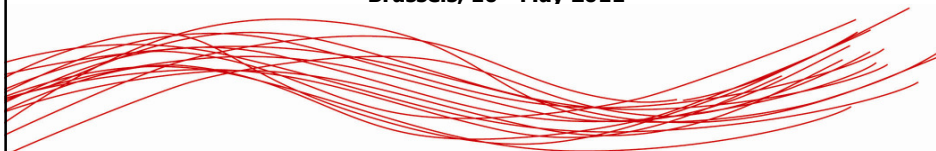


FP7 Grant Agreement Negotiations

A Directorate F initiative for coordinators
of the FP7-HEALTH-2011-two-stage call

Brussels, 10th May 2011



Gaia Fantechi, PhD
Deputy Head of the Administration and Finance Unit
Health Directorate
DG Research and Innovation



AGENDA

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|---------------------|---|
| 9h30-9h45: | Welcome |
| 9h45-10h00: | Participant Portal; NEF (NEgotiation Facility) tool |
| 10h00-10h20: | Validation of beneficiaries; financial capacity of beneficiaries; third parties/subcontracting |
| 10h20-10h30: | Clinical Trials in FP7 Projects |
| 10h30-11h00: | Q&A |
| 11:00-11:15: | <i>Coffee break</i> |
| 11h15-11h30: | FP7 Amendments: basic principles and processing |
| 11h30-11h50: | FP7 Reporting/Simplification Measures |
| 11h50-12h15: | Q&A |
| 12h15-12h30: | Communication and dissemination under FP7 / Ethics |
| 12h30-12h45: | Q&A |
| As of 12h45: | Lunch break and mandatory meetings with Project officers through previously scheduled appointments |



ROLE OF COORDINATOR

- The coordinator leads and represents the applicants in the negotiations with the Commission.
- Only one of the applicants can be coordinator.
- That legal entity will identify one of its staff as its representative to carry out the actions required of the coordinator.
- The representative of the coordinator is responsible for ALL contacts between the consortium and the Commission. If meetings are planned, he/she attends all meetings.



Purpose of Negotiations

- To finalise, within the set deadlines, the details of the work to be carried out under the grant agreement within the associated budget
- To establish, within the set deadlines, the legal and financial information needed to conclude the grant agreement.
- Two main aspects:
 - (i) Technical (*scientific*) negotiations -> EC Scientific Officer
 - (ii) Financial and legal negotiations -> Administration and Finance Unit



Enforcing stricter negotiation deadlines to reduce Time to Grant

- Clear deadlines in negotiation mandate
- Pre-information on admin/fin issues to be tackled (Nego letter)
- Today's negotiation meeting to address all financial, administrative and technical issues
- Applicable rules at Directorate General level: two official reminders & termination of negotiation



Planning of Negotiations

FP7-HEALTH-2011-two-stage

- **27/05/2011** Deadline for submission of the description of work (Annex I) and the GPFs, based on the ESR recommendations and Annex B comments. Failure to respect this deadline will be considered by the Commission as a wish not to proceed with the negotiations for a grant agreement and, therefore, to withdraw your proposal.
- **24/06/2011** Deadline for feedback from the Commission on the finalization of negotiation.
- **29/07/2011** End of negotiations. Deadline for the submission of final signed GPFs. GPFs are to be signed only after confirmation by the Commission's Administrative officer. Failure to respect this deadline will be considered by the Commission as a wish not to finalize the negotiations for a grant agreement, unless duly justified alternative arrangements have been accepted by the Commission. If not, the Commission will initiate the procedures to reject your proposal.
- **01/09/2011** The Commission launches its internal procedures for the formal adoption of the proposed financing of the successfully negotiated proposals and finalisation of each Grant Agreement. Grant Agreements will be issued as of September 2011.



AGGRESSIVE MEDIA MARKETING

- Frequently, grant-holders are approached by commercial entities wishing to sell various forms of services, such as writing articles about the project, interviews with its participants etc. These commercial entities can be quite aggressive asserting that their services have been approved by the Commission, and that the costs (typically around 2.000 €) can be recovered as eligible costs. Some of these entities exploit contacts (e.g. exchange of e-mails) with Commission officials as further evidence of official approval. However, the fact that their product features an interview with a Commission official, for example, does not mean that the Commission has endorsed the services offered.
- Commercial entities use many ways of promoting their services but grant-holders are not obliged to use them. Whatever the impression given by such service providers, their products have not received any formal Commission approval or endorsement. Grant-holders must decide which types of external services are needed, and must ensure that the costs remain both justifiable and eligible as set out in the annexes of the FP7 grant agreement.



THANK YOU FOR
YOUR KIND ATTENTION

