

WP1: MANAGEMENT ACTIVITIES



Libby and Sebastien - introduction

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- Might be good to introduce yourselves with photos since you are both new



RD-Connect Management activities M37 – M48

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- Preparation of 4th annual meeting / progress meetings
- Preparation and submission of 4th amendment (Ongoing)
- Coordination of monthly Executive Management Committee teleconference updates
- Coordination and submission of deliverables and milestones
- Preparation of WP1 deliverables, milestones and reports
- General guidance and *ad-hoc* support to partners
- Fostering collaborations with NeurOmics and EURenOmics- Joint meetings / tasks / committees and coordinator calls
- International initiatives – IRDiRC and Global Alliance
- New Management Team members: Libby Wood (UNEW) and Sebastien Degot (FIN)



Achievements: Deliverables

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- **Deliverables submitted between M37 and M48 (Total 27)**
 - WP1 (3) - D1.05, D1.12, D1.16
 - WP2 (2) - D2.16, D2.17
 - WP3 (1) - D3.12
 - WP4 (3) - D4.12, D4.13, D4.14
 - WP5 (4) - D5.21, D5.22, D5.23, D5.24
 - WP6 (3) - D6.16, D6.17, D6.18
 - WP7 (11) - D7.28, D7.29, D7.30, D7.31, D7.32, D7.33, D7.34, D7.35, D7.36, D7.37, D7.38
 - WP8 (0)

- **Ongoing - To be ready for M54 - 30th April 2017 (Total 1)**
 - D1.06 - Fifth progress and management (internal) report (FINOVATIS – M54)



Upcoming Deliverables (M60)

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- **Deliverables - To be ready for M60 – 31st October 2017 (Total 30)**
 - **WP1** (1) - D1.13
 - **WP2** (3) - D2.19, D2.20, D2.21
 - **WP3** (2) - D3.13, D3.14
 - **WP4** (8) - D4.15, D4.16, D4.17, D4.18, D4.19, D4.20, D4.21, D4.22
 - **WP5** (6) - D5.25, D5.26, D5.27, D5.28, D5.29, D5.30
 - **WP6** (2) - D6.19, D6.20
 - **WP7** (8) - D7.39, D7.40, D7.41, D7.42, D7.43, D7.44, D7.45, D7.46
 - **WP8** (0)



Upcoming Milestones (M60)

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- **Milestones - To be ready for M60 – 31st October 2017 (Total 4)**
 - MS11 – Integrative -omics Analysis Suite released (*AMU*)
 - MS12 - Clinico-Genomic Prediction Models released (*MURDOCH*)
 - MS13 – Therapeutic modifications and gene expression associations (*AMU*)
 - MS23 – Training material development (*CRG*)



Achievements: Reporting activities

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RD-Connect annual reports are contractual and part of the deliverables list

- **Period 4 (1st Nov 2015 – 31st Oct 2016)**
- **Fourth internal (M42) report**
 - Medium level reporting per WP and per institution (no financial information required)
- **Fourth annual reporting (M48) submitted on 31st December 2016**
 - Reporting per task, coordination *via* WP leaders
 - Thorough assessment of outputs
 - Assessment of ALL deliverables and milestones
 - **Triggered payment (April 2017)**
- **Period 5 (1st November 2016 – 31st October 2017)**
 - Fifth internal (M54) – 31st April 2016 (Templates to be sent out after this meeting)
 - Fifth annual report (M60) – November 2017 (+60 Days)



Feedback and lessons learnt from 4th PAR

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□ **Periodic Activity Report**

- Pleased with how responsive the WP and task leaders were when completing the PAR. Still some issues for next time:
 - Make sure to FULLY update all sections – don't leave anything blank!
 - If a task involves several or all partners, please fully reflect ALL work in the report, not just the work done by the partner writing it up. This may mean CONTACTING other partners well in advance.

- The M42 interim reports helped with completing the annual reports and we will continue this practice in future reporting periods
 - All items reported in interim reports **MUST BE REPEATED OR UPDATED** in the end-of-year report!

□ **Deliverables**

- Encourage partners to submit M60 deliverables **early** so as not to clash with the annual reporting timelines



Feedback and lessons learnt from 4th PAR

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□ Financial reporting / Form C

- Simplified financial reporting (direct draft submission of Forms C on the EU portal) worked well and will be maintained
- Pls must communicate well with their financial departments in order to make the process run as smoothly as possible
- The coordination team will make contact with financial departments in October 2017 to inform them about reporting and deadlines to come
- We will not request interim financial reports for period 5
- The contractual financial reporting for period 5 will start on 1st Nov 2017 so make sure that **ALL Forms C are signed electronically and submitted to the Coordinator before the Christmas holidays.**



□ Approval of reports and interim payment

- Letter for Approval of reports and interim payment has been received in March 2017 followed by money transfer in April 2017
- The payment was done according to the value of your Period 4 Form C EC contribution or up to a maximum of 85% of your Budgeted EC Contribution*, whichever is the lower. For partners that have already received payment up to 85% of your Total budgeted EC contribution, no payments were made.

Costs

• Total costs declared:	€ 2,805,245.68
• Costs rejected (Annex 2):	€ 250.48
• Costs adjusted (Annex 2):	€ 0.00
• Costs accepted:	€ 2,804,995.20

EU contribution

• Requested:	€ 2,156,696.36
• Accepted (subtotal):	€ 2,156,508.50
• Amount accepted but exceeding 90% EU contribution (Art. II.6.2):	€ 0.00

INTERIM PAYMENT * (Total EU contribution accepted): € 2,156,508.50

*Partners Budgeted EC Contribution includes reductions in budget for Barcelona Meeting costs and also the planned Amendment 4 budget changes.



Financial status

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PM	ACTIVITIES	TOTAL	RTD	Management	OTHER
342	PERSONNEL COSTS	1,578,925.69 €	91%	3%	6%
	SUBCONTRACTING	5,427.50 €	46%	54%	0%
	OTHER DIRECT COSTS	207,347.68 €	90%	0%	10%
	INDIRECT COSTS	951,018.42 €			
	TOTAL COSTS	2,573,068.74 €			

TOTAL REQUESTED EC CONTRIBUTION	2,156,696.36 €
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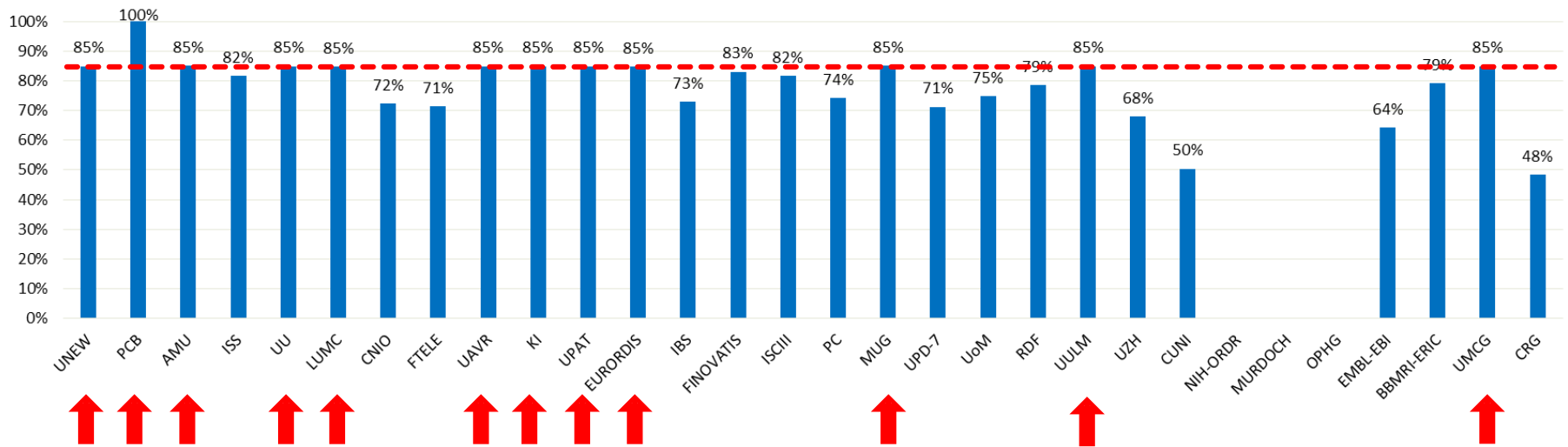
- Total requested EC contribution: **2,156,696.36 €** i.e. **18%** of total EC contribution for Period 4
- Corresponds to ~ 1/6 of Total EC Contribution for full duration of project, should a linear use of budget be considered over the course of the project.
- Total accepted EC contribution: **2,156,508.50 €**



% of EC contribution received after Payment 4 (M1-M48)

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Y1 + Y2 + Y3 + Y4 = 76% total EC contribution spent



↑ Partner reached 85% EC contribution



Challenges: 85% project budget

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- Partners under 85% spend should expect to receive funds up to the amount approved in Period 4 Form C's
- Partners who have already spent 85% or over of their initially allocated budget will receive a reduced payment in order to respect the EC rules – final balance will be sent after approval of the very final PAR at the end of the project.



Amendment 4

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- **To be Submitted to the EC in May 2017 - Ongoing**
- **(1) *Modification of Annex I - Description of Work***
 - **Addition of new subtasks in WP2, WP3 and WP4: Data integration plan → OK**
 - **Addition of a new subtask in WP3: Development of a Code of Conduct → OK**
 - **Subcontracting for FTELE → OK**
 - **Transfer of funds from ISS to MUG for additional work relating to the ID-Cards → need further details on where efforts go (identification of tasks and Deliverables)**
 - **Addition of WP5 Helpdesk Coordinator → Need Description/Justification/PM/Tasks impacted/Deliverables impacted**



Amendment 4

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- **(2) Partial transfer of rights and obligations**
 - **PATIENTCROSSROADS merge with INVITAE** → Need information on status change, need to inform the EU directly (LEAR)

- **(3) Dr Alfonso Valencia affiliation change from CNIO to Barcelona Supercomputing Center (BSC)**
 - Need amendment with *Termination of a beneficiary's participation (CNIO) + Addition of one or more beneficiary (BSC)*
 - Amendment to be initiated after Alfonso's move to BSC is effective, so that validated report of activities, efforts and financial documents from CNIO can be collected.



Next project meeting – 2018

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- Final project meeting - RD-Connect only
- Proposed location: Unknown?
- Suggested dates:
 - 28-30 April 2018
 - 9-11 May 2018
 - 16-18 May 2018



- Please think about it during the course of the meeting and come to Libby with suggestions – we will feed back suggestions in the wrapup session and try to fix date and location by end of May



Thank you!

