



EUDET

Annual Report 2006 and Preparation Annual Report 2007

**Joachim Mnich
Institution Board
Annual Meeting 2007**

Palaiseau, October 8th

Annual Report 2006



■ Short history:

- **Very late delivery** of scientific and financial information
- **February 15:** submission (w/o CNRS) on deadline
- **early March:** CNRS numbers & documents delivered
- **mid March:** submission of corrected report
(after discussion of some specific questions with Brussels)
- **April 26:** comments on scientific part received (mostly minor), answered quickly
- **July 6:** comments on financial tables received (benign), answered quickly
- **July 13:** more severe comments received on financial part
- **August 9:** all comments answered (thanks to Aurore & Cedric!)
- **September 12:** approval of Annual Report
- **September 19:** reception of 2nd instalment
- **September 25:** transfer of 2nd instalment to partners

■ Conclusions for coming reports:

- we were about 1 month late with the complete report
... and ended up at the bottom of the pile
check of financial part started only in July
- we overlooked some important mistakes in the rush (mea culpa)

- **We must avoid this in future and undertake ALL efforts to submit in time!**
- **Next Annual Report has to include audit certificates (for all partners)**

2nd Instalment



- 2nd instalment distributed to all partners end September

please check it with your administration!

- **Calculation of your share**
 - 80% of the request for the 3 half-year periods Jan 2007 to Jun 2008 as updated in the implementation plan for the Annual Report
 - minus the difference of the amount transferred last year with the first instalment and the costs charged to the EU for 2006 in the Annual Report
- **Note:**
 - the internal distribution (between different sites, JRAs, etc.) is up to you
- **The “Constitutional Law” is our budget table**
 - Annex I modulo agreed-upon modifications (see web)
 - each partner will receive at the end the totals agreed therein
- **Note:**
 - some partners have charged in 2006 much more than expected
 - as a consequence they will receive (almost) nothing in the 3rd and/or last instalment
 - the implementation plan has been updated accordingly

2nd Instalment

DISTRIBUTION 2ND PRE-FINANCING



		A	B	D	E	F
Participant n °	Organisation short name	First prepayment (80% of contribution foreseen for month 1-18)	Total cost for 1-12 month (FORM C)	Rest from 1st prepayment after 12 months (Column: A - B)	80% of contribution foreseen for months 13-30	Second prepayment (Column E - Column D)
2	DESY	507,22500	169,68724	340,38876	513,88638	173,49847
3	AGH-UST	23,16000	6,16810	16,99190	38,44000	21,44810
4	ALU-FR	119,22500	6,26940	112,95560	122,97600	10,02040
5	CEA	176,48800	82,38435	94,10365	144,71280	50,60915
6	CERN	193,77190	163,72206	30,04984	81,48240	51,43256
7	CNRS/IN2P3*	429,63432	756,18413	-326,54981	629,83120	956,38101
8	CSIC	54,39333	33,43617	20,95716	78,89360	57,93643
9	CUPRAGUE	44,55040	15,69022	28,86018	64,49760	35,63742
10	FOM/NIKHEF*	118,27200	122,64765	-4,37565	104,01280	108,38845
11	HIP	17,50272	1,36969	16,13303	17,21520	1,08217
12	INPPAS	23,16000	7,05824	16,10176	43,72000	27,61824
13	IPASCR	36,74000	31,78797	4,95203	41,22000	36,26797
14	MPS	35,18400	19,48813	15,69587	54,01600	38,32013
15	TAU	67,20000	36,45659	30,74341	66,38080	35,63739
16	UBONN	168,49500	46,85550	121,63950	150,57120	28,93170
17	UCL	65,36200	40,05992	25,30208	118,58400	93,28192
18	UHAM	59,16000	19,90132	39,25868	60,76000	21,50132
19	ULUND	78,58000	42,36991	36,21009	109,92080	73,71071
20	UMA	18,16800	6,54859	11,61941	48,56800	36,94859
21	UNI-GE**	77,67360	42,25396	35,41964	96,34030	60,92065
22	UNIVBRIS	33,38400	8,32054	25,06346	97,88240	72,81894
23	UROS	59,24800	34,93073	24,31727	88,95200	64,63473
24	INFN*	12,66600	25,82443	-13,15843	16,76800	29,92643
TOTAL		2419,24328	1719,41484	702,67943	2789,63147	2086,95289



NA1 Finance Status

- **NA1 budget includes**
 - **Scientific Assistant (1/2 position)**
 - **Travel for SC members**
 - **Auditing costs (4 k€/partner incl. overheads)**

- **2006 (DESY only)**
 - **≈ 33 k€ spent out 40 k€/year**
 - **no auditing**

- **2007**
 - **≈ 40 k€ extrapolated (DESY only)**
 - **auditing required for all partners**
2 k€/partner in budget

Preparation Annual Report 2007



- Time table, approved by Institution Board yesterday
- Will be **STRICTLY** enforced

Responsibles	Action	Deadline
I3 Coordinator	Submission of Annual Report to Brussels	15.02.2008
All	Final feedback to Annual Report	08.02.2008
IB Members	Signed final versions of financial forms at DESY incl. audit certificate	08.02.2008
I3 Coordinator	Final draft of Annual Report distributed	01.02.2008
JRA/NA2 Coordinators & Task Leaders	Final input for scientific part (progress report)	25.01.2008
I3 Coordinator	First draft Annual Report	18.01.2008
IB Members	Draft financial information (Form C & Appendix 1) incl. new implementation plan	18.01.2008
JRA/NA2 Coordinators & Task Leaders	Input for scientific part: progress report & complete lists of talks and papers	21.12.2007
All	EUDET memo/report on Annual Meeting talks	01.12.2007

- We'll prepare a web page with further info, documents, etc.

Information for Associates



- Travels of associated institute, i.e. associated to DESY, to this meeting can be reimbursed through EUDET NA2 funds
- Please get a DESY travel statement from Natalia **and return it with original invoices as soon as possible!**

*Natalia Potylitsina-Kube
DESY FLC
Notkestr. 85
D-22607 Hamburg
Germany*