

ASSEMBLE



ASSOCIATION OF EUROPEAN MARINE BIOLOGICAL LABORATORIES EXPANDED

WP2 Management

2nd GA meeting – 11th October 2018

Stécy Jombert, Sorbonne Université



Consortium bodies

- **General Assembly (GA):** Representatives of all beneficiaries
Decisions and control
- **Project Implementation Committee (PIC):** NA and JRA work package leaders and coordinator
Implement GA decisions, supervise the project execution
- **Management Team (MT):** Coordinator, Project Manager, Communication Officer and Access Officer
Day-to-day management and coordination; Single point of contact with the European Commission
- **Advisory Board:** 12 external members

Management team: changes

- Access Officer:
WP3 team took over from
Florence Guillot
- Project Manager:
Clément Brousse will take
over from Stécy Jombert on
1st November 2018



WP2 tasks

- Task 1.1: Scientific Coordination;
- Task 1.2: Administrative Management;
- Task 1.3: Internal Communication Leader;
- Task 1.4: External Dissemination and exploitation activities;
- Task 1.6: Management of TA and VA activities



Main WP2 Actions in Year 1

- Consortium agreement finalised and signed
- Revision of budget and access cost tables for access providers
=> Budgets to be revised after few calls to re-allocate TA budgets among access providers
- Set up of advisory board
- Continuous follow-up of WP, performance and progress
- Facilitating the communication within the consortium
- First amendment of the grant agreement

Advisory Board

- AB set up in February 2018
- 12 AB members

AB member	Affiliation
Dr Zbynek Kozmic	Institute of Molecular Genetics of the ASCR
Prof. Jordi Garcia Fernandez	University of Barcelona
Prof. Georg Pohnert	Max-Planck-Institute for Chemical Ecology
Dr Suzanne Williams	Natural History Museum
Dr Niall McDonough	Marine Institute
Dr Mike Thorndyke	Former ASSEMBLE coordinator
Mr Markus Pasterk	BBMRI-ERIC
Dr Douglas McKenzie	Xanthella Ltd
Dr Helena Abreu	ALGApplus
Prof. Cristina Varese	University of Turino
Ms Ann Ruddy	Redrose Developments
Dr Euan Brown	Heriot Watt University

Amendment items: highlights

CONSORTIUM

- Tritonia Scientific Limited (TSL) has joined the consortium as 24th beneficiary

TA PROGRAMME

- Ban on users from non-EU countries lifted. Now participation limited to 20%
- New installations:
 - *Scientific diving at IOPAN*
 - *Diving at TSL (in replacement of SAMS diving)*
- Change in the TA calculation method for SU, IOPAN, MBA

DELIVERABLE

- Deliverable D7.2 postponed to M21

Milestones

Milestone number	Milestone title	Due date	Comments
MS1	Kick-off GA	M1	✓
MS2	Announcement of TA call	M3	✓
MS3	Data Management Plan (DMP) v1	M6	✓ Submitted on 07/04/2018
MS4	2 nd GA meeting	M12	✓ Being done in M13
Next to come			
MS5	GO Ocean Sampling Day	M21	<i>Pushed back from M18 to M21 after amendment</i>
MS6	3 rd GA meeting	M24	Planned beginning of Sept. 2019 to allow time to prepare the minutes

Deliverables

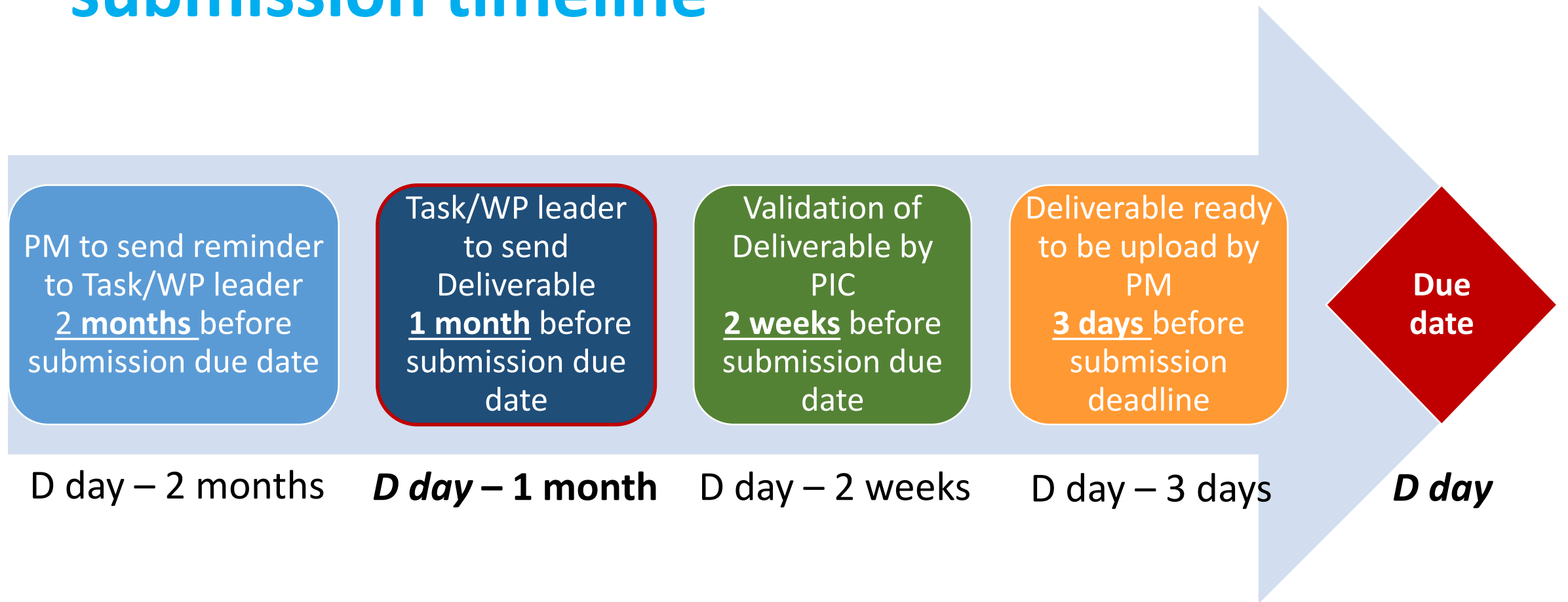
#	Deliverable title	Due date	Status
D1.1	Ethics A - Requirement No. 1 (WP1)	M6	✓ Submitted 25/04/2018
D1.2	Ethics EPQ - Requirement No. 2 (WP1)	M6	✓ Submitted 25/04/2018
D2.1	Kick-off meeting minutes (WP2)	M1	✓ Submitted 10/09/2017
D2.3	Risk management plan (WP2)	M3	✓ Submitted 22/12/2017
D2.4	Communication and dissemination plan (WP2)	M3	✓ Submitted 22/12/2017
D2.5	Project website and video	M12	✓ Submitted 30/09/2018
D2.6	1st annual access report for the TA programme	M12	✓ Submitted 01/10/2018
D2.10	Open Research Data Pilot (WP2)	M6	✓ Submitted 12/04/2018
D3.1	TA-Policy document (WP3)	M3	✓ Submitted 28/12/2017
D4.1	1st Data management plan (WP4)	M6	✓ Submitted 07/04/2018
D8.1	Depository of current methodology and discussion forum portal (WP8)	M3	✓ Submitted 05/01/2018
D7.1	Strategy document for establishment of European GO network	M12	Pending

Project Performance

- Less than half (5/12) of the deliverables were submitted on time
- A third of the deliverables were submitted within the 2 weeks following the due date
- A fourth were submitted within the month following the due date

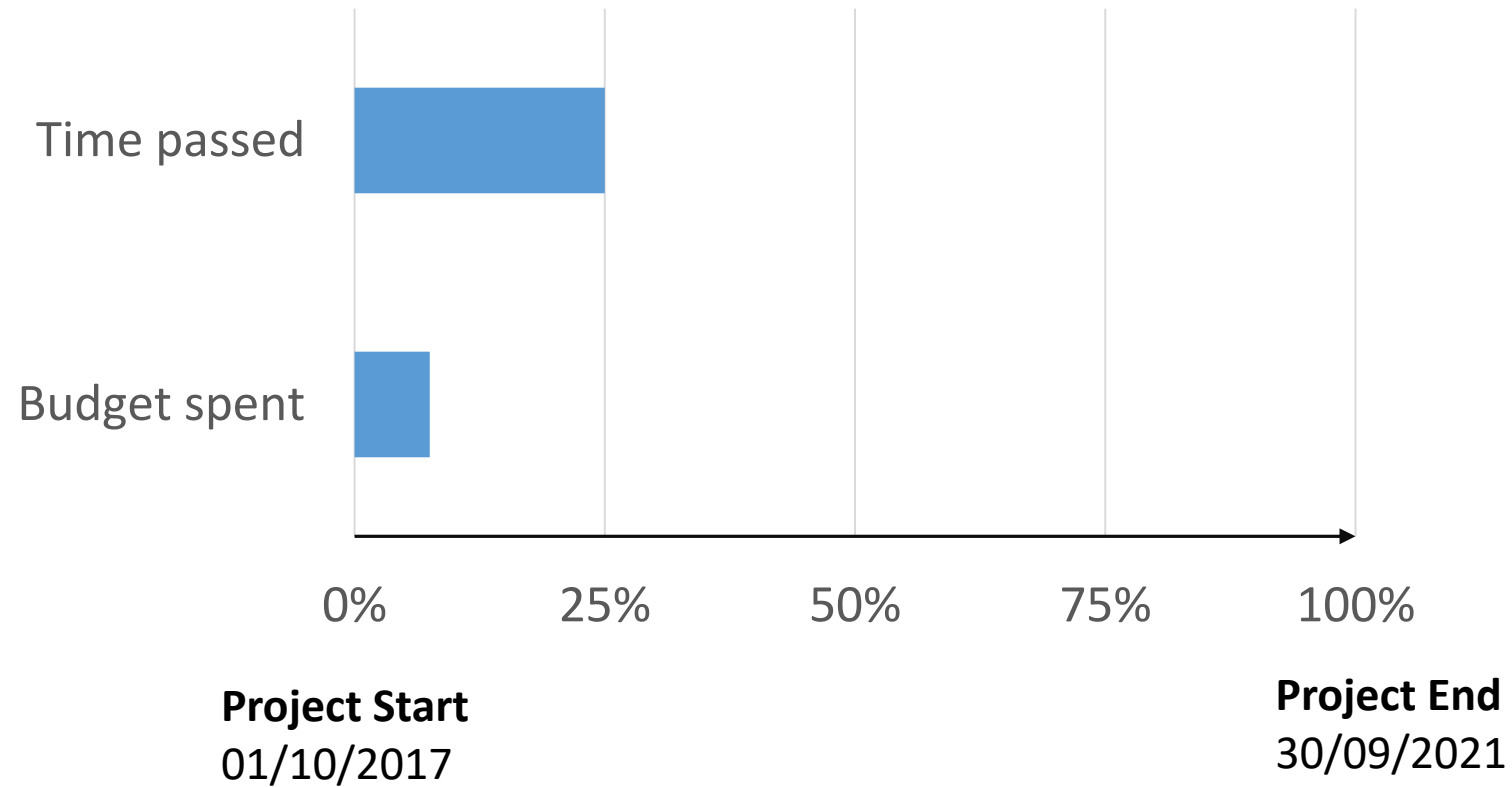


Deliverable : submission timeline

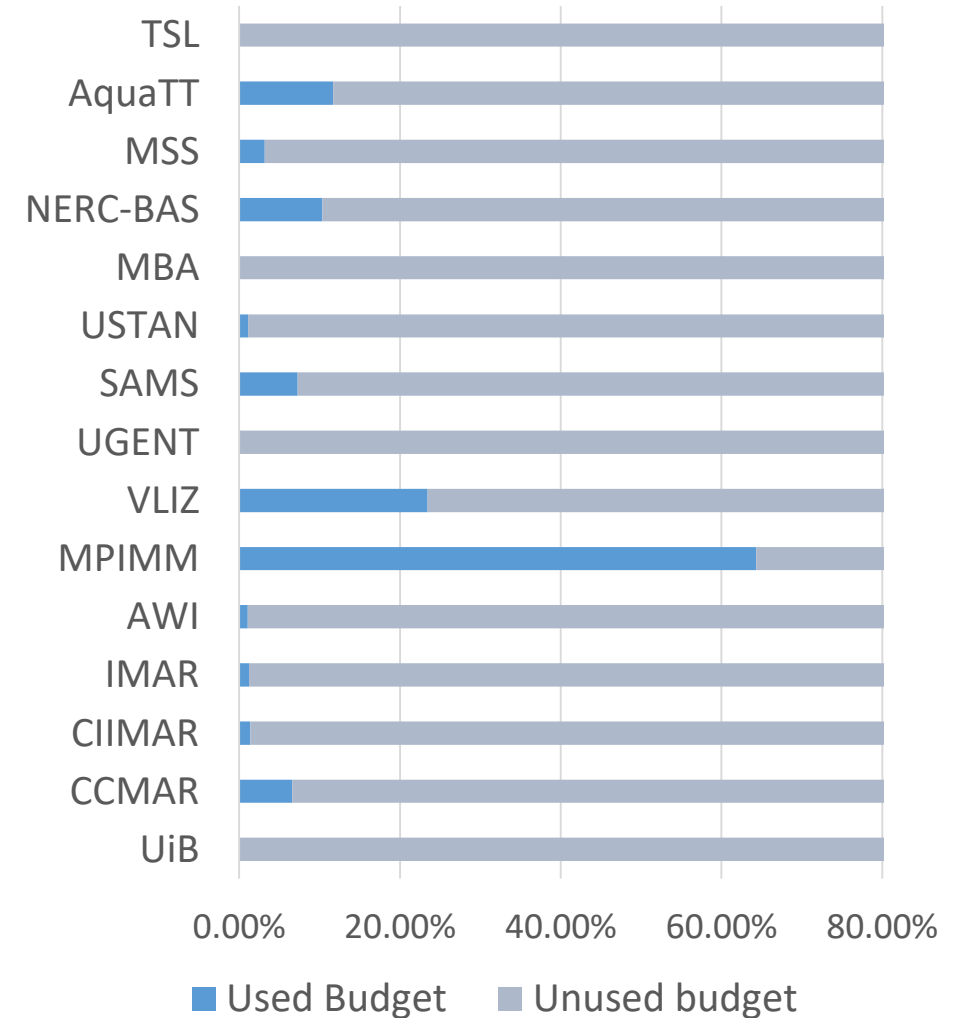
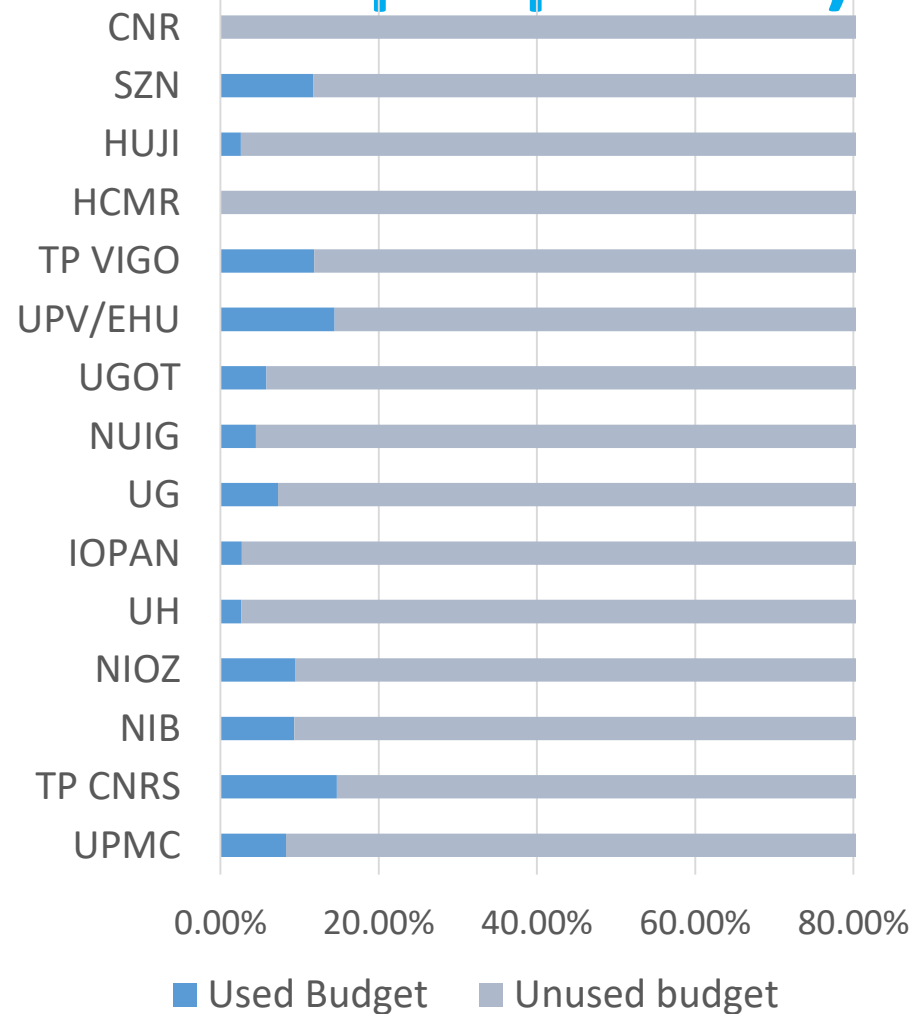


For a timely submission, from now on PM will send reminder 2 MONTHS before the due date instead on 1 month before

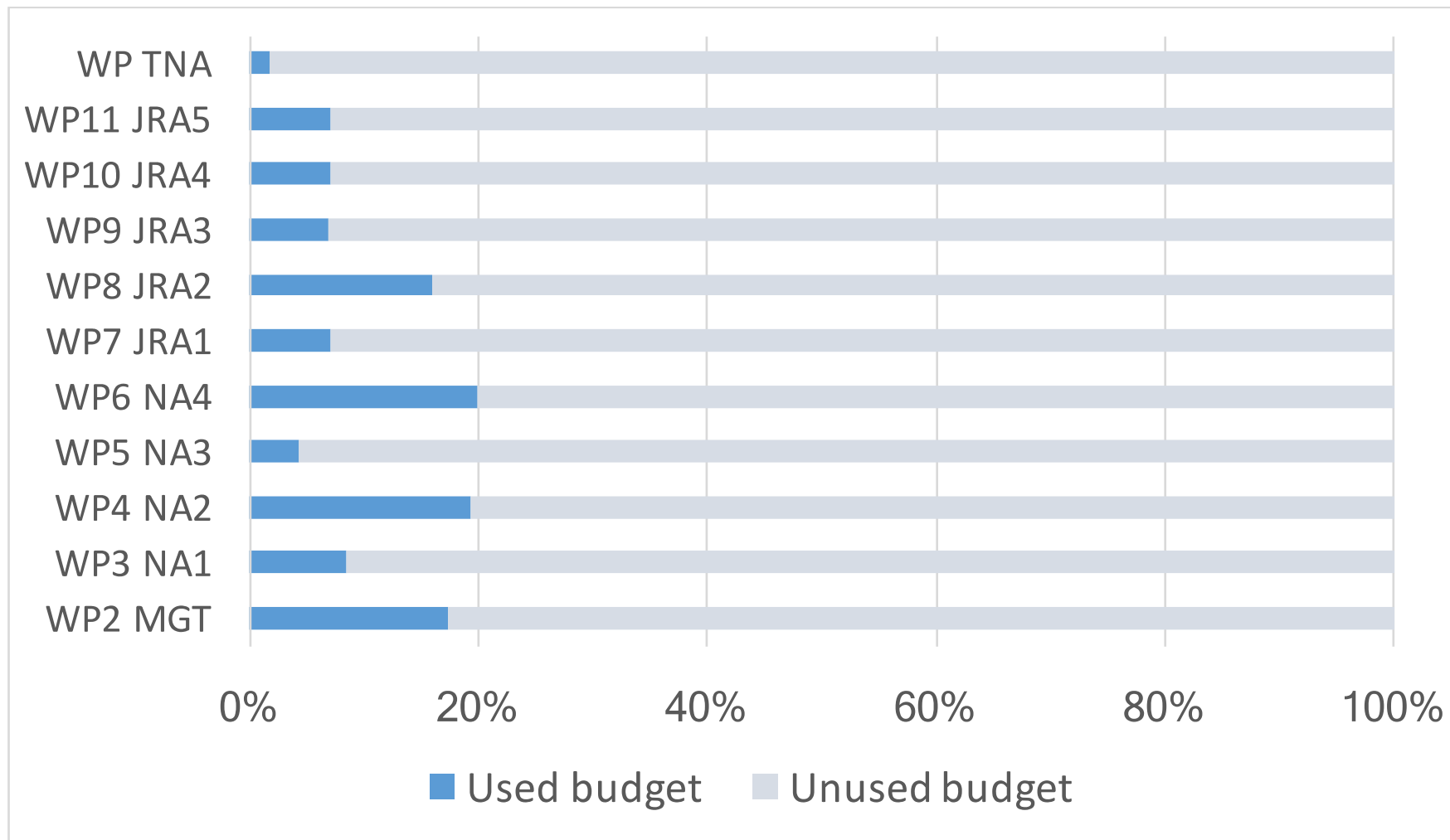
1st year Budget Consumption



1st Year Budget Consumption (estimation per partner)



1st year Budget Consumption (Estimation per WP)

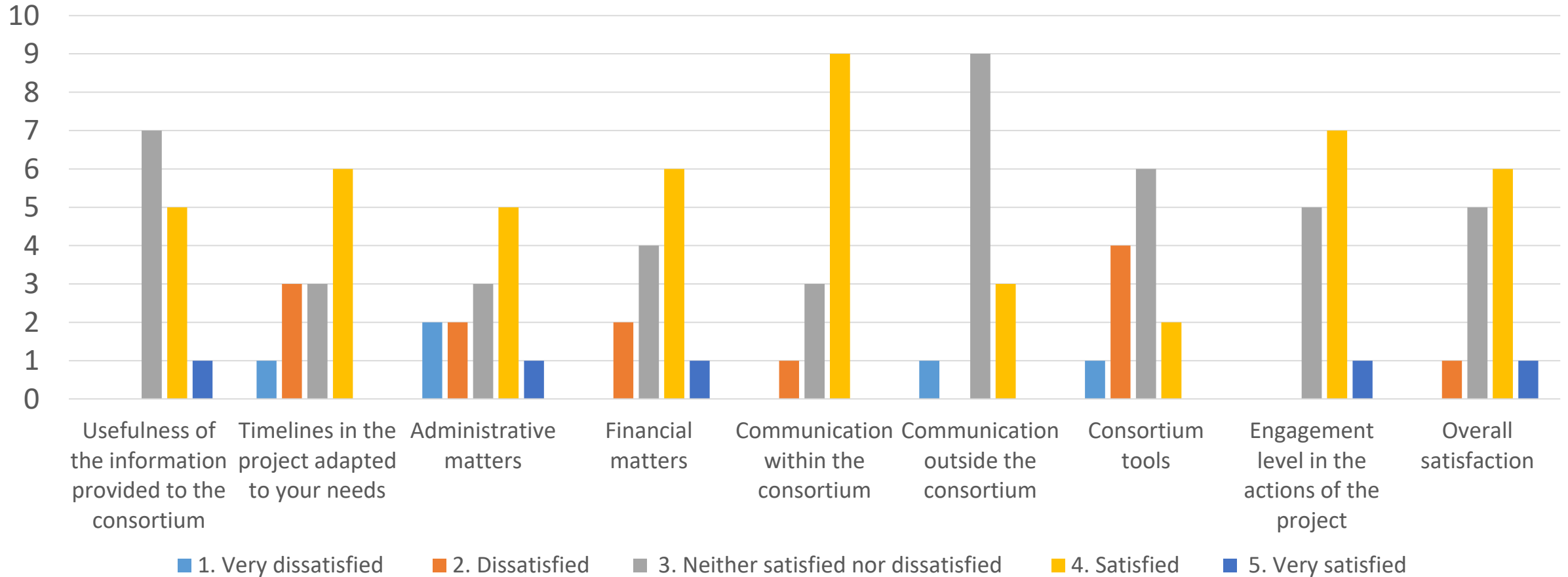


Year 1 Satisfaction Survey

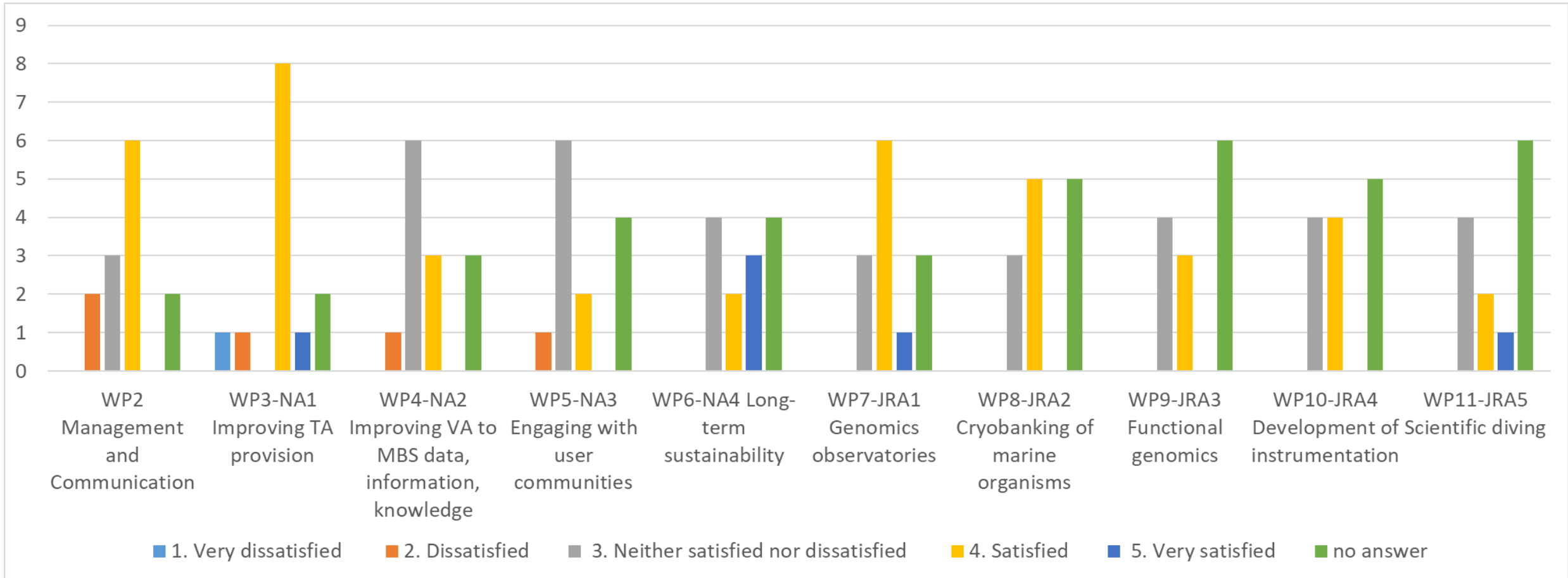
- Satisfaction survey emailed to all on 26/07/2018
- 23 answers in total
 - 13 completed
 - 10 non completed



Year 1 Satisfaction Survey: general



Year 1 Satisfaction Survey: per WP



Year 1 Satisfaction Survey: Comments received (1)

- Report delivery to WP leader in the middle of august is crazy
 ↪ *Done this way to allow more time because of the poor level of answers received for M6 reporting*
- The first ASSEMBLE+ call was far too rushed. The users complained about the difficulty of using the web site and to be honest this has been a continual complaint: the web site is not fit for purpose: it is not attractive or easy to use/navigate.
 ↪ *At the time of the first call (M4 - Jan. 2018) the website was not finished (website delivery due date: Sept. 2018). It was the single access point that was due in M3 for announcing the call in M3 (Dec. 2018)*
- There was, as far as I could see, no attempt to engage the wider community in this call: publicity was limited to everyone doing their own, so the first round of appointees were "friends of the marine stations" and did not expand our engagement.
- I feel strongly that if projects failed, the applicants should be given feedback.
 ↪ *The 1st USP members wanted to keep the reasons undisclosed*

Year 1 Satisfaction Survey: Comments received (2)

- I am very happy with JRA1 because the Crete team, engaged full with Frank Glockner, took all the lessons learnt from MicroB3 and applied them. If we want to expand interest in the marine stations, we need to improve the web site and really go out and engage with the external users.
- I am very satisfied with the first year of organisation, communication, and management. On our side, everything works according to plan. Thank you for a great first year.
- Difficult to sift through Basecamp, but more the users problem...
- The administration and manual handling of TA projects is not efficient
- Too much time spent on fixing/adjusting the web page, on-line template, guidelines.

Reminder:

Dissemination of results & Publications

- ❑ Appropriate measures should be taken to ensure suitable publicity for the project & highlight the EC financial support:
 - Each beneficiary must 'disseminate' disclose its results to the public by **appropriate means** (including in scientific publications) and **providing targeted information to multiple audience** (including the media & the public)
 - Each partner must ensure **open access** to all peer-reviewed **scientific publications** relating to its own results.
 - The **periodic & final reports** will contain a **publishable summary**
 - Each partners must examine the possibility of protecting its results and must adequately protect them
 - All the parties (partners + EC) must keep confidential any data, documents (...) identified as confidential until 4 years after the end of the project

Reminder: Dissemination & Publication conditions

□ Conditions for any dissemination of results:

- include the following text: “**This project has received funding from the *European Union’s Horizon H2020 research and innovation programme* under grant agreement No 654008**”

- Display the EU logo: **No Horizon 2020 logo!**



Horizon 2020
Programme

- State that it only reflects the authors view’s an the EC is not responsible for any use that may be made of the information it contains.

Next Management Meetings

	Date	Venue
PIC meeting	15/03/2018	Univ. Algarve, Faro, PT
	12/10/2018	NUI Galway, Ireland
	07/03/2019	Online
	11/09/2019	
	12/03/2020	Online
	09/10/2020	
	10/03/2021	Online
	10/09/2021	
General Assembly meeting	19-20/10/2017	UPMC, Paris, FR
	10-12/10/2018	NUIG, IE
	09-11/09/2019	
	07-09/10/2020	
	08-10/09/2021	

ASSEMBLE



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Thank You

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