

Project governance

Schedules of payments

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SUMMARY

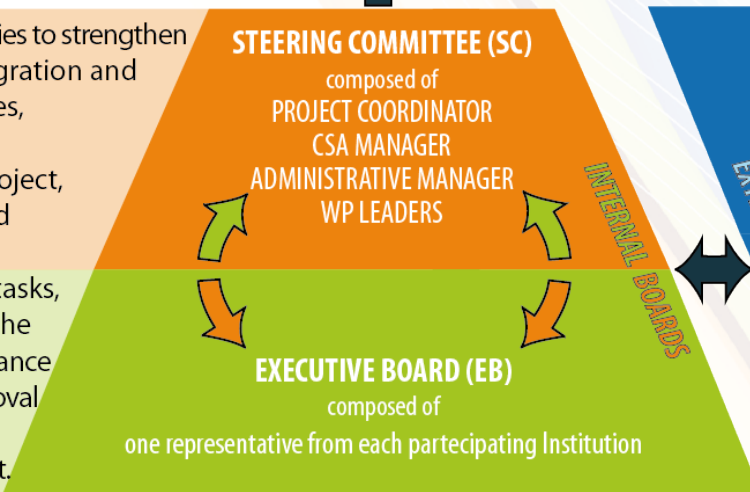
- 4PRIMA GOVERNANCE
- ROLE OF THE STEERING BODIES
- STATUS OF THE GRANT AGREEMENT PREPARATION
- SCHEDULES OF PAYMENTS

4PRIMA GOVERNANCE



SC will suggest strategies, orientations and activities to strengthen PRIMA INITIATIVE, will promote regional integration and suggest priorities, will deal with financial issues, will facilitate the uptake of the project results and increase the visibility and impact of the project, will advice on strategic-political objectives and developments in the Mediterranean region.

EB will take responsibility for facilitating the tasks, planning, managing and clearly supporting the objectives. EB will also be responsible for acceptance of new parties or exclusion of beneficiaries , approval of suggestion for amendments to the CA or premature completion / termination of the project.



MANAGEMENT STRUCTURE

The Project Coordinator: intermediary between the Parties and the EC.

Steering Committee (SC): composed of the Project Coordinator, the 4PRIMA manager, the administrative manager and the WP Leaders.

Executive Board (EB): every partner will have a representative appointed.

External Boards, composed of the PRIMA assembly and the External Advisory Board (EAB).

ROLE OF THE STEERING COMMITTEE

Overall, the role of the SC will be:

- suggesting strategies and activities to strengthen PRIMA Initiative
- promoting regional integration and suggested priorities
- facilitating the uptake of the action results
- increasing the visibility and impact of the action
- advising on strategic-political objectives of the action, considering also possible socio-political changes and developments in the Mediterranean region

ROLE OF THE PROJECT COORDINATOR

The project coordinator has overall responsibility for liaison and interactions among the European Commission, the Internal Board and External Boards.

The Coordinator has the responsibility for:

- financial operations
- monitoring compliance by Partners with their obligations under the grant agreement
- transmission of internal documents and preparation of progress reports

ROLE OF THE 4PRIMA MANAGER

4PRIMA Manager will flank the Project Coordinator and together they will collaborate to:

- develop and implement the management tasks
- define, divide, and develop the activities
- check the progress of the coordination and support work
- coordinate the participating institutions
- coordinate the preparation of technical reports and communications with the EC for technical issues
- advise and direct the Partners on the developments necessary for projects

ROLE OF THE 4PRIMA ADMINISTRATIVE MANAGER

Main activity: day-to-day management of the project, dealing with administrative and practical aspects. In detail:

- she will ensure EC administrative guidelines are distributed among all the Partners
- she will support in collecting activity reports, financial reports, and administrative reports
- she will assist in checking the timeline and the progress of the activities
- she will support in the organization of project meetings, seminars, and training events (travel arrangements, visas, etc.)
- she will support in settling any administrative or contractual dispute

ROLE OF WP LEADERS

The Work Package leaders will be responsible for:

- Planning, managing and coordinating the Work Package activities
- Overseeing the information flow between the work packages
- Ensuring that deliverables are achieved on time
- Updating their work package information on the website
- Proposing plans for future sustainable activities
- Disseminating information regarding impact to local stakeholders

ROLE OF THE EXECUTIVE BOARD

Executive Board (EB), chaired by the Project Coordinator, will **consist of one representative of each 4PRIMA partners.**

Tasks and duties:

- facilitating the tasks of the activity leaders (WP leaders and task leaders)
- planning, managing, and supporting the project objectives
- responsible for acceptance of new or exclusion of parties
- approval of requests for amendments to the Consortium Agreement
- premature completion/ termination of the action

Decisions, to the best of the abilities of the Executive Board members, will be taken whenever possible by consensus, or by majority of the presents. In case of conflict, the Project Coordinator will have the casting vote.

EXTERNAL BOARDS

with no right to vote

PRIMA members: representatives from international institutions participating in the PRIMA GA. They will help with networking and gaining visibility, will advise on scientific management, sustainability and new possibilities for funding.

External Advisory Board (EAB) will provide advice on the action's scientific-technical activities, on needs and priorities coming from business and civil societies (organizations).

The members of the External Boards will meet during the project meetings and will report to the Executive Board.

JPI Water: Maurice Heral, Representative from JPI Facce,
Representative of SFIC .

STATUS OF THE GRANT AGREEMENT PREPARATION

- Starting date of the project: May 1st 2016
- Ending date of the project: October 31st 2017
- Costs of the kick off meeting are eligible
- The EC opinion on the project was very positive thus only very minor revisions were requested for meeting the referees's comments
- We have been asked to better detail tasks and duties of the beneficiaries with third party(ies)
- Actually we are the v4 of the DoA
- We have successfully solved all the issues raised by the European Commission
- Hopefully the Grant Agreement will be signed soon!

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- Project officer: Dr. Giulio Pattanaro
- The EC opinion on the project was very positive thus only very minor revisions were requested for meeting the referees's comments
- The 4PRIMA beneficiaries were very prompt and collaborative (most partners signed the GA declaration within one week!)
- We have been asked to better detail tasks and duties of the beneficiaries with third party(ies)
- Actually we are the v4 of the DoA and we have successfully solved all the issues raised by the European Commission
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NEXT STEPS

Legend

- AA Access Amendment
- GP Grant Preparation
- MP Manage Projects
- FR Financial Reporting
- PR Periodic Reporting
- RD Reporting & Deliverables
- PC Project Consortium
- VP View Proposal

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ACRONYM	CALL	PROGRAM	PROJECT	PHASE	ACTIONS
4PRIMA	H2020-SC5-2016-OneStageA	H2020	724060	Grant Preparation	1

Proposal Management & Grant Preparation
724060 - 4PRIMA

26 Jan 2016 27 Sep 2016 (111/245 days)

Submitted Informed Invited Prepared Signed Paid

Terminate

Grant agreement data preparation

Process specific documents

Process specific communications

PAYMENTS

- **PREFINANCING € 1.499.534,06 (75%)** after the signature of the GA
The whole amount will be distributed.
- Month 12: review from the EC. No money distribution.
- Reporting period 1 from month 1 to month 18.
Final payment (25%)

THANK YOU