

BIG4: Biosystematics, informatics and genomics of the big 4 insect groups- training tomorrow's researchers and entrepreneurs

Kick-Off Meeting
14-18 September 2015
Copenhagen, Denmark



This project has received funding from the European Union's Horizon 2020 research and innovation programme under the Marie Skłodowska-Curie grant agreement No 642241



UNIVERSITY OF COPENHAGEN

BIG4

Fellows' rights and obligations & General administration, finances

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Outline of the presentation

"642241 BIG4" – the H2020 ITN grant

- Rules and main actors
- Project structure

The fellows

- Rights
- Allowances
- Obligations
- Questionnaires
- Audits

Need to know

- Acknowledgement of EU funding
- Payments
- SyGMA and Participant Portal

"642241 BIG4" – the H2020 ITN grant

BIG4 is an Innovative (European) Training Network (ITN-ETN)
H2020 Marie Skłodowska Curie

EU aim: train a new generation of creative, entrepreneurial and innovative early-stage researchers, able to face current and future challenges and to convert knowledge and ideas into products and services for economic and social benefit.

Duration: 48 months (4 years) from 1 January 2015

EU grant (max): 3.885.250,68 EUR

Fellows: 15 Early Stage Researchers (ESR) employed for 36 months

Training: In recruiting institution, via secondments, common training events and a major international conference

Consortium: 10 beneficiaries (1-12) - recruiting, + budget
11 partners - no budget, secondments



Who is who?

European Commission (EC)

Research Executive Agency (REA)

Project Officer (PO)

University of Copenhagen – Coordinator (UCPH)

Zoological Museum (scientific coordination)

Alexey Solodovnikov
Sree Selvantharan

EU Office (financial, legal issues)

Katrine Vendelboe



Where to find the main rules?

The Grant Agreement is composed of:

- Terms and Conditions
- Annex 1 Description of the action
- Annex 2 Estimated budget for the action
- Annex 3 Accession Forms
- Annex 4 Model for the financial statements

H2020 Online manual:

http://ec.europa.eu/research/participants/docs/h2020-funding-guide/index_en.htm



Start, duration and reporting periods (GA, Article 3 and 20)

The project duration is 48 months from 1 January 2015

- Reporting period 1: month 1-24
- Mid-term Review meeting: before month 26
- Reporting period 2: month 25-48

- Reporting is 100% electronic through SyGMa
- Coordinator will introduce the reporting in due time

NB! Internal intermediate report cancelled!



Workpackages, Deliverables & Milestones

(GA, Annex I, Section 1.3)

- 7 Work packages (WP)
 - 1 WP leader per WP
 - Several Deliverables and Milestones per WP
- 28 Deliverables (D)
 - Deadlines important
 - WP leaders can upload to SyGMA, coordinator can submit to EC
 - What the EC uses to monitor the project
- 23 Milestones (MS)
 - No submission of reports
 - Report on MS in periodic report



Rights of the fellows

A full time **employment contract** reflecting the requirements mentioned in the GA Article 32

- Fx: researchers enjoy at the place of the implementation at least the same standards and working conditions as those applicable to local researchers holding a similar position

Parental and maternity leave

- Is possible if in accordance with the national legislation
- Will not be reimbursed by EC

Shall be made aware of the website:

<http://ec.europa.eu/programmes/horizon2020/en/h2020-section/marie-sklodowska-curie-actions>



Allowances – for the fellows

Living Allowance

- fixed amount adjusted by the country correction coefficient

Mobility Allowance

- fixed amount

Family allowance

- fixed amount
- ONLY if the fellow has family at the time of recruitment

'Family' means persons linked to the researcher by marriage (or a relationship with equivalent status to a marriage recognised by the legislation of the country where this relationship was formalised) or dependent children who are actually being maintained by the researcher.

- **TOTAL ALLOWANCE MUST BE PAID TO ALL FELLOWS BEFORE THEIR EMPLOYMENT PERIOD FINISHES**
- **AVOID LARGE BONUS AT THE END OF EMPLOYMENT**



Obligations related to the fellows

Personal Career Development Plan

- Fellow, supervisor and co-supervisor
- Short- and long-term career objectives
- Training needs
- Complementary skills
- Fellow reports on the plan at the end of employment

Researchers Declaration

- Fill in details about fellow in Participants Portal (see guidelines sent by e-mail) no later than 20 days after the recruitment

Questionnaires

To give REA feedback on the overall impact of the network's activity.

- Evaluation questionnaire at the end of the appointment period
- Follow-up questionnaire 2 years **after** the expiration of the appointment period

HOW - The questionnaires will be accessible for fellows online



Audits related to fellows

- No Certificates on the Financial Statements needed for reporting
- Commission can audit the project up to 5 years after final payment of the balance
- The recruiting institution **MUST** be able to show evidence that the fellow worked on the project in case of an audit. This can include lab books, conference abstracts, library records, minutes from relevant meetings, etc.
- The recruiting institution must be able to show evidence of the fellows eligibility for the fellowship including rights to family allowance (see GA Art. 6.2 A)



Acknowledgement of EU funding (GA art 26.4 + 38.1.2)

- Any dissemination of results and communication activity related to the project must:
 1. display the EU emblem and
 2. include the following text:

“This project has received funding from the European Union’s Horizon 2020 research and innovation programme under the Marie Skłodowska-Curie grant agreement No 642241”.
- When displayed together with another logo, the EU emblem must have appropriate prominence.
- Disclaimer excluding *Agency* responsibility



Payments

- Prefinancing
 - Distributed to all beneficiaries except 2, 10, 11, 12
 - Beneficiaries 11 and 12 will receive prefinancing when they are officially accepted into GA
 - 55% of total grant
- 1st interim payment
 - Up to 30% of total grant
 - Expected mid-2017
 - 1st period ends 31 December 2016
 - We have 60 days for reporting
 - EC has 90 days to pay (with exceptions)
 - UCPH has 30 days to distribute
- Final payment of the balance
 - Up to 15% of total grant
 - Expected mid-2019



SYGMA & PARTICIPANT PORTAL

[HTTPS://EC.EUROPA.EU/RESEARCH/PARTICIPANTS/PORTAL/
DESKTOP/EN/HOME.HTML](https://ec.europa.eu/research/participants/portal/desktop/en/home.html)



Thank you for your attention!

Please contact me if you have any
questions!

