



Consiglio Nazionale delle Ricerche  
Dipartimento Patrimonio Culturale  
Piazzale Aldo Moro, 7 – 00185 Roma



Central Italy Innovation Relay Centre  
Lazio - Abruzzo - Sardegna

Rome,

AMMCNT - CNR - Amministrazione Cent	
Tit:	F:
N. 0057741	22/07/2008

**Mr Filippo Pasquet**  
European Commission  
DG Enterprise and Industry  
Innovation Policy D/2  
"Support for Innovation"  
BREY1 - 45 avenue d'Auderghem  
B – 1040 Brussels

**Subject:** IRC CIRCE, contract n. 510427 (IRC6) – Report n° 4 and Final report

Dear Mr Pasquet,

Please find attached the following documents of IRC CIRCE periodic report n°4 (1/04/2007 - 31/03/2008) and IRC CIRCE Final report.

Periodic report n°4:

1. Publishable Executive Summary
2. Periodic Activity Report plus:
  - Annex 1: Plan for using and disseminating knowledge
  - Annex 2: Deliverables and expected results achieved
    - annex 2A: Person-months status table
    - annex 2B: Dates of key events
    - annex 2E: Table of deliverables and supporting evidence
  - Annex 3: Performance indicators versus key references in the network and table of IRC performances
  - Annex 4: Performance indicators – output data
3. Periodic Management Report
4. Periodic Funding Distribution Report
  - Annex 5: cost budget follow-up table
  - Annex 6: Summary financial report
  - Annex 7: Forms C (2 originals and 1 copy per partner)
  - Annex 8: Report on the distribution of the Community's contribution

Final report:

5. Publishable final activity report
6. Final plan for using and disseminating the technology



Consiglio Nazionale delle Ricerche  
Dipartimento Patrimonio Culturale  
Piazzale Aldo Moro, 7 – 00185 Roma



Central Italy Innovation Relay Centre  
Lazio - Abruzzo - Sardegna

7. Final management report

Other documents:

8. Audit certificate documents (2 originals per partner)
9. Questionnaires of the partners
10. Financial checklist for IRC coordinators

Best regards,

Sara Di Marcello

# 1. Executive Summary

## 1.1 Project Objectives

CIRCE, the Central Italy Innovation Relay Centre, is one of the 7 Italian Innovation Relay Centres. It is member of the IRC network since 1995 with the task of promoting and increasing technological co-operation among European companies and research centres.

CIRCE, as other IRCs do in their own region, provides companies and research centres of Lazio, Abruzzo and Sardegna, with cost effective services and qualified support in the field of transnational technology transfer and in all matters concerning innovation and intellectual property rights.

In these regions CIRCE has the task and the role of improving and creating a friendly and homogeneous innovation environment by stimulating a better integration between the world of research and industries and by encouraging local companies to work with European ones.

To reach its goals, CIRCE provides its clients with:

- an updated flow of information, through its web site (<http://www.irccirce.it>) and through targeted e-mail shots, linking all available innovation opportunities arisen in Europe with local needs and skills;
- a network of experts and local innovation providers able to support them with customised assistance in the different aspects (technical, legal, economic) of the innovation procedures;
- the participation in the IRCs network events, in order to increase their opportunities in meeting other European entrepreneurs and researchers;
- innovative and standardised tools and methodologies to ensure high quality of services and assistance
- a qualified level of staff expertise
- signposting service to other local business office (BIC, EIC, Chambers of Commerce, etc.).

This year, main sectors of activities of the partners have been: *environment, agro-food, cultural heritage, energy, ICT, medicine and biotechnology*.

According to the contract, CIRCE *strategic objectives* remain the same of the previous years:

1. support for transnational technology transfer actions both in inward and outward;
2. stimulation of transnational technology transfer actions in low innovation oriented local companies and promotion of local research centres expertise and know-how;
3. enhancement of the participation of clients in the IRC Thematic Group actions and events;
4. improvement of the quality of tools, methodologies and technologies of the IRC network;
5. increase staff expertise;
6. co-operation with other European networks and with local innovation providers.

In particular, this year, efforts of the partners have been focused on assisting clients in technology transfer actions in order to increase the quality and the number of technology transfer agreements, both inward and outward (point 1), and on improving the participation of the IRC clients in Thematic Groups actions and events (point 4). Also the cooperation with other local business organisations have been strengthened, a positive consequence of this has been the joint participation to the new EEN project: CINEMA.

## 1.2 Project Organisation

CIRCE's project is a consortium made of 5 partners: CNR, the coordinator, APRE, University of Tor Vergata, Sardegna Ricerche and Sviluppo Italia Abruzzo, covering the 3 central regions of Italy as follows:

- CNR, APRE and the University of Tor Vergata (UTV): Lazio

- Sardegna Ricerche (SA): Sardegna
- Sviluppo Italia Abruzzo (SIA): Abruzzo

They have been chosen according to:

- their professional background and territorial importance, which ensure targeted expertise and reliability in the academic and entrepreneurial system of their own region, transnational involvement, achievement of relevant results;
- their contacts and collaboration with research, innovation and business providers of each region (partners' sub-network) guaranteeing a wide promotion of CIRCE's services and IRC network opportunities;
- their consolidated experience in finding transnational solutions, and their good knowledge of the industrial framework of their own region in terms of weaknesses and strengths, needs and capabilities;
- their participation in relevant regional/national/European research and innovation projects as performers and/or advisors;
- their expertise and experience in delivering "innovation and TTT" services to companies, research centres and "industrial districts" of their own region.

Due to the good relationships established among the partners and due to their professional background and skills, the consortium have never been modified. In fact, all the partners have been in charge since 2004 and the most of them also in the previous contractual period (2000-2004), in particular, the CNR being co-ordinator since 1995.

### **1.3 Project activities**

As the previous year and according to the contract, the *activities* carried on by CIRCE this year are grouped in 3 key services: Services to IRC clients, Services to the IRC network and Internal IRC matters.

#### ***Key service 1: Services to IRC clients.***

This action has been addressed to all those companies, research centres, "industrial districts" and clusters of innovative firms involved in the innovation process, and to those SMEs working in more traditional fields for whom innovation is the next step. It consisted of 3 actions:

- services for the transnational transfer of technologies and for the exploitation of research results
- services for stimulating companies to adopt new technologies
- actions to favour signposting and co-operation with other European business support networks and local innovation providers.

#### ***Key service 2: Services to the IRC network***

This action has been addressed to all other IRCs of the network and consisted of 2 actions:

- enhancement of the quality of technologies circulating in the network
- participation in the IRC network and Thematic Groups actions and events.

#### ***Key service 3: Internal IRC matters***

This action has been addressed to CIRCE partners and consisted in the management of the consortium, concerning both administrative and financial matters, and in the co-ordination of the IRC activities at local, national and European level.

In particular, this year, main goals have been to increase the quality and the number TTT agreements and to enhance the participation of clients to IRC network events and TGs meetings. To reach these objectives, CIRCE's partners have planned to focus on specific actions of Key Service 1 and Key Service 2.

These are:



- technology assessment to enhancement the quality of local technologies circulating in the network and targeted selection and dissemination of external and local technology profiles to create new technology transfer opportunities
- active role in defining and supporting actions of thematic groups
- involvement of CIRCE's loyal customers in these actions
- organisation of technology transfer day and brokerage events in the most relevant regions' sectors

## 1.4 Project results

The management of the consortium and the coordination of the activities have not presented any particular difficulties, rather, relationships have been strengthen. The consortium was well harmonised and the numerous contacts and relationships that each partner keeps with its own sub-network, at local and European level, are a precious contribution for the project activities, as a whole. Also the strategy concerning the achievement of project goals has always been jointly decided and, as a consequence of results achieved in the past periods, this year some activities have been increased (TO profiles published in the BSS), some others have been decreased (TR profiles published in the BBS) and others more (Pilot action) have been substituted by new ones (Innov7 projects).

Furthermore, partners supported each other activities and co-operated for the realisation and the success of joint events: i.e. RER2007 and TECHA2008, both held in Rome.

The main results reached by CIRCE in this 4<sup>th</sup> year of activity can be summarised as follows:

*FTE: average of the whole period 7.8*

### **WP1: Services to clients**

- About 2000 companies/research centres regularly informed about innovation opportunities;
- About 200 new companies/research centres contacted, 177 new clients, 635 loyal customers;
- 116 company/research centres visits and audits (as against 151 of the previous year, 165 of '05/'06 and 95 of '04/'05);
- 83 new local technology profiles published in the BBS, 172 considering also those profiles that have been updated (as against 81 of the previous year, 60 of '05/'06 and 42 of '04/'05);
- 287 expressions of interest in local technology profiles (as against 231 of the previous year, 190 of '05/'06 and 102 of '04/'05);
- 884 external technology profiles promoted locally during events, company visits or through targeted e-mail shots and newsletter, 10734 considering the promotion through the AMT (as against 1554 of the previous year, 572 of '05/'06 and 427 of '04/'05 not considering the AMT);
- 150 expressions of interest in external technology profiles (as against 127 of the previous year, 184 of '05/'06 and 76 of '04/'05);
- 112 negotiations started (as against 28 of the previous year, 20 of '05/'06 and 15 of '04/'05);
- 11 transnational technology transfer agreements signed (as against 15 of the previous year, 13 of '05/'06 and 1 of '04/'05)

*Weak points:* as far as the whole consortium is concerned, there are no relevant weak points to be highlighted in this WP. This is a consequence of a re-planning of the activities that took into account results obtained by the partners at the end of the third period: the number of local TOs have been increased whereas the number of local TRs and EU research results have been reduced. Therefore, the most important deliverables and results planned for the period 2007-2008 (i.e. company visits, local and external TPs promoted, negotiations, TTT agreements, the pilot action) have been reached and in most of the cases overcome (see Annex 2).

As far as the "Technology Self Assessment Pilot Action" is concerned (D1.16, D1.17, D2.6), following several useless attempts to coordinate with ZENIT IRC, CIRCE's partners decided to develop it by themselves and to increase its spin-off also through the participation at the Innov7 projects. In fact, to be effective, the ideas planned to be develop within the PA, needed big efforts in terms of human resources and could be better realised . as there was the chance - in dedicated projects. Therefore,

man/days planned for this action have partly used for the selection of companies to be involved Innov7 projects (D1.16), partly used for the preparation of INNOV7 projects (D2.6). The aim of the projects - *METTRES* (ZENIT and CNR), *OPEN TTT*, *INNO-vention*, *ISOPTT* (APRE) - now close to the end, has been the improvement of technology transfer methodologies for the advantage of traditional as well as innovative SMEs through the development of a tool allowing SMEs to perform a self-assessment evaluation of the economic impact of their know-how and patents and through the matching of “regional demand profiles” (TRs) and “best available techniques” (BAT), that linked the demand of new technologies by SMEs to the fulfilment of the European directives.

#### **WP2: Services to IRC network**

- improvement of the quality of local technology profiles promoted in the network;
- member of 5 thematic groups (as against 6 of the previous year), attendance at 5 (as against 11 of '06/'07, 14 of '05/'06 and 8 of '04/'05) thematic groups formal meetings;
- 2 technology transfer day organised, 17 attended (as against 17 of '06/'07, 13 of '05/'06 and 7 of '04/'05);
- 1 company missions organised (as against 1 of '06/'07, 1 of '05/'06 and 2 of '04/'05);
- 181 local technology profiles promoted (as against 457 of '06/'07, 195 of '05/'06 and 107 of '04/'05), 100 clients (as against 125 of '06/'07, 81 of '05/'06 and 31 of '04/'05) took part at 636 (as against 324 of '06/'07, 218 of '05/'06 and 57 of '04/'05) bilateral meetings.

*Weak points:* as in WP1, in WP2 all deliverables and results planned in the contract for the period 2007-2008 have been performed and reached. In particular, results obtained for key actions such as the organisation/participation at TTdays and company missions and the involvement of companies in these events, have been more than expected. Viceversa, the number of staff exchanges has been reduced.

The weak point of WP2 is the lack of participation of SIA to actions of the network. Therefore, results obtained in WP2 have been mainly the outcomes of the efforts of three partners: CNR, APRE and UTV. Also SR improved its participation to the actions of WP2 in this year.

All these partners, invested in this WP more efforts than foreseen both in terms of activity planned and results achieved (i.e. participation at TGs, participation/organisation of TT Days and Brokerage events, company missions, attendance of clients at international events). For these partners looking at the new EEN contract (2008-2013), WP2 represents the core of the activity of an IRC to maintain good relationships with other European colleagues and to offer to clients “international” opportunities. Furthermore, CNR and APRE were asked by SIA – since the beginning of the third period – to perform activities of the network on its behalf. Due to a process of internal reorganisation and for the lack of availability of human resources, SIA was not able to perform actions of WP2. International relationships for technology transfer is no more its mission. By consequence, all the activities planned for this WP, and man/months charged, have been partly deleted partly transferred to other partner, who - with reference to the consortium agreement (art. 4.3) and the agreement of SIA - have decided, to redistribute among the consortium part of SIA's contribution foreseen for this WP.

#### **WP3: Internal IRC matters:**

- co-ordination with the IRCs network, in particular with IRCs members of thematic groups CIRCE is member of;
- co-ordination of the CIRCE consortium through the use of the Internal Management Tool and through the organisation of 1 management and 3 operative meetings;
- attendance at 1 IRC training courses, the organisation/participation at 4 Staff exchanges.

*Weak points:* definitively, the number of management and operative meetings planned in the contract have been overestimated. In the course of the years, the co-ordinator and the partners have realised that 2 management meetings per year (rather than 4) and 4 operative meetings per year (rather than 12) have been sufficient to manage the project. In the new operative plan the number of management and operative meetings have been reduced, respectively from 16 to 8 and from 48 to 16.

Beside this, it has to be said that, to save money, partners use to gather together in informal meetings on the occasion of Italian IRC annual meetings or on the occasion of other event of the network attended by the most of them. Therefore, the co-ordination of the consortium, the management of the

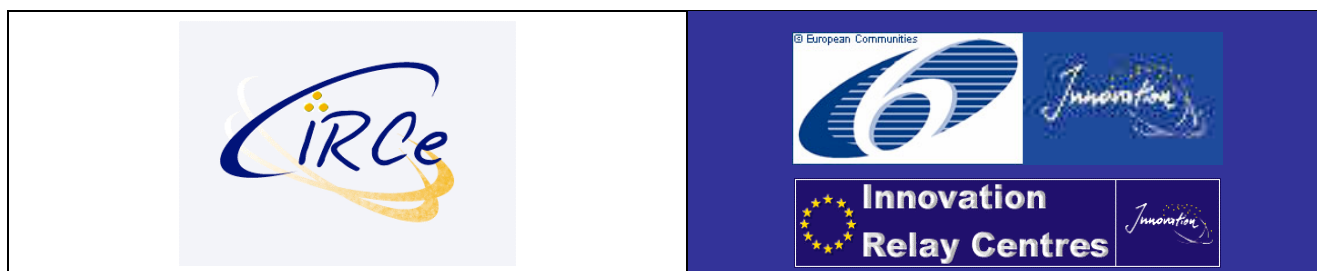
project and the sharing of knowledge and methodologies have been always carried on with coherence, efficiency and with the complete trust of the partners being the strategic planning of the activities monitored by regular formal and informal meetings, bilateral meetings, telephone calls, exchange of e-mail messages, internal management tool.

On a final note, it is important to highlight that for what concerns the management of knowledge and skills within the consortium, the coordinator has always deemed important and necessary the harmonised growth of the key staff's expertise, the involvement in the staff of new young technical expertises and the strengthening of relationships and cooperation with other IRCs and other networks.

Conclusions: also in the 4<sup>th</sup> year, TTT agreements remained the main objective of the activities of the partners. This year 11 TTT agreements have been signed: 3 by UTV, 7 by SR and 1 by SIA. These agreements, summed with the 29 reached in the former periods, overcome the total number planned in the contract (34). The result is a consequence of an increased participation of client to international events and actions promoted by TG, and of a more intensive and structured follow-up methodology dedicated to the new and advanced negotiations of CIRCE's clients. As far as the CNR is concerned, a high number of negotiations between CNR researchers and foreign companies came out after TECHA 2008. Possibly some of them will be transformed in TTT agreements in the coming months.

Another important result of the 4<sup>th</sup> year has been the organisation of 2 Technology Transfer Days in Rome: RER2007, Renewable energy in Rome and TECHA2008, Technologies exploitation for the cultural heritage advancement, respectively held in September 2007 and in March 2008. The events have been very successful both for the high participation of companies and the high number of meetings (more than 500 hundreds for TECHA). A key factor of their success has also been the joint participation of all the partners in the organisation as well as the support and the promotion given by Provincia di Roma and Comune di Roma.

On a whole, also this year, all the relevant targets have been achieved thanks both to the expertise and the engagement of all the partners.



*Project No. 510427*  
*Project acronym: CIRCE*  
*Project full name: CENTRAL ITALY INNOVATION RELAY CENTRE*

**Instrument type:** Specific support Actions

**Priority name:** Research and Innovation Activity Area / IRCs

- **Periodic Activity Report**
- ☐ **Periodic Management Report**
- ☐ **Periodic Funding Distribution Report**
- ☐ **Publishable Final Activity Report**
- ☐ **Final plan for using and disseminating the technology**
- ☐ **Final Management Report**
- ☐ **Final Funding Distribution Report**

**Period covered:** 01/04/2007 to 31/03/2008

**Date of preparation:** 04/04/2008

**Start date of project:** 01/04/2004

**Duration:** 4 years

**Project coordinator organisation name:** CONSIGLIO NAZIONALE DELLE RICERCHE

**Project coordinator name:** Mrs Sara Di Marcello

**Revision**



# 1. Executive Summary

## 1.1 Project Objectives

CIRCE, the Central Italy Innovation Relay Centre, is one of the 7 Italian Innovation Relay Centres. It is member of the IRC network since 1995 with the task of promoting and increasing technological co-operation among European companies and research centres.

CIRCE, as other IRCs do in their own region, provides companies and research centres of Lazio, Abruzzo and Sardegna, with cost effective services and qualified support in the field of transnational technology transfer and in all matters concerning innovation and intellectual property rights.

In these regions CIRCE has the task and the role of improving and creating a friendly and homogeneous innovation environment by stimulating a better integration between the world of research and industries and by encouraging local companies to work with European ones.

To reach its goals, CIRCE provides its clients with:

- an updated flow of information, through its web site (<http://www.irccirce.it>) and through targeted e-mail shots, linking all available innovation opportunities arisen in Europe with local needs and skills;
- a network of experts and local innovation providers able to support them with customised assistance in the different aspects (technical, legal, economic) of the innovation procedures;
- the participation in the IRCs network events, in order to increase their opportunities in meeting other European entrepreneurs and researchers;
- innovative and standardised tools and methodologies to ensure high quality of services and assistance
- a qualified level of staff expertise
- signposting service to other local business office (BIC, EIC, Chambers of Commerce, etc.).

This year, main sectors of activities of the partners have been: *environment, agro-food, cultural heritage, energy, ICT, medicine and biotechnology*.

According to the contract, CIRCE *strategic objectives* remain the same of the previous years:

1. support for transnational technology transfer actions both in inward and outward;
2. stimulation of transnational technology transfer actions in low innovation oriented local companies and promotion of local research centres expertise and know-how;
3. enhancement of the participation of clients in the IRC Thematic Group actions and events;
4. improvement of the quality of tools, methodologies and technologies of the IRC network;
5. increase staff expertise;
6. co-operation with other European networks and with local innovation providers.

In particular, this year, efforts of the partners have been focused on assisting clients in technology transfer actions in order to increase the quality and the number of technology transfer agreements, both inward and outward (point 1), and on improving the participation of the IRC clients in Thematic Groups actions and events (point 4). Also the cooperation with other local business organisations have been strengthened, a positive consequence of this has been the joint participation to the new EEN project: CINEMA.

## 1.2 Project Organisation

CIRCE's project is a consortium made of 5 partners: CNR, the coordinator, APRE, University of Tor Vergata, Sardegna Ricerche and Sviluppo Italia Abruzzo, covering the 3 central regions of Italy as follows:

- CNR, APRE and the University of Tor Vergata (UTV): Lazio
- Sardegna Ricerche (SA): Sardegna
- Sviluppo Italia Abruzzo (SIA): Abruzzo

They have been chosen according to:

- their professional background and territorial importance, which ensure targeted expertise and reliability in the academic and entrepreneurial system of their own region, transnational involvement, achievement of relevant results;
- their contacts and collaboration with research, innovation and business providers of each region (partners' sub-network) guaranteeing a wide promotion of CIRCE's services and IRC network opportunities;
- their consolidated experience in finding transnational solutions, and their good knowledge of the industrial framework of their own region in terms of weaknesses and strengths, needs and capabilities;
- their participation in relevant regional/national/European research and innovation projects as performers and/or advisors;
- their expertise and experience in delivering "innovation and TTT" services to companies, research centres and "industrial districts" of their own region.

Due to the good relationships established among the partners and due to their professional background and skills, the consortium have never been modified. In fact, all the partners have been in charge since 2004 and the most of them also in the previous contractual period (2000-2004), in particular, the CNR being co-ordinator since 1995.

## 1.3 Project activities

As the previous year and according to the contract, the *activities* carried on by CIRCE this year are grouped in 3 key services: Services to IRC clients, Services to the IRC network and Internal IRC matters.

### *Key service 1: Services to IRC clients.*

This action has been addressed to all those companies, research centres, "industrial districts" and clusters of innovative firms involved in the innovation process, and to those SMEs working in more traditional fields for whom innovation is the next step. It consisted of 3 actions:

- services for the transnational transfer of technologies and for the exploitation of research results
- services for stimulating companies to adopt new technologies
- actions to favour signposting and co-operation with other European business support networks and local innovation providers.

### *Key service 2: Services to the IRC network*

This action has been addressed to all other IRCs of the network and consisted of 2 actions:

- enhancement of the quality of technologies circulating in the network
- participation in the IRC network and Thematic Groups actions and events.

### *Key service 3: Internal IRC matters*

This action has been addressed to CIRCE partners and consisted in the management of the consortium, concerning both administrative and financial matters, and in the co-ordination of the IRC activities at local, national and European level.

In particular, this year, main goals have been to increase the quality and the number TTT agreements and to enhance the participation of clients to IRC network events and TGs meetings. To reach these objectives, CIRCE's partners have planned to focus on specific actions of Key Service 1 and Key Service 2.

These are:

- technology assessment to enhancement the quality of local technologies circulating in the network and targeted selection and dissemination of external and local technology profiles to create new technology transfer opportunities
- active role in defining and supporting actions of thematic groups
- involvement of CIRCE's loyal customers in these actions
- organisation of technology transfer day and brokerage events in the most relevant regions' sectors

## **1.4 Project results**

The management of the consortium and the coordination of the activities have not presented any particular difficulties, rather, relationships have been strengthen. The consortium was well harmonised and the numerous contacts and relationships that each partner keeps with its own sub-network, at local and European level, are a precious contribution for the project activities, as a whole. Also the strategy concerning the achievement of project goals has always been jointly decided and, as a consequence of results achieved in the past periods, this year some activities have been increased (TO profiles published in the BSS), some others have been decreased (TR profiles published in the BBS) and others more (Pilot action) have been substituted by new ones (Innov7 projects).

Furthermore, partners supported each other activities and co-operated for the realisation and the success of joint events: i.e. RER2007 and TECHA2008, both held in Rome.

The main results reached by CIRCE in this 4<sup>th</sup> year of activity can be summarised as follows:

### **WP1: Services to clients**

- About 2000 companies/research centres regularly informed about innovation opportunities;
- About 200 new companies/research centres contacted, 177 new clients, 635 loyal customers;
- 116 company/research centres visits and audits (as against 151 of the previous year, 165 of '05/'06 and 95 of '04/'05);
- 83 new local technology profiles published in the BBS, 172 considering also those profiles that have been updated (as against 81 of the previous year, 60 of '05/'06 and 42 of '04/'05);
- 287 expressions of interest in local technology profiles (as against 231 of the previous year, 190 of '05/'06 and 102 of '04/'05);
- 884 external technology profiles promoted locally during events, company visits or through targeted e-mail shots and newsletter, 10734 considering the promotion through the AMT (as against 1554 of the previous year, 572 of '05/'06 and 427 of '04/'05 not considering the AMT);
- 150 expressions of interest in external technology profiles (as against 127 of the previous year, 184 of '05/'06 and 76 of '04/'05);
- 112 negotiations started (as against 28 of the previous year, 20 of '05/'06 and 15 of '04/'05);
- 11 transnational technology transfer agreements signed (as against 15 of the previous year, 13 of '05/'06 and 1 of '04/'05)

**Weak points:** as far as the whole consortium is concerned, there are no relevant weak points to be highlighted in this WP. This is a consequence of a re-planning of the activities that took into account results obtained by the partners at the end of the third period: the number of local TOs have been increased whereas the number of local TRs and EU research results have been reduced. Therefore, the most important deliverables and results planned for the period 2007-2008 (i.e. company visits, local and external TPs promoted, negotiations, TTT agreements, the pilot action) have been reached and in most of the cases overcome (see Annex 2).

As far as the “Technology Self Assessment Pilot Action” is concerned (D1.16, D1.17, D2.6), following several useless attempts to coordinate with ZENIT IRC, CIRCE's partners decided to develop it by themselves and to increase its spin-off also through the participation at the Innov7 projects. In fact, to be effective, the ideas planned to be develop within the PA, needed big efforts in terms of human resources and could be better realised . as there was the chance - in dedicated projects. Therefore, man/days planned for this action have partly used for the selection of companies to be involved Innov7 projects (D1.16), partly used for the preparation of INNOV7 projects (D2.6). The aim of the projects - *METTRES* (ZENIT and CNR), *OPEN TTT*, *INNO-vention*, *ISOPTT* (APRE) - now close to the end, has been the improvement of technology transfer methodologies for the advantage of traditional as well as innovative SMEs through the development of a tool allowing SMEs to perform a self-assessment evaluation of the economic impact of their know-how and patents and through the matching of “regional demand profiles” (TRs) and “best available techniques” (BAT), that linked the demand of new technologies by SMEs to the fulfilment of the European directives.

#### **WP2: Services to IRC network**

- improvement of the quality of local technology profiles promoted in the network;
- member of 5 thematic groups (as against 6 of the previous year), attendance at 5 (as against 11 of '06/'07, 14 of '05/'06 and 8 of '04/'05) thematic groups formal meetings;
- 2 technology transfer day organised, 17 attended (as against 17 of '06/'07, 13 of '05/'06 and 7 of '04/'05);
- 1 company missions organised (as against 1 of '06/'07, 1 of '05/'06 and 2 of '04/'05);
- 181 local technology profiles promoted (as against 457 of '06/'07, 195 of '05/'06 and 107 of '04/'05), 100 clients (as against 125 of '06/'07, 81 of '05/'06 and 31 of '04/'05) took part at 636 (as against 324 of '06/'07, 218 of '05/'06 and 57 of '04/'05) bilateral meetings.

**Weak points:** as in WP1, in WP2 all deliverables and results planned in the contract for the period 2007-2008 have been performed and reached. In particular, results obtained for key actions such as the organisation/participation at TTdays and company missions and the involvement of companies in these events, have been more than expected. Viceversa, the number of staff exchanges has been reduced.

The weak point of WP2 is the lack of participation of SIA to actions of the network. Therefore, results obtained in WP2 have been mainly the outcomes of the efforts of three partners: CNR, APRE and UTV. Also SR improved its participation to the actions of WP2 in this year.

All these partners, invested in this WP more efforts than foreseen both in terms of activity planned and results achieved (i.e. participation at TGs, participation/organisation of TT Days and Brokerage events, company missions, attendance of clients at international events). For these partners looking at the new EEN contract (2008-2013), WP2 represents the core of the activity of an IRC to maintain good relationships with other European colleagues and to offer to clients “international” opportunities. Furthermore, CNR and APRE were asked by SIA – since the beginning of the third period – to perform activities of the network on its behalf. Due to a process of internal reorganisation and for the lack of availability of human resources, SIA was not able to perform actions of WP2. International relationships for technology transfer is no more its mission. By consequence, all the activities planned for this WP, and man/months charged, have been partly deleted partly transferred to other partner, who - with reference to the consortium agreement (art. 4.3) and the agreement of SIA - have decided, to redistribute among the consortium part of SIA's contribution foreseen for this WP.



**WP3: Internal IRC matters:**

- co-ordination with the IRCs network, in particular with IRCs members of thematic groups CIRCE is member of;
- co-ordination of the CIRCE consortium through the use of the Internal Management Tool and through the organisation of 1 management and 3 operative meetings;
- attendance at 1 IRC training courses, the organisation/participation at 4 Staff exchanges.

*Weak points:* definitively, the number of management and operative meetings planned in the contract have been overestimated. In the course of the years, the co-ordinator and the partners have realised that 2 management meetings per year (rather than 4) and 4 operative meetings per year (rather than 12) have been sufficient to manage the project. In the new operative plan the number of management and operative meetings have been reduced, respectively from 16 to 8 and from 48 to 16.

Beside this, it has to be said that, to save money, partners use to gather together in informal meetings on the occasion of Italian IRC annual meetings or on the occasion of other event of the network attended by the most of them. Therefore, the co-ordination of the consortium, the management of the project and the sharing of knowledge and methodologies have been always carried on with coherence, efficiency and with the complete trust of the partners being the strategic planning of the activities monitored by regular formal and informal meetings, bilateral meetings, telephone calls, exchange of e-mail messages, internal management tool.

On a final note, it is important to highlight that for what concerns the management of knowledge and skills within the consortium, the coordinator has always deemed important and necessary the harmonised growth of the key staff's expertise, the involvement in the staff of new young technical expertises and the strengthening of relationships and cooperation with other IRCs and other networks.

Conclusions: also in the 4<sup>th</sup> year, TTT agreements remained the main objective of the activities of the partners. This year 11 TTT agreements have been signed: 3 by UTV, 7 by SR and 1 by SIA. These agreements, summed with the 29 reached in the former periods, overcome the total number planned in the contract (34). The result is a consequence of an increased participation of client to international events and actions promoted by TG, and of a more intensive and structured follow-up methodology dedicated to the new and advanced negotiations of CIRCE's clients. As far as the CNR is concerned, a high number of negotiations between CNR researchers and foreign companies came out after TECHA 2008. Possibly some of them will be transformed in TTT agreements in the coming months.

Another important result of the 4<sup>th</sup> year has been the organisation of 2 Technology Transfer Days in Rome: RER2007, Renewable energy in Rome and TECHA2008, Technologies exploitation for the cultural heritage advancement, respectively held in September 2007 and in March 2008. The events have been very successful both for the high participation of companies and the high number of meetings (more than 500 hundreds for TECHA). A key factor of their success has also been the joint participation of all the partners in the organisation as well as the support and the promotion given by Provincia di Roma and Comune di Roma.

On a whole, also this year, all the relevant targets have been achieved thanks both to the expertise and the engagement of all the partners.

## 2. Project objectives and major achievements during the reporting period

Looking throughout the *deliverables* and *results achieved* (annex 2 of this report), on the whole, all the most important targets foreseen in the contract (WP1: D1.8 – D1.9 – D1.10, D1.13, D1.14, R1.5, R1.6. WP2: D2.3, D2.4, R2.2) have been reached and, more than once, and by more than one partner, exceeded. The general trend of the activities carried out during this contract period (1 April 2007 – 31 March 2008) to support technology transfer (WP1: Services to IRC clients), to implement networking with other IRCs (WP2: Services to the network) and to coordinate and to manage the project (WP3: Internal matters) has improved in quality with time.

In particular, the University of Tor Vergata and Sardegna Ricerche have invested in this project much more than planned both in terms of human resources and costs supported. They have really improved their performances and their extra-activity filled the gap of the activities that CNR and SIA were not able to perform. Thanks to their effort, at the end of the project, all the targeted goals of the project have been achieved.

The following results deserve to be highlighted in this report.

### Time planned and time used

On a whole, man/months planned and used by all the partners for the 4<sup>th</sup> year of activity has been 82%. The distribution of the efforts of the partners among the different work packages has not been always coherent with the one planned.

In WP1 – *Services to IRC clients* – the time used is lower than the time planned (73 man/months as against 79 = 92%) but APRE, UTV and SR used more man/months than foreseen; while in WP2 and WP3 - *Services to the network* and *Internal IRC matters* – the time used is inferior (27 man/months as against 38 = 68% and 3.5 man/months as against 9 = 39%).

The following table, is an overview of the time allocated and the time used. This has been calculated in man/months as requested in annex 2A. It shows the time each partner has dedicated to each work package in the 4<sup>th</sup> year and shows the total effort of each contractor in the three work packages.

**Time used for the period 2007/2008  
with respect to the time planned for the period 2007/2008**

		WP 1	WP 2	WP 3		
CNR	<i>planned</i>	43	21	3	67	
	<i>used</i>	22.5	12	2	36.5	55%
APRE	<i>planned</i>	13	7	3	23	
	<i>used</i>	20	5	0.30	25.5	111%
UTV	<i>planned</i>	4	5	1	10	
	<i>used</i>	11	5	0.45	16.5	165%
SR	<i>planned</i>	13	5	1	19	
	<i>used</i>	14	5	0.15	19	100%
SIA	<i>planned</i>	6	0	1	7	
	<i>used</i>	6	0	0.60	7	100%
tot	<i>planned</i>	79	38	9	126	
	<i>used</i>	73	27	3.5	103.5	82%
	%	92%	68%	39%	82%	

*Note: numbers have been rounded up*

The table below shows the time planned for the whole period (2004/2008) with respect to the time used so far by each partner.

Note: at the beginning of the 4<sup>th</sup> year of activity, partners have revised the man/months efforts for each work-package. Numbers written in red mean that man/months have been reduced with respect to those planned in the contract; number written in green mean that man/months have been increased with respect to those planned in the contract. The total for each partner and the whole have not been modified.

**Time used for the period 2004/2008  
with respect to time planned in the contract for the period 2004/2008  
and to following adjustments**

		WP 1	WP 2	WP 3	tot	
<b>CNR</b>	<i>planned</i>	120	38	14	172	
	<i>used</i>	100	29	13	142	83%
<b>APRE</b>	<i>planned</i>	72	24	7	103	
	<i>used</i>	79	23	4	106	103%
<b>UTV</b>	<i>planned</i>	44	12	5	61	
	<i>used</i>	51	12	4	67	110%
<b>SR</b>	<i>planned</i>	57	13	5	75	
	<i>used</i>	58	12	5	75	100%
<b>SIA</b>	<i>planned</i>	27	0	3	30	
	<i>used</i>	27	0	3	30	100%
<b>tot</b>	<i>planned</i>	320	87	34	441	
	<i>used</i>	315	76	29	420	95%
		98%	87%	85%	95%	

Note: numbers have been rounded up

Deliverables planned and deliverables performed

As far as activities carried out within Workpackage 1 - *Services to IRC clients* - are concerned, the following points deserve to be highlighted:

**1. Information and communication strategy**

The CIRCE web site ([www.irccirce.it](http://www.irccirce.it)) has been the core of the IRC communication strategy. The site has been structured, during the years, in a way that facilitates the diffusion of information and the access to services offered by CIRCE and IRC network. It includes six main areas: *IRC network technologies*, *Italian Showroom*, *Automatic Matching Tool*, *European funds for research*, *Technology Market Place*, *Intellectual Property Rights*, plus an *Events* section, a *Reserved area* and a section reserved for Internal Management Tool useful for the coordination of the project activities. Each partner's web site has a link to this page.

**2. Selection of new companies and research centres. Company visits, TPs promoted, negotiations and TTT agreements**

In the course of this 4<sup>th</sup> year **935** (as against 790 planned) new companies and research centres have been selected and contacted through e-mail shots (D1.5). Companies and researchers have been selected according to the following criteria (a) internal technical resources (b) capability and

expertise in developing new processes or products and in working transnationally (c)interest in manufacturing or selling innovative products (d)activity in a field exposed to risks due to technical evolution (e)awareness towards innovation and patent strategies.

In addition, **53** low innovation oriented SMEs (as against 135) have been selected and contacted.

All these new companies selected and contacted have been stored in the CIRCE database and registered in a mailing list through which CIRCE send them automatically the *CIRCE Newsletter* and other data containing updated information on innovation opportunities at national and at European level. **635** (as against 0 planned) of them - the so-called loyal customers - asked CIRCE for support in order to promote their technological skills or to innovate their production processes or products. All of them have been assisted for the protection of know-how and patents, for the promotion of a technology offer or a technology request, for attendance to bilateral meetings during technology transfer days, brokerage events and company missions, for the negotiation phases of a technology transfer up to the signature of a transnational technology transfer agreement.

General information about innovation opportunities has been regularly sent by all the partners through their bulletins and web sites to a wider number of companies and research institutes (about **2000**). Whereas, targeted information on events and technology profiles has been sent to about **1000** companies/research centres through 86 targeted e-mail shots. Each e-mail-shot was sent to more than one person.

**116** (as against 152 planned) companies and research centres visits and audits have been performed to evaluate their technological skills and technological needs. Following this, **83** (as against 24) new local technology profiles, both offers and requests, have been entered in the BBS to be disseminated by the network, presented during TT events and company missions; and **89** have been resubmitted. Furthermore, **884** (as against 0) external technology offers and requests have been “manually” processed and assessed to be presented to local entrepreneurs and researchers during company visits or focused group meetings or following CIRCE clients’ expressions of interest. This number doesn’t take into consideration TPs disseminated through the Automatic Matching Tool to **384** researchers and entrepreneurs that, up to now, are registered in the Tool. The AMT continues to represent the most useful tool used so far by the network for dissemination of technology profiles but it is not the best way to reach effective results because the TPs disseminated can not be processed in advance by CIRCE and can not be “customised” as usually happens with “manual” selection.

On the contrary, the dissemination of 884 processed external TPs brought to **112** negotiations and to the signature of **11** transnational licence and technical cooperation agreements: 9 outward and 2 inward. 1 TTT agreement signed every 10 negotiations started.

The TTT agreements are, also, the result of the matching between **287** external expressions of interests arisen from the dissemination of the 83 local TPs (an average of about 3 Eols each local TP published) and **150** local expressions of interests have arisen from the dissemination of 884 external technology offers and requests. All of them have been regularly followed-up.

Promotion of technologies towards companies and research centres has been always supported by awareness actions on intellectual property rights: from the filing of a patent to the sale or the transfer of the same.

### **3. Signposting: cooperation with other networks and teamwork with “niche network infrastructure”**

The fruitful collaboration with BIC Lazio and Euro Info Centre started at the end of the previous contractual period (2004), has continued this year. CIRCE, BIC and EIC have worked together to assure the best assistance to their clients, organising and performing a joint plan of company visits and working together for the promotion of international events (i.e. RER2007 and TECHA2008) attended by clients of both organisation.

CIRCE’s partners and BIC Lazio are now member of the same EEN project: CINEMA

Another important teamwork is the one that has been carried out by each partner with its own sub-network and with local authorities such as Comune di Roma, Provincia di Roma and Regione Lazio and Regione Sardegna. The sub-network, made of scientists, patent attorneys, economists, etc., has allowed CIRCE’s partners to collaborate throughout its territory as well as at European level,



with the most important structures of research and technology transfer and professional men, ensuring both a widespread cover of the territory and a vast sectorial competence. Whereas the good relationships established with local authorities have given CIRCE an increased visibility and presence at the negotiating tables of local authorities on innovation and technology transfer.

As far as activities carried out within Workpackage 2 - *Services to the network* - are concerned, the following points deserve to be highlighted:

#### 4. Thematic Groups

With the exception of Sviluppo Italia Abruzzo, all the partners carried on activities at international level: being members or observers of thematic groups, organising and/or attending international brokerage events and fairs, involving clients in company mission and technology transfer days.

Also this year CNR, APRE and the University of Tor Vergata have played an active role in the thematic groups Environment and Cultural Heritage (CNR), ICT, Nano & Micro Technologies (APRE), Biotechnology and Renewable Energy (UTV). The participation at this groups has required regular commitment and contribution in terms of selection of new companies and technology profiles, co-organisation of events, development of new ICT tools, participation to formal meetings, etc. The benefits obtained by this participation are a deeper involvement in the core activity of the network and an increased opportunities to achieve IRC contract goals. All the main TGs' events - formal meetings and TT Days - have been promoted locally and attended by CNR, APRE, UTV and Sardegna Ricerche staff and clients.

They are: AIR SHOW 2007 (Paris, June '07), Taste, Nutrition and Health European (Dijon, June '07), Innovat & Match 2007 (June, '07), RENEXPO 2007 (Augsburg, September '07), BIOFORUM PARTNERING EVENT (Milan, September '07), HI-TECH Innovators partenariat (Thessaloniki, October '07), INVENTIKA (Bucharest, October '07), MEDICA (Düsseldorf, November '07), RER2007 (Rome, November '07), ÖKOTECH 2007 Fair (Budapest, November '07), Efficient management and treatment of the textile industry wastewater (Naples, December '07), E-WORLD of ENERGY and WATER (Essen, February '08), GENERA 2008 (Madrid, February '08), TECHA2008 (Rome, March '08), NANOTec in Venice (Venice, March '08), FUTURE MATCH 2008 (Hannover, March '08), CEBIT 2008 (Hannover, March '08).

It has to be highlighted that Sviluppo Italia Abruzzo did not carry on activities at international level.

#### 5. Participation at technology transfer days, brokerage events and company missions

The number of local companies and researchers attending the international events is quite relevant as well as the bilateral meetings performed. Clients participating at TT Days and brokerage events have been **100** (as against 8 planned) and **284** (as against 0 planned) technology profiles have been promoted, as a consequence **636** (as against 324 of the previous year) bilateral meetings have been performed. All these results have exceeded the expectations.

Furthermore, 2 big TT Days have been organised by the CIRCE's partners in Rome: RER2007, Renewable energy in Rome and TECHA2008, Technologies exploitation for the cultural heritage advancement, respectively held in September 2007 and in March 2008. The events have been very successful both for the high participation of companies and the high number of meetings (more than 500 hundreds for TECHA), but also thanks to the joint participation of all the partners in the organisation phases and the support and the promotion given by Provincia di Roma and Comune di Roma.

Besides, 1 mission has been organised by the CNR and EGE IRC for the preparation of a company mission in the cultural heritage sector among Italian and Turkish researchers and companies in view of Istanbul 2010 capital of culture. The company mission will be held in the coming months.

As far as activities carried out within Workpackage 3 – *Internal IRC matters* - are concerned, the following points deserve to be highlighted:

## 6. Coordination with other IRC

As far as the co-ordination with the IRC Italian network is concerned, it has to be said that notwithstanding 2 IRC Italian meeting organised this year by the national coordinator (Milan, July '07, and Catania, March '08), the Italian network suffered the lack of visibility and support from the National and Regional authorities. Visibility and support that other European network have at national and international level. This brings that efforts made by the Italian members of this network - network that every year has to report to the Commission its activities and results and every year is submitted to an evaluation - are not rewarded.

No IRC annual meeting has been organised this year.

## 7. Management of the consortium and coordination of the activities. Staff expertise

The management of the consortium and the coordination of the activities have been based on the experience gained by the CNR during the previous years of activities, by the suggestions deriving from the Commission and the study, the adoption and/or the customisation of the best practices promoted by the IRC Secretariat and by other IRCs.

The coordination has been realised through meetings among the managers (*coordination meetings*) and among the operative staff (*operative meetings*). The co-ordination meetings allowed a check up of the "state of the art" of the project, pointing out difficulties and planning medium and long term activities, whereas, the operational meeting trained people on the use of ICT tools and allowed then to increase their expertise, sharing knowledge and methodologies. Regularly meetings have been organised between the coordinator and each partner on a three months basis.

The fulfilment of all working steps have been progressively monitored through the Internal Management Tool. The IMT has been inserted by the co-ordinator on a dedicated section of the CIRCE web site (*Area Partner*) and customised according the emerging necessities of the consortium. It collects all the most relevant deliverables and results of each partner who can update its own section directly from the web site. Validated users can insert add, delete, modify and up date, whenever they want all data concerning activities carried out by their own organisation within the IRC project; for its part, the co-ordinator can check, at all time, the activity carried out by each partner and the general state of the art of the project.

As far as staff skills is concerned, the coordinator has always deemed important and necessary the harmonised growth of the key's staff expertise and the strengthening of relationships and cooperation with other IRCs. During this year, CNR attended 1 training course while APRE and the University of Tor Vergata organised 4 staff exchanges (respectively 3 and 1).

### 3. Workpackage progress of the period

The main objective of CIRCE in this year has been that of providing a qualified support to companies and researchers of Lazio, Abruzzo and Sardegna for all concerned matters involving technological transfer, in order to allow them to take the best advantage of all the available opportunities. To pursue this aim CIRCE partners engaged themselves in pushing local entrepreneurs and researchers to work with European ones, connecting the innovation opportunities arising in the European market on one side and the local companies and researchers on the other hand.

According to strategic objectives underlined in point 1.1 of this document, and looking throughout the objectives, deliverables and results of the project, the operative goals set by CIRCE have been:

- to improve the number of TTT and technical cooperation agreements: supporting the adoption of new technologies by companies and placing on the market results of research centres R&D projects
- to increase the number and the quality of local TPs promoted in the network
- to promote, locally, “customised” selection of external TPs circulating in the network
- to enhance the participation of entrepreneurs and researchers at international events organised by the network, especially those planned by TGs
- to cooperate with other European business support networks (BICs and EICs) in order to address clients to the proper helpdesk

The strategy adopted by CIRCE to reach such goals has been based on the following action items:

- direct visits to companies and research centres
- dissemination of local and external technology profiles through web site, e-mail shots, focused group meetings, workshops, TT days and company missions
- follow-up of expressions of interests arising from them
- regular contact with “loyal customers” on monthly basis
- organisation and participation at international events promoted by TGs such as technology transfer days, brokerage events and company missions
- support and assistance during the negotiations phases of a transnational technology transfer agreement
- cooperation with the other European networks operating in the regions (Business Innovation Centres and Euro Info Centre), with local authorities (Regione, Provincia e Comune) and with economists, lawyers, and researchers (the so called “niche network infrastructure”).

As far as the **activities** carried out **to support technological transfer** are concerned (**WP1: Services to IRC clients**), the methodology can be summarised in the following three steps:

1. **Awareness:** CIRCE presented itself and the services offered to new companies and research centres selected by means of: the *First Contact Letter*. Whereas, the dissemination of the information about technologies, events and all other relevant issues about innovation opportunities and intellectual property rights matters has been made through web site, up-dated weekly and hosting the *European Technology Database*, the *Technology Showroom*, the *Automatic Matching Tool*, the *Technology Market Place*, the *CIRCE Newsletter*, targeted e-mail shots, info days, workshops and focused group meetings.
2. **Contact:** CIRCE assessed the innovation skills and needs of companies and research centres selected through direct visits and audits. These clients were then invited to express their technological expertises and necessities in a technology offer or in a technology request form to be entered in the BBS database.
3. **Assistance:** entrepreneurs and researchers willing to take advantage of the IRC network opportunities, received assistance by CIRCE for the filling in of the TO/TR forms, the following and monitoring of expressions of interest arising on external TOs/TRs, the attendance at brokerage events and technology transfer days, the negotiation phases and the signature of transnational technology transfer agreements. They are also assisted in all those matters dealing with IPRs: i.e.: patent search, patent filing, patent strategy, patent selling or licensing.

On the whole, the most important targets foreseen in the contract (WP1: D1.8 – D1.9 – D1.10, D1.13, D1.14, R1.5, R1.6. WP2: D2.3, D2.4, R2.2) have been reached and by some partners (APRE, UTV and SR) also exceeded. Thanks to their effort – they have invested in this project much more than planned both in terms of human resources and costs supported - the gap between activities planned and activities realised has been filled and the general trend of the activities has been positive both in WP1 and in WP2. This is also the consequence of a common strategy adopted by CIRCE's partners consisting in strengthening the following points: (1) technology assessment to enhancement the quality of local technologies circulating in the network, (2) targeted selection and dissemination of external and local technology profiles to create new technology transfer opportunities, (3) regular follow up of clients' new and on going contacts, (4) active role in defining and supporting actions of thematic groups, (5) involvement of CIRCE's loyal customers in these actions.

The results achieved in WP1, as against activities planned for this year, are:

- ❖ **935** (as against 790) new companies and research centres have been selected and contacted through targeted e-mail shots;
- ❖ About 1000 entrepreneurs and researchers have received targeted selected information about "innovation opportunities";
- ❖ **116** (as against 152) company/research centres visits and audits have been performed to assess their technological needs and skills;
- ❖ **83** (as against 24) local technology profiles (TO/TR) have been published in the BBS;
- ❖ **287** (as against 150) expressions of interest in local technology profiles have arisen and have been assessed. About 3 Eols for each local TP published.

At the same time,

- ❖ **884** (as against 0) external technology offers and requests have been promoted locally through the CIRCE web site, the CIRCE Newsletter, targeted mail shots, local events and company visits;
- ❖ **150** local expressions of interest have arisen.

The final outcomes have been an high number of negotiations (**112** as against 37) and **11** transnational licence and technical cooperation agreements signed (as against 5): 6 TTT agreements more than those planned.

On the whole, time used this year for WP1 has been 95% of time planned.

As far as efforts made and results obtained are concerned, it has to be highlighted, however, that involvement and performances of each contractor during this year has been different case by case.

The process of reorganisation of the National Research Council (**CNR**) started in 2004 was one of the causes of the slowing down in the implementation of the activities of the project. Starting from winter 2005, a new action plan for the CIRCE project has been defined, based on the employment of technical experts (CNR researchers) and on the implementation of a new strategy based more on the contact and networking actions than on the awareness ones. This strategy consisted in (a) a regular follow up of clients' new and on going contacts (b) a careful assessment of local and external technology profiles before the dissemination (c) an active role in defining and supporting actions of thematic groups aimed at enhancing the involvement of CIRCE's loyal customers in these actions. In September 2006 the Patent and Technology Transfer office of the CNR – the office that co-ordinated the project since 1995 - has been closed and people working in the IRC project have been moved to two different Departments: Cultural Heritage and Environmental and partly involved in new actions.

CNR suffered for these continuous changing.

In 2006, the activity has been again revised and adapted to new conditions and needs: contacts with researchers became more selected (only researchers and companies working in the environment and cultural heritage sectors) and also the coordination of the project became more difficult. The activity of the project had to be merged and to be fitted in the new "situation" of the Departments. On their part, Departments need time to understand how to benefit from this project and to be aware of the added value it brought. By consequence, at the end of the 3<sup>rd</sup> period, some results have been modified: the



number of TTT agreements has been reduced (from 13 to 5), as well as the management and operative meetings; also time of persons once charged full time on the CIRCE project has been adjusted: in WP2 man/months was reduced from 40 to 38 whereas in WP3 was increased from 12 to 14.

During this year, most of the efforts of the CNR have been turned to awareness, contact and assistance actions in the field of the cultural heritage (TECHA2008): company mission, TTday. This last of great impact and success at local and international level. Our colleagues of IRC Medin, asked us to organise next TECHA event in Arles in September 2010.

On the whole, time used to carry on actions in WP1 has been 52% of time planned (22.5 man/months as against 43) and the same is for some results obtained:

- ✓ 831 (as against 620) new research centres and companies contacted
- ✓ 32 (as against 85) visits to laboratories and companies performed
- ✓ 171 (as against 0) loyal customers assisted
- ✓ 42 (as against 8) local technology profiles published in the BBS and 52 (as against 2) disseminated for local and external events – 90 (as against 6) expressions of interest
- ✓ 32 (as against 2) external technology profiles promoted locally – 70 expressions of interest
- ✓ 48 (as against 20) negotiations initiated. Most of the negotiations arose during TECHA2008 TT day in March '08, close to the end of the contract. Maybe, some of them will turn in TTT agreements during the coming months.

On the contrary, good results have been achieved, also this year, by **APRE** where the technology transfer activities are taken into high consideration and completely integrated into its mission. In their 4 years of activities people working for the project have realised 9 TTT agreements out of 5. Since the beginning, APRE has been the only partner to be involved homogeneously in all the activities of the contract: Services to clients, Services to the network and Internal IRC matters. Time used this year to carry on activities, has been higher than planned (25.5 man/months as against 23 = 111%).

As far as WP1 is concerned, time used has been higher than time planned (20 man/months as against 13 planned), and also some activities performed, the most meaningful, have overcome those planned:

- ✓ 138 (as against 45) research centres and companies contacted
- ✓ 22 (as against 42) direct visits to laboratories and companies performed
- ✓ 188 (as against 0) loyal customers assisted
- ✓ 49 (as against 0) local technology profiles published in the BBS and 52 (as against 2) disseminated for local and external events – 30 (as against 6) expressions of interest
- ✓ 48 (as against 2) external technology profiles promoted locally – 30 expressions of interest
- ✓ 19 (as against 3) negotiations initiated.

Also APRE has been involved in the organisation of RER2007 and TECHA2008 events.

Very good results have been reached this year in WP1 by the **University of Tor Vergata**, too. This partner, represented in the project by its Science Park, has the specific aim of involving researchers in the innovation process promoting, results of their researches and favouring interaction between them and the European research and industrial sector. This year, the outcomes achieved by the person engaged in the project exceeded the expectations both in terms of human resources used (16.5 man/months as against 10 = 165%) and in terms of results achieved. 3 TTT agreements have been signed overcoming, on the whole, not only the number originally planned in the contract (5) but also the number planned following an adjustment of the working plan (9).

As far as WP1 is concerned, time used has been higher than time planned (11 man/months as against 4 planned), and also activities performed have overcome those planned:

- ✓ 254 (as against 24) research centres and companies contacted
- ✓ 22 (as against 0) direct visits to laboratories and to companies performed
- ✓ 160 (as against 0) loyal customers assisted
- ✓ 32 (as against 7) local technology profiles published in the BBS and 72 (as against 17) disseminated for local and external events – 100 (as against 66) expressions of interest

- ✓ 670 (as against 17) external technology profiles promoted locally – 40 expressions of interest
- ✓ 7 (as against 5) negotiations initiated
- ✓ 3 (as against 1) transnational technology transfer agreements signed (2 outward and 1 inward).

**Sardegna Ricerche** engagement has been good as well. It concentrated its efforts especially on contact and assistance activities, supporting those clients that demonstrated to be active players as technology developers. On a whole, human resources used this year have been 100% of those planned (19 man/months as against 19) and were concentrated mainly in WP1 (negotiations and TTT agreements) and in WP2 (attendance at IRC network events). 7 TTT agreements have been signed overcoming, with those achieved in the past years, not only the number originally planned in the contract (7) but also the number planned following an adjustment of the working plan (11).

As far as WP1 is concerned, time used has been 14 man/months as against 13 planned; activities performed have overcome those designed:

- ✓ 160 (as against 25) research centres and companies contacted
- ✓ 16 (as against 22) direct visits to laboratories and to companies performed
- ✓ 98 (as against 0) loyal customers assisted
- ✓ 38 (as against 2) local technology profiles published in the BBS and 108 (as against 2) disseminated for local and external events – 37 (out of 6) expressions of interest
- ✓ 70 (as against 2) external technology profiles promoted locally – 4 expressions of interest
- ✓ 20 (as against 4) negotiations initiated
- ✓ 7 outward transnational technology transfer agreements have been signed (out of 6).

Performances of **Sviluppo Italia Abruzzo** in WP1 improved this year in comparison with the past one and 1 TTT agreement has been signed but man/months of SIA personnel charged in the report has been lower than previous years. A external expert has been charged of carry on activities in WP1. His hours has been included in the total amount on man/months declared by SIA. Then, its scarce involvement in the activities of network still represented a deficiency for the whole consortium. On the whole time used is 100% of the time planned (7 man/months as against 7).

As far as WP1 is concerned, time used have been 6 man/months as against 6 planned; activities performed have been:

- ✓ 24 (as against 3) direct visits to laboratories and to companies performed
- ✓ 18 (as against 0) loyal customers assisted
- ✓ 11 (as against 7) local technology profiles published in the BBS – 30 (out of 66) expressions of interest
- ✓ 64 (out of 17) external technology profiles promoted locally – 6 expressions of interest
- ✓ 18 (out of 5) negotiations initiated
- ✓ 1 inward transnational technology transfer agreements have been signed (out of 2).

As far as the networking activity is concerned (**WP2: Services to the network**), the participation of CIRCE in IRC actions has been carried on this year by **CNR, APRE, University of Tor Vergata and Sardegna Ricerche**. For Sviluppo Italia Abruzzo it remained a weak point. On the whole, time spent by all the partners to carry out activities foreseen in WP2 for the fulfilment of the different tasks has been 68% of time planned (27 man/months as against 38), the most of which used by the four partners above mentioned.

CNR and APRE are members, since 2002, of 4 Thematic Groups: Environment and Cultural Heritage (CNR), ICT and Micro and Nano technologies (APRE), while the University of Tor Vergata is member since 2006 of the Thematic Renewable Energy and observer of TG Biotechnology. The participation at these groups required regular commitment and contribution in terms of selection of new companies and technology profiles, co-organisation of events development of new ICT tools, participation at coordination meetings. The benefits obtained by this participation are a deeper involvement in the core activity of the network, and increased opportunities to achieve IRC goals. Time spent by CNR and APRE in this WP has been less than time planned (respectively 12 man/months as against 21 and 5 man/months as against 7), whereas time used by Tor Vergata has been the same than time planned (5 man/months). Sardegna Ricerche has given its contribution to the activities of the network supporting

companies in the promotion of technology profiles abroad and in their participation to events but it rarely participated directly to these actions; nevertheless, time spent in WP2 has been 5 man/months against 5 planned.

As far as goals foreseen in WP2 are concerned, results obtained this year by **CNR** have been participation in 5 technology transfer days 2 of which organised within TG Environment and the organisation of 2 brokerage events (RER2007 and TECHA2008); 52 technology profiles promoted, 38 companies attended the events in 213 bilateral meetings with European ones. Organisation of 1 company mission in Turkey with IRC EGE in order to prepare joint projects of restoration carried on by Italian researchers and Turkish companies in view of Istanbul capital of culture 2010.

**APRE**, for its part, has participated at 3 technology transfer days and has participated in the co-organisation of 2 brokerage event (RER2007 and TECHA2008); has promoted 52 technology profiles and has involved 32 companies in 158 bilateral meetings with European ones. Organisation of 3 staff exchanges.

**UTV** has participated at 3 technology transfer days and co-organised RER2007 and TECHA2008 brokerage events; 44 technology profiles promoted, 18 researchers attended the events in 121 bilateral meetings with European ones. UTV has also organised 1 staff exchange.

**Sardegna Ricerche**, improved, this year, its activity in WP2 on its part, participating at 6 technology transfer days, co-organising RER2007 brokerage event; the outcomes have been 33 technology profiles promoted, 18 companies attended the events in 124 bilateral meetings with European ones.

Main results obtained by all the consortium in WP2 can be summarised as follow:

- ❖ Attendance at **6** events organised by Thematic Groups;
- ❖ Organisation of **2** brokerage events
- ❖ Participation at **17** technology transfer days (as against 6)
- ❖ **1** (as against 3) company missions;
- ❖ **4** (as against 1) staff exchanges;
- ❖ **106** (as against 8) companies involved in events organised by the network.

As far as management and coordination of the project are concerned (**WP3: Internal matters**), it has to be highlighted both the participation of all the partners at CIRCE management and operative meetings and their contribution to the success of the project. These items have been described in details in the Periodic Management report. On the whole, the time spent by all the partners to perform activities foreseen in this WP has been 3.5 man/months, as against 9 (= 39%) and the activities performed have concerned:

- ❖ the organisation and participation of all the partners at CIRCE management and operative meetings: **1** management meeting and **3** operative meetings have been organised by CNR and held in its premises;
- ❖ the participation of CNR, APRE, and University of Tor Vergata at 2 Italian IRC meeting in Milan and in Catania;
- ❖ the attendance by CNR at 1 training course.

Last but not least, activities performed in this WP concerns also the preparation of the annual and final reports to the Commission.

*Note:* More details about time used and activities performed have been reported in the following forms:

- Annex 2: deliverables and expected results
- Annex 2A: persons man/months status
- Annex 2B: dates of key events

## 4. Performance versus key reference from the network

As far as Performance Indicators (PI) are concerned, CIRCE has compared itself with the following categories:

- IRC network
- Italian IRCs
- Mediterranean IRCs
- Full time Equivalent IRCs

### Annex 3: Performance Indicators versus key references of the network

All the figures achieved by CIRCE's partners are in line with its contractual obligations and in many cases exceed them (see Annex 2 *Deliverables and expected results achieved*). Nevertheless, its *Performance Indicators versus key references of the categories* mentioned above (Network, Italian, Mediterranean, FTE) are always below the average, exception for TPs produced. This is maybe a consequence of a bad or inadequate use of human resources yet CIRCE FTE (7.81) for the 4<sup>th</sup> period is better than that of the Italians (8.21) and quite similar to that of the Mediterraneans (7.71).

Some remarks are necessary.

The **first PI** is related to the number of technology profiles (TPs) published in relation to the number of person-days spent to achieve this goal. Comparing CIRCE PI (46,99) to the average of the IRC network (22,48), CIRCE is the 7<sup>th</sup> out of 71 IRCs, 1<sup>st</sup> amongst the Italians and 2<sup>nd</sup> amongst the 29 Mediterranean IRCs and 3<sup>rd</sup> amongst the FTE IRCs. As shown in the graphs, its position is at the top of the average and in comparison with the last three years has got much more better. The number of TPs published exceeded the number of TPs planned in the contract and this is according to a specific strategy of the consortium that pushed CIRCE's partners to focus more on the dissemination of local TPs than in the promotion of the external profiles. The dissemination of external TPs has been made having in mind the needs and the skills of our loyal customers. The number of technologies' catalogues promoted during company visits or local events decrease in comparison with the past years replaced by targeted promotion of a lower number of profiles.

The **second PI** is related to the participation in groups meeting. The number reported in this PI was not clear. From the PI table (Annex 3) it seems that has to be reported only the participation at groups as chairperson, or the participation in advisory groups or in working groups, whereas according to the PI guide the number to be reported should have been the number of groups' meetings you physically participated in. The number reported by CIRCE in the PI table is the number of thematic groups in which its partners are involved. In comparison with the network, this year, CIRCE position has improved. Since 2004, CNR, APRE and UTV are member of 5 TGs, so respecting the contractual goals. With the exception of APRE, this year, CNR and UTV have attended the TGs' meetings and events (once or twice per year), respecting contract's goals.

The **third PI** is related to the number of TTT agreements signed as developer and/or recipient in relation to the number of person-days spent to achieve this goal. Considering the previous years, CIRCE lost one position being 39<sup>th</sup> amongst the network, 3<sup>rd</sup> amongst the Italians, 14<sup>th</sup> amongst the Mediterranean and 11<sup>th</sup> amongst the FTE. Its position is now in line the average. Whereas the number of the agreements reached by CIRCE's partners is higher than the contract's goal (40 reached as against 34 planned).

The **fourth PI** is related to the number of expressions of interest on external technology profiles in relation to the number of person-days spent to achieve this goal. Comparing CIRCE PI (19,21) to the average of the network (35,32), and to the average of the other categories, CIRCE is below the average (47<sup>th</sup> out of 71 IRCs, 6<sup>th</sup> out of 7 Italian IRCs, 20<sup>th</sup> out of 29 Mediterranean IRCs and 13<sup>th</sup> out of 20 FTE IRCs). The explanation of this bad position has probably to be found in the total number of external technology profiles (about 10.000) reported by CIRCE in the PI table. The number, that is higher if compared to the figures of the other categories, includes both TPs selected and disseminated "manually" and TPs disseminated through the AMT. As explained in point 2.3 of this *Periodic activity*

*report*, the AMT continues to represent the most useful tool used so far by the network for dissemination of technology profiles but it is not the best way to reach effective results because the TPs disseminated can not be processed by CIRCE and can not be “customised” as usually happens with “manual” selection. On the contrary, only the dissemination external TPs processed “manually” brought to negotiations and to the signature of transnational agreements. Thus, the relation between number of technology profiles processed and number of expressions of interests may vary if the AMT is used, data can not be compared.

The **fifth PI** reports the number of TTT agreements assisted in relation to the number of person-days spent to achieve this goal. In this case CIRCE’s position didn’t improved and remained the worst in the network (!). TTT assisted are a consequence of TTT agreements signed during events organised at its own home and CIRCE is now monitoring negotiations arisen amongst clients of other IRCs during TECHA event on March '08 that are still going on.

*Conclusion:* On the whole, PIs show that IRC CIRCE – having achieved and often exceeded all the goals foreseen in the contract (see Annex 2) – is in some cases up the network average (the first and the third PIs) and in others below (the second, the fourth and the fifth). One important things have to be highlighted: **Performance Indicators versus key reference of the network are not always comparable**. This because also if objectives and results foreseen in each IRC’s contract have the same objectives and results, contracts differs one from each other in terms of deliverables planned, human resources, and available budget. The PI can measure – and this could be really useful - the real trend of an IRC progress only if and when its performances are compared with other IRCs not in absolute terms or to general categories but with those having the same numbers of deliverables planned, human resources and available budget. As these things are not, it has to be considered that performance indicators versus key references of the network are not always comparable.

#### Annex 4: Performance indicators versus key references of the network – output data

Almost all the figures reported by CIRCE in Annex 4 table, have been analysed, explained and commented in the previous point. However, a brief comment and some remarks on the main items of annex 4 output data can better clarify what there is behind data.

*Full time equivalent during the period:* CIRCE PI, 7.81, is high if compared to the network but it is in line if compared to the Mediterranean category and it is better if compared to the Italian category. The same is for *Persons who inserted timesheets during the period*.

*Companies contacted:* 2045, are both companies and research centres selected and informed about IRC services by means of the *CIRCE First Contact letter* and companies, already clients of CIRCE, informed about events and innovation opportunities via targeted e-mail shots.

*Clients:* 635, are companies, research centres, Universities and industrial associations that have been informed on innovation opportunities (2045) and entrepreneurs and researchers that received regularly and/or occasionally support from CIRCE during the period. In particular, clients are all those who (1)are registered to AMT and have expressed interest on external TPs (2) have inserted TO/TR (3)have expressed interest on external TO/TR (4)their technologies have been watched (5) have initiated negotiations (6) have signed a TTT agreement (7) have been involved in events organised by IRCs.

*Company visits:* CIRCE has performed 116 company visits this year. The figure is below the average of the chosen categories, but higher than CIRCE contract goal.

*Local technology profiles published in BBS and Local TP profiles produced for events and missions:* as for the past years, these figures are definitively the highest in comparison with the selected categories. CIRCE technology profiles increased with time in quantity and quality. Nevertheless, it still remains a weak point to turn these profiles in successful TTT agreements.

*Eol in local profiles and Eol in external profiles:* the number of Eols in local profiles is above the average in comparison with the selected categories and higher in comparison with the Eol in external profiles.

*TTT events organised and TTT events participated in:* these two figures are the highest in comparison with the average of the network, and with Italian and Mediterranean categories. Also the contracts goals for this year have been overcome as well as the *number of clients participated in* and *transnational meetings*.

*Negotiation started:* as far as the number of initiated negotiations is concerned, CIRCE's figure is far above the average of the categories selected and above contract's goal. In this case, however, it is more important considering the relation between negotiations started and TTT agreements signed more than the absolute number of negotiations. In this case, CIRCE performance, this year, is not positive, because of 10 negotiations for 1 TTT signed.

*TTT agreements:* the number of agreements achieved this year by CIRCE consortium is in line with the average of the categories selected and is above the contract's goal.

*IRC group participated in:* CIRCE's partners are member of 4 thematic groups, 1 subgroup, and observers in 2 thematic groups. The number is, yet, below the average.

As last note, it is important to highlight that data reported in the "output data of PI" and in "PI tables" are subject to different reading and interpretation. This fact reduces the importance and the meaning of results deriving from comparing CIRCE items to the chosen comparative figures.

## **5. Annexes<sup>1</sup>**

### **Compulsory annexes**

- Annex 1 – Plan for using and disseminating knowledge
- Annex 2 – Deliverables and expected results achieved
  - Annex 2A - Person-months status table
  - Annex 2B - Dates of key events (e.g. Workshops, Brokerage events, Company Missions, Training courses)
  - Annex 2E - Table of deliverables and supporting evidence
- Annex 3 – Performance indicators versus key references in the network
- Annex 4 – Performance indicators – Output data

---

<sup>1</sup> Annexes 5 to 9 are related to Periodic Management Report and Periodic Funding Distribution Report



*Project No. 510427*  
*Project acronym: CIRCE*  
*Project full name: CENTRAL ITALY INNOVATION RELAY CENTRE*

**Instrument type:** Specific support Actions

**Priority name:** Research and Innovation Activity Area / IRCs

- ☐ **Periodic Activity Report**
- **Periodic Management Report**
- ☐ **Periodic Funding Distribution Report**
- ☐ **Publishable Final Activity Report**
- ☐ **Final plan for using and disseminating the technology**
- ☐ **Final Management Report**
- ☐ **Final Funding Distribution Report**

**Period covered:** 01/04/2007 to 31/03/2008

**Date of preparation:** 04/04/2007

**Start date of project:** 01/04/2004

**Duration:** 4 years

**Project coordinator organisation name:** CONSIGLIO NAZIONALE DELLE RICERCHE

**Project coordinator name:** Mrs Sara Di Marcello

**Revision**



# 1. Consortium management

## Consortium management

The management of the project have been assured by a simple and effective structure that allowed quick decisions and established clear responsibilities. It has been based on a Consortium Agreement signed by all the partners at the beginning of the project and on periodical coordination and operative meetings with all the partners.

The Consortium Agreement contains in a few points coordinator's and partners' role and responsibilities. The most important points, already mentioned in the previous management reports, can be summarised as follows.

The coordinator is responsible for the project management during the whole duration of the project. Its responsibilities consist in:

- convening the meetings of the “management board”, defining their agenda and distributing the minutes with the decisions adopted;
- convening the meetings of the operative staff, defining the agenda and distribute the minutes with the decisions adopted;
- transmitting all necessary information to the partners as soon as it is available;
- supervising the time schedule described in the work packages of the contracts;
- performing the activity according to the work packages of the contract;
- submitting progress reports and financial cost statements to the Commission within 45 days after the end of the reporting period, without assuming responsibility if even one partner is not punctual in the delivery of its own report;
- transferring EC financial contribution to the partners as soon as it is available;
- implementing and improving internal standardised procedures;
- maintaining and improving the CIRCE web site and databases;
- maintaining/managing the Internal Management Tool;
- coordinating actions planned in the *Services to clients* work package: such as promotional materials, company and research centres visits, organisation and participation at workshops and focused group meetings, etc.;
- coordinating some actions planned in the *Services to the IRC network* and *Internal IRC matters* work packages such as: planning staff exchanges, company missions, participation in thematic or working groups, attendance at important international events (TT days, brokerage events, fairs) and meetings (IRC annual meeting, TG and WG meetings), etc.;
- organising internal training courses and planning the participation of the partners to the training courses organised by the IRC Secretariat.

For their part, partners are responsible:

- for providing all necessary information to the coordinator;
- for providing annual reports to the coordinator within maximum 1 month after the end of the reporting period;
- for participating at internal meetings;
- for contributing to the elaboration of documents and tools;
- for performing the activity according to the work packages of the contract.

Finally,

- each contractor is responsible for the correct use and regular update of the Internal Management Tool (IMT), where to note and to report the activities carried out.
- All decisions affecting the work of the whole consortium are taken in the “board/coordination meetings” (majority vote, with the coordinator prevailing in case of parity);

- All communication among the contractors have to be done in a written form (fax or e-mail), to the coordinator. He forwards the received communication to the other partners or to the Commission;
- In case of urgency, the coordinator will take the necessary decisions, after asking the partners by e-mail or phone;
- Each contractor is responsible for the correct use of confidential data (personal data and IPRs data) collected during the development of the activity and stored in a common database (the CIRCE database) and used for project purposes only.

The Consortium Agreement also regulates the following:

- ❖ organisational, technical and financial provisions;
- ❖ monitoring of the state of the project;
- ❖ management of the partners' non-fulfilments;
- ❖ management of the communication system;
- ❖ management of pre-existing know how and of IPRs deriving from the activities of the project;
- ❖ changes to the consortium
- ❖ management of subcontractors.

Besides the management of the consortium, the coordination and the strategic planning of the activities have been based on regular meetings among the managers (*coordination meetings*) and among the operative staff of the project (*operative meetings*).

The *coordination meetings* have allowed a regular check up of the "state of the art" of the project pointing out difficulties and planning medium and long term activities; whereas, the operational meetings trained people on the use of ICT tools – developed or adopted by CIRCE - and allowed then to increase their expertise, sharing knowledge and methodologies.

In particular, the coordination of the activity among the partners has been ensured by a "managing board" of 6 members, 2 representing CNR and 4 representing the 4 partners of the consortium.

The items included in the agenda of the board meetings can be summarised in the following points:

- check-up of the activities carried out;
- comparison between the results obtained with the scheduled achievements;
- discussion about the suitability of the on-going strategy and/or its modification, if the planned results have not been achieved;
- planning of medium-long term activities such as:
  - organisation and/or participation in:
    - technology transfer days, brokerage events, international exhibitions, info days, workshops, focused group meetings, company missions
    - training courses and staff exchanges
    - events planned by thematic groups and working groups
  - collaboration with the partners sub-networks and with the other European networks
  - redistribution of the budget

Beside coordination meetings, *operative meetings* has been arranged among the "key persons" and the new comers of the operative staff of the consortium (key person have been indicated in the periodic funding distribution report). These meeting, all held at CNR premises, have been organised both to face difficulties and problems related to the execution of the operative tasks of the project and to plan short-medium time activities such as the organisation of two big events (RER 2007 and TECHA 2008) and the following:

- updating of the CIRCE web site (creation of new applications, databases, sections, links, documents, etc.);
- suitable way of promotion of events, services and technologies;
- number and type of companies to be selected, visited and audited;

- number and quality of technologies, both local and external, to be assessed and disseminated;
- adjustment and/or settlement of common forms for company visits, technological audits, secrecy agreements and technology transfer contracts;
- standardisation of the filing system of the documents.

Bilateral meetings between the coordinator and the operative staff of each partner in turn have been organised on a four months basis, and whenever it is necessary, at the CNR or at the partners' premises.

Coordination meetings and operative meetings have been necessary to obtain an overview about the working progress, to strengthen co-operation among partners, to improve operational efficiency and effectiveness, to standardise procedures, to increase staff expertise. Bilateral meetings allowed a specific overview on the activities carried on by each partner and related adjustments of the activities. Besides, these meetings have been an occasion during which partners, who have participated in training courses or have undergone staff exchanges, have transferred to other colleagues their experience and know-how, just as, some members of thematic and working groups, have reported to the other partners information and decisions taken during thematic groups and working groups meetings.

It has to be highlighted that this year – as the previous years as well - the number of coordination and operative meetings realised has been lower than that planned in the contract (6 out of 16 and 10 out of 48). Definitively, the number of them have been overestimated. But beside this, it has also to be said that it has been compensated by telephone calls, exchange of e-mails and bilateral meetings between the coordinator and the manager of each partner, in turn - realised at least on a four months bases, and/or whenever it is necessary - to follow up the activities carried out by the partner and to discuss future strategies. Moreover, in order to save money, partners used to meet together in informal meetings on the occasion of Italian IRC annual meetings and other events of the network.

Therefore, the coordination of the consortium, the management of the project and the sharing of knowledge and methodologies have been always carried on with coherence, efficiency and with the complete trust of the partners. The fulfilment of all working steps and planned objectives of the project have been progressively monitored by the Internal Management Tool (IMT). The IMT is on a dedicated section of the CIRCE web site (<http://www.irccirce.it> - area partner) and has been improved and customised according to the project and partners necessities. It collects all the most relevant deliverables and results of each partner who can up-date its own section directly from the web site. Validated users can insert add, delete, modify and up date, whenever they want, all data concerning activities carried out by their own organisation within the IRC project. For its part, the coordinator can check, at all time, the activity carried out by each partner and the general state of the art of the project.

Finally, managers and operative staff of CIRCE have been always kept informed by the coordinator about relevant communication, documents and events published and promoted by the Commission and by the IRC Secretariat.

The management of the consortium and the coordination of the activities, have not presented any particular difficulties so far, also if the consortium is very heterogeneous - it involves public research organisations (CNR and the University of Tor Vergata); private company (APRE); regional agencies (Sardegna Ricerche and Sviluppo Italia Abruzzo) - and some partners are involved more in certain actions than others. By consequence, even if all results have been all achieved, partners performances varies: some of them were exceeding objectives in certain WPs whereas others were lagging behind.

Nevertheless, partners support each other activities and co-operate for the success of events organised by one or more partners. Example of this has been the organisation of 2 important international events – RER 2007 and TECHA 2008 – in which all partners cooperated together and also the BIC Lazio has been involved.

Moreover, the numerous contacts and relationships that each partner keeps with its own sub-network, at national and European level, are a precious contribution and enrichment for the other partners and for the project activities, as a whole.

On a final note, it is important to highlight that for what concerns the management of knowledge and skills within the consortium, the coordinator has always deemed important and necessary the harmonised growth of the key staff's expertise, the involvement in the staff of new young technical expertises and the strengthening of relationships and cooperation with other IRCs and other networks.



*Project No. 510427*  
*Project acronym: CIRCE*  
*Project full name: CENTRAL ITALY INNOVATION RELAY CENTRE*

**Instrument type:** Specific support Actions

**Priority name:** Research and Innovation Activity Area / IRCs

- ☐ **Periodic Activity Report**
- ☐ **Periodic Management Report**
- ☒ **Periodic Funding Distribution Report**
- ☐ **Publishable Final Activity Report**
- ☐ **Final plan for using and disseminating the technology**
- ☐ **Final Management Report**
- ☐ **Final Funding Distribution Report**

**Period covered:** 04/04/2007 to 31/03/2008

**Date of preparation:** 04/04/2008

**Start date of project:** 01/04/2004

**Duration:** 4 years

**Project coordinator organisation name:** CONSIGLIO NAZIONALE DELLE RICERCHE

**Project coordinator name:** Mrs Sara Di Marcello

**Revision**

## 1. Justification of major costs items and resources

All the costs incurred in this reporting period are those incurred by contractors in the implementation of the activities foreseen in the contract, and reported in the Periodic Activity report (annex 2).

The main cost items charged in this report - annex 5 - refer to **personnel**, to **other direct costs** (travel, subcontracting, durable equipment) and to **indirect costs** (overheads). The details of these costs are stated and explained, hereunder, in the cost tables - one for each category and partner - and show how all the costs declared by the contractors are actual, economic and have been necessary for the achievement of the project goals.

*Note:* all the contractors use the Full Cost model (FC), except the University of Tor Vergata, using the Additional Cost Model (AC).

### Tables of costs

#### PERSONNEL COSTS

Personnel costs are calculated *ad personam* and according to actual "hourly rate". This is determined in accordance to the usual accounting principles of each contractor. All salaries and hours declared are in line with market conditions in Italy and are in line with National labour contractual regulations. The documentation supporting these data is located at partners headquarters.

The number of productive hours calculated on an annual base, is below 1600 for all the partners except for APRE (1768). They are 1477 for CNR (1491 for the new comers, for the first three years), 1476 for University of Tor Vergata, 1563 for Sviluppo Italia Abruzzo and 1575 for Sardegna Ricerche.

For convenience, hereunder is a table reporting the productive hours per year, month and day of each contractor.

	CNR	APRE	UTV	SR	SIA
Hours/year	1477 - 1491*	1768	1476	1575	1563
Hours/month	123,2	147,3	123	131,25	130,25
Hours/day	7,2	8	7,2	7,5	7.2
Days/month	17,1	18,41	17,1	17,5	18
Days/year	205 -207*	221	205	210	217

*Note:* for CNR new employees', for the first three years of working, the productive hours and days per year are respectively 1491 and 207 instead of 1477 and 205.

Each partner has at least one person full dedicated to the project. Of the operative staff, 19 persons in all, 14 have been charged between 25 up to 90% and 5 up to 100%. They are the so called Key Persons: 7 women and 7 men.

The following table shows, in details, for each partner, who are the persons charged in the project, (category and key persons), hours and days charged in the project, working hours per year and the percentage of their time dedicated on the project.

<i>partner</i>	<i>role</i>	<i>KP</i>	<i>hours charged in the project</i>	<i>days charged in the project</i>	<i>hours/year</i>	<i>%</i>
<b>CNR</b>						
Mrs Sara Di Marcello	co-ordinator	<i>KP</i>	1422	197	1491	95%
Mrs Stefania Giuffrida	senior expert	<i>KP</i>	600	83	1491	40%
Mrs Sara Berselli	junior expert	<i>KP</i>	1286	179		100%
Mrs Vania Virgili	junior expert	<i>KP</i>	861	119		100%
Mr Natale Felici	ICT expert	<i>KP</i>	369	51	1476	100%
<b>APRE</b>						
Mrs Diassina Di Maggio	manager		154	19	1768	9%
Mrs Caterina Buonocore	senior expert	<i>KP</i>	685	86	1768	38%
Mrs Francesca Zinni	senior expert	<i>KP</i>	1267	158	1768	72%
Mr Gianluca Rossi	senior expert	<i>KP</i>	467	58	1768	26%
Mr Daniele Valli	junior expert	<i>KP</i>	1110	139	1768	63%
<b>UTV</b>						
Mrs Stefano Ciccone	manager		20	7	1477	1%
Mrs Giovanna Ferraro	senior expert	<i>KP</i>	1429	198	1477	96%
Mr Renato Szulc Borgognoni	junior expert	<i>KP</i>	525	73	1477	35%
<b>SR</b>						
Mr Walter Songini	manager		142	19	1575	9%
Mr Giuseppe Serra	senior expert	<i>KP</i>	640	85	1575	40%
Mr Sebastiano Baghino	senior expert	<i>KP</i>	1575	210	1575	100%
Mr Luca Contini	senior expert		62	8	1575	4%
Mrs Sandra Ennas	senior expert		40	5	1575	2%
<b>SIA</b>						
Mr Fernando Marsilii	manager		24	3	1563	1%
Mrs Renata Ciavattini	senior expert		352	49	1563	22%
Mrs Lisanna Marcozzi	junior expert		40	5	1563	2%
Mr Marco Iezzi	consultant	<i>KP</i>	391	54	1563	25%

To sum up

*CIRCE staff*

*% time dedicated on the project*

7 person (among them there are 4 IRC managers)

Less than 10%

2 persons (1 CNR, 1 SIA)

From 10 to 25 %

8 (2 CNR, 4 APRE, 1 UTV, 1 SR,) KPs

From 25 to 90 %

5 persons (2 CNR, 1 UTV, 1 SR, 1 SIA) KPs

Full time

Tot 22 persons

As far as the personnel costs are concerned, the tables hereunder shows, in detail, the personnel cost for each partner. The salaries and the costs stated below have been rounded up.

**CNR (full cost model)**

Name	Total salary	Productive hours	Hourly rate	n. of hours charged	% of time on contract	Cost charged
Ms Sara Di Marcello 2007 – KP ( <i>april-dec 07</i> )	37.117,29	1118	33,19	1002		33.264,33
Ms Sara Di Marcello 2008 ( <i>jan-march 07</i> )	11.877,33	373	31,86	420		13.385,45
<i>Di Marcello sub tot</i>		<b>1491</b>		<b>1422</b>	<b>95%</b>	<b>46.649,78</b>
Ms Stefania Giuffrida 2007- KP ( <i>april-dec 07</i> )	35.913,00	1118	32,12	400		12.846,14
Ms Stefania Giuffrida 2008 ( <i>jan-march 07</i> )	11.242,01	373	30,20	200		6.040,03
<i>Giuffrida sub tot</i>		<b>1491</b>		<b>600</b>	<b>40%</b>	<b>18.886,17</b>
Ms Sara Berselli 2007-2008 - KP ( <i>april07-march08</i> )	29.449,70			<b>1286</b>	<b>100%</b>	<b>19.633,13</b>
Ms Vania Virgili 2007- KP ( <i>july07-dec08</i> )	14.724,70			738		14.724,70
Ms Vania Virgili 2008 ( <i>march08</i> )	16.138,00			123	100%	1.470,17
<i>Virgili sub tot</i>				<b>861</b>	<b>100%</b>	<b>16.194,87</b>
Mr Natale Felici ( <i>jan-march08</i> )	10.141,46	369	27,48	369	100%	10.126,89
<b>Grand Tot</b>				<b>4.538</b>		<b>111.491,00</b>

**APRE (full cost model)**

Name	Total salary	Productive hours	Hourly rate	n. of hours charged	% of time on contract	Cost charged
Ms Diassina Di Maggio ( <i>apr-jun07</i> )			42,57	16		681,12
Ms Diassina Di Maggio ( <i>july-dec07</i> )			42,57	56		2.383,92
Ms Diassina Di Maggio ( <i>jan-march08</i> )			42,60	82		3.493,20
<i>Di Maggio sub tot</i>		<b>1768</b>		<b>154</b>	<b>9%</b>	<b>6.558,24</b>
Ms Caterina Buonocore - KP ( <i>apr-jun07</i> )			19,13	18		344,34
Ms Caterina Buonocore ( <i>july-dec07</i> )			19,13	466		8.914,58
Ms Caterina Buonocore ( <i>jan-march08</i> )			20,58	201		4.190,85
<i>Buonocore sub tot</i>		<b>1768</b>		<b>685</b>	<b>38%</b>	<b>13.449,77</b>
Ms Francesca Zinni –KP ( <i>may07</i> )			5,30	45		238,44
Ms Francesca Zinni ( <i>june07</i> )			3,67	150		550,00
Ms Francesca Zinni ( <i>july07</i> )			3,75	120		450,00
Ms Francesca Zinni ( <i>aug07</i> )			3,57	112		400,00
Ms Francesca Zinni ( <i>sept07</i> )			5,00	100		500,00
Ms Francesca Zinni ( <i>oct07</i> )			2,86	140		400,00
Ms Francesca Zinni ( <i>nov07</i> )			2,92	120		350,00
Ms Francesca Zinni ( <i>dec07</i> )			4,17	120		500,00
Ms Francesca Zinni			4,09	110		450,00



(jan08)						
Ms Francesca Zinni (feb08)			2,33	150		350,00
Ms Francesca Zinni (march08)			5,00	100		500,00
<b>Zinni sub tot</b>		<b>1768</b>		<b>1267</b>	<b>72%</b>	<b>4.688,44</b>
Mr Gianluca Rossi –KP (aug07)			7,50	100		750,00
Mr Gianluca Rossi (sept-dic07)			16,08	264		4.245,12
Mr Gianluca Rossi (jan-march08)			16,01	103		1.649,03
<b>Rossi sub tot</b>		<b>1768</b>		<b>467</b>	<b>26%</b>	<b>6.644,15</b>
Mr Daniele Valli - KP (aug07)			6,99	100		699,20
Mr Daniele Valli (sept07)			6,36	110		699,20
Mr Daniele Valli (oct07)			4,66	150		699,20
Mr Daniele Valli (nov07)			7,00	100		700,08
Mr Daniele Valli (dec07)			4,33	250		1082,60
Mr Daniele Valli (jan08)			5,42	130		704,14
Mr Daniele Valli (feb08)			4,69	150		704,14
Mr Daniele Valli (march08)			5,87	120		704,14
<b>Valli sub tot</b>		<b>1768</b>		<b>1110</b>	<b>63%</b>	<b>5.992,7</b>
<b>Grand Tot</b>				<b>3.683</b>		<b>37.333,00</b>

UNIVERSITY OF TOR VERGATA (additional cost model)

Name	Total salary	Productive hours	Hourly rate	n. of hours charged	% of time on contract	Cost charged
Mr Stefano Ciccone (jan08)	38.039,01		25,75	10		257,54
Mr Stefano Ciccone (feb-march08)	35.702,46		24,17	10		241,72
<b>Ciccone sub tot</b>		<b>1477</b>		<b>20</b>	<b>1%</b>	<b>499,26</b>
Ms Giovanna Ferraro – KP (1/6/06-31/5/2007)	21.115,00			262,50		1.808,02
Ms Giovanna Ferraro (3/07/07-31/03/08)	21.726,00			1166,25		21.484,32
<b>Ferraro sub tot</b>		<b>1477</b>		<b>1429</b>	<b>96%</b>	<b>23.292,00</b>
Mr Renato Szulc Borgognoni – KP	1.500,00			262,50		1.500,00
Mr Renato Szulc Borgognoni	1.751,15			262,50		1.751,15
<b>Szulc Borgognoni tot</b>		<b>1477</b>		<b>525</b>	<b>35 %</b>	<b>3.251,15</b>
<b>Grand Tot</b>				<b>1974</b>		<b>27.042,00</b>

SARDEGNA RICERCHE (full cost model)

Name	Total salary	Productive hours	Hourly rate	n. of hours charged	% of time on contract	Cost charged
------	--------------	------------------	-------------	---------------------	-----------------------	--------------

Mr Valter Songini	108.368,88	1575	68,81	142	9%	9.770,40
Mr Giuseppe Serra - <i>KP</i>	57.825,20	1575	36,71	640	40%	23.497,23
Mr Sebastiano Baghino - <i>KP</i>	29.880,00	1575	18,97	1575	100%	29.880,00
Mr Luca Contini	65.034,49	1575	41,29	62	4%	2.560,09
Ms Sandra Ennas	56.277,56	1575	35,73	40	2%	1.429,27
<b>Grand Tot</b>				<b>2459</b>		<b>67.137,00</b>

SVILUPPO ITALIA ABRUZZO (*full cost model*)

Name	Total salary	Productive hours	Hourly rate	n. of hours charged	% of time on contract	Cost charged
Mr Fernando Marsilii	138.589,02	1563	88,67	24	1%	2.128,05
Mrs Renata Ciavattini	52.657,47	1563	33,69	352	22%	11.858,88
Mrs Lisanna Marcozzi	35.683,29	1563	22,83	40	2%	913,20
Mr Marco Iezzi - <i>KP</i>	10.000,00			391	25%	10.000,00
<b>Grand Tot</b>				<b>807</b>		<b>24.900,00</b>

On a whole, man/months planned and used by all the partners for the 4<sup>th</sup> year of activity has been 82%. The distribution of the efforts of the partners among the different work packages has not been always coherent with the one planned. In WP1 – *Services to IRC clients* – the time used is lower than the time planned (73 man/months as against 79 = 92%) but APRE, UTV and SR used more man/months than foreseen; while in WP2 and WP3 - *Services to the network* and *Internal IRC matters* – the time used is inferior (27 man/months as against 38 = 68% and 3.5 man/months as against 9 = 39%).

The following table, is an overview of the time allocated and the time used. This has been calculated in man/months as requested in annex 2A. It shows the time each partner has dedicated to each work package in the 4<sup>th</sup> year and shows the total effort of each contractor in the three work packages.

**Time planned and used for the period 2007/2008**

		WP 1	WP 2	WP 3	
<b>CNR</b>	<i>planned</i>	43	21	3	67
	<i>used</i>	22.5	12	2	36.5
<b>APRE</b>	<i>planned</i>	13	7	3	23
	<i>used</i>	20	5	0.30	25.5
<b>UTV</b>	<i>planned</i>	4	5	1	10
	<i>used</i>	11	5	0.45	16.5
<b>SR</b>	<i>planned</i>	13	5	1	19
	<i>used</i>	14	5	0.15	19
<b>SIA</b>	<i>planned</i>	6	0	1	7
	<i>used</i>	6	0	0.60	7
<b>tot</b>	<b><i>planned</i></b>	<b>79</b>	<b>38</b>	<b>9</b>	<b>126</b>
<b>tot</b>	<b><i>used</i></b>	<b>73</b>	<b>27</b>	<b>3.5</b>	<b>103.5</b>
	<b>%</b>	<b>92%</b>	<b>68%</b>	<b>39%</b>	<b>82%</b>

*Note: numbers have been rounded up*

A full overview of the time allocated and the time used by each partner, for each work-package, for all the duration of the project is reported in the document *Final Periodic Distribution Report*.

#### OTHER DIRECT COSTS

The Other Direct Costs charged by contractors to the project, refer mainly to travel, editing, catering, durable equipment and subcontractor. The tables hereunder detail these expenses divided by category and partner.

##### Travel

With the exception of Sviluppo Italia Abruzzo, whose travel expense is limited to the costs to come to Rome for participating to coordination meeting, CNR, APRE, University of Tor Vergata and Sardegna Ricerche have spent respectively 3.202,64, 3.141,86, 2.077,20 and 1.876,27 euro to travel in Europe for attending staff exchanges, training courses, TGs meetings and/or TGs events. These travels served to strengthen and to maintain their relationships with other IRCs of the network and to increase the participation of CIRCE's clients to network's events: i.e. technology transfer days, brokerage events, company missions, workshops.

##### CNR

Name	date	destination	object	cost
Ms Sara Di Marcello	22-23/07/2007	Milan	Italian IRC meeting	184,00
Ms Sara Di Marcello	4-7/10/2007	Thessaloniki	Hi-tech partenariat event	287,40
Ms Sara Di Marcello	24/10/2007	Mestre	Meeting with IRC EGE for the organisation of a company mission	115,90
Ms Sara Di Marcello	6-8/11/2007	Budapest	TGE and TGCH meeting	790,89
Ms Sara Di Marcello	28-29/11/2007	Istanbul	Company mission	1.036,40
Ms Sara Di Marcello	27-28/03/2008	Catania	Italian IRC meeting	256,35
Ms Stefania Giuffrida	13-14/03/2008	Venice	NANOTEC in Venice	531,70
<b>Tot</b>				<b>3.202,64</b>

##### APRE

Name	date	destination	object	cost
Mrs D. Di Maggio	12/07/2007	Rome	Partners meeting for the organisation of RER2007	10,00
Mrs D. Di Maggio	5/09/2007	Rome	Partners meeting for the organisation of RER2007	10,00
Mrs D. Di Maggio	17/09/2007	Rome	Circe management meeting	15,00
Mrs D. Di Maggio	23/11/2007	Rome	Partners meeting for the organisation of TECHA2008	15,00
Mrs D. Di Maggio	3/12/2007	Rome	Partners meeting for the organisation of TECHA2008	31,00
Mrs D. Di Maggio	11/12/2007	Rome	Partners meeting for the organisation of TECHA2008	10,00
Mrs D. Di Maggio	12/12/2007	Pisa	Meeting IRC-IEIC meeting	270,65
Mrs D. Di Maggio	12/02/2008	Rome	Partners meeting for the organisation of TECHA2008	10,00
Mrs D. Di Maggio	10/03/2008	Rome	Partners meeting for the organisation of TECHA2008	18,00
Mrs D. Di Maggio	27-28/03/2008	Catania	Italian IRC meeting	948,33
Mrs C. Buonocore	14/01/2008	Alicante	Meeting with IRC CENEMES	226,07
Mrs C. Buonocore	3-6/03/2008	Hannover	TTDAY Future Match 2008	1.274,55
Mr G. Rossi	9/07/2007	Monterotondo	Company audit	15,96
Mr G. Rossi	12-15/11/2007	Rome	Partners meeting for the organisation of RER2007	29,05
Mr G. Rossi	23/01/2008	Athens	IRC meeting	205,06
Mr D. Valli	9-10/11/2007	Rome	RER2007 TTday	41,6
Mr D. Valli	28-29/01/2008	Rome	Company audit	6,60

Mr C. Pocaterra	12/11/2007	Rome	RER2007 TTday	5,00
<i>Tot</i>				<b>3.141,86</b>

#### UNIVERSITY OF TOR VERGATA (*additional cost model*)

Name	date	destination	object	cost
Mrs Giovanna Ferraro		Around Rome	Company visit around Rome: Viterbo, Tecnopolo tiburtino, Pomezia	140,94
Mrs Giovanna Ferraro	23/07/2007	Milan	Italian IRC meeting	120,50
Mrs Giovanna Ferraro	26-29/09/2007	Ausburg	RENEXPO – TGRE	607,68
Mrs Giovanna Ferraro	13-15/03/2008	Venice	NANOTEC in Venice	324,10
Mrs Giovanna Ferraro	25-28/02/2008	Madrid	GENERA 2008 - TGRE	544,97
Mrs Giovanna Ferraro	27-28/03/2008	Catania	Italian IRC meeting	339,01
<i>Tot</i>				<b>2.077,20</b>

#### SARDEGNA RICERCHE

Name	Date	destination	object	cost
Mr Valter Songini	14/11/2007	Rome	RER2007 TTday	180,00
Mr Valter Songini	14/03/2008	Rome	IRC-EIC meeting	173,09
Mr Giuseppe Serra	10/09/2007	Rome	CIRCE operative meeting	180,75
Mr Giuseppe Serra	14/11/2007	Rome	RER2007 TTday	190,28
Mr Sebastiano Baghino	14/11/2007	Düsseldorf	MEDICA event	979,06
Mr Sebastiano Baghino	14/03/2008	Rome	IRC-EIC meeting	173,09
<i>Tot</i>				<b>1.876,27</b>

#### SVILUPPO ITALIA ABRUZZO

Name	date	destination	object	cost
Mrs Renata Ciavattini	17/09/2007	Rome	CIRCE management meeting	34,50
<i>Tot</i>				<b>34,50</b>

#### *Other costs: editing, catering, durable equipment and subcontractor*

The following other costs have been supported by all the partners respectively for:

- CNR: 37.474,20 euro for editing, catering and rent of stand for TT days; 2.600,00 for subcontracting
- APRE: 11.874,76 for editing and catering, 929,69 euro for durable equipment and 1.248,00 euro for subcontracting;
- University of Tor Vergata: 788,53 euro for durable equipment;
- Sardegna Ricerche: 6.339,70 euro for subcontracting;
- Sviluppo Italia Abruzzo: 195,80 euro for catering and 11.600,00 euro for subcontracting.

#### INDIRECT COSTS

In direct relationship with the eligible direct costs of the project, are the indirect cost. Indirect costs are all those costs that have to be attributed to the project but can not be easily identified by the contractor and coincide with overheads. For those using a full cost model, the overheads are calculated as a percentage of the personnel costs and respectively they are:

- 86,96% for CNR
- 41,8% for APRE
- 65% for Sardegna Ricerche

- 80% for Sviluppo Italia Abruzzo.

On the contrary, the University of Tor Vergata, using an additional cost model, has calculated the overheads at 20% of the direct costs claimed.

*Note:* The documentation supporting these data is located at partners headquarters.

#### ADJUSTMENT

Following the audit certificate made by all the partners for the 3<sup>rd</sup> and 4<sup>th</sup> period (1/04/2006-31/03/2008), CNR, APRE and UTV have reported an adjustment respectively of +17.505,28, -752.91 and -847.04. These adjustments refer mainly to personnel and travel costs.

Furthermore, in consequence of the financial audit carried on in March 2007 by the *GDA revisori indipendenti*, and in accordance with their *Post audit report*, auditors proposed an upward adjustment of 89.948,91 euro - that correspond to 42.457,00 of contribution - in favour of the CNR. The adjustment refers to costs declared by the CNR in period 1 and 2 (1/04/2004-31/03/2006) and concerned personnel (16.570,45 euro), overheads (63.969,71 euro) and travel costs (-1.455.60). An adjustment of 10.864,35 euro to costs previously reported has been also recognised.

The upward adjustment of the "personnel costs" has been made as a consequence of a recalculation of *ad personam* hourly rates and taking into consideration the General Labour Agreement which determined an increase of the Gross salary valid for years 2004 and 2005. Whereas the adjustment of the "overheads" has been a consequence of (1)the recalculation of general expenses based on 2005 Financial Statement that increase the percentage of overheads up to 86,96% (2)the increase of eligible personnel costs due to the renewal of the General Labour Agreement.

Hereunder is the letter of Mr JN Durvy recognising the adjustment in favour of the CNR as results of the EC audit.



EUROPEAN COMMISSION  
ENTERPRISE AND INDUSTRY DIRECTORATE-GENERAL  
Innovation policy  
Director

CNR - SEZ. ACCETTAZIONE E APERTURA CORRISPONDENZA PERVENUTA IL	
4	- 2 MAG. 2008

17 AVR. 2008

Brussels,  
ENTR D/2 D(2008) 10605

AMMCNT - CNR - Amministrazione Cent	
Tit:	F:
N. 0036713	12/05/2008

Mr Fabrizio TUZI  
(or his authorised representative)  
Consiglio nazionale delle  
Ricerche  
Piazzale Aldo Moro 7  
00185 Rome  
Italy

CNR - SEZ. ACCETTAZIONE CONFERMATO AL PROTOCOLLO IL
- 5 MAG. 2008

Subject : IRC CIRCE 510427 – Results of ex-post audit

Dear Mr Tuzi,

With the reference to the Ex-post Audit Report B34-12, this is to inform you that the auditors have proposed an adjustment in your favour for the amount of 89.948,91 € which in accordance with contract IRC CIRCE would result in an additional EC contribution of 42.457,00 €.

If you intend to claim this amount, you may include it as an adjustment in the Form C for the final report with justifications included in the periodic management report.

Please note that any additional claim based on the findings of a financial audit:

- Must always be supported by relevant technical justifications
- Should be within budgetary constraints set forth in the contract.

In case you do not submit any additional cost claim by the deadline for submitting the final report at the very latest, I will consider that you have waived your right to this claim.

Please inform Mr Filippo Pasquet, the Project Officer of your project, about your intentions and discuss the follow-up with him.

C.N.R.  
Direzione Centrale  
Supporto alla Programmazione  
e alle Infrastrutture  
Data Arrivo: 12.5.08  
S.Ns. Rif. 01129/08

Yours sincerely,

Jean-Noël DURVY

Commission européenne, B-1049 Bruxelles / Europese Commissie, B-1049 Brussel - Belgium. Telephone: (32-2) 299 11 11.  
Office: BREY 6/116 Telephone: direct line (32-2) 2992417 fax: (32-2) 2981018.

#### CONTRIBUTION FROM THIRD PARTIES

Contributions from third parties have not been received, therefore, no money has to be deducted from the EC contribution requested.

## **2. Annexes <sup>1</sup>**

### **Compulsory annexes**

- Annex 5 – Cost budget follow-up table
- Annex 6 - Summary financial report
- Annex 7 - Forms C
- Annex 8 – Report on the distribution of the Community's contribution

---

<sup>1</sup> Annexes 1 to 4 and 10 are related to Periodic Activity Report

# Annex 5 - Cost Budget Follow-up Table

Project N° 510427  
Project Acronym CIRCE  
Project title CENTRAL ITALY INNOVATION RELAY CENTRE

* total budget figures - not EC funding												
PARTICIPANTS	TYPE of EXPENDITURE (as defined by participants)	BUDGET  e *	ACTUAL COSTS					Pct. spent				Remaining Budget (EUR)
			Period 1 a1	Period 2 b1	Period 3 c1	Period 4 d1	Total e1	Year 1 a1/e	Year 2 a1+b1/e	Year 3 a1+b1+c1/e	Total a1+b1+c1+d1/e	
<b>TOTAL</b>	<b>Total Person-month</b>	<b>441,05</b>	102,17	110,49	104	103,55	<b>419,78</b>	23%	23%	72%	95%	<b>21,27</b>
	Personnel costs	<b>1.186.184,74</b>	286.178,21	280.778,19	258.601,53	257.904	<b>1.083.461,96</b>	24%	48%	70%	91%	<b>102.722,78</b>
	Subcontracting	<b>47.000,00</b>	0,00	5.720,00	13.173,93	22.268	<b>41.161,64</b>	0%	12%	40%	88%	<b>5.838,36</b>
	Other direct costs ('the rest')	<b>121.425,00</b>	37.894,03	48.272,41	23.884,37	63.195,57	<b>173.246,38</b>	31%	71%	91%	143%	<b>-51.821,38</b>
	Indirect costs	<b>716.359,01</b>	171.944,13	158.588,79	164.337,04	161.294,01	<b>656.163,97</b>	24%	46%	69%	92%	<b>60.195,04</b>
	adjustments to previous reports			-12.783,89	131,45	105.854,24	<b>93.201,80</b>					<b>-93.201,80</b>
	<b>Total Costs</b>	<b>2.070.968,75</b>	<b>496.016,37</b>	<b>480.575,50</b>	<b>460.128,32</b>	<b>610.515,56</b>	<b>2.047.235,75</b>	24%	47%	69%	99%	<b>23.733,00</b>
<b>Part. 1 CNR</b>	<b>Total Person-month</b>	171,92	36,23	38,64	30,98	36,7	<b>142,55</b>	21%	44%	62%	83%	<b>29,37</b>
	Personnel costs	572.497,20	109.712,13	115.859,66	108.530,94	111.490,85	<b>445.593,58</b>	19%	39%	58%	78%	<b>126.903,62</b>
	Subcontracting	4.000,00	0,00	2.600,00	0,00	2.600,00	<b>5.200,00</b>	0%	65%	0%	130%	<b>-1.200,00</b>
	Other direct costs ('the rest')	31.655,00	17.121,55	19.084,67	6.412,29	40.676,84	<b>83.295,35</b>	54%	114%	135%	263%	<b>-51.640,35</b>
	Indirect costs	380.710,64	72.958,55	72.282,62	85.898,16	84.147,85	<b>315.287,18</b>	19%	38%	61%	83%	<b>65.423,46</b>
	adjustments to previous reports	0,00	0,00	-10.864,35		107.454,19	<b>96.589,84</b>					<b>-96.589,84</b>
	<b>Total Costs</b>	<b>988.862,84</b>	<b>199.792,23</b>	<b>198.962,60</b>	<b>200.841,39</b>	<b>346.369,73</b>	<b>945.965,95</b>	20%	40%	61%	96%	<b>42.896,89</b>
<b>Part. 2 APRE</b>	<b>Total Person-month</b>	102,33	28,85	25,65	24,73	25,81	<b>105,04</b>	28%	89%	96%	103%	<b>-2,71</b>
	Personnel costs	183.510,00	58.249,06	49.780,28	39.262,65	37.333,30	<b>184.625,29</b>	32%	59%	80%	101%	<b>-1.115,29</b>
	Subcontracting	13.000,00	0,00	1.040,00	3.173,93	1.248,00	<b>5.461,93</b>	0%	8%	32%	42%	<b>7.538,07</b>
	Other direct costs ('the rest')	34.600,00	12.986,11	9.717,63	7.734,78	15.946,31	<b>46.384,83</b>	38%	66%	88%	134%	<b>-11.784,83</b>
	Indirect costs	76.707,18	24.348,11	20.808,16	16.411,79	15.605,32	<b>77.173,38</b>	32%	59%	80%	101%	<b>-466,20</b>
	adjustments to previous reports	0,00	0,00	-1.499,98	131,45	-752,91	<b>-2.121,44</b>					<b>2.121,44</b>
	<b>Total Costs</b>	<b>307.817,18</b>	<b>95.583,28</b>	<b>79.846,09</b>	<b>66.714,60</b>	<b>69.380,02</b>	<b>311.523,99</b>	31%	57%	79%	101%	<b>-3.706,81</b>
<b>Part. 3 UTV</b>	<b>Total Person-month</b>	61,83	9,75	19,6	21,58	16,04	<b>66,97</b>	10%	29%	50%	108%	<b>-5,14</b>
	Personnel costs	92.927,95	15.477,09	30.643,43	34.734,33	27.042,77	<b>107.897,62</b>	17%	50%	87%	116%	<b>-14.969,67</b>
	Subcontracting	0,00	0,00	2.080,00	0,00	2.080,00	<b>4.160,00</b>					<b>-4.160,00</b>
	Other direct costs ('the rest')	17.920,00	1.072,70	3.282,41	6.295,16	2.865,73	<b>13.516,00</b>	6%	24%	59%	75%	<b>4.404,00</b>
	Indirect costs	22.169,59	3.309,96	6.785,17	8.205,90	5.981,70	<b>24.282,73</b>	15%	46%	83%	110%	<b>-2.113,14</b>
	adjustments to previous reports	0,00	0,00	-419,56	0,00	-847,04	<b>-1.266,60</b>					<b>1.266,60</b>
	<b>Total Costs</b>	<b>133.017,54</b>	<b>19.859,75</b>	<b>42.371,45</b>	<b>49.235,39</b>	<b>37.123,16</b>	<b>148.589,75</b>	15%	47%	84%	112%	<b>-15.572,21</b>
<b>Part. 4 SR</b>	<b>Total Person-month</b>	75,25	19,98	20	17,38	18,74	<b>76,1</b>	27%	53%	76%	101%	<b>-0,85</b>
	Personnel costs	220.186,02	72.429,67	59.220,05	46.917,98	67.136,98	<b>245.704,68</b>	33%	60%	81%	112%	<b>-25.518,66</b>
	Subcontracting	10.000,00	0,00	0,00	0,00	6.339,71	<b>6.339,71</b>	0%	0%	0%	63%	<b>3.660,29</b>
	Other direct costs ('the rest')	21.000,00	5.033,67	10.391,20	3.083,31	1.876,38	<b>20.384,56</b>	24%	73%	88%	97%	<b>615,44</b>
	Indirect costs	143.120,74	47.079,31	38.493,03	30.496,68	43.639,04	<b>159.708,06</b>	33%	60%	81%	112%	<b>-16.587,32</b>
	adjustments to previous reports	0,00	0,00	0,00	0,00	0,00	<b>0,00</b>					
	<b>Total Costs</b>	<b>394.306,76</b>	<b>124.542,65</b>	<b>108.104,28</b>	<b>80.497,97</b>	<b>118.992,11</b>	<b>432.137,01</b>	32%	59%	79%	110%	<b>-37.830,25</b>
<b>Part. 5 SIA</b>	<b>Total Person-month</b>	29,72	7,36	6,6	8,9	6,26	<b>29,12</b>	25%	47%	77%	98%	<b>0,6</b>
	Personnel costs	117.063,57	30.310,26	25.274,77	29.155,63	14.900,13	<b>99.640,79</b>	26%	47%	72%	85%	<b>17.422,78</b>
	Subcontracting	20.000,00	0,00	0,00	10.000,00	10.000,00	<b>20.000,00</b>	0%	0%	50%	100%	<b>0,00</b>
	Other direct costs ('the rest')	16.250,00	1.680,00	5.796,50	358,83	1.830,31	<b>9.665,64</b>	10%	46%	48%	59%	<b>6.584,36</b>
	Indirect costs	93.650,86	24.248,20	20.219,81	23.324,51	11.920,10	<b>79.712,62</b>	26%	47%	72%	85%	<b>13.938,24</b>
	adjustments to previous reports	0,00	0,00	0,00	0,00	0,00	<b>0,00</b>					
	<b>Total Costs</b>	<b>246.964,43</b>	<b>56.238,46</b>	<b>51.291,08</b>	<b>62.838,97</b>	<b>38.650,54</b>	<b>209.019,05</b>	23%	44%	69%	85%	<b>37.945,38</b>



# Annex 6 - Summary Financial Report

Type of Instrument			SSA	Project Title (or Acronym)				CIRCE				Contract N°			510427	
Reporting period number			4		From	01-04-07	To	31-03-08						Page	1/1	
Contractor n°	Organisation Short Name	Cost model used	Eligible costs (in €)	Type of activities						Total eligible costs (F)=(A)+(B)+(C)+(D)+(E)			Receipts			
					Management of the consortium (D)			Other Specific Activities (E)			Contractor	AC Third party(ies)	FC/FCF Third party(ies)	Contractor	AC Third party(ies)	FC/FCF Third party(ies)
					Contractor	AC Third party(ies)	FC/FCF Third party(ies)	Contractor	AC Third party(ies)	FC/FCF Third party(ies)						
1	CNR	FC	Direct eligible costs		10.749,34				144.018,35				154.767,69			
			of which direct eligible costs of subcontracting		2.600,00							2.600,00				
			Indirect eligible costs		7.086,67				77.061,18			84.147,85				
			Adjustment on previous period(s)		3.581,04				103.873,15			107.454,19				
			Total eligible costs		21.417,05				324.952,68			346.369,73				
2	APRE	FC	Direct eligible costs		1.248,00				53.279,61				54.527,61			
			of which direct eligible costs of subcontracting		1.248,00						1.248,00					
			Indirect eligible costs					15.605,32			15.605,32					
			Adjustment on previous period(s)					-752,91			-752,91					
			Total eligible costs		1.248,00				68.132,02			69.380,02				
3	UNIVERSITA' TOR VERGATA	AC	Direct eligible costs		2.579,27				29.409,23				31.988,50			
			of which direct eligible costs of subcontracting		2.080,00						2.080,00					
			Indirect eligible costs		99,85				5.881,85			5.981,70				
			Adjustment on previous period(s)		35,67				-882,71			-847,04				
			Total eligible costs		2.714,79				34.408,37			37.123,16				
4	SARDEGNA RICERCHE (Consorzio 21)	FC	Direct eligible costs		2.570,01				72.783,06				75.353,07			
			of which direct eligible costs of subcontracting													
			Indirect eligible costs		1.670,51				41.968,53			43.639,04				
			Adjustment on previous period(s)													
			Total eligible costs		4.240,52				114.751,59			118.992,11				
5	SVILUPPO ITALIA ABRUZZO	FC	Direct eligible costs		269,52				26.460,91				26.730,43			
			of which direct eligible costs of subcontracting						10.000,00			10.000,00				
			Indirect eligible costs		215,62				11.704,49			11.920,11				
			Adjustment on previous period(s)													
			Total eligible costs		485,14				38.165,40			38.650,54				
Total eligible costs				30.105,50			30.105,50		580.410,06			610.515,56		0,00	0,00	0,00
									580.410,06			610.515,56				
Requested EC contribution for the reporting period (in €) <u>without taking</u> into account receipts				30.105,50				280.109,13				310.214,63				
						30.105,50			280.109,13							
Requested EC contribution for the reporting period (in €) <u>taking</u> into account receipts [=Periodic Invoice]													310.214,63			

Annex 6 - Summary Financial Report															
Type of Instrument		SSA	Project Title (or Acronym)		CIRCE					Contract N°		510427			
Reporting period number			4	From	01-04-07	To	31-03-08					Page	1/1		
Contractor n°	Organisation Short Name	Cost model used	Eligible costs (in €)	Type of activities						Total eligible costs (F)=(A)+(B)+(C)+(D)+(E)			Receipts		
				Management of the consortium (D)			Other Specific Activities (E)								
				Contractor	AC Third party(ies)	FC/FCF Third party(ies)	Contractor	AC Third party(ies)	FC/FCF Third party(ies)	Contractor	AC Third party(ies)	FC/FCF Third party(ies)	Contractor	AC Third party(ies)	FC/FCF Third party(ies)
Amount of the financial interests generated by the prefinancing									0,00						

## Annex 7 - Form C - Model of Financial Statement per Activity for a Specific Support Action

Contractor's acronym	APRE	Partner's number	2
Type of instrument	Specific Support Action	Type of Action (if necessary)	N.A
Project Title (or Acronym)	CIRCE	Contract n°	510427
Contractors's legal name	APRE		
Legal Type			
Contact Person	Diassina Di Maggio	Telephone	0039 06 5911817
Telecopy		E-mail	
Cost model used (AC/FC or FCF)	FC	Indirect costs (Real or Flat Rate of 20% of Direct costs, except subcontracting)	Indirect costs=41,8% of personnel costs
Period from	01/04/2007	TO	31/03/2008

(\*) Except otherwise agreed in Article 9 (especial clauses) of the contract

### 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? (Yes / No)	NO
If Yes, please provide the following information	
Third Party 1 (Y1) Legal name	Cost model used
Third Party 2 (Y2) Legal name	Cost model used
Third Party 3 (Y3) Legal name	Cost model used
Third Party 4 (Y4) Legal name	Cost model used
If necessary add another Form C	

### 2- Declaration of eligible costs (in €)

Please complete only the activity covered by the relevant instrument (and type of action) indicated above and as mentioned in Article II.25 and/or in Annexes I and III of the contract.

If you are a contractor using the additional cost model (AC):

- indicate only your additional eligible costs, except for Management of the Consortium Activity for which you may indicate your full eligible costs;

do not declare eligible direct additional costs specifically covered by contributions from third parties as mentioned in Articles II.20 and II.23.a and b of the contract.

If you are a contractor using a full cost model (FC/FCF), indicate your full eligible costs

The costs declared should distinguish between direct and indirect costs

If necessary, adjustments to previous period(s) may be included where appropriate



# Annex 7 - Form C - Model of Financial Statement per Activity for a Specific Support Action

Contractor's acronym

APRE

Partner's number

2

	Type of Activity											
	Research and Technological Development / Innovation		Demonstration		Training		Management of the Consortium		Other Specific Activities		Total	
	(A)		(B)		(C)		(D)		(E)		(F) = (A)+(B)+(C)+(D)+(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 costs							1.248,00		53.279,61		54.527,61	
Of which subcontracting							1.248,00		0		1.248,00	
Indirect costs							0,00		15.605,32		15.605,32	
Adjustments to previous period(s)									-752,91		-752,91	
Total costs							1.248,00		68.132,02		69.380,02	

## 3- Declaration of receipts (in €)

If you are a contractor using the additional cost model (AC), indicate only receipts covered by Article II.23.c of the contract.

If you are a contractor using a full cost model (FC/FCF), indicate receipts covered by Article II.23 of the contract.

	Type of Activity											
	Research and Technological Development / Innovation		Demonstration		Training		Management of the Consortium		Other Specific Activities		Total	
	(A')		(B')		(C')		(D')		(E')		(F') = (A')+(B')+(C')+(D')+(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												

## Annex 7 - Form C - Model of Financial Statement per Activity for a Specific Support Action

Contractor's acronym

APRE

Partner's number

2

### 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 interest? (Yes / No)

If yes, please indicate the amount (in €)

### 5- Request of FP6 Financial Contribution (in €)

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

31,221,01

### 6- Audit certificates

According to the contract, does this Financial Statement need an audit certificate (or several in case of Third party(ies)) delivered by independent auditor(s)? (Yes / No)

YES

If Yes, does this(those) audit certificate(s) cover only this Financial Statement per Activity? (Yes / No)

NO

If No, what are the periods covered by this(those) audit certificate(s) ?

01/04/2006

From -to

31/03/2008

What is the total cost of this audit certificate in € per independent auditor ?

#### Audit certificate of the contractor (X)

Legal name of the audit firm

Nicola Maurizio d'Atri

Cost of the certificate

1.248,00

#### Audit certificate(s) of the third party(ies) (Ys) (if necessary)

Y1 : Legal name of the audit firm

Cost of the certificate

Y2 : Legal name of the audit firm

Cost of the certificate

Y3 : Legal name of the audit firm

Cost of the certificate

Y4 : Legal name of the audit firm

Cost of the certificate

If necessary add another Form C.

Total (Z) = (X) + (Ys)

Reminders:

The cost of an audit certificate is included in the costs declared under the activity "Management of the Consortium". The required audit certificate (s) is (are) attached to this Financial Statement

### 7- Conversion rates

Costs incurred in currencies other than EURO shall be reported in EURO.

Please mention the conversion rate used (only one choice is possible) – Please note that the same principle applies for receipts.

#### Contractor

- Conversion rate of the date of incurred actual costs? (YES / NO)

- Conversion rate of the first day of the first month following the period covered by this Financial Statement? (YES/NO)

#### Third Party(ies) (if necessary)



## Annex 7 - Form C - Model of Financial Statement per Activity for a Specific Support Action


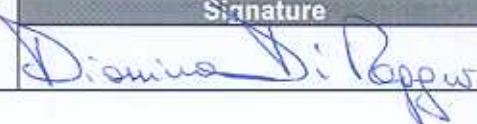
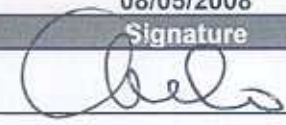
Contractor's acronym	APRE	Partner's number	2
<b>Third Party 1 (Y1)</b>			
- Conversion rate of the date of incurred actual costs? (YES / NO)			
- Conversion rate of the first day of the first month following the period covered by this Financial Statement? (YES/NO)			
<b>Third Party 2 (Y2)</b>			
- Conversion rate of the date of incurred actual costs? (YES / NO)			
- Conversion rate of the first day of the first month following the period covered by this Financial Statement? (YES/NO)			
<b>Third Party 3 (Y3)</b>			
- Conversion rate of the date of incurred actual costs? (YES / NO)			
- Conversion rate of the first day of the first month following the period covered by this Financial Statement? (YES/NO)			
<b>Third Party 4 (Y4)</b>			
- Conversion rate of the date of incurred actual costs? (YES / NO)			
- Conversion rate of the first day of the first month following the period covered by this Financial Statement? (YES/NO)			

If necessary add another Form C.

### 8- Contractor's Certificate

We certify that:

- the costs declared above are directly related to the resources used to reach the objectives of the project ;
- the receipts declared above are directly related to the resources used to reach the objectives of the project ;
- the costs declared above fall within the definition of eligible costs specified in Articles II.19, II.20, II.21, II.22 and II.25 of the contract, and, if relevant, in Annex III and Article 9 (special clauses) of the contract ;
- the receipts declared above fall within the definition of receipts specified in Article II.23 of the contract ;
- the interest generated by the pre-financing declared above falls within the definition of Article II.27 of the contract ;
- in the above Statement ;
- the above information declared is complete and true ;
- there is full supporting documentation to justify the information hereby declared. It will be made available at the request of the Commission and in the event of an audit by the Commission and/or by the Court of Auditors and/or their authorised represen

Contractor's Stamp	Name of the Person responsible for the work	Name of the duly authorised Financial Officer
	Mrs Diassina Di Maggio	Mrs Claudia Zurlo
	Date	Date
	08/05/2008	08/05/2008
	Signature	Signature
		

**Annex 7 - Form C - Model of Financial Statement per Activity for a Specific Support Action**

Contractor's acronym	CNR	Partner's number	1
Type of instrument	Specific Support Action	Type of Action (if necessary)	N.A
Project Title (or Acronym)	CIRCE	Contract n°	510427
Contractors's legal name	CONSIGLIO NAZIONALE DELLE RICERCHE		
Legal Type			
Contact Person	Mrs Sara Di Marcello	Telephone	0039 06 49932538
Telecopy		E-mail	sara.dimarcello@cnr.it
Cost model used (AC/FC or FCF)	FC	Indirect costs (Real or Flat Rate of 20% of Direct costs, except subcontracting)	Indirect costs=86,96% of personnel costs
Period from	01/04/2007	TO	31/03/2008

(\*) Except otherwise agreed in Article 9 (especial clauses) of the contract

**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? (Yes / No)

NO

If Yes, please provide the following information

Third Party 1 (Y1)	Legal name	Cost model used
Third Party 2 (Y2)	Legal name	Cost model used
Third Party 3 (Y3)	Legal name	Cost model used
Third Party 4 (Y4)	Legal name	Cost model used

If necessary add another Form C

**2- Declaration of eligible costs (in €)**

Please complete only the activity covered by the relevant instrument (and type of action) indicated above and as mentioned in Article II.25 and/or in Annexes I and III of the contract.

If you are a contractor using the additional cost model (AC):

- indicate only your additional eligible costs, except for Management of the Consortium Activity for which you may indicate your full eligible costs;

do not declare eligible direct additional costs specifically covered by contributions from third parties as mentioned in Articles II.20 and II.23.a and b of the contract.

If you are a contractor using a full cost model (FC/FCF), indicate your full eligible costs

The costs declared should distinguish between direct and indirect costs

If necessary, adjustments to previous period(s) may be included where appropriate

Type of Activity







## Annex 7 - Form C - Model of Financial Statement per Activity for a Specific Support Action

Contractor's acronym

CNR

Partner's number

1

### 5- Request of FP6 Financial Contribution (in €)

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

167.645,76

### 6- Audit certificates

According to the contract, does this Financial Statement need an audit certificate (or several in case of Third party(ies)) delivered by independent auditor(s)? (Yes / No)

YES

If Yes, does this(those) audit certificate(s) cover only this Financial Statement per Activity? (Yes / No)

NO

If No, what are the periods covered by this(those) audit certificate(s) ?

01/04/2006

From -to

31/03/2008

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

Nicola Maurizio d'Atri

Cost of the certificate

2.600,00

#### Audit certificate(s) of the third party(ies) (Ys) (if necessary)

Y1 : Legal name of the audit firm

Cost of the certificate

Y2 : Legal name of the audit firm

Cost of the certificate

Y3 : Legal name of the audit firm

Cost of the certificate

Y4 : Legal name of the audit firm

Cost of the certificate

If necessary add another Form C.

Total (Z) = (X) + (Ys)

Reminders:

The cost of an audit certificate is included in the costs declared under the activity "Management of the Consortium". The required audit certificate (s) is (are) attached to this Financial Statement

### 7- Conversion rates

Costs incurred in currencies other than EURO shall be reported in EURO.

Please mention the conversion rate used (only one choice is possible) – Please note that the same principle applies for receipts.

#### Contractor

- Conversion rate of the date of incurred actual costs? (YES / NO)

- Conversion rate of the first day of the first month following the period covered by this Financial Statement? (YES/NO)

#### Third Party(ies) (if necessary)

##### Third Party 1 (Y1)

- Conversion rate of the date of incurred actual costs? (YES / NO)

- Conversion rate of the first day of the first month following the period covered by this Financial Statement? (YES/NO)

##### Third Party 2 (Y2)

- Conversion rate of the date of incurred actual costs? (YES / NO)

- Conversion rate of the first day of the first month following the period covered by this Financial Statement? (YES/NO)

##### Third Party 3 (Y3)

- Conversion rate of the date of incurred actual costs? (YES / NO)

- Conversion rate of the first day of the first month following the period covered by this Financial Statement? (YES/NO)

**Annex 7 - Form C - Model of Financial Statement per Activity for a Specific Support Action**

Contractor's acronym

CNR

Partner's number

1

**Third Party 4 (Y4)**

- Conversion rate of the date of incurred actual costs? (YES / NO)

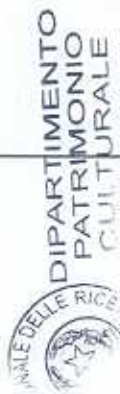
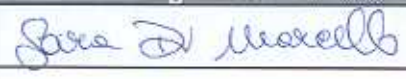

- Conversion rate of the first day of the first month following the period covered by this Financial Statement? (YES/NO)

If necessary add another Form C.

**8- Contractor's Certificate**

We certify that:

- the costs declared above are directly related to the resources used to reach the objectives of the project ;
- the receipts declared above are directly related to the resources used to reach the objectives of the project ;
- the costs declared above fall within the definition of eligible costs specified in Articles II.19, II.20, II.21, II.22 and II.25 of the contract, and, if relevant, in Annex III and Article 9 (special clauses) of the contract ;
- the receipts declared above fall within the definition of receipts specified in Article II.23 of the contract ;
- the interest generated by the pre-financing declared above falls within the definition of Article II.27 of the contract ;
- the above information declared is complete and true ;
- there is full supporting documentation to justify the information hereby declared. It will be made available at the request 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.

Contractor's Stamp	Name of the Person responsible for the work	Name of the duly authorised Financial Officer
	Mrs Sara DI MARCELLO	Prof. Maria MAUTONE
	Date	Date
	15/07/2008	15/07/2008
	Signature	Signature
		



## Annex 7 - Form C - Model of Financial Statement per Activity for a Specific Support Action

Contractor's acronym	SVILUPPO ITALIA ABRUZZO	Partner's number	5
Type of Instrument	Specific Support Action	Type of Action (if necessary)	N.A
Project Title (or Acronym)	CIRCE	Contract n°	510427
Contractors's legal name	SVILUPPO ITALIA ABRUZZO		
Legal Type			
Contact Person	Mr Fernando Marsilii	Telephone	0039 085 8074305
Telecopy		E-mail	fmarsilii@sviluppoitaliaabruzzo.it
Cost model used (AC/FC or FCF)	FC	Indirect costs (Real or Flat Rate of 20% of Direct costs, except subcontracting)	Indirect costs=80% of personnel costs
Period from	01/04/2007	TO	31/03/2008

(\*) Except otherwise agreed in Article 9 (especial clauses) of the contract

### 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? (Yes / No)	NO
If Yes, please provide the following information	
Third Party 1 (Y1) Legal name	Cost model used
Third Party 2 (Y2) Legal name	Cost model used
Third Party 3 (Y3) Legal name	Cost model used
Third Party 4 (Y4) Legal name	Cost model used
If necessary add another Form C	

### 2- Declaration of eligible costs (in €)

Please complete only the activity covered by the relevant instrument (and type of action) indicated above and as mentioned in Article II.25 and/or in Annexes I and III of the contract.

If you are a contractor using the additional cost model (AC):

- indicate only your additional eligible costs, except for Management of the Consortium Activity for which you may indicate your full eligible costs;

do not declare eligible direct additional costs specifically covered by contributions from third parties as mentioned in Articles II.20 and II.23.a and b of the contract.

If you are a contractor using a full cost model (FC/FCF), indicate your full eligible costs

The costs declared should distinguish between direct and indirect costs

If necessary, adjustments to previous period(s) may be included where appropriate

# Annex 7 - Form C - Model of Financial Statement per Activity for a Specific Support Action

Contractor's acronym

SVILUPPO ITALIA  
ABRUZZO

Partner's number

5

	Type of Activity											
	Research and Technological Development / Innovation		Demonstration		Training		Management of the Consortium		Other Specific Activities		Total	
	(A)		(B)		(C)		(D)		(E)		(F) = (A)+(B)+(C)+(D)+(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 costs							269,52		26.460,91			26.730,43
Of which subcontracting									10.000,00			10.000,00
Indirect costs							215,62		11.704,49			11.920,11
Adjustments to previous period(s)												0,00
Total costs							485,14		38.165,40			38.650,54

## 3- Declaration of receipts (in €)

If you are a contractor using the additional cost model (AC), indicate only receipts covered by Article II.23.c of the contract.

If you are a contractor using a full cost model (FC/FCF), indicate receipts covered by Article II.23 of the contract.

	Type of Activity											
	Research and Technological Development / Innovation		Demonstration		Training		Management of the Consortium		Other Specific Activities		Total	
	(A')		(B')		(C')		(D')		(E')		(F') = (A')+(B')+(C')+(D')+(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												



# Annex 7 - Form C - Model of Financial Statement per Activity for a Specific Support Action

Contractor's acronym

SVILUPPO ITALIA  
ABRUZZO

Partner's number

5

## 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 interest? (Yes / No)

If yes, please indicate the amount (in €)

## 5- Request of FP6 Financial Contribution (in €)

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

17.659,57

## 6- Audit certificates

According to the contract, does this Financial Statement need an audit certificate (or several in case of Third party(ies)) delivered by independent auditor(s)? (Yes / No)

YES

If Yes, does this(those) audit certificate(s) cover only this Financial Statement per Activity? (Yes / No)

NO

If No, what are the periods covered by this(those) audit certificate(s) ?

01/04/2006

From -to

31/03/2008

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

Mr. Marco Stecher

Cost of the certificate

1.600,00

### Audit certificate(s) of the third party(ies) (Ys) (if necessary)

Y1 : Legal name of the audit firm

Cost of the certificate

Y2 : Legal name of the audit firm

Cost of the certificate

Y3 : Legal name of the audit firm

Cost of the certificate

Y4 : Legal name of the audit firm

Cost of the certificate

If necessary add another Form C.

Total (Z) = (X) + (Ys)

Reminders:

The cost of an audit certificate is included in the costs declared under the activity "Management of the Consortium". The required audit certificate (s) is (are) attached to this Financial Statement



**Annex 7 - Form C - Model of Financial Statement per Activity for a Specific Support Action**

Contractor's acronym

SVILUPPO ITALIA  
ABRUZZO

Partner's number

5

**7- Conversion rates**

Costs incurred in currencies other than EURO shall be reported in EURO.

Please mention the conversion rate used (only one choice is possible) – Please note that the same principle applies for receipts.


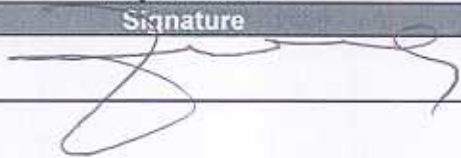
Contractor	
- Conversion rate of the date of incurred actual costs? (YES / NO)	
- Conversion rate of the first day of the first month following the period covered by this Financial Statement? (YES/NO)	
Third Party(ies) (if necessary)	
Third Party 1 (Y1)	
- Conversion rate of the date of incurred actual costs? (YES / NO)	
- Conversion rate of the first day of the first month following the period covered by this Financial Statement? (YES/NO)	
Third Party 2 (Y2)	
- Conversion rate of the date of incurred actual costs? (YES / NO)	
- Conversion rate of the first day of the first month following the period covered by this Financial Statement? (YES/NO)	
Third Party 3 (Y3)	
- Conversion rate of the date of incurred actual costs? (YES / NO)	
- Conversion rate of the first day of the first month following the period covered by this Financial Statement? (YES/NO)	
Third Party 4 (Y4)	
- Conversion rate of the date of incurred actual costs? (YES / NO)	
- Conversion rate of the first day of the first month following the period covered by this Financial Statement? (YES/NO)	

If necessary add another Form C.

**8- Contractor's Certificate**

We certify that:

- the costs declared above are directly related to the resources used to reach the objectives of the project ;
- the receipts declared above are directly related to the resources used to reach the objectives of the project ;
- the costs declared above fall within the definition of eligible costs specified in Articles II.19, II.20, II.21, II.22 and II.25 of the contract, and, if relevant, in Annex III and Article 9 (special clauses) of the contract ;
- the receipts declared above fall within the definition of receipts specified in Article II.23 of the contract ;
- the interest generated by the pre-financing declared above falls within the definition of Article II.27 of the contract ;
- the above Statement ;
- the above information declared is complete and true ;
- there is full supporting documentation to justify the information hereby declared. It will be made available at the request of the Commission and in the event of an audit by the Commission and/or by the Court of Auditors and/or their authorised represen

Contractor's Stamp	Name of the Person responsible for the work	Name of the duly authorised Financial Officer
SVILUPPO ITALIA ABRUZZO S.p.A.	Mrs Renata Ciavattini	Mr Fernando Marsilli
	Date	Date
	May 5th 2008	May 5th 2008
	Signature	Signature
		



## Annex 7 - Form C - Model of Financial Statement per Activity for a Specific Support Action

Contractor's acronym	<b>Sardegna ricerche</b>	Partner's number	<b>4</b>
Type of instrument	Specific Support Action	Type of Action (if necessary)	<b>N.A</b>
Project Title (or Acronym)	<b>CIRCE</b>	Contract n°	<b>510427</b>
Contractor's legal name	<b>Consorzio Ventuno</b>		
Legal Type			
Contact Person	<b>Mr Giuseppe Serra</b>	Telephone	<b>0039 070 92432225</b>
Telecopy		E-mail	
Cost model used (AC/FC or FCF)	<b>FC</b>	Indirect costs (Real or Flat Rate of 20% of Direct costs, except subcontracting)	<b>Indirect costs=65% of personnel costs</b>
Period from	<b>01/04/2007</b>	TO	<b>31/03/2008</b>

(\*) Except otherwise agreed in Article 9 (special clauses) of the contract

### 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? (Yes / No)		<b>NO</b>
If Yes, please provide the following information		
Third Party 1 (Y1) Legal name		Cost model used
Third Party 2 (Y2) Legal name		Cost model used
Third Party 3 (Y3) Legal name		Cost model used
Third Party 4 (Y4) Legal name		Cost model used
If necessary add another Form C		

### 2- Declaration of eligible costs (in €)

Please complete only the activity covered by the relevant instrument (and type of action) indicated above and as mentioned in Article II.25 and/or in Annexes I and III of the contract.

If you are a contractor using the additional cost model (AC):

- indicate only your additional eligible costs, except for Management of the Consortium Activity for which you may indicate your full eligible costs;

do not declare eligible direct additional costs specifically covered by contributions from third parties as mentioned in Articles II.20 and II.23.a and b of the contract.

If you are a contractor using a full cost model (FC/FCF), indicate your full eligible costs

The costs declared should distinguish between direct and indirect costs

If necessary, adjustments to previous period(s) may be included where appropriate

10 GIU. 2008

Prot. 1764

Annex 7 - Form C - Model of Financial Statement per Activity for a Specific Support Action

	Type of Activity											
	Research and Technological Development / Innovation		Demonstration		Training		Management of the Consortium		Other Specific Activities		Total	
	(A)		(B)		(C)		(D)		(E)		(F) = (A)+(B)+(C)+(D)+(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 costs							2.570,01		72.783,06		75.353,07	
Of which subcontracting												
Indirect costs							1.670,51		41.968,53		43.639,04	
Adjustments to previous period(s)												
Total costs							4.240,52		114.751,59		118.992,11	

### 3- Declaration of receipts (in €)

*If you are a contractor using the additional cost model (AC), indicate only receipts covered by Article II.23.c of the contract.*

*If you are a contractor using a full cost model (FC/FCF), indicate receipts covered by Article 11.23 of the contract.*

[illegible]



## Annex 7 - Form C - Model of Financial Statement per Activity for a Specific Support Action

### 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 interest? (Yes / No)

If yes, please indicate the amount (in €)

### 5- Request of FP6 Financial Contribution (in €)

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

55.878,74

### 6- Audit certificates

According to the contract, does this Financial Statement need an audit certificate (or several in case of Third party(ies)) delivered by independent auditor(s)? (Yes / No)

If Yes, does this(those) audit certificate(s) cover only this Financial Statement per Activity? (Yes / No)

If No, what are the periods 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
Salvatore La Sala	1.339,70
Audit certificate(s) of the third party(ies) (Ys) (if necessary)	
Y1 : Legal name of the audit firm	Cost of the certificate
Y2 : Legal name of the audit firm	Cost of the certificate
Y3 : Legal name of the audit firm	Cost of the certificate
Y4 : Legal name of the audit firm	Cost of the certificate
If necessary add another Form C.	
Total (Z) = (X) + (Ys)	

Reminders:

The cost of an audit certificate is included in the costs declared under the activity "Management of the Consortium". The required audit certificate (s) is (are) attached to this Financial Statement

### 7- Conversion rates

Costs incurred in currencies other than EURO shall be reported in EURO.

Please mention the conversion rate used (only one choice is possible) – Please note that the same principle applies for receipts.

Contractor	
- Conversion rate of the date of incurred actual costs? (YES / NO)	
- Conversion rate of the first day of the first month following the period covered by this Financial Statement? (YES/NO)	

# Annex 7 - Form C - Model of Financial Statement per Activity for a Specific Support Action


Third Party(ies) (if necessary)	
Third Party 1 (Y1)	
- Conversion rate of the date of incurred actual costs? (YES / NO)	
- Conversion rate of the first day of the first month following the period covered by this Financial Statement? (YES/NO)	
Third Party 2 (Y2)	
- Conversion rate of the date of incurred actual costs? (YES / NO)	
- Conversion rate of the first day of the first month following the period covered by this Financial Statement? (YES/NO)	
Third Party 3 (Y3)	
- Conversion rate of the date of incurred actual costs? (YES / NO)	
- Conversion rate of the first day of the first month following the period covered by this Financial Statement? (YES/NO)	
Third Party 4 (Y4)	
- Conversion rate of the date of incurred actual costs? (YES / NO)	
- Conversion rate of the first day of the first month following the period covered by this Financial Statement? (YES/NO)	

If necessary add another Form C.

## 8- Contractor's Certificate

We certify that:

- the costs declared above are directly related to the resources used to reach the objectives of the project ;
- the receipts declared above are directly related to the resources used to reach the objectives of the project ;
- the costs declared above fall within the definition of eligible costs specified in Articles II.19, II.20, II.21, II.22 and II.25 of the contract, and, if relevant, in Annex III and Article 9 (special clauses) of the contract ;
- the receipts declared above fall within the definition of receipts specified in Article II.23 of the contract ;
- the interest generated by the pre-financing declared above falls within the definition of Article II.27 of the contract ;
- the above information declared is complete and true ;
- there is full supporting documentation to justify the information hereby declared. It will be made available at the request of the Commission and in the event of an audit by the Commission and/or by the Court of Auditors and/or their authorised represen

Contractor's Stamp	Name of the Person responsible for the work	Name of the duly authorised Financial Officer
	Mr Giuseppe Serra	Mr Enrico Mulas
	Date	Date
	06/06/2008	06/06/2008
	Signature	Signature



## Annex 7 - Form C - Model of Financial Statement per Activity for a Specific Support Action

Contractor's acronym	Università Tor Vergata	Partner's number	3
Type of instrument	Specific Support Action	Type of Action (if necessary)	N.A
Project Title (or Acronym)	CIRCE	Contract n°	510427
Contractors's legal name	Università degli Studi di Roma "Tor Vergata" - Ufficio del Parco Scientifico		
Legal Type			
Contact Person	Mr Stefano Ciccone	Telephone	0039 06 72594896
Telecopy		E-mail	ciccone@uniroma2.it
Cost model used (AC/FC or FCF)	AC	Indirect costs (Real or Flat Rate of 20% of Direct costs, except subcontracting)	Flat Rate of 20% of Direct Costs, except subcontracting
Period from	01/04/2007	TO	31/03/2008

(\*) Except otherwise agreed in Article 9 (especial clauses) of the contract

### 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? (Yes / No)		NO
If Yes, please provide the following information		
Third Party 1 (Y1) Legal name		Cost model used
Third Party 2 (Y2) Legal name		Cost model used
Third Party 3 (Y3) Legal name		Cost model used
Third Party 4 (Y4) Legal name		Cost model used
If necessary add another Form C		

### 2- Declaration of eligible costs (in €)

Please complete only the activity covered by the relevant instrument (and type of action) indicated above and as mentioned in Article II.25 and/or in Annexes I and III of the contract.

If you are a contractor using the additional cost model (AC):

- indicate only your additional eligible costs, except for Management of the Consortium Activity for which you may indicate your full eligible costs;

do not declare eligible direct additional costs specifically covered by contributions from third parties as mentioned in Articles II.20 and II.23.a and b of the contract.

If you are a contractor using a full cost model (FC/FCF), indicate your full eligible costs

The costs declared should distinguish between direct and indirect costs

If necessary, adjustments to previous period(s) may be included where appropriate

# Annex 7 - Form C - Model of Financial Statement per Activity for a Specific Support Action

Contractor's acronym

Università Tor Vergata

Partner's number

3

	Type of Activity											
	Research and Technological Development / Innovation		Demonstration		Training		Management of the Consortium		Other Specific Activities		Total	
	(A)		(B)		(C)		(D)		(E)		(F) = (A)+(B)+(C)+(D)+(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 costs							2.579,27		29.409,23		31.988,50	
Of which subcontracting							2.080,00				2.080,00	
Indirect costs							99,85		5.881,85		5.981,70	
Adjustments to previous period(s)							35,67		-882,71		-847,04	
Total costs							2.714,79		34.408,37		37.123,16	

## 3- Declaration of receipts (in €)

If you are a contractor using the additional cost model (AC), indicate only receipts covered by Article II.23.c of the contract.

If you are a contractor using a full cost model (FC/FCF), indicate receipts covered by Article II.23 of the contract.

	Type of Activity											
	Research and Technological Development / Innovation		Demonstration		Training		Management of the Consortium		Other Specific Activities		Total	
	(A')		(B')		(C')		(D')		(E')		(F') = (A')+(B')+(C')+(D')+(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												



# Annex 7 - Form C - Model of Financial Statement per Activity for a Specific Support Action

Contractor's acronym

Università Tor Vergata

Partner's number

3

## 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 interest? (Yes / No)

If yes, please indicate the amount (in €)

## 5- Request of FP6 Financial Contribution (in €)

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

37.123,16

## 6- Audit certificates

According to the contract, does this Financial Statement need an audit certificate (or several in case of Third party(ies)) delivered by independent auditor(s)? (Yes / No)

YES

If Yes, does this(those) audit certificate(s) cover only this Financial Statement per Activity? (Yes / No)

NO

If No, what are the periods covered by this(those) audit certificate(s) ?

01/04/2006

From -to

31/03/2008

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

Nicola Maurizio d'Atri

Cost of the certificate

2.080,00

## Audit certificate(s) of the third party(ies) (Ys) (if necessary)

Y1 : Legal name of the audit firm

Cost of the certificate

Y2 : Legal name of the audit firm

Cost of the certificate

Y3 : Legal name of the audit firm

Cost of the certificate

Y4 : Legal name of the audit firm

Cost of the certificate

If necessary add another Form C.

Total (Z) = (X) + (Ys)

Reminders:

The cost of an audit certificate is included in the costs declared under the activity "Management of the Consortium". The required audit certificate (s) is (are) attached to this Financial Statement



# Annex 7 - Form C - Model of Financial Statement per Activity for a Specific Support Action

Contractor's acronym

Università Tor Vergata

Partner's number

3

## 7- Conversion rates

Costs incurred in currencies other than EURO shall be reported in EURO.

Please mention the conversion rate used (only one choice is possible) – Please note that the same principle applies for receipts.

### Contractor

- Conversion rate of the date of incurred actual costs? (YES / NO)

- Conversion rate of the first day of the first month following the period covered by this Financial Statement? (YES/NO)

### Third Party(ies) (if necessary)

#### Third Party 1 (Y1)

- Conversion rate of the date of incurred actual costs? (YES / NO)

- Conversion rate of the first day of the first month following the period covered by this Financial Statement? (YES/NO)

#### Third Party 2 (Y2)

- Conversion rate of the date of incurred actual costs? (YES / NO)

- Conversion rate of the first day of the first month following the period covered by this Financial Statement? (YES/NO)

YES

#### Third Party 3 (Y3)

- Conversion rate of the date of incurred actual costs? (YES / NO)

- Conversion rate of the first day of the first month following the period covered by this Financial Statement? (YES/NO)

#### Third Party 4 (Y4)

- Conversion rate of the date of incurred actual costs? (YES / NO)

- Conversion rate of the first day of the first month following the period covered by this Financial Statement? (YES/NO)


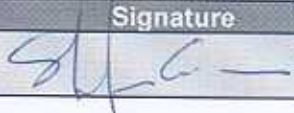
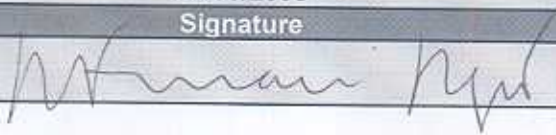
If necessary add another Form C.

## 8- Contractor's Certificate

We certify that:

- the costs declared above are directly related to the resources used to reach the objectives of the project ;
- the receipts declared above are directly related to the resources used to reach the objectives of the project ;
- the costs declared above fall within the definition of eligible costs specified in Articles II.19, II.20, II.21, II.22 and II.25 of the contract, and, if relevant, in Annex III and Article 9 (special clauses) of the contract ;
- the receipts declared above fall within the definition of receipts specified in Article II.23 of the contract ;
- the interest generated by the pre-financing declared above falls within the definition of Article II.27 of the contract ;
- the above information declared is complete and true ;

- there is full supporting documentation to justify the information hereby declared. It will be made available at the request of the Commission and in the event of an audit by the Commission and/or by the Court of Auditors and/or their authorised represen

Contractor's Stamp	Name of the Person responsible for the work	Name of the duly authorised Financial Officer
	Mr Stefano Ciccone	Mr Alessandro Finazzi Agrò
	Date	Date
	07/05/2008	07/05/2008
	Signature	Signature
		



## Annex 8 - Report on the Distribution of the Community's contribution

[illegible]

I certify that the information set out in this(these) form(s) is accurate and correct and agreed by all contractors.

Name (e)	Sara
Surname (e)	Di Marcello
Date	20/06/2008
Signature of the administrative official authorised to commit the organisation of the coordinator (e)	

*Explanatory notes*  
 (1): To be filled in only by the Commission services

(9): Insert the dates (dd/mm/yyyy) and the amounts (x,xxx.xx €) transferred to a contractor (including the coordinator) for a reporting period. If there are more than one transfer to a contractor during a reporting period, identify each date and each rate of the transfer.

(10): Insert the dates (dd/mm/yyyy) and the amounts (x,xxx.xx €) transferred to a contractor (including the coordinator) for a reporting period. If there are more than one transfer to a contractor during a reporting period, identify each date and each rate of the transfer.

(11):  $(I) = (A) + (B) + (C) + (D) + (E) + (F) + (G) + (H)$

(12):  $(Z) = (X) - (Y)$



*Project No. 510427*  
*Project acronym: CIRCE*  
*Project full name: CENTRAL ITALY INNOVATION RELAY CENTRE*

**Instrument type:** Specific support Actions

**Priority name:** Research and Innovation Activity Area / IRCs

- ☐ **Periodic Activity Report**
- ☐ **Periodic Management Report**
- ☐ **Periodic Funding Distribution Report**
- **Publishable Final Activity Report**
- ☐ **Final plan for using and disseminating the technology**
- ☐ **Final Management Report**
- ☐ **Final Funding Distribution Report**

**Period covered:** 01/04/2004 to 31/03/2008

**Date of preparation:** 04/04/2007

**Start date of project:** 01/04/2004

**Duration:** 4 years

**Project coordinator organisation name:** CONSIGLIO NAZIONALE DELLE RICERCHE

**Project coordinator name:** Mrs Sara Di Marcello

**Revision**



# 1. Executive Summary

## 1.1 Project Objectives

CIRCE, the Central Italy Innovation Relay Centre, is one of the 7 Italian Innovation Relay Centres. It is member of the IRC network since 1995 with the task of promoting and increasing technological co-operation among European companies and research centres.

CIRCE, as other IRCs did in their own region, provided companies and research centres of Lazio, Abruzzo and Sardegna, with cost effective services and qualified support in the field of transnational technology transfer and in all matters concerning innovation and intellectual property rights.

In these regions CIRCE had the task and the role of improving and creating a friendly and homogeneous innovation environment by stimulating a better integration between the world of research and industries and by encouraging local companies to work with European ones.

To reach its contractual goals, CIRCE provided its clients with:

- an updated flow of information, through its web site (<http://www.irccirce.it>) and through targeted e-mail shots, linking all available innovation opportunities arisen in Europe with local needs and skills;
- a network of experts and local innovation providers able to support them with customised assistance in the different aspects (technical, legal, economic) of the innovation procedures;
- the participation in the IRCs network events, in order to increase their opportunities in meeting other European entrepreneurs and researchers;
- innovative and standardised tools and methodologies to ensure high quality of services and assistance and a qualified level of staff expertise;
- signposting service to other local business office (BIC, EIC, Chambers of Commerce, etc.).

According to the contract, The main sectors of activities have been: *agro-food, biotechnology, cultural heritage, renewable energies, environment, ICT, micro and nano technologies and medicine.*

CIRCE *strategic objectives* have been:

1. support for transnational technology transfer actions both in inward and outward;
2. stimulation of transnational technology transfer actions in low innovation oriented local companies and promotion of local research centres expertise and know-how;
3. enhancement of the participation of clients in the IRC Thematic Group actions and events;
4. improvement of the quality of tools, methodologies and technologies of the IRC network;
5. increase staff expertise;
6. co-operation with other European networks and with local innovation providers.

## 1.2 Project Organisation

CIRCE's project was a consortium made of 5 partners: CNR, the co-ordinator, APRE, University of Tor Vergata – Science Park, Sardegna Ricerche and Sviluppo Italia Abruzzo, covering the 3 central regions of Italy as follows:

- *CNR, APRE and the University of Tor Vergata: Lazio*
- *Sardegna Ricerche: Sardegna*
- *Sviluppo Italia Abruzzo: Abruzzo*

They have been chosen according to:

- ◆ their professional background and territorial importance, which ensure targeted expertise and reliability in the academic and entrepreneurial system of their own region, transnational involvement, achievement of relevant results;
- ◆ their contacts and collaboration with research, innovation and business providers of each region (partners' sub-network) guaranteeing a wide promotion of CIRCE's services and IRC network opportunities;
- ◆ their consolidated experience in finding transnational solutions, and their good knowledge of the industrial framework of their own region in terms of weaknesses and strengths, needs and capabilities;
- ◆ their participation in relevant regional/national/European research and innovation projects as performers and/or advisors;
- ◆ their expertise and experience in delivering "innovation and TTT" services to companies, research centres and "industrial districts" of their own region.

Due to the good relationships established among the partners and due to their professional background and skills, the consortium have never been modified. All the partners have been in charge since 2004 and the most of them were partner also in the previous contractual period (2000-2004). In particular, the CNR has been the co-coordinator since 1995.

### 1.3 Project activities

The *activities* carried on by CIRCE in 2004-2008 can be grouped in 3 key services: Services to IRC clients, Services to the IRC network and Internal IRC matters.

#### *Key service 1: Services to IRC clients.*

This action has been addressed to all those companies, research centres, “industrial districts” and clusters of innovative firms involved in the innovation process, and to those SMEs working in more traditional fields for whom innovation is the next step. It consisted of 3 actions:

- services for the transnational transfer of technologies and for the exploitation of research results
- services for stimulating companies to adopt new technologies
- actions to favour signposting and co-operation with other European business support networks and local innovation providers.

#### *Key service 2: Services to the IRC network*

This action have been addressed to all other IRCs of the network and consisted of 2 actions:

- enhancement of the quality of technologies circulating in the network
- participation in the IRC network and Thematic Groups actions and events.

#### *Key service 3: Internal IRC matters*

This action has been addressed to CIRCE partners and consisted in the management of the consortium, concerning both administrative and financial matters, and in the co-ordination of the IRC activities at local, national and European level.

### 1.4 Project results

The management of the consortium and the coordination of the activities did not present any particular difficulties, rather, relationships among the partners have been strengthen during the years. The consortium was well harmonised and the numerous contacts and relationships that each partner keeps with its own sub-network, at local and European level, were a precious contribution for the project activities, as a whole. Also the strategy concerning the achievement of the project goals has always been jointly decided and a significant number of actions and events have been carried on and realised together: partners supported each other activities and co-operated for the improvement of services offered to clients and for the realisation and the success of the project.

Main results reached by CIRCE in 4 years of activity can be summarised as follows:

*FTE: average of the whole period 8.5*

#### **WP1: Services to clients**

- About **2500** companies/research centres regularly informed about innovation opportunities;
- About **5000** new hi-tech and traditional companies and research centres contacted as against 2500 planned in the contract;
- **655** new clients/loyal customers as against 300 planned in the contract;
- **527** company/research centres visits and audits, as against 500 planned in the contract;
- **253** new local technology profiles published in the BBS and **913** local technology profiles disseminated for external and local events as against respectively 170 and 160 planned in the contract;
- **810** expressions of interest in local technology profiles as against 600 planned in the contract;
- **537** expressions of interest in external technology profiles;
- **3437** external technology profiles promoted locally during events, company visits or through targeted e-mail shots and newsletter as against 160 planned. TPs promoted through the Automatic Matching Tool have not been included in this number;
- **175** negotiations started as against 100 planned in the contract;
- **40** transnational technology transfer agreements signed as against 34 planned in the contract;

As far as the “*Technology Self Assessment Pilot Action*” is concerned (D1.16, D1.17, D2.6), following several useless attempts to coordinate with ZENIT IRC, CIRCE’s partners decided to develop it by themselves and to increase its spin-off also through the participation at the Innov7 projects. In fact, to be effective, the ideas planned to be developed within the Technology Self Assessment Pilot Action, needed big efforts in terms of human resources and could be better realised - as there was the chance - in dedicated projects. Therefore, man/days planned for this action have partly been used for the selection of companies to be involved in Innov7 projects (D1.16), partly used for the preparation of INNOV7 projects (D2.6). The aim of these projects - *METTRES* (ZENIT and CNR), *OPEN TTT*, *INNO-vention*, *ISOPTT* (APRE) - has been the improvement of technology transfer methodologies for the advantage of traditional as well as innovative SMEs through the development of a tool allowing SMEs to perform a self-assessment evaluation of the economic impact of their know-how and patents and through the matching of “regional demand profiles” (TRs) and “best available techniques” (BAT), that linked the demand of new technologies by SMEs to the fulfilment of the European directives.

### **WP2: Services to IRC network**

- improvement of the quality of local technology profiles promoted in the network;
- member of **7** thematic groups: Agro-food, Biotechnology, Cultural Heritage, Environment, ICT, Micro and Nano technologies, Renewable energies and member of the working group *Communication*
- attendance at **25** thematic groups formal meetings as against 40;
- **9** technology transfer day organised, 9 technology transfer days co-organised, **43** attended, as against 40 planned in the contract;
- **5** company missions organised as against 6 planned in the contract;
- **383** local technology profiles promoted as against 160 planned in the contract;
- **272** clients as against 120 planned in the contract took part at **1252** bilateral meetings.

Results obtained in WP2 have been mainly the outcomes of the efforts of CNR, APRE, University of Tor Vergata and Sardegna Ricerche. Due to a process of internal reorganisation, since the second year of activity, Sviluppo Italia Abruzzo was not able to perform actions of WP2. By consequence, all the activities planned in this WP, as well as man/months, have been partly moved to other WPs and partly transferred to other partners.

### **WP3: Internal IRC matters**

- co-ordination with the IRCs network, in particular with IRCs members of those thematic groups of which CIRCE is member;
- co-ordination of the CIRCE consortium through the use of the Internal Management Tool and through the organisation of **4** management and **9** operative meetings as against 16 and 48 planned in the contract;
- attendance at **7** IRC training courses, organisation of **1** IRC training course, as against 8 participated and 2 organised; organisation/participation at **10** Staff exchanges, as against 12 planned in the contract.

The number of management and operative meetings planned in the contract have been overestimated. In the course of the years, the co-ordinator and the partners have realised that 1 management meeting per year (rather than 4) and 2 operative meetings per year (rather than 12) have been sufficient to manage the project. Beside this, it has to be said that, to save money, partners use to gather together in informal meetings on the occasion of Italian IRC annual meetings or on the occasion of other event of the network attended by the most of them. Therefore, the co-ordination of the consortium, the management of the project and the sharing of knowledge and methodologies have been always carried on with coherence, efficiency and with the complete trust of the partners being the strategic planning of the activities monitored by regular formal and informal meetings, bilateral meetings between the coordinator and each partner in turn, internal management tool.

On a final note, it is important to highlight that for what concerns the management of knowledge and skills within the consortium, the coordinator has always deemed important and necessary the harmonised growth of the key staff’s expertise, the involvement in the staff of new young technical expertises and the strengthening of relationships and cooperation with other IRCs and other networks.



**Innovation  
Relay Centres**



*Project No.510427*  
*Project acronym: CIRCE*  
*Project full name: CENTRAL ITALY INNOVATION RELAY CENTRE*

**Instrument type:** Specific Support Actions

**Priority name:** Research and Innovation Activity Area / IRCs

- “ **Periodic Activity Report**
- “ **Periodic Management Report**
- “ **Periodic Funding Distribution Report**
- “ **Publishable Final Activity Report**
- **Final plan for using and disseminating the technology**
- “ **Final Management Report**
- “ **Final Funding Distribution Report**

**Period covered:** 01/04/2004 to 31/03/2008

**Date of preparation:** 04/04/07

**Start date of project:** 01/04/2004

**Duration:** 4 years

**Project coordinator organisation name:** CONSIGLIO NAZIONALE DELLE RICERCHE

**Project coordinator name:** Mrs Sara Di Marcello

**Revision**

## 1. FINAL PLAN FOR USING AND DISSEMINATING KNOWLEDGE <sup>1</sup>

The dissemination of knowledge of the CIRCE's project consisted basically in the distribution of promotional material illustrating CIRCE and IRC network's services. This promotional material has been jointly planned and realised by the CIRCE's partners at the beginning of the project (April 2004) on the basis of the past experience and of common interests and needs but also taking into consideration the suggestions coming from the IRC Secretariat and the Working Group Communication, of which CIRCE was member with APRE.

The advertising material consisted basically in leaflets, brochures, posters, etc., illustrating the IRC network, the services offered, the accessible tools, the specific thematic groups, etc.

All this material, together with gadgets (pens, pencils, folders, fair-bags), was intended to be distributed to entrepreneurs and researchers during visits and technological audits or during workshops and local events.

Besides "common" promotional material, CIRCE's partners realised from time to time, when it occurred, specific advertising material for the promotion of events or the promotion of specific information concerning innovation opportunities, research results, new technologies, etc. An example of this material is the so-called "catalogues of technologies".

Also a logo of the project has been realised by the CNR, the co-ordinator, and used by all the partners upon official documents and advertising material realised and produced within the project.

Another useful tool used to disseminate information on the services offered by the IRC network and by CIRCE, has been the CIRCE web site ([www.irccirce.it](http://www.irccirce.it)). A user-friendly web site through which, in a reserved area, clients could have access to information concerning new technologies circulating in the network, (*IRC network technologies*, *Automatic Matching Tool*, *Technology Market Place*), calls for proposal concerning innovation projects, (*European funds for research and innovation*), IPR rules for the protection and dissemination of know-how and expertise (*Intellectual Property Rights*), events, etc.

Last but not the least, partners has promoted CIRCE and IRC network's services and events also through their own information tools.

According to Section 2 of Appendix 1 of *Guidance notes for Innovation Relay Centres on Project Reporting in FP6*, in the following pages is reported a summarizing table describing the dissemination activities of the CIRCE's partners during the four year of the project.

---

<sup>1</sup> For the IRC network this plan should focus on section 2 - Dissemination of Knowledge as foreseen in the appendix 1 to the the "Guidance notes for Innovation Relay Centres on Project Reporting in FP6". Section 1 and 3 of this appendix 1 are not relevant. Section 1 covers the exploitable knowledge would require that IRCs describe the technology Profiles in their database, which does not make sense in IRC reports; Section 3 covers publishable results were the consortium have taken measures to protect their IPR, which is not applicable as it is the clients rather than the IRCs that protect their knowledge.



*Project No.: 510427*  
*Project acronym: CIRCE*  
*Project full name: CENTRAL ITALY INNOVATION RELAY CENTRE*

**Instrument type:** Specific support Actions

**Priority name:** Research and Innovation Activity Area / IRCs

- ☐ **Periodic Activity Report**
- ☐ **Periodic Management Report**
- ☐ **Periodic Funding Distribution Report**
- ☐ **Publishable Final Activity Report**
- ☐ **Final plan for using and disseminating the technology**
- **Final Management Report**
- ☐ **Final Funding Distribution Report**

**Period covered:** 01/04/2004 to 31/03/2008

**Date of preparation:** 04/04/2007

**Start date of project:** 01/04/2004

**Duration:** 4 years

**Project coordinator organisation name:** CONSIGLIO NAZIONALE DELLE RICERCHE

**Project coordinator name:** Mrs Sara Di Marcello

**Revision**

# 1. Overview of major costs items and resources

On the whole, project's total actual costs correspond to the amount claimed in the contract: all the partners having spent the 99% of the budget declared (2.047.235,75 as against 2.070.968,75 foreseen) and the 95% of man/months.

Hereunder is a summarizing table of these items (*extract form Annex 5*)

TYPE of EXPENDITURE (as defined by participants)	BUDGET	ACTUAL COSTS (EUR)				TOTAL	%	REMAINING BUDGET (EUR)
		Period 1	Period 2	Period 3	Period 4			
<b>Total Person-month</b>	<b>441,05</b>	102,17	110,49	104	103,55	<b>419,78</b>	95%	<b>21,27</b>
Personnel costs	<b>1.186.184,74</b>	286.178,21	280.778,19	258.601,53	257.904	<b>1.083.461,96</b>	91%	<b>102.722,78</b>
Subcontracting	<b>47.000,00</b>	0,00	5.720,00	13.173,93	22.268	<b>41.161,64</b>	88%	<b>5.838,36</b>
Other direct costs ('the rest')	<b>121.425,00</b>	37.894,03	48.272,41	23.884,37	63.195,57	<b>173.246,38</b>	143%	<b>-51.821,38</b>
Indirect costs	<b>716.359,01</b>	171.944,13	158.588,79	164.337,04	161.294,01	<b>656.163,97</b>	92%	<b>60.195,04</b>
adjustments to previous reports			-12.783,89	131,45	105.854,24	<b>93.201,80</b>		<b>-93.201,80</b>
<b>Total Costs</b>	<b>2.070.968,75</b>	<b>496.016,37</b>	<b>480.575,50</b>	<b>460.128,32</b>	<b>610.515,56</b>	<b>2.047.235,75</b>	99%	<b>23.733,00</b>

Nevertheless, not all the partners have spent as much as claimed, both in terms of human resources charged and in terms of costs: some partners spent less as they should have (**CNR and Sviluppo Italia Abruzzo**) others more (**University of Tor Vergata and Sardegna Ricerche**), balancing the whole budget of the project.

In details, total costs and man/months claimed by the partners (*extract form Annex 5*):

	Total budget	total costs claimed	%	total man/months	total man/months claimed	%
CNR	988.862,84	945.965,95	96%	171.92	142.55	83%
APRE	307.817,18	311.523,99	101%	102.33	105.04	103%
UTV	133.017,54	148.586,75	112%	61.83	66.97	108%
SR	394.306,76	432.137,01	110%	75.25	76.01	101%
SIA	246.964,43	209.019,05	85%	29.72	29.12	98%

Significant cost items variations between budgeted and actual costs per partner

**CNR**

TYPE of EXPENDITURE (as defined by participants)	BUDGET	ACTUAL COSTS (EUR)				TOTAL	%	REMAINING BUDGET (EUR)
		Period 1	Period 2	Period 3	Period 4			
<b>Total Person-month</b>	171,92	36,23	38,64	30,98	36,7	<b>142,55</b>	<b>83%</b>	<b>29,37</b>
Personnel costs	572.497,20	109.712,13	115.859,66	108.530,94	111.490,85	<b>445.593,58</b>	78%	<b>126.903,62</b>
Subcontracting	4.000,00	0,00	2.600,00	0,00	2.600,00	<b>5.200,00</b>	130%	<b>-1.200,00</b>
Other direct costs ('the rest')	31.655,00	17.121,55	19.084,67	6.412,29	40.676,84	<b>83.295,35</b>	263%	<b>-51.640,35</b>
Indirect costs	380.710,64	72.958,55	72.282,62	85.898,16	84.147,85	<b>315.287,18</b>	83%	<b>65.423,46</b>
adjustments to previous reports	0,00	0,00	-10.864,35		107.454,19	<b>96.589,84</b>		<b>-96.589,84</b>
<b>Total Costs</b>	<b>988.862,84</b>	<b>199.792,23</b>	<b>198.962,60</b>	<b>200.841,39</b>	<b>346.369,73</b>	<b>945.965,95</b>	<b>96%</b>	<b>42.896,89</b>

As a consequence of a relevant internal process of reorganisation started in 2004, the National Research Council (**CNR**) encountered in these years some difficulties and problems in carry on activities of the project as planned in the contract. On the whole, only 83% of man/months and 96% of the costs have been charged.

The reorganisation was, in fact, one of the causes of the slowing down in the implementation of the activities of the project. Starting from winter 2005, a new action plan for the CIRCE project has been defined, based on the employment of technical experts (CNR researchers) and on the implementation of a new strategy based more on the contact and networking actions than on the awareness ones. This strategy consisted in (a) a regular follow up of clients' new and on going contacts (b) a careful assessment of local and external technology profiles before the dissemination (c) an active role in defining and supporting actions of thematic groups aimed at enhancing the involvement of CIRCE's loyal customers in these actions. In September 2006 the Patent and Technology Transfer office of the CNR – the office that co-ordinated the project since 1995 - has been closed and people working in the IRC project have been moved to two different Departments: Cultural Heritage and Environmental and partly involved in new actions. CNR continued to suffer for these continuous changing.

In 2006, finally, the activity has been again revised and adapted to new conditions and needs: contacts with researchers became more selected (only researchers and companies working in the environment and cultural heritage sectors) and also the coordination of the project became more difficult. The activity of the project had to be merged and to be fitted in the new "situation" of the Departments. On their part, Departments need time to understand how to benefit from this project and to be aware of the added value it brought. By consequence, at the end of the 3<sup>rd</sup> period, some results have been modified: the number of TTT agreements has been reduced (from 13 to 5), as well as the management and operative meetings; also time of persons once charged full time on the CIRCE project has been adjusted: in WP2 man/months was reduced from 40 to 38 whereas in WP3 was increased from 12 to 14.

Nevertheless, notwithstanding these adjustment, 17% of man/months foreseen in the contract could not be charged and 4% of the budget could not be claimed.

The main differences between budget and actual costs can be found, of course, in the *personnel* and *indirect costs* categories (-126.903,62 and -65.423,46) for the reason explained before. The indirect costs are a percentage of the personnel costs, so directly linked to them. A relevant discrepancy can also be found in the *other costs* category (+51.640,35). This is mainly due to 2 big events/TTT days that have been organised by the CNR in 2007 and 2008 in Rome (RER2007 and TECHA2008). As far as the *adjustment* is concerned, an upward adjustment of 96.589,84 euro has been recognized to the CNR in consequence of the 2 audit certificates (carried out at the end of the 2<sup>nd</sup> and 4<sup>th</sup> year of activity, April 2006 and April 2008) and in consequence of the financial audit of the EC carried out in March 2007 by the *GDA revisori indipendenti*. The adjustment mainly refer to personnel, overheads and travel costs. The upward adjustment of the "personnel costs" has been made as a consequence of a recalculation of *ad personam*



hourly rates and taking into consideration the General Labour Agreement which determined an increase of the Gross salary valid for years 2004 and 2005. Whereas the adjustment of the “overheads” has been a consequence of (1)the recalculation of general expenses based on 2005 Financial Statement that increase the percentage of overheads up to 86,96% (2)the increase of eligible personnel costs due to the renewal of the General Labour Agreement.

### Sviluppo Italia Abruzzo

TYPE of EXPENDITURE (as defined by participants)	BUDGET	ACTUAL COSTS (EUR)				TOTAL	%	REMAINING BUDGET (EUR)
		Period 1	Period 2	Period 3	Period 4			
<b>Total Person-month</b>	29,72	7,36	6,6	8,9	6,26	<b>29,12</b>	<b>98%</b>	<b>0,6</b>
Personnel costs	117.063,57	30.310,26	25.274,77	29.155,63	14.900,13	<b>99.640,79</b>	85%	<b>17.422,78</b>
Subcontracting	20.000,00	0,00	0,00	10.000,00	10.000,00	<b>20.000,00</b>	100%	<b>0,00</b>
Other direct costs ('the rest')	16.250,00	1.680,00	5.796,50	358,83	1.830,31	<b>9.665,64</b>	59%	<b>6.584,36</b>
Indirect costs	93.650,86	24.248,20	20.219,81	23.324,51	11.920,10	<b>79.712,62</b>	85%	<b>13.938,24</b>
adjustments to previous reports	0,00	0,00	0,00	0,00	0,00	<b>0,00</b>		
<b>Total Costs</b>	<b>246.964,43</b>	<b>56.238,46</b>	<b>51.291,08</b>	<b>62.838,97</b>	<b>38.650,54</b>	<b>209.019,05</b>	<b>85%</b>	<b>37.945,38</b>

As the CNR, also SIA did not succeed in spending all the budget planned.

Actions of **Sviluppo Italia Abruzzo** have been focused mainly in activities of WP1 - *Services to clients* - and WP3 - *Internal IRC matters*. *Services to IRC network* (WP2) has always been and remained a weak point for SIA, this because since the beginning of the contract, following an internal process of reorganisation and the lack of availability of human resources, the “International activities “ were not included in the mission of the organisation. Its scarce involvement in the activities of network has always represented a deficiency for the whole consortium.

Results obtained by the whole consortium in WP2 have been mainly the outcomes of the efforts of three partners: CNR, APRE and University of tor Vergata, and in the last year also of Sardegna Ricerche. They invested in this WP more efforts than those planned in terms of participation at TGs, participation in and organisation of TT Days and Brokerage events, company missions, support of clients for their attendance at international events, etc.

As a consequence of this, SIA asked to these partners, since the beginning of the 2<sup>nd</sup> year, to perform the international activities of the network on its behalf. So man/months and budget charged by SIA in WP2 were partly moved to WP1 and WP3 partly moved to the other partners.

### APRE

TYPE of EXPENDITURE (as defined by participants)	BUDGET	ACTUAL COSTS (EUR)				TOTAL	%	REMAINING BUDGET (EUR)
		Period 1	Period 2	Period 3	Period 4			
<b>Total Person-month</b>	102,33	28,85	25,65	24,73	25,81	<b>105,04</b>	<b>103%</b>	<b>-2,71</b>
Personnel costs	183.510,00	58.249,06	49.780,28	39.262,65	37.333,30	<b>184.625,29</b>	101%	<b>-1.115,29</b>
Subcontracting	13.000,00	0,00	1.040,00	3.173,93	1.248,00	<b>5.461,93</b>	42%	<b>7.538,07</b>
Other direct costs ('the rest')	34.600,00	12.986,11	9.717,63	7.734,78	15.946,31	<b>46.384,83</b>	134%	<b>-11.784,83</b>
Indirect costs	76.707,18	24.348,11	20.808,16	16.411,79	15.605,32	<b>77.173,38</b>	101%	<b>-466,20</b>
adjustments to previous reports	0,00	0,00	-1.499,98	131,45	-752,91	<b>-2.121,44</b>		<b>2.121,44</b>
<b>Total Costs</b>	<b>307.817,18</b>	<b>95.583,28</b>	<b>79.846,09</b>	<b>66.714,60</b>	<b>69.380,02</b>	<b>311.523,99</b>	<b>101%</b>	<b>-3.706,81</b>

## University of Tor Vergata

TYPE of EXPENDITURE (as defined by participants)	BUDGET	ACTUAL COSTS (EUR)				TOTAL	%	REMAINING BUDGET (EUR)
		Period 1	Period 2	Period 3	Period 4			
<b>Total Person-month</b>	61,83	9,75	19,6	21,58	16,04	<b>66,97</b>	<b>108%</b>	<b>-5,14</b>
Personnel costs	92.927,95	15.477,09	30.643,43	34.734,33	27.042,77	<b>107.897,62</b>	116%	<b>-14.969,67</b>
Subcontracting	0,00	0,00	2.080,00	0,00	2.080,00	<b>4.160,00</b>		<b>-4.160,00</b>
Other direct costs ('the rest')	17.920,00	1.072,70	3.282,41	6.295,16	2.865,73	<b>13.516,00</b>	75%	<b>4.404,00</b>
Indirect costs	22.169,59	3.309,96	6.785,17	8.205,90	5.981,70	<b>24.282,73</b>	110%	<b>-2.113,14</b>
adjustments to previous reports	0,00	0,00	-419,56	0,00	-847,04	<b>-1.266,60</b>		<b>1.266,60</b>
<b>Total Costs</b>	<b>133.017,54</b>	<b>19.859,75</b>	<b>42.371,45</b>	<b>49.235,39</b>	<b>37.123,16</b>	<b>148.589,75</b>	<b>112%</b>	<b>-15.572,21</b>

## Sardegna Ricerche

TYPE of EXPENDITURE (as defined by participants)	BUDGET	ACTUAL COSTS (EUR)				TOTAL	%	REMAINING BUDGET (EUR)
		Period 1	Period 2	Period 3	Period 4			
<b>Total Person-month</b>	75,25	19,98	20	17,38	18,74	<b>76,1</b>	<b>101%</b>	<b>-0,85</b>
Personnel costs	220.186,02	72.429,67	59.220,05	46.917,98	67.136,98	<b>245.704,68</b>	112%	<b>-25.518,66</b>
Subcontracting	10.000,00	0,00	0,00	0,00	6.339,71	<b>6.339,71</b>	63%	<b>3.660,29</b>
Other direct costs ('the rest')	21.000,00	5.033,67	10.391,20	3.083,31	1.876,38	<b>20.384,56</b>	97%	<b>615,44</b>
Indirect costs	143.120,74	47.079,31	38.493,03	30.496,68	43.639,04	<b>159.708,06</b>	112%	<b>-16.587,32</b>
adjustments to previous reports	0,00	0,00	0,00	0,00	0,00	<b>0,00</b>		
<b>Total Costs</b>	<b>394.306,76</b>	<b>124.542,65</b>	<b>108.104,28</b>	<b>80.497,97</b>	<b>118.992,11</b>	<b>432.137,01</b>	<b>110%</b>	<b>-37.830,25</b>

All these partners have invested in the project much more than planned. In particular, the University of Tor Vergata and Sardegna Ricerche have invested in this project much more than planned both in terms of human resources and costs supported. They have really improved their performances in the years and their extra-activity filled the gap of the activities that CNR and SIA were not able to perform. Thanks to their effort, at the end of the project, all the targeted goals of the project have been achieved.



EUROPEAN COMMISSION  
ENTERPRISE AND INDUSTRY DIRECTORATE-GENERAL

Innovation policy  
Support for innovation

Brussels, 20 October 2009

ENTR/D/2/FP/ - D(2009) D - 34306

Ms. Sara Di Marcello  
Consiglio Nazionale Delle Ricerche  
Piazzale Aldo Moro 7  
I- 00185 Roma

**Advance copy by email - REGISTERED MAIL**

**Subject: CONTRACT N° 510427 - IRC CIRCE  
Approval of the 4<sup>th</sup> and final report.**

Dear Ms. Di Marcello,

On the basis of the reports submitted to the Commission and after an evaluation of the results obtained to date, I am glad to inform you that we acknowledged the very good performance that the project has achieved during the 4 years of activity.

The project has done very well in terms of core deliverables and of Transnational Technology Transfer activities in relation to which contractual objectives have been exceeded.

In relation to the 4<sup>th</sup> period a payment of **200.417,38 €** was made.

**Financial aspects**

- partner 1 (CNR) reported ex-post audit adjustments resulting from B34-12 audit.
- partner 2 (APRE) provided a supplementary Form C to claim adjustments resulting from ex-post audit B45-01.
- the consortium exceeded the contractual amount of the EC contribution granted to the project by 17.720,29€. This amount was deducted from the payment.

Please do not forget to let us have as soon as possible - and in any case within a maximum of 30 calendar days after having received this letter - the completed version of Annex 8 (report on the distribution of the Community contribution).

Please inform your partners of the contents of this communication.

Yours sincerely,

Filippo Pasquet

Commission européenne, B-1049 Bruxelles / Europese Commissie, B-1049 Brussel - Belgium. Telephone: (32-2) 299 11 11.  
Office: BREY 6/85. Telephone: direct line (32-2) 296.79.19. Fax: (32-2) 298.10.18.

E-mail: nadja.dokter@ec.europa.eu



*Consiglio Nazionale delle Ricerche*

Dipartimento Patrimonio Culturale

7/12/2010 - prot. N.0088592

li, .....  
00185 Roma – P.le Aldo Moro, 7  
Tel. +39 06 49933328  
Fax +39 06 4993 2673  
e-mail: sara.dimarcello@cnr.it

Mr Filippo PASQUET

EUROPEAN COMMISSION  
DG Enterprise and Industry  
Unit D2, Support for Industrial Innovation  
BREY 06/148  
Avenue d'Auderghem 45  
B-1040 Brussels

Belgium

**Subject: CONTRACT N° 510427 - IRC CIRCE  
Annex 8: Final Report on Distribution of EC contribution**

On the basis of your letter dated 20 October 2009 – ENTR/D/2/FP/- D(2009) D-34306,  
and of the e-mail of Mr Vincent Wangen dated 1/12/2010, I send the completed version of  
Annex 8: report on the distribution of the Community contribution.

I'm really sorry for this delay.

Yours sincerely,

Sara Di Marcello



*Project No. 510427*  
*Project acronym: CIRCE*  
*Project full name: CENTRAL ITALY INNOVATION RELAY CENTRE*

**Instrument type:** Specific support Actions

**Priority name:** Research and Innovation Activity Area / IRCs

- ☐ **Periodic Activity Report**
- ☐ **Periodic Management Report**
- ☐ **Periodic Funding Distribution Report**
- ☐ **Publishable Final Activity Report**
- ☐ **Final plan for using and disseminating the technology**
- ☐ **Final Management Report**
- **Final Funding Distribution Report**

**Period covered:** 01/04/2007 to 31/03/2008

**Date of preparation:** 04/04/2007

**Start date of project:** 01/04/2004

**Duration:** 4 years

**Project coordinator organisation name:** CONSIGLIO NAZIONALE DELLE RICERCHE

**Project coordinator name:** Mrs Sara Di Marcello

**Revision**

**This report is due 60 days after receipt of the final tranche of the Community financial contribution to the consortium.**

It shall included the annex 8 to the periodic management report, updated to take into account the distribution of funding for the final tranche of the Community financial contribution to the consortium.



## Annex 8 - Report on the Distribution of the Community's contribution

Type of Instrument	SSA	Project Title (or Acronym)	CIRCE	Contract N°	510427
--------------------	-----	----------------------------	-------	-------------	--------

## Part I

Community's prefinancing (or payment) sent to the coordinator (i)									
Reporting Period 1 (i)		Reporting Period 2 (i)		Reporting Period 3 (i)		Reporting Period 4 (i)		Reporting Period 5 (i)	
From	To	From	To	From	To	From	To	From	To
1-04-2004	31-03-2005	1-04-2005	31-03-2006	1-04-2006	31-03-2007	1-04-2007	31-03-2008	1-04-2008	31-03-2009
Amount (A)		Amount (B)		Amount (C)		Amount (D)		Amount (E)	
Date		Date		Date		Date		Date	
28-02-2006	156.832,00	28-02-2006	232.702,81	8-03-2007	256.145,77	26-02-2008	190.023,27	12-11-2009	200.417,38
Total (X)									



**NICOLA MAURIZIO d'ATRI**  
**Dottore Commercialista**

# AUDIT CERTIFICATE

**APRE**

Piazza G. Marconi, 25  
00144 Roma

I Nicola Maurizio d'Atri, established in Via Antonio Bosio n. 2 00161 Roma Italia, external auditor, hereby certify that:

- I have conducted an audit relating to some information declared in your Financial Statement per Activity attached to this audit certificate and presented to the Commission of the European Communities under contract IRC 6 (CIRCE) 510427 for the following period: from 01.04.2006 to 31.03.2007 and 01.04.2007 to 31.03.2008.
- I confirm that my audit was carried out in accordance with generally accepted auditing standards respecting ethical rules and on the basis of the relevant provisions of the above referenced contract and its annexes.

The above mentioned Financial Statements per Activity were examined and all tests of the supporting documentation and accounting records deemed necessary were carried out in order to obtain reasonable assurance that, in my opinion, based on my audit:

- the amount of the total eligible costs for the period from 01.04.2005 to 31.03.2006 is € **65.350,84** (sixtyfivethousandthreehundredfifty/84 euro) plus € 116,45 (onehundredsixteen/45 euro) as adjustment of the previous period. The difference between the amount declared in Box 2 of the attached Financial Statement is € 1.247,31 (onethousandtwohundredfortyseven/31) which is considered qualified and is represented by € 1.232,31 qualified costs of the period and by € 15,00 as correction of the adjustment referred to the previous period.

The amount of the total eligible costs for the period from 01.04.2007 to 31.03.2008 is € **70.132,93** (seventythousandonehundredthirtytwo/93) unless € 1.247,31 which is the adjustment of the period from 01.04.2005 to 31.03.2006, plus 494,40 which is an adjustment to the depreciation cost omitted in the previous period.



Via Antonio Bosio n. 2 - 00161 Roma

Tel. 06442.36.694 - 06442.36.770 Fax 06442.36.265 - 3288979354

C.F. DTR NLM 62A13 D643O - Partita I.V.A. 10799690580

Nato a Foggia il 13 gennaio 1962

e-mail: n.datri@fastwebnet.it

**NICOLA MAURIZIO d'ATRI**  
**Dottore Commercialista**

The amount you declared in the Box 2 of the attached Financial Statements per Activity € 69.380,02 (sixty-nine thousand three hundred eighty/02), which is made by € 70.132,93 as eligible costs deduced by € 752,91 as adjustment (difference between € 1.247,31 negative and 494,40 positive) is complying with the following cumulative conditions:

- they are actual and answers to your economic environment;
- they are determined in accordance with your usual accounting principles;
- they have been incurred during the periods covered by the Financial Statement per Activity concerned by this audit certificate;
- they are recorded in your accounts at the date of the establishment of this audit certificate;
- they are exclusive of any non-eligible costs which are, as established in the second paragraph of article II.19 of your above mentioned contract with the Commission of the European Communities:
  - ❖ any identifiable indirect taxes, including VAT or duties;
  - ❖ interest owed;
  - ❖ provisions for possible future losses or charges;
  - ❖ exchange losses;
  - ❖ costs declared, incurred or reimbursed in respect of another Community project;
  - ❖ return on capital;
  - ❖ debt and debt service charges;
  - ❖ excessive or reckless expenditure;
  - ❖ any cost which does not meet the conditions established in Article II.19.1. of your contract with the Commission of the European Communities.
- they are represented according to the following cost reporting model FC.
- they are represented according to the following basis for the conversion rate used of EURO - the date where the actual costs were incurred
- there are no receipts for the Box 3;
- accounting procedures used in the recording of your eligible costs and receipts respect the accounting rules of the State in which you are established as well as permit the direct



Via Antonio Bosio n. 2 - 00161 Roma

Tel. 06442.36.694 - 06442.36.770 Fax 06442.36.265 - 3288979354

C.F. DTR NLM 62A13 D643O - Partita I.V.A. 10799690580

Nato a Foggia il 13 gennaio 1962

e-mail: n.datri@fastwebnet.it



**NICOLA MAURIZIO d'ATRI**  
**Dottore Commercialista**

reconciliation between the costs and receipts incurred for the implementation of the project covered by the EC contract above mentioned and the overall statement of accounts relating to your overall business activity;

- I am qualified to deliver this audit certificate in full compliance with the second and third paragraphs of article II.26 of the contract and my registration to the "Albo dei Revisori Contabili" is attached to this audit certificate;
- as declared in the Box 6 of the attached Financial Statement per Activity, you have paid for this audit certificate a price equal to € 1.248,00 (onethousandtwohundredfortyeight/00) in which VAT is equal to € 0,00 (zero/00).

Roma, 9 maggio 2008

Nicola Maurizio d'Atri



Via Antonio Bosio n. 2 - 00161 Roma

Tel. 06442.36.694 - 06442.36.770 Fax 06442.36.265 - 3288979354

C.F. DTR NLM 62A13 D643O - Partita I.V.A. 10799690580

Nato a Foggia il 13 gennaio 1962

e-mail: n.datri@fastwebnet.it

**NICOLA MAURIZIO d'ATRI**  
**Dottore Commercialista**

**AUDIT CERTIFICATE**

**Consiglio Nazionale delle Ricerche**  
**Dipartimento Patrimonio Culturale**  
Piazzale Aldo Moro, 7  
00185 Roma

I Nicola Maurizio d'Atri, established in Via Antonio Bosio n. 2 00161 Roma Italia, external auditor, hereby certify that:

- I have conducted an audit relating to some information declared in your Financial Statement per Activity attached to this audit certificate and presented to the Commission of the European Communities under contract IRC 6 (CIRCE) 510427 for the following period: from 01.04.2006 to 31.03.07 and to 01.04.2007 to 31.03.2008.
- I confirm that my audit was carried out in accordance with generally accepted auditing standards respecting ethical rules and on the basis of the relevant provisions of the above referenced contract and its annexes.

The above mentioned Financial Statements per Activity were examined and all tests of the supporting documentation and accounting records deemed necessary were carried out in order to obtain reasonable assurance that, in my opinion, based on my audit:

- the amount of the total eligible costs for the period from 01.04.2006 to 31.03.2007 is € **217.447,30** (two hundred seventeen thousand four hundred forty seven/90 euro). The difference between the amount declared in Box 2 of the attached Financial Statement is € 16.605,90 (sixteen thousand six hundred five/90) which is considered unqualified. The amount of the total eligible costs for the period from 01.04.2007 to 31.03.2008 is € **238.915,54** (two hundred thirty-eight thousand nine hundred fifteen/54). The amount declared in Box 2 of the attached Financial Statements per Activity is € 346.369,73 (three hundred forty six thousand three hundred sixty nine/73 euro) including a total adjustment for € 107.454,19 (one hundred seven thousand four hundred fifty four/19 euro). In details it is made of:

Via Antonio Bosio n. 2 - 00161 Roma  
Tel. 06442.36.694 - 06442.36.770 Fax 06442.36.265 - 3288979354  
**C.F. DTR NLM 62A13 D643O - Partita I.V.A. 10799690580**  
Nato a Foggia il 13 gennaio 1962





**NICOLA MAURIZIO d'ATRI**  
**Dottore Commercialista**

- adjustment of the EC ex-post audit report B34-12 (€ 89.948,91);
- adjustment of the former period (€ 16.605,90);
- adjustment for the period 01.04.2005 to 31.03.2006 (personnel cost of Sara Berselli for € 899,38)

and is complying with the following cumulative conditions:

- they are actual and answers to your economic environment;
- they are determined in accordance with your usual accounting principles;
- they have been incurred during the periods covered by the Financial Statement per Activity concerned by this audit certificate;
- they are recorded in your accounts at the date of the establishment of this audit certificate;
- they are exclusive of any non-eligible costs which are, as established in the second paragraph of article II.19 of your above mentioned contract with the Commission of the European Communities:
  - ❖ any identifiable indirect taxes, including VAT or duties;
  - ❖ interest owed;
  - ❖ provisions for possible future losses or charges;
  - ❖ exchange losses;
  - ❖ costs declared, incurred or reimbursed in respect of another Community project;
  - ❖ return on capital;
  - ❖ debt and debt service charges;
  - ❖ excessive or reckless expenditure;
  - ❖ any cost which does not meet the conditions established in Article II.19.1. of your contract with the Commission of the European Communities.
- they are represented according to the following cost reporting model FC.
- they are represented according to the following basis for the conversion rate used of EURO - the date where the actual costs were incurred
- there are no receipts for the Box 3;
- accounting procedures used in the recording of your eligible costs and receipts respect the accounting rules of the State in which you are established as well as permit the direct reconciliation between the costs and receipts incurred for the implementation of the project covered by the EC contract above mentioned and the overall statement of accounts relating to your overall business activity;



Via Antonio Bosio n. 2 - 00161 Roma

Tel. 06442.36.694 - 06442.36.770 Fax 06442.36.265 - 3288979354

C.F. DTR NLM 62A13 D643O - Partita I.V.A. 10799690580

Nato a Foggia il 13 gennaio 1962

e-mail: [datri@fastwebnet.it](mailto:datri@fastwebnet.it)

**NICOLA MAURIZIO d'ATRI**  
**Dottore Commercialista**

- I am qualified to deliver this audit certificate in full compliance with the second and third paragraphs of article II.26 of the contract and my registration to the "Albo dei Revisori Contabili" is attached to this audit certificate;
- as declared in the Box 6 of the attached Financial Statement per Activity, you have paid for this audit certificate a price equal to € 2.600,00 (two thousand six hundred/00) in which VAT is equal to € 0,00 (zero/00).

Roma, 11 luglio 2008

Nicola Maurizio d'Atri



Via Antonio Bosio n. 2 - 00161 Roma

Tel. 06442.36.694 - 06442.36.770 Fax 06442.36.265 - 3288979354

C.F. DTR NLM 62A13 D643O - Partita I.V.A. 10799690580

Nato a Foggia il 13 gennaio 1962

E-mail: [datri@fastwebnet.it](mailto:datri@fastwebnet.it)



## AUDIT CERTIFICATE

**Sviluppo Italia Abruzzo S.p.A .**

Z. Ind.le Mosciano St.  
64023 Mosciano S. Angelo (TE)

I Marco Stecher, established in Via Crucoli n. 9 - 64100 Teramo, external auditor,  
hereby certify that:

- I have conducted an audit relating to some information declared in your Financial Statement per Activity attached to this audit certificate and presented to the Commission of the European Communities under contract IRC 6 (CIRCE) 510427 for the following period 01.04.2006 - 31.03.2008.
- I confirm that my audit was carried out in accordance with generally accepted auditing standards respecting ethical rules and on the basis of the relevant provisions of the above referenced contract and its annexes.

The above mentioned Financial Statements per Activity were examined and all tests of the supporting documentation and accounting records deemed necessary were carried out in order to obtain reasonable assurance that, in my opinion, based on my audit:

- the amount of the total eligible costs for the period 01.04.2006-31.03.2007 is **€ 62.838,97** (sixtytwothousandeighthundredthirtyeight/97 Euro).
- The amount of the total eligible costs for the period 01.04.2007-31.03.2008 is **€ 38.650,54** (thirtyeighthousandsixhundredfifty/54 Euro), and is complying with the following cumulative conditions:
  - they are actual and answers to your economic environment;
  - they are determined in accordance with your usual accounting principles;
  - they have been incurred during the periods covered by the Financial Statement per Activity concerned by this audit certificate;
  - they are recorded in your accounts at the date of the establishment of this audit certificate;
  - they are exclusive of any non-eligible costs which are, as established in the second paragraph of article II.19 of your above mentioned contract with the Commission of the European Communities:
    - ❖ any identifiable indirect taxes, including VAT or duties;
    - ❖ interest owed;
    - ❖ provisions for possible future losses or charges;





- ❖ exchange losses;
  - ❖ costs declared, incurred or reimbursed in respect of another Community project;
  - ❖ return on capital;
  - ❖ debt and debt service charges;
  - ❖ excessive or reckless expenditure;
  - ❖ any cost which does not meet the conditions established in Article II.19.1. of your contract with the Commission of the European Communities.
- they are represented according to the following cost reporting model FC.
- they are represented according to the following basis for the conversion rate used of EURO - the date where the actual costs were incurred
- there are no receipts for the Box 3;
  - accounting procedures used in the recording of your eligible costs and receipts respect the accounting rules of the State in which you are established as well as permit the direct reconciliation between the costs and receipts incurred for the implementation of the project covered by the EC contract above mentioned and the overall statement of accounts relating to your overall business activity;
  - I am qualified to deliver this audit certificate in full compliance with the second and third paragraphs of article II.26 of the contract and my registration to the "Registro dei Revisori Contabili" is attached to this audit certificate;
  - as declared in the Box 6 of the attached Financial Statement per Activity, you have paid for this audit certificate a price equal to € 1.600,00 (onethousandsixhundred/00 Euro) in which VAT is equal to € 0,00 (zero/00 Euro).

Mosciano S.A., May 5<sup>th</sup> 2008



Marco Stecher

A handwritten signature in dark ink, appearing to read "Marco Stecher", written over a horizontal line.

Prot. 1/TERAMO/324 PUBLIREG 56174 mar95



# Ministero della Giustizia

DIREZIONE GENERALE DEGLI AFFARI CIVILI E DELLE LIBERE PROFESSIONI  
UFFICIO VII REPARTO REVISORI CONTABILI

via Tronto n. 2 - 00198 Roma tel. 06-8417066 fax 06-8419441

SI CERTIFICA CHE

il seguente nominativo :

STECHER MARCO  
nato il 14/12/1963 a TERAMO  
codice fiscale : STCMRC63T14L103O

domiciliato in TERAMO (TE) VIA CRUCIOLI 9

con D.M. 12/04/1995 pubblicato nella Gazzetta Ufficiale della Repubblica Italiana, supplemento n. 31bis - IV Serie Speciale - del 21/04/1995, e' stato iscritto nel 'Registro dei Revisori Contabili', secondo quanto disposto dal Decreto Legislativo 27 gennaio 1992 n. 88, con decorrenza giuridica 21/04/1995. Lo stesso ha assunto il numero progressivo 56174 e risulta ancora iscritto. Si rilascia, a richiesta dell' interessato, in carta da bollo, per gli usi consentiti dalla legge.

Roma, 29/12/2000



Il dirigente  
Domenico JULIANO

Prot. 1/TERAMO/324

MINISTERO DELLA GIUSTIZIA  
DIREZIONE GENERALE DEGLI AFFARI CIVILI E LIBERE PROFESSIONI  
UFFICIO VII - REPARTO 'REVISORI CONTABILI'  
via Tronto n. 2 - 00198 Roma tel. 06-8417066\* fax 06-8419441 01 01



-> al sig. STECHER MARCO

VIA CRUCIOLI 9

64100 TERAMO

(TE)







Ministero di Grazia e Giustizia  
Consiglio Nazionale dei Dottori Commercialisti

# REVISORE CONTABILE

ATTESTATO RILASCIATO A

*Marco Stecher*

NATO A TERAMO IL 14 DICEMBRE 1963

IL SEGRETARIO

*Lij. Martini*

IL PRESIDENTE

*Luigi Raimondi*

REVISORE CONTABILE AI SENSI DEL D. LGS. 27 GENNAIO 1992 N. 88  
E DEL DPR 20 NOVEMBRE 1992 N. 474 CON DECRETO  
MINISTERIALE DEL 12 APRILE 1995  
G.U. N. 31 BIS DEL 21 APRILE 1995  
ISCRITTO ALL'ALBO DEI DOTTORI COMMERCIALISTI



*Salvatore La Sala*

DOTTORE COMMERCIALISTA  
REVISORE CONTABILE

## AUDIT CERTIFICATE

I, Salvatore La Sala, appointed Certified Auditor by Italian Justice Department's decree, issued in Italian Republic official Gazette No. 31/bis dated April 21, 1995, roll No. 30972, established in Cagliari, Sardinia, Italy, 20, Via dei Vittorini, PO Code 09129 represented for signature of this audit certificate by myself, hereby certify that:

- I have conducted an audit relating to the cost declared in the financial statements per Activity of <Sardegna Ricerche – (ex Consorzio 21 – Consorzio per l'Assistenza alle Piccole e Medie Imprese)> here in after referred to as contractor, to which this audit certificate is attached, and which is to be presented to the Commission of the European Communities under contract (EC Contract reference: CIRCE - proposed Contracting No.: 510427 – Drafting date 06/10/2003 ) for the following periods covered by the EC Contract (Apr. 2006 – Mar. 2007 and Apr. 2007 – Mar. 2008).
- I confirm that my audit was carried out in accordance with generally accepted auditing standards respecting ethical rules and on the basis of the relevant provisions of the above referenced contract and its annexes.

The above mentioned Financial Statements per Activity were examined and all tests of the supporting documentation and accounting records deemed necessary were carried out in order to obtain reasonable assurance that, in my opinion, based on my audit:

- The amount of the total eligible costs for both periods from Apr. 2006 to Mar. 2007 and for the period from Apr. 2007 to Mar. 2008 is € 199.486,08 (Euro onehundredthousandninetyninethousandfourhundredeightsixpointzeroeight) declared in box 2 of the attached Financial Statements per Activity is complying with the following cumulative conditions:





- costs are actual and reflect the contractor's economic environment;
- costs are determined in accordance with the contractor's accounting principles;
- costs have been incurred during the periods covered by the Financial Statements per Activity concerned by this audit certificate;
- costs are recorded in the accounts of the contractor at the date of the establishment of this audit certificate;
- costs are exclusive of any non-eligible costs identified below which are established in the second paragraph of article II.19 of the above mentioned contract with the Commission of the European Communities:
  - ❖ any identifiable indirect taxes, including VAT or duties;
  - ❖ interest owed;
  - ❖ provision for possible future losses or charges;
  - ❖ costs declared, incurred or reimbursed in respect of another Community project;
  - ❖ return on capital;
  - ❖ debt and debt service charges;
  - ❖ excessive or reckless expenditure;
  - ❖ any cost which does not meet the conditions established in Article II.19.1 of your contract with the Commission of the European Communities.
- costs have been claimed according to the cost reporting model's enclosed sub a) and sub b) to this certificate, which the contractor is eligible to use according to Article II.22 of the above mentioned contract with the Commission of the European Communities.
- accounting procedures used in the recording of eligible costs and receipts respect the accounting rules in force in Italy and permit the direct

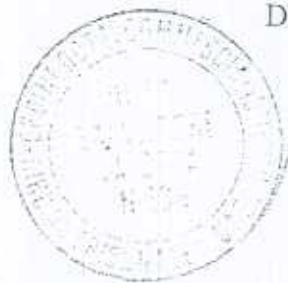


reconciliation between the costs and receipts incurred for the implementation of the project covered by the EC contract and the overall statement of accounts relating to the contractor's overall business activity;

- the undersigned is qualified to deliver this audit certificate in full compliance with the second and third paragraph of Article II.26 of the contract;
- as declared in Box 6 of the attached Financial Statements per Activity will pay for this audit certificate a price equal to € 1.339,70 (Euro one thousand three hundred thirty-nine point seventy) in which VAT is equal to € 267,94 (Euro two hundred sixty-seven point ninety-four).

Cagliari, June 10, 2008

\_\_\_\_\_  
To: Spett.le  
Sardegna Ricerche  
Loc. Piscinamanna  
Edificio 2  
09010 Pula (CA) - Italy



Dr. Salvatore La Sala

Attach. sub a)

**SUMMARY DATA OF ELIGIBLE COSTS DECLARED TO THE  
COMMISSION BY THE CONTRACTOR "Sardegna Ricerche"  
pertinent the period 01.04.2006 - 31.03.2007**

Project: CIRCE - Contract No. 510427

COST DESCRIPTION	Costs declared (EURO)	
	Direct Costs	Indirect Costs
<b>Management</b>		
Personnel	A) 1.311,61	B) 852,55
		2.164,16
<b>Activity</b>		
Personnel	45.606,36	29.644,14
Travels	1.791,14	
Audit Certificate	1.288,17	
Totals	(A) 49997,28	(B) 30.496,69
		80.493,97

*Salvatore La Sala*

Attach sub b)

**SUMMARY DATA OF ELIGIBLE COSTS  
DECLARED TO THE COMMISSION BY THE  
CONTRACTOR "Sardegna Ricerche"  
pertinent the period 01.04.2007 - 31.03.2008**

Project: CIRCE - Contract No. 510427

COST DESCRIPTION	DIRECT COSTS (A)	Cost declared (EURO)	TOTAL (A+B)
<b>Management</b>			
Personnel	2.570,01	1.670,51	4.240,52
<b>Activity</b>			
Personnel	64.566,98	41.968,53	106.535,51
Travel costs	1.876,38		1.876,38
Subcontracting	6.339,70		6.339,70
Total	75.353,07	43.639,04	118.992,11

**Salvatore La Sala**  
Dottore Commercialista  
Revisore Contabile  
VIA S. ANTONIO, 207 09125 P.A.  
*Salvatore La Sala*



NICOLA MAURIZIO d'ATRI  
Dottore Commercialista

AUDIT CERTIFICATE

UNIVERSITA' DEGLI STUDI DI ROMA "TOR VERGATA"

Via Orazio Raimondo n. 18  
00173 Roma

I Nicola Maurizio d'Atri, established in Via Antonio Bosio n. 2 00161 Roma Italia, external auditor, hereby certify that:

- I have conducted an audit relating to some information declared in your Financial Statement per Activity attached to this audit certificate and presented to the Commission of the European Communities under contract IRC 6 (CIRCE) 510427 for the following period: from 01.04.2006 to 31.03.2007 and from 01.04.2007 to 31.03.2008.
- I confirm that my audit was carried out in accordance with generally accepted auditing standards respecting ethical rules and on the basis of the relevant provisions of the above referenced contract and its annexes.

The above mentioned Financial Statements per Activity were examined and all tests of the supporting documentation and accounting records deemed necessary were carried out in order to obtain reasonable assurance that, in my opinion, based on my audit:

- the amount of the total eligible costs for the period **01.04.2006-31.03.2007** is € 48.388,35 (euro fortyeightthousandthreehundredeightyeigh/35). The difference between the amount declared in Box 2 of the attached Financial Statement is € 847,04 (euro eighthundredfortyseven/04) which is considered qualified.

The amount of the total eligible costs for the period **01.04.2007-31.03.2008** is € 37.970,20 (euro thirtyseventhousandninehundredseventy/20) which less € 847,04 (adjustment), the total declared in Box 2 of the attached Financial Statements is 37.123,16 (euro thirtyseventhousandonehundredtwentythree/16) for Activity is complying with the following cumulative conditions:

- they are actual and answers to your economic environment;
- they are determined in accordance with your usual accounting principles;
- they have been incurred during the periods covered by the Financial Statement per Activity concerned by this audit certificate;
- they are recorded in your accounts at the date of the establishment of this audit certificate;



Via Antonio Bosio n. 2 - 00161 Roma

Tel. 06442.36.694 - 06442.36.770 Fax 06442.36.265 - 3288979354

C.F. DTR NLM 62A13 D643O - Partita I.V.A. 10799690580

Nato a Foggia il 13 gennaio 1962

e-mail: n.datri@fastwebnet.it



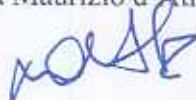


**NICOLA MAURIZIO d'ATRI**  
**Dottore Commercialista**

- they are exclusive of any non-eligible costs which are, as established in the second paragraph of article II.19 of your above mentioned contract with the Commission of the European Communities:
  - ❖ any identifiable indirect taxes, including VAT or duties;
  - ❖ interest owed;
  - ❖ provisions for possible future losses or charges;
  - ❖ exchange losses;
  - ❖ costs declared, incurred or reimbursed in respect of another Community project;
  - ❖ return on capital;
  - ❖ debt and debt service charges;
  - ❖ excessive or reckless expenditure;
  - ❖ any cost which does not meet the conditions established in Article II.19.1. of your contract with the Commission of the European Communities.
- they are represented according to the following cost reporting model AC.
- they are represented according to the following basis for the conversion rate used of EURO – the date where the actual costs were incurred.
- there are no receipts for the Box 3;
- accounting procedures used in the recording of your eligible costs and receipts respect the accounting rules of the State in which you are established as well as permit the direct reconciliation between the costs and receipts incurred for the implementation of the project covered by the AC contract above mentioned and the overall statement of accounts relating to your overall business activity;
- I am qualified to deliver this audit certificate in full compliance with the second and third paragraphs of article II.26 of the contract and my registration to the "Albo dei Revisori Contabili" is attached to this audit certificate;
- as declared in the Box 6 of the attached Financial Statement per Activity, you have paid for this audit certificate a price equal to € 2.080,00 (twothousendeighty/00) in which VAT is equal to € 0,00 (zero/00).

Roma, 6 maggio 2008

Nicola Maurizio d'Atri



Via Antonio Bosio n. 2 - 00161 Roma

Tel. 06442.36.694 - 06442.36.770 Fax 06442.36.265 - 3288979354

C.F. DTR NLM 62A13 D643O - Partita I.V.A. 10799690580

Nato a Foggia il 13 gennaio 1962

e-mail: n.datri@fastwebnet.it



EUROPEAN COMMISSION  
RESEARCH DG SCIENCE AND  
SOCIETY

Science and Society Reporting  
Questionnaire

**Project No.:** 510427

**Project Acronym:** CIRCE

**Project Full Name:** CENTRAL ITALY INNOVATION RELAY  
CENTRE

## Specific Support Actions

# Science and Society Reporting Questionnaire

**Period covered:** from 01/04/2004 to 31/03/2008

**Start date of project:** 01/04/2004

**Project coordinator name:**  
Ms Sara DI MARCELLO

**Project coordinator organisation name:**  
CONSIGLIO NAZIONALE DELLE RICERCHE

**Date of preparation:** 23/06/2008

**Date of submission (SESAM):**  
23/06/2008 15:09:38 CET

**Duration:** 48

**Version:** 1

Specific Support Actions  
Science and Society Reporting Questionnaire

**GENERAL INFORMATION**

<b>Project No.:</b>	510427
<b>Project acronym:</b>	CIRCE
<b>Project full name:</b>	CENTRAL ITALY INNOVATION RELAY CENTRE
<b>Period number:</b>	2nd
<b>Period covered - start date:</b>	01/04/2004
<b>Period covered - end date:</b>	31/03/2008
<b>Project start date:</b>	01/04/2004
<b>Project duration [months]:</b>	48
<b>Project coordinator name:</b>	Ms Sara DI MARCELLO
<b>Project coordinator organisation name:</b>	CONSIGLIO NAZIONALE DELLE RICERCHE
<b>Date of submission:</b>	23/06/2008

## ETHICS

Which (if any) of the following does your research project involve?	
Human beings:	No
Human biological samples:	No
Human embryos or human embryonic stem cells:	No
Non human primates:	No
Personal data:	No
Genetic information:	No
Other animals:	No
Other:	No
To what extent do you believe ethical issues are relevant to your research project?	Not relevant
Do you have Ethicists or others with considerable ethics experience involved in the project?	No
Did your project have a separate EC ethical review?	No
How much (including the value of time spent, as well as paid-out costs) do you estimate your project (when it is completed) will have spent on considering and dealing with ethical issues? (Euro)	0

## GENDER (to be completed for CA's, SSA's and STREP's)

Did you undertake Gender Equality Actions in your research project?	No
If no, why not?	Not relevant
Other	
If yes, which of the following actions did you carry out and how effective were they?	
Design and implement an equal opportunity policy	
If yes, rate?	
Implement mentoring schemes for women:	
If yes, rate?	
Family friendly working conditions:	
If yes, rate?	
Was there a gender dimension associated with the research content?	No



**If yes please specify:**

**How much (including the value of time spent, as well as paid-out costs) do you estimate your project (when it is completed) will have spent on considering and dealing with gender issues? (Euro)**

0

## SCIENCE EDUCATION, TRAINING AND CAREER DEVELOPMENT

Does this project anticipate having a direct impact on the local economy?	Yes
If yes, is the project:	
Stimulating employment:	Yes
Retaining highly trained personnel:	Yes
Creating possible spin-out/start-up companies:	Yes
Does your partnership employ and train researchers?	No
Does your project involve working with young people at schools?	No
Is there any education material being produced directly or indirectly by your project?	No
How much (including the value of time spent, as well as paid-out costs) do you estimate your project (when it is completed) will have spent on considering and dealing with Science Education, Training and Career? (Euro)	0

## ENGAGING WITH ACTORS BEYOND THE RESEARCH COMMUNITY

Is the project likely to generate outputs (expertise or scientific advice) which could be used by policy makers?	Yes
If yes, is this a primary or secondary objective of the project?	Secondary
Did your project engage in significant communication with the public before research commenced?	No
Was the focus or methodology of your project modified in response to any communication with the public?	No
Does your project involve someone whose role is solely to communicate with the public?	No

## USE AND DISSEMINATION

<b>How many articles were published?</b>	
<b>In refereed journals:</b>	0
<b>Other journals:</b>	0
<b>How many patents have been applied for?</b>	
<b>How many other Intellectual Property Rights were applied for?</b>	0
<b>How many spin-offs were created?</b>	0
<b>Have you issued press releases related to your project (and if yes, how many)?</b>	Yes
<b>If yes please specify number:</b>	10
<b>Have you held media briefings? If yes, how many, and on average roughly how many journalists attended?</b>	Yes
<b>If yes please specify number of briefings:</b>	6
<b>If yes please specify average number of journalists:</b>	8
<b>Roughly how many items covering your project in the printed press, on radio or television can you identify?</b>	
<b>Press:</b>	30
<b>Radio:</b>	0
<b>Television:</b>	0
<b>Roughly how many items were:</b>	
<b>Specialist Press:</b>	10
<b>Non-specialist Press:</b>	5
<b>National Press:</b>	15
<b>International Press:</b>	0
<b>Was there on-line information about the project?</b>	Specific web site
<b>Roughly how frequently has it been updated?</b>	WEEKLY
<b>Do you have an e-mail mailing list to send news about the project?</b>	Yes
<b>If yes please specify number of subscribers:</b>	250
<b>Have you created or participated in an event (e.g. workshop, conference, information day) in order to communicate with the public (not just other researchers or the press)?</b>	Yes

<b>Roughly how many people attended these events and learned about your project?</b>	500
<b>Have you produced a video or DVD film about your project?</b>	No
<b>If yes, how effective do you believe it has been in communicating with the public?</b>	
<b>Have you produced posters, flyers or brochures about your project?</b>	Yes
<b>If yes, how effective do you believe they have been in communicating with the public?</b>	Significantly effective
<b>In how many different languages were these products (video/DVD, posters, flyers, brochures) produced?</b>	2
<b>How have you distributed these products (video/DVD, posters, flyers, brochures)? Please tick all methods you have used.</b>	
<b>Sent on request:</b>	Yes
<b>Sent to schools/academic institutions:</b>	No
<b>Distributed through government agencies/public buildings/libraries etc.</b>	No
<b>Sent to potentially interested non-governmental bodies (NGOs, citizen's associations etc)</b>	No
<b>Other:</b>	Yes
<b>Other, please comment:</b>	
INDUSTRIAL ASSOCIATIONS, INDUSTRIAL DISTRICTS, COMPANY VISITS, INFO DAYS, TECHNOLOGY TRANSFER DAYS	

## TOTAL COMMUNICATION SPEND

<b>How much (including the value of time spent, as well as paid-out costs) do you estimate your project (when it is completed) will have spent on communication activities (engaging with the public, use and dissemination) as described in the current questionnaire? (Euro)</b>	50000
--	-------

## COMMENTS

<b>If you have any comments about your experience of meeting the Science and Society objectives within your project, or any suggestions of improvements to the programme please add them here.</b>



<b>Attachments</b>	
<b>Name</b>	
<b>Date</b>	
<b>Signature</b>	



EUROPEAN COMMISSION  
RESEARCH DG  
SOCIO-ECONOMIC DIMENSIONS IN  
FP6

Socio-Economic Reporting Questionnaire

**Project No.:** 510427

**Project Acronym:** CIRCE

**Project Full Name:** CENTRAL ITALY INNOVATION RELAY  
CENTRE

## Specific Support Actions

# Socio-Economic Reporting Questionnaire

**Period covered:** from 31/03/2007 to 31/03/2008

**Start date of project:** 01/04/2004

**Project coordinator name:**  
Ms Sara DI MARCELLO

**Project coordinator organisation name:**  
CONSIGLIO NAZIONALE DELLE RICERCHE

**Date of preparation:** 05/06/2008

**Date of submission (SESAM):**  
05/06/2008 12:06:51 CET

**Duration:** 48

**Version:**

Specific Support Actions  
Socio-Economic Reporting Questionnaire

**GENERAL INFORMATION**

<b>Project No.:</b>	510427
<b>Project acronym:</b>	CIRCE
<b>Project full name:</b>	CENTRAL ITALY INNOVATION RELAY CENTRE
<b>Period number:</b>	2nd
<b>Period covered - start date:</b>	31/03/2007
<b>Period covered - end date:</b>	31/03/2008
<b>Project start date:</b>	01/04/2004
<b>Project duration [months]:</b>	48
<b>Project coordinator name:</b>	Ms Sara DI MARCELLO
<b>Project coordinator organisation name:</b>	CONSIGLIO NAZIONALE DELLE RICERCHE
<b>Participant organisation name:</b>	AGENZIA PER LA PROMOZIONE DELLA RICERCA EUROPEA
<b>Date of submission:</b>	05/06/2008

## SOCIO-ECONOMIC RESEARCH ACTIVITIES

**Do your tasks in the project include socio-economic research activities?**

No

**If yes, what is the estimated total budget allocation that addresses these activities (when the project will be completed)?**

## FORESIGHT METHODS

**Do your tasks in the project include foresight methods?**

No

**If yes, what is the estimated total budget allocation that addresses these activities (when the project will be completed)?**

## SOCIO-ECONOMIC SCIENTISTS

**How many person/months (estimated) are allocated to researchers with a background in social sciences, to perform your tasks for the project (when it will be completed)?**

0



<b>Attachments</b>	
<b>Name</b>	
<b>Date</b>	
<b>Signature</b>	



EUROPEAN COMMISSION  
RESEARCH DG WOMEN AND  
SCIENCE

Work Force Statistics (WFS) Final Report

**Project No.:** 510427

**Project Acronym:** CIRCE

**Project Full Name:** CENTRAL ITALY INNOVATION RELAY  
CENTRE

## **Specific Support Actions**

# **Work Force Statistics (WFS) Final Report**

**Period covered:** from 31/03/2007 to 31/03/2011

**Start date of project:** 01/04/2004

**Project coordinator name:**

Ms Sara DI MARCELLO

**Project coordinator organisation name:**

CONSIGLIO NAZIONALE DELLE RICERCHE

**Date of preparation:** 05/06/2008

**Date of submission (SESAM):**

05/06/2008 12:12:58 CET

**Duration:** 48

**Version:**

# Specific Support Actions

## Work Force Statistics (WFS) Final Report

### GENERAL INFORMATION

<b>Project No.:</b>	510427
<b>Project acronym:</b>	CIRCE
<b>Project full name:</b>	CENTRAL ITALY INNOVATION RELAY CENTRE
<b>Period number:</b>	1st
<b>Period covered - start date:</b>	31/03/2007
<b>Period covered - end date:</b>	31/03/2011
<b>Project start date:</b>	01/04/2004
<b>Project duration [months]:</b>	48
<b>Project coordinator name:</b>	Ms Sara DI MARCELLO
<b>Project coordinator organisation name:</b>	CONSIGLIO NAZIONALE DELLE RICERCHE
<b>Participant organisation name:</b>	AGENZIA PER LA PROMOZIONE DELLA RICERCA EUROPEA
<b>Date of submission:</b>	05/06/2008

## SCIENTIFIC LEADERSHIP AND MANAGEMENT - WORKFORCE STATISTICS

Type of Position	Number of Women	Number of Men
Scientific manager	1	0
Scientific team leader / work package manager	1	0
Experienced researcher (>4 years)	0	0
Early researcher (<=4 years)	0	0
PhD student	0	0
Technical staff	0	1
Other	4	0



<b>Attachments</b>	
<b>Name</b>	
<b>Date</b>	
<b>Signature</b>	



EUROPEAN COMMISSION  
RESEARCH DG  
SOCIO-ECONOMIC DIMENSIONS IN  
FP6

Socio-Economic Reporting Questionnaire

**Project No.:** 510427

**Project Acronym:** CIRCE

**Project Full Name:** CENTRAL ITALY INNOVATION RELAY  
CENTRE

## Specific Support Actions

# Socio-Economic Reporting Questionnaire

**Period covered:** from 01/04/2004 to 31/03/2005

**Start date of project:** 01/04/2004

**Project coordinator name:**  
Ms Sara DI MARCELLO

**Project coordinator organisation name:**  
CONSIGLIO NAZIONALE DELLE RICERCHE

**Date of preparation:** 01/07/2008

**Date of submission (SESAM):**  
01/07/2008 16:46:13 CET

**Duration:** 48

**Version:**

Specific Support Actions  
Socio-Economic Reporting Questionnaire

**GENERAL INFORMATION**

<b>Project No.:</b>	510427
<b>Project acronym:</b>	CIRCE
<b>Project full name:</b>	CENTRAL ITALY INNOVATION RELAY CENTRE
<b>Period number:</b>	1st
<b>Period covered - start date:</b>	01/04/2004
<b>Period covered - end date:</b>	31/03/2005
<b>Project start date:</b>	01/04/2004
<b>Project duration [months]:</b>	48
<b>Project coordinator name:</b>	Ms Sara DI MARCELLO
<b>Project coordinator organisation name:</b>	CONSIGLIO NAZIONALE DELLE RICERCHE
<b>Participant organisation name:</b>	SVILUPPO ITALIA Abruzzo S.p.A. - Centro Integrato per lo sviluppo dell'imprenditorialità in Abruzzo.'
<b>Date of submission:</b>	01/07/2008

## SOCIO-ECONOMIC RESEARCH ACTIVITIES

**Do your tasks in the project include socio-economic research activities?**

No

**If yes, what is the estimated total budget allocation that addresses these activities (when the project will be completed)?**

## FORESIGHT METHODS

**Do your tasks in the project include foresight methods?**

No

**If yes, what is the estimated total budget allocation that addresses these activities (when the project will be completed)?**

## SOCIO-ECONOMIC SCIENTISTS

**How many person/months (estimated) are allocated to researchers with a background in social sciences, to perform your tasks for the project (when it will be completed)?**

1



<b>Attachments</b>	
<b>Name</b>	
<b>Date</b>	
<b>Signature</b>	



EUROPEAN COMMISSION  
RESEARCH DG WOMEN AND  
SCIENCE

Work Force Statistics (WFS) Final Report

**Project No.:** 510427

**Project Acronym:** CIRCE

**Project Full Name:** CENTRAL ITALY INNOVATION RELAY  
CENTRE

## **Specific Support Actions**

# **Work Force Statistics (WFS) Final Report**

**Period covered:** from 01/04/2004 to 31/03/2008

**Start date of project:** 01/04/2004

**Project coordinator name:**  
Ms Sara DI MARCELLO

**Project coordinator organisation name:**  
CONSIGLIO NAZIONALE DELLE RICERCHE

**Date of preparation:** 07/07/2008

**Date of submission (SESAM):**  
07/07/2008 08:50:49 CET

**Duration:** 48

**Version:**

# Specific Support Actions

## Work Force Statistics (WFS) Final Report

### GENERAL INFORMATION

<b>Project No.:</b>	510427
<b>Project acronym:</b>	CIRCE
<b>Project full name:</b>	CENTRAL ITALY INNOVATION RELAY CENTRE
<b>Period number:</b>	1st
<b>Period covered - start date:</b>	01/04/2004
<b>Period covered - end date:</b>	31/03/2008
<b>Project start date:</b>	01/04/2004
<b>Project duration [months]:</b>	48
<b>Project coordinator name:</b>	Ms Sara DI MARCELLO
<b>Project coordinator organisation name:</b>	CONSIGLIO NAZIONALE DELLE RICERCHE
<b>Participant organisation name:</b>	SVILUPPO ITALIA Abruzzo S.p.A. - Centro Integrato per lo sviluppo dell'imprenditorialità in Abruzzo.'
<b>Date of submission:</b>	07/07/2008

## SCIENTIFIC LEADERSHIP AND MANAGEMENT - WORKFORCE STATISTICS

Type of Position	Number of Women	Number of Men
Scientific manager	0	1
Scientific team leader / work package manager	1	0
Experienced researcher (>4 years)	0	0
Early researcher (<=4 years)	0	0
PhD student	0	0
Technical staff	2	0
Other	0	0

<b>Attachments</b>	
<b>Name</b>	
<b>Date</b>	
<b>Signature</b>	





EUROPEAN COMMISSION  
RESEARCH DG  
SOCIO-ECONOMIC DIMENSIONS IN  
FP6

Socio-Economic Reporting Questionnaire

**Project No.:** 510427

**Project Acronym:** CIRCE

**Project Full Name:** CENTRAL ITALY INNOVATION RELAY  
CENTRE

## Specific Support Actions

# Socio-Economic Reporting Questionnaire

**Period covered:** from 01/04/2004 to 31/03/2008

**Start date of project:** 01/04/2004

**Project coordinator name:**  
Ms Sara DI MARCELLO

**Project coordinator organisation name:**  
CONSIGLIO NAZIONALE DELLE RICERCHE

**Date of preparation:** 03/06/2008

**Date of submission (SESAM):**  
03/06/2008 16:03:28 CET

**Duration:** 48

**Version:**

Specific Support Actions  
Socio-Economic Reporting Questionnaire

**GENERAL INFORMATION**

<b>Project No.:</b>	510427
<b>Project acronym:</b>	CIRCE
<b>Project full name:</b>	CENTRAL ITALY INNOVATION RELAY CENTRE
<b>Period number:</b>	2nd
<b>Period covered - start date:</b>	01/04/2004
<b>Period covered - end date:</b>	31/03/2008
<b>Project start date:</b>	01/04/2004
<b>Project duration [months]:</b>	48
<b>Project coordinator name:</b>	Ms Sara DI MARCELLO
<b>Project coordinator organisation name:</b>	CONSIGLIO NAZIONALE DELLE RICERCHE
<b>Participant organisation name:</b>	CONSORZIO PER L'ASSISTENZA ALLA PICCOLE E MEDIE IMPRESE'
<b>Date of submission:</b>	03/06/2008

## SOCIO-ECONOMIC RESEARCH ACTIVITIES

**Do your tasks in the project include socio-economic research activities?**

No

**If yes, what is the estimated total budget allocation that addresses these activities (when the project will be completed)?**

## FORESIGHT METHODS

**Do your tasks in the project include foresight methods?**

No

**If yes, what is the estimated total budget allocation that addresses these activities (when the project will be completed)?**

## SOCIO-ECONOMIC SCIENTISTS

**How many person/months (estimated) are allocated to researchers with a background in social sciences, to perform your tasks for the project (when it will be completed)?**

0

<b>Attachments</b>	
<b>Name</b>	
<b>Date</b>	
<b>Signature</b>	



EUROPEAN COMMISSION  
RESEARCH DG WOMEN AND  
SCIENCE

Work Force Statistics (WFS) Final Report

**Project No.:** 510427

**Project Acronym:** CIRCE

**Project Full Name:** CENTRAL ITALY INNOVATION RELAY  
CENTRE

## **Specific Support Actions**

# **Work Force Statistics (WFS) Final Report**

**Period covered:** from 01/04/2004 to 01/04/2008

**Start date of project:** 01/04/2004

**Project coordinator name:**  
Ms Sara DI MARCELLO

**Project coordinator organisation name:**  
CONSIGLIO NAZIONALE DELLE RICERCHE

**Date of preparation:** 03/06/2008

**Date of submission (SESAM):**  
03/06/2008 15:53:09 CET

**Duration:** 48

**Version:**



# Specific Support Actions

## Work Force Statistics (WFS) Final Report

### GENERAL INFORMATION

<b>Project No.:</b>	510427
<b>Project acronym:</b>	CIRCE
<b>Project full name:</b>	CENTRAL ITALY INNOVATION RELAY CENTRE
<b>Period number:</b>	1st
<b>Period covered - start date:</b>	01/04/2004
<b>Period covered - end date:</b>	01/04/2008
<b>Project start date:</b>	01/04/2004
<b>Project duration [months]:</b>	48
<b>Project coordinator name:</b>	Ms Sara DI MARCELLO
<b>Project coordinator organisation name:</b>	CONSIGLIO NAZIONALE DELLE RICERCHE
<b>Participant organisation name:</b>	CONSORZIO PER L'ASSISTENZA ALLA PICCOLE E MEDIE IMPRESE'
<b>Date of submission:</b>	03/06/2008

## SCIENTIFIC LEADERSHIP AND MANAGEMENT - WORKFORCE STATISTICS

Type of Position	Number of Women	Number of Men
Scientific manager	0	1
Scientific team leader / work package manager	0	1
Experienced researcher (>4 years)	0	0
Early researcher (<=4 years)	0	0
PhD student	0	0
Technical staff	2	2
Other	0	0

<b>Attachments</b>	
<b>Name</b>	
<b>Date</b>	
<b>Signature</b>	



EUROPEAN COMMISSION  
RESEARCH DG  
SOCIO-ECONOMIC DIMENSIONS IN  
FP6

Socio-Economic Reporting Questionnaire

**Project No.:** 510427

**Project Acronym:** CIRCE

**Project Full Name:** CENTRAL ITALY INNOVATION RELAY  
CENTRE

## Specific Support Actions

# Socio-Economic Reporting Questionnaire

**Period covered:** from 01/04/2005 to 31/03/2006

**Start date of project:** 01/04/2004

**Project coordinator name:**

Ms Sara DI MARCELLO

**Project coordinator organisation name:**

CONSIGLIO NAZIONALE DELLE RICERCHE

**Date of preparation:** 07/07/2008

**Date of submission (SESAM):**

07/07/2008 08:43:44 CET

**Duration:** 48

**Version:**

Specific Support Actions  
Socio-Economic Reporting Questionnaire

**GENERAL INFORMATION**

<b>Project No.:</b>	510427
<b>Project acronym:</b>	CIRCE
<b>Project full name:</b>	CENTRAL ITALY INNOVATION RELAY CENTRE
<b>Period number:</b>	2nd
<b>Period covered - start date:</b>	01/04/2005
<b>Period covered - end date:</b>	31/03/2006
<b>Project start date:</b>	01/04/2004
<b>Project duration [months]:</b>	48
<b>Project coordinator name:</b>	Ms Sara DI MARCELLO
<b>Project coordinator organisation name:</b>	CONSIGLIO NAZIONALE DELLE RICERCHE
<b>Participant organisation name:</b>	UNIVERSITA' DEGLI STUDI DI ROMA "TOR VERGATA"
<b>Date of submission:</b>	07/07/2008



## SOCIO-ECONOMIC RESEARCH ACTIVITIES

**Do your tasks in the project include socio-economic research activities?**

No

**If yes, what is the estimated total budget allocation that addresses these activities (when the project will be completed)?**

## FORESIGHT METHODS

**Do your tasks in the project include foresight methods?**

No

**If yes, what is the estimated total budget allocation that addresses these activities (when the project will be completed)?**

## SOCIO-ECONOMIC SCIENTISTS

**How many person/months (estimated) are allocated to researchers with a background in social sciences, to perform your tasks for the project (when it will be completed)?**

0

<b>Attachments</b>	
<b>Name</b>	
<b>Date</b>	
<b>Signature</b>	



EUROPEAN COMMISSION  
RESEARCH DG WOMEN AND  
SCIENCE

Work Force Statistics (WFS) Final Report

**Project No.:** 510427

**Project Acronym:** CIRCE

**Project Full Name:** CENTRAL ITALY INNOVATION RELAY  
CENTRE

## **Specific Support Actions**

# **Work Force Statistics (WFS) Final Report**

**Period covered:** from 01/04/2004 to 31/03/2008

**Start date of project:** 01/04/2004

**Project coordinator name:**  
Ms Sara DI MARCELLO

**Project coordinator organisation name:**  
CONSIGLIO NAZIONALE DELLE RICERCHE

**Date of preparation:** 07/07/2008

**Date of submission (SESAM):**  
07/07/2008 08:45:58 CET

**Duration:** 48

**Version:**

# Specific Support Actions

## Work Force Statistics (WFS) Final Report

### GENERAL INFORMATION

<b>Project No.:</b>	510427
<b>Project acronym:</b>	CIRCE
<b>Project full name:</b>	CENTRAL ITALY INNOVATION RELAY CENTRE
<b>Period number:</b>	1st
<b>Period covered - start date:</b>	01/04/2004
<b>Period covered - end date:</b>	31/03/2008
<b>Project start date:</b>	01/04/2004
<b>Project duration [months]:</b>	48
<b>Project coordinator name:</b>	Ms Sara DI MARCELLO
<b>Project coordinator organisation name:</b>	CONSIGLIO NAZIONALE DELLE RICERCHE
<b>Participant organisation name:</b>	UNIVERSITA' DEGLI STUDI DI ROMA "TOR VERGATA"
<b>Date of submission:</b>	07/07/2008

## SCIENTIFIC LEADERSHIP AND MANAGEMENT - WORKFORCE STATISTICS

Type of Position	Number of Women	Number of Men
Scientific manager	0	1
Scientific team leader / work package manager	1	0
Experienced researcher (>4 years)	0	0
Early researcher (<=4 years)	0	0
PhD student	0	0
Technical staff	0	1
Other	0	0



<b>Attachments</b>	
<b>Name</b>	
<b>Date</b>	
<b>Signature</b>	

## Financial checklist for IRC coordinators: IRC FP6 Period 4 Reports

Y/N

### Check Annex 7 (Form C's - Financial statement per activity for a Specific Support Action)

1. Does the cost model of each partner's Form C correspond to Annex 6 and those in Annex 1 of your contract? Y  
(In most contracts the cost models are shown in a table of section 8 of Annex 1 of your contract: 'Project resources & budget overview')
2. Is the contract number in each Form C correct? Y  
(Check this number against the contract number written at the top of your contract)
3. Are the period 'from' and 'to' dates correct on each Form C? Do they all correspond to each other? Y  
(i.e. the start date and end date of Period 3 - can be checked by looking at Article 4 and Article 5 of your contract)
4. Have all of the cost columns and rows been filled out correctly in each Form C? Y  
(All three columns should be filled in: 'Management of the Consortium', 'Other Specific Activities' and 'Total')
5. Has each Form C been signed by both the person responsible for the work and the authorised financial officer and dated? If the same person has signed twice, have you attached a confirmation statement? Y  
(Check that section 8 of each Form C has been filled-in correctly. If the same person has signed for both functions please attach a supporting letter / e-mail from them confirming that they have the required competencies and authorisation to do so)
6. Is each Form C an original? Y  
(Photocopies are not accepted)

### Check Annex 6 - Summary Financial Report

7. Have the Form C costs been transferred to Annex 6 correctly? Y  
(Check that the total costs in Form C (section 2 - Declaration of eligible costs) for each contractor add up to the grand total (of 'Total eligible costs') shown at the bottom of Annex 6)
8. Have the four rows at the bottom of Annex 6 all been filled in correctly? Y  
(Check that each row has been filled-in correctly: 'Total eligible costs', Requested EC contribution without taking into account receipts, Requested EC contribution taking into account receipts (important if contractors has AC Cost Model), Amount of interests generated by pre-financing.)

### Check Annex 5 - Cost Budget Follow-up table

9. Do the totals in Annex 5 (Period 4 column), Annex 6 and the Form Cs correspond exactly with each other? Y  
(All of these grand totals should correspond exactly. If not the documents should be corrected before being sent to the Commission)

### Check Annex 8 - Report on the Distribution of the Community's contribution

10. Have all of the figures been inserted in Part 2 of Annex 8 for each of the three periods for each contractor? Y  
(The amount distributed in each of the three reporting periods for each contractor should be indicated together with the dates)
11. Is Annex 8 signed, dated and original? Y  
(Also check that the project title and contract number have been filled-in correctly. Part 3 should also be filled-in if applicable)

### Check Audit Certificates

12. Do submitted audit certificates correspond to the proposed model? Y  
(See Annex II of the Audit Certificates Handbook (<http://ftp.cordis.europa.eu/pub/ftp6/docs/audit-certificateguidance-notes-version25-june2007.pdf>))
13. Are audit certificates original documents, duly dated, stamped and signed by the auditor? Y  
(Photocopies are not accepted)
14. Is the reporting period, contract number and acronym correct? Y  
(Check with the contract and Form C)
15. In case of receipts or third party costs (if foreseen in Annex I of the contract), are these costs certified by the auditor or an audit certificate for such costs is provided by a different auditor? No third parties  
(If they are not mentioned on the audit certificate it is assumed that there are no receipts and no third parties)
16. Are the audit certificates coherent with Forms C? Y  
(Check the cost model, eligible costs, conversion rate, price of an audit certificate)
17. Are the costs exclusive of any non-eligible costs as established in Article II.19.2 (eg VAT)? Y  
(Please make sure that the price of the audit certificate indicated in Box 6 of the Form C does not include VAT)

### Final reports

18. Are all final reports included? Y  
(please make sure that the final activity report, the final plan for using knowledge and the final management report are included and that the specific templates prepared for IRCs are used)
19. Does the report include in annex the proof that the coordinator filled the questionnaires on science and society? Y
20. Does the report include in annex the proofs that each partners filled the questionnaires on 1) workforce statistics and 2) final socio-economic? Y

Any relevant comments? Have any other mistakes or inconsistencies been found?

We have completed all of the above checks and I certify the information in this checklist to be correct.

Signature of IRC coordinator: John D. Maxwell

Date: 30-07-2008

Footnotes:

1. If any mistakes are found during this check, the documents must be corrected and replaced before sending your report.
2. If any fields of this checklist are not filled-in correctly the report will be considered as incomplete and not receivable.
3. The signature and date at the bottom of this checklist are mandatory