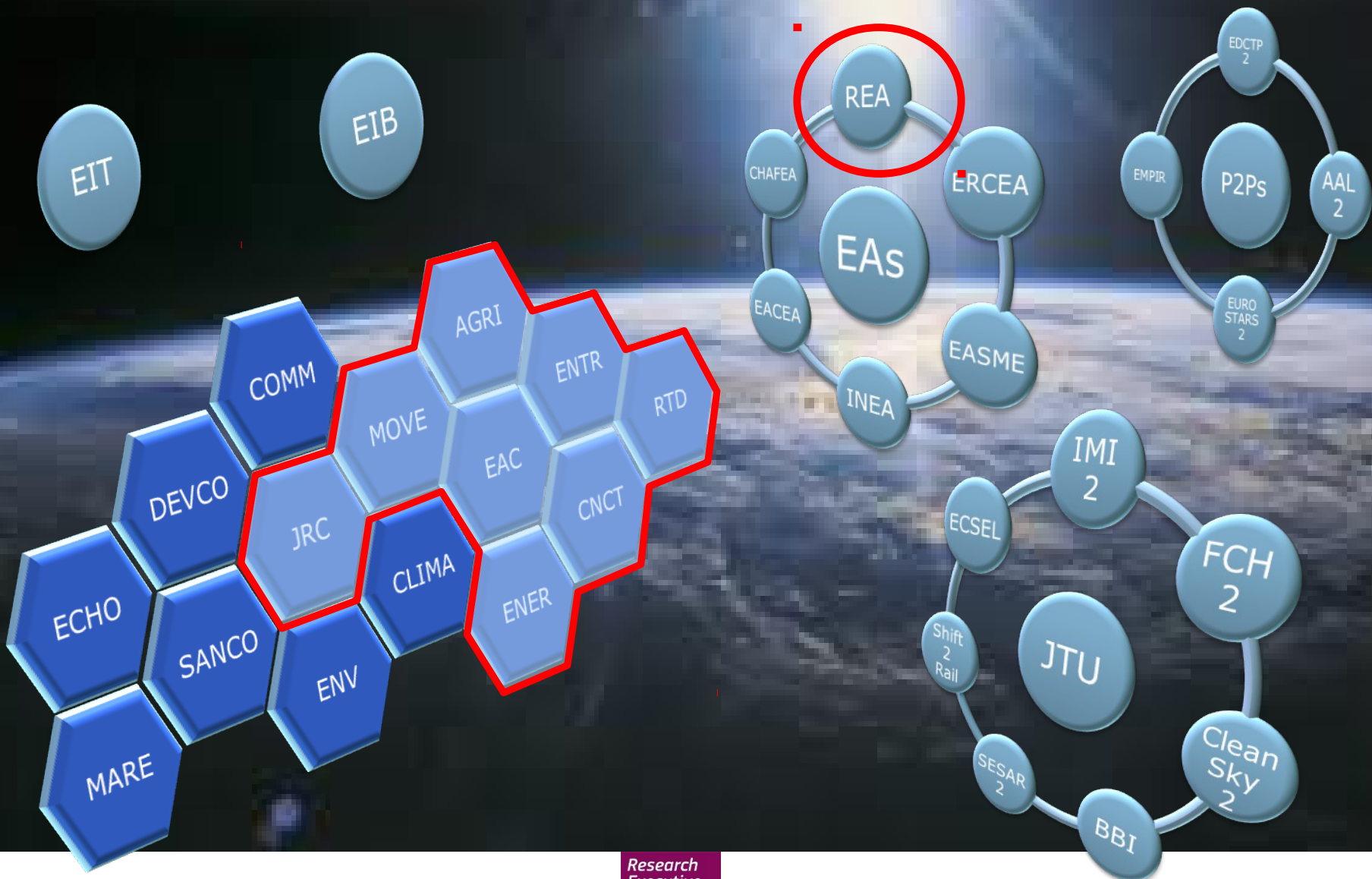
## ***Outline:***



- 1 - The role of REA
- 2 - Why a MTR? What is a MTR?
- 3 - Contractual Obligations
- 4 - Reporting
- 5 - Financial aspects
- 6 - Future perspectives



# 1. The role of REA







## Research Executive Agency (REA)

- Funding body created by the European Commission to foster excellence in research and innovation
- Set up in 2007, gained autonomy in June 2009
- Manages large parts of H2020, including the Marie Skłodowska-Curie Actions
- Manages over 7,000 research projects (H2020+FP7 legacy)
- Located in Brussels, Belgium (Covent Garden building, Place Rogier)
- <http://ec.europa.eu/research/rea/index.cfm>

## Unit REA-A1 Marie Skłodowska-Curie Actions Innovative Training Networks



- Our team = around 65 people. Head of Unit, Deputy Head of Unit, Panel Coordinators, Project Officers, Project Assistants, Financial Officers, Legal Officers etc.
- Each Project Officer is member of a **panel** (ENG, LIFE, PHY, MATH, ENV, CHE, ECOSOC) and manages around 40 projects
- Your Project Officer is one of your **main correspondents** in REA (with FOs and PAs) – Always contact with him/her for questions/doubts



### ***Mid-Term Review:***

- **Art 19.1 Contractual Obligation**
- **Objectives**
  - Meet** with the project team
  - Update** on the project progress
  - Discuss** any questions, concerns, difficulties
  - Find** solutions
- **Not just a scientific evaluation, but a unique opportunity to exchange views**
- **Useful ?**
  - Consortium and fellows on spot help in case of problems
  - REA future planning of MSCA

### Mid-Term Review:



- Distribution of roles:

- **Project Coordinator** = presentation of mid-term report
- **Beneficiaries** = activities carried out, role in the network
- **Researchers** = scientific work & exchange of knowledge performed
- **External reviewer** = assessment of scientific progress
- **REA** = ask questions/details, give guidance and recommendations

- Final outcome:

- Interactive participation of each of us to make the meeting useful, open discussion, **constructive dialogue** between all network and REA
- Detect and correct **deviations** to allow a smooth and successful project implementation (according to the original plan i.e. Annex I)

# ***Role of the Coordinator***

Article 41.2b of the GA

- Monitor implementation of the action
- Act as intermediary for all communication between consortium and the REA
- Request and review any document or information required by the REA
- Submit the deliverables and reports to the REA
- Ensure payment to other beneficiaries without delays
- Inform the REA of the amounts paid to each beneficiary, if required
- Submit Consortium Agreement (contractual obligation for EID)
- Etc.

**Coordinator cannot delegate those tasks to other beneficiaries or subcontract to a third party**



# ***Role of the Beneficiaries***

Article 41.2a of the GA

- Inform the coordinator of any events likely to affect the implementation of the action
- Submit to the coordinator timely
  - Individual financial statement
  - Data needed to draw up the technical reports
  - Ethics committee documents and information
  - Any other needed documents
- Etc.

**Beneficiaries** are **jointly** liable for the **technical implementation** of the action. If a beneficiary fails to implement part of the action, other beneficiaries become responsible for it without any additional EU contribution.

**Beneficiaries** have **individual** responsibility for their own **financial statement**.

# ***Role of REA***

## ***Monitoring Project Implementation***

- ✓ The Agency must monitor the activities of the projects in order to assess and verify:
  - ✓ **that the beneficiaries implement the project as described in the Annex 1 of the Grant Agreement (GA) (Description of the action - DoA).**
  - ✓ **the eligibility of the costs claimed.**
- ✓ In order for the Agency to verify that the project is implemented properly, the beneficiaries must submit any information requested, and in particular the **deliverables and reports** detailed in the GA.

# **Periodic report - technical report**

### ✓ Part A

#### General items

#### MSCA ITN specific items

- ✓ Publishable summary
- ✓ Deliverables, milestones, risks, etc.
- ✓ Dissemination & communication activities
- ✓ Innovation, SME impact, gender
- ✓ Researchers, Recruitments, Secondments,
- ✓ Trainings, fellows' individual projects
- ✓ EID hosting of fellows (EID projects only)
- ✓ EJD-enrolment in PHD (EJD projects only)

Information entered  
in the IT tool through  
the **Continuous  
Reporting** module.

### ✓ Part B – narrative part

- ✓ Explanation of the work carried out by the beneficiaries and overview of progress
- ✓ Update of the plan for exploitation and dissemination of results
- ✓ Explanations on deviations from DoA

Uploaded as **PDF**  
document  
following the  
**MSCA template**

# ***Periodic report - financial report***

- ✓ Individual **financial statements** (Annex 4 to the GA)
- ✓ **Explanation of the use of resources** and the information on in-kind contributions provided by third parties from each beneficiary for the reporting period concerned;
- ✓ A **periodic summary financial statement** including the request for payment

Report generated automatically by the IT tool based on the information entered through the **Periodic Reporting** module

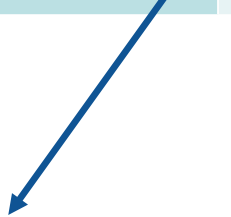


## 5-Financial aspects

1 unit  
=  
1 month of  
eligible  
ESR

# MSCA Allowances

Organization name		A1	A2	A3	B1	B2
		Researcher			Institution	
		Living allowance*	Mobility allowance	Family allowance	Research, training and networking costs	Management and indirect costs
ATHENA	2	3 110	600	500	1 800	1 200
UB	1					
INRIA	3					
JKU LINZ	1					
SINTEF	2					
STRATHCLYDE		269,375.76 €	43,200.00 €	18,000.00 €	129,600.00 €	86,400.00 €
TU WIEN		117,334.08 €	21,600.00 €	9,000.00 €	64,800.00 €	43,200.00 €
Evolute GmbH		117,334.08 €	21,600.00 €	9,000.00 €	64,800.00 €	43,200.00 €



\* Multiplied by the country coefficient

Paid to the fellows

Base rates for 2015

managed  
by the  
institutions  
for the fellows

For the activities  
carried out  
by the institutions



### Eligibility of unit costs

*Eligibility of unit costs is linked to eligibility of units*

#### ***Costs of recruited researchers are eligible if:***

- the number of units declared corresponds to the actual number of months spent by the recruited researchers on the research training activities*
- the recruited researchers comply with the conditions specified in Article 6.2 of GA*
- the costs have been fully incurred for the benefit of the recruited researchers*

### ***B.1 Research, training and networking costs***

*"The eligibility of the **Institutional costs** is linked to the eligibility of the **Costs for the recruited researcher**"*

#### **How much?**

Fixed amount of EUR 1 800 per implemented person-month

#### **What is it used for?**

To contribute to expenses related to, for example:

- Research costs
- Training courses
- Participation of researchers in training events and conferences
- Secondments (including travel and accommodation)
- Co-ordination between participants
- Tuition fees (if applicable)

# ***B.2 Management and indirect costs***

### **What is it used for?**

- Costs associated with the preparation of the reports and other documents required by the REA:
  - Researcher declarations, deliverables, 1<sup>st</sup> year progress report, periodic reports and final report.
- Personnel costs of the Project Manager or Admin Staff
- Maintenance of the consortium agreement.
- The overall legal, ethical, financial and administrative management for each of the beneficiaries.
- Indirect costs of the action.

### How is it distributed between the beneficiaries?

- Calculated according to the person-months per beneficiary.
- The full amount must be reported by the beneficiary paying the fellow.
- The consortium can agree to distribute it differently, in which case it should be addressed in the consortium agreement, but not in the reports.

## Financial Report Individual financial statement

### Fellow's name:

Automatically filled in from Researcher Declarations

### Number of units:

Automatically filled in from Researcher Declarations

### Total amount:

Automatically filled in based on unit costs

MODEL ANNEX 4  
STATEMENT FOR BENEFICIARY

Eligible\* costs

ANNEX 4

Name of the fellows *****	Number of units (researcher months)	Form of costs***	Unit		Unit		Unit		Unit		Reimbursement rate %	Maximum EU contribution **	Maximum grant amount
			Costs per unit ****	Total (a) *****	Costs per unit ****	Total (b) *****	Costs per unit ****	Total (c) *****	Costs per unit ****	Total (d) *****			
Beneficiary													

B. Institutional costs  
 B.1. Family allowance  
 B.2. Management and indirect costs  
 B.3. Training and other costs  
 B.4. Other costs  
 B.5. Other costs  
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 B.7. Other costs  
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 B.100. Other costs

- All information is retrieved from Researcher Declarations
- Corrections in IFS are possible only via RDs

**Checkbox:** I confirm that the total amount of the allowances used (including compulsory deductions) for the researcher is equal to or higher than the living allowance, the mobility allowance and the family allowance as set out in Annex 2 of the Agreement or any underpayments in Reporting Period 1 will be corrected by the end of the action.

The beneficiary hereby also confirms that:

The information provided is complete, reliable and true.

The costs declared are eligible (see Article 6).

The costs can be substantiated by adequate records and supporting documentation that will be produced upon request or in the context of checks, reviews, audits and investigations (see Articles 17, 18 and 22).

ⓘ The beneficiary must declare all eligible costs, even if - for actual costs, unit costs and flat-rate costs - they exceed the amounts indicated in the estimated budget (see Annex 2). Amounts not declared in the individual financial statement will not be taken into account by the Agency

\* See Article 6 for conditions for costs to be eligible

\*\* This is the theoretical amount of EU contribution if the reimbursement rate is applied to *all* the budgeted costs. The theoretical amount of EU contribution for the action is capped by the maximum grant amount.

\*\*\* See Article 5 for forms of costs

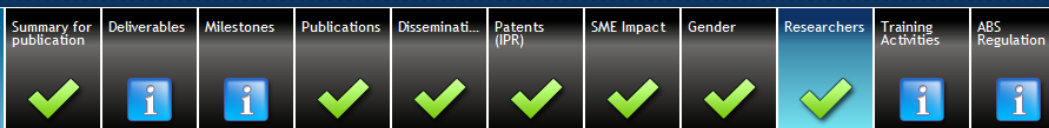
\*\*\*\* Total = Costs per unit x Number of units (researcher months)

\*\*\*\*\* Name of the researcher and related units for living (A.1) and family (A.3) allowances will be prefilled on the basis of the information provided by the beneficiary in the 'researcher declaration'



## Financial Report Researcher Declarations

675789 (ARCADES) MSCA-ITN-ETN  
 THE FRAMEWORK PROGRAMME FOR RESEARCH AND INNOVATION  
**HORIZON 2020**  
 Call: H2020-MSCA-ITN-2015  
 Topic: MSCA-ITN-2015-ETN Unit: REA/A/01



### Researcher Declaration

Researcher Declaration

No	Fellow Id	First Name	Last Name	Status	Recruitment Organisation	Start Date	End Date	Working Time Commitment	Duration
1	1	Sotirios	Chouliaras	SUBMITTED	University Of Strathclyde	01-04-2016	31-03-2019	Full Time	36
2	4	Evangelos	Bartzos	SUBMITTED	Athina-erevnitiko Kentro Kainotomias Stis Technologies Tis Pliroforias, Ton Epikolonion Kai Tis Gnosis	01-08-2016 01-08-2017	31-07-2017 31-07-2018	Full Time Full Time	24
3	5	Ahmed	Blidia	SUBMITTED	Institut National De Recherche Eninformatique Et Automatique	01-09-2016	31-08-2019	Full Time	36
4	6	Konstantinos	Gavrill	SUBMITTED	Evolute Gmbh	01-09-2016	31-08-2019	Full Time	36
5	7	Alvaro	Fuentes Suarez	SUBMITTED	Institut National De Recherche Eninformatique Et Automatique	01-10-2016	30-09-2019	Full Time	36
6	8	Fatma	Yildirim	SUBMITTED	Institut National De Recherche Eninformatique Et Automatique	01-10-2016	30-09-2019	Full Time	36
7	9	Clement	Laroche	SUBMITTED	Athina-erevnitiko Kentro Kainotomias Stis Technologies Tis Pliroforias, Ton Epikolonion Kai Tis Gnosis	01-10-2016 01-10-2017	30-09-2017 31-07-2018	Full Time Full Time	22
8	10	Michael	Jimenez	SUBMITTED	Technische Universitaet Wien	12-10-2016	11-10-2019	Full Time	36
9	11	Andrea	Raffo	SUBMITTED	Stiftelsen Sintef	01-11-2016	31-10-2019	Full Time	36
10	12	Francesco	Patrizi	SUBMITTED	Stiftelsen Sintef	01-11-2016	31-10-2019	Full Time	36
11	13	Theofanis	Katsoulis	SUBMITTED	University Of Strathclyde	14-11-2016	13-11-2019	Full Time	36
12	14	Jan	Legersky	SUBMITTED	Universitat Linz	01-09-2016 01-09-2017	31-08-2017 31-08-2019	Full Time Full Time	36
13	15	Yairon	Cid Ruiz	SUBMITTED	Universitat De Barcelona	01-09-2016	31-08-2019	Full Time	36



## 6-Future perspectives

**LEIT: ICT-Technologies for Digitising European Industry:**

- i) Computing technologies for cyber-physical systems
- ii) Robotics in Application Areas

**JTI: Clean sky-Smart Wings**

**SC3: Energy-efficient Buildings**

**Innovation in SME**

**After ARCADES ???**

**MSCA-IF**

**MSCA-RISE**

**ERC GRANT**

**Frontier research in Europe**

**FET OPEN**

experienced researchers wishing to diversify their individual competence:  
•advanced training  
•International mobility  
•Inter-sectoral mobility

International and inter-sector collaboration through research and innovation staff exchanges, sharing of knowledge and ideas from research to market for the advancement of science and development of innovation

Early-stages of the science and technology research and innovation around new ideas towards radically new future technologies.

### Tips for the second Period

- **Organise a Project Meeting in Brussels**
  - Project aware of the policy context and related initiatives in a sector
  - EC + REA aware of the content produced by projects in a sector
- **Participate to the Open Research Data Initiative**
  - Mandatory for all H2020 projects from 2017 call
  - Open Science high in EC Research Policy Agenda
  - Obligation to provide Open Access Publication in H2020 projects
- **Highlight innovative aspects of the project**
  - Innovation potential - assessment of innovation
  - Innovation capacity - assessment of innovators
- **Get in contact with other H2020 ITN projects**
  - Common Dissemination Booster (2018)
  - Mutual participation to Final Conferences in 2018/2019
  - Common final review
- **Joint Doctorate award**
  - Added value for the project
  - Opportunity for students



**Thank you for your attention!**

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