



LARGE HADRON COLLIDER UPGRADE

Preparation of the SLHC-PP Annual Report for Period 2

April 1st 09 – March 31st 10

Duccio Abbaneo, Mar Capeans
CERN

Strategy

- Follow the same **strategy** as for the Periodic Report
fin Period 1:
 - Define providers of text for the Technical Progress sections (Word Templates will be provided)
 - Provide a tool to generate the Forms C
 - Define deadlines
- Contributions are **collected by**:
 - Text from Accelerator WPs (2,6,7): C.Noels
 - Text from Detector WPs (3,4,8): K.Ross
 - Financials: N.Knoors & M.L.Bourgeois

Providers of Text and Financials

	Chapter	Responsible	Pages	
T E X T	1	Publishable Summary	R.Garoby	4
	2	Project objectives for the period	R.Garoby	2
	3	Work progress and achievements during the period 3.1 Progress within the individual work packages (Summary of progress, Significant results, Deviations from Annex I, Reasons for non achieved objectives, Statement use or resources and deviations, Corrective actions) 3.2 Overall personnel effort in Period 2	WP leaders M.Capeans	12
	4	Deliverables and milestones tables	K.Ross	TABLES
	5	Project management • Management of the Consortium, Problems occurred, Changes • List of meetings and publications • Project planning, Impact of deviations in miles. & deliv	M.Capeans WP leaders R.Garoby	6
F I N	6	Explanation of the use of the resources	M.L.Bourgeois, C.Montagner	TABLES
	7	Financial statements – Form C and Summary financial report	M.L.Bourgeois, N.Knoors	TABLES
	8	Certificates of Financial Statements as EC contribution > 375 k€	CERN CEA-SAclay	
OVERALL EDITING		WP 3, 4, 8	K.Ross	70
.....		WP 2, 6, 7	C.Noels	

Deadlines

- Deadline for Submission of Periodic Report: + 60 days after end of Period 2 (→ **May 31st**)

Responsible	Action	Deadline
WP leaders	All Text sent to K.Ross (WP3,4,8) and C.Noels (WP2,6,7)	23.4
Each Institute	Draft Financial Information <ul style="list-style-type: none"> • Internal Cost Claim (ICC) uploaded in PPT • Tables of Explanation of use of resources sent to M.L.Bourgeois 	26.4
M.Capeans	Feedback on Financial info to Partners	28.4
K.Ross	Periodic Report Draft 1 available for comments	30.4
Each Institute	Upload FINAL ICC in PPT , print 2 originals of Form C, sign and send them to M.L.Bourgeois	14.5
M.Capeans	Consolidation of Finances	16.5
K.Ross	Final Draft sent to all SLHC-PP members	20.5
M.Capeans	Submission of Periodic Report to EC	24.5

Form C →

As for Period 1, Form C will be filled by each Institute.

To facilitate the task:

Get the so-called 'Internal Cost Claim (ICC)' Excel file in PPT: <https://pptvm.cern.ch/slhcpp/ui/main.do>

Internal Cost Claims

Partner: [dropdown] Project Period: [dropdown] Reported For: [dropdown]

[Search] [Reset]

Members: 1 - 18 of 18. Page size: 30

Partner	Period PP1 (Reported For)	Period PP2 (Reported For)
1-CERN	PQ1-4	Not Reported
2-AGH-UST	PQ1-1	Not Reported
3-CEA-Saclay	PQ1-1	Not Reported
4-CIEMAT	PQ1-4	Not Reported
5-CNRS-IN2P3	Not Reported	Not Reported
6-CTU	PQ1-4	Not Reported
7-DESY	PQ1-1	Not Reported
8-ETH Zurich	PQ1-1	Not Reported
9-FOM-NIKHEF	PQ1-1	Not Reported
10-GSI	PQ1-4	Not Reported
11-Imperial	PQ1-1	Not Reported
12-INFN	PQ1-4	Not Reported
13-PSI	PQ1-1	Not Reported
14-STFC	PQ1-1	Not Reported
15-UBONN	PQ1-1	Not Reported
16-UNIGE	PQ1-1	Not Reported
17-USFD	PQ1-4	Not Reported
18-RWTH Aachen	PQ1-4	Not Reported

FP7 - Grant Agreement - Annex VI - Combination of Collaborative Project and Coordination and Support Action

Form C - Financial Statement (to be filled in by each beneficiary)

Project nr	nnnnnn	Funding scheme	Combination of Collaborative Project and Coordination and Support Action	
Project Acronym	xxxxxxxxxxxxxxxxxxxxxx			
Period from	dd/mm/yy	Is this an adjustment to a previous statement?	Yes/No	
To	dd/mm/yy			
Legal Name	Participant Identity Code		nn	
Organisation short Name	Beneficiary nr		nn	
Funding % for RTD activities (A)		If flat rate for indirect costs, specify %	%	

1- Declaration of eligible costs/lump sum/flat rate/scale of unit (in €)

	Type of Activity					TOTAL (A+B+C+D+E)
	RTD (A)	Coordination (B)	Support (C)	Management (D)	Other (E)	
Personnel costs						
Subcontracting						
Other direct costs						
Indirect costs *						
Access Costs						
Lump sum/flat rate/scale of unit declared						
Total						
Maximum EC contribution						
Requested EC contribution						

* Indirect costs relating to:
- "Coordinator" and "Support" activities are reimbursed up to a maximum of 7% of the direct eligible costs relating to these activities excluding the direct eligible costs for subcontracting and the costs of resources made available by third parties which are not used on the premises of the beneficiary.

2- Declaration of receipts

Did you receive any financial transfers or contributions in kind, free of charge from third parties or did the project generate any income which could be considered a receipt according to Art. II.17 of the grant agreement?

If yes, please mention the amount (in €)

Yes/No

3- Declaration of interest yielded by the pre-financing (to be completed only by the coordinator)

Did the pre-financing you received generate any interest according to Art. II.19?

If yes, please mention the amount (in €)

Yes/No

4- Certificate on the methodology

Do you declare average personnel costs according to Art. II.14.1?

Is there a certificate on the methodology provided by an independent auditor and accepted by the Commission according to Art. II.4.4?

Name of the auditor

Cost of the certificate (in €), if charged under this project

Yes/No

5- Certificate on the financial statements

Is there a certificate on the financial statements provided by an independent auditor attached to this financial statement according to Art. II.4.4?

Name of the auditor

Cost of the certificate (in €)

Yes/No

6- Beneficiary's declaration on its honour

We declare on our honour that:
- the costs declared above are directly related to the resources used to attain the objectives of the project and fall within the definition of eligible costs specified in

Beneficiary's Stamp	Name of the Person(s) Authorised to sign this Financial Statement
	Date & signature

Reminder: Exchange Rates

- Costs shall be reported in **Euro**
- USE ONLY the exchange rates as published on *European Central Bank* website.

<http://www.ecb.int/stats/exchange/eurofxref/html/index.en.html>

- Apply either:
 - The rate of the first day of the month which follows the end of Period 2 (i.e. April 1st 2010)
 - The rate on the date that the actual costs were incurred

ICC > Form C

SLHC-PP	
Reporting period N° PP1	Reported for PQx-y P Q1-1
Period from 1-Apr-2008	to 31-Mar-2009
Scheme A	
Funding for RTD activities (A) 75%	
Indirect Cost 60%	
Project Acronym SLHC-PP	Comments <input type="text" value="if 'Actual', please specify % and provide values for the indirect costs"/>
Project Nr 212114	
Organisation short name and number	7- DESY

Receipts of the project to declare

ELIGIBLE COSTS	TYPE OF ACTIVITY										
	Reasearch and Technological Development Activities (A)				Coordination Activities (B)				Support (C)	Management (D)	TOTAL
	WP6	WP7	WP8	TOTAL(A)	WP2	WP3	WP4	TOTAL(B)	WP5	WP1	
DIRECT COSTS											
PERSONNEL		15,000.00		15,000.00			9,750.00	9,750.00			24,750.00
SUBCONTRACTING											
TRAVEL AND SUBSISTENCE											
DURABLE EQUIPMENT		5,000.00		5,000.00			2,500.00	2,500.00			7,500.00
OTHER COSTS											
TOTAL DIRECT COSTS		20,000.00		20,000.00			12,250.00	12,250.00			32,250.00
INDIRECT COSTS											
PERSONNEL		9,000.00		9,000.00			5,850.00	5,850.00			14,850.00
TRAVEL AND SUBSISTENCE											
DURABLE EQUIPMENT		3,000.00		3,000.00			1,500.00	1,500.00			4,500.00
OTHER COSTS											
TOTAL INDIRECT COSTS		12,000.00		12,000.00			7,350.00	7,350.00			19,350.00
TOTAL ELIGIBLE COSTS		32,000.00		32,000.00			19,600.00	19,600.00			51,600.00
Maximum reimbursement rate	75%	75%	75%	75%	100%	100%	100%	100%	100%	100%	
Maximum EC contribution		24,000.00		24,000.00			13,107.50	13,107.50			37,107.50
Requested EC contribution											37,107.50

Max EC contribution: calculated automatically by the ICC Template provided in PPT

Requested EC contribution (inserted manually) - Conditions:


1. Requested EC contribution ≤ Max EC contribution
2. EC retains 10% till end of the project
3. We provide a **suggested value** taking into account the EC funds already received (Pre-financing in 2008 and Payment 1 in 2009)

Requested EC Contribution

Suggested 'Requested EC Contribution' in form C 

#	Participant	Max Total EC contribution	Prefinancing Received (2008)	Payment 1 (2009)	Total received to date	% received funds	Ceiling	To be paid to reach the ceiling
1	CERN	3,062,484.0	1,633,324.80	1,122,910.80	2,756,235.60	90%	2,756,235.60	-
2	AGH-UST	104,000.0	55,466.67	30,152.86	85,619.53	82%	93,600.00	7,980.47
3	CEA-Saclay	465,460.0	248,245.33	170,668.67	418,914.00	90%	418,914.00	-
4	CIEMAT	152,645.0	81,410.67	37,983.98	119,394.65	78%	137,380.50	17,985.85
5	CNRS-IN2P3	105,600.0	56,320.00	993.72	57,313.72	54%	95,040.00	37,726.28
6	CTU	44,940.0	23,968.00	16,478.00	40,446.00	90%	40,446.00	-
7	DESY	99,691.0	53,168.53	1,408.45	54,576.98	55%	89,721.90	35,144.92
8	ETH Zürich	89,131.0	47,536.53	32,681.37	80,217.90	90%	80,217.90	-
9	FOM-NIKHEF	64,200.0	34,240.00	23,540.00	57,780.00	90%	57,780.00	-
10	GSI	72,225.0	38,520.00	11,593.03	50,113.03	69%	65,002.50	14,889.47
11	Imperial	89,131.0	47,536.53	30,770.97	78,307.50	88%	80,217.90	1,910.40
12	INFN	40,000.0	21,333.33	14,666.67	36,000.00	90%	36,000.00	-
13	PSI	108,225.0	57,720.00	30,747.45	88,467.45	82%	97,402.50	8,935.05
14	STFC	489,850.0	261,253.33	76,351.76	337,605.09	69%	440,865.00	103,259.91
15	UBONN	120,000.0	64,000.00	44,000.00	108,000.00	90%	108,000.00	-
16	UNIGE	35,310.0	18,832.00	12,947.00	31,779.00	90%	31,779.00	-
17	USFD	32,100.0	17,120.00	11,770.00	28,890.00	90%	28,890.00	-
18	RWTH Aachen	25,000.0	13,333.33	9,166.67	22,500.00	90%	22,500.00	-
		5,199,992.0	2,773,329.05	1,678,831.40	4,452,160.45	86%	4,679,992.80	227,832.35

86% EC funds already received and distributed 

Ceiling: EC retains 10% till end of the project 

Signatures in Forms C

Pick ONE from the table!

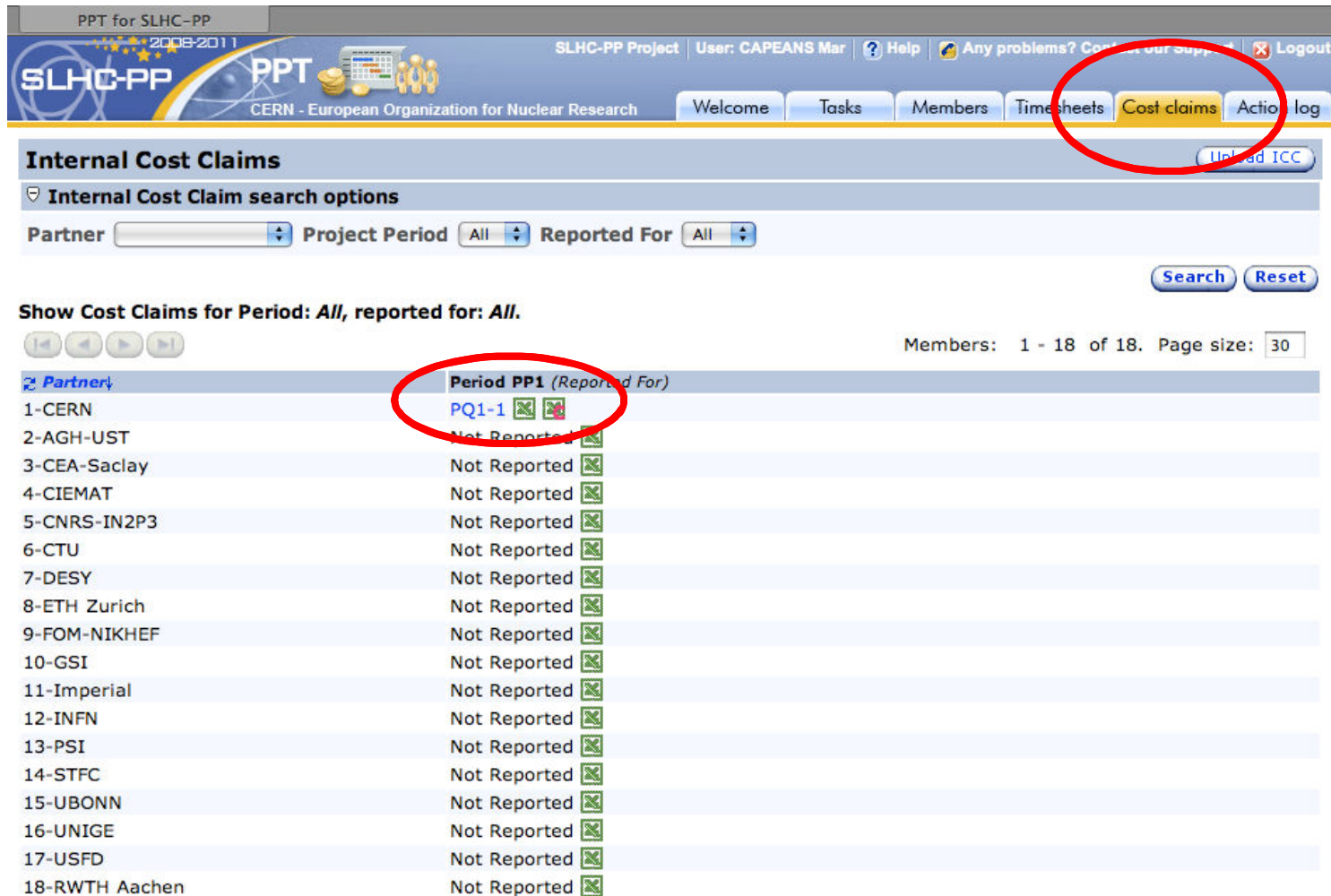
One signature is sufficient:

- Authorized representatives, as on GPF A2.3
- Person in charge of administrative, legal and financial aspects in this project, as on GPF A2.4
- Anyone that provides an original Authorizing Letter signed by the Authorized Representatives as on GPF A2.3

Update of January 2010, Data from the Commission's DB					
#	Name of Partner	Authorised Representatives (A2.3)		Admin Contact - A2.4	Authorized by letters provided for Period1
1	CERN	R.HEUER	S.MEYERS	M.Capeans	F.Sonnemann
2	AGH-UST	J.LIS	M.SLIZIEN	W.Dabrowski	E.Slobodzian
3	CEA	Y.CARISTAN	JP.DURAUD	N.Judas	
4	CIEMAT	JA.RUBIO	M.CHOUCHOUD	M.Aguilar	A.Collados
5	CNRS-IN2P3	M.SPIRO	J.VITRE	C.Bosaro	G.Sentise
6	CTU	V.HAVLICEK	L.MUSILEK	S.Pospisil	
7	DESY	J.MNICH	C.SCHERF	U.Krell	
8	ETHZ	P.CHEN	G.SCHMITT	P.Meierhofer	
9	FOM-NIKHEF	F.LINDE	A.v RIJN	A.v RIJN	
10	GSI	H.STOECHER	J.HEILMANN	A.Staedter	
11	IMPERIAL	M.RACKLEY	L.COX	B.Alasya	
12	INFN	R.PETRONZIO		A.Campanale	
13	PSI	M.JERMANN	HU.BOKSBERGER	C.Wernli	C.Wernli
14	STFC	L.BAINES	G.CARR	L.Baines	
15	UBONN	FJ.JACOBS	I.WEILER	Daniela Hasenpusch	
16	UNIGE	Pierre SPIERER	A.CLARK	Alex Waehry	
17	USFD	G.WELLS	S.BUSHNELL-WATSON	G.Wells	J.Watson
18	RWTH AACHEN	E.SCHMACHTENBERG	M.NETTEKOVEN	M.Nettekoven	S.Carl

Upload ICC in PPT

- Remember to Upload the completed ICC  in PPT before April 26
- This will automatically generate the FINAL FORM C  that will be reviewed at CERN
- After review, it can be printed x2, signed and sent to CERN before May 14



PPT for SLHC-PP

SLHC-PP Project | User: CAPEANS Mar | ? Help | Any problems? Contact our Support | Logout

SLHC-PP PPT CERN - European Organization for Nuclear Research

Welcome Tasks Members Timesheets **Cost claims** Action log

Internal Cost Claims




















Internal Cost Claim search options

Partner Project Period All Reported For All

Search Reset

Show Cost Claims for Period: All, reported for: All

Members: 1 - 18 of 18. Page size: 30

Partner	Period PP1 (Reported For)
1-CERN	PQ1-1  
2-AGH-UST	Not Reported 
3-CEA-Saclay	Not Reported 
4-CIEMAT	Not Reported 
5-CNRS-IN2P3	Not Reported 
6-CTU	Not Reported 
7-DESY	Not Reported 
8-ETH Zurich	Not Reported 
9-FOM-NIKHEF	Not Reported 
10-GSI	Not Reported 
11-Imperial	Not Reported 
12-INFN	Not Reported 
13-PSI	Not Reported 
14-STFC	Not Reported 
15-UBONN	Not Reported 
16-UNIGE	Not Reported 
17-USFD	Not Reported 
18-RWTH Aachen	Not Reported 

Help

- A detailed e-mail with instructions for the FINANCIALS will be sent by Mar in March
- Summary of instructions and templates are available at:
<https://cern.ch/info%2DSLHC%2DPP/Internal/MT.htm>
- Email mar.capeans@cern.ch any time

Acknowledgments

- Project Office Team:
 - Nathalie Knoors
 - Marie Laure Bourgeois
 - Kate Ross
 - Catherine Montagnier

- IT-AIS team:
 - Michal Ropka

Reminder: Cost of PM

Effort Report (PM) provided by CERN to each beneficiary

		Q1		Apr 12	May 12	Jun 12
		SLHC-PP Hours	PM	SLHC-PP Hours	SLHC-PP Hours	SLHC-PP Hours
CAPEANS Mar	CERN	142	0.88	60	42	40
EVANS Lyn	CERN	50.5	0.43	28	16	6.5
KNOORS Nathali	CERN	116	0.75	7	42	67
LINSSEN Lucie	CERN	150	0.97	71	44	35
MONTAGNIER C.	CERN	8	0.06	3	2	3
NOELS Cecile	CERN	42	0.32	22	12	8
ROPKA Michal	CERN	244	1.75	144	24	76
ROSS Kate	CERN	70	0.56	20	16	34
SCHMELING Sas	CERN	32	0.3	16	16	

Partner's job: convert PM to Euro

	PM	Cost (€)
CAPEANS Mar	0.88	8066.7
EVANS Lyn	0.43	3941.7
KNOORS Nathalie	0.75	5000.0
LINSSEN Lucie	0.97	8891.7
MONTAGNIER Catherine	0.06	400.0
NOELS Cecile	0.32	2933.3
ROPKA Michal	1.75	16041.7
ROSS Kate	0.56	3733.3
SCHMELING Sascha	0.3	2750.0

$$\text{Cost Member 1} = \text{PM} \times \frac{\text{Yearly Cost of member 1}}{12}$$

. . .

TOTAL COST (PM in WP1) 6.02 51758.3

Total Cost of Personnel in WP1 for FORM C