



HEALTH-NCP-NET  
4th General Training Session  
on Legal and Financial Aspects  
4<sup>th</sup>-5<sup>th</sup> May 2010



**Venue:** Rome, IRCCS San Raffaele, Via di Valcannuta 247

**Organizer:** Health NCP Italy, APRE – Agenzia per la Promozione della Ricerca Europea

**4th of May, 2010**

09.00 – 09.30 Registration

09.30 – 11.00 Morning Session

09.30 – 9.45 **Welcome of the Host organization**

*Alfredo Cesario, Vice Scientific Director, IRCCS San Raffaele Pisana, Rome*

*Almudena Gonzalez, Health NCP Spain, Coordinator of HEALTH-NCP-NET, Instituto de Salud Carlos III*

09.45 – 10.00 **Introduction of all participants**

10.00 - 11.00 **The Negotiation process: steps towards the signature of the Grant Agreement.**

a) **Technical/Scientific Negotiation**

b) **Financial and Legal Negotiations**

*Riccardo Carelli, MIUR, Italian Ministry of Education, Research and University, Consorzio Sapienza Innovazione, NCP Legal and Financial*

**Questions and Answers**

11.00 – 11.15 **Coffee break**

11.15 - 12.00 c) **The Experience of a Project coordinator in the Negotiation process.**

*Daniele Cusi, University of Milan, Faculty of Medicine and Surgery, Coordinator of HYPERGENES project*

12.00 - 13.00 **Questions and Answers**

13.00 - 14.15      **Lunch break**

14.15 – 17.00      **Afternoon Session**

14:15 - 15:00      **Before the signature of Grant agreement**

- d) How to prepare a Consortium Agreement (CA): presentations of existing models and relevant Intellectual properties legal documents.

*Monique Bossi, APRE, Management Unit*

15:00 – 16:00      e) Exercise on Consortium Agreement  
*Gonzalo Arevalo, NCP Legal and Financial, Instituto de Salud Carlos III*  
*Monique Bossi, APRE, Management Unit*

16.00 - 17.00      **Questions and answers session on the issues of the day**

## 5th of May, 2010

### 09.30 – 13.00 Morning Session

#### 9.30 - 10.30 Last but not least, the Grant Agreement!

##### **Project Management and running: legal and financial aspects**

- Grant Agreement (Special Clauses)
- Amendments
- Distribution of EC contribution
- Financial and Scientific Reporting

*Sabrina Bozzoli, APRE, NCP Legal and Financial*

##### **Questions and Answers**

### 11.00 – 11.15 Coffee break

#### 11.15 - 12.00 Continuation of Question and Answers

#### 12.00 - 12.40 **EC requirements: Costs Certificates and Audits**

*Georgios Zisimatos, Head of Unit F6, DG Research, European Commission*

#### 12.40 - 13.00 **Questions and Remarks**

### 13.00 - 14.00 Lunch break

#### 14.00 – 15.30 **Afternoon Session** **Visit of the San Raffaele Labs: (1 hour and half duration)**

## Useful docs:

NEGOTIATION GUIDANCE NOTES:

[ftp://ftp.cordis.europa.eu/pub/fp7/docs/negotiation\\_en.pdf](ftp://ftp.cordis.europa.eu/pub/fp7/docs/negotiation_en.pdf)

Guidelines for Reporting:

[http://cordis.europa.eu/fp7/find-doc\\_en.html](http://cordis.europa.eu/fp7/find-doc_en.html)