



Minutes of the TC2N Fourth Steering Committee

Portsmouth – November 8th 2012

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- **Introduction (4:00 pm)**

David Vaudry welcomed us to the meeting. After this, Patrice Mascalchi and Marine Lambert presented the MRic platform in Rennes, followed by Chris Guerin, who presented the Imaging platform of Gent.

Then, Darek Gorecki talked about the Neuroscience research community in Portsmouth.

- **Administrative & Financial aspects (4:45 pm)**

The following administrative and financial aspects of the activities have been discussed:

- **The FLC recruitment update**

According to the data available, only 8 partners have recruited their First Level Controller. The other partners have to recruit their own FLC as soon as possible to be ready for the next expenditure claim.

- **The first, second and third payment claims update**

We are currently below our expected expenditures for the reporting period. In fact, including the first, second and third ERDF claims, we claimed only 24.5 % of the budget so far, instead of the expected 39.8 %. In order to compensate for this accumulated spending delay, we have to declare around € 1 000 000 of expenditures for the next claim.

Concerning the 4th payment claim, all Partners have been reminded that they should send the Coordinator the financially verified documents of claims **before February 4th, 2013**. All documents received after this date will be included in the next ERDF claim. It has also been reminded that each partner must provide its auditor with an activity report that will be used to check the appropriateness of expenditures with activities conducted.

- **Project major modification**

Following requests from some partners, a budget modification with a 3 month no extra cost extension of the project duration will be requested from Interreg.

- **Activities over the last 6 months and projections for the next 6 months**

Several activities conducted over the last 6 months have been presented. Some of the activities planned for the next 6 months have also been introduced. It has been reminded that each activity should be reported on the TC2N website.

- **Research projects and people exchange**

The research projects are now fully operational and some planned personnel exchanges occurred. The process should be increased and colleagues should communicate about personnel exchanges and about their activities on the TC2N website as this is an important aspect of the project.

- **Recruitments**

17 new staff members have already been recruited across the Network. Each time a person is recruited in the context of the TC2N Interreg project, members should send the lead partner a short description to be included in the News section on the website and/or the LARC-Neuroscience newsletter. For those who have not done it yet, it is still time to do it.

- **Communication plans for the TC2N project**

As requested and with your help, we provided Interreg with a description of our communication plan (with logos and pictures).

- **Development of the TC2N and LARC-Neuroscience websites**

It has been reminded that all the activities have to be posted in the news section, and each team can register its deliverables on the website.

- **Communication strategy of the TC2N project**

Some new functions of the TC2N and LARC-Neurosciences websites have been presented.

- **5th Steering Committee (and the following)**

The **5th Steering Committee** will take place in Exeter, April 15th 2013.

The 6th Steering Committee will take place in Rouen, October 2012, before the 17th LARC-Neuroscience meeting, organized by David Vaudry and Serguei Fetissov.

Peter Vandenabeele proposed previously that the 7th Steering Committee could take place in Gent (as well as the final conference).