General Assembly
WP 1 Project Coordination

Margaret Armstrong, European Spallation Source

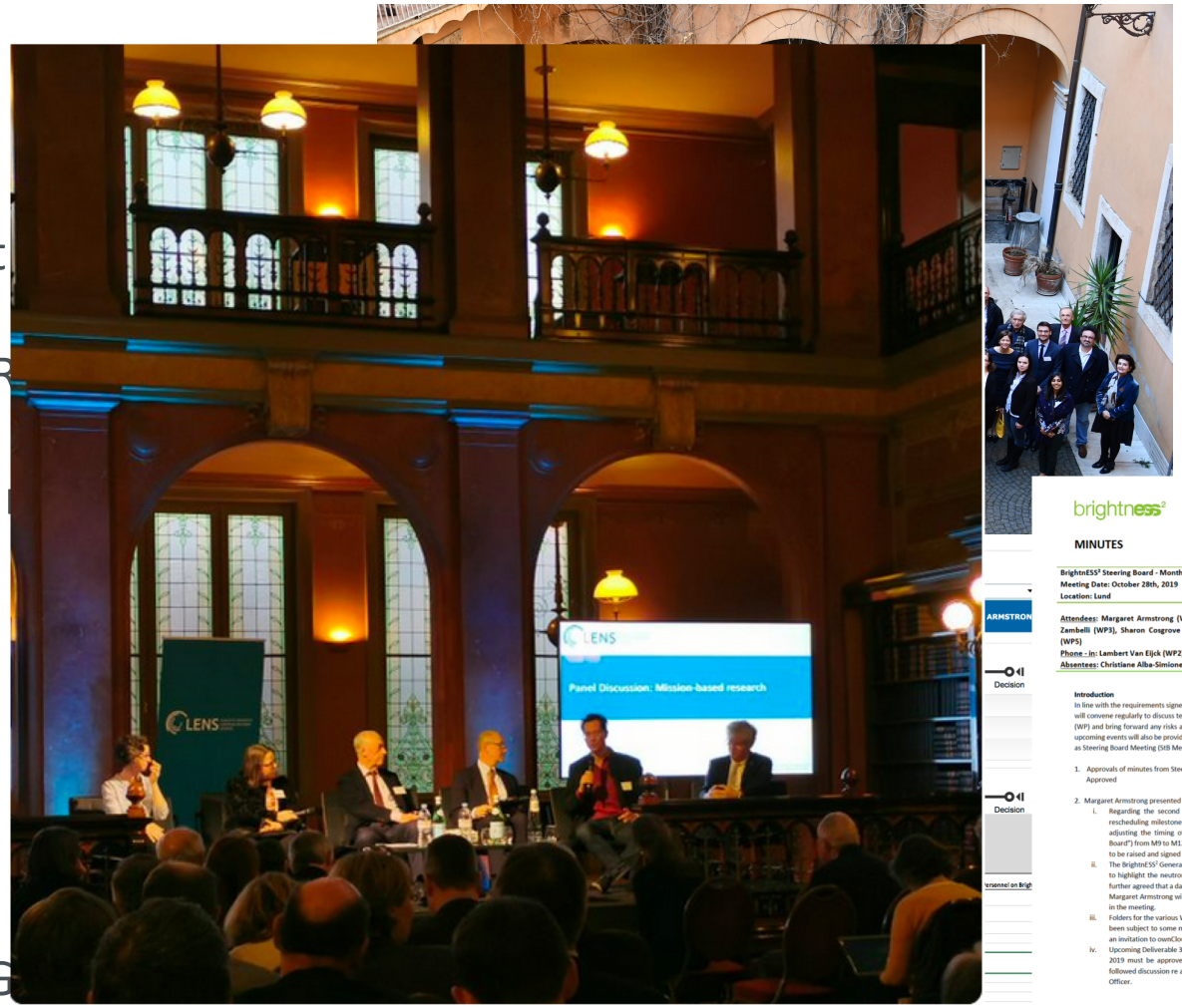
12/02/2020, Brussels

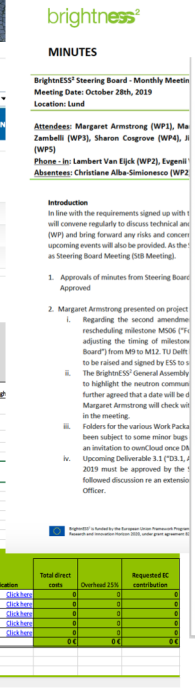
This project has received funding from the European Union's Horizon 2020 research and innovation programme under grant agreement No 823867

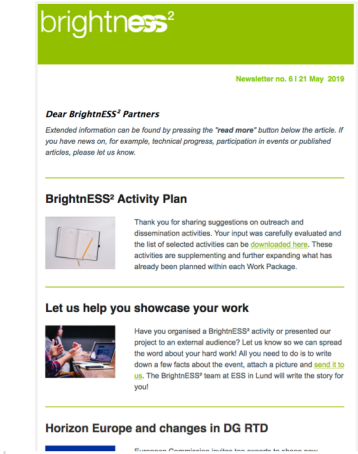
brightness²

- Project management
- BrightnESS² Kick-off R
- Regular Steering Boa
- Monitoring
  - Financial
  - Technical Progress

    Deliverables - Milestones
- LENS Colloquium & G







BrightnESS² is funded by the European Union Framework Programme for Research and Innovation Horizon 2020, under grant agreement 823867

Activities

First 12 months, we will show that BrightnESS² ;

- *had 2 Amendments*
  - *…changing delivery times*
  - *….added TU Delft to the consortium*
  - *Submitted*
  - *…6 deliverables*
  - *…7 milestones*
- *…no disputes related to CA (yet ;>)*

- *…on technical schedule*
- *…catching up to deliverables target*
- *…on milestones target*
- *…below spending target*

GA decision point before lunch!

For year 2, BrightnESS² will:

- *…have its 1st periodic report*
  July 2020
- *…have its mid-term review.*
  Oct 2020

BrightnESS² is funded by the European Union Framework Programme for Research and Innovation Horizon 2020, under grant agreement 823867

Timeline

January 2019 – January 2020

Financial Monitoring

Milestone 1

Milestone 2

Milestone 3

Milestone 4

Milestone 9

Milestone 8
Milestone 5

Jan 2019 | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Jan 2020

Amendment No.1

Amendment No.2

Deliverable 1.1
Deliverable 5.1

Deliverable 1.2
Deliverable 6.1
Deliverable 6.2

Deliverable 3.1

Deliverable 5.2

Deliverable 3.2

7 Milestones

8 Deliverables

6 Submitted

2 Approved

2 Delayed

BrightnESS² is funded by the European Union Framework Programme for Research and Innovation Horizon 2020, under grant agreement 823867

brightness²

Amendment No.1

Why? Inclusion of date for mid term review.

When? June 2019

How? Single amendment, incorporating all desired changes in the project in consultation with the Project Officer

What was added to the amendment?

- Transfer of task and funds between partners (example: STFC moving 3 PM to ILL for task 2.3)
- Change in some Deliverable and Milestone dates (M4, D2.1, D2.6, D3.1)
- Adjustment of PM for Wigner RCP against personnel costs (budget neutral)
- Correction of typo in Gantt chart (example: D2.10 to Task 2.1)
- Increase in budget for subcontracting for ESS from personnel costs (budget neutral)

BrightnESS² is funded by the European Union Framework Programme for Research and Innovation Horizon 2020, under grant agreement 823867

brightness²

Amendment No.2

Why? Addition of new beneficiary - TU Delft, to support execution of tasks in WP2 with ENSA in task 2.2

When? October 2019

How? Single amendment, incorporating all desired changes in the project in consultation with the Project Officer

What was added to the amendment?

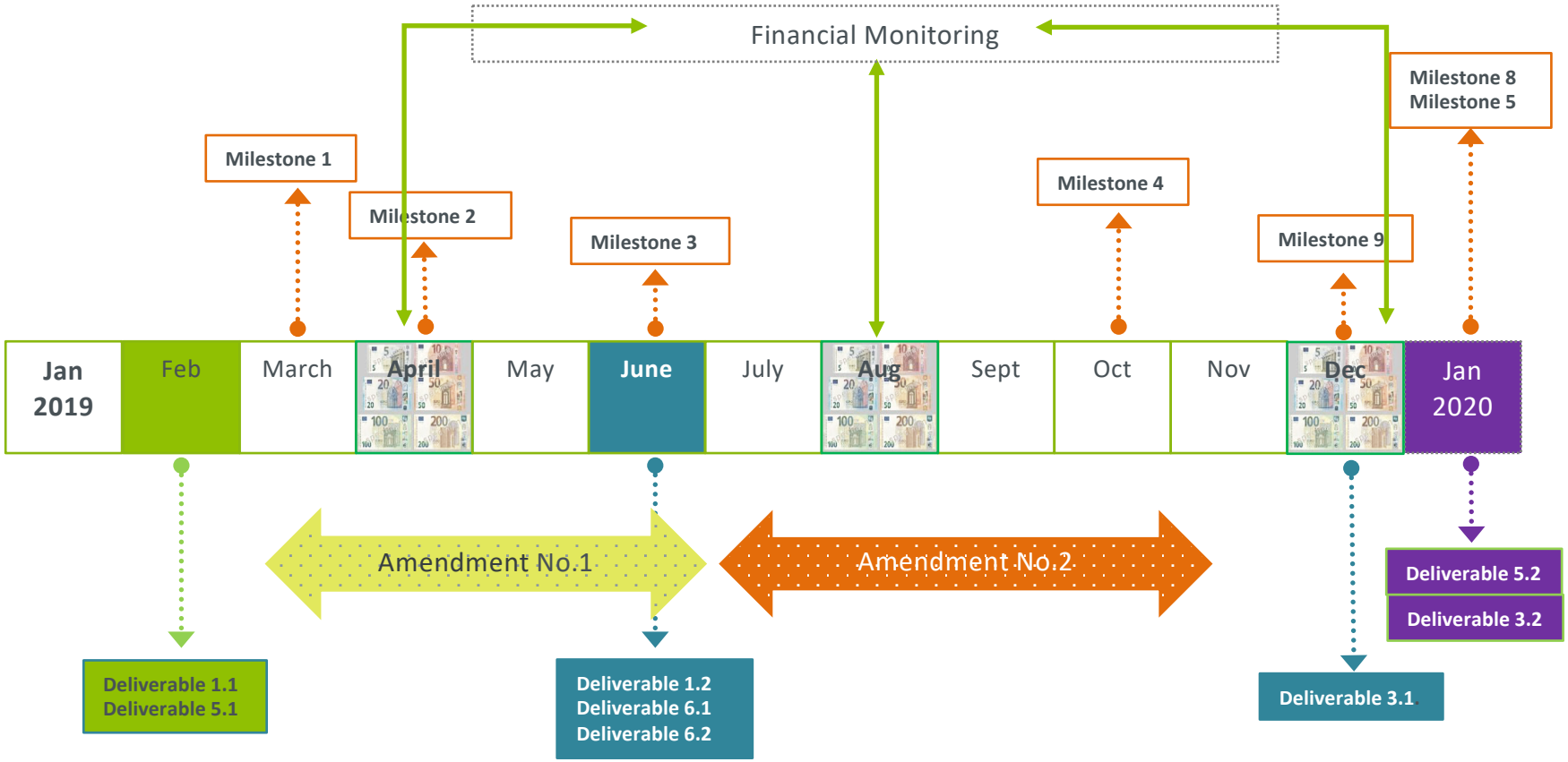
- Transfer of task and funds between partners (example: STFC moving 3 PM to ILL for task 2.3)
- Change in some Deliverable and Milestone dates (M5,M6,M7,M10, D1.3, D2.2, D4.1)
- Updating Gantt chart
- Change of WP 5 Title to reflect community engagement

BrightnESS² is funded by the European Union Framework Programme for Research and Innovation Horizon 2020, under grant agreement 823867

brightness²

Timeline

January 2019 – January 2020



7 Milestones

8 Deliverables

2 Approved

4 Submitted

2 Delayed

BrightnESS² is funded by the European Union Framework Programme for Research and Innovation Horizon 2020, under grant agreement 823867

brightness²

Submitted by February 2020

Milestones

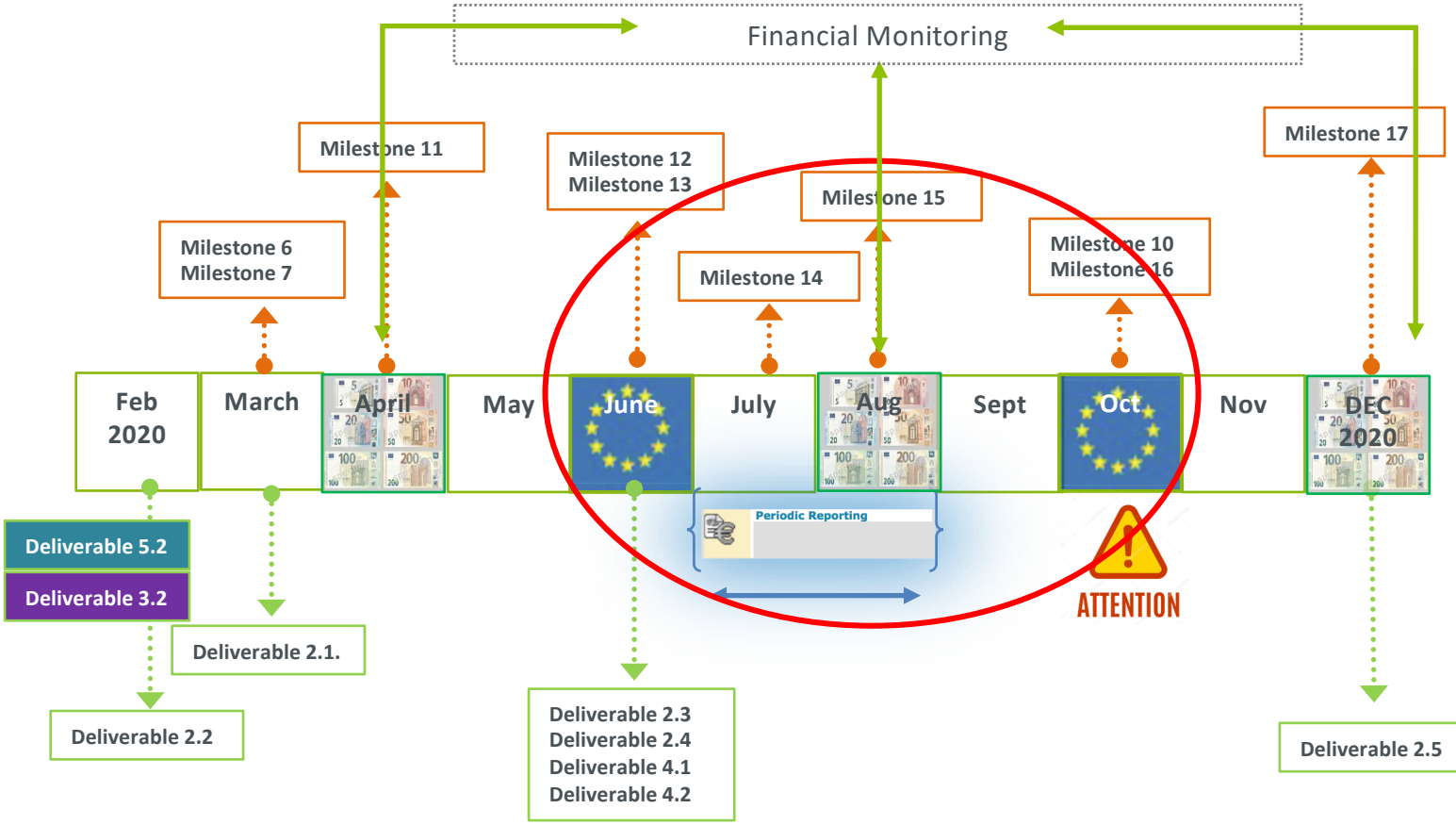
M1	First Activity Plan for outreach and enlargement (March 2019)
M2	First IKC Field Coordinators Workshop (April 2019)
M3	First interactive ILO workshop (June 2019)
M4	First workshop in South Africa (Oct 2019)
M5	Establishment of the external Industry Advisory Board (Jan)
M9	Meeting to collect international input (Dec 2019)
M8	Second Activity Plan for outreach and enlargement (Jan 2020)

Deliverables

D1.1	Agenda and minutes of the General Assembly / Kick-off meeting (Feb.2019)
D1.2	Data management plan (June 2019)
D5.1	BrightnESS2 Website (Feb.2019)
D6.1	H - Requirement No. 1 (June 2019)
D6.2	POPD - Requirement No. 2 (June 2019)
D3.1	Agreed joint working practices (Dec 2019)
D5.2	Stakeholder engagement and enlargement activities (Feb 2020)

BrightnESS² is funded by the European Union Framework Programme for Research and Innovation Horizon 2020, under grant agreement 823867

Timeline Feb.2020 – Dec.2020



10 Milestones

7 Deliverables

2 Delayed Deliverables
D5.2 submitted Feb 10

BrightnESS² is funded by the European Union Framework Programme for Research and Innovation Horizon 2020, under grant agreement 823867

Deliverables

D3.2	1st Annual IKC Progress Report (Jan 2020)
D2.2	Definition of common goals (Feb 2020)
D2.1	Calibration protocol for all strain scanning instruments and definition of criteria for the Neutron Quality Label (March 2020)
D1.3	Minutes of the Second General Assembly (April 2020)
D2.3	Report on user needs (June 2020)
D2.4	Report on user needs in South Africa (June 2020)
D4.1	Evolvement Potential of the ESS ILO Network (June 2020)
D4.2	Strategic Roadmap for Technological Upgrades of ESS (June 2020)
D2.5	Intermediate report on methodological needs (Dec 2020)

Milestones

M6	Follow-up interactive ILO workshop WP4 (March 2020)
M7	Establishment of an internal Innovation Board at ESS WP4 (March 2020)
M11	Second IKC Field Coordinators Workshop WP3 (April 2020)
M12	Presentation of the ESS SEI assessment approach & first results in international for a WP5 (June 2020)
M13	Specifications and requirements ready WP2 (June 2020)
M14	Presentation of D2.3 by ENSA in preparation of D2.5 WP2 (July 2020)
M15	First Periodic Report (Aug 2020)
M16	Mid-term Review (Oct 2020)
M10	Second workshop in South Africa WP2 (Oct 2020)
M17	Presentation of the ESS Access Policy to the Council (Dec 2020)

BrightnESS² is funded by the European Union Framework Programme for Research and Innovation Horizon 2020, under grant agreement 823867

brightness²

FINANCIAL MONITORING

BrightnESS² is funded by the European Union Framework Programme for Research and Innovation Horizon 2020, under grant agreement 823867

brightness²

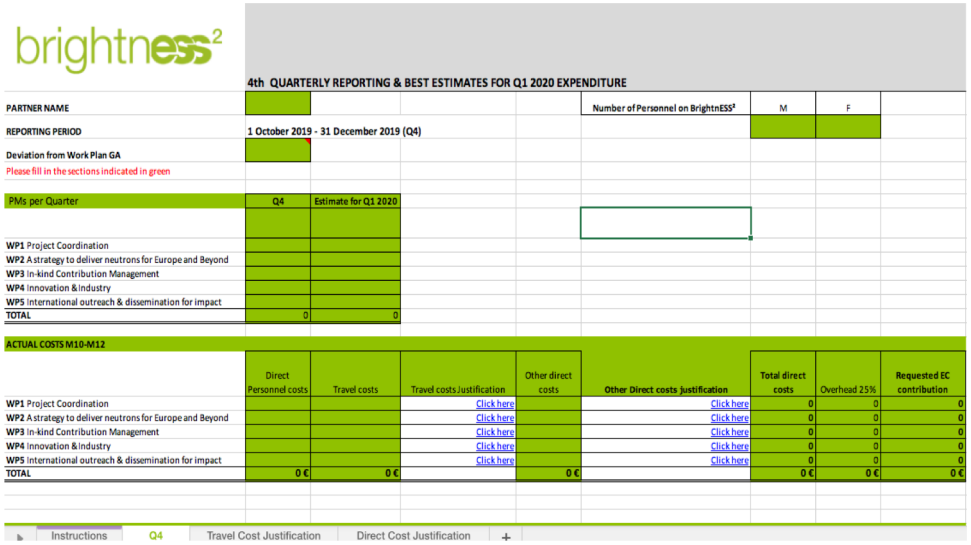
Cost Information per Partner and per Work Package, including Budget Categories

- Covers 16 Partners
- Sent on a quarterly basis
- Estimated costs based on flat calculation (Partner total budget/36*12)
- Data is related back to the master budget

Keeping track of the project: running on schedule and within budget Identifying deliverables requiring timely attention and action

BrightnESS² is funded by the European Union Framework Programme for Research and Innovation Horizon 2020, under grant agreement 823867

CMT FORM



4th QUARTERLY REPORTING & BEST ESTIMATES FOR Q1 2020 EXPENDITURE

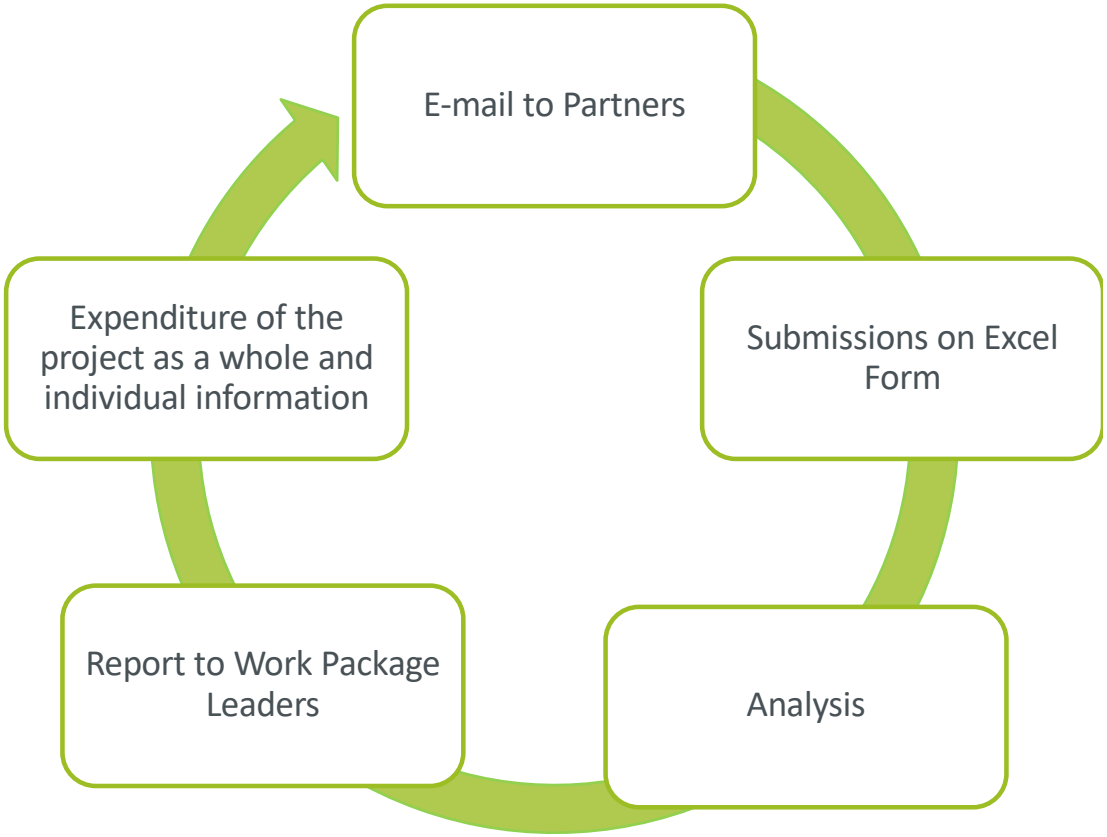
PARTNER NAME					Number of Personnel on BrightnESS²	M	F	
REPORTING PERIOD	1 October 2019 - 31 December 2019 (Q4)							
Deviation from Work Plan GA								
Please fill in the sections indicated in green								

PMs per Quarter	Q4	Estimate for Q1 2020
WP1 Project Coordination		
WP2 A strategy to deliver neutrons for Europe and Beyond		
WP3 In-kind Contribution Management		
WP4 Innovation & Industry		
WP5 International outreach & dissemination for impact		
TOTAL	0	0

ACTUAL COSTS M10-M12

	Direct Personnel costs	Travel costs	Travel costs Justification	Other direct costs	Other Direct costs justification	Total direct costs	Overhead 25%	Requested EC contribution
WP1 Project Coordination			Click here		Click here	0	0	0
WP2 A strategy to deliver neutrons for Europe and Beyond			Click here		Click here	0	0	0
WP3 In-kind Contribution Management			Click here		Click here	0	0	0
WP4 Innovation & Industry			Click here		Click here	0	0	0
WP5 International outreach & dissemination for impact			Click here		Click here	0	0	0
TOTAL	0 €	0 €		0 €		0 €	0 €	0 €

Instructions | Q4 | Travel Cost Justification | Direct Cost Justification



BrightnESS² is funded by the European Union Framework Programme for Research and Innovation Horizon 2020, under grant agreement 823867

Personnel Costs	• Number of PM • Amount • Personnel Costs Justification
Direct Costs	• Amount • Travel Costs Justification (***name of people travelled, the purpose of the meeting, place and date of the meeting / cost claim***) • Other Direct Costs Justification

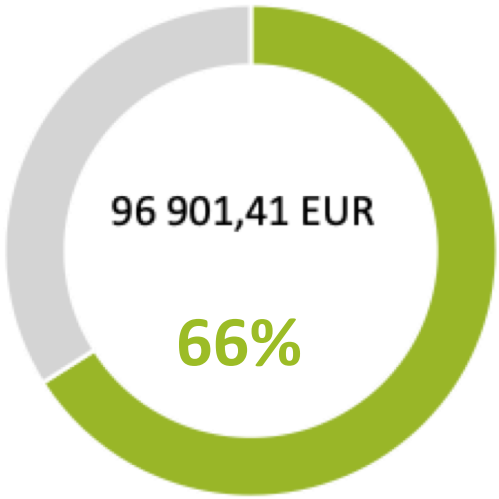
Subcontracting	• Amount
	• Is the subcontracting expense part of the pre-defined subcontracting costs in your budget?
	  • If yes, describe the subcontracting activity and task
	  • If not, please explain

Deviations	• Was there any deviation from the work plan? If yes, please explain.

BrightnESS² is funded by the European Union Framework Programme for Research and Innovation Horizon 2020, under grant agreement 823867

WP1 Expenditures and Overall Spending

PARTNER	USE OF BUDGET (%)
ESS	66%



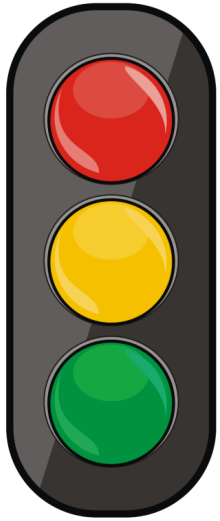
BrightnESS² is funded by the European Union Framework Programme for Research and Innovation Horizon 2020, under grant agreement 823867

Timeline: Month 1 – Month 12

brightness²

Periodic report

- Covers the period (January 2019 - June 2020)
- Partners report July 2020
- Description of technical progress in Technical report
- Detailed financial expenditure per partner for the first period



BrightnESS² is funded by the European Union Framework Programme for Research and Innovation Horizon 2020, under grant agreement 823867

Mid-term review

- Month 22 – October 2020
- External review of technical progress and deliverables
- Financial expenditure and control

Commission

Mid-Term Review:

- **A contractual obligation**
- **Objectives**
  - **Meet** with the project team
  - **Update** on the project progress
  - **Discuss** any questions, concerns, difficulties
  - **Find** solutions
- **Not just a scientific evaluation, but a unique opportunity to exchange views**

BrightnESS² is funded by the European Union Framework Programme for Research and Innovation Horizon 2020, under grant agreement 823867

brightness²

Mid-Term Review:

- Distribution of roles:

- **Project Coordinator** = presentation of mid-term report
- **Beneficiaries** (project partners) = activities carried out, role in the network
- **Researchers** = scientific work & exchange of knowledge performed
- **External reviewer** = assessment of scientific progress
- **REA** = ask questions/details, give guidance and recommendations

- Final outcome:

- Interactive participation of each of us to make the meeting useful, open discussion, **constructive dialogue** between all network and REA
- Detect and correct **deviations** to allow a smooth and successful project implementation (according to the original plan i.e. Annex I)

BrightnESS² is funded by the European Union Framework Programme for Research and Innovation Horizon 2020, under grant agreement 823867

BrightnESS² status

Technical

- 6 deliverables submitted (Year 1)
- Planning is on target
- 2 Amendments completed

ACTIONS:

- Prepare for periodic report
- Prepare for mid-term review

Financial

- New Cost Monitoring Tool in place and checked with partners
- Underspend against linear (all partners)

ACTIONS:

- Improve monitoring tool continue with Q Forecast
- Track Partners costs by Q
- Verify partner entries in periodic reporting

Risks

- Slippage in progress, missing deliverable deadlines
- Continued underspend

ACTIONS:

- Close contact with WP-leaders (re. delivery)
- Revision of budgets after approved periodic report

BrightnESS² is funded by the European Union Framework Programme for Research and Innovation Horizon 2020, under grant agreement 823867

Main items for focus

1. **Spending**: checking cost allocations with partners – against activities for year 2
2. **Reporting**: planning and justification. Data to be used by mid-term reviewers.
3. **Delivering results:** Keeping the deliverables on time and relevant
4. **Own Cloud:** https://project.esss.dk/owncloud/index.php/s/UxybYjqphBzPl7S

Password: BrightnESS2

BrightnESS² is funded by the European Union Framework Programme for Research and Innovation Horizon 2020, under grant agreement 823867

brightness²

- *1st Periodic report* *Mid-term review*

July 2020 *Oct 2020*

BrightnESS² is funded by the European Union Framework Programme for Research and Innovation Horizon 2020, under grant agreement 823867

brightness²

The General Assembly of the H2020 BrightnESS² project, in its annual meeting, has taken note of the presentations by the BrightnESS² Steering Board and approves the technical and financial progress presented for its first year of operation

BrightnESS² is funded by the European Union Framework Programme for Research and Innovation Horizon 2020, under grant agreement 823867