

éclaire

Effects of climate change on air pollution impacts
and response strategies for European ecosystems



Reporting for ÉCLAIRE

Reporting

- Periodic Reports
 - 18 months [1st April 2013] – thank you for submitting those
 - 18 months [1st October 2014]
 - 12 months [1st October 2015]
- Annual Reports
 - every year in October – *thank you for cooperation on the previous year report, next report is currently underway, you may be contacted by your component leaders, for key messages and outputs*
- **We are in month 25**

Reporting

- Periodic Reporting
 - An overview, including a publishable summary of the progress of work [submitted by secretariat, with information from partners]
 - An explanation of the use of the resources
 - Financial statement per partner together with certificates (if applicable)
 - Templates provided by the Secretariat for activity reports
 - Explanation of resources and financial statements have to be submitted electronically via the Participant Portal by partners
 - *Thank you for your fast response on the electronic signatures during the last reporting.*

Reporting

First periodic report, submitted – requested more information on delayed deliverables and in fact then an update as at September 2013

- Many thanks for the short turnaround in September
- Ongoing delays, can add up
- Report now agreed

Comments from the EU Project Officer on the periodic report

Reporting

Deliverables submission

- The commission is watching online, a closer check is needed by all
- Please submit deliverables by their due date
- Be aware of what is coming up
- If delayed, please provide adequate detail to the secretariat, and in advance would be helpful
- Delivering on time is partners responsibility
- The secretariat will be checking regarding due deliverables

Reporting

Annual Reports

- Cover in a synthetic way the progress of the project ***towards meeting its Overall and specific Objectives*** and answer ***the key questions*** identified
- High level messages, refer to key questions and objectives
- To be completed by the Coordinator and Scientific Project Officer with input from Component Leaders.

Reporting

Financial reporting

- Explanation of the use of the resources
- Financial statement (Form C)
- Audit certificates – if claimed EC contribution equals or is higher than 375 K EUR (partners NERC and ALTERRA only)
- Please DO NOT provide audit certificates if the requested EC Contribution is lower than 375K, because the cost of the certificate WILL NOT be eligible
- VAT is not an eligible cost

Reporting

Notes from the first periodic reporting

- Please provide fairly detailed information about costs in the 'Explanation of the use of resources' and input costs in the correct category (RTD, Management, Other) – some Forms C were initially rejected by the EU and had to be re-submitted.
- Payment letter received by NERC on the 17th October – all costs claimed by Partners were accepted, NERC will receive 2,541,364.11 EUR in our bank account in the next few days, payments to Partners should be made within the next 2 weeks
- There have been requests for additional budget for specific tasks – please provide details on funds and tasks to the eclaire mailbox for consideration by the Steering Group