



Project No.
ERAC-CT-2005-01621

Project Acronym
FENCO-ERA

Project Title
Promotion of an Integrated European and National R&D Initiative for Fossil Energy Technologies towards Zero Emission Power Plants

Instrument: Coordination Action

Thematic Priority: ERA-NET: Energy Technology

Report on the Development of a Joint Monitoring Procedure for Programmes

Organisation Name of Work Package Leader: CERTH / ISFTA, Greece

Start Date of Project: 01/06/2005

Duration: 66 Months

Project co-funded by the European Commission within the Sixth Framework Programme (2002–2006)		
Dissemination Level		
PU	Public	X
PP	Restricted to other programme participants (including the Commission Services)	
RE	Restricted to a group specified by the consortium (including the Commission Services)	
CO	Confidential, only for members of the consortium (including the Commission Services)	

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1. Introduction

A key deliverable of FENCO–ERA is to provide the basis for a durable European network of funding agencies for the development of zero emission power plant technologies through the coordination of procedures and practices for enabling and facilitating transnational activities. In order to achieve this, it is necessary to identify a suitable framework agreement/procedure covering the entire process chain from the preparation and launch of calls via proposal submission, evaluation and selection until contract negotiation and monitoring/follow-up as well as related IPR issues.

With the goal to increase the level of coordination and integration by undertaking more joint activities significant efforts are underway to establish a sustainable European network of organisations having responsibilities relating to the funding of national R&D programmes in the field of fossil energy in order to promote the development of zero emission power plant technologies (FENCO–NET).

This updated version 2 of the D.4.3.1. **Report on the development of a joint monitoring procedure** provides suggestions for establishing a system for common reporting and monitoring of joint fossil energy R&D projects funded under the FENCO–NET.

2. Background

Systems for national reporting and the transnational monitoring of projects funded from joint actions must combine both the requirements of the individual national funding programmes and the need to monitor the results of the project as a whole across all involved countries.

Although there are some differences in the kind of scientific and administrative control of running projects, they do not seem to be real barriers. However, availability of the project pot volume information of different programmes and sharing information across the projects in different countries create challenges for the cooperation [1]. In order to build cooperation between the national programmes common rules of common follow up are needed. The follow-up material has to be simple without extensive bureaucracy. Possible some agreements about the minimum level of the follow up of the projects can be made.

Each participating funding agency will have their specific reporting and monitoring requirements. In order to gather information on the progress and the final outcome of the project as a whole, there is a need for a coordinated common reporting scheme in addition to eventual national reporting from each project participant to its national funding agency.

The funding mode adopted for a call has an important impact on possible reporting and monitoring systems. For a call with a virtual common pot, such as the 1st FENCO-ERA joint call, funding contracts were settled directly between the project partners and the corresponding National Funding Agencies in line with the established national routines for technical and financial reporting. In addition, a scientific report has to be submitted by the project co-ordinators at the end of the collaborative projects to the Call Steering Committee in order to monitor the progress achieved within the FENCO-ERA projects' life.

3. Recommendations for Common Reporting and Monitoring of Joint Fossil Energy R&D Projects Funded Under the FENCO-NET

In addition to the follow-up of running projects (financial plus progress reporting if required) by each of the National Funding Agencies of the project partners according to the national requirements and the relevant funding contracts, the **Network Call Steering Committee** (consisted of the organisations participating in the set up of collaborative transnational activities) will monitor the progress achieved within the funded projects. The **Call Steering Committee** is assigned with the responsibility of reviewing the scientific reports submitted by the project consortium coordinators to the **Network Secretariat**. Individual project coordinators will report on their performance (in terms of the research plan), in English, to the **Call Steering Committee** on a yearly basis. A more detailed report will be required at the completion of each project in order to monitor the progress and final outcome of the project as a whole. Project coordinators should also keep the **Network Call Steering Committee** informed in case of important delays or difficulties in between reports.

FENCO–ERA Report



This common reporting system, in addition to national reporting, focuses in particular on the added value of the cooperation in the project, and with a strong emphasis on the total outcome provided that the national reporting is focusing on each project partner's work. Indicators of this added value of cooperation may vary according to what kind of research is supported [2]. The importance of this added value of cooperation is reflected in the intermediate and final reporting templates given in Annex 1.

References

- [1] WoodWisdom–Net Report No. 1/2006 ,Overview on barriers that hinder transnational cooperation and models for future cooperation.
- [2] ERA–NETs on Stage, Annual ERA–NET Event (31 March and 1 April 2009, Brussels).

Annex 1

3. Work Progress and Achievements During the Period

Project objectives for the period:

Work progress and achievement by work package:

Work package 1:

1. < A summary of progress towards objectives for each task >

2. < Significant results >

Work package 2:

< etc >

4. Milestones and Deliverables

Milestones (*The milestones here are examples*)

Milestone	Partner responsible	Date (dd/mm/yyyy)	Progress	Comments
<i>Project start-up</i>				
<i>Project start-up meeting</i>				
<i>Project kick off meeting</i>				
<i>1st status report (18 months)</i>				
...				
<i>Project finalization meeting</i>				
<i>Final report</i>				
<i>Project end date</i>				

Deliverables

Deliverable name	Partner responsible	Date (dd/mm/yyyy)	Progress	Comments

Please indicate whether the planned deliverables and milestones for the period, as described in the proposal, have been completed, delayed or readjusted (Progress column).

5. Deviations from Proposal/Work Plan

List and comment deviations pertinent to progress not covered in the tables above. Explain any deviations from proposal/work plan and impact on other tasks, as well as on available resources.

Describe corrective actions adopted or proposed for deviations from tasks. Please also use this section to summarize any changes you propose to your project, compared to the original proposal/work plan).

6. Dissemination Activities in the Period in Question (Including List of Publications Where Applicable)

7. Project Management

Summary of management of the project comments and information on co-ordination activities during the period in question, such as communication between project participants, cooperation with other projects in the ERA-NET etc.

8. Future Activities

Please describe the major components of your work for the upcoming 12 months, (or until completion of your project if less than 12 months). The description should focus on changes you propose to your project, compared to the original work plan. This section may also highlight plans for engagement with users and opportunities for interaction and/or co-ordination with other FENCO-NET projects or R&D projects supported by the Framework Programmes, CCS European Flagship projects and the evolving SET plan.

(maximum 400 words)

4. Milestones and Deliverables

Please report on milestones and deliverables. Explain any changes, difficulties encountered and solutions adopted (Comments column).

Milestones *(The milestones here are examples)*

Activity	Partner responsible	Date achieved	Comments
<i>Project start-up</i>			
<i>Project start-up meeting</i>			
<i>Project Kick off meeting</i>			
<i>Status report (18 months)</i>			
...			
<i>Project finalization meeting</i>			
<i>Final report</i>			
<i>Project end date</i>			

Table of deliverables

Deliverable name	Partner responsible	Date delivered	Comments

5. General Description of the Cooperation Over the Duration of the Project

Factual description, specifying the input of each participant. Describe the added value of doing the work in a transnational project. (*Up to 2 pages*)

6. Impact Statement

Please describe impacts resulting from your work. Impacts are usually long-term results of a project's activities that have significant scientific, economic or social benefits. Contributions to science are considered impacts especially if the research findings lead to major progress in a particular field or to implementation of new technologies. Impacts on policy will include policy and/or management decisions which make use of research results or are underpinned by data derived from the project.

- Synergies with other FENCO-NET projects or R&D projects supported by the Framework Programmes, CCS European Flagship projects and the evolving SET plan.
- Engaging with policy makers or other policy and management stakeholders derived from this project e.g. publications, workshops etc.

7. Dissemination of Results and Knowledge Transfer

Results should be disseminated through a number of instruments: peer reviewed publications, policy briefings, advisory notes, news items, decision support systems and databases, poster presentations, oral presentations, websites, etc. Appropriate communication tools should be used according to the different target audiences. Make reference whenever necessary to your communication plan (in the original project proposal).

- Participation in scientific events; posters and presentations.
- Please list events and references for any posters or presentations resulting from the project.
- Interactions and joint activities.
- Please list significant interactions with policy makers, other universities, industries, other stakeholders or the general public resulting from the project.

- Please list initiatives taken by the project's consortium to interact with other R&D activities in the fossil energy field. This list should include events organized by your project as well as participation in events organized by FENCO-NET projects, or R&D projects supported by the Framework Programmes, CCS European Flagship projects.
- Significant external interactions in the project, Technology transfer, List of achieved degrees / patents / other outcomes in the project.
Describe to what degree these results have been achieved as a result of cooperation between the partners in the project.
- Follow up activities and plans for further exploitation of the results.
What sort of follow-up activities should take place to ensure that the results of this project are applied to the fullest extent possible?
- Media and Communication to the general public.

List and describe any publications, websites, interviews, presentations...