

FINAL



EDCTP Workshop: Reporting for EDCTP Networks of Excellence

8th December 2022

Online

12:00-16:30 SA Time

Thursday 8 th December 2022		
Time	Details	Who
12.00-12.15	Welcome & Introductions Brief overview of EDCTP NoEs Workshop objectives	TN
Session 1: Technical Reporting		
12.15-12.30	Understanding the EDCTP2 Grant Agreement <ul style="list-style-type: none">Section 2: Rights & Obligations related to Grant AdministrationReporting requirements (Article 20)Understanding the reporting cycleGrant agreement amendments	MN
12.30-13.30	Anatomy of the periodic report (technical) <ul style="list-style-type: none">Explanation of the work carried out/overview of progressSummary for publicationDeliverables and milestonesEthical issuesRisks and mitigationScientific publications and open access, acknowledging EDCTPDissemination and communicationClinical studiesCapacity building and trainingOther sections (IP, open research data, gender)Appendices Final reports	MN
13:35-14:00	<ul style="list-style-type: none">EDCTP review to finalisationCommon issues and tipsQuestions & answers	MN
14:00-14:10	Break	
Session 2: Financial Reporting		
14:10-14.15	Introduction to financial reporting	NF
14.15-14.50	Understanding the EDCTP2 Grant Agreement <ul style="list-style-type: none">Chapter 3 (GRANT)Article 5 Grant amount, form of grant, reimbursement rates, forms of costsArticle 6 Eligible and ineligible costs	NF
14:50-15:30	Anatomy of the periodic report (financial) <ul style="list-style-type: none">Report on explanations on the use of resources (UoR)Annex 4Certificate of truth, accuracy and completeness (CTAC),Payment request formSupporting documents Final financial reports Certificate on the Financial Statement	NF

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15.30-16.20	EDCTP review to finalisation <ul style="list-style-type: none">• Common issues and questions• Avoiding errors, Tips• Signature and payments Q&A	NF
16:20 – 16:30	Meeting close	TN

Information pack to be provided after the meeting:

- Slides
- Guide to reporting
- Template report with notes (pdf)
- Annotated Multi-beneficiary MGA
- Financial guidelines
- Acknowledging EDCTP Guide
- Europe PMC – links to guides