

Final Meeting
7 November 2014



Project Coordination &
Project Management



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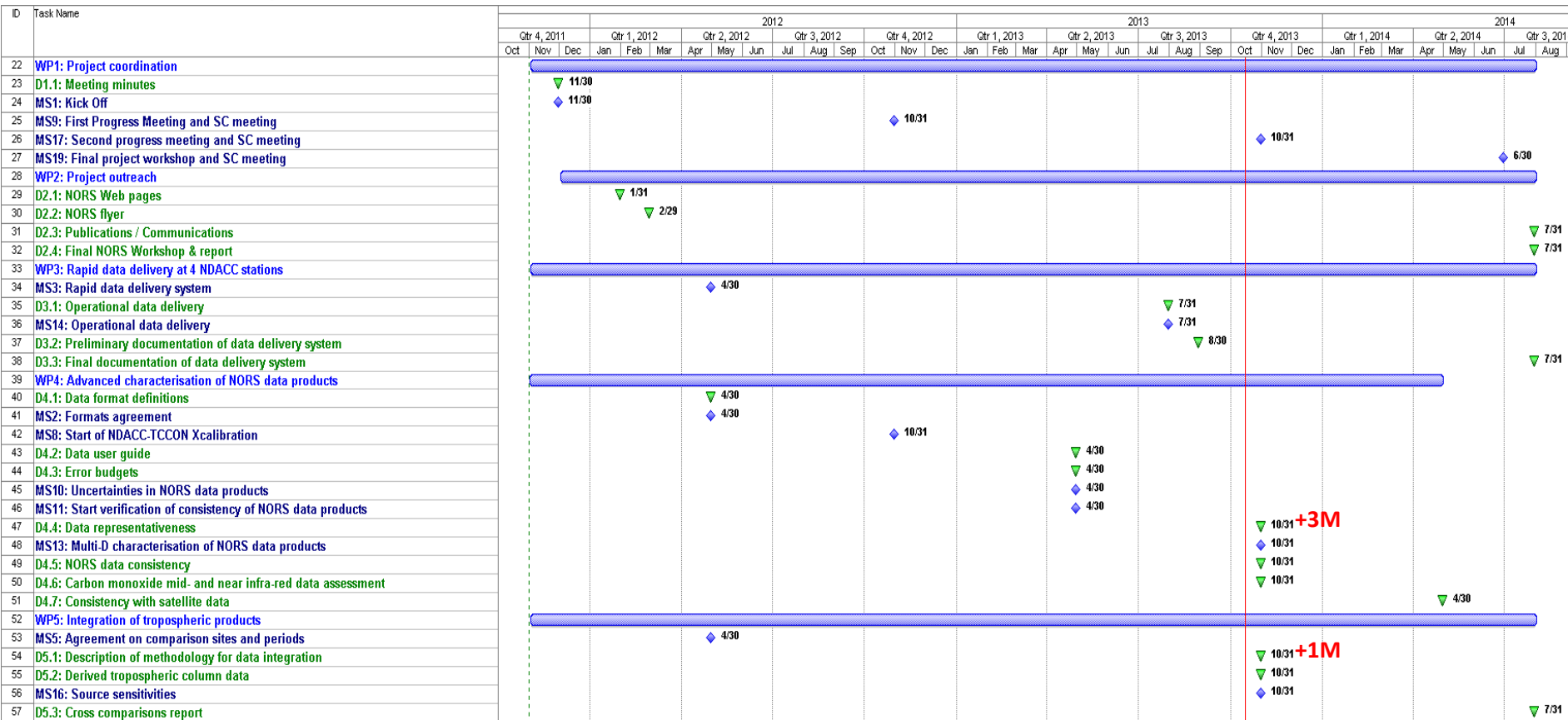
Belgian Institute for Space Aeronomy



General Planning

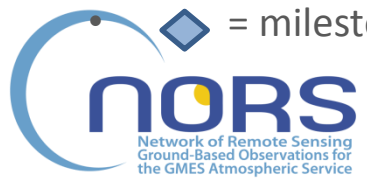
- Now = M 37
- 3 reviews:
 - M 12
 - M 24
 - M 37
- 2 reporting periods:
 - M 1 > 12
 - M 13 > 37

WPs, Deliverables & Milestones WP 1 > 5



- [WP bar] = WPs
- [Green triangle] = deliverables
- [Blue diamond] = milestones

→ +4M



Final Meeting, 7 November 2014
Belspo, Brussels



Deliverables left to submit

- At M37:
 - D2.3 Publications / Communications
 - D2.4 Final NORS Workshop & report
 - D3.3 Final documentation of data delivery system
 - D5.3 Cross comparisons report
 - D9.2 Assessment of GAS products
 - D10.1 NDACC Capacity report
 - D10.2 NDACC status report
 - D10.3 NORS capacity and sustainability
 - D10.4 NORS as an in-situ GAS component

Reporting

- **At the end of the project:**
 - In addition to the **periodic report** for the last period of the project, a **final report** has to be submitted, within 60 days after the end of the project (+ draft sent before the final meeting)
- **After having received the final payment from the EC:**
 - A report on the **distribution of the European Union financial contribution between beneficiaries** must be submitted 30 days after receipt of the final payment.

The periodic report consists of:

1. Publishable summary
2. Core of the report
 - 2.1. Project objectives for the period
 - 2.2. Work progress and achievements during the period
 - 2.3. Project Management during the period
3. Deliverables and milestones tables
4. Explanation of the use of the resources
5. Financial statements - Forms C and Summary financial report

The final report consists of:

1. Final publishable summary
 - 1.1 An executive summary
 - 1.2 A summary description of project context and objectives
 - 1.3 A description of the main S&T results/foregrounds
 - 1.4 The potential impact and the main dissemination activities and exploitation of results
 - 1.5 The address of the project public website, as well as relevant contact details
2. Use and dissemination of foreground (in the form of tables)
3. Report on societal implications (in the form of a questionnaire)

Payment plan

- 3 payments:
 - M1: pre-financing (60% - 5% guarantee fund)
 - M12: progress payment (max 30%)
 - M33: final payment (min 10% + 5% guarantee fund)

	PARTNERS	1	2	3	4	5	6	7	8	9	10	11	TOTAL
		BIRA	EMPA	INTA	UBern	KIT	CNRS	UBremen	ULg	MPIC	UH	S&T	
Requested EU contribution		384.000,00	114.000,00	155.000,00	114.000,00	185.000,00	372.000,00	372.000,00	114.000,00	50.000,00	49.999,50	90.000,00	1.999.999,50
Weight		19,20%	5,70%	7,75%	5,70%	9,25%	18,60%	18,60%	5,70%	2,50%	2,50%	4,50%	100,00%
M1	Pre-financing	211.200,00	62.700,00	85.250,00	62.700,00	101.750,00	204.600,00	204.600,00	62.700,00	27.500,00	27.499,72	49.500,00	1.099.999,72
M12	Progress payment	45946,59	34200,00	31120,50	34200,00	55500,00	111600,00	87029,35	2358,74	15000,00	14999,86	27000,00	458955,035
M33	Final payment												

Payment plan

- Payments are linked to submission of
 - a complete and correct report
 - deliverables
 - Electronically signed Financial Statements (form C's) via IT application SESAM on Participant Portal
 - The Commission will evaluate and approve project reports and deliverables and disburse the corresponding payments within 105 days of their receipt.
- BIRA-IASB, as prime contractor, will pay subcontractors

Meetings

- Kick-Off Meeting
- 2 Progress Meetings
- 14 PMT telecons
(3 with SC)
- NORS/NDACC/GAW
workshop
- Final Project
Review/Meeting

Month	Meeting Name	Venue	Date
M2	Kick Off Meeting	BIRA-IASB	14/12/2011
M4	PMT Teleconference 1		9/02/2012
M6	SC Teleconference 1		12/04/2012
M8	PMT Teleconference 2		26/06/2012
M11	PMT Teleconference 3		13/09/2012
M13	First Progress Review/Meeting	BIRA-IASB	20-21/11/2012
M14	PMT Teleconference 4		13/12/2012
M16	PMT Teleconference 5		26/02/2013
M18	SC Teleconference 2		18/04/2013
M20	PMT Teleconference 6		20/06/2013
M22	PMT Teleconference 7		20/08/2013
M24	Second Progress Review/Meeting	BIRA-IASB	17-18/10/2013
M26	PMT Teleconference 8		12/12/2013
M28	PMT Teleconference 9		13/02/2014
M30	SC Teleconference 3		14/04/2014
M32	PMT Teleconference 10		26/06/2014
M36	PMT Teleconference 11		8/10/2014
M37	Final Project Review/Meeting/Workshop	Belspo	5-7/11/2014

Website

- <http://nors.aeronomie.be/>
- Public part:
 - Dissemination of general project information
 - Access to public documents (deliverables, publications, etc.)
- Private part:
 - Access to private project documents (reports, deliverables, minutes, etc.)

Grand Agreement Amendments

- GA Amendment 1:
 - Replacing deliverable D4.6 “Methane data assessment” by “Assessment of consistency between carbon monoxide from NDACC and TCCON measurements”.
 - Extending the exportation of the NORS expertise to the Astronomical Observatory of Seoul (South Korea) in collaboration with IAP/UBern.
 - Including AEMET (AGENCIA ESTATAL DE METEOROLOGÍA) as a third party making their resources available to a beneficiary free of charge.
- GA Amendment 2:
 - A four month extension of the NORS project (37 months in stead of 33 months) to cover partially the gap between the initial end of the project (planned July 2014) and the beginning of the Copernicus Atmospheric Services (presumably April 2015).
 - Electronic-only signature and transmission of the financial statements (Form C) and the electronic-only transmission of the certificates on financial statements and certificates on the methodology (forms D and E), abolishing thus the parallel submission of paper forms.

