



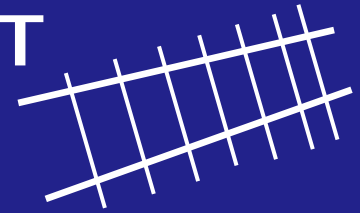
EUROPEAN
COMMISSION



SEVENTH FRAMEWORK
PROGRAMME

Community research
Research DG
H2 Surface Transport

**SMART
RAIL**



Administrative & Financial Management

Ms. Sheila Convery – University College Dublin (UCD)
Email: smartrail_admin@ucd.ie

Title of project	Smart Maintenance and Analysis of Transport Infrastructure
ACRONYM	SMART RAIL
Grant Number	285683
Type of Grant	SP1 – Cooperation- Collaborative Project – Small or medium-scale focused research project FP7 – SST-2011-RTD-1
Max EC Contribution	€2,782,055 (€2.8million)



SMART RAIL Key Dates

Start Date	1 st September, 2011 (fixed)
Duration of project	36 months
End Date	31 st August, 2014
Start of Grant	1 st September, 2011
Form As	15 th October, 2011
Period 1	1 st September, 2011 – 28 th February, 2013
Period 2	1 st March, 2013 – 31 st August, 2014



SMART RAIL Deliverables (i)

Numb	Work package	Title	Lead beneficiary	Person months	Nature	Dissemination	date	Delivery date	Scientific
D5.1	WP5	Report on Kick-off meeting	NUID UCD	1	D	PP	1	Sept 2011	Yes
D1.1	WP1	Specification	EURNEX	6	R	PU	2	Oct 2011	Yes
D5.2	WP5	Dissemination Programme	EURNEX	4	R	PU	3	Nov 2011	Yes
D1.2	WP1	Report on initial output from sensor network	NUID UCD	20	R	PU	6	Feb 2012	Yes
D3.1	WP3	Report on typical problems faced by aging railways	IGH	48	R	PU	12	Aug 2012	Yes
D5.3	WP5	SMARTRAIL Workshop	FEHRL	5	D	PU	12	Aug 2012	Yes
D5.4	WP5	User Platform	EURNEX	6	R	PU	12	Aug 2012	Yes
D7.1	WP7	1st annual Scientific Flyer	EURNEX	1	R	PU	12	Aug 2012	Yes
D5.5	WP5	SMARTRAIL Dissemination activities	EURNEX	1	R	PU	14	Oct 2012	Yes
D7.2	WP7	Meetings of the executive board	NUID UCD	6	R	PU	18	Feb 2013	Yes
D2.1	WP2	NDT Specification	UNOTT	32	R	PU	20	Apr 2013	Yes



SMART RAIL Deliverables (ii)

Numb	Work package	Title	Lead	Person	Nature	Dissemination	Delivery		Scientific
			beneficiary	months			date	Delivery date	
D4.1	WP4	Report of the LCA model	FEHRL	20	R	PU	20	Apr 2013	Yes
D3.2	WP3	Rehabilitaton of Open Tracks and Transition Zones	ZAG	60	R	PU	24	Aug 2013	Yes
D4.2	WP4	Results of WLC model	ZAG	20	R	PU	24	Aug 2013	Yes
D5.6	WP5	User Platform 2nd report	EURNEX	1	R	PU	24	Aug 2013	Yes
D7.3	WP7	2nd Annual Scientific Flyer	EURNEX	1	R	PU	24	Aug 2013	Yes
D2.2	WP2	Statistical Analysis Technique	RODIS	32	R	PU	30	Feb 2014	Yes
D3.3	WP3	Rehabilitaton of bridges and tunnels	IGH	60	R	PU	30	Feb 2014	Yes
D4.3	WP4	Report on LCA and WLC models for aging rail networks	ZAG	17	R	PU	30	Feb 2014	Yes
D3.4	WP3	Report on demonstration projects	TUM	18.5	R	PU	32	Apr 2014	Yes
D5.7	WP5	SMARTRAIL Dissemination activities 2nd Report	EURNEX	1	R	PU	32	Apr 2014	Yes
D1.3	WP1	Monitoring Report	ZAG	45	R	PU	33	May 2014	Yes
D5.8	WP5	SMARTRAIL Conference	EURNEX	4	D	PU	36	Aug 2014	Yes
D7.4	WP7	Meetings of the advisory board	EURNEX	6	R	PU	36	Aug 2014	Yes



External Reporting End of Period 1 (18 months) – Feb 2013

Item	Deadline	Article
Progress of work report	29.04.2013	Article II.4.1.a
Publishable summary of work	29.04.2013	Article II.4.1.b
Use of Resources Report	29.04.2013	Article II.4.1.a
Form C from each partner	29.04.2013	Article II.4.1.c
Summary financial report	29.04.2013	Article II.4.1.c
Certificate on Financial Statements? (if >EU375,000)	29.04.2013	Article II.4.4
Certificate of the methodology??	29.04.2013	Article II.4.4
Supplementary reports	29.04.2013	Article 7

External Reporting

End of Period 2 – FINAL (36 months) – Aug 2014

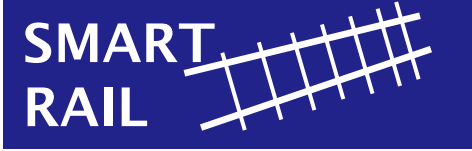
Item	Deadline	Article
Final publishable report	30.10.14	Article II.4.2.a
Dissemination and use plan	30.10.14	Article II.4.2.b
Distribution of funds	30.10.14	Article II.7.4.3
Supplementary reports	30.10.14	Article II.7.2.3



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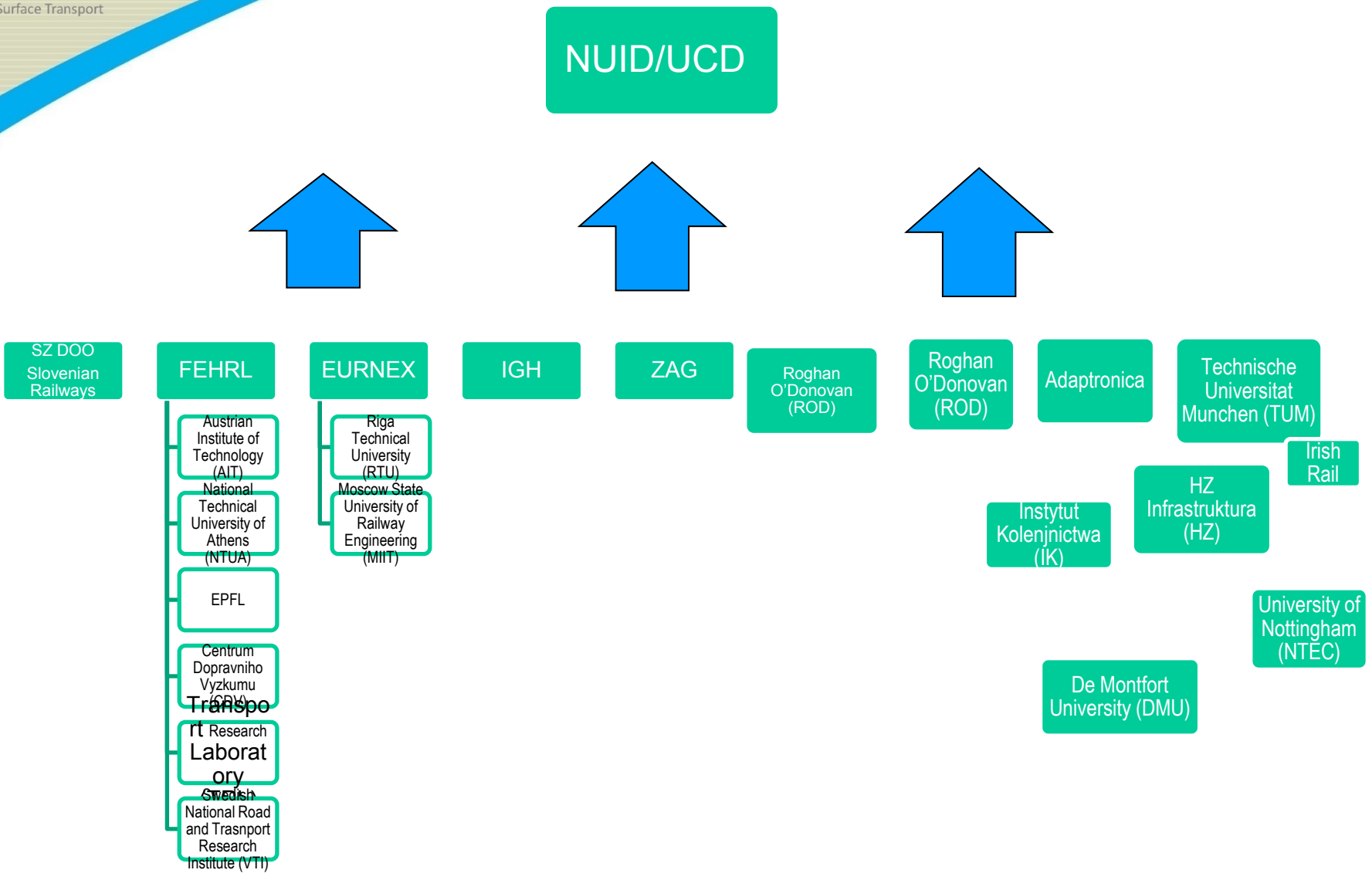


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SMART RAIL - End of Audit Period

Item	Details	Deadline
Audit	End of Audit Period	30 th August 2019



FP7 - Grant Agreement - Annex VI - Collaborative Project

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

Project nr	nnnnnn	Funding scheme	Collaborative Project
Project Acronym	XXXXXXXXXXXXXXXXXXXX		
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/cost of unit (in €)

	Type of Activity				TOTAL (A+B+C+D)
	RTD (A)	Demonstration (B)	Management (C)	Other (D)	
Personnel costs					
Subcontracting					
Other direct costs					
Indirect costs					
Lump sum/flat rate/cost of unit declared					
Total					
Maximum [EU] [Euratom] contribution					
Requested [EU][Euratom] contribution					

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 ?

Yes/No

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

Yes/No

Name of the auditor		Cost of the certificate (in €), if charged under this project	
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6- 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 ?

Yes/No

Name of the auditor		Cost of the certificate (in €)	
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8- 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 Articles II.14 and II.15 of the grant agreement, and, if relevant, Annex III and Article 7 (special clauses) of the grant agreement;
- the receipts declared above are the only financial transfers or contributions in kind, free of charge, from third parties and the only income generated by the project which could be considered as receipts according to Art. II.17 of the grant agreement;
- the interest declared above is the only interest yielded by the pre-financing which falls within the definition of Art. II.19 of the grant agreement ;
- there is full supporting documentation to justify the information hereby declared, it will be made available at the request of the Commission and in the event of an audit by the Commission and/or by the Court of Auditors and/or their authorised representatives.

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

SMART
RAIL –
Financial
Reporting

Form C -
Beneficiary

FP7 - Grant Agreement - Annex VI - Collaborative Project

Form C - Financial Statement (to be filled in by Third Party) Only applicable if special clause n° 19 is used			
Project nr	nnnnnn	Funding scheme	Collaborative Project
Project Acronym	XXXXXXXXXXXXXXXXXXXX		
Period from	dd/mm/yy	Is this an adjustment to a previous statement ?	Yes/No
To	dd/mm/yy		
3rd party legal Name		Third Party Identity Code (PIC)	
3rd party Organisation short Name		Working for and linked to beneficiary nr	nn
Funding % for RTD activities (A)		If flat rate for indirect costs, specify %	%

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

	Type of Activity				TOTAL (A+B+C+D)
	RTD (A)	Demonstration (B)	Management (C)	Other (D)	
Personnel costs					
Subcontracting					
Other direct costs					
Indirect costs					
Lump sum/flat rate/scale of unit declared					
Total					
Maximum [EU][Euratom] contribution					
Requested [EU][Euratom] contribution					

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

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

8- Third Party'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 Articles II.14 and II.15 of the grant agreement, and, if relevant, Annex III and Article 7 (special clauses) of the grant agreement;
 - the receipts declared above are the only financial transfers or contributions in kind, free of charge, from third parties and the only income generated by the project which could be considered as receipts according to Art. II.17 of the grant agreement;
 - the interest declared above is the only interest yielded by the pre-financing which falls within the definition of Art. II.19 of the grant agreement ;
 - there is full supporting documentation to justify the information hereby declared. It will be made available at the request of the Commission and in the event of an audit by the Commission and/or by the Court of Auditors and/or their authorised representatives.

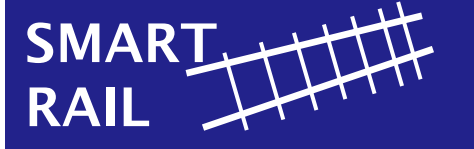
Third Party's Stamp	Name of the Person(s) Authorised to sign this Financial Statement
	Date & signature

SMART RAIL – Finance

Form C – Third Party



MEETINGS



Group	Convenor	Dates	Type
Kick-off – ALL participants	NUID/UCD	14 th October, 2011	Face-to-face
Executive (Management Board)	NUID/UCD	3 (Nov, 2011), 6 (Feb, 2012), 9 (May, 2012), 12 (Aug 2012) etc.	Quarterly teleconference
		9 (May 2012) , 18 (Feb 2013), 27 (Nov 2013)	Annual Face-to-face
Advisory Board	EURNEX		Bi-annual teleconference
			Two face-to-face meetings
Work Package Meetings	Work Package Leader	As appropriate	Teleconference
Review Meeting – ALL participants	NUID/UCD	18 (Feb 2013)	Face-to-face



INTERNAL REPORTING

- Quarterly Reporting by Work Package Leaders
- Use Excel based template which will be available in Project Place
- Will provide current status of both technical and financial progress to Project Manager during the project



LEGAL STATUS

Negotiation complete

- Grant Agreement signed
- Form As for all but 3 partners accepted by European Commission

Next steps

- complete Consortium Agreement signatory process
- By 28th October, 2011



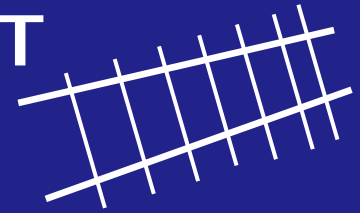
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Collaborative Tools – Project Place

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Show Demo

Show 'how to...'

<http://www.projectplace.com/This-is-Projectplace/Films/>

OR Youtube

Meeting

<http://www.youtube.com/watch?v=sPneGdMmuMA&feature=related>

Conversations tool

http://www.youtube.com/watch?feature=iv&annotation_id=annotation_123440&src_vid=CPy3EY9FAoM&v=LCokZAzyjRg

Sending and email

http://www.youtube.com/profile?feature=iv&src_vid=LCokZAzyjRg&annotation_id=annotation_611509&user=ProjectplaceIntl#p/c/6D9F08175DA53DB5/13/CwAsHhUkiEc

Show Trial version

<http://www.projectplace.com/>