



EUROPEAN COMMISSION

Directorate-General for Communications Networks, Content and Technology

Excellence in Science
eInfrastructure

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NOTE TO THE ATTENTION OF THE COORDINATOR OF PROPOSAL OPENDREAMKIT

Subject: Grant Preparation Mandate

Programme/Call: H2020 – EINFRA-2015-1

Proposal: 676541 OpenDreamKit

In view of the Grant Preparation Phase, and taking into account the time lines indicated in the "Invitation to grant preparation", the project is requested to carefully take note of and address, as appropriate, the following points:

- a) The project must carefully review the Evaluation Summary Report (ESR) which is in the "My Area" section of the Research Participant Portal. You may correct shortcomings identified by the experts in the ESR as long as the timetable of grant preparations is not jeopardised. Obvious errors or inconsistencies must be corrected. Any resulting changes compared to the proposal shall be done with revision marks and documented in the section History Changes of the part B of the Description of Action.
- b) The consortium shall monitor the performance of the project and gather relevant data to help in assessing its impact. To this end, the consortium shall establish the most pertinent Key Performance Indicators (KPI) and monitor them during the project's duration. These KPIs will be reported periodically to the European Commission.
- c) The project is reminded of the importance of ensuring that all participants are aware of the need to appoint a Legal Entity Appointed Representative (LEAR) as indicated in the "Invitation to grant preparation".
- d) The project shall actively participate in the concertation activities, consultations and other meetings and events related to e-infrastructure. The objective is to optimise synergies between projects by providing input and receiving feedback from other stakeholders. This activity should be described in the DoA.
- e) In order to ensure full synergies, e-infrastructure projects that successfully complete the grant preparation phase will be asked to contribute to coordination work in the context of clusters of related projects. Information on the clusters

relevant to your project will be available at the finalisation of the grant preparatory phase. Each cluster is expected to proactively prepare a common presentation for the first concertation meeting (foreseen for November 2015).

- f) The project coordinator should contact the Project Officer indicated in the Invitation letter as soon as possible, in order to agree on a need for a meeting in order to discuss issues related to grant preparation.

Disclaimer: This letter should not be regarded under any circumstances as a formal commitment by the Commission to provide financial support to the proposal.



Augusto Burgueño Arjona

c.c.: Anni Hellman