TRAINING COURSE
on
ITN project administration

People Intro & Legal
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15 January 2009
Topics

• Intro: how does Marie Curie fit into FP7
• Marie Curie agreements
• Legal base for your work!
  – Some key rules .... You may want to be aware of
How does MC ITN fit into FP7 Cooperation?

- Health
- Food, agriculture and biotechnology
- Information and communication technologies
- Nanosciences, nanotechnologies, materials & new production technologies
- Energy
- Environment (including climate changes)
- Transport (including aeronautics)
- Socio-economic sciences and humanities
- Security and Space

Ideas

- European Research Council
- Initial training
- Life-long training
- Industry-academia
- International dimension
- Specific actions
- Research infrastructures
- Research for the benefit of SMEs
- Region of knowledge
- Research potential
- Science in society
- Coherent development of research policies
- International co-operation

People

- Capacities

Non-nuclear actions by the Joint Research Centre

Coherent development of research policies

International co-operation

Top Down

Cooperation

Bottom-Up
• Improve research potential in Europe

• Opportunities for:
  – Career development in research (focus: experienced researchers)
  – Training Networks (focus: young researchers)
  – Collaboration networks between industry and academic world

• Bottom up approach
The Program “People”
Five action lines

Initial Training for Researchers
Marie Curie Networks

Lifelong learning and career development
Individual fellowships
Co-financing of regional/national/international Programmes

Industry-academia partnerships and pathways
Industry-Academia Actions

The international dimension
Outgoing International Fellowships; Incoming International Fellowships; Actions for International Co-operation;
Reintegration aid

Specific Actions
Excellence prices
1. Marie Curie Networks

- **ITN:**
  - Merge EST and RTN (FP6)
  - Networks of limited number of partners
  - Training of Early Stage researchers (minimum of 80% ESR of total researcher months)

- **Joint training programme with**
  - Training through research
  - Structured training modules

- **100% Funding for:**
  - Allowances for Early Stage researchers
  - Networking and training related costs
  - Short training events
  - Allowances for ‘visiting scientist’ (academic of industrial ‘chairs’)

- **Project duration 4 yrs**
Research Training Networks

• TMR Call for Proposals (FP 4)
  – 1995-1996 96 network contracts (finished)
  – 1997-1998 153 network contracts (finished)

• IHP Call for Proposals (FP 5)
  – 1999-2000 167 network contracts
  – 2001-2002 167 network contracts

• MCA Call for Proposals (FP6)
  – 2004 103 network contracts
  – 2005 15 network contracts (INTER Call)
  – 2006 approximately 100 contracts (220 M€)

• PEOPLE Call for Proposals (FP7)
  – 2007 902 1st Stage and 197 2nd Stage proposals: 68 contracts
  – 2008 900 proposals: 100 contracts expected

Average size: 3 M€ - PARTNER 5,6 M€!!
Marie Curie agreements

• Grant Agreement
  – Between EC and hosting organisation (beneficiary)
  – Single or multi beneficiary

• ‘The agreement’
  – Between hosting organisation and researcher
The Grant Agreement

The grant agreement includes:

• The Core Contract

• Annex I Description of work
• Annex II General Conditions
• Annex III Specific provisions (incl. eligible costs, definitions etc.)
• Annex IV Accession form A for all beneficiaries
• Annex V Accession form B for new beneficiaries
• Annex VI Financial statement form C
• Annex V Form D / E, Guidelines for auditors and Model Certificates

• Reference to: Annex 3 to People Work Programme: allowances and eligible expenses
Coordinator receives all Forms A within 45 days from the entry into force from the grant agreement.

If not: “the Commission is no longer bound by its offer to the said legal entity(ies)”
Additional Documents

• Declaration of Conformity (Annex III.4)
  – to agreement between contractor and researcher
  – to Commission within 20 days via co-ordinator
  – model text provided by Project Officer

• Consortium Agreement (Article 1.4 Core)
  – internal organisation, provisions for any disputes, IPR arrangements if not already in Annex I
  – must not contradict contractual conditions

• Special Clause 15 Core Contract: Written confirmation of favourable opinions of relevant ethical committees + copy of the official approval (if needed and in case of biomedical research involving human beings)
Main parts to the Grant Agreement (1)

- **Between EC and hosting organisation:**
  - Core Grant Agreement
  - Description of work (Annex I)
    - Project plan, technical content (Milestones and Deliverables)
    - Management, resources, budget
  - Annexes II, III
The EC Grant Agreement indicates:

- The project starting date
- The project duration
  - *Costs are only eligible between the starting date and end-date of the contract, apart from costs for final reporting up to 60 days after the end of the project!*
- The EC maximum contribution
- The Coordinator and the Beneficiaries
- The pre-financing

**Special clauses**

*Arbitration arrangements for International Organisations*

*Mid Term Review*

*Written confirmation and reports of favourable opinions of relevant ethics Committees (before research is carried out), if required and for any biomedical research involving humans*

**Reference to the Annexes (mainly Annex II & III)**
Annex II & III

Between EC and hosting organisation:

• General Conditions (Annex II)
  – Project implementation, financial provisions, IPR
  – Obligations of the beneficiaries
  – General rules on eligible costs

• Specific provisions (Annex III)
  – Obligations and relationship host/researcher
  – Content of ‘the agreement’
  – Specific Marie Curie ITN rules on eligible costs
  • **Allowances, eligible expenses, cost categories**
Annex II: Some Key Rules I

- Read art. II.2.4.b.
  
  “The Beneficiary shall .. carry out the project jointly and severally visa-a-vis the Community, taking all necessary and reasonable measures to ensure that the project is carried out in accordance with the terms and conditions of the grant agreement”

- Read art. II.3.a.
  
  “Each beneficiary shall carry out the work to be performed, as identified in Annex I. However, where it is necessary for the implementation of the project it may call upon third parties to carry out certain elements, according to the conditions established in Art. II.7 or any special clause in Article 7”

- Read art. II.7.1.
  
  “a subcontractor is a third party which has entered into agreement on business conditions .. Carry out the work without direct supervision of the beneficiary .. also ... external auditors”

- Read art. II.7.b. 2.
  
  “only limited part of the project”
  “Annex I must indicate the tasks to be subcontracted”
Annex II: Some Key Rules II

• Read art. II.8.3.

  “The Commission may suspend the whole or part of the project where it considers that the consortium is not fulfilling its obligations according to this grant agreement.”

• Read art. II.10.1

  “… data may be requested up to 5 years after the end of the project”

Note:

• Section: II.4. Reporting and Payments
• Part B Financial Provisions (General)
• Read art. III.2.1.e.

“take decisions on any re-distribution of the indicative allocation of the researcher-months to be selected on the project as per the respective table in Annex I, and inform beforehand the Commission of any such transfers through the submission of an updated table. The Commission reserves the right not to accept the proposed re-distribution, in cases where it is considered detrimental to the proper implementation of the project.”

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**Table ANNEX I**

<table>
<thead>
<tr>
<th>Project Number</th>
<th>Project Aronym</th>
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**A3.1: Overall Indicative Project Deliverables**

<table>
<thead>
<tr>
<th>Initial Training (3 years)</th>
<th>Training (9 months)</th>
<th>Total</th>
<th>Expiry</th>
</tr>
</thead>
<tbody>
<tr>
<td>Early-Stage researchers</td>
<td>Experienced researchers</td>
<td>Training scientists (6+1)</td>
<td>Training scientists (3+1)</td>
</tr>
<tr>
<td>Months</td>
<td>Persons</td>
<td>% Full Time Equivalent</td>
<td>Months</td>
</tr>
<tr>
<td>-------</td>
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<td>------------------------</td>
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</tr>
<tr>
<td>144</td>
<td>4</td>
<td>5%</td>
<td>16</td>
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<tr>
<td>72</td>
<td>2</td>
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<tr>
<td>Overall Total</td>
<td>720</td>
<td>20</td>
<td>0%</td>
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</tbody>
</table>

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**Please note:** The table and its content are part of the Annex III: Specific Provisions I.
Annex III: Specific Provisions II

• Read art. III.2.2.a.
  “.. each beneficiary shall select each researcher according to the eligibility criteria set forth in Article III.3 ensuring that each researcher fulfils the eligibility criteria at the time of recruitment by the beneficiary in the frame of this project”

Definitions Annex III (III.1.2 & III.1.3) At the time of appointment by the ITN:

• Early-Stage Researchers (ESR): less than 5 years (full-time equivalent) experience in research
  – Counted from the diploma giving access to doctoral studies in the country in which the diploma was obtained (PhDs are not eligible)

• Experienced Researchers (ER): 4 - 5 years (full-time equivalent) experience in research or PhD.
  – Counted from the diploma giving access to doctoral studies in the country in which the diploma was obtained (or already in possession of a PhD )

• Visiting scientist (VS): ER with outstanding past achievements in international training and collaborative research,
Nationality Conditions Annex III (article III.3-2)

- Nationals of Member or Associated States
- Nationals from third countries (up to 30% of total person-months)
  - Third country nationals resided in Member or Associated States for >4 years out of the last 5 years prior to appointment regarded as nationals of Member or Associated States.
  - Third country nationals cannot be appointed in a third country; others only when necessary (approved by EC)
• Researchers from:
  – Member States (MS): the EU-27
  – Associated countries (AC): Iceland, Liechtenstein, Norway, Israel, Switzerland
  – Candidate countries: Turkey, Croatia, Serbia, FYROM

  – Third countries (max 30%):
    • International Cooperation partner countries (ICPC)
    • Developed countries
Annex III (article III.3-2)

- Not nationals of country in which contractor is based;
  - exception for Member State or Associated Candidate State nationals if resided for >3 years of the last 4 years in a third state immediately prior to appointment

- In cases of dual nationality, country of origin is where researcher resided the longest, during last 5 years prior to appointment

- Not resided or carried out their normal activities in country in which contractor is based for >12 months in the 3 years immediately prior to appointment

- Mobility conditions do not apply to International (European Interest) Organisations and JRC
Duration of the appointment

• Within the duration of contract:
  – ESRs for 3-36 months
  – ERs for 3 – 24 months
  – VS for 1 – 24 months

• Full-time employment (part-time only for family or personal reasons)

• If secondment period > 30% duration of the appointment, researcher should be recruited by the beneficiary offering secondment
  – Secondments of more than 30% to NON BENEFICIARIES is NOT possible!
Art. III.4 - ‘The agreement’

• **Between researcher and host organisation:**
  – Obligations of both parties
  – Amounts to be received by researcher (allowances)
  – Social security
  – Intellectual property rights (IPR)

• **Attachments:**
  – Personal Career Development Plan (CDP)
  – The PARTNER Grant Agreement
• Art. III.2.2.h
• Each beneficiary shall:

“provide reasonable assistance to the researchers in all administrative procedures required by the relevant authorities of the country of the beneficiary recruiting him/her

as well as in all administrative procedures, such as visas and work permits required by the relevant authorities of the country of the beneficiary where the researcher may carry out a secondment period”;
Annex III: Part B ...

- Financial Provisions
- Eligible costs of the project
  1. Eligible expenses for the researcher
  2. Eligible expenses for activities by the beneficiaries
  3. Indirect Costs

Read
THE LAST PARAGRAPH!!
And now about the more important issues:

• Reporting:

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