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KICK-OFF MEETING

Financial Issues

Maria Elisa Rosati (ISTC-CNR)

Rome, November 25, 2022



FOSSR

Fostering Open Science in Social Science Research
Innovative tools and services to investigate economic and societal change



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MUR CODE: IR0000008
CUP B83C22003950001

FOSSR TOTAL BUDGET

	South	North	Total
FIXED TEM PERSONNEL SPECIFICALLY HIRED FOR THE PROJECT	€ 1.777.198,50	€ 3.353.028,00	€ 5.130.226,50
SCI. INSTRUMENTS &SOFTW LICENCES&PATENT	€ 13.045.454,52	€ 5.048.217,50	€ 18.093.672,02
OPENACCESS &TNA & FAIR	€ 1.100.000,00	€ 1.620.000,00	€ 2.720.000,00
CIVIL INFRASTR. &RELATED SYSTEMS	€ 2.496.000,00	€ 189.250,00	€ 2.685.250,00
INDIRECT COSTS, INCLUDING RUNNING COSTS	€ 1.394.305,82	€ 714.734,56	€ 2.109.040,38
TRAINING ACTIVITIES	€ 1.500.000,00		€ 1.500.000,00
	€ 21.312.958,84	€ 10.925.230,06	€ 32.238.188,90



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UNITS BUDGET

UO	ISTITUTO	a) Fixed term personnel	b) Equipment, software licences and patent	c) Open Access, TNA, FAIR	d) Civil infrastructure	e) Indirect Costs	f) Training Activities
1	CNR-DSU	€ 128.782,50				€ 9.014,78	
2	IRCRES RM	€ 1.137.969,00	€ 260.000,00	€ 740.000,00		€ 205.657,83	€ 800.000,00
3	CNR-ETHICS	€ 128.782,50				€ 9.014,77	
4	IRPPS RM	€ 669.669,00	€ 3.440.000,00	€ 145.000,00		€ 297.826,83	
5	ISTC LABSS RM	€ 128.782,50	€ 280.000,00	€ 120.000,00		€ 37.014,78	
6	ISTC ST-LAB RM	€ 643.912,50		€ 525.000,00		€ 81.823,83	
7	ICAR NA	€ 772.695,00	€ 7.407.000,00	€ 580.000,00	€ 1.426.750,00	€ 713.051,16	
8	ISTI PI	€ 257.565,00	€ 271.217,50	€ 90.000,00		€ 43.314,78	
9	ATR di Bari	€ 257.565,00	€ 3.520.000,00		€ 880.000,00	€ 326.029,55	
11	IRCRES TO	€ 128.782,50	€ 757.000,00		€ 189.250,00	€ 75.252,28	
12	ISTC CT	€ 257.565,00	€ 757.000,00	€ 120.000,00	€ 189.250,00	€ 92.667,05	
13	IRPPS FISCIANO	€ 231.808,50	€ 1.286.454,52	€ 400.000,00		€ 134.278,41	
14	ISMED NA	€ 257.565,00	€ 75.000,00			€ 72.279,55	€ 700.000,00
15	CNR-UVR	€ 128.782,50	€ 40.000,00			€ 11.814,78	
		€ 5.130.226,50	€ 18.093.672,02	€ 2.720.000,00	€ 2.685.250,00	€ 2.109.040,38	€1.500.000,00
						Totale € 32.238.188,90	



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ADMINISTRATIVE-ACCOUNTING MANAGEMENT

Administrative-accounting management is decentralized, with the IRCRES institute leading the CNR Institutes

Lead IRCRES: provides accounting assessments and allocation of funds to the institutes

Participating institutes (lead institute included): receive the funds allocated to their budget and carry out the expenditures charged to their budgets



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ELEGIBLE COST

1. TEMPORARY STAFF RECRUITMENT
2. GOODS AND SERVICES
3. OVERHEADS (7 %OF DIRECT COSTS)



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FIXED-TERM POSITION RECRUITMENT

Recruitment of 37 temporary – III level - positions and 1 position for the Infrastructure-Manager (mandatory)

UO	ISTITUTO	N. T-DET	Total cost
1	CNR-DSU	1	€ 68.748,09
2	IRCRES RM-Inf.Manager	1	€ -
2	IRCRES RM	6	€ 777.762,56
3	CNR -CI ETHICS	1	€ 68.748,09
4	IRPPS RM	5,2	€ 357.490,09
5	ISTC LABBS RM	1	€ -
6	ISTC ST-LAB RM	5	€ 412.488,56
8	ISTI PI	2	€ 137.496,19
11	IRCRES TO	1	€ 68.748,09
15	CNR-UVR	1	€ 68.748,09
7	ICAR NA	6	€ 412.488,56
9	AREA BARI	2	€ 137.496,19
12	ISTC CT	2	€ 137.496,19
13	IRPPS FISCIANO	1,8	€ 123.746,57
14	ISMED NA	2	€ 137.496,19
		38	€ 2.908.953,45
		37+1	



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GOOD & SERVICES (AND RES.COLLABORATION AGREEMENT) TOT €24,998,922.02)

ISMED - NAPLES

# Milestone	Institute	Operative Office	Cost category	Description	Procedure	Cost (Euro) - VAT included	PE (IT)	wp
T 1.1	ISMED	NAPOLI	ScientifInstrum&Soft wLicences&Patent	software Project Management	Procurement Procedure	€ 75.000,00	INVESTIMENTI	1
T 8.3	ISMED	NAPOLI	Training Activities	20 PhD positions	SCIENTIFIC AGREEMENT	€ 700.000,00	TRASFERIMENTI	8
						€ 775.000,00		



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IRCrES-ROME (1 of 2)

# Milestone	Institute	Operative Office	Cost category	Description	Procedure	Cost (Euro) - VAT included	PE (IT)	wp
T 3.1	IRCRES	ROMA	ScientifInstrum&SoftwLicences&Patent	licenze dataset-software	Procurement Procedure	€ 42.000,00	INVESTIMENTI	3
T 3.1	IRCRES	ROMA	OpenAccess&TNA&FAIR	Development of Web scraping for geolocalization and data collection from non-accessible web source	Procurement Procedure	€ 100.000,00	DIFFUSIONE	3
T 3.4	IRCRES	ROMA	ScientifInstrum&SoftwLicences&Patent	License for acquisition dataset; - Software licenses.	Procurement Procedure	€ 74.000,00	INVESTIMENTI	3
T 3.4	IRCRES	ROMA	OpenAccess&TNA&FAIR	Survey development and maintenance of the non-probability panel and recruitment of the non-probability panel	SCIENTIFIC AGREEMENT	€ 50.000,00	TRASFERIMENTI	3
T 3.4	IRCRES	ROMA	OpenAccess&TNA&FAIR	Survey development and maintenance of the non-probability panel and recruitment of the non-probability panel	SCIENTIFIC AGREEMENT	€ 40.000,00	TRASFERIMENTI	3
T 3.4	IRCRES	ROMA	OpenAccess&TNA&FAIR	Survey development and maintenance of the non-probability panel and recruitment of the non-probability panel	Procurement Procedure	€ 30.000,00	DIFFUSIONE	3



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(2of 2)

# Milestone	Institute	Operative Office	Cost category	Description	Procedure	Cost (Euro) - VAT included	PE (IT)	wp
T 5.2	IRCRES	ROMA	Scientifnstrum&SoftwLicences&Patent	Purchase of software licences (1 Stata Software);	Procurement Procedure	€ 2.000,00	INVESTIMENTI	5
T 5.2	IRCRES	ROMA	Scientifnstrum&SoftwLicences&Patent	Accessing external data sources	Procurement Procedure	€ 70.000,00	INVESTIMENTI	5
T 5.2	IRCRES	ROMA	OpenAccess&TNA&FAIR	Development of georeferenced methodologies for data alignment	SCIENTIFIC AGREEMENT	€ 85.000,00	TRASFERIMENTI	5
T 5.2	IRCRES	ROMA	OpenAccess&TNA&FAIR	Development of georeferenced methodologies for data alignment	Procurement Procedure	€ 85.000,00	DIFFUSIONE	5
T 5.4	IRCRES	ROMA	OpenAccess&TNA&FAIR	Development of methodologies for causal statistical and probabilistic analysis	Procurement Procedure	€ 60.000,00	DIFFUSIONE	5
T 5.4	IRCRES	ROMA	OpenAccess&TNA&FAIR	Development of methodologies for causal statistical and probabilistic analysis	SCIENTIFIC AGREEMENT	€ 40.000,00	TRASFERIM	5
T 5.4	IRCRES	ROMA	OpenAccess&TNA&FAIR	Development of methodologies for causal statistical and probabilistic analysis	SCIENTIFIC AGREEMENT	€ 50.000,00	TRASFERIM	5
T 5.4	IRCRES	ROMA	Scientifnstrum&SoftwLicences&Patent	Purchase of software licences (1 Stata Software); accessing external data sources	Procurement Procedure	€ 62.000,00	INVESTIMENTI	5
T 8.2	IRCRES	ROMA	Scientifnstrum&SoftwLicences&Patent	Software for learning sessions and action research sessions	Procurement Procedure	€ 5.000,00	INVESTIMENTI	8
T 9.2	IRCRES	ROMA	Scientifnstrum&SoftwLicences&Patent	Software for web communication	Procurement Procedure	€ 5.000,00	INVESTIMENTI	9
T 8.3	IRCRES	ROMA	Training Activities	1 Master course for 2 years	SCIENTIFIC AGREEMENT	€ 100.000,00	TRASFERIMENTI	8
T 8.3	IRCRES	ROMA	Training Activities	20 PhD positions	SCIENTIFIC AGREEMENT	€ 700.000,00	TRASFERIMENTI	8
T 9.6	IRCRES	ROMA	OpenAccess&TNA&FAIR	OA-publications -transnational access	Procurement Procedure	€ 200.000,00	DIFFUSIONE	9
						€ 1.800.000,00		



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IRCRES -TURIN

# Milestone	Institute	Operative Office	Cost category	Description	Procedure	Cost (Euro) - VAT included	PE (IT)	wp
T 7.6	IRCRES	TORINO	Civil Infrastr & Related Systems	server rooms electrical and air conditioning system	Procurement Procedure	€ 189.250,00	INVESTIMENTI	7
T 7.6	IRCRES	TORINO	Scientifnstrum&Softw Licences&Patent	12 server+2 ehanced servers +storage for 14 server+Network devices	Procurement Procedure	€ 757.000,00	INVESTIMENTI	7
						€ 946.250,00		



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IRPPS-ROME

# Milestone	Institute	Operative Office	Cost category	Description	Procedure	Cost (Euro) - VAT included	PE (IT)	wp
T 3.2	IRPPS	ROMA	Scientifnstrum&SoftwLicences&Patent	dataset licence - software	Procurement Procedure	€ 30.000,00	INVESTIMENTI	3
T 3.2	IRPPS	ROMA	OpenAccess&TNA&FAIR	Development of Tool with back-end components and web interface for the creation of structured questionnaires through the use of knowledge graphs; - Preparation and implementation of multimodal interviews and connection between different data sources; - License for a software app designed to run on mobile devices	ACCORDO BICOCCA/Procurement Procedure	€ 72.500,00	DIFFUSIONE	3
T 3.2	IRPPS	ROMA	OpenAccess&TNA&FAIR	Development of Tool with back-end components and web interface for the creation of structured questionnaires through the use of knowledge graphs; - Preparation and implementation of multimodal interviews and connection between different data sources; - License for a software app designed to run on mobile devices	SCIENTIFIC AGREEMENT	€ 72.500,00	TRASFERIMENTI	3
T 4.2	IRPPS	ROMA	Scientifnstrum&SoftwLicences&Patent	Recruitment and preparation of probabilistic samples for about 20,000 subjects	Procurement Procedure	€ 3.400.000,00	INVESTIMENTI	4
T 8.1	IRPPS	ROMA	Scientifnstrum&SoftwLicences&Patent	Software for online courses	Procurement Procedure	€ 5.000,00	INVESTIMENTI	8
T 9.3	IRPPS	ROMA	Scientifnstrum&SoftwLicences&Patent	software for online seminars and webinar	Procurement Procedure	€ 5.000,00	INVESTIMENTI	9
						€ 3.585.000,00		



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IRPPS-FISCIANO

# Milestone	Institute	Operative Office	Cost category	Description	Procedure	Cost (Euro) - VAT included	PE (IT)	wp
T 4.3	IRPPS	FISCIANO (SA)	ScientifInstrum&SoftwLicences &Patent	Calibration operations for sample recruitment.	Procurement Procedure	€ 1.286.454,52	INVESTIMENTI	4
T 4.3	IRPPS	FISCIANO (SA)	OpenAccess&TNA&FAIR	FAIR preparation of sample access operations	SCIENTIFIC AGREEMENT	€ 400.000,00	TRASFERIMENTI	4



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ISTC-ROME

# Milestone	Institute	Operative Office	Cost category	Description	Procedure	Cost (Euro) - VAT included	PE (IT)	wp
T 3.3	ISTC Labss	ROMA	Scientifnstrum&SoftwLicences &Patent	License for acquisition dataset; - Development and implementation of software for the network of laboratories, coordinated management of experiments and data collection; - Development and implementation of software for experimental protocols.	SCIENTIFIC AGREEMENT	€ 230.000,00	TRASFERIMENTI	3
T 3.3	ISTC Labss	ROMA	Scientifnstrum&SoftwLicences &Patent	License for acquisition dataset; - Development and implementation of software for the network of laboratories, coordinated management of experiments and data collection; - Development and implementation of software for experimental protocols.	Procurement Procedure	€ 50.000,00	INVESTIMENTI	3
T 3.3	ISTC Labss	ROMA	OpenAccess&TNA&FAIR	Recruitment and maintenance of the pool of subjects of the Network of Online Labs, management of participation in surveys and experiments	Procurement Procedure	€ 120.000,00	DIFFUSIONE	3
T 5.3	ISTC StLab	ROMA	OpenAccess&TNA&FAIR	Design and implementation of methodologies for the construction of knowledge graphs compliant with (i) FAIR principles and (ii) the linked data paradigm	Procurement Procedure	€ 150.000,00	DIFFUSIONE	5
T 5.3	ISTC StLab	ROMA	OpenAccess&TNA&FAIR	Design and implementation of methodologies for the construction of knowledge graphs compliant with (i) FAIR principles and (ii) the linked data paradigm	SCIENTIFIC AGREEMENT	€ 150.000,00	TRASFERIMENTI	5
T 6.3	ISTC StLab	ROMA	OpenAccess&TNA&FAIR	Costs for storing and managing relational, object, and semantic data	Procurement Procedure	€ 75.000,00	DIFFUSIONE	6
T 8.4	ISTC StLabb	ROMA	OpenAccess&TNA&FAIR	Design and implementation of a software for learning oriented to data analysis based on cloud	Procurement Procedure	€ 150.000,00	DIFFUSIONE	8
						€ 925.000,00		



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ISTC-CATANIA

# Milestone	Institute	Operative Office	Cost category	Description	Procedure	Cost (Euro) - VAT included	PE (IT)	wp
T 5.1	ISTC	CATANIA	OpenAccess&TNA&FAIR	Study of tools and methodologies of data and knowledge integration	Procurement Procedure	€ 120.000,00	DIFFUSIONE	5
T 7.5	ISTC	CATANIA	Civil Infrastr & Related Systems	serverrooms electrical and air conditioning system	Procurement Procedure	€ 189.250,00	INVESTIMENTI	7
T 7.5	ISTC	CATANIA	ScientifInstrum&Softw Licences&Patent	12 server+2 enhanced server+storage for 14 server+Network devices	Procurement Procedure	€ 757.000,00	INVESTIMENTI	7
						€ 1.066.250,00		



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ICAR -NAPLES

# Milestone	Institute	Operative Office	Cost category	Description	Procedure	Cost (Euro) - VAT included	PE (IT)	wp
T 6.1	ICAR	NAPOLI	ScientifInstrum&SoftLicences&Patent	Software tools for modeling	Procurement Procedure	€ 10.000,00	INVESTIMENTI	6
T 6.4	ICAR	NAPOLI	OpenAccess&TNA&FAIR	Purchase of advanced data curation and management services to make data FAIRness (accordo Bicocca)	SCIENTIFIC AGREEMENT	€ 400.000,00	TRASFERIMENTI	6
T 6.5	ICAR	NAPOLI	ScientifInstrum&SoftLicences&Patent	Purchase of licenses for collaborative tools for the design and validation of APIs and purchase of workstations	Procurement Procedure	€ 30.000,00	INVESTIMENTI	6
T 6.6	ICAR	NAPOLI	ScientifInstrum&SoftLicences&Patent	Purchase of software installation support services with public tenders and licenses for the implementation of open cloud	Procurement Procedure	€ 1.000.000,00	INVESTIMENTI	6
T 6.7	ICAR	NAPOLI	ScientifInstrum&SoftLicences&Patent	Purchase of software development and software installation support services with public tenders and licenses for the implementation of web portal and marketplace	Procurement Procedure	€ 1.060.000,00	INVESTIMENTI	6
T 6.7	ICAR	NAPOLI	OpenAccess&TNA&FAIR	Purchase of advanced data curation and management services to make data FAIRness (accordo Bicocca)	ACCORDO BICOCCA	€ 180.000,00	TRASFERIMENTI	6
T 7.3	ICAR	NAPOLI	Civil Infrastr &Related Systems	serverrooms electrical and air conditioning system	Procurement Procedure	€ 1.426.750,00	INVESTIMENTI	7
T 7.3	ICAR	NAPOLI	ScientifInstrum&SoftLicences&Patent	86 server+14 enhanced server+storage for 100 server+Network devices	Procurement Procedure	€ 5.307.000,00	INVESTIMENTI	7
						€ 9.413.750,00		



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BARI RESEARCH AREA

# Milestone	Institute	Operative Office	Cost category	Description	Procedure	Cost (Euro) - VAT included	PE (IT)	wp
T7.4	Area Bari	Bari	Civil Infrastr & Related Systems	serverrooms electrical and air conditioning system	Procurement Procedure	€ 880.000,00	INVESTIMENTI	7
T 7.4	Area Bari	Bari	Scientifnstrum&SoftwLicences&Patent	58 server+10 enhanced server+APPARTATI RETE	Procurement Procedure	€ 3.520.000,00	INVESTIMENTI	7
						€ 4.400.000,00		

ISTI-PISA

# Milestone	Institute	Operative Office	Cost category	Description	Procedure	Cost (Euro) - VAT included	PE (IT)	wp
T 7.7	ISTI	Pisa	Scientifnstrum&SoftwLicences&Patent	8 server(DIVERSI DAI PRECEDENTI) +STORAGE +APPARATI DI RETE	Procurement Procedure	€ 271.217,50	INVESTIMENTI	7
T 6.7	ISTI	PISA	OpenAccess&TNA&FAIR	Costs for the Virtual Research Environment	Procurement Procedure	€ 90.000,00	DIFFUSIONE	6
						€ 361.217,50		

UVR-CNR UNIT

# Milestone	Institute	Operative Office	Cost category	Description	Procedure	Cost (Euro) - VAT included	PE (IT)	wp
T 9.1	UVR		Scientifnstrum&SoftwLicences&Patent	Website creation and maintenance	Procurement Procedure	€ 40.000,00	INVESTIMENTI	9
						€ 40.000,00		



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INDIRECT COST

7 % of direct costs

Analytical evidence of overhead expenses

Overhead expenses must always be project- related and traceable

NO Administrative fixed term position

YES Missions and other expenditures non included in other categories (RUP, Selection costs etc)



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CENTRAL CNR SUPPORT FOR PNRR PROJECTS

- 1) PNRR-Specific Support for Research Infrastructures: UPGO-CNR Unit in the persons of: Giuseppe Magnifico, Lorenza Evangelista, Arianna Turini
- 2) Support under PNRR National Centers, Ecosystems and Extended Partnerships projects: CNR Working Group (GdL) - Coordinator Andrea Viticoli

Mission-Units are soon to be established:

- 1) Unit for the activation of fixed-term contracts
- 2) Unit for the procurement procedures for goods and service
- 3) Unit for management monitoring and reporting.



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ADMINISTRATIVE AND ACCOUNTING PREPARATORY STEPS

While waiting for the Mission Units to be operational, in order to be able to feasibly support the planning and management of administrative accounting procedures related to the expenses funded to FOSSR project, the administrative accounting activities preparatory to the concrete start of the project were carried out:

- 1) Registration of the project in the SIGLA account system, creation of “project code” and “sub-codes”.
- 2) Preparation of the ECONOMIC PLAN of the project according to the approved Budget.
- 3) Preparation of the accounting assessment for the advance payment receipt.
- 4) Preparation of the advance payment validation (around 10% of the total budget), already checked and validated by the CNR Budget Office and will be in official approval in the Governing Board meeting of the 29/11/2022.



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ACCOUNTING START OF THE PROJECT AND ACTUAL AVAILABILITY OF FUNDS

Following the approval of the Advance payment validation, a second variation will be prepared by the lead Institute IRCRES in order to allocate the advance payments to the Institutes.

The availability of these amounts will immediately follow the receipt of the Advance (Advance request sent on October 20, 2022 – actually awaiting for the payment from MUR).



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SCHEDULED USE OF ADVANCE PAYMENT

- 1) Financial coverage of the cost of all fixed-term position activated (for 16 months each)
- 2) Financial coverage of the cost of the Infrastructural Manager (for the whole duration of the project)
- 3) Financial coverage for some selected expenses necessary to ensure the start-up of activities.



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1) Fixed term position

37+1 fixed-term position - level III - are going to be activated with a contract duration of 16 months (renewable - **one time only** – for a total duration of 30 months)

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1	CNR-DSU	1	€ 68.748,09
2	IRCRES RM-Inf.Manager	1	€ -
2	IRCRES RM	6	€ 777.762,56
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14	ISMED NA	2	€ 137.496,19
		38	€ 2.908.953,45
		37+1	



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2) selected good&services

#	INSTITUTE	OPERATIVE OFFICE	COST CATEGORY	DESCRIPTION	PROCEDURE	COST (EURO) - VAT INCLUDED	WP
T 1.1	ISMED	NAPOLI	Licence & Patent	Software Project Management	Procurement procedure	€ 75.000,00	1
T 3.1	IRCRES	ROMA	Licence & Patent	Licence Dataset-software	Procurement procedure	€ 42.000,00	3
T 8.3	IRCRES	ROMA	Training Activities	1 Master Course For 2 Years	Scientific Agreement	€ 100.000,00	8
T 6.3	ISTC StLab	ROMA	OpenAccess&TNA&FAIR	Costs For Storing And Managing Relational, Object, And Semantic Data	Procurement procedure	€ 75.000,00	6
T 5.1	ISTC	CATANIA	OpenAccess&TNA&FAIR	Study Of Tools And Methodologies Of Data And Knowledge Integration	Procurement procedure	€ 120.000,00	5
T 9.1	UVR	ROMA	Licence & Patent	Website Creation And Maintenance	Procurement procedure	€ 40.000,00	9
						€ 452.000,00	



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TOTAL FUNDS AVAILABLE FOR START-UP

(1)

ADVANCED PAYMENT 10% FROM MUR	€	3.223.818,88
CNR ADVANCE	€	140.134,57
TOTAL FUNDS AVAILABLE FOR START-UP	€	3.363.953,45

(2)

In January it will be possible to request a new CNR advance, on the basis of a strong scheduling of the necessary expenses of the year, together a quite accurate cash flows estimate (based on the foreseen financial bimonthly reports).

This additional advance is subject to CNR Budget Office validation.



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WHERE ARE WE?

ALL ADVANCED FUNDS 2022 MUST BE ACCOUNTANTLY COMMITTED

FIXED-TERM POSITION

Templates for the internal requests for professionalism , and improving the descriptive part of the activities/requirements for each individual financed position and soon we will be ready for the publication of the calls.

The Mission Unit is responsible for the verification and publication of the calls and it should be operational soon.

With respect to the [accounting commitments](#) related to fixed-term staff, the reference documents are the calls , completed and ready for publication.

Fixed-term position are hired for a total of 30 months, consequently our deadline for actual activation is April 2023 at most(considering the end date extension of 6 months)



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GOOD & SERVICES

With respect to goods and services and the civil infrastructure, **it will be necessary a strong recognition of each single expenditure, both for the obligations related to the PROGRAMMING-PHASE, in accordance with the Public Procurement Code, and to avoid the "splitting of expenditure" in relation to the thresholds of the total amount for same type/category/class of goods (such as servers, software, etc.).**

The accounting commitments for the purchases indicated in 2022, can be performed by finding estimates (from two to five, as a good practice).

FOCUS ON PROGRAMMING

it will be necessary to include the expenses in the CNR **Biennial Program of the Purchases of Goods and Services**, and to include the Civil Infrastructure in the CNR **Triennial Program of Public Works**

The dedicated Mission Unit is pending at the moment, and the person indicated by the General Director for support **are: Marco Campani, Danilo Imperatore Antinucci and Liborio Capozzo.**

Operational meetings among the Scientific Unit Responsibles and them should be planned as soon of possible



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SCIENTIFIC COLLABORATION AGREEMENT

The accounting commitment related to the agreement may be executed by a Letter of intent signed by both parties



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PNRR ADMINISTRATIVE AND FINANCIAL REPORTING FRAMEWORK

- The PNRR is configured as a **performance Program**, with qualitative and quantitative targets set at pressing deadlines.
- Monitoring and reporting will cover both those aspects necessary to ensure the proper achievement of goals and objectives (milestones and targets) and those necessary to ensure that expenditures incurred in the implementation of PNRR projects are regular and in accordance with current regulations and congruent with the results achieved.
- The PNRR program provides for scientific (activity progress reports) and administrative reporting on a **BIMESTRAL basis**, with immediate **documentation uploaded on almost daily basis**.
- The recommendation at the moment is to keep and keep readily available each and every document produced for each expenditure.



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PNRR ADMINISTRATIVE AND REPORTING FRAMEWORK

- Reporting will have to be done through the AtWork platform prepared by the CINECA consortium.
- We are currently waiting that the dedicated infrastructure platform is ready, online and fully operational, and for the list of users who will be responsible for uploading expenditures to be requested.
- Operational instructions regarding the organization of the common space dedicated to financial reporting are going to be issue when the platform is available



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REPORTING ISSUE

The Financial Guideline is going to be released soon, in the meanwhile some focus on typical financial reporting rules

FIXED-TERM STAFF

- **Standard hourly cost** statement (euro 33/hour for staff level III), for the number of hours devoted to the project.
- The required reporting document is the monthly timesheet together with a letter of assignment with the specification of Activities and Tasks to carry on.
- In the monthly timesheet you will find the references of the person, the hours dedicated to the project, the absences of various kinds (holidays, missions not related to the project, illness, permits etc.
- They must be dated (end of month) and signed by the person working on the project, the scientific manager and the countersignature of the Director/Director of the Institute to which the resource belongs may also be required.



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REPORTING ISSUE

The timesheet template is provided in excel and will be accompanied by a smart user guide.

TIMESHEET PER LA RENDICONTAZIONE DEL PERSONALE																																
		MESE:		GENNAIO		ANNO:		2022																								
Titolo del progetto:																																
CUP progetto:																																
Codice del progetto:																																
Pagine professionali															Cognome:																	
Nome:															Ore totali rendicontate sul progetto nel mese in oggetto:																	
Codice fiscale:																																
DAY	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	Totale	
Riferimento																																
Attività 1 PNRR																																
Attività 1 PNRR	07.12	07.12																														
Attività 1 PNRR																																
Attività 1 PNRR						07.12																										
Attività 1 PNRR										07.12																						
Attività 1 PNRR											07.12																					
Attività svolte su altri progetti MUR - CUP 1																																
Attività svolte su altri progetti MUR - CUP 2																																
Attività svolte su altri progetti MUR - CUP 3																																
Attività svolte su altri progetti																																
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Attività svolte su altri progetti																																
Attività ordinaria																																
Malattia																																
Ferie																																
Permessi																																
Altre assenze																																
TOTALE ORE MESE	07.12	00.00	07.12	00.00	00.00	07.12	00.00	00.00	00.00	07.12	00.00	00.00	00.00	00.00	00.00	00.00	00.00	00.00	00.00	00.00	00.00	00.00	00.00	00.00	00.00	00.00	00.00	00.00	00.00	00.00	00.00	28.48
Firmato da (nome e cognome):																Firmato da (nome e cognome):																
Data:																Data:																
Firma:																Firma:																



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REPORTING ISSUE

GOOD & SERVICES

Both award procedures and the costs incurred up to the VAT payment must be charged.

The documents required for reporting may include all the documentation relating to the administrative and accounting phases, from the “DaC”, to the publication of notices, minutes of Commissions, Acts of award, guarantees of suppliers, invoices, order of payment, bank accounts, F24 VAT settlement, inventory register, until proof of actual existence of the asset with documentary photographs, inventoried asset labels etc.

Specific internal checklists of financial reporting documents will be prepared according to the reporting guide as soon as MUR will provide the Financial Guidelines



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REPORTING ISSUE

SCIENTIFIC COLLABORATION AGREEMENT

The agreements must contain a bulleted list of the resources, with evidence of the contribution to the expenditure funded by PNRR funds

these costs will have to be timely reported to the CNR Institutes involved.

Probably the reporting required by the Ministry will consist of both the agreements themselves and the reporting that the entities will make to the Institutes.

It is always a good practice to publish a notice of expression of interest.



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REPORTING ISSUE

CUP (UNIQUE PROJECT CODE) FOCUS

The CUP code must be shown on all administrative and accounting documents, paper and computer, relating to public investment projects, and must be used in the databases of the various information systems, however concerned with the FOSSR projects



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THANKS FOR YOUR ATTENTION!

Administrative FOSSR Manager

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