



Olga Caprotti <olga.caprotti@gmail.com>

VB: MOLTO (247914) : Periodic Report and Cost Claim submission in NEF

Kristina Orbán Meunier <kristina.orban.meunier@gu.se>

Mon, May 16, 2011 at 3:16 PM

To: Olga Caprotti <caprotti@chalmers.se>

Hi Olga,

How is it going with the completion of information for the MOLTO project. Do you need any help or do you have any questions?

Regards,

Kristina

Från: Andrej.FISTER@ec.europa.eu [mailto:Andrej.FISTER@ec.europa.eu]

Skickat: den 16 maj 2011 14:55

Till: aarne@chalmers.se; Michel.Brochard@ec.europa.eu; Sandra.MANFREDI@ec.europa.eu

Kopia: Emilia Rung; Kristina Orbán Meunier; olga.caprotti@helsinki.fi

Ämne: RE: MOLTO (247914) : Periodic Report and Cost Claim submission in NEF

Dear Mr. Ranta,

there is no problem to extend the deadline until [6. june 2011.](#)

Kind regards,

Andrej Fister

From: aarne.ranta@gmail.com [mailto:aarne.ranta@gmail.com] **On Behalf Of** Aarne Ranta

Sent: Monday, May 16, 2011 2:47 PM

To: FISTER Andrej (INFSO); BROCHARD Michel (INFSO); MANFREDI Sandra (INFSO)

Cc: Emilia Rung; Kristina Orbán Meunier; Olga Caprotti

Subject: Re: MOLTO (247914) : Periodic Report and Cost Claim submission in NEF

Dear EC Officers,

With reference to the comments below, we would like to request an extension of the 16 May deadline to our answers. We have not been able to collect all the necessary information yet. Hence I would be grateful for an extension of a week or two.

Sincerely yours

Aarne Ranta

Coordinator of MOLTO, FP7-ICT-247914

On Tue, May 3, 2011 at 2:34 PM, EC FP7 NO REPLY <ec-fp7-no-reply@ec.europa.eu> wrote:

Dear Coordinator,

We are inviting you to connect to NEF for the project MOLTO - Multilingual On-Line Translation.

As a coordinator, you can access NEF via the EC Research Participant Portal.

Note that your organisation must be registered in URF and have a PIC (Participant Identification Code) in order to access NEF.

You will find the instructions for the other participants in the ANNEX 1 on how to access the cost claims. As a coordinator, you are invited to share these instructions with them.

Access to the Cost claim Session via the Participant Portal

The Participant Portal hosts services that facilitate the monitoring and the management of your projects.

It is also a secure Internet site that ensures adequate authentication and confidentiality mechanisms, based on the European Commission Authentication Service (ECAS).

The access to NEF is via the Participant Portal: <http://ec.europa.eu/research/participants/portal/>

1. To connect to NEF you need an **account associated to your email address:**
emilia.rung@gu.se.
If you don't have an account yet, follow the 'register' link and instructions on the Participant Portal main page.
2. Once logged in with the account associated with your email address, the list of the projects you are involved in will appear under the 'My Projects' tab. Your project (247914) will appear with a link to the cost claim. By selecting that link you will gain access to the cost claim forms without any further validation.

Please do not transmit your account credentials (login and password to access the Participant Portal) to any other participant. Being the coordinator you have specific rights and obligations which are only granted to your credentials.

For the Coordinator and Participants.

Please review comments to previous sessions:

Session	Submitted on	Verified on	Comments
5.2	Apr 26, 2011 2:40:36 PM	May 3, 2011 2:33:02 PM	<p>You are kindly requested to clarify the issues raised in this letter and submit a revised periodic report and Forms C through NEF at the latest on 16th of May. Should you require more time, please contact us. However, should we not have heard from you by the deadline we will proceed with the information at hand. Please note that in such case, this may lead to all or part of the costs being rejected. Please note that according to Article II.5 of the grant agreement, the period for the execution of the payment has been suspended pending receipt of the additional information and the revised Periodic Report through NEF. Please clarify the following points in the revised periodic report, and revise the Forms C if necessary: Reports – general: Please add a list of conferences and meetings you attended, including who participated, venue and for what purpose. Please provide in more detail the activities carried out by each partner according to the template which can be found on EC/Cordis home page (http://cordis.europa.eu/fp7/find-doc_en.html). Beneficiary 1 – There is a discrepancy between average personnel cost compared to the budget. Could you please clarify why average personnel costs are more than 15 % higher than budget? Beneficiary 2 – There is a marked difference between the use of MM (compared to budget) and funding for personnel in the 1st period. The average personnel cost is lower than budgeted for. Could you please explain these discrepancies? Beneficiary 3 – Please justify coffee breaks under subcontracting considering that you anticipated as subcontracting only the auditing costs (p. 45 of the Annex I of the Grant Agreement). Beneficiary 4 - Please specify more accurately use of MM per WP. From your explanation it is not clear enough how many MM you used. Could you please correct the table in the Management of the use of resources part of the report where the total costs seem to appear under indirect costs while the item indirect costs differs from that reported in the form C.</p>

ANNEX 1 - INSTRUCTIONS TO SHARE WITH THE OTHER PARTICIPANTS

As a coordinator, you are invited to share these instructions with the other participants of your project

As a participant, you can access NEF via the participant portal to enter data to be submitted by the coordinator. **Please note that the validation of the data you might enter for your own organisation is the sole responsibility of the coordinator.**

The access to NEF is via the Participant Portal : <http://ec.europa.eu/research/participants/portal/>

1. To log into the Participant Portal, you need an account associated to the email address listed in 'Table 1' next to the name of your organisation. If you don't have an account yet follow the 'register' link and instructions on the Participant Portal main page.
2. Once logged in with the account associated with your email address, the list of the projects you are involved in will appear under the 'My Projects' tab. Your project (247914) will appear with a link to the cost claim. By selecting that link you will gain access to the cost claim forms without any further validation.

Please do not transmit your account credentials (login and password to access the Participant Portal) to any other participant.

Table 1 : Contact persons Overview

List of the preconfigured emails that have been granted access to proposal cost claim. in the Participant Portal. These persons/emails can be changed at any time in the participant portal.

Participant	Contact person	Email
HELSINGIN YLIOPISTO	Saarinen Tiia	tiia.saarinen@helsinki.fi
UNIVERSITAT POLITECNICA DE CATALUNYA	Guasch Valentí	info.europeus@ctt.upc.edu
Ontotext AD	Karagova Silvia	silvia@ontotext.com

Please do not reply directly to this e-mail. If you have any questions or comments regarding this message, please contact us through this [Contact Page](#).