

Clean Aviation

Financial Workshop 2023

Follow up training (IT tool)

Brussels,
09.06.2023



Clean Aviation Financial Workshop

Follow up

Reminder

- Financial Workshop held on 19.04.2023
- Very successful, interactive and collaborative event
- Focus on financial, audit and legal aspects of the reporting
- **Slides and Q&A list published** on CAJU website
- Key documents | Clean Aviation (clean-aviation.eu)
 - <https://www.clean-aviation.eu/sites/default/files/2023-04/CA%20Financial%20Workshop%202023%20slides.pdf>
 - [Q&A list CAJU Financial Workshop 2023.pdf \(clean-aviation.eu\)](#)
- **IT Training session on How to submit your periodic reporting via the EC portal**



EGRANTS TRAINING FOR CAJU CALL 1 BENEFICIARIES

How to submit your periodic reporting via the EC portal

#HorizonEU

THE EU
RESEARCH & INNOVATION
PROGRAMME

2021 – 2027

May 9 2023


CLEAN AVIATION

Research and
Innovation

Jean Cadelis
Common Support Centre IT unit
RTD H.IT.2



Outline

- **Reporting obligations – setting the framework**
- **The Reporting modules**
- **Continuous reporting module**
- **Main screens – IT tool**
- **Periodic reporting**
- **Financial reporting**

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The reporting framework





Monitoring Project Implementation

- The Commission/Agency must monitor the activities of the projects in order to assess and verify:
 - that the beneficiaries implement the project as described in Annex 1 of the Grant Agreement (GA) (Description of the action – DoA).
 - the eligibility of the costs claimed.
- In order for the Commission/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.

**Project Officers monitor projects.
External experts may assist.**



Monitoring Project Implementation - Timing

- Monitoring project implementation is a **continuous task** that can take place at any moment during the active period of the project (and beyond).
- but there are key contractual tasks that make project monitoring most relevant at certain periods in project's life, in particular **after each reporting period** at the time of **payments**.

**Review meetings may be organised regularly,
normally after each reporting period.
External experts may assist.**



Project reporting – Schedule

The beneficiaries must provide reports to request payments, in accordance with the schedule and modalities set out in the **Data Sheet**.

Reporting and payment schedule (art 21, 22):

Reporting					Payments	
Reporting periods			Type	Deadline	Type	Deadline (time to pay)
RP No	Month from	Month to				
					Initial prefinancing	30 days from entry into force/10 days before starting date – whichever is the latest
1	1	6	Periodic report	60 days after end of reporting period	Interim payment	90 days from receiving periodic report
2	7	12	Periodic report	60 days after end of reporting period	Interim payment	90 days from receiving periodic report
3	13	24	Periodic report	60 days after end of reporting period	Interim payment	90 days from receiving periodic report
4	25	36	Periodic report	60 days after end of reporting period	Final payment	90 days from receiving periodic report



Project reporting – main concepts

- Deliverables, milestones, outputs/outcomes, critical risks, indicators, (as described in DoA)
- Periodic Report (within 60 days following the end of each reporting period)
 - Technical part
 - Financial part
- CFSs - only at final payment, if threshold is reached (requested EU contribution to costs \geq EUR 430 000) (*)

(*) Special threshold for beneficiaries with a systems and process audit(see Article 24): financial statement: requested EU contribution to costs \geq EUR 725 000

Electronic submission via the Funding & Tenders Portal

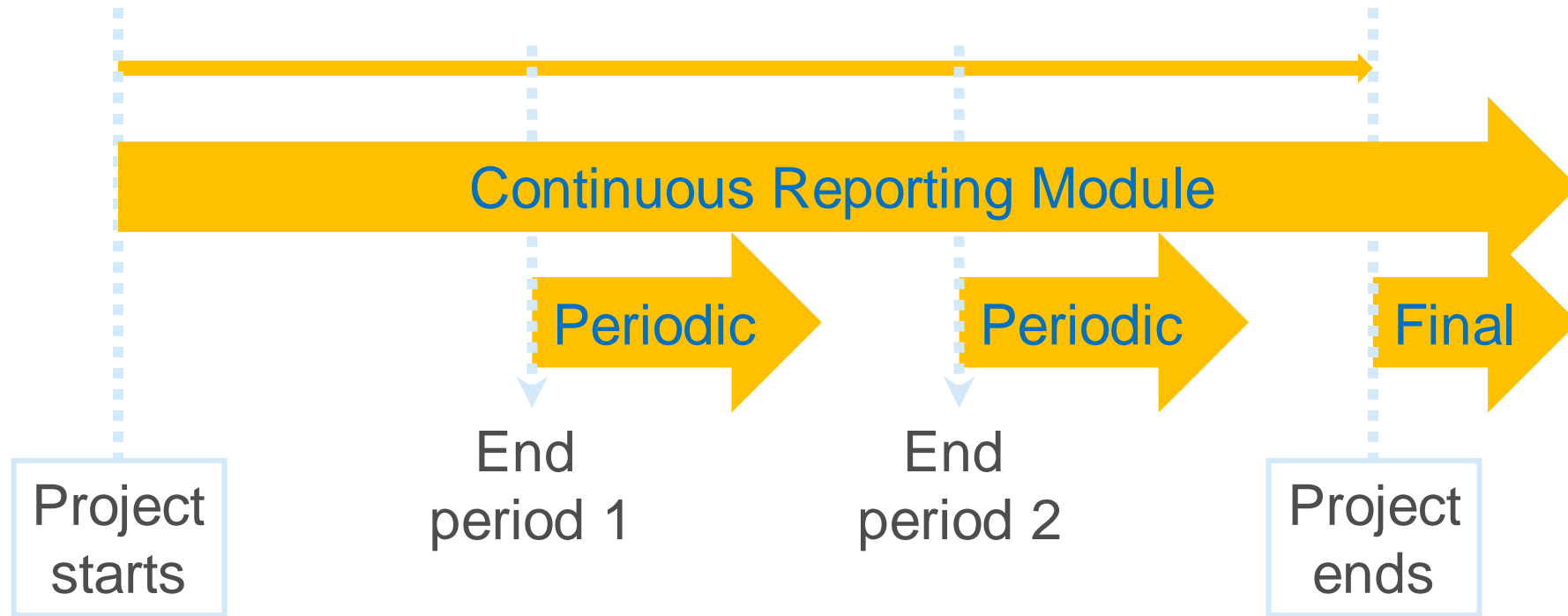
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Reporting modules





Reporting modules overview





Continuous reporting module

- Project summary
- Submission of deliverables
- Report progress in achieving milestones
- Follow-up critical risks
- Reporting on horizontal issues
 - Open access tables (publications, datasets, other results)
 - Dissemination, exploitation and communication activities
 - Policy questionnaires

Activated at the time project starts



Periodic reporting module

Technical part

- **Part A** (structured information entered through the **continuous reporting** module)
 - Project summary
 - Deliverables, milestones, risks, etc.
 - Answers to the impact questionnaire
- **Part B** (narrative part submitted in a PDF through the **periodic reporting** module)
 - Explanation of the work carried out by the beneficiaries and overview of progress
 - Explanations on deviations from DoA

Financial part

- **Financial statements** (individual and consolidated).
- Explanation on the **use of resources** and information on subcontracting and in-kind contributions by third parties.
- **Certificates on the financial statements** (CFS), only at final payment if threshold is reached (uploaded as PDF).

Report generated automatically based on the information entered through the **periodic reporting** module.

Activated at the end of reporting periods



Periodic report templates

- Template for periodic report published in the Funding & Tenders Portal
- Contains:
 - Part A
 - Part B
 - Use of resources report

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Continuous reporting module

External users - how to





Accessing through the F&T Portal

European Commission | Funding & tender opportunities | Single Electronic Data Interchange Area (SEDIA)

English

Register Login

SEARCH FUNDING & TENDERS | HOW TO PARTICIPATE | PROJECTS & RESULTS | WORK AS AN EXPERT | SUPPORT

Find calls for proposals and tenders

Horizon4Ukraine | Brexit info | Report fraud

Search calls for proposals and tenders by keywords, programmes... Search

EU Programmes

Asylum, Migration and Integration Fund (AMIF)	Border Management and Visa Instrument (BMVI)	Customs Control Equipment Instrument (CCEI)	Connecting Europe Facility (CEF)	Citizens, Equality, Rights and Values Programme (CERV)	Creative Europe (CREA)
Customs Programme (CUST)	Digital Europe Programme (DIGITAL)	Europe Direct (ED)	European Defence Fund (EDF)	European Parliament (EP)	EU Anti-fraud Programme (EUAf)
European Solidarity Corps (ESC)	Erasmus+ Programme (ERASMUS)	EU4Health Programme (EU4H)	European Social Fund + (ESF)	European Maritime, Fisheries and Aquaculture Fund (EMFAF)	Euratom Research and Training Programme (EURATOM)
Fiscalis Programme (FISC)	Innovation Fund (INNOVFUND)	Internal Security Fund (ISF)	Horizon Europe (HORIZON)	Single Market Programme (SMP)	Social Prerogative and Specific Competencies Lines (SOCPL)

News

13 Sep, 2022
2022 CEF Transport Calls now open
A call for proposals launched today under the Connecting Europe Facility (CEF) for Transport programme makes EUR 5.12 billion available for projects targeting n...

08 Sep, 2022
Building the HSbooster.eu Standardisation Training Academy - Experiences and lessons learned from Standardisation Training in Europe
As part of the EU Strategy on Standardisation, the EU Standardisation Booster (HSbooster.eu) is providing expert support to EU projects to help them increase im...

31 Aug, 2022
An introductory webinar on PIC Registration and Validation in the Funding & Tenders Portal
Electronic submission (eSubmission) is mandatory for international open, restricted and negotiated procedures in direct management for tenders of EU External Ac...

All news >

Events

Avoiding errors in declaring personnel costs in Horizon 2020 grants
30 Nov 2022 09:00



Accessing through the F&T Portal

European Commission | Funding & tender opportunities | Single Electronic Data Interchange Area (SEDIA) | Welcome

Manage my area | SEARCH FUNDING & TENDERS | HOW TO PARTICIPATE | PROJECTS & RESULTS | WORK AS AN EXPERT | SUPPORT

My Person Profile
My Organisation(s)
Grants
My Proposal(s)
My Project(s)
My Formal Notification(s)
My Expert Area

My Project(s)

Results: 1

ACRONYM	TOPIC ID	PROGRAMME	PROJECT	PHASE	ACTIONS
NCP-PLAYGROUND-COMST	NCP-playground	H2020	688926	2	Actions


Manage Consortium
Manage Project
View Proposal
Manage Cascade Funding Calls
Notify UA opportunity

Go to 'My Projects' section.

Then click on **Manage Projects** in **Actions** menu




Project management page

**RESEARCH & INNOVATION**
Grant Management Services

Help

Generic DEVUSERCOORDINATOR

MY PROJECT



Call: XXXXXXXXXXXX
Type of Action: HORIZON-ERC-SYG
Acronym: XXXXXXXXXXXX

ABACBUDT] PF1:RP4
Current Phase: Grant Management
Number: 220003121
Duration: 72 months
GA based on the: HE MGA — Multi & Mono - 1.1
Start Date: 26 Sep 2022
Estimated Project Cost: €412.50
Requested EU Contribution: €50.00
Contact:

Latest Legal Data
Active Processes
Document Library
Communication Centre
Archived Processes

H2020 ONLINE MANUAL
ONLINE MANUAL
HOW TO

Continuous Reporting
220003121 - 220003121
[ABAC: ABACBUDT] PF1:RP4
26 Sep 2022
Started
Completed

Continuous reporting data

Process documents

Process communications

Process history

Proposal Management & Grant Preparation
220003121 - 220003121
[ABAC: ABACBUDT] PF1:RP4
01 Sep 2022
Submitted
Informed
Invited
Prepared
Signed
Paid
26 Oct 2022 (4/30 days)

Process documents

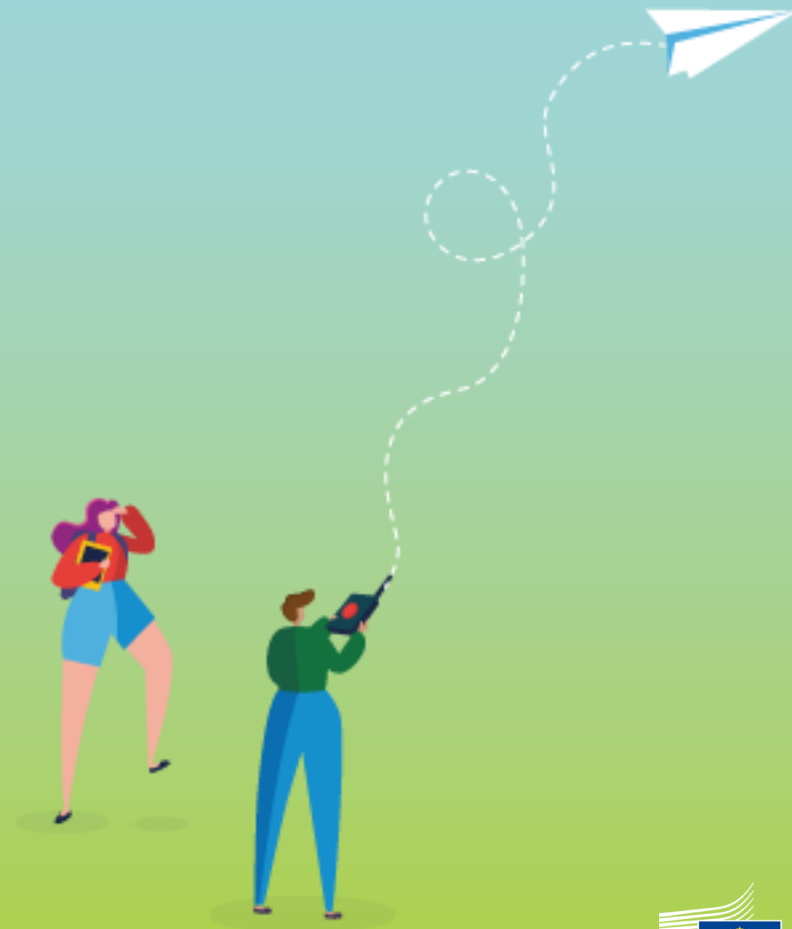
Process communications

Process history

Launch new interaction with the EU

HORIZON EUROPE

Main screens





Project summary for publication

Grant Management

220003121 (220003121 RIZOS..) HORIZON...

Call: XXXXXXXXXXXXXXXX

Topic: XXXXXXXXXXXXXXXX

Project Summary

Researchers involved in the project

Deliverables

Milestones

Critical Risks

Publications

Results

Disseminati... activities

Project Summary for publication

SAVE

The project summary (for publication) must be drafted as a "stand-alone" text. No references should be made to other parts of the report. You may also wish to provide diagrams or photographs illustrating and promoting the work of your project (only as images)[1].

(1) Any rights of third parties must be cleared in advance in accordance with the grant agreement.

Context and overall objectives

Describe the context and overall objectives and the expected impact of your project. The idea is to give to the reader key background information needed to understand the motivation behind the project and the problems and needs it aims to address.

The description should be seen as "setting a scene for the story" of the project. After reading this section the reader should be able to understand how the results of the project are expected to contribute to tackling the identified problems and needs. If possible, you may wish to include an indication of the significance of your project's expected impacts.

If applicable, for projects tagged as indicating the need for the integration of social sciences and humanities, please show the role of these disciplines in the project.

Work performed and main achievements

Results beyond the state of the arts

Policy relevant evidence of your project

Images attached to the Project Summary for Publication

Upload

Image Name	Image Description	Actions

Validate

- All fields are mandatory.
- Strongly recommended to upload at least one image

The content of this section will be **published** in **CORDIS**



Deliverables

Grant Management Project Continuous Report ndevugen (EXTERNAL) ?

220003121 (220003121 RIZOS...) HORIZON-...
Call: EXXXXXXXXXXXXXXXXXX
Topic: EXXXXXXXXXXXXXXXXXX

Project Summary Researchers involved in the project Deliverables results Disseminat... Standards Patents (IPR) Communic... Activities Datasets Impact Impact Continuation Other Results

Deliverables and Other Reports

For each Deliverable, a single file (max 52MB) can be uploaded

Add actual delivery dates (or new due date for late deliverables, together with an explanation for the delay). In the Comments, please indicate if the deliverable was achieved as planned or not.

The labels used mean:

- Public – fully open (automatically posted online on the Project Results platforms)
- Sensitive – limited under the conditions of the Grant Agreement
- EU classified – RESTREINT-UE/EU-RESTRICTED, CONFIDENTIEL-UE/EU-CONFIDENTIAL, SECRET-UE/EU-SECRET under Decision 2015/444

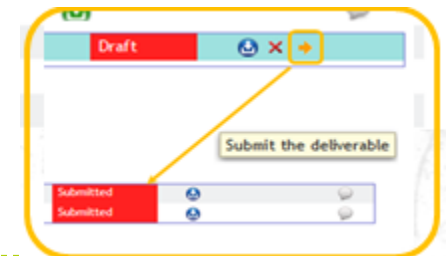
Show Filters Clear Filters

Work F	Deliver	Delive	Deliverable Name	Description	Lead	Type	Dissem	Due Date	New Due	Delivery	Approval D	Status
WP1	D1.1	D1	D1 - Deliverable title	Deliverable description created at 26/09/2022 1...	UDL	DEC	PU	25 Nov				Pending

Validate

Status of deliverables:

- **Pending**, when a deliverable hasn't been uploaded yet.
- **Draft**, when a deliverable has been uploaded.
- **Submitted**, when a deliverable has been submitted.
- **Approved**, when the EU officer has approved it.
- **Rejected**, when the EU officer has rejected it.



- If the deliverable's estimated delivery date falls in a given reporting period and the deliverable is not yet submitted, before the periodic report is 'Locked for review', participants will be asked to justify the delay (in the Periodic Reporting module).
- The dissemination statuses have been updated: Public, Sensitive, Classified EU-R, Classified EU-C, Classified EU-S.

All PUBLIC deliverables will be published in CORDIS once they are approved!!!




Deliverables

The screenshot shows the 'Project Continuous Report' interface. The 'Deliverables' tab is highlighted in the top navigation bar. A modal window titled 'Add a new comment for the deliverable 'D1 - deliverable title'' is open. The modal contains a text area for the comment, a 'Cancel' button, and a 'History of comments' section. The history shows a comment from 'ndevugen' on 2017-11-15. The main interface also shows a table of deliverables with columns for WP No, Del No, and Title.

- Before submission a **comment** can be added and user is asked for confirmation whether they want to submit.
- All beneficiaries can upload deliverables, but **only the coordinator can submit them**.
- Each time a deliverable has been submitted the **EU Officers will be notified**.
- Each time the EU Officers **reject** the deliverable, the **Coordinator Contacts and the Participant Contacts are notified** through the Participant Portal Notification System.



Milestones


**Grant Management**


Project Periodic Report


2XXXXXXXXXXXXX
XXXXXXXXXXXXX
X


HORIZON...


Period No: 1 Duration (months): 18
Reporting Period : [01 Jan 2010 - 30 Jun 2011]


Project Summary



Researchers involved in the project



Deliverables


Milestones


Critical Risks


Publications


Results


Disseminati... activities


Milestones

Milesto ▲	Milestone Name	Work Package No	Lead Beneficiary	Means of Verific	Delivery Date	Delivery Date (actual)	Achieved
1	milestone name	WP1	ASXXXX	milestone des	28 Feb 2010	<input type="text"/>	<input type="checkbox"/>

- The milestones entered during the Grant Preparation are displayed here.
- It has to be indicated whether the milestone has been achieved or not and select the delivery date.



- Foreseen risks have already been indicated at the Grant Agreement Preparation phase and are automatically displayed.
- Unforeseen risks can be added.
- The state of play for any risk (both unforeseen and foreseen) can be updated



Dissemination activities

Grant Management | Project Continuous Report

Summary for publication	Researchers involved in the project	Deliverables	Results	Dissemination activities	Standards	Patents (IPR)	Communic... Activities	Datasets	Impact	Impact Continuation	Other Results

Dissemination Activities

☐ There is no dissemination activity for this project

List the dissemination activities carried out in the project. Include dissemination activities mentioned in the project description.

Dissemination Activity Name

Add dissemination activity

Dissemination activity name *

What? Type of dissemination activity *

Who? Target audience Reached *

Why? Description of the objective(s) with reference to a specific project output (max 200 characters) *

Status of the dissemination activity *

* mandatory fields

Add Cancel

Conferences

Education and training events

Meetings

Clustering activities

Collaboration with EU-funded projects

Other scientific collaboration

Other scientific cooperation

Other

☐ Regional authorities

☐ Local authorities

☐ Civil society

☐ Citizens

☐ Specific end user communities

☐ Other

Section has
been updated in
Horizon Europe



Communication activities

Management

XXXXXXXXXXXXXXXXXXXX

Project Summary

Researchers involved in the project

Deliverables

Publications

Results

Dissemination activities

Standards

Patents (IPR)

Communication Activities

Datasets

Impact

Impact Continuation

Other Results

Communications Activities

☐ There are no communication activities for this project yet

Communication on projects is a strategically planned process that starts at the outset of the action and continues throughout its entire lifetime, aimed at promoting the action and its results. It requires strategic and targeted measures for communicating about (i) the action and (ii) its results to a multitude of audiences, including the media and the public and possibly engaging in a two-way exchange.
List the communication activities carried out in the context of the project. Use the same labels used in your DEC plan.

Communication Activity Name	Description	Who? Target audience	How? Communication channel	Outcome	Status	Actions
Social media announcement	We posted our project results article in social n	Citizens	Social media	Awareness about new innovation	Delivered	X

Add Communication Activity

Communication Activity Name *

Description *

Who? Target audience *

How? Communication channel *

Outcome *

Status *

* mandatory fields

Ok

Cancel

Validate

Section has been updated in Horizon Europe






Researchers involved in the project

Grant Management | Project Continuous Report

Project Summary | **Researchers involved in the project** | Deliverables | Publications | Results | Dissemination activities | Standards | Patents (IPR) | Communication Activities | Datasets | Impact | Impact Continuation | Other Results

Researchers involved in the project

☐ There is no researcher involved in the project yet

Beneficiary	First Name	Surname	Gender	Nationality	Email	Career Stage	Role of researcher	Personal Identifier	Contract duration	Latest degree before entering project Degree Year Awarded Country	Last professional position (if any) before entering project Career Stage Country	Professional position for staff members leaving the project Career Stage Country	Actions
	name	Surname	W	Germany		Category B - Senior Re	Leading		Temporary>=2years	Doctorate - 1992 - Germany	Category C2 - Recognised Researcher (Post Doctoral researcher) - Czechia	---	

- This table contains only people who work on research tasks (not support personnel).
- People from industry or taking part in CSA actions that do not consider themselves as researchers may leave the tab blank.
- Even researchers whose salary is covered by other sources but work on the project are supposed to be declared.
- Removing researchers should not happen (if they worked for a period they remain in this page; if researchers declared in proposal never worked for the project, explanations must be added in periodic report).

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Project results and open access obligations tables





Open access obligations

In HE there are a number of **changes** in comparison to H2020 for the publications and open access tables:

- Peer-reviewed publications need to be deposited in an open (Findable, Accessible, Interoperable, Reusable) repository at the same day when published in journal;
- No embargo periods are accepted (for green open access);
- Costs for hybrid journals are not reimbursable under HE(!)
(hybrid = journals which some of the articles are open access);
- Datasets and other type of results (software etc.) also need to be made open (unless there is reasonable ground for exception).

[illegible]



Publications

Publications are imported from Openaire
www.openaire.eu

Grant Management Project Continuous Report

Project Summary Researchers Involved in the project Deliverables Publications Results Dissemination Standards Patents (IPR) Communication Activities Datasets Impact Impact Continuation Other Results

Publications

☐ This project does not currently have any scientific publications

Suggested publications from OpenAIRE (7 pending publications and 1 discarded publication)

☐ Include previously discarded publications

Type	Title	Authors	Title of the Journal or equivalent	Month and Year of publication	PID (Publisher version of record)	PID of the deposited publication	Actions
Chapter in a Book	Automata, Languages and Programming (ALP)		Automata, Languages and Programming (ALP)	25-02-2012	10.1007/978-3-642-289-2-89	10.1007/978-3-642-289-2-89	✖
Chapter in a Book	Algorithmic Combinatorics		Algorithmic Combinatorics	02-11-2012	10.1007/978-3-642-289-2-89	10.1007/978-3-642-289-2-89	✖
Chapter in a Book	Algorithmic Combinatorics		Algorithmic Combinatorics	17-01-2011	10.1007/978-3-642-289-2-89	10.1007/978-3-642-289-2-89	✖
Chapter in a Book	Algorithmic Combinatorics		Algorithmic Combinatorics	19-07-2012	10.1007/978-3-642-289-2-89	10.1007/978-3-642-289-2-89	✖
Chapter in a Book	Algorithmic Combinatorics		Algorithmic Combinatorics	10-11-2011	10.1007/978-3-642-289-2-89	10.1007/978-3-642-289-2-89	✖
Chapter in a Book	Algorithmic Combinatorics		Algorithmic Combinatorics	10-11-2011	10.1007/978-3-642-289-2-89	10.1007/978-3-642-289-2-89	✖
Chapter in a Book	Algorithmic Combinatorics		Algorithmic Combinatorics	10-11-2011	10.1007/978-3-642-289-2-89	10.1007/978-3-642-289-2-89	✖

Project publications (2 publications)

Show/Hide Filters Clear Filters

Type	Title	Authors	Title of the Journal or equivalent	Number	Peer-reviewed	Was the publication available in open access through the repository at the time of publication	PID (Publisher version of record)	PID of deposited publication	Actions
Chapters in books	Algorithmic Combinatorics		Algorithmic Combinatorics		False	False			✖
Chapters in books	Algorithmic Combinatorics		Algorithmic Combinatorics		False	False		10.1007/978-3-642-289-2-89	✖
Article in journal	Algorithmic Combinatorics		Algorithmic Combinatorics		False	False		10.1007/978-3-642-289-2-89	✖

Export to Excel Add Publication

* "open access" means the practice of providing online access to research outputs resulting from actions funded under the Programme, in particular scientific publications and research data, free of charge to the end-user

View Open AIRE Publication

Type
Title
Authors
Title of the Journal or equivalent
Month and Year of publication
PID (Publisher version of record)
PID of the deposited publication
Number
Web Source
Open AIRE ID
Journal Number

Chapter in a Book
Algorithmic Combinatorics
Kurt Meinert
Algorithmic Combinatorics ISBN: 9783642289289
17-01-2011
10.1007/978-3-642-289-2-89
https://doi.org/10.1007/978-3-642-289-2-89
doi:10.1007/978-3-642-289-2-89

Import Discard Close

Publications accessible via OpenAIRE are displayed automatically. You only need to check if the publications are linked to the project. In case of publications not registered via OpenAIRE, you need to encode the Digital Object Identifier (DOI) and all the rest of information is completed automatically.

Open access means online access to research outputs, in particular scientific publications and research data, free of charge to the end-user.



Publications

Please check or correct the information about the publication and fill-in the additional information

Type of PID (repository)

PID of deposited publication

PID (publisher version of record)

Type of publication

Link to publication

Title of the scientific publication

Authors

Title of the Journal or equivalent

Number

ISSN or eISSN

Publisher

Month of publication

Year of publication

Was the publication available in open access through the repository at the time of publication? ☐ Yes ☐ No

Peer-reviewed ☐ Yes ☐ No

PID (Publisher version of record)

Book title

Did you charge OA publishing fees to the project? ☐ Yes ☒ No

Type of publishing venue

Article processing costs that will be charged to the project

Export to Excel Add Publication

If publication is not in OpenAIRE, you can encode it using the DOI, or if this is not working you can encode all fields manually.





Results

In Horizon Europe participants need to encode the results of their projects in a structured way. The results are encoded in different tabs:

- **Results** – encode in this table results of the type scientific discoveries, products, services, processes, methods, policy recommendation, etc.
 - You need to flag high potential results as **Key Exploitable Results (KER)**.
 - In this tab you also need to encode the mandatory **Results Ownership List (ROL)** (GA article 15 and annex 5)
- **Other Results** – encode in this table results of the type software, workflow, protocol, prototype and other.

**Publications, intellectual property rights, datasets and standards
are encoded in separated tabs**



Results

2000XXXXXXX...)

HORIZON...

Period No: 1 Duration (months): 18
Reporting Period : [01 Jan 2010 - 30 Jun 2011]

Project Summary

Researchers involved in the project

Deliverables

Milestones

Critical Risks

Publications

Results

Disseminati... activities

Name	Result type	Key results (KER) (does result have a high potential?)	Description of high potential	Audience or target group	Steps undertaken towards exploitation	Market maturity (state of the market targeted by this result)	Actions
My result	Other	N/A					✕
Ownership	PROD: Product (new or improved)	N/A					✕
Result Sci	SCI: Scientific discovery, model, theory (...)	N/A					✕

Results Ownership List

Result name	Single or joint ownership of results? (Indicate the number of owners)	Result owners	Will the owners exploit the result?	In which form will the result be made available to other consortium members and/or third parties?	Does the exploitation of the results require access to background of one or several consortium members?	Does the exploitation of the results require access to third party IPR?	Actions
Ownership	Joint	Individual: null-Belgium Entity: 999997930-France	Yes	Open source	No	No	✕

- For those results that are Key Exploitable: use of **Horizon Results Platform** is mandatory in cases the beneficiary has not been able to exploit them within a year after the end of project (obligation may be waived –if justified– by granting authority upon request of beneficiary).
- Elements of the **Results Ownership List** (ROL) aimed at fulfilling Art. 2(18) and 34 of the Horizon Europe Regulation (**‘Beneficiaries shall own the results they generate’ during a project etc.**)
Please recall that submission of ‘results ownership list’ is mandatory with the last periodic report.



Other Results

Other Results

☐ This project does not currently have any other results

Project Other Results (0 results)

*'open access' means the practice of providing online access to research outputs

Add Other Result

Type of result
Does the result underpin a publication?
Brief description of other result
If the result is needed to validate the conclusions of a publication, briefly describe the provisions whereby you intend to make your output available, either in digital or physical form
Type of Persistent Identifier, PID
Insert PID reference (if available)
URL to repository landing page for the result service/webpage hosting the result (if available)
Has this result been made available in open access immediately upon deposit?
What license is the result licensed under?
Linked result

Save Cancel

- Results of type: Software, Workflows, Prototypes, Protocols.
- Part of the open science artefacts.
- Based on the principle of the DOI





Datasets

Grant Management

Project Continuous Report

Call: [redacted]
Topic: [redacted]

Project Summary

Researchers involved in the project

Deliverables

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Results

Dissemination activities

Standards

Patents (IPR)

Communication Activities

Datasets

Impact

Impact Continuation

Other Results

Datasets

☐ This project does not currently have any dataset

Suggested Datasets from OpenAIRE (3 pending datasets and 3 discarded datasets)
☒ Include previously discarded datasets

	PID	Type of PID	Brief Description of Dataset	URL to Repository	Actions
1	<div>10.11583/dtu.146467.v1 10.11583/dtu.146467.v2</div>	DOI	Data for the figures of the article: Trapped super hybrid waves as eigenmodes		
2	<div>10.17632/8f3x85vvt.1 10.17632/8f3x85vvt.2</div>	DOI	Interferometric data from PAR covers 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000		
3	<div>10.17632/mfegbr.1 10.17632/mfegbr.2</div>	DOI	oF-FPGA data from blocks 4, 5, 6 (ILM-1), side facing 90 degrees from pu		
4	<div>10.5281/zenodo.110280 10.5281/zenodo.110281</div>	DOI	Source code, input simulation outputs, analysis scripts and figures used in th		
5	<div>10.5281/zenodo.110282 10.5281/zenodo.110283</div>	DOI	Supplementary material associated to publication Hydrogen transient GCM		
6	<div>10.17632/3dvoe.1 10.17632/hm63p.1</div>	DOI	New TOP-FPGA data from blocks 4, 5, 6 (ILM-1), side facing 90 degrees from pu data files (.n		

Validate



Intellectual Property Rights

234970 (234970 RIZOSKO ...) HORIZON...

Period No: 1 Duration (months): 18
Reporting Period : [01 Jan 2010 - 30 Jun 2011]

Project Summary	Deliverables	Milestones	Critical Risks	Disseminati... Activities	Standards	Patents (IPR)	Communic... Activities	Datasets	Impact	Impact Continuation	Other Results
✓	i	i	✓	✓	✓	⚠	✓	✓	✓	✓	✓

Patents (IPR)

☐ This project does not have any Registered Intellectual Property Right yet

i Important! If a filed application is rejected by the IPR authority during the course of the EU funded action (the project's duration) then you must remove the concerned item from the IPR list

New Intellectual Property Right

Intellectual Property Right Type and Confidentiality

Application Reference Code

IPR Common Data

Intellectual Property Right Type and Confidentiality

Type of IP Rights

IPR is Confidential

Application Title

Embargo End Date

☐ yes ☐ no

* mandatory fields



Intellectual Property Rights

not have any Registered Intellectual Property Right yet

ed application t

New Intellectual Property Right

Intellectual Property Right Type and Confidentiality **Application Reference Code** IPR Common Data

Application Reference Code

Please specify an Application for this IPR

i You must indicate only one application or awarded patent for the very same IPR subject. You don't need to list more than one application or awarded patent if the same IPR subject is filed with multiple IPR authorities

☒ IPR filed with the European Patent Office (recommended) ☐ IPR filed with a different organisation

Search by Application Reference or Award Publication Number

EP [Search](#)

* mandatory fields

[Previous](#) [Cancel](#)

Import data by using reference code





Standards

Management

Project continuous report

764: HORIZON...

Project Summary Researchers involved in the project Deliverables Publications Results Dissemination activities Standards Patents (IPR) Communication Activities Datasets Impact Impact Continuation Other Results

Standards

☐ This project does not currently have any standards.
Project Standards (0 standard)

Standardization Activities Description Types of Standardization Bodies Involved Names of Standardization Bodies Involved Standards References (if any)

[Add Standard](#)

Add Standard

Standardization activities (select all that apply):*

- ☐ Revision of an existing standard
- ☐ Elaboration of a new standard
- ☐ Participation in a technical committee
- ☐ Participation in a technical group
- ☐ Elaboration of a workshop agreement
- ☐ Others

Please give a short description of the activities and the reference to the relevant group:*

Types of standardization bodies involved (select all that apply):*

- ☐ International
- ☐ European
- ☐ National
- ☐ Other

Names of standardization bodies involved:*

Standard references (if any):

* mandatory fields

Validate

HORIZON EUROPE

Impact questionnaires





Impact questionnaire (1/4)

Grant Management

Project Continuous Report

Project Summary	Researchers involved in the project	Deliverables	Milestones	Critical Risks	Publications	Results	Dissemination activities	Standards	Patents (IPR)	Communication Activities	Datasets	Impact	Impact Continuation	Other Results
✓	✓	i	i	✓	i	✓	✓	✓	✓	✓	✓	✓	✓	✓

Technology Readiness Level of The Project

No project start

Current status

Expected by Project end

Sustainable development goals

Is your project likely to deliver results relevant for the following Sustainable Development Goals?

Climate Neutrality

Clean Water And Sanitation

Citizen Engagement

Regarding co-design and co-creation through the engagement of citizens, and/or end-user entities, how have citizens and end-user entities contributed to the co-creation of R&I content so far?

Co-creating R&I visions, agendas, policies or frameworks	Citizen	End user entities:
Co-creating R&I action plans or technology roadmaps	<input type="checkbox"/>	<input type="checkbox"/>
Collecting data for the project	<input type="checkbox"/>	<input type="checkbox"/>
Analyzing data for the project	<input type="checkbox"/>	<input type="checkbox"/>

What mechanisms for citizen and/or end-user entity engagement have you set up and plan to maintain beyond the end of your project, or are planning to set up and maintain beyond the end of your project (per beneficiary)?

Department, centre, lab, network, testbeds or other structure or space set up, internally or externally, to support citizen/end-user engagement

Institutional websites, web-pages or portals set up to support citizen/end-user engagement (excluding project website)

Staff appointed with responsibility to initiate, monitor, evaluate or advise on citizen/end-user engagement

Staff appointed with responsibility for training, mutual learning and sharing of tools and good practice on citizen/end-user engagement

Rules, standards, guidelines or other frameworks established to ensure that citizen/end-user engagement is taken into account in institutional R&I processes

Systematic or regular dialogues, meetings, workshops or other events set up for citizen/end-user engagement (excl. one-off events)

Other

None

☐
☒
☒
☐
☐
☐
☐

Overall, how many individual citizens have been involved in co-creating R&I content for all activities listed? (please provide your best estimate, which should be traceable in one or more deliverables)



Impact questionnaire (2/4)

Progress towards objectives and impacts of the project

a) Please describe the progress of the project so far towards delivering scientific impact, based on its objectives, including quantification to the extent possible:

b) Please describe the progress of the project so far towards delivering economic impact, based on its objectives (e.g. to what extent will the project increase cost-effectiveness of industrial production or processes) including quantification to the extent possible:

c) Please describe the progress of the project so far towards delivering impact for society, including environmental impact, based on its objectives, including quantification to the extent possible:

Further employment to exploit or scale-up project results *

Full-time equivalents expected to remain or be newly employed based on project's results and their dissemination/exploitation

New/Existing contracts:

Involve existing team/people ☒

hire new team/people ☐

Not sure yet ☐

No ☐

Short term contracts (incl. PHD):

technicians: ☐

researchers: ☐

administrative support & project management: ☐

other: ☐

Long term contracts:

technicians: ☐

researchers: ☐

administrative support & project management: ☐

other: ☐

Please Explain:





Impact questionnaire (3/4)

Further investment mobilized to exploit or scale-up project results *

Further investment expected:

Yes: ☒

Private/capital investment ☐

Public investment ☐

Own funds ☒

(may be more than one)

(If there is investment)

Geography:

Local ☐

Regional ☐

National ☐

EU ☐

State:

☐ Planned ☐ In Process ☐ Obtained

Amount:

EUR(thousands)

Launch of a dedicated company during (or after end of) the project *

Company:

Spin-off ☒

Spin-out ☒

Joint venture ☒

Not sure yet ☐

No ☐

(May be more than one company)

Spin-off:

Company name	VAT number	Country	Address	Status	Act
a1	1234	Belgium	adr1	Planned	

Spin-out:

Company name	VAT number	Country	Address	Status	Act
a1				Planned	



Impact questionnaire (4/4)

Key factors fostering and impeding the impact of the progress (optional question)



To what extent are the key factors identified below fostering the progress of the project so far? Please tick if highly relevant.

Scientific excellence of the consortium

☐

Geographic breath of the consortium

☐

Previous collaborations between partners

☐

Interdisciplinarity and cross-sectoral approach of project

☐

Integration of gender dimension in research content

☐

Involvement of social sciences and humanities in the project

☐

Strategic impact orientation of the project aligned to emerging needs

☐

Involvement of users from project design

☐

Management of intellectual & industrial property rights

☐

Collaboration with wider ecosystem beyond the project (e.g. financial intermediaries, public authorities, standardisation, regulatory bodies)

☐

Further funding secured to exploit project's results

☐

Validation of prototype by potential buyer/end-user

☐

Knowledge Triangle Integration

☐

Other (specify)

☐

Highlight any good practice learning from the project for improved implementation that might be transferable to other projects:



To what extent are the key factors identified below impeding to progress as initially planned. Please tick if highly relevant.

Difficulties in project implementation and management, including access to human resources, securing additional funding, IPR management, cooperation between partners

☐

Difficulties in engaging with wider environment, including potential end-users, citizen and policy makers

☐

HORIZON EUROPE

Periodic reporting module

External users - how to

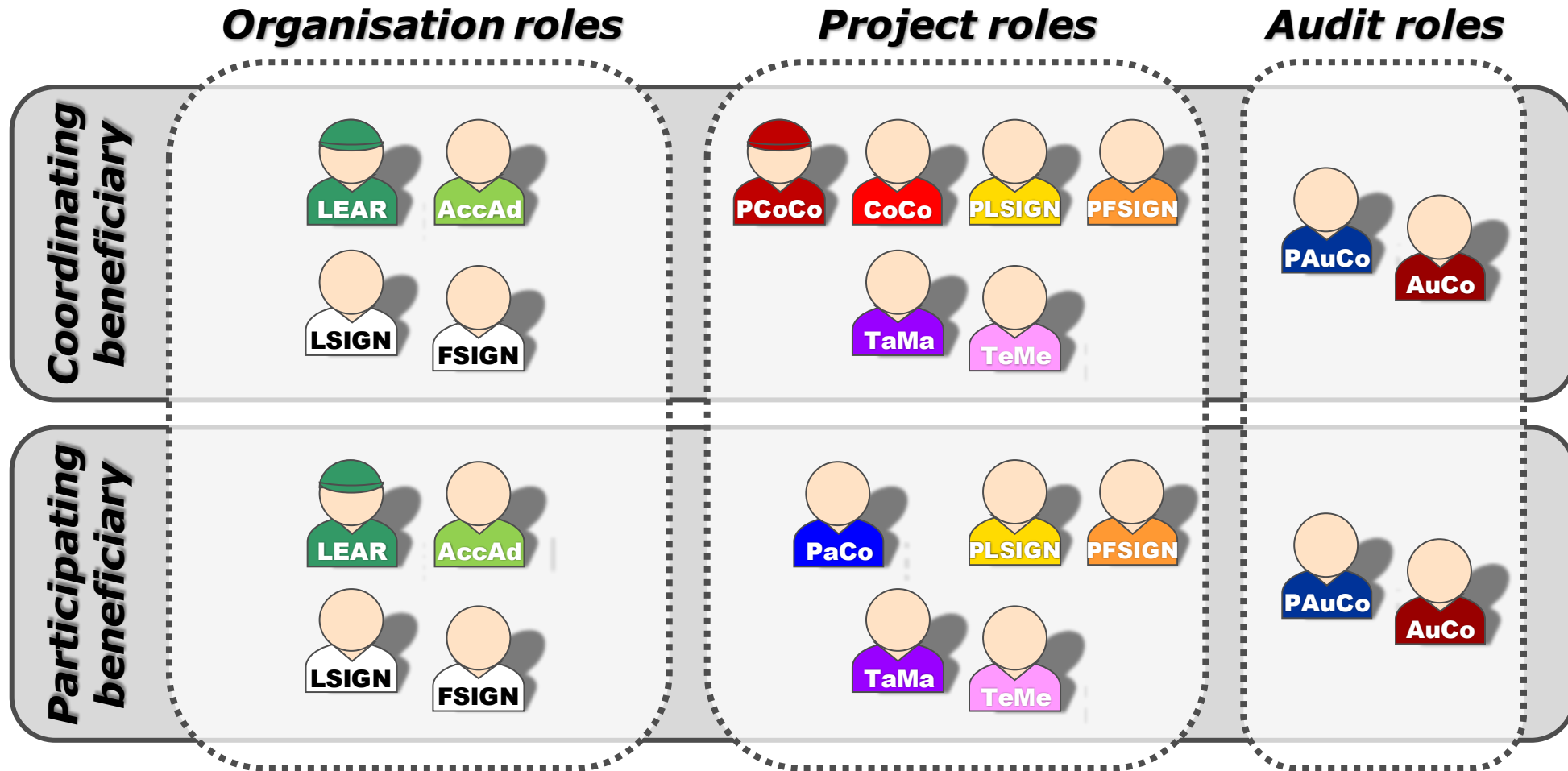




Periodic reporting module – steps

1. **Notification**: all beneficiaries receive a notification
2. **All beneficiaries**
 - contribute to the Technical Part of the Periodic Report
 - complete their own Financial Statement and
 - e-sign (**PFSIGN**) and submit their Financial Statements to the Coordinator.
3. The **Coordinator** approves and submits the elements of the Periodic Report to the EU Services.
4. The **EU Services** review the submitted Periodic Report and accept or reject it.
5. Periodic Payment

The Identity and Access Management



Important remarks

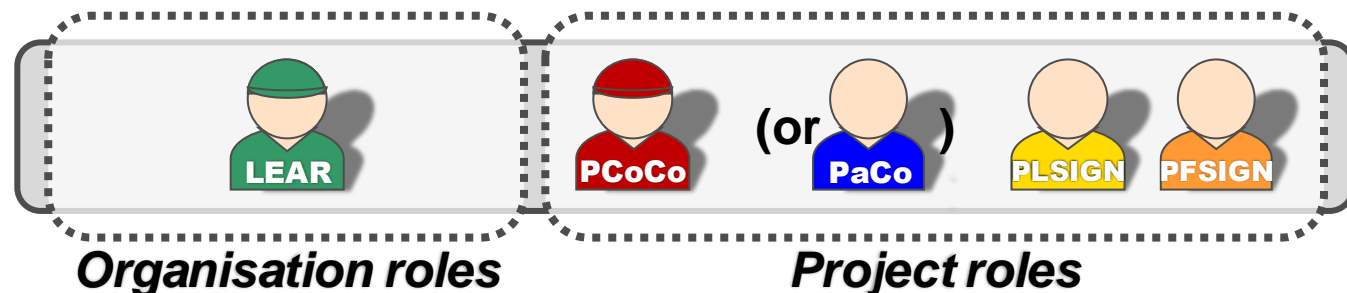
- Only the **LEAR** and **Primary Coordinator Contact** are defined/modified by the Commission.



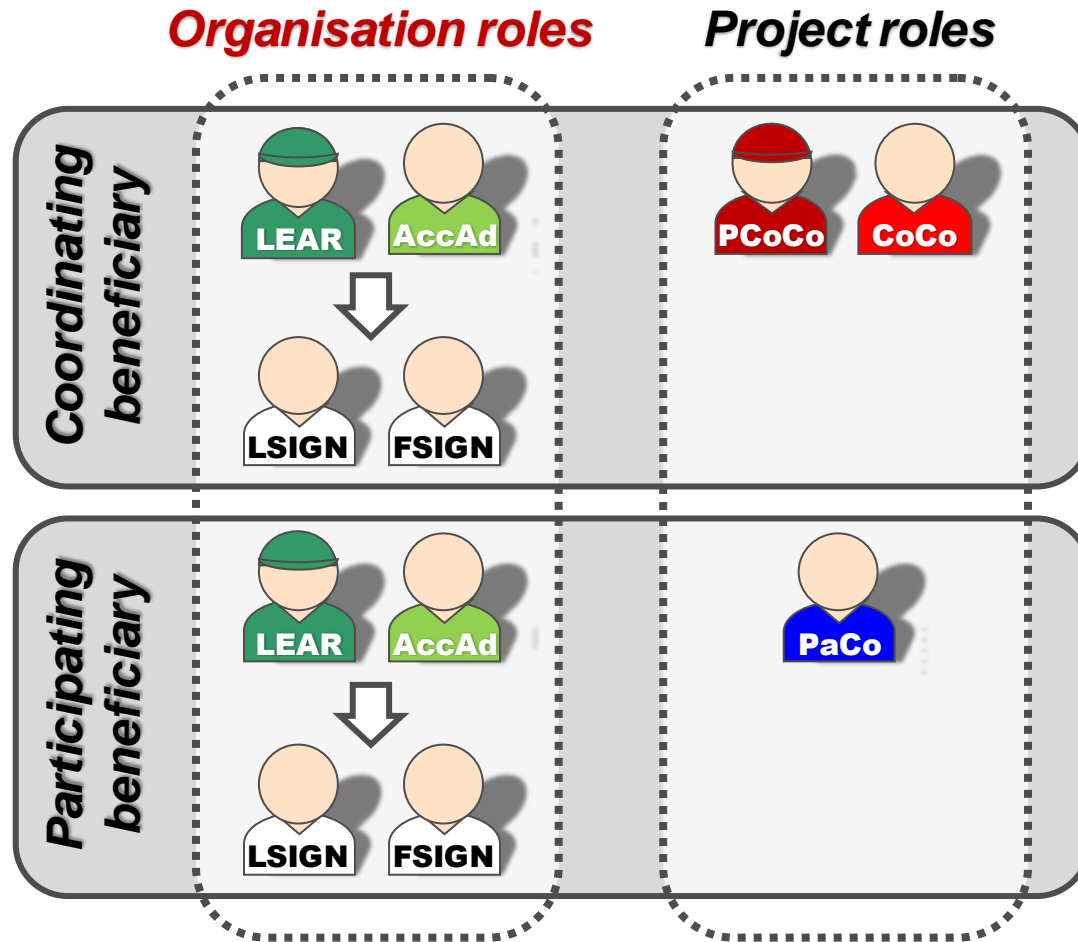
- Only the **LEAR** and **Primary Coordinator Contact** roles are unique. There is **no technical limitation** in the amount of other roles (you may appoint as many or as few as needed).

- One person can have several roles at the same time.

- Minimum configuration:



The nomination process: LSIGN/FSIGN

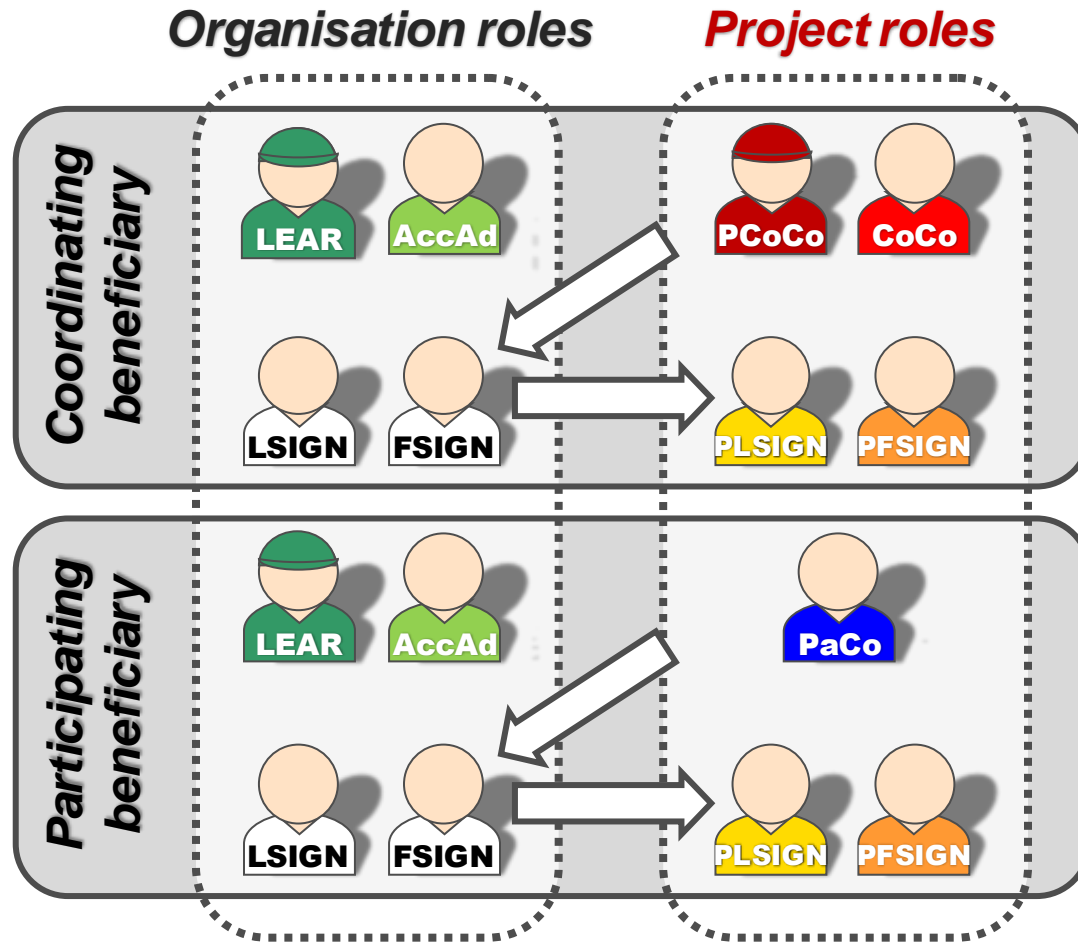


1. The LEAR (or Account Administrators) nominate as many LSIGNs / FSIGNs as they want.

At this stage:

- the FSIGN cannot do anything
- the LSIGN has read-only access to the organisation's data and lists of projects, proposals & roles.

The nomination process: LSIGN/FSIGN



2. The (Primary) Coordinator Contacts / Participant Contacts need to assign to their project as many LSIGNs / FSIGNs for their own organisation as needed.

The **PLSIGN** and **PFSIGN** now have access to their tools.



Periodic reporting module

RESEARCH & INNOVATION
Participant Portal - Grant Management Services

MY PROJECT

Periodic Reporting

Technical Part of Periodic Report contribution

Financial Statement

Periodic Report 1 projectNo composition

Process specific documents

Process specific communications

Proposal Management & Grant Preparation

GA Declaration - signature

Process specific documents

Process specific communications

Continuous Reporting

Continuous reporting data

Process specific documents

Process specific communications

Periodic vs. continuous

While the **periodic reporting** module is active, beneficiaries can also update the information in the **continuous reporting** via the periodic reporting.

There is **synchronization** between the two modules until the coordinator clicks '**lock for review**' in the periodic reporting.



Periodic reporting - Technical report

Contents of periodic technical report

- Objectives: short summary of progress towards achieving the objectives, using measurable details and reporting on objectives not fully achieved
- Explanation of the work carried out per WP
- Impact of the project (narrative): progress of the project so far towards delivering scientific impact, based on its objectives and towards delivering impact in any of the following fields (if applicable): scientific, economic, societal or industrial production or processes.

Avoid repetitions with previous parts!



Periodic reporting - Technical report

RESEARCH & INNOVATION
Participant Portal - Grant Management Services

Generic DEVUSERCOORDINATOR

MY PROJECT

Launch new interaction with the EU +

Periodic Reporting
REP-920939-2 - period
01/07/2015 > 31/12/2016

15 Nov 2017
Draft

02 Mar 2017
(318/60 days)
Submitted

Paid

Technical Part contribution

Financial Part contribution

Financial Part contribution (as TP) drafting

Periodic Report composition

Process documents

Process communications

Process history

Lock for review

Lock for review

Lock for review

Submit to EU

New messages (0)

Type of Action: CSA
ThirdParty (ABAC: ABACBUDL)
Current Phase: Grant
Management:
Number: 920939
Duration: 36 months
GA Signed On: 26 Oct 2017
based on the H2020 General MGA
— Multi - 4.0
Start Date: 26 Oct 2017
Estimated Project Cost:
€819.00
Requested EU Contribution:

Important: Make sure the information in the continuous reporting module is complete and up-to-date before the periodic report is 'locked for review'.

- Once all information for the Technical Part has been filled in, click on **Lock for Review**.
- This action will freeze the data (prevent changes) and generate a **PDF document** (the generation of the PDF might take a few minutes).
- Only users with the role **Primary Coordinator Contact and Coordinator Contact** can perform this action.



Periodic reporting - Technical report

Periodic Reporting
XXXXXXXXXXXX
REP 781643 1 - Period
07/2015 > 03/2016

04 Mar 2016 03 May 2016 (19/60 days)

Draft Submitted Paid

Technical Part of Periodic Report review **Unlock to draft** **Accept & Include**

Financial Statement shortname for 966984368 [PIC 966984368] drafting **Lock for review**

Periodic Report 1 composition **Submit to EU**

Process specific documents

Process specific communications

Only users with the role **Primary Coordinator Contact** and **Coordinator Contact** can perform this action.

Periodic Reporting
XXXXXXXXXXXX
REP 781643 1 - Period
07/2015 > 03/2016

04 Mar 2016 03 May 2016 (19/60 days)

Draft Submitted Paid

Financial Statement shortname for ! 966984368 [PIC 966984368] drafting **Lock for review**

Periodic Report 1 composition

Process specific documents

Process specific communications

Periodic Report 1 project No 781643

Filter All Draft Available Included

Report Element	Status	Action
Technical report		
Technical Part of Periodic Report	Included	Redo
Financial report		
Financial Statement RWB Water Services [PIC 966984368]	Draft	

Reject this report item. The beneficiary will be requested to restart the drafting.

HORIZON EUROPE

Financial reporting





Periodic reporting - Financial report

RESEARCH & INNOVATION
Participant Portal - Grant Management Services

European Commission

Help

Generic DEVUSERCOORDINATOR

MY PROJECT

Call: [REDACTED]
Type of Action: CSA
Acronym: [REDACTED]
ThirdParty (ABAC: ABACBUDL)
Current Phase: Grant Management
Number: 920939
Duration: 36 months
GA Signed On: [REDACTED]
Start Date: [REDACTED]
Estimated Project Cost: €819.00
Requested EU Contribution: [REDACTED]

Launch new interaction with the EU +

Periodic Reporting
REP-920939-2 - period
01/02/2015 - 31/12/2015

15 Nov 2017
Draft

02 Mar 2017
(318/60 days)
Submitted

Paid

Technical Part: contribution Lock for review

Financial Part: ADT [PIC 373276467] drafting Lock for review

Financial Part: LANCOR [PIC 955640984] (as TP) drafting Lock for review

Periodic Report: composition Submit to EU


Process documents

Process communications New messages (0)

Process history

Each beneficiary must complete their own **Financial Statement** and their contribution to the Technical Part of the Periodic Report.



Some costs have an editable field 

Others have a link at the side linking to a section Use of Resources to complete.

Link to ['How to complete your financial statement'](#) in the F&T Portal.



Periodic reporting - Financial statement

236417 (236417 ON5 - G...) HORIZON...

Period No: 1 Duration (months): 18
Reporting Period : [14 Aug 2020 - 13 Feb 2022]

Financial Statement

Financial Statement for period '1' - (14 Aug 2020 - 13 Feb 2022)

Financial Statement

Eligible costs:

Category	Form of Funding	Total Amount
▼ Eligible costs (per budget category)		
▼ Direct costs		
▼ A. Personnel costs		
▼ (a1) A.1 Employees (or equivalent), A.2 Natural persons under direct contract, A.3 Seconded persons	actual	50.00 €
▼ (a2) A.1 Employees (or equivalent), A.2 Natural persons under direct contract, A.3 Seconded persons	A.1 Employees (or equivalent), A.2 Natural persons under direct contract, A.3 Seconded persons	0.00 €
▼ (a3) A.4 SME owners and natural person beneficiaries		0.00 €
SME owner/Natural person costs		
▼ B. Subcontracting costs		
▼ (b) Subcontracting		
▼ C. Purchase costs		
▼ (c1) C.1 Travel and subsistence		0.00 €
▼ (c2) C.2 Equipment		0.00 €
▼ (c3) C.3 Other goods, works and services		10.00 €
▼ D. Other cost categories		
▼ (d2) D.2 Internally invoiced goods and services		5.00 €
(d3) D.3 Transnational access to research infrastructure unit costs		5.00 €
(d4) D.4 Virtual access to research infrastructure unit costs		15.00 €
▼ Indirect costs		
▼ E. Indirect costs		
(e) E. Indirect costs (25% * (a1 + a2 + a3 + c1 + c2 + c3))		
(f) Total costs (a1 + a2 + a3 + b + c1 + c2 + c3 + d2 + d3 + d4 + e)		

Persons/month per WP

Work Packages

WP1

WP2

Use of in kind contribution from third party

One line per third party. In-kind contribution free-of-charge only.

Double-check consistency with the information on in-kind contributions in Technical Report (Part B) - activities & work packages.

No 'Use of in kind contribution from third party' added yet.

Confirm Cancel

17.50 €

102.50 €

Validate





Periodic reporting - Financial statement

104100570 (SZP Plan) HORIZON-...		Beneficiary 1: MoIT CZ		Financial Statement	
		Legal Name: MINISTRY OF INDUSTRY AND TRADE			
		PIC: 999810332 Status: VALIDATED			
		Legal Address: Na Frantisku, 32 , 11015 , PRAHA Czechia			
Period No: 1 Duration (months): 6					
Reporting Period : [01 Jul 2022 - 31 Dec 2022]					

Financial Statement		C.1 Travel and subsistence			
persons under direct contract, A persons		It is recommended to specify the total amount of travel, subsistence and personnel costs before filling in the Use of Resources table			
▼ B. Subcontracting costs		Costs			
▼ (b) Subcontracting		Details for major cost items (needed if costs declared under purchase costs are higher than 15% of the claimed personnel costs). Start with the most expensive cost items, down to the 15% threshold.			
▼ C. Purchase costs					
▼ (c1) C.1 Travel and subsistence					
▼ (c2) C.2 Equipment					
▼ (c3) C.3 Other goods, works and					
▼ D. Other cost categories					
▼ (d2) D.2 Internally invoiced goods and services		unit (usual accounting practices) 0.00 €			
▼ Indirect costs					

Cost item name	Work Packages	Foreseen in Annex 1?	Explanation (if not in Annex 1)	Costs (EUR)
accommodation	2	Yes		7,370.00
travel	2	Yes		16,545.00
TOTAL				23,915.00

Validate

If the costs declared under "purchase costs" are higher than 15% of claimed personnel costs for the partner in the Financial statement of each REPA, **major costs items** need to be recorded in the 'use of resource' pop-up.



It is possible to export to PDF the Use of Resources of a specific partner or of all partners of the project for the period

The generation of a PDF containing the Use of Resources for a single partner is available in the partner's Financial Statement screen



2 different documents:

- For each Beneficiary, detailed EXCEL tables with all costs categories + explanation of déviations.

- 



Personnel Costs A1/A2/A2

Personnel Costs A4

B - Subcontracting

C - Purchase costs

D - Other cost categories





Periodic reporting - Financial statement

Lock for review → PDF

Task to be performed by each Beneficiary

Periodic Reporting
XXXXXXXXXXXXX
07/2015 > 03/2016

04 Mar 2016
Draft

03 May 2016
(19/60 days)
Submitted

Paid

Financial Statement shortname for 966984368 [PIC 966984368] drafting

Periodic Report 1 composition

Lock for review

Submit to EU

Periodic Reporting
XXXXXXXXXXXXX
07/2015 > 03/2016

04 Mar 2016
Draft

03 May 2016
(19/60 days)
Submitted

Paid

Financial Statement shortname for 966984368[PIC 966984368] signature and submission to coordinator

Unlock to draft Sign & Submit

Financial Statement shortname for 966984368[PIC 966984368]

PR_FINANCIAL_STATEMENT_PARTNER_966984368_1

Progress status for this type of task:

shor...84368

Periodic Report 1 composition

Submit to EU

This action will freeze the data (prevent changes) and generate a PDF document



Periodic reporting - Financial statement

Periodic Reporting
Financial statement period
07/2015 > 03/2016

04 Mar (19/60 days)

Draft Submitted Paid

Financial Statement shortname for [XXXXXXXXXXXXXXX] signature and submission to coordinator

Unlock to draft **Sign & Submit**

Financial Statement shortname for [XXXXXXXXXXXXXXX] 8]

PR_FINANCIAL_STATEMENT_PARTNER_XXXXXXXXXXXXXXX 68_1

Progress status for this type of task:

shor...84368

Periodic Report 1 composition

Please confirm

The beneficiary hereby 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).
- For the last reporting period: that all the receipts have been declared (see Article 5.3.3).

Ok Cancel

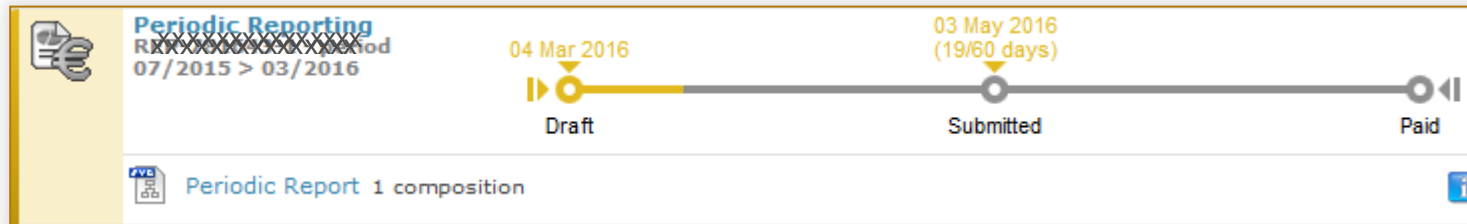
Task to be performed by **PFSIGN** of each Beneficiary



Periodic reporting - Financial statement

Financial Statement

"Sent to Coordinator"

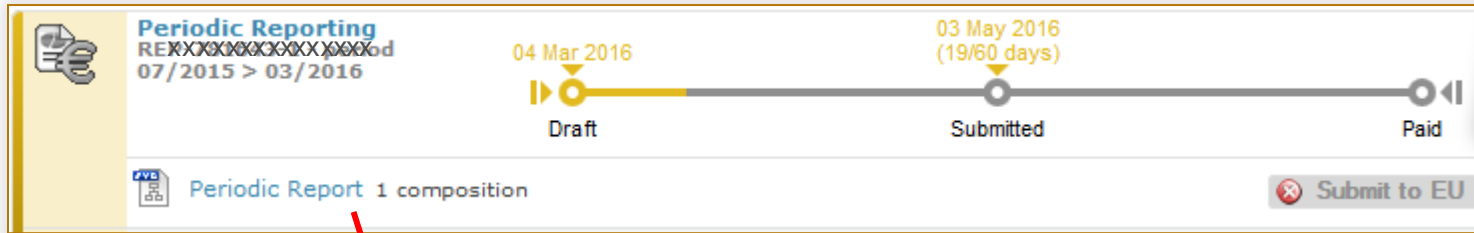


Periodic Report 1 project No 781643

Filter		All	Draft	Available	Included
Report Element		Status			
▼	Technical report				
	Technical Part of Periodic Report	Included			
▼	Financial report				
	Financial Statement shortname for 966984368[PIC 966984368]	Sent to CO			



Periodic reporting - Financial statement



Coordinator approves by including in the Final Report

Periodic Report 1 project No 781643

Report Element	Filter	All	Draft	Available	Included
Technical report					
Technical Part of Periodic Report					
Financial report					
Financial Statement shortname for 966984368[PIC 966984368]					

Financial Statement
to be included

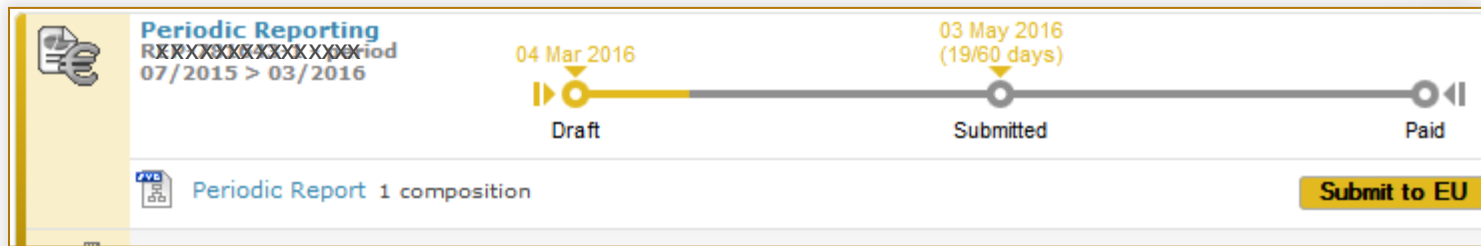
Periodic Report 1 project No 781643

Report Element	Filter	All	Draft	Available	Included
Technical report					
Technical Part of Periodic Report					
Financial report					
Financial Statement shortname for 966984368[PIC 966984368]					



Periodic reporting - Financial statement

Coordinator submits to EU



The confirmation dialog has a yellow header bar with the text 'Periodic Report 1 project XXXXXXXXXXXXXXXX' and a close button. The main content area is white and contains the text: 'You are about to submit the periodic report to the EU. Press submit to EU to proceed.' Below this text is a checkbox labeled 'I agree with the conditions', which is checked. At the bottom right, there is a yellow button labeled 'Submit to EU'.

- Once all the elements of the Periodic Report are ready, it can be submitted to the EU Services in **one single submission**.
- Only users with the role **Primary Coordinator Contact** and **Coordinator Contact** can perform this action.
- Documents generated after the periodic report is submitted are **visible to all the members of the consortium**, before submission, individual **financial statements are visible only to the concerned beneficiaries and the Coordinator**.



Periodic reporting - Financial statement

Final
Reporting
Submitted

Launch new interaction with the EU +

Periodic Reporting
XXXXXXXXXXXXXXXXXXXX
01/02/2017 > 31/07/2017

01 Aug 2017
Draft

Submitted

23 Nov 2017
(0/90 days)
Paid

Process documents

Periodic Report (1)

Periodic Report - 1 - 0

Periodic Report - 1 - 0

- PR_PUBLISHABLE_SUMMARY_1
- PR_QUESTIONNAIRE_1
- COVER_LETTER_1
- PR_FINANCIAL_STATEMENT_PARTNER_916545726_1
- PR_CORE_1

Process communications

New messages (0)

Process history

XXXXXXXXXXXXXXXXXXXX (SJÖBLOM, HALLÉN, Anna) submitted the report on 30 Aug 2017 14:41

EU made the Periodic Report available to the Coordinator on 02 Aug 2017 14:52

EU launched the periodic reporting on 01 Aug 2017 01:32

HORIZON EUROPE

Approval process





Once all reports are submitted via the single submission tool

⇒ 3 options:

- I. All reports are accepted => assessment + validation + payment**
- II. Request for additional information => 15 days for beneficiaries to reply via the coordinator, automatically resumed after the deadline**
- III. Rejection of reporting package => 15 days for beneficiaries to resubmit the corrected reports via the coordinator**



If Reports rejected by EU

RESEARCH & INNOVATION
Participant Portal - Grant Management Services

Help

Demo ACCOUNT

MY PROJECT

Call: XXXXXXXXXXXXXXXX
Type of Activity: XXXXXXXXXXXXXXXX
Acronym: Acronym
Current Phase: Grant Management
Number: 999999
Duration: 24 months
Start Date: 01 Jun 2015
Estimated Project Cost: €173,857.20
Requested EU Contribution: €173,857.20
Contact: Project Officer

Latest Legal Data
Process List
Document Library
Communication Centre

H2020 ONLINE MANUAL

Periodic Reporting
REP-999999999 period 01/06/2015 > 31/05/2017

01 Jun 2017
Draft

26 Oct 2017 (38/90 days)

Submitted

Paid

Launch new interaction with the EU +

Technical Part contribution

Periodic Report staging Financial signature and submission to coordinator by other beneficiaries

Periodic Report composition

Process documents

Suspension Payment Deadline (1)

Suspension Payment Deadline - 1 - 0

Periodic Report Composition [Period No: 1 (01 Jun 2015 - 31 May 2017), Project No: 661441]

	Status	Action
Technical report		
Technical Part contribution	Draft	
Financial report		
1 (0/1)		
Financial Statement UGOTT[PIC 999981925]		

Requested revision: The Periodic report is rejected as the Technical Part has to be revised as outlined in the Suspension of Payment Letter.

Process communications

Process history

EU sent the Periodic Report back to the Coordinator on 04 Sep 2017 15:20

UGOTT (50005-XXXX) submitted the report on 28 Jul 2017 18:21

EU made the Periodic Report available to the Coordinator on 01 Jun 2017 00:47

EU launched the periodic reporting on 01 Jun 2017 00:47

New messages (1)

Example:
Technical Part rejected
→ "Draft"



If additional information is requested by EU

RESEARCH & INNOVATION
Participant Portal - Grant Management Services

Help

Demo ACCOUNT

MY PROJECT

Call: XXXXXXXXXX
Type of XXXXXXXXXX
Acronym: Acronym
Current Phase: Grant Management
Number: 999999
Duration: 60 months
Start Date: 01 Jan 2016
Estimated Project Cost: €2,605,897.00
Requested EU Contribution: €2,605,897.00
Contact: Project Officer

Latest Legal Data
Process List
Document Library
Communication Centre

Launch new interaction with the EU +

Periodic Reporting
REP-99999999 - period 01/01/2016 > 30/06/2017

01 Jul 2017 02 Dec 2017 (1/90 days)

Draft Submitted Paid

Suspension Payment Deadline - Request for Additional Info - REP-9999999999
to read and upload additional supporting documents

Upload Complete

Expand All Collapse All

Process documents

- Periodic Report (1)
- Suspension Payment Deadline - Additional info (1)
 - Suspension Payment Deadline - Request for Additional Info - REP-9999999999

Process communications New messages (0)

Process history

- EU requested additional supporting documents on 01 Sep 2017 15:47
- KU Leuven (DELAIRE, Stijn) submitted the report on 31 Aug 2017 11:55
- EU made the Periodic Report available to the Coordinator on 01 Jul 2017 00:50
- EU launched the periodic reporting on 01 Jul 2017 00:49

The Coordinator will upload a document with the requested information



Possibility to submit observations after payment

- After receipt of a **Payment Letter** the **Coordinator** has 30 days to submit his observations:
 - upload the document with observations and submit to EU
 - close the task without observations



Possibility to submit observations after payment – final position



- After the observations have been submitted or the process has been closed without observations, the EU will state its final position in the **"EU final payment letter"**.
- in case of interim payments – accepted corrections should be requested in the financial statement of the next reporting period
- in case of final payments – corrections may result in a complementary payment



Thank you!

HorizonEU

<http://ec.europa.eu/horizon-europe>



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