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FORCE WEB BASED EDITOR OF FORMS C FOR FP-6 AND FP-7



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What does FORCE do?

- Web based tool to edit and submit Forms C, both for FP-6 and FP-7 (access via SESAM)
- FP-6: 2 ways to submit Forms C
 - Excel sheets (as before)
 - Web based application FORCE
 - Highly recommended to use as from now FORCE
- FP-7: only 1 way to submit Forms C
 - Web based application FORCE
- Only coordinators have access (in a later version individual beneficiaries will be able to view, edit and print their own Form C)
- Examples given in this presentation are taken mostly from FP-6 but FORCE will call up the correct Forms C for your project taking into account the instrument/funding scheme and the framework programme (FP-6 or FP-7) under which your project falls



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Key services offered by FORCE

- The preparation of **FP6 FORMS C and FP-7 FORMS C** with updated and correct contract/grant information of each beneficiary participating in the project/grant
- Printing of **Forms C**
- Electronic submission of **FORMS C** to the Commission (signed paper version to be sent afterwards)
- Correction of **Forms C** after refusal by Commission



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Important issues to be considered

- FORCE relies on the contractual information encoded in the contract management system of the Commission
- The Forms C of new beneficiaries will appear in FORCE only when the relevant amendment was signed by the Commission
- Cost models/indirect costs methods in FORCE are taken from the same Commission system. If there is a problem contact the financial gestionnaire of your contract/grant



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OBJECTIVES OF THE TRAINING

At the end of the training coordinators will know how to:

- Get access to FORCE (via SESAM)
 - Register as a new user to SESAM
 - Obtain access to a specific project via SESAM
- Manage Forms C
 - Edit/save/print/submit the FORMS C in FORCE
 - Correct FORMS C in FORCE



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FORCE FORM C EDITOR

**register as a new user in
SESAM/FORCE**



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**Access from outside via
following link**

webgate.ec.europa.eu/sesam



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Register as a new user in SESAM (1)

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You are here: > [FP7 Home](#) > Project Management > Login > ...

marianne.parez
[marparez]

Login

[Register as a new user](#)

Please enter your username and password and click the button 'Login' to proceed.

In case you have forgotten your password you may [reset password](#).

Username

Password



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Register as a new user in SESAM (2)

Register as new user

Please enter the user and participant related information and click the button 'Register' to register yourself as new user.

Personal Information

Username *	<input type="text"/>	(at least 8 characters, starting with letter)	Surname *	<input type="text"/>
First name *	<input type="text"/>		Email verification *	<input type="text"/>
Email *	<input type="text"/>		Organization address	<input type="text"/>
Organization	<input type="text"/>		Fax	<input type="text"/>
Telephone	<input type="text"/>			

Discrete Information

Discrete question *	<input type="text" value="..."/>
Answer to discrete question *	<input type="text"/>
Answer verification *	<input type="text"/>

Register

Cancel



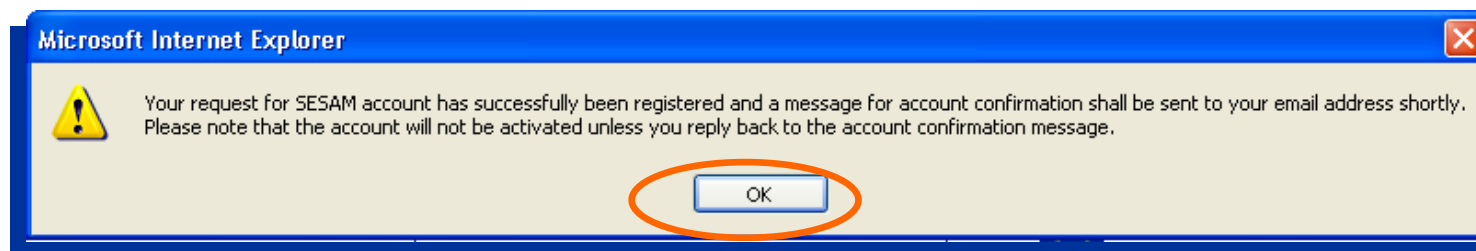
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Register as a new user in SESAM (3)





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Register as a new user in SESAM (4)

Confirmation of SESAM Registration?

sesam-admin@eurodyn.com

To:

Your SESAM account has been successfully created.

Please, follow the link below to activate it.

<http://rock.eurodyn.com:7503/quest/userConfirmation.do?actionType=setup&username=dupont2008&id=03>

Confirm registration as new user

Please click the button 'Confirm' to complete your registration as new user.

Personal Information

Username
First name
Email
Organization
Telephone

Surname

Organization address

Fax

Discrete Information

Discrete question Your two best childhood friends

Answer to discrete question



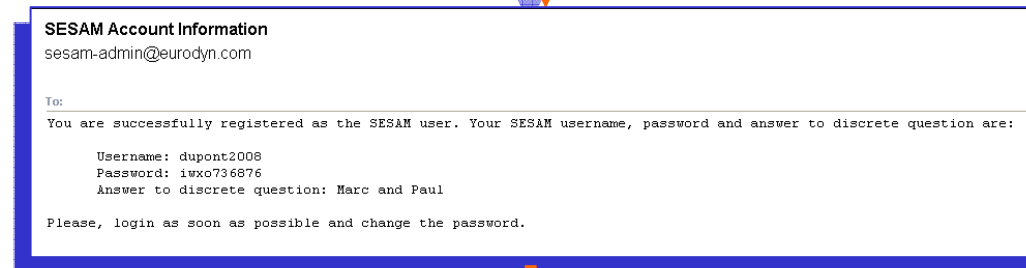
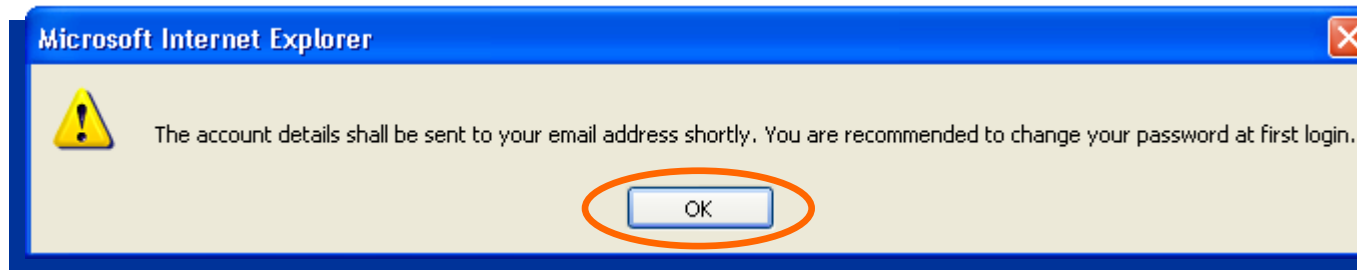
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Register as a new user in SESAM (5)



Login

Please enter your username and password and click the button 'Login' to proceed.

In case you have forgotten your password you may [reset password](#).

Username

Password



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Register as a new user in SESAM: change password (1)

Patrice LEMAITRE
[lemaipa]

You are here: > [FP7 Home](#) > Project Management > Select Project > ...

Select Project

Please select the project you want to work with.

If the Project Number you require is missing from this list, please register by

Project ID 006447

Navigation:

- Home
- My Profile**
- Register to a Project
- Logout



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Register as a new user in SESAM: change password (2)

Change password

Please enter your old and new password and click the button 'Change Password' to change your password.

Username dupont2008

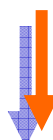
Old password

New password

New password verification

Change Password

Cancel





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FORCE FORM C EDITOR (SESAM)

login in SESAM/FORCE



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SESAM – Login

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You are here: > [FP7 Home](#) > Project Management > Login > ...

Login

[Home](#)
[Register as a new user](#)
[Login](#)
[Questionnaires](#)

Please enter your username and password and click the button 'Login' to proceed.

In case you have forgotten your password you may [reset password](#).

Username

Password



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FORCE FORM C EDITOR (SESAM)

**request access (« register ») to a
specific project in SESAM/FORCE**



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SESAM: register for a project (1)

You are here: > [FP7 Home](#) > Project Management > Select Project > ...

[Home](#)
[My Profile](#)
[Register to a Project](#)
[Logout](#)

Select Project

Please select the project you want to work with.

If the Project Number you require is missing from this list, please register by clicking on 'Register to a Project' (in the menu on the left).

Project ID

What is FP7? : [FP7 step by step](#) : [Find a Call](#) : [Get Support](#) : [Find a Partner](#) : [Find a Document](#) : [Prepare & submit a proposal](#) : [What's New?](#)

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SESAM: register for a project (2)

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[lemaipa]

You are here: > [FP7 Home](#) > Project Management > New Participant Registration

Register as new participant


This page is restricted to the existing users involved in more than one project or as more than one participant on a project. Before gaining the access for submit participant beyond the first, ad-hoc configuration is required through this page.


Please enter the project related information and click the button 'Next' to proceed with registration yourself as new participant.

Personal Information

Username lemaipa

Project Identification

Instrument * 

Project type * 

Project ID *



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SESAM: register for a project (3)

Project Identification

Instrument *	...
Project type *	...
Project ID *	--not applicable 169-Article 169 of the Treaty 171-Article 171 of the Treaty BSG-Research for the benefit of specific groups CA-Coordination Action CIP-EIP-EI-PMRP-CIP-Eco-Innovation - Pilot and market replication projects CIP-EIP-TN-CIP-Eco-Innovation - CIP-Thematic Network CIP-ICT-PSP-BPN-CIP-Best Practice Network CIP-ICT-PSP-P-CIP-Pilot actions CIP-ICT-PSP-TN-CIP-Thematic Network CIP-IEE-MRP-CIP-Market replication projects CIP-IEE-Promo-CIP-Promotion & dissemination projects CP-Collaborative project CP-CSA-Combination of CP & CSA CSA-Coordination and support action ERC-Support for frontier research (ERC) FUSION-Administrative Contracts (FUSION) II-Specific actions to promote research infrastructures

What is FP7? : FP7 step by step : Find a Call : Get Support : F

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SESAM: register for a project (4)

Username lemaipa

Project Identification

Instrument * CP-Collaborative project

Project type * CP-FP-Small or medium-scale focused research project

Project ID *

CP-Collaborative project (generic)

CP-FP-Small or medium-scale focused research project

CP-FP-INFISO-Small or medium-scale focused research project INFISO (STREP)

CP-FP-SICA-Small or medium-scale focused research project for specific cooperation actions dedicated to international cooperation pa

CP-IP-Large-scale integrating project

CP-IP-SICA-Large-scale integrating project for specific cooperation actions dedicated to international cooperation partner countries (SIC

CP-SICA-Collaborative project for specific cooperation actions dedicated to international cooperation partner countries (SICA)

CP-SICA-INFISO-Collaborative project for specific cooperation actions dedicated to international cooperation partner countries (SICA) IN

CP-TP-Collaborative Project targeted to a special group (such as SMEs)

What is FP7? : FP7 step by step

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SESAM: register for a project (5)

Project Identification

Instrument * CP-Collaborative project

Project type * CP-FP-Small or medium-scale focused research project

Project ID * 211905

Next **Cancel**

What is FP7? : FP7 step by step : Find a Call : Get Support : Find a Partner : Find a Document : Prepare & submit a proposal : What's New?

Fill in project number



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SESAM: register for a project (6)

Personal Information

Username lemaipa

Project Identification

Instrument * CP-Collaborative project

Project type * CP-FP-Small or medium-scale focused research project

Project ID * 211905

Project Participant Identification

Project participant type Project Coordinator

Beneficiary EUROPEAN FOOD INFORM

Reviewer type 1000 - Consolidated review

Back Register Cancel



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SESAM: register for a project (7)

Username lemaipa

collab
P-Sr
5
on

Windows Internet Explorer

? You are about to register yourself as a new project participant. Are you sure you want to proceed?

OK Cancel

Project participant type Project Coordinator ▼

Beneficiary EUROPEAN FOOD INFORMATION COUNCIL

Reviewer type 1000 - Consolidated review report - reviewer ▼

Back Register Cancel



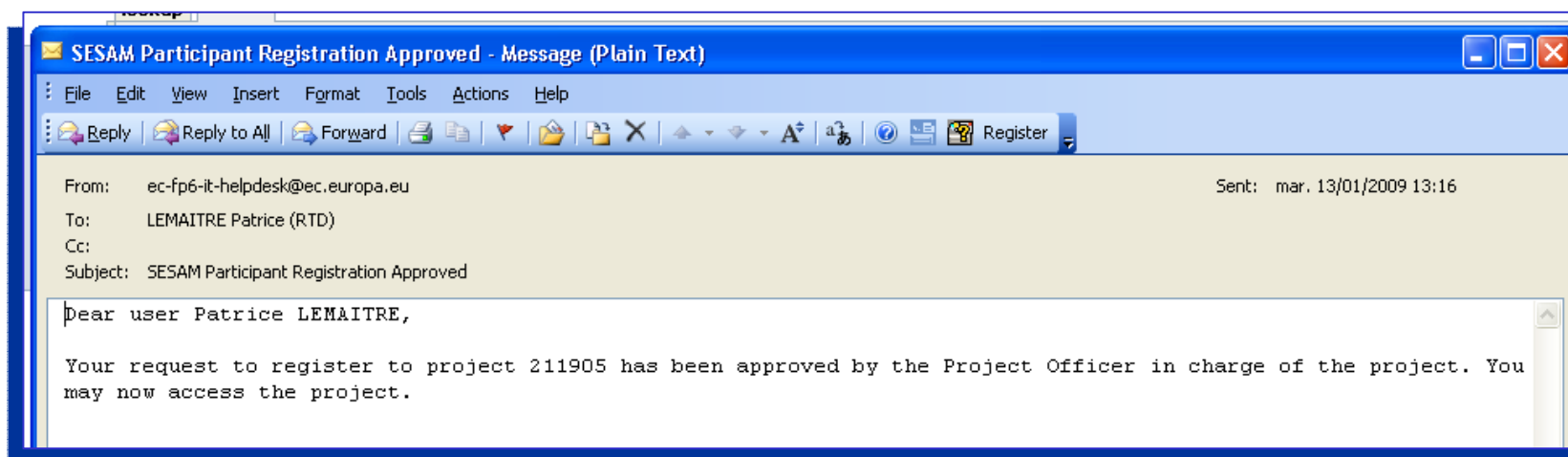
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SESAM: register for a project (8)





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SESAM: register for a project (9)

- The EC project officer receives an e-mail whereby he is requested to approve your registration to the project
- In case of problems or too long delays contact your project officer





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FORCE FORM C EDITOR (SESAM)

**Work with a specific project in
SESAM/FORCE for which you
have registered**



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SESAM: select a project for which you have registered (1)

[Home](#)[My Profile](#)[Register to a Project](#)[Logout](#)

Select Project

Please select the project you want to work with.

If the Project Number you require is missing from this list, please register by clicking on 'Register to a Project' (in the menu on the left).

Project ID

006447

006447

036245

044247

211602

211905

212652

219235

226299

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SESAM: select a project for which you have registered (2)

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[lemaipa]

You are here: > [FP7 Home](#) > Project Management > Select Project > ...

Select Project

Please select the project you want to work with.

If the Project Number you require is missing from this list, please register by clicking on 'Register to a Project'

Project ID: ▼

Work With

What is FP7? : FP7 step by step : Find a Call : Get Support : Find a Partner : Find a Document : Pre



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SESAM/FORCE

**select the « Form C report » for a
selected project**



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SESAM: select the « Form C report » for a selected project (1)

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[lemaipa]

You are here: > [FP6 Home](#) > [Project Management](#) > FP6 Work with a Project > ...

FP6 Work with a Project 44247

Please choose one of the following:

- To go to home page, select 'Home' from menu.
- To fill-in assesment report, select 'Assessment Reports' from menu.
- To fill-in review report, select 'Review Reports' from menu.
- To fill-in report including Form C type, select 'Reports' from menu.
- To logout from the system, select 'Logout' from menu.

Menu:

- Home
- Assessment Reports
- Review Reports
- Reports**
- Logout
- Back



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SESAM: select the « Form C report » for a selected project (2)

Select Report

Please choose one of the following:

1. Create a new report by clicking the button 'Create New Report'.
2. Continue editing an existing report by clicking the link in the column 'Form name' of the table 'Intermediate Reports' for target Report.
3. Delete an existing report by clicking the link in the column 'Delete' of the table 'Intermediate Reports' for target Report.

Instrument SSA - Specific Support Action

Project Information 44247

Username lernaipa

Report type Science and Society Reporting Questionnaire

Participant Science and Society Reporting Questionnaire

Intermediate Reports

Username	Participant Index	Form name	Period	Date Created	Date la
		Form C			
		Socio-Economic Reporting Questionnaire			
		Work Force Statistics (WFS) Final Report			
		Work Force Statistics (WFS) Periodic Report			

Reporting Period Interim

Create New Report



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FORCE FORM C EDITOR

edit Forms C



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- FORCE will call up automatically the appropriate Forms C for your project, taking into account the instrument/funding scheme and the framework programme (FP-6 or FP-7) under which your project falls
- For each beneficiary the Forms C contain the necessary 'intelligence' to ensure that:
 - the requested EC contribution does not exceed the maximum that can be requested, taking into the applicable reimbursement rate for the different activities and your cost model/indirect cost methodology
 - Only those activity columns can be filled in, in agreement with the instrument/funding scheme of your project



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FORCE (Form C Editor): Home page for an FP-6 project

Form C Editor

[Reporting Periods](#) | [Submission History](#) | [Help](#) | [Logout](#)



Project Information

Project Acronym	<input type="text" value="AQUAMAX"/>	Contract No	<input type="text" value="16249"/>
Instrument	<input type="text" value="Integrated Project"/>	Sub-Instrument	<input type="text" value="Integrated Project"/>
Work Program	<input type="text" value="Missing"/>	Call Identifier	<input type="text" value="FP6-2004-FOOD-3-A"/>
Start Date (dd/mm/yyyy)	<input type="text" value="01/03/2006"/>	End Date (dd/mm/yyyy)	<input type="text" value="28/02/2010"/>

Reporting Periods

Period	Date from	Date to	Period Duration (days)
1	01/03/2006	28/02/2007	365
2	01/03/2007	29/02/2008	366
3	01/03/2008	28/02/2009	365
4	01/03/2009	28/02/2010	365

Click on the reporting period to view or encode Form Cs for the given period

Form C 1.1.0 in DEV1



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FORCE (Form C Editor): Home page for an FP-7 project

Form C Editor

[Reporting Periods](#) | [Submission History](#) | [Help](#) | [Logout](#)

Project Information

Project Acronym	MacroSys	Contract No	211602
Funding Scheme	Collaborative project	Sub-Funding Scheme	Small or medium-scale focused rese
Work Program	Missing	Call Identifier	FP7-KBBE-2007-1
Start Date (dd/mm/yyyy)	01/11/2008	End Date (dd/mm/yyyy)	31/10/2012

Reporting Periods

Period	Date from	Date to	Period Duration (days)
1	01/11/2008	30/04/2010	546
2	01/05/2010	31/05/2011	396
3	01/06/2011	31/12/2012	580

Click on the reporting period to view or encode Form Cs for the given period

Form C 1.1.3 in



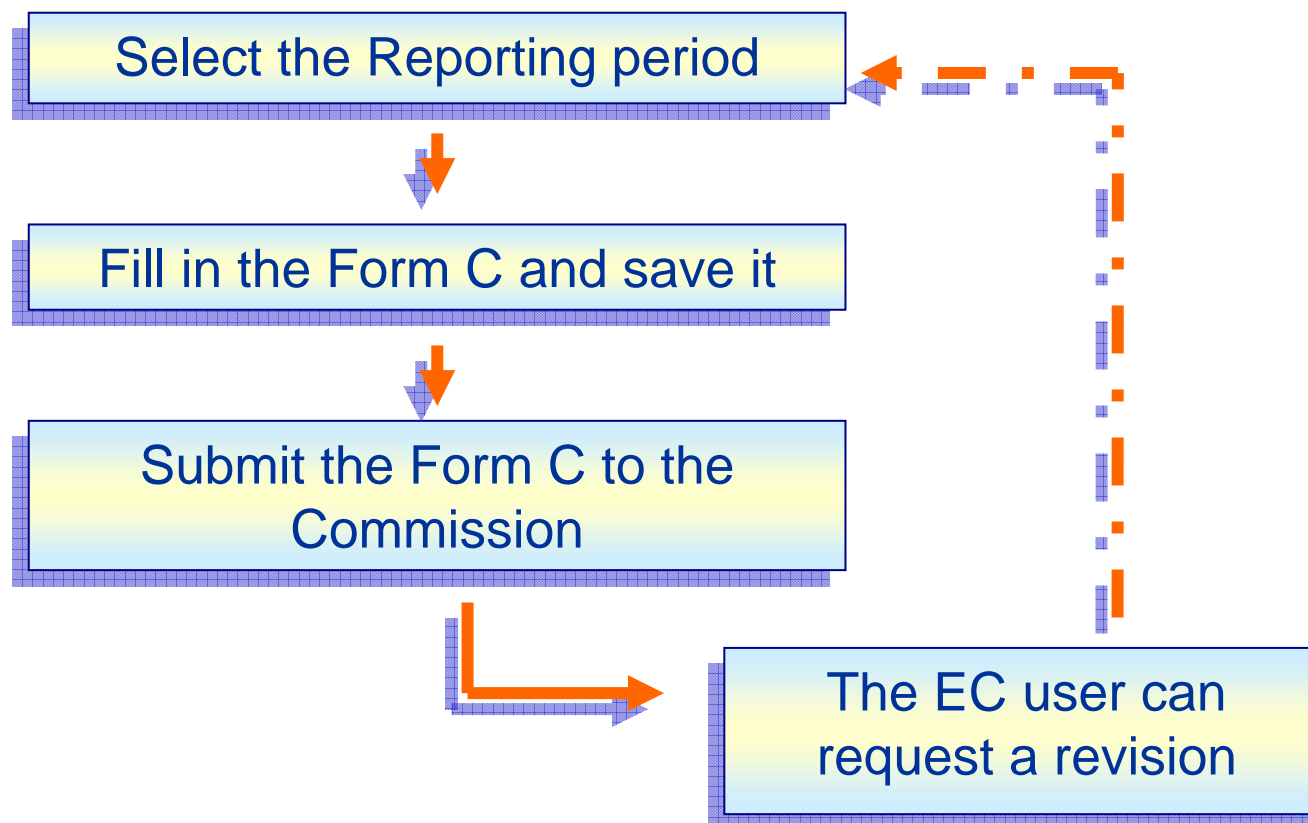
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FORCE (Form C Editor): Workflow for the external Coordinator





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FP-6 example

Form C Editor: click on the reporting period

Form C Editor

[Reporting Periods](#) | [Submission History](#) | [Help](#) | [Logout](#)



Project Information

Project Acronym	AQUAMAX	Contract No	16249
Instrument	Integrated Project	Sub-Instrument	Integrated Project
Work Program	Missing	Call Identifier	FP6-2004-FOOD-3-A
Start Date (dd/mm/yyyy)	01/03/2006	End Date (dd/mm/yyyy)	28/02/2010

Reporting Periods

Period	Date from	Date to	Period Duration (days)
1	01/03/2006	28/02/2007	365
2	01/03/2007	29/02/2008	366
3	01/03/2008	28/02/2009	365
4	01/03/2009	28/02/2010	365

Click on the reporting period to view or encode Form Cs for the given period

Form C 1.1.0 in DEV1



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FP-6 example
Form C Editor: the list of Participants appears
Click on Add Form C in the Actions column

Form C Editor





[Reporting Periods](#) | [Submission History](#) | [Help](#) | [Logout](#)

Project Information

Project Acronym	AQUAMAX	Contract No	16249
Instrument	Integrated Project	Sub-Instrument	Integrated Project
Work Program	Missing	Call Identifier	FP6-2004-FOOD-3-A
Start Date (dd/mm/yyyy)	01/03/2006	End Date (dd/mm/yyyy)	28/02/2010
Reporting period number	1	From (dd/mm/yyyy)	01/03/2006
		To (dd/mm/yyyy)	28/02/2007

Participants List ?

Reporting period: Period 1 : From 01/03/2006 - To 28/02/2007

Participant	Participant No	Short Name	Cost Model	Status	Actions
National Institute of Nutrition and Seafood Research	1	NIFES	FC	-	
INSTITUT NATIONAL DE LA RECHERCHE AGRONOMIQUE	2	INRA	FCF	-	
University of Stirling	3	UOS	AC	-	
Consejo Superior de Investigaciones Cientificas	4	CSIC	FC	-	

Showing 1 of 9 | 2 3 4 5 6 7 8 9

Submit



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FP-6 example Form C Editor : Fill in FORM C (upper part) (1)


Participants | History

Draft - Version: 1

Project Information

Project Acronym	AQUAMAX	Contract No	16249
Instrument	Integrated Project	Sub-Instrument	Integrated Project
Work Program	Missing	Call Identifier	FP6-2004-FOOD-3-A
Start Date (dd/mm/yyyy)	01/03/2006	End Date (dd/mm/yyyy)	28/02/2010
Reporting period number	1	To (dd/mm/yyyy)	28/02/2007
From (dd/mm/yyyy)	01/03/2006		

Participant

Contractor's Legal Name	National Institute of Nutrition and Seafood Research	Participant No	1
Short Name	NIFES	Legal type	
Contact Person	Lie, OEyvind	Fax	+47 5590 5299
Telephone	+47 5590 5200		
E-Mail	oli@nifes.no		
Comment			
Cost model type	FC - Real indirect cost		

1. Resources (Third party(ies))

Are there any resources made available on the basis of a prior agreement with third parties identified in Annex I of the contract? ☐

2. Declaration of eligible costs (in €) ?

Eligible costs (in €)	Type of activities										Total (F)=(A)+(B)+(C)+(D)+(E)	
	Research and Technological Development / Innovation (A)		Demonstration (B)		Training (C)		Management of the Consortium (D)		Other Specific Activities (E)		Contractor	Third party (ies)
	Contractor	Third party (ies)	Contractor	Third party (ies)	Contractor	Third party (ies)	Contractor	Third party (ies)	Contractor	Third party (ies)		
Direct eligible costs											0.00	0.00
of which subcontracting											0.00	0.00
Indirect eligible costs											0.00	0.00
Adjustment to previous period(s)											0.00	0.00
Total Eligible Costs											0.00	0.00

mandatory →

To fill in →



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FP-6 example Form C Editor : Fill in FORM C (lower part) (2) and save

3. Declaration of Receipts (in €) ?

Declaration of Receipts (in €)	Type of activities										Total (F) = (A) + (B) + (C) + (D) + (E)	
	Research and Technological Development / Innovation (A)		Demonstration (B)		Training (C)		Management of the Consortium (D)		Other Specific Activities (E)		Contractor	Third party (ies)
	Contractor	Third party (ies)	Contractor	Third party (ies)	Contractor	Third party (ies)	Contractor	Third party (ies)	Contractor	Third party (ies)		
Total Receipts											0.00	0.00

4. Declaration of interest generated by the pre-financing (in €). To be completed only by the coordinator.

Did the pre-financing (advance) you received by the Commission for this period earn interests? ☐

If yes, please mention the amount (in €)

5. Request of FP6 Financial contribution (in €)

For this period, the FP6 Community financial contribution requested is equal to (amount in €)

6. Audit certificates ?

According to the contract, does the Financial Statement need an audit certificate (or several in case of Third party(ies)) delivered by independent auditor(s)? ☒

If Yes, does this(those) audit certificate(s) cover only this Financial Statement per Activity? ☒

If No, what is the periodicity covered by this(those) audit certificate(s)? From To

What is the total cost of this(those) audit certificate(s) (in €) per independent auditor(s)?

Audit certificate of the contractor (X)

Legal name of the audit firm	Cost of the certificate	Intervention period (Ys)

7. Conversion rates ?

Conversion rate of the Contractor (X)

Conversion rate of the date of incurred actual costs? ☐ Conversion rate of the first day of the first month following the period covered by the financial statement? ☐

8. Contractor's Certificate ?

Name of the person responsible for the work	Name of the duly authorised Financial Officer
<input type="text"/>	<input type="text"/>
Date <input type="text"/>	Date <input type="text" value="dd/MM/yyyy"/>

mandatory



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FP-7 example

Form C Editor: click on the reporting period

Form C Editor

[Reporting Periods](#) | [Submission History](#) | [Help](#) | [Logout](#)

Project Information

Project Acronym	MacroSys	Contract No	211602
Funding Scheme	Collaborative project	Sub-Funding Scheme	Small or medium-scale focused rese
Work Program	Missing	Call Identifier	FP7-KBBE-2007-1
Start Date (dd/mm/yyyy)	01/11/2008	End Date (dd/mm/yyyy)	31/10/2012
Reporting period number	1	To (dd/mm/yyyy)	30/04/2010

Beneficiaries List ?

Reporting period: Period 1 : From 01/11/2008 - To 30/04/2010

Beneficiary	Beneficiary No.	Short Name	Status	Actions
ISTITUTO SPERIMENTALE ITALIANO "LAZZARO SPALLANZANI"	1	ISILS	-	
UNIVERSITY COLLEGE DUBLIN, NATIONAL UNIVERSITY OF IRELAND, DUBLIN	2	NUID-UCD	-	
THE UNIVERSITY OF EDINBURGH	3	UEDIN	-	
THE PROVOST FELLOWS & SCHOLARS OF THE COLLEGE OF THE HOLY AND UNDIVIDED TRINITY OF QUEEN ELIZABETH NEAR DUBLIN	4	TCD	-	
QUEEN'S UNIVERSITY BELFAST	5	QUB	-	
JUSTUS-LIEBIG-UNIVERSITAET GIESSEN	6	UG	-	
FINNZYMES OY	7	FZ	-	
PARCO TECNOLOGICO PADANO S.R.L.	8	PTP	-	

Showing page 1 |

Submit

Form C 1.1.3 in PROD



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FP-7 example
Form C Editor: the list of participants appears
Click on Add Form C in the Actions column

Form C Editor

Reporting Periods | Submission History | Help | Logout

Project Information

Project Acronym	MacroSys	Contract No	211602
Funding Scheme	Collaborative project	Sub-Funding Scheme	Small or medium-scale focused res
Work Program	Missing	Call Identifier	FP7-KBBE-2007-1
Start Date (dd/mm/yyyy)	01/11/2008	End Date (dd/mm/yyyy)	31/10/2012
Reporting period number	1	From (dd/mm/yyyy)	01/11/2008
		To (dd/mm/yyyy)	30/04/2010

Beneficiaries List ?

Reporting period: Period 1 : From 01/11/2008 - To 30/04/2010

Beneficiary	Beneficiary No.	Short Name	Status	Actions
ISTITUTO SPERIMENTALE ITALIANO "LAZZARO SPALLANZANI"	1	ISILS	-	
UNIVERSITY COLLEGE DUBLIN, NATIONAL UNIVERSITY OF IRELAND, DUBLIN	2	NUID-UCD	-	
THE UNIVERSITY OF EDINBURGH	3	UEDIN	-	
THE PROVOST FELLOWS & SCHOLARS OF THE COLLEGE OF THE HOLY AND UNDIVIDED TRINITY OF QUEEN ELIZABETH NEAR DUBLIN	4	TCD	-	
QUEEN'S UNIVERSITY BELFAST	5	QUB	-	
JUSTUS-LIEBIG-UNIVERSITAET GIESSEN	6	UG	-	
FINNZYMES OY	7	FZ	-	
PARCO TECNOLOGICO PADANO S.R.L.	8	PTP	-	

Showing page 1 | 1

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FP-7 example Form C Editor : Fill in FORM C (upper part) (1)

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Beneficiary History

Project Information Draft - Version: 1

Project Acronym	MacroSys	Contract No	211602
Funding Scheme	Collaborative project	Sub-Funding Scheme	Small or medium-scale focused res
Work Program	Missing	Call Identifier	FP7-KBBE-2007-1
Start Date (dd/mm/yyyy)	01/11/2008	End Date (dd/mm/yyyy)	31/10/2012
Reporting period number	1	To (dd/mm/yyyy)	30/04/2010
From (dd/mm/yyyy)	01/11/2008		

Beneficiary

Contractor's Legal Name	UNIVERSITY COLLEGE DUBLIN, NATIONAL UNIVERSITY OF IRELAND, DL	Beneficiary No.	2
Short Name	NUID-UCD		
Comment			
Lump Sums Used	<input type="checkbox"/>	Indirect Cost Method	Simple Transition Flat Rate
Funding % for RTD activities	75	ICM Flat rate	60

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

Eligible costs (in €)					Total (E)=(A)+(B)+(C)+(D)
	RTD (A)	Demonstration (B)	Management (C)	Other (D)	
Personnel costs					0.00
Subcontracting					0.00
Other direct costs					0.00
Indirect costs					0.00
Lump sums / flat-rate / scale of unit declared					0.00
Total					0.00
Maximum EC Contribution	0.00	0.00	0.00		0.00
Requested EC contribution					0.00

To fill in



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FP-7 example

Form C Editor : Fill in FORM C (lower part) (2) and save

2. Declaration of Receipts (in €)
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 €)

3. Declaration of interest generated by the pre-financing (in €) (To be completed only by the coordinator)
Did the pre-financing you received generate any interest according to Art. II.18? ☐
If yes, please mention the amount (in €)

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

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 €)

6. Beneficiary's declaration on their honour ?
Name of the person responsible for the work Date dd/MM/yyyy

mandatory



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Form C Editor : after save → draft status

Form C Editor

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Project Information

Project Acronym	AQUAMAX	Contract No	16249
Instrument	Integrated Project	Sub-Instrument	Integrated Project
Work Program	Missing	Call Identifier	FP6-2004-FOOD-3-A
Start Date (dd/mm/yyyy)	01/03/2006	End Date (dd/mm/yyyy)	28/02/2010
Reporting period number	1	To (dd/mm/yyyy)	28/02/2007
From (dd/mm/yyyy)	01/03/2006		

Participants List ?

Reporting period: Period 1 : From 01/03/2006 - To 28/02/2007

Participant	Participant No	Short Name	Cost Model	Status	Actions
<input type="checkbox"/> National Institute of Nutrition and Seafood Research	1	NIFES	FC	Draft	
INSTITUT NATIONAL DE LA RECHERCHE AGRONOMIQUE	2	INRA	FCF	-	
University of Stirling	3	UOS	AC	-	
Consejo Superior de Investigaciones Cientificas	4	CSIC	FC	-	

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Form C Editor : after save : draft status
Edit the FORM C (click on the hyperlink)

Form C Editor

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Project Information

Project Acronym	AQUAMAX	Contract No	16249
Instrument	Integrated Project	Sub-Instrument	Integrated Project
Work Program	Missing	Call Identifier	FP6-2004-FOOD-3-A
Start Date (dd/mm/yyyy)	01/03/2006	End Date (dd/mm/yyyy)	28/02/2010
Reporting period number	1	To (dd/mm/yyyy)	28/02/2007
From (dd/mm/yyyy)	01/03/2006		

Participants List ?

Reporting period: Period 1 : From 01/03/2006 - To 28/02/2007

Participant	Participant No	Short Name	Cost Model	Status	Actions
<input type="checkbox"/> National Institute of Nutrition and Seafood Research	1	NIFES	FC	Draft	
INSTITUT NATIONAL DE LA RECHERCHE AGRONOMIQUE	2	INRA	FCF	-	
University of Stirling	3	UOS	AC	-	
Consejo Superior de Investigaciones Cientificas	4	CSIC	FC	-	

Showing 1 of 9 | 2 3 4 5 6 7 8 9

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Form C Editor : Edit the FORM C Possibility to delete the FORM C

3. Declaration of Receipts (in €) ?

Declaration of Receipts (in €)	Type of activities										Total (F) = (A) + (B) + (C) + (D) + (E)	
	Research and Technological Development / Innovation (A)		Demonstration (B)		Training (C)		Management of the Consortium (D)		Other Specific Activities (E)		Contractor	Third party (ies)
	Contractor	Third party (ies)	Contractor	Third party (ies)	Contractor	Third party (ies)	Contractor	Third party (ies)	Contractor	Third party (ies)		
Total Receipts											0.00	0.00

4. Declaration of interest generated by the pre-financing (in €). To be completed only by the coordinator.

Did the pre-financing (advance) you received by the Commission for this period earn interests? ☒

If yes, please mention the amount (in €)

5. Request of FP6 Financial contribution (in €)

For this period, the FP6 Community financial contribution requested is equal to (amount in €)

6. Audit certificates ?

According to the contract, does the Financial Statement need an audit certificate (or several in case of Third party(ies)) delivered by independent auditor(s)? ☒

If Yes, does this(those) audit certificate(s) cover only this Financial Statement per Activity? ☒

If No, what is the periodicity covered by this(those) audit certificate(s)? From To

What is the total cost of this(those) audit certificate(s) (in €) per independent auditor(s)?

Audit certificate of the contractor (X)

Legal name of the audit firm	Cost of the certificate
PPPPPPP	1200
Total (Z) = (X) + (Ys) 1200	

7. Conversion rates ?

Conversion Rate Contractor (X)

Conversion rate of the date of incurred actual costs? ☐ Conversion rate of the first day of the first month following the period covered by this financial statement? ☐

8. Contractor's Certificate ?

Name of the person responsible for the work		Name of the duly authorised Financial Officer	
SMITH	Date	SMITH	Date
		11/08/2008	

Not legally binding, DG RTD, CPM,
version 16/1/2009



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Form C Editor

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Beneficiary | History

Draft - Version: 1

Project Information

Project Acronym: MacroSys
Funding Scheme: Collaborative project
Work Program: Missing
Start Date (dd/mm/yyyy): 01/11/2008
Reporting period number: 1 From (dd/mm/yyyy): 01/11/2008
Contract No: 211602
Sub-Funding Scheme: Small or medium-scale focused res
Call Identifier: FP7-KBBE-2007-1
End Date (dd/mm/yyyy): 31/10/2012
To (dd/mm/yyyy): 30/04/2010

Beneficiary

Contractor's Legal Name: UNIVERSITY COLLEGE DUBLIN, NATIONAL UNIVERSITY OF IRELAND, DL
Short Name: NUID-UCD
Comment:
Lump Sums Used: ☐
Funding % for RTD activities: 75
Beneficiary No.: 2
Indirect Cost Method: Simple Transition Flat Rate
ICM Flat rate: 60

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

Eligible costs (in €)	Type of activities				Total (E)=(A)+(B)+(C)+(D)
	RTD (A)	Demonstration (B)	Management (C)	Other (D)	
Personnel costs	1000.00		200.00		1200.00
Subcontracting	200.00				200.00
Other direct costs	1000.00				1000.00
Indirect costs	1200.00		120.00		1320.00
Lump sums / flat-rate / scale of unit declared					0.00
Total	3400.00		320.00		3720.00



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Force - Windows Internet Explorer

https://webgate.ec.europa.eu/FormC/fp7/force/costStatement/saveCostStatement.action

File Edit View Favorites Tools Help

Connecting...

Project Information

Project Acronym: MacroSys
Funding Scheme: Collaborative project
Work Program: Missing
Start Date (dd/mm/yyyy): 01/11/2008
Reporting period number: 1 From (dd/mm/yyyy): 01/11/2008
Contract No: 211602
Sub-Funding Scheme: Small or medium-scale focused res
Call Identifier: FP7-KBBE-2007-1
End Date (dd/mm/yyyy): 31/10/2012
To (dd/mm/yyyy): 30/04/2010

Beneficiary

Contractor's Legal Name: UNIVERSITY COLLEGE DUBLIN, NATIONAL UNIVERSITY OF IRELAND, DL
Short Name: NUID-UCD
Comment:
Lump Sums Used: ☐
Funding % for RTD activities: 75
Beneficiary No.: 2
Cost Method: Simple Transition Flat Rate
Rate: 60

1. Declaration of eligible costs/lump sum/flat-rate/scale of unit declared

Eligible costs (in €)					Total (E) = (A) + (B) + (C) + (D)
Personnel costs					1200.00
Subcontracting					200.00
Other direct costs	1000.00				1000.00
Indirect costs	1200.00		120.00		1320.00
Lump sums / flat-rate / scale of unit declared					0.00
Total	3400.00		320.00		3720.00
Maximum EC Contribution	2550.00	0.00	320.00	0.00	2870.00
Requested EC contribution					2870.00

2. Declaration of Receipts (in €)

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.11.17 of the grant agreement?
If yes, please mention the amount (in €)

Start downloading from site: https://webgate.ec.europa.eu/FormC/fp7/force/costStatement/printCostStatement.action?costStatement

Local intranet 100%

start Microsoft PowerPoint... 4 Internet Explorer Microsoft Office ... AOSD report_Dir E... APB 2010 Food agric... untitled - Paint FR 17:11



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print Forms C (3)

FP7 - Grant Agreement - Annex VI - Collaborative project

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

Project nr.	211602	Funding scheme	Collaborative project
Project Acronym	MacroSys		
Period from	01/11/2006	Is this an adjustment to a previous statement?	No
To	30/04/2010		
Legal Name	UNIVERSITY COLLEGE DUBLIN, NATIONAL UNIVERSITY OF IRELAND, DUBLIN	Participant Identity Code	
Organisation short Name	NUID-UCD	Beneficiary nr.	2
Funding % for RTD activities (A)	75.00	If flat rate for indirect costs, specify %	

1. Declaration of eligible costs/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	1,000.00	0.00	200.00	0.00	1,200.00
Subcontracting	200.00	0.00	0.00	0.00	200.00
Other direct costs	1,000.00	0.00	0.00	0.00	1,000.00
Indirect costs	1,200.00	0.00	120.00	0.00	1,320.00
Lump sums/flat rate/scale of unit declared	0.00	0.00	0.00	0.00	0.00
Total	3,400.00	0.00	320.00	0.00	3,720.00
Maximum EC contribution	2,550.00	0.00	320.00	0.00	2,870.00
Requested EC contribution					2,870.00

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 €)

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 €)

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?

No
No

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

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?

No

Name of the auditor	Cost of the certificate (in €)
---------------------	--------------------------------

6. 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 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



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submission of Forms C



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Submission of Forms C

- Only the coordinator should submit Forms C to the Commission
- When submitting Forms C to the Commission please submit them as a group per reporting period and do not submit each form C individually



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Form C Editor : Submit the Form C to the Commission

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Project Information

Project Acronym	AQUAMAX	Contract No	16249
Instrument	Integrated Project	Sub-Instrument	Integrated Project
Work Program	Missing	Call Identifier	FP6-2004-FOOD-3-A
Start Date (dd/mm/yyyy)	01/03/2006	End Date (dd/mm/yyyy)	28/02/2010
Reporting period number	1	To (dd/mm/yyyy)	28/02/2007
From (dd/mm/yyyy)	01/03/2006		

Participants List ?

Reporting period: Period 1 : From 01/03/2006 - To 28/02/2007

Participant	Participant No	Short Name	Cost Model	Status	Actions
<input checked="" type="checkbox"/> National Institute of Nutrition and Seafood Research	1	NIFES	FC	Draft	
INSTITUT NATIONAL DE LA RECHERCHE AGRONOMIQUE	2	INRA	FCF	-	
University of Stirling	3	UOS	AC	-	
Consejo Superior de Investigaciones Cientificas	4	CSIC	FC	-	

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(→ data read-only)**

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SIXTH FRAMEWORK PROGRAMME 2007 - 2013

Summary Financial Report

Project Acronym: AQUAMAX Contract No: 16249
Instrument: Integrated Project Sub-Instrument: Integrated Project
Work Program: Missing Call Identifier: FP6-2004-FOOD-3-A
Start Date (dd/mm/yyyy): 01/03/2006 End Date (dd/mm/yyyy): 28/02/2010

✓ No errors were detected.

More detail >>

Contractor No	Organisation Name	Cost model used	Eligible costs (in €)	Type of activities										Total eligible costs (F) = (A)+(B)+(C)+(D)+(E)	
				Research and Technological Development / Innovation (A)		Demonstration (B)		Training (C)		Management of the Consortium (D)		Other Specific Activities (E)			
				Contractor	Third party (ies)	Contractor	Third party (ies)	Contractor	Third party (ies)	Contractor	Third party (ies)	Contractor	Third party (ies)	Contractor	Third party (ies)
1	National Institute of Nutrition and Seafood Research	FC	Direct eligible costs	450000.00		3.00		5.00		10.00				450018.00	0.00
			of which subcontracting	58000.00		1.00		2.00		2.00				58005.00	0.00
			Indirect eligible costs	12000.00		3600.00		25000.00		2600.00				43200.00	0.00
			Adjustment to previous period(s)											0.00	0.00
			Total Eligible Costs	462000.00		3603.00		25005.00		2610.00				493218.00	0.00
Total eligible costs			462000.00	0.00	3603.00	0.00	25005.00	0.00	2610.00	0.00	0.00	0.00	493218.00	0.00	
			462000.00		3603.00		25005.00		2610.00		0.00		493218.00		
Maximum calculated EC contribution for the reporting period (in €) without taking into account receipts			231000.00	0.00	1261.05	0.00	25005.00	0.00	2610.00	0.00	0.00	0.00	259876.05		
			231000.00		1261.05		25005.00		2610.00		0.00				
Amount of the financial interests generated by the prefinancing														100000.00	
Requested EC contribution for the reporting period (in €)														259876.05	

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Cancel Confirm



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Form C Editor : the Form is submitted

The screenshot shows the 'Form C Editor' web interface. At the top, there is a navigation bar with links: 'Reporting Periods', 'Submission History', 'Help', and 'Logout'. To the right of the navigation bar are logos for the 'SIXTH FRAMEWORK PROGRAMME' (2007-2013) and the 'SEVENTH FRAMEWORK PROGRAMME' (2007-2013). The main content area has a header 'Submission Status' and a message: 'The Form C(s) have been successfully submitted'. At the bottom right of the message area, there is a green 'Ok' button with a play icon. An orange arrow points to this button.



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Form C Editor : Submission

Form C Editor

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Project Information

Project Acronym: AQUAMAX
Instrument: Integrated Project
Work Program: Missing
Start Date (dd/mm/yyyy): 01/03/2006

Contract No: 16249
Sub-Instrument: Integrated Project
Call Identifier: FP6-2004-FOOD-3-A
End Date (dd/mm/yyyy): 28/02/2010

Submissions List

Reporting period: All periods

Submission / List of participants	Participant No	Short Name	Submission Date	Reporting Period	Version	Status
Submission 1			17/10/2008 9:48	1		

Showing 1 of 1 | 1

Submission / List of participants	Participant No	Short Name	Submission Date	Reporting Period	Version	Status
Submission 1			17/10/2008 9:48	1		
National Institute of Nutrition and Seafood Research	1	NIFES		1	1	Submitted

Showing 1 of 1 | 1



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Forms C for third parties



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Form C Editor : status 'Submitted'

Form C Editor

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Project Information

Project Acronym	AQUAMAX	Contract No	16249
Instrument	Integrated Project	Sub-Instrument	Integrated Project
Work Program	Missing	Call Identifier	FP6-2004-FOOD-3-A
Start Date (dd/mm/yyyy)	01/03/2006	End Date (dd/mm/yyyy)	28/02/2010
Reporting period number	1	To (dd/mm/yyyy)	28/02/2007
From (dd/mm/yyyy)	01/03/2006		

Participants List ?

Reporting period: Period 1 : From 01/03/2006 - To 28/02/2007

Participant	Participant No	Short Name	Cost Model	Status	Actions
National Institute of Nutrition and Seafood Research	1	NIFES	FC	Submitted	
INSTITUT NATIONAL DE LA RECHERCHE AGRONOMIQUE	2	INRA	FCF	-	
University of Stirling	3	UDS	AC	-	
Consejo Superior de Investigaciones Cientificas	4	CSIC	FC	-	

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Form C has to be submitted for all Participants



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Form C Editor : Third parties

Form C Editor

Reporting Periods
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SIXTH FRAMEWORK PROGRAMME 2007 - 2013
 2007 - 2013

Project Information

Project Acronym	CORNEA ENGINEERING	Contract No	504017
Instrument	Specific Targeted Project	Sub-Instrument	Specific Targeted Research Project
Work Program	C(2002)4789	Call Identifier	FP6-2002-NMP-1
Start Date (dd/mm/yyyy)	01/01/2004	End Date (dd/mm/yyyy)	31/12/2007
Reporting period number	1	To (dd/mm/yyyy)	31/12/2004
From (dd/mm/yyyy)	01/01/2004		

Participants List ?

Reporting period: Period 1 : From 01/01/2004 - To 31/12/2004

Participant	Participant No	Short Name	Cost Model	Status	Actions
CENTRE NATIONAL DE LA RECHERCHE SCIENTIFIQUE	1	CNRS-DR07	FCF	Submitted	
-> (THP) ABDSDd	-	-	FC	Submitted	
-> (THP) TEST THPH1	-	-	FC	Draft	
ASSISTANCE PUBLIQUE - HOPITAUX DE PARIS	2	APHP-HTD	AC	Submitted	
-> (Complementary Form C no. 1)	-	-	-	Submitted	
-> (Complementary Form C no. 2)	-	-	-	Draft	
BANQUE FRANCAISE DES YEUX	3	BFY	FCF	Draft	
LABORATOIRES IOLTECH SA	4	IOLTECH	FC	-	

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Add third party Form C

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Form C Editor : Fill in Data for Third Parties

Form C Editor

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Participants | History

Draft - Version: 1

Project Information

Project Acronym	CORNEA ENGINEERING	Contract No	504017
Instrument	Specific Targeted Project	Sub-Instrument	Specific Targeted Research Project
Work Program	C(2002)4789	Call Identifier	FP6-2002-NMP-1
Start Date (dd/mm/yyyy)	01/01/2004	End Date (dd/mm/yyyy)	31/12/2007
Reporting period number	1	To (dd/mm/yyyy)	31/12/2004
From (dd/mm/yyyy)	01/01/2004		

Participant

THP of 'LABORATOIRES IOLTECH SA'

Contractor's Legal Name	LABO	Participant No	
Short Name	LAB	Legal type	International Organisations
Contact Person	SMITH		
Telephone	0032566998	Fax	
E-Mail			
Comment			
Cost model type	FC - Real indirect cost		

1. Resources (Third party(ies))

Are there any resources made available on the basis of a prior agreement with third parties identified in Annex I of the contract? ☐

2. Declaration of eligible costs (in €) ?

Eligible costs (in €)	Type of activities										Total (F)=(A)+(B)+(C)+(D)+(E)	
	Research and Technological Development/ Innovation (A)		Demonstration (B)		Training (C)		Management of the Consortium (D)		Other Specific Activities (E)		Contractor	Third party (ies)
	Contractor	Third party (ies)	Contractor	Third party (ies)	Contractor	Third party (ies)	Contractor	Third party (ies)	Contractor	Third party (ies)		
Direct eligible costs	526000.00		55454.00				544.00				581998.00	0.00
of which												



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



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Form C Editor : Third Party Form C

Participants List ?

Reporting period: Period 1 : From 01/01/2004 - To 31/12/2004

Participant	Participant No	Short Name	Cost Model	Status	Actions
CENTRE NATIONAL DE LA RECHERCHE SCIENTIFIQUE	1	CNRS-DR07	FCF	Submitted	 
<input type="checkbox"/> >(THP) ABDSDd	-	-	FC	Submitted	
<input type="checkbox"/> >(THP) TEST THPH1	-	-	FC	Draft	
ASSISTANCE PUBLIQUE - HOPITAUX DE PARIS	2	APHP-HTD	AC	Submitted	 
<input type="checkbox"/> >(Complementary Form C no. 1)	-	-	-	Submitted	
<input type="checkbox"/> >(Complementary Form C no. 2)	-	-	-	Draft	
<input type="checkbox"/> BANQUE FRANCAISE DES YEUX	3	BFY	FCF	Draft	 
LABORATOIRES IOLTECH SA	4	IOLTECH	FC	-	 
<input type="checkbox"/> >(THP) LABO	-	-	FC	Draft	

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revise a FORM C



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FORCE : 'Request for Revision' on the level of the Reporting Period

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Project Information

Project Acronym	AQUAMAX	Contract No	16249
Instrument	Integrated Project	Sub-Instrument	Integrated Project
Work Program	Missing	Call Identifier	FP6-2004-FOOD-3-A
Start Date (dd/mm/yyyy)	01/03/2006	End Date (dd/mm/yyyy)	28/02/2010

Reporting Periods

Period	Date from	Date to	Period Duration (days)
1	01/03/2006	28/02/2007	365
2	01/03/2007		
3	01/03/2008		
4	01/03/2009		

Request for Revision

Some Form Cs have been rejected by the Project Officer. Please revise them.

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FORCE : 'Request for Revision' View the Comments by the PO

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Project Information

Project Acronym	AQUAMAX	Contract No	16249
Instrument	Integrated Project	Sub-Instrument	Integrated Project
Work Program	Missing	Call Identifier	FP6-2004-FOOD-3-A
Start Date (dd/mm/yyyy)	01/03/2006	End Date (dd/mm/yyyy)	28/02/2010
Reporting period number	1	To (dd/mm/yyyy)	28/02/2007
From (dd/mm/yyyy)	01/03/2006		

Participants List ?

Reporting period: Period 1 : From 01/03/2006 - To 28/02/2007

Participant	Participant No	Short Name	Cost Model	Status	Actions
National Institute of Nutrition and Seafood Research	1	NIFES	FC	Request for Revision	
INSTITUT NATIONAL DE LA RECHERCHE AGRONOMIQUE	2	INRA	FCF		Rejection Comment
University of Stirling	3	UOS	AC		please check third parties
Consejo Superior de Investigaciones Cientificas	4	CSIC	FC	-	

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Submit

Note: modify the Form C and submit again....



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FORCE : Submission of the revised version of the Form C

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Project Information

Project Acronym	AQUAMAX	Contract No	16249
Instrument	Integrated Project	Sub-Instrument	Integrated Project
Work Program	Missing	Call Identifier	FP6-2004-FOOD-3-A
Start Date (dd/mm/yyyy)	01/03/2006	End Date (dd/mm/yyyy)	28/02/2010

Submissions List

Reporting period: All periods

Submission / List of participants	Participant No	Short Name	Submission Date	Reporting Period	Version	Status
Submission 2			17/10/2008 10:21	1		
National Institute of Nutrition and Seafood Research	1	NIFES		1	2	Submitted
Submission 1			17/10/2008 9:48	1		
National Institute of Nutrition and Seafood Research	1	NIFES		1	1	Archived

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FORCE : Reporting Period locked by PO

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Project Information

Project Acronym	CORNEA ENGINEERING	Contract No	504017
Instrument	Specific Targeted Project	Sub-Instrument	Specific Targeted Research Project
Work Program	C(2002)4789	Call Identifier	FP6-2002-NMP-1
Start Date (dd/mm/yyyy)	01/01/2004	End Date (dd/mm/yyyy)	31/12/2007

Reporting Periods

Period	Date from	Date to	Period Duration (days)	
1	01/01/2004	31/12/2004	366	
2	01/01/2005	31/12/2005	365	
3	01/01/2006	31/12/2006	365	
4	01/01/2007	31/12/2007	365	



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- use the logout button of FORCE to log out
- Closing the application via the web browser will leave the project inaccessible for 30 minutes

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Project Information

Project Acronym	EU-ESoF	Contract No	654
Instrument	Specific Targeted Project	Sub-Instrument	Sp
Work Program	C(2003)243	Call Identifier	FP6
Start Date (dd/mm/yyyy)	01/04/2005	End Date (dd/mm/yyyy)	31/03/2008

Reporting Periods

Period	Date from	Date to	Period Duration
1	01/04/2005	31/03/2006	365
2	01/04/2006	31/03/2007	365
3	01/04/2007	31/03/2008	366

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