



ResistVir

Co-ordination of Research on genetic resistance to plant Pathogenic Virus, and their Vectors
in European Crops

Project number: FOOD-CT-2005-006961

Co-ordination Action
Sixth Framework Programme
Thematic Priority 5
FOOD QUALITY AND SAFETY

Meeting – European Commission

Place: European commission, Brussels

Date: October, 22nd 2007

Subject: ResistVir Project Relaunch

Participants:

- EC Scientific officer (Annette Schneegans)
- EC financial officer (Barbara Durand)
- EC legal officer (Francisco Garcia)
- ResistVir project coordinator (INRA, Carole Caranta)
- CSP Representative (CSIC, Juan-Jose Lopez-Moya)
- European project manager (INRA, Florence Poey)
- INRA financial & legal representative (INRA, Sylvie Modeste)

Following the termination of Chalex Research Ltd, it has been proposed by the CSP that INRA, represented by Dr. Carole Caranta will take the coordination of the project over. **Among 48 participants (and not 49 as mentioned in Annex I), 39 officially informed INRA that they accepted to continue the implementation of the project, supporting INRA as new coordinator, and a 12 months extension of the project period.**

Due to the numerous problems and uncompleted tasks left by Chalex Research Ltd, INRA requested the help of the European Commission to discuss scientific (I), project reporting (II) and legal and financial (III) issues. A meeting with Annette Schneegans (scientific officer), Barbara Durand (financial officer), Fransisco-Jose Garcia (legal officer), Carole Caranta (project co-ordinator), Juan-Jose Lopez-Moya (Chief Scientific Participant), Sylvie Modeste (INRA financial and legal representative) and Florence Poey (project manager recruited with ResistVir funds since Sep. 2007) was organised at the European Commission, in Brussels, Monday, 22nd October 2007.

I. SCIENTIFIC ISSUES:

The meeting was profitable and very helpful from the scientific perspective, with several outcomes that deserve being mentioned:

- the plans presented for the future : **the 12 months extension and only two more meetings were accepted by the commission**
- several unrealistic deliverables were cancelled in agreement with the commission as shown in the following tables
- on the broad sense, the scientific officer wanted a more realistic description of the work (DoW) in the new Annex I, which should avoid redundancies, duplications and other unnecessary work (see WP tables)
- the importance of the database and the final conference were brought out, and it was agreed to concentrate efforts on both.

Deliverables list (full duration of the CA)

Work package 1 – Project management and further development

Del. no.	Deliverable name	Delivery date (project month)	Progress overview
D1	Consortium agreement signed	Month 1	Achieved
D3	Project web site online	Month 2	On schedule (re-started in month 30)
D5	First six-month management report	Month 7	Cancelled
D14	First annual report	Month 13	Delayed to month 34
D28	Second annual report	Month 25	Delayed to month 35

D32	Second six-month management report	Month 31	Cancelled
D ?	Third annual report	Month 36	
D41	Final Report and plan for using and disseminating knowledge	Month 36	Delayed to month 46
D47.1–47.x	Minutes of project meetings	Various Intervals	OK
D48.1–48.x	Project newsletter	Quarterly	Cancelled (never initiated)

For D5 and D32: it was agreed with the commission that these reports are not necessary for a Co-ordination Action. However, instead of 3 annual reports normally covering the 3 period of the project, the consortium will have to provide a fourth annual report due to the 12 months extension of the project.

Two meetings have been scheduled: Vienna meeting on month 37 and Cadiz meeting on month 47 (this meeting will take place just after the International Conference).

Work package 2 – Survey and database of European resources and centres of activity

Del. no.	Deliverable name	Delivery date (project month)	Progress overview
D4	Initial literature survey, on progress towards control of plant pathogenic viruses and their vectors, completed	Month 6 =>7	Achieved
D7	Completion of structure for on-line database of research activities	Month 9 => 13	Achieved
D9	Completion of questionnaires	Month 12 => 30	In Progress
D17	Database of research activities fully populated and maintained	Month	OK
D18	Report on ongoing research programmes	Month 18	Delayed to month 32
D19	Map of European Research Area Centres of Activity produced	Month 18	Delayed to month 32
D23	Exciting recent (Months 7-24) developments added to the literature survey	Month 24	Cancelled
D30	Exciting recent developments added to the literature survey	Month 30	Delayed to month 46
D42	Publication of the results in peer-reviewed journal(s)	Month 36	In progress

The scientific officer asked us to avoid redundancies between the content of the database and D18 and D19, considering that “a good database should permit to have an overview on ongoing research programs”. D19 could be proposed in the form of a “true map”.

D23 was cancelled. A single updating is enough.

Work package 3 – Co-ordination of research on problems caused by viruses and vectors, and their methods of control

Del. no.	Deliverable name	Delivery date (project month)	Progress overview
D2	Suggested recommendations, to encourage future progress in this field, reported from the first co-ordination event (poster session)	Month 1 => 7	Achieved
D6	Report from expert groups 1 & 2 deliberations	Month 8	Achieved

D10	<i>Suggested recommendations, to encourage future progress in this field, reported from the second co-ordination event (seminar WP5 D12))</i>	Month 12	Cancelled
D22	Report from expert groups 3, 4 & 5 deliberations	Month 20	Achieved
D24	<i>Suggested recommendations, to encourage future progress in this field, reported from the third co-ordination event (seminar WP5 D26)</i>	Month 24	Cancelled
D33	Report from expert groups 6, 7, 8 deliberations	Month 32	Delayed to month 37 during the Vienna meeting
D43	Suggested recommendations, to encourage future progress in this field, reported from the fourth co-ordination event (seminar)	Month 36	Cancelled
D44	Presentation of recommendations report	Month 36	Delayed to month 46

D10 and D24 were cancelled to avoid redundancy with WP5. Moreover the second coordination event (workshop on transgenic) will be integrated in the International Conference.

Finally, nobody knows what D43 is good for...

Work package 4– Analysis of standards, legislation, ethical issues codes of practice, regulations, and intellectual property issues

Del. no.	Deliverable name	Delivery date (project month)	Progress overview
D8	Final legislation, technology practices, regulations and intellectual property issues report completed	Month 10 => 16	Achieved
D11	Legislation, technology practices, regulations and intellectual property issues workshop	Month 12 => 18	Achieved
D16	Exciting recent (Months 10-14) developments in legislation, technology practices, regulations and intellectual property issues added to the web site	Month 14 => 19	Achieved
D20	Legislation, technology practices, regulations and intellectual property issues seminar	Month 18	Delayed to month 37
D25	Exciting recent (Months 14-24) developments in legislation, technology practices, regulations and intellectual property issues added to the web site	Month 24	Cancelled
D38	Exciting recent (Months 24-35) developments in legislation, technology practices, regulations and intellectual property issues added to the web site	Month 35	Delayed to month 46
D39	Suggested guidelines and recommendations report	Month 35	Delayed to month 46

D25 was cancelled; a single updating is enough.

Work package 5– Resistance, and innovation and transgenic, workshops to improve the genetic control of virus/vector resistance

Del. no.	Deliverable name	Delivery date (project month)	Progress overview
D12	Scientific programme and list of attendees of the workshop on “Exciting advances in sources, mechanisms and durability of resistance against plant viruses/vectors”	Month 12 => 13	Achieved
D13	Winner of the best paper from a thesis competition selected	Month	Achieved
D15	Workshop abstracts available on the web-site	Month 13	Achieved
D26	Scientific programme and list of attendees of the workshop on “Innovative approaches, including transgenic resistance, to control plant viruses/vectors”	Month 24	Cancelled
D27	Winner of the best paper from a thesis competition selected	Month 24	Cancelled
D29	Presentations available on CD-ROM and on the web site	Month 25	Cancelled
D34	Report on the latest developments on plant virus/vector related problems completed	Month 33	Delayed to month 46

D13: the winner will be invited to the International Conference

D26 & D29: In agreement with the commission, this workshop will simply be included in the international conference

D27: Cancelled in agreement with the commission (time & money)

Work package 6- International Conference on “Use of genetic resistance as a tool to control plant pathogenic virus/vectors”

Del. no.	Deliverable name	Delivery date (project month)	Progress overview
D35	Proceedings, book of abstracts, list of participants and attendees of the International Conference on “use of genetic resistance as a tool to control plant pathogenic viruses/vectors”	Month 33	Delayed to month 47
D36	Winner of the best paper from a thesis competition selected	Month 33	Delayed to month 47
D40	Publication of conference conclusions	Month 35	Cancelled

The commission agreed that we replace D36 by “winner of the best poster/oral communication from a student”

D40 was cancelled due to its overlap with D35

Work package 7– Dissemination and technology transfer

Del. no.	Deliverable name	Delivery date (project month)	Progress overview
D21	First technology transfer workshop	Month 18	Achieved
D31	Second technology transfer workshop	Month 30	Delayed to month 37
D37	Staff secondment report	Month 33	Cancelled
D45	Technology transfer/promotion of initiatives programme report	Month 36	Delayed to month 47
D46	Web based presentation produced	Month 36	In progress
D49.1 .X	Training Secondment	Month 19-30	Cancelled

The commission agreed to cancel D37 and D49 (due to time and money).

II. PROJECT REPORTING

II.1 Periodic report for the first Period (Month 1 → Month 12)

II.1.1 Periodic Activity Report

The first periodic Activity Report and reports for deliveries D1, D5 and D47, covering period 01-02-2005 to 31-01-2006 were received by the Commission on June 20th, 2006. As the activity report did not follow the structure as stated in the guidelines for reporting, Chalex was asked by the previous Project Officer Guillermo Cardon (28 July 2006) to submit a revised report.

Neither the periodic report nor the missing deliverables reports were received so far. Instead Chalex provided 2 amended version of the DoW to take into account partner changes. None of these requests were accepted by the EC.

INRA is now in charge of setting up the activity report for the first period.

The periodic Activity Report is based on relevant information from Annex I of the contract and comprise:

- Publishable executive summary
- Description of the activities carried out during the first 12 months reporting (M1-M12)
- Project objectives and major achievements during the reporting period
- The workpackage progress of the period
- Description of the consortium management
- Plan for Using and Disseminating the Knowledge in appendix

The AR will be submitted to the EC by INRA, at the latest **November 15th, 2007**.

II.1.2 Periodic Management Report

The commission received Form C (first period) from several contractors, however, some information/document were missing. Since July 2007 INRA is collecting the missing form C to set up the Management report for the first period which includes:

- a detailed justification of the costs incurred by each contractor linking them to activities implemented during the first 12 months reporting period (M1-M12)
- the Financial Statement (Form C) from each contractor
- a summary financial report.

A copy of the management report will be sent to each contractor for validation before the report is sent to the EC. If no modification is requested within the following 10 days, the report will be sent by INRA to the EC, at the latest **November 15th, 2007**.

II.1.3 Periodic report on the distribution of the Community's contribution

The periodic report on the distribution of the community's contribution records the distribution of funding to each contractor. This report should be submitted after each reporting period at the same time as the Periodic Activity Report. It shows the distribution (in euros) of funds made by the coordinators during the reporting period. This report has ever been received by the commission.

INRA will have to provide it with the above mentioned reports based on the payment declared by Chalex and by the contractors during the first period.

II.1.4 On-line reports:

Several online questionnaires need to be submitted at the end of the first reporting period, such as:

- *Interim science and society reporting questionnaire.* The questionnaire will be completed on-line **by the coordinator** at the end of the last reporting period only.
- *Interim reporting questionnaire on workforce statistics.* The questionnaire will be completed on-line **by each contractor** at the end of the last reporting period.
- *Interim socio-economic reporting questionnaire.* The questionnaire provides data on the integration of the socio-economic aspects of the research in the project. It will be completed on-line **by each contractor** at the end of the last reporting period.

Chalex never submitted these reports and INRA is now in charged of providing them to the Commission at the end of the project period as agreed with the scientific officer.

II.2 Periodic report for the second period (Month 13 → Month 24)

Chalex didn't provide any reports at the end of the second period.

II.2.1 Periodic activity report

The activity report of the second period is being prepared by each WorkPackage leader. INRA will compile the data per WorkPackage and prepare the report to be sent to the EC. After validation by the WP leaders, the report will be sent to the Commission in **December, 1st 2007**.

II.2.2 Periodic management report

INRA started to collect and correct the Form C of the second Period and is currently preparing the MR for the second period. After validation by the consortium, this report will be sent to the EC, at the latest on **November the 20th**. The project manager has corrected Form C based on the cost the partners have declared. As no breakdown of the costs declared in Form C were provided to the coordinator, it is difficult for the project manager to identify mistakes. The only costs that are known are the Travel cost for the 1st and 2nd periods. For the remaining costs, **each partner has to make sure that these costs follow the European Commission rules.**

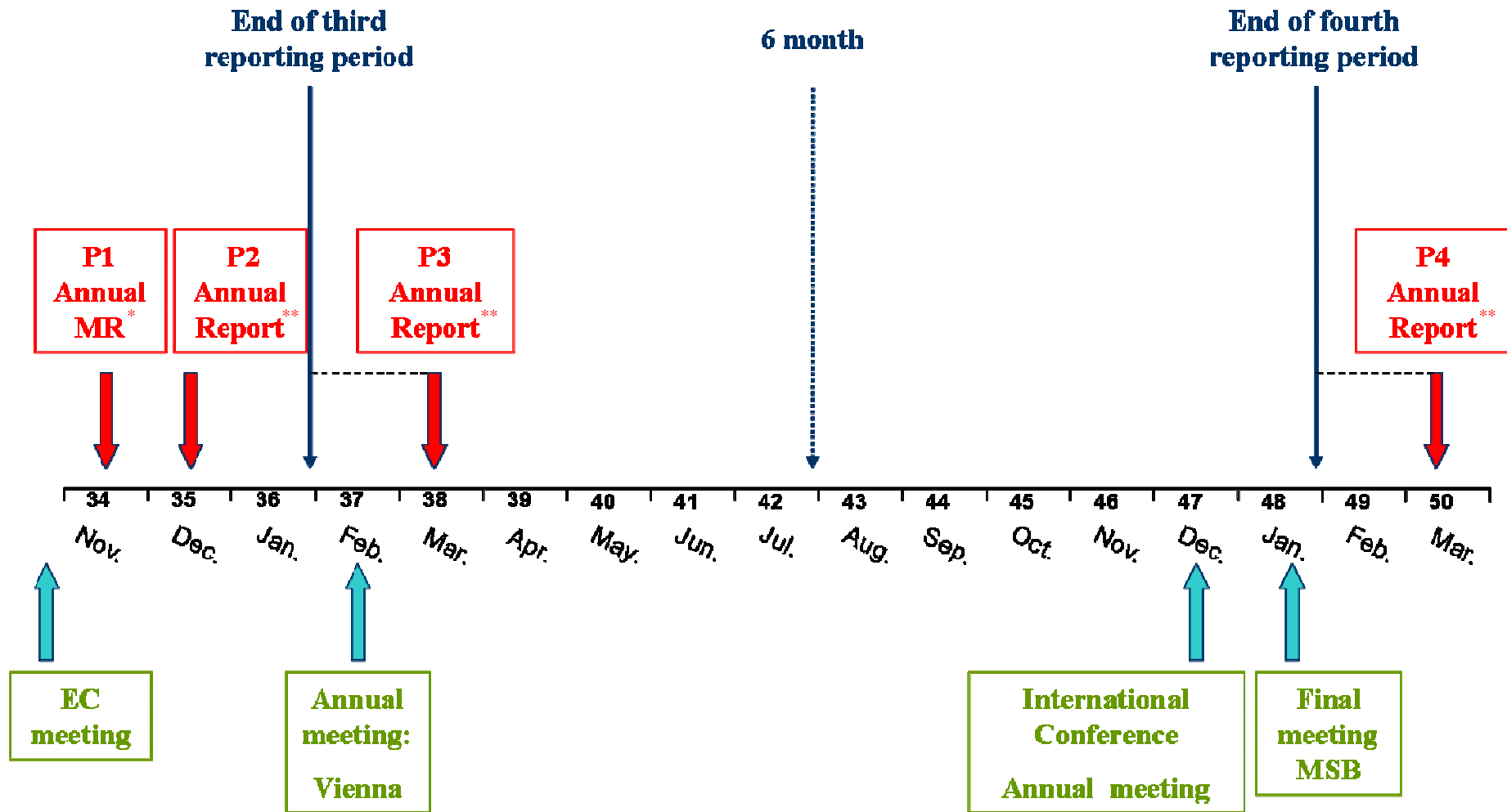
III. Periodic report for third Period

The commission **has not proposed a suspension of the project**; as a result reports (activity report, management report and report on the distribution of the community's contribution) for the third period of the project will have to be prepared. Most of the work and the costs to justify will be of management activities from the INRA + WP leader for this period since the activity of the partners almost stopped between March and September 2007.

To set up this report, each partner will fill in a template « Detailed form C » which should provide a breakdown of the costs declared (if any) in Form C along with a detailed description per category (e.g. Personal cost, consumables...). In order to provide the following tables to the commission:

- Explanatory note on major cost items
- Tabular overview of budgeted costs and actual cost
- Tabular overview of budgeted person-months and actual person-months

A planning of the report delivery is shown in figure 1



* P1 Annual MR: Management Report (financial) of the First Period

** Annual Report = Activity report (Scientific) + Management Report (financial) of the Second, third and fourth Period

Figure 1: Planning of the annual reports

III. FINANCIAL AND LEGAL ISSUES:

Both Mr Garcia (legal officer) and Barbara Durant (financial officer) were helpful and consider necessary to build up a new budget in which future travel expenses will be distributed among partners.

A request for amendment prepared by the INRA will require signatures of all contractors' legal representatives. It will include:

- *Change of coordination*
- *Extension of duration of 12 months*
- *Termination of contractor's participation:*
- *Revision of the DoW (Annex I):* the work programme will be adapted to new partnership, new budget, and new timescale in order to improve current structure of Work Packages in terms of omitting redundant or unrealistic Work packages, activities or milestones.

Serious difficulties arouse regarding the incorrect / wrong past reports. Mainly it was Chalex's responsibility, but now it is a long and difficult task to reconstruct a coherent image of the project expenses. Florence Poey and Sylvie Modeste are dealing carefully with that. The financial reports can only be prepared when all the partners send to the new coordinator the form they are requested to fill.

As long as the reports (Scientifics and Financials) are not submitted and further accepted by the European Commission the new budget cannot be planned, consequently, the new Annex I cannot be amended.

The EC contribution requested in the Form C by all contractors for the first and second period **have not yet been approved by the EC**. The findings received by Chalex are still a **pre-financing and not a payment** (it remains the property of the EC). To be approved and considered as payment, findings **have to be certified**.

Therefore, as specified in the contract, **at the end of the project period**, each partner will have to provide an audit certificate prepared and certified by an external auditor, certifying that costs incurred during that period meet the conditions required by the contract. The certificate should expressly state the amounts that that were subjected to verification.

Only after approval by the commission of the reports for the first and second period and approval of the "Request for Amendement", the second payment will be awarded.

Delay in the delivery of the report or cost statement or missing information will delay the payment