



Minutes of the TC2N Fifth Steering Committee

Exeter – April 15th 2013

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- **Introduction**

Charles Tyler welcomed us to the meeting. After this, David Vaudry reminded us the objectives of the project, before describing more precisely the administrative and financial aspects.

- **Administrative & Financial aspects**

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

- **Payment claims update**

We are currently below our expected expenditures for the reporting period. In fact, including the first, second, third and fourth ERDF claims, we claimed only 41.1 % of the budget so far, instead of 55.4 % that we were supposed to. Almost all partners declared between 33% and 54% of their total budget, except one partner, waiting for the acceptance of the major modification.

In order to compensate this accumulated spending delay, we should declare around € 2 200 000 of expenditures for the next claim.

Concerning the 5th payment claim, all partners have been reminded that they should send to the Coordinator the financially verified documents of claims **before August 23rd, 2013**. All the documents received after this date will be reported to the next ERDF claim (March 2014). It has also been reminded that each partner must provide to its auditor an activity report that will be used to check the appropriateness of expenditures with the activities conducted. Leslie presented the online document that has been prepared to synthesize the activities. Each team must complete this document through Google drive.

David Vaudry reminded us that it is important to increase the expenditure for travels linked to the project (only 6.72% used so far). It has been decided with JTS that for equity, each team can participate to one event outside the eligible area if it is related to the project and leads to deliverables. Nevertheless, this travel outside the eligible area must be requested through David Vaudry to JTS. All travel expenditures outside the eligible area that have not been approved may be rejected.

- **Project major modification**

Following some partners' request, a budget modification with a 3 month extension of the project duration has been requested from Interreg. The total budget remains the same.

- **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. The annex provided to JTS and the tracking of the activities for each team have been presented. It has been reminded that each team must contribute and provide deliverables. Each team should have provided at least 20 deliverables by the end of May. It has been mentioned that we are particularly looking for collaborative articles, lay public conferences, staff meetings and visits of companies. People exchange in the eligible area need to be increased.

- **Recruitments**

We have to update regularly the list of people recruited on the TC2N project. Each partner must send us the names of the persons recruited and the dates of their contracts. We need to complete a survey provided by JTS asking for the number of permanent and temporary contracts created with the Interreg support. This information will be used to evaluate the program.

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

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. An English version of the LARC-Neuroscience website is also now available. It has been discussed the possibility to include the teams of Charles Tyler and Pietro Ghezzi to the LARC-Network. The TC2N flyer was presented and it was reminded that people can submit information for the LARC-Neuroscience letter to promote our activities in the Neuroscience field (*publications, scientific edition, thesis, scientific meetings, recruitments, promotion, new contacts, international relations, activities of the LARC-Neuroscience Network and TC2N project...*).

- **6th Steering Committee (and the following)**

The **6th Steering Committee** will take place in Rouen, October 24th 2013, before the 17th LARC-Neuroscience meeting, organized by David Vaudry and Serguei Fetissov.

The 7th Steering Committee will take place in Gent (as well as the final conference) in spring 2014.

- **Brainstorming for Interreg V project**

It is expected that the next Interreg program will start at the middle of 2014. The teams interested to participate to a new project should make themselves known to David Vaudry. It has been recommended to identify a few (not more than 5) collaborative projects. Some items such as stroke, alteration of the premature brain, eating disorders, neuroendocrine disorders and binge drinking have been proposed. Considering that Interreg is not FP7, besides the research aspect, the project must include other activities (summer school, conferences, Neuroscience letter, interaction with SMEs...). The budget will be calculated on deliverables that each team will provide. It has been decided that over the next 6 months, some discussion will occur to come with a proposal for the next Steering Committee in Rouen.