



Welcome to Belfast

Hajdú-Bihar

City of Oulu

Sevilla Global

City of Torino

City of Dresden

Vilnius City Government

City Hall of Ruda Śląska

Dublin City Council

AREC

GIG

IOER

Bioforsk

UniTo



Agenda

Monday 8th February 2010

- | | |
|-------|--|
| 8.30 | <i>Arrival – coffee</i> |
| 9.00 | Welcome |
| 9.10 | Short presentation of partners organisations |
| | <i>Coffee</i> |
| 11.40 | Update about the project’s conditions – revised application |
| 11.50 | Management structure and cooperation agreement |
| 12.15 | Division of roles/tasks/responsibilities among partners |
| 12.45 | Experiences from other projects |
| 13.15 | <i>Lunch</i> |
| 14.00 | Finance |
| 15.45 | <i>Coffee</i> |
| 16.00 | Time schedule for Brownfield Days |

1st proposal



8/9 February 2010

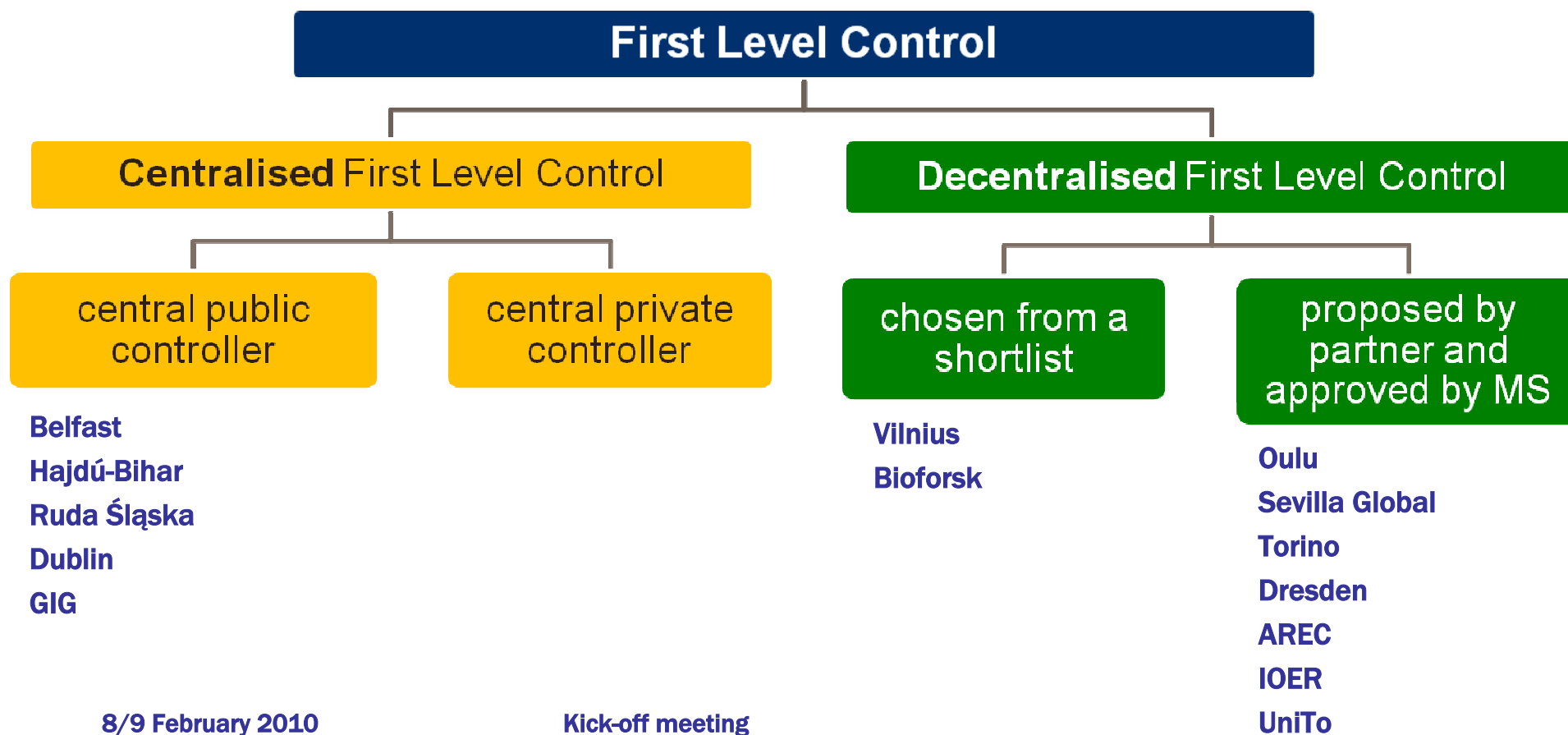
Kick-off meeting

2nd proposal



Finance

First Level Control



Finance

First Level Control

Next steps for Centralised First Level Control

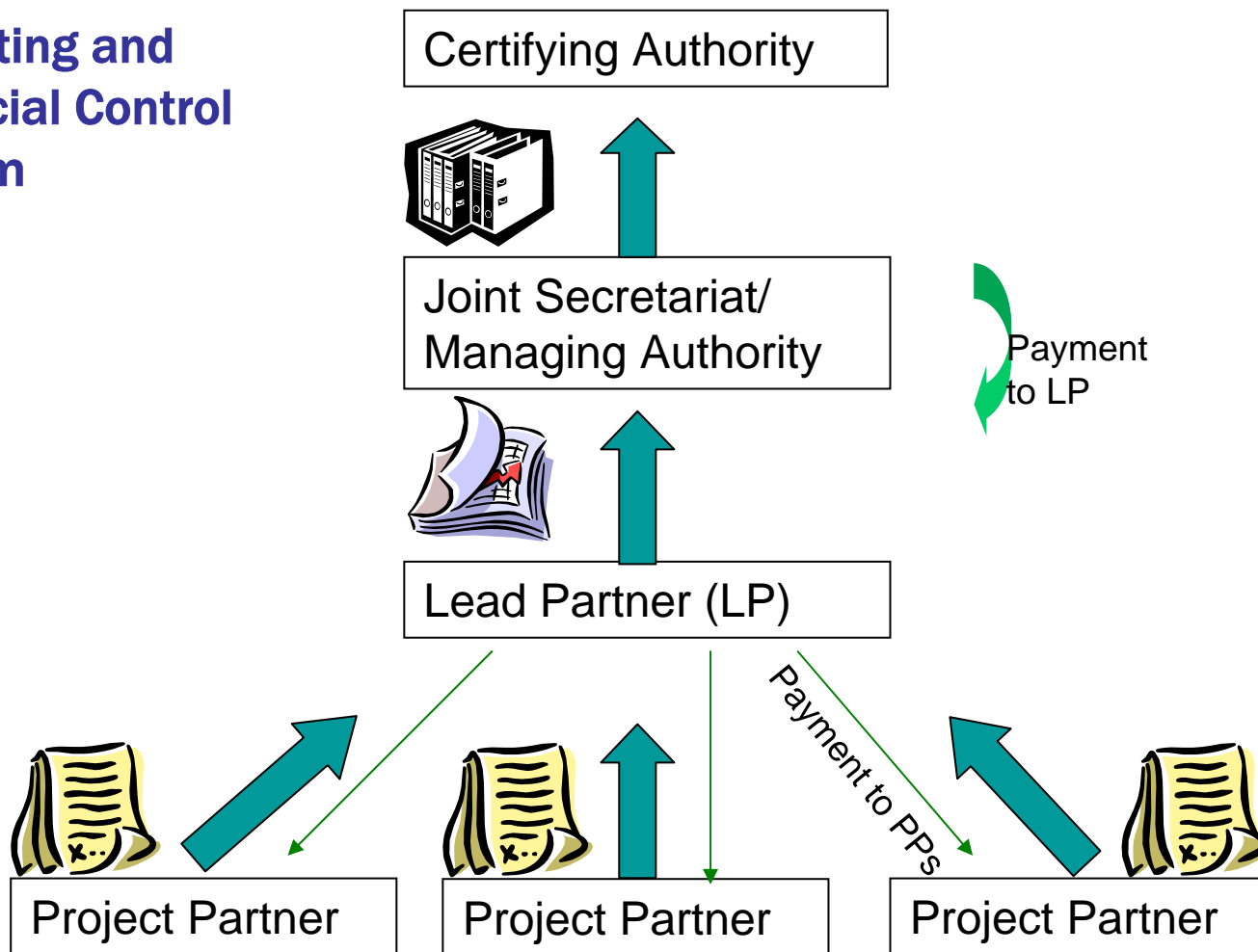
- Contact the central controller
- forward the application, subsidy contract and partnership agreement

Next steps for Decentralised First Level Control

- select a controller
- propose selected controller to central approbation body of Member State
- MS checks controller and issues an approbation certificate to the partner
- partner forward certificate to Lead Partner (before end of the reporting period)
- LP has to submit all individual certificates to JTS with 1st report



Reporting and Financial Control System



4. CA checks and initiates payment

3. Progress Reports checked by Project Officer and Finance Officer in JTS

2. LP compiles the joint progress report, collection of the partner control confirmations and expenditure controlled by LP-controller

1. Expenditure controlled by PP-controller

B-TEAM



Day	Date	Project Activity Description	Hours	Non-project Activity Description	Hours	Total Hours
Mon						
Tue						
Wed						
Thur						
Fri						
Mon						
Tue						
Wed						
Thur						
Fri						
Mon						
Tue						
Wed						
Thur						
Fri						
Total Hours on Project			0.00	Total Other Hours	0.00	0.00

B-TEAM



partners												
Belfast												
Co 1	staff total	core contri	own staff	admin	travel total	core contri	own travel	external tot	core contrib	own extern	total	
Milestone 1	13,431.00	11,149.00	2,282.00	0.00	3,111.00	2,111.00	1,000.00	1,108.00	1,108.00	0.00	17,650.00	staff:
Milestone 2	13,431.00	11,149.00	2,282.00	0.00	3,115.00	2,115.00	1,000.00	1,108.00	1,108.00	0.00	17,654.00	
Milestone 3	13,431.00	11,149.00	2,282.00	0.00	3,115.00	2,115.00	1,000.00	1,108.00	1,108.00	0.00	17,654.00	
Milestone 4	13,431.00	11,149.00	2,282.00	0.00	3,115.00	2,115.00	1,000.00	1,108.00	1,108.00	0.00	17,654.00	
Milestone 5	13,431.00	11,149.00	2,282.00	0.00	3,115.00	2,115.00	1,000.00	1,108.00	1,108.00	0.00	17,654.00	
Milestone 6	13,440.00	11,160.00	2,280.00	0.00	3,115.00	2,115.00	1,000.00	1,108.00	1,108.00	0.00	17,663.00	
total	80,595.00	66,905.00	13,690.00	0.00	18,686.00	12,686.00	6,000.00	6,648.00	6,648.00	0.00	105,929.00	
Co 2	staff total	core contri	own staff	admin	travel total	core contri	own travel	external tot	core contrib	own extern	total	
Milestone 1	1,385.00	1,385.00	0.00	400.00	0.00	0.00	0.00	8,310.00	8,310.00	0.00	10,095.00	
Milestone 2	2,125.00	1,385.00	740.00	400.00	3,000.00	0.00	3,000.00	13,465.00	12,465.00	1,000.00	18,990.00	
Milestone 3	2,125.00	1,385.00	740.00	400.00	3,000.00	0.00	3,000.00	6,540.00	5,540.00	1,000.00	12,065.00	
Milestone 4	2,125.00	1,385.00	740.00	400.00	3,000.00	0.00	3,000.00	6,540.00	5,540.00	1,000.00	12,065.00	
Milestone 5	2,125.00	1,385.00	740.00	400.00	3,000.00	0.00	3,000.00	10,695.00	9,695.00	1,000.00	16,220.00	
Milestone 7	2,125.00	1,385.00	740.00	500.00	3,000.00	0.00	3,000.00	17,235.00	15,235.00	2,000.00	22,860.00	92,295.00
total	12,010.00	8,310.00	3,700.00	2,500.00	15,000.00	0.00	15,000.00	62,785.00	56,785.00	6,000.00	92,295.00	
Co 2	staff total	core contri	own staff	admin	travel total	core contri	own travel	external tot	core contrib	own extern	total	
Milestone 1	2,382.00	0.00	2,382.00	400.00	0.00	0.00	0.00	0.00	0.00	0.00	2,782.00	
Milestone 2	8,510.00	0.00	8,510.00	400.00	0.00	0.00	0.00	37,500.00	0.00	37,500.00	46,410.00	BD host
Milestone 3	5,787.00	0.00	5,787.00	400.00	10,500.00	0.00	10,500.00	0.00	0.00	0.00	16,687.00	
Milestone 4	5,787.00	0.00	5,787.00	400.00	10,500.00	0.00	10,500.00	0.00	0.00	0.00	16,687.00	
Milestone 5	5,787.00	0.00	5,787.00	400.00	10,500.00	0.00	10,500.00	0.00	0.00	0.00	16,687.00	
Milestone 7	5,787.00	0.00	5,787.00	500.00	10,500.00	0.00	10,500.00	0.00	0.00	0.00	16,787.00	
total	34,040.00	0.00	34,040.00	2,500.00	42,000.00	0.00	42,000.00	37,500.00	0.00	37,500.00	116,040.00	
TOTAL	staff	core	own	admin	travel	core	own	external	core	own	total	
Milestone 1-6	126,645.00	75,215.00	51,430.00	5,000.00	75,686.00	12,686.00	63,000.00	106,933.00	63,433.00	43,500.00	314,264.00	

Finance

Shared Costs - Procedures

Each partner has to check beforehand that their controllers agree with the foreseen shared costs

Responsible partner orders and contracts in compliance with European, national and internal public procurement rules and pays the expenditure on the basis of invoices or equivalent

After payment, the responsible partner asks own controller to confirm the total amount of the shared costs

After confirmation, the responsible partner sends a letter to the other partners containing

- Total amount paid out
- Each partners' shares
- Calculation method used
- controller's confirmation
- copy of relevant documentation

The partners pay their shares of the costs to the responsible partner and include the expenditure in their financial report .

Brownfield Days

MS 1

MS 2

Belfast

Bioforsk

Ruda Śląska

Bioforsk

MS 3

Hajdú-Bihar **IOER**

Dublin **UniTo**

MS 4

Dresden **UniTo**

Oulu **AREC**

MS 5

Torino **AREC**

Sevilla **GIG**

MS 6

Vilnius **GIG**

IOER / floating



Agenda

Tuesday 9th February 2010

- | | |
|--------------|-----------------------------------|
| 9.00 | Recap from previous day |
| 9.30 | Reporting procedures |
| 10.00 | Identification of policies |
| 11.00 | <i>Coffee</i> |
| 11.15 | Communications |
| 11.45 | Next steps |
| 12.00 | A.O.B. |
| 12.15 | <i>Lunch</i> |
| 13.15 | <i>Tour around Belfast</i> |



Brownfield Days

MS 1

MS 2

Oulu/09

Torino/11

Dresden/12

MS 3

Ruda Śląska/03

Sevilla/04

Hajdu-Bihar/05

MS 4

Dresden/07

Ruda Slaska/09

Vilnius/10

MS 5

Hajdú-Bihar/01

Vilnius/03

Dublin/04

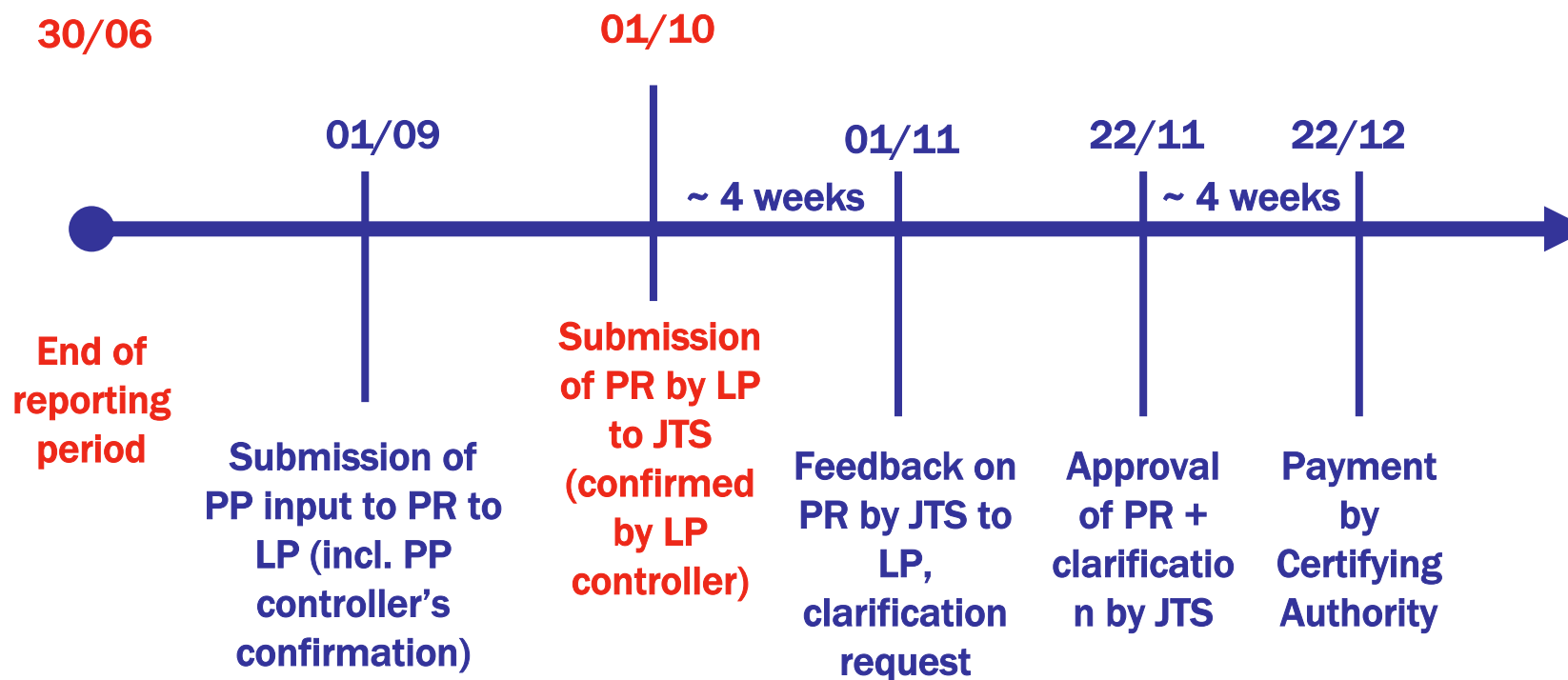
MS 6

Belfast/09

Sevilla/10

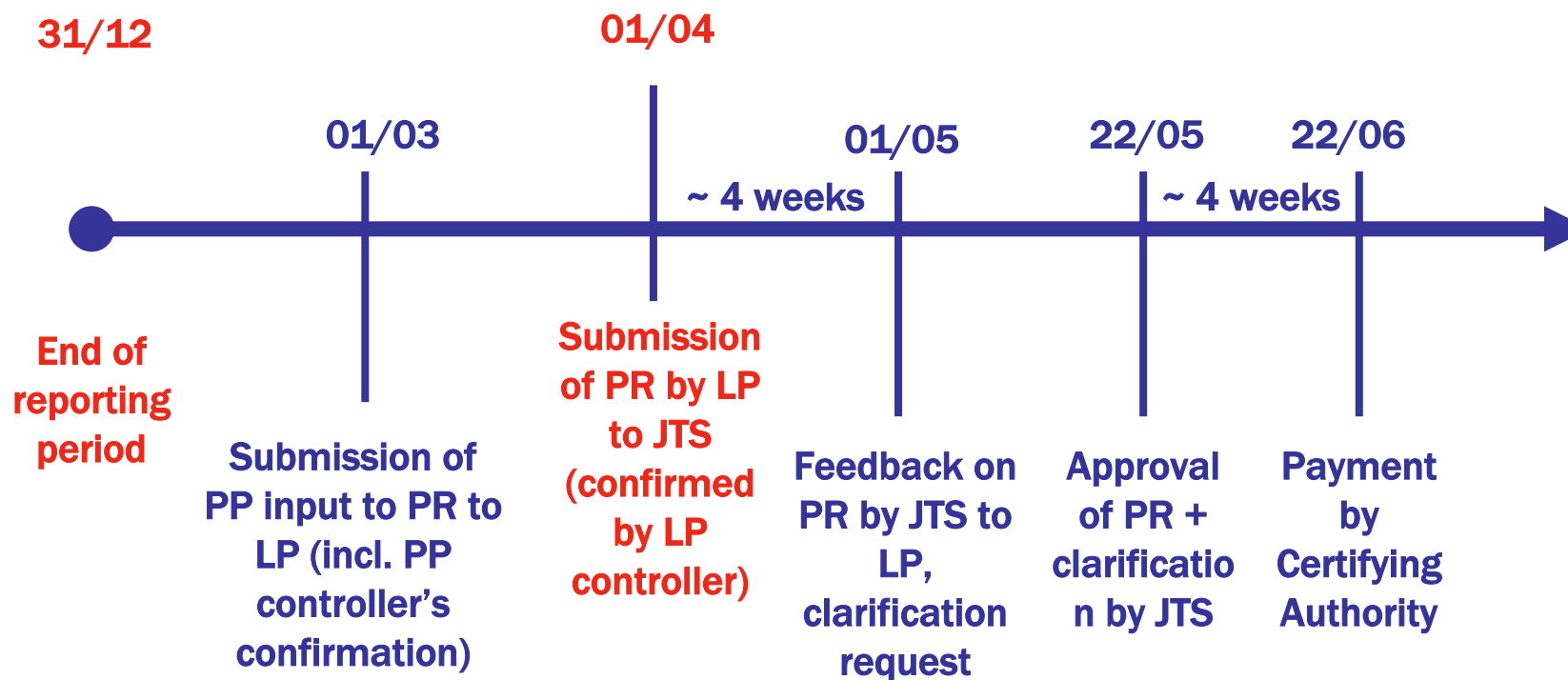


Reporting timeframe MS 1, 3, 5





Reporting timeframe MS 2, 4, 6



Information & Publicity requirements

- Legal basis
- Technical guidelines
- General principles
- Communication Plan
- Tools



European Union

European Regional Development Fund



INTERREG IVC

INNOVATION & ENVIRONMENT
REGIONS OF EUROPE SHARING SOLUTIONS