



SIXTH FRAMEWORK PROGRAMME
PRIORITY 2.5.8
ICT for Networked Businesses

Project no
IST-034735

Project Acronym
PEARDROP

Project title:
Promoting Ecosystems and Regional Development – in support of Regional Operational Programming

Instrument: **Specific Support Action FP6**

Thematic Priority: **2.5.8 ICT for Networked Businesses**

Periodic Management Report (D1.3)

Period Covered: from 01-09-2006 to 31-08-2007

Date of preparation: 19th
November 2007

Start date of the Project: 1st September 2006

Duration: 24 months

Project coordinator name: Gareth Hughes, eris@

Project coordinator organisation name: eris@

Revision final

Address: Boulevard de l'Empereur 24 – 1000
Brussels (Belgium)

Phone Number: +32 2 230 0325

Fax Number: +32 2 230 9201

E-mail: gareth.hughes@erisa.be

Project web site: www.peardrop.eu

Person Submitting the Report:

Gareth Hughes

Address: Boulevard de l'Empereur 24 – 1000
Brussels (Belgium)

Phone Number: +32 2 230 0325

Fax Number: +32 2 230 9201

E-mail: gareth.hughes@erisa.be

URL: www.peardrop.eu

Table of contents

SECTION 1 - JUSTIFICATION OF MAJOR COST ITEMS AND RESOURCES 3

 1.1 WORK PERFORMED BY EACH PARTNER 3

 1.2 DELIVERABLES DUE IN THE REPORTING PERIOD 9

 1.3 BUDGET VS. ACTUAL COSTS..... 12

 1.4 PERSON-MONTHS STATUS..... 18

SECTION 2 – FORM C..... 20

SECTION 3 – SUMMARY FINANCIAL REPORT 21

SECTION 4 - REQUEST OF AMENDMENT OF THE CONTRACT..... 23

SECTION 5 - FINAL REMARKS 23

SECTION 1 - JUSTIFICATION OF MAJOR COST ITEMS AND RESOURCES

This chapter includes a brief description of the work performed by each contractor (section 1.1) during the reporting period (September 2006 – August 2007). It is addressed at the work package level. As for the costs, the main item relates to personnel and the effort that each contractor has put into the project.

A tabular overview of budgeted costs and actual costs, by contractor and by major cost item including personnel, is provided. This chapter also presents a tabular overview of budgeted person/months and actual person-months, by contractor and by work package using the table formats provided in Appendix 2, tables 3 and 4 of the Commission document on “Project reporting in FP6”.

1.1 Work Performed by Each Partner

This section reports the work performed by each partner in the project in the first reporting period.

Main contribution of eris@ during the reporting period	
WP1 – Coordination & Reporting	<ul style="list-style-type: none"> - Consortium Agreement: Preparation and definition of the text for the Consortium Agreement. - Establishment of the External Advisory Group (M1.1): Collection of candidatures/nominations and coordination of the selection and appointment processes. - Organization of Project Meetings and attendance: Kick-off meeting (12.-13.9.2006), 2nd PMC meeting (13.-14.12.2006); 3rd PMC (20.-21. March 2007); 4th PMC (23-24 May 2007). All in Brussels. - Preparation of the 5th PMC (13th -14th September 2007). - Assure effective coordination between partners. - Contribution to the definition of the Action Plan for PHASE 1. - Preparation of Quarterly Management Reports & review project status at regular intervals. - Preparation Interim Activity Report (D1.1). - Coordination of the “internal review” of project deliverables. - Attendance at and organization relating to EC Interim Review 23rd May 2007.
WP2 – Dissemination & Exchange of Experiences	<p>Complementary to the actions presented in the Dissemination and Promotion Plan, eris@ has also coordinated/contributed to activities such as:</p> <ul style="list-style-type: none"> - Identify scope of the DBE concept and develop a common understanding of this among peardrop partners (activity not specified in DoW): Paper outlining perception of DBE - from WP2 perspective. Paper on expected links and overlaps with other work packages within peardrop. - Preparation of the “Requirements & Specifications Document” for the Project Website (D2.3 – M2.2): Preparation in-house of the relevant document. - Design and implement the project website (M2.2). - Launch Project Website (D2.3 – M2.3): via an article in the eris@ newsletter. - Production & collection of information for the preparation and updates of DPP1, DPP2 & DPP3. - Prepare the peardrop brochure (D2.2): Draft of some samples submitted to the EC for comments. In a second phase decision to hire a copywriter for support in the production of this deliverable. The deliverable was finalised and accepted by the EC in May 2007. - Attendance/organisation of the 1st International Stakeholders Workshop (22nd May 2007). - Contribution to deliverable “Guidelines for identifying, approaching and communicating with target audience” D2.6.
WP3 – Economic Impact & Regional Development	<ul style="list-style-type: none"> - Contribution to the current “State of the Art” report and to the “Initial Guide” on DBE Economic Impact & Regional Development. Document read and commented. - Translation in Polish and Spanish of WP3 Initial Guide (draft toolkit).
WP4 – Legal Issues & Challenges	<ul style="list-style-type: none"> - Contribution to the current “State of the Art” report and to the “Initial Guide” on DBE Legal Issues and Challenges. Comments on both documents. - Translation in Polish and Spanish of the WP Initial Guide (draft toolkit).
WP5 – Technological Infrastructure & Systems	<ul style="list-style-type: none"> - Contribution and comments to the current “State of the Art” Report on DBE Technical Infrastructure and Systems and to the preparation of the Initial Guide (draft toolkit). - Translation of the WP5 Initial Guide on DBE Technical Infrastructure and Systems in Spanish & Polish.
WP6 – Business Models & Culture	<ul style="list-style-type: none"> - Contribution and comments to the current “State of the Art” report on DBE Business Models & Cultures and to the preparation of the Initial Guide (draft toolkit). - Translation of the WP6 Guide on DBE Business Models & Cultures in Polish and Spanish.

Periodic Management Report – D1.3

Main contribution of eris@ during the reporting period	
WP7 – Financial Framework & Engineering	<ul style="list-style-type: none"> - Contribution and comments to the current “State of the Art” of the DBE Financial Framework & Engineering and to the preparation of the Initial Guide (draft toolkit). - Translation of the WP7 Guide on DBE Financial Framework & Engineering in Polish and Spanish.
Main contribution of CSP during the reporting period	
WP1 – Coordination & Reporting	<ul style="list-style-type: none"> - Consortium Agreement: Contribution to the drafting of the Consortium Agreement. - Establishment of the External Advisory Group (M1.1): Nomination of candidate experts and contribution during the selection procedure. - Attendance at project meetings: Kick-off meeting (12.-13.9.2006) and 2nd PMC meeting (13.-14.12.2006); 3rd PMC (20.-21. March 2007); 4th PMC (23-24 May 2007). All meetings in Brussels. - Contribution to the definition of the Action Plan for Phase 1. - Preparation of Quarterly Management Reports (QMR1 to QMR3) & Yearly Report (QMR4). - Contribution to Interim Activity Report (D1.1), comments and revision. - Contribution to and attendance at EC Interim Review 23rd May 2007.
WP2 – Dissemination & Exchange of Experiences	<p>Complementary to the actions presented in the Dissemination and Promotion Plan, CSP has also contributed to activities like:</p> <ul style="list-style-type: none"> - The peardrop brochure design discussions. - The definition of the website requirements & comment its development. - The preparation and updates of DPP1, DPP2 & DPP3, comments and revisions. - Attendance/organisation of the 1st International Stakeholders Workshop (22nd May 2007). - Awareness rising among different regional stakeholders on peardrop activities and DBE. - Contribution to “Guidelines for identifying, approaching and communicating with target audience” D2.6.
WP3 – Economic Impact & Regional Development	<ul style="list-style-type: none"> - Identify the scope of the DBE concept and develop a common understanding of this among peardrop partners (activity not specified in DoW): paper outlining perception of DBE - from a WP3 perspective. Paper on expected links and overlaps with other work packages within peardrop. - <u>Setting the scene</u>. Analysis of the DBE concept and its implications related to public policies for local growth, employment and competitiveness, based on previous researches and studies. Such analysis contributed to the definition of the readiness index for DE deployment. CSP has been working on the definition of a DE model for local development. - <u>DBE SWOT Analysis</u> pointing out the strengths, weaknesses, opportunity and threats of a DBE regional deployment. Collection of outputs and studies on the DBE. Search for synergies with previous outputs and studies on the DBE related with these topics. - <u>Analysis of the regional context</u>. The main goal was to define a readiness index towards DBE deployment, enabling a classification of different stages of regional DE deployment readiness. CSP defined a tool for the identification of the regional profile, based on statistical data, usually easily available. CSP asked peardrop partners to provide some relevant socio-economic and institutional information of their regional context, with the aim to run analyses of such data within the DE readiness index. - CSP reached a better understanding of European regional contexts thanks to the collection of regional data that, compared to another European innovation index, helped the definition of the index - <u>Identification of a list of goals for regional policies</u>, correlated with the DE implementation and deriving from the readiness index parameters that will be defined. Analysis of different regional strategies (or tools) in order to define which is more suitable to reach such goals in different types of regions. - Definition of policies approach to favour local development by means of a DBE approach. - Translation of the WP3 Initial Guide (draft toolkit) on DBE Economic Impact into Italian.
WP4 – Legal Issues & Challenges	<ul style="list-style-type: none"> - Contribution to current “State of the Art” of the Legal Issues & Challenges and to the preparation of the Initial Guide (draft toolkit). WP4 questionnaire completed and sent. - Translation of the WP4 Initial Guide (draft toolkit) on DBE Legal issues into Italian.
WP5 – Technological Infrastructure & Systems	<ul style="list-style-type: none"> - Contribution to current “State of the Art” of the DBE Technical Infrastructure & Systems and to the preparation of the Initial Guide (draft toolkit). WP5 questionnaire completed and sent. - Translation of the WP5 Initial Guide (draft toolkit) on DBE Technical Infrastructure & Systems in Italian.
WP6 – Business Models & Culture	<ul style="list-style-type: none"> - Contribution to current “State of the Art” of the DBE Business Models & Cultures and to the preparation of the Initial Guide (draft toolkit). - Translation of the WP6 Initial Guide (draft toolkit) on DBE Business Models & Cultures into Italian.
WP7 – Financial Framework & Engineering	<ul style="list-style-type: none"> - Contribution to current “State of the Art” on DBE Financial Framework & Engineering and to the preparation of the Initial Guide (draft toolkit). WP7 questionnaire completed. - Translation of the WP7 Guide (draft toolkit) on DBE Financial Framework & Engineering into Italian.

Periodic Management Report – D1.3

Main contribution of AEC during the reporting period	
WP1 – Coordination & Reporting	<ul style="list-style-type: none"> - Consortium Agreement: contribution to the drafting of the Consortium Agreement. - Establishment of the External Advisory Group (M1.1): nomination of candidate experts and contribution during the selection procedure. - Attendance at project meetings: Kick-off meeting (12.-13.9.2006); 2nd PMC meeting (13.-14.12.2006); 3rd PMC (20.-21. March 2007); 4th PMC (23-24 May 2007). All in Brussels. - Contribution to the definition of the Action Plan for Phase 1. - Preparation of Quarterly Management Reports (QMR1 to QMR4) - Contribution to Interim Activity Report (D1.1). - Attendance and participation at EC Interim Review 23rd May 2007.
WP2 – Dissemination & Exchange of Experiences	<p>Complementary to the actions presented in the Dissemination and Promotion Plan, AEC has also contributed to the following activities:</p> <ul style="list-style-type: none"> - peardrop brochure design discussions. - The definition of the website requirements & comment its development. - The preparation and updates of DPP1, DPP2 & DPP3. - Attendance/organisation at the 1st International Stakeholders Workshop (22nd May 2007). - Awareness rising among different regional stakeholders on peardrop activities & DBE. - Contribution to the deliverable "Guidelines for identifying, approaching and communicating with target audience" D2.6.
WP3 – Economic Impact & Regional Development	<ul style="list-style-type: none"> - Contribution to the current "State of the Art" of the DBE Economic Impact & Regional Development and to the preparation of the Initial Guide (draft toolkit). WP3 questionnaire completed and sent to WPL. - Translation of the WP3 Initial Guide (draft toolkit) on DBE Economic Impact into French.
WP4 – Legal Issues & Challenges	<ul style="list-style-type: none"> - Identify scope of the DBE concept and develop a common understanding of this among peardrop partners (activity not specified in DoW): internal paper outlining perception of DBE - from a WP4 perspective; Paper on expected links and overlaps with other work packages within peardrop. - Draft and validation of a guide regarding Legal Issues & Challenges associated with regional DBE deployment - preliminary contacts with regional key actors. - Preliminary contacts with Legal IST and in-depth analysis of the main deliverables, phone meeting. - Draft of a "DBE Legal Issues summary" and of two Introductory Leaflets (in English and French). - Translation of the WP4 Initial Guide (draft toolkit) on DBE Legal Issues into French.
WP5 – Technological Infrastructure & Systems	<ul style="list-style-type: none"> - Technology solutions & systems: research & analysis for filling WP5 questionnaire - Contribution to the current "State of the Art" of the DBE Technical Infrastructure & Systems and to the preparation of the Initial Guide (draft toolkit). - Translation of the WP5 Initial Guide (draft toolkit) into French.
WP6 – Business Models & Culture	<ul style="list-style-type: none"> - Contribution to the current "State of the Art" of the DBE Business Models & Cultures and to the preparation of the Initial Guide (draft toolkit). - Translation of the WP6 Initial Guide (draft toolkit) on DBE Business Models & Cultures into French.
WP7 – Financial Framework & Engineering	<ul style="list-style-type: none"> - Contribution to the current "State of the Art" on DBE Financial Framework & Engineering and to the preparation of the Initial Guide (draft toolkit). WP7 questionnaire completed and sent. - Translation of the WP7 Initial Guide (draft toolkit) on DBE into French.

Periodic Management Report – D1.3

Main contribution of TCH during the reporting period	
WP1 – Coordination & Reporting	<ul style="list-style-type: none"> - Consortium Agreement: contribution to the drafting of the Consortium Agreement. - Establishment of the External Advisory Group (M1.1): nomination of candidate experts and contribution during the selection procedure. - Attendance at project meetings: Kick-off meeting (12.-13.9.2006); 2nd PMC meeting (13.-14.12.2006); 3rd PMC (20.-21. March 2007); 4th PMC (23-24 May 2007). All in Brussels. - Contribution to the definition of the Action Plan for Phase 1. - Preparation of Quarterly Management Reports (QMR2 to QMR4). - Contribution to the Interim Activity Report (D1.1). - Attendance and participation at EC Interim Review 23rd May 2007.
WP2 – Dissemination & Exchange of Experiences	<p>Complementary to the actions presented in the Dissemination and Promotion Plan, TCH has also contributed to activities such as:</p> <ul style="list-style-type: none"> - The peardrop brochure design discussions. - Direct collaboration with eris@ on the definition of the website requirements & commenting its development. - Contribution to the preparation and updates of DPP1 DPP2 & DPP3. - Attendance/organisation of the 1st International Stakeholders Workshop (22nd May 2007). - Awareness rising among different regional stakeholders on peardrop activities and DBE. - Contribution to deliverable “Guidelines for identifying, approaching and communicating with target audience” D2.6.
WP3 – Economic impact & Regional Development	<ul style="list-style-type: none"> - Contribution to current “State of the Art” on DBE Economic Impact & Regional Development and to the preparation of the Initial Guide (draft toolkit). WP3 questionnaire completed and sent to WPL. - Translation of the WP3 Initial Guide (draft toolkit) on DBE Economic Impact in Finnish and Estonian (August – September 2007).
WP4 – Legal Issues & Challenges	<ul style="list-style-type: none"> - Contribution to the current “State of the Art” of the Legal Issues & Challenges and to the preparation of the Initial Guide (draft toolkit). WP4 questionnaire completed and sent to WPL. - Translation of the WP4 Initial Guide (draft toolkit) on DBE Legal issues into Finnish and Estonian (August – September 2007).
WP5 – Technological Infrastructure & Systems	<ul style="list-style-type: none"> - Identify the scope of the DBE concept and develop a common understanding of this among peardrop partners (activity not specified in DoW): internal paper outlining perception of DBE - from a WP5 perspective; Paper on expected links and overlaps with other work packages within peardrop. - Meet & interview regional experts & OPAALS experts and evaluate documented research material to build up an understanding of the current situation regarding digital business eco-system technologies in the region. - Preparation of the ‘State of the Art’ and draft the Initial Guide for WP5, bringing together the main findings. - Validation of the initial draft by 10 regional interviews. Preparing a framework for analysis by other peardrop partners. - Translation of the WP5 Initial Guide (draft toolkit) on DBE Technical Infrastructure into Finnish and Estonian (August – September 2007).
WP6 – Business Models & Culture	<ul style="list-style-type: none"> - Contribution to the current “State of the Art” of the DBE Business Models & Cultures and to the preparation of the Initial Guide (draft toolkit). - Translation of the WP6 Initial Guide (draft toolkit) in Finnish and Estonian (August – September 2007).
WP7 – Financial Framework & Engineering	<ul style="list-style-type: none"> - Contribution to current “State of the Art” DBE Financial Framework & Engineering and to the preparation of the Initial Guide (draft toolkit). WP7 questionnaire completed and sent. - Translation of the WP7 Initial Guide (draft toolkit) in Finnish and Estonian (August – September 2007).

Periodic Management Report – D1.3

Main contribution of CMI during the reporting period	
WP1 – Coordination & Reporting	<ul style="list-style-type: none"> - Consortium Agreement: contribution to the drafting of the Consortium Agreement. - Establishment of the External Advisory Group (M1.1): nomination of candidate experts and contribution during the selection procedure. - Attendance at project meetings: Kick-off meeting (12.-13.9.2006); 2nd PMC meeting (13.-14.12.2006); 3rd PMC (20.-21. March 2007); 4th PMC (23-24 May 2007). All in Brussels. - Contribution the definition of the Action Plan for Phase 1. - Preparation of Quarterly Management Reports (QMR1 to QMR4). - Contribution to the Interim Activity Report (D1.1). - Attendance and active participation at the EC Interim Review 23rd May 2007.
WP2 – Dissemination & Exchange of Experiences	<p>Complementary to the actions presented in the Dissemination and Promotion Plan, CMI has also contributed to the following activities:</p> <ul style="list-style-type: none"> - The peardrop brochure design discussions. - The definition of the website requirements & comment its development. - The preparation and updates of DPP1, DPP2 & DPP3. - Attendance/organisation at the 1st International Stakeholders Workshop (22nd May 2007). - Awareness rising among different regional stakeholders on peardrop activities and DBE. - Contribution to deliverable “Guidelines for identifying, approaching and communicating with target audience” D2.6.
WP3 – Economic impact & Regional Development	<ul style="list-style-type: none"> - Contribution to the current “State of the Art” of DBE Economic Impact & Regional Development of DBE and to the preparation of the Initial Guide (draft toolkit). WP3 questionnaire completed and sent to WPL. - Inputs to the preparation of the Initial Guide of WP3 (draft toolkit).
WP4 – Legal Issues & Challenges	<ul style="list-style-type: none"> - Contribution to the current “State of the Art” of the DBE Legal Issues and to the preparation of the Initial Guide (draft toolkit). WP4 questionnaire completed and sent to WPL.
WP5 – Technological Infrastructure & Systems	<ul style="list-style-type: none"> - Contribution to the current “State of the Art” of the DBE Technical Infrastructure & Systems and to the preparation of the Initial Guide (draft toolkit).
WP6 – Business Models & Culture	<ul style="list-style-type: none"> - Identify scope of the DBE concept and develop a common understanding of this among peardrop partners (activity not specified in DoW): internal paper outlining perception of DBE - from a WP6 perspective; Paper on expected links and overlaps with other work packages within peardrop. - Identify current “State of the Art” in the deployment of regional DBE in respect of Business Models & Cultures. - Preparation & fine-tuning of WP6 Initial Guide. - Review of eAdoption models - Research into various approaches carried out. Modelling of approaches completed. Review of OECD and EU published sources carried out to establish leading countries most likely to adopt DBE.
WP7 – Financial Framework & Engineering	<ul style="list-style-type: none"> - Contribution to the current “State of the Art” on DBE Financial Engineering and to the preparation of the Initial Guide (draft toolkit). WP7 questionnaire completed and sent. - Inputs to the preparation of the Initial Guide of WP7 (draft toolkit).

Periodic Management Report – D1.3

Main contribution of EPMA during the reporting period	
WP1 – Coordination & Reporting	<ul style="list-style-type: none"> - Consortium Agreement: contribution to the drafting of the Consortium Agreement. - Establishment of the External Advisory Group (M1.1): nomination of candidate experts and contribution during the selection procedure. - Attendance at project meetings: Kick-off meeting (12.-13.9.2006); 2nd PMC meeting (13.-14.12.2006); 3rd PMC (20.-21. March 2007); 4th PMC (23-24 May 2007). All in Brussels. - Contribution to the definition of the Action Plan for Phase 1. - Identify the scope of the DBE concept and develop a common understanding of this among peardrop partners (activity not specified in DoW): internal paper outlining perception of DBE - from a WP7 perspective; Paper on expected links and overlaps with other work packages within peardrop. - Preparation of Quarterly Management Reports (QMR1to QMR4). - Contribution to the Interim Activity Report (D1.1). - Attendance and active participation at EC Interim Review 23rd May 2007.
WP2 – Dissemination & Exchange of Experiences	<p>Complementary to the actions presented in the Dissemination and Promotion Plan, EPMA has also contributed to activities like:</p> <ul style="list-style-type: none"> - The peardrop brochure design discussions. - The definition of the website requirements & comment its development. - The preparation and updates of DPP1, DPP2, DPP3. - Attendance/organisation of the 1st International Stakeholders Workshop (22nd May 2007). - Awareness rising among different regional stakeholders on peardrop activities and DBE. - Contribution to deliverable “Guidelines for identifying, approaching and communicating with target audience” D2.6.
WP3 – Economic impact & Regional Development	<ul style="list-style-type: none"> - Contribution to the current “State of the Art” of the DBE Economic Impacts & Regional Development to the preparation of the related Initial Guide (draft toolkit). - Collection of data and facts on economic impacts to fulfil the questionnaire form of WP3. Questionnaire form was fulfilled and delivered to CSP (WPL). - Translation of the WP3 Initial Guide (draft toolkit) on DBE Economic Impacts into Czech.
WP4 – Legal Issues & Challenges	<ul style="list-style-type: none"> - Contribution to the current “State of the Art” of the DBE Legal Issues & Challenges to the preparation of the related Initial Guide (draft toolkit). - Translation of the WP4 Initial Guide (draft toolkit) on DBE Legal issues into Czech.
WP5 – Technological Infrastructure & Systems	<ul style="list-style-type: none"> - Contribution to the current “State of the Art” of the DBE Technical Infrastructure & Systems and to the preparation of the Initial Guide (draft toolkit). - Translation of the WP5 Initial Guide (draft toolkit) on DBE Technical Infrastructure into Czech.
WP6 – Business Models & Culture	<ul style="list-style-type: none"> - Contribution to the current “State of the Art” of the DBE Business Models & Cultures and to the preparation of the Initial Guide (draft toolkit). - Translation of the WP6 Initial Guide (draft toolkit) on DBE Business Models into Czech.
WP7 – Financial Framework & Engineering	<ul style="list-style-type: none"> - Gathering of data & facts on DBE Financial Frameworks, eBusiness and other forms of eAdoption. - Desk research on DBE, eBusiness, eAdoption, Structural Funds, Operational Programs, Public-Private Partnerships. - Preparation of the questionnaire form sent to partner regions on DBE financial issues. - Initial findings from several regions were received; building a basic picture of the DBE State of the Art was achieved. - Participation to “New Business Models & Technologies suitable for boosting regional economy: Relevant legal issues” (training organised by eris@ in collaboration with LEGAL-IST, December 12th 2006). - Draft Toolkit on DBE Financial Frameworks and Engineering: preparation and refining. - Translation of the WP7 Initial Guide (draft toolkit) on DBE Financial Frameworks & Engineering into Czech.

As shown by the tables above, all contractors have contributed effectively to the work of the seven work packages. The **peardrop** consortium has, in fact, stressed the importance of a strong collaboration between partners in all domains.

Periodic Management Report – D1.3

1.2 Deliverables due in the reporting period

The table below reports all the deliverables due for this reporting period.

Deliverables due this Period				
Deliverable number	Title deliverable	Due	Delivery date	Status (draft, submitted, approved)
D1.1	Interim Activity Report	M6	14 th April 2007	Approved
D1.2	Periodic Activity Report	M12	Mid October 2007	Submitted
D1.3	Periodic Management Report	M12	Mid October 2007	Submitted
D1.4	Periodic Report on the distribution of the Community's contribution	M12	12 th October 2007	Submitted
D1.5	Interim science and society reporting questionnaire	M12	No submission	-
D1.6	Interim reporting questionnaire on workforce statistics	M12	No submission	-
D1.7	Interim socio-economic reporting questionnaire	M12	No submission	-
D2.1	First Dissemination and Promotion Plan, DPP1	M1	29 th September 2006	Approved
D2.2	Design & Publication of PEARDROP Brochure	M2	Mid April 2007	Approved
D2.3	Project web site operational (First Edition)	M4	Mid January 2007	Approved
D2.3	Update of Dissemination and Promotion Plan, DPP2	M6	14 th April 2007	Approved
D2.5	Report on International Stakeholders Workshop I	M10	6 th August 2007	Submitted
D2.6	Guidelines for identifying, approaching and communicating with key target audiences	M11	11 th September 2007	Submitted
D2.7	Update of Dissemination and Promotion Plan, DPP3	M12	15 th October 2007	Submitted
D3.1	Initial Report (Draft Toolkit) on the state of the art on Economic Impacts on Regional Development of DBE deployment	M9	20 th July 2007	Submitted
D3.2	Translation of the draft toolkit into Italian, French, Finnish & Czech and Spanish and Polish.	M10	October 2007	Submitted
D4.1	Initial Report (Draft Toolkit) on the state of the art on Legal Issues & Challenges of DBE deployments	M9	20 th July 2007	Submitted
D4.2	Translation of the Draft Toolkit into Italian, French, Finnish & Czech and Spanish, German and/or Polish	M10	October 2007	Submitted
D5.1	Initial Report (Draft Toolkit) on the state of the art on Technology Infrastructure & Support Systems for DBE deployments	M9	20 th July 2007	Submitted
D5.2	Translation of the Draft Toolkit into Italian, French, Finnish & Czech and Spanish, German and/or Polish	M10	October 2007	Submitted
D6.1	Initial Report (Draft Toolkit) on the state of the art on Business Models and Cultures of DBE deployments	M9	20 th July 2007	Submitted
D6.2	Translation of the Draft Toolkit into Italian, French, Finnish & Czech and Spanish, German and/or Polish	M10	October 2007	Submitted
D7.1	Initial Report (Draft Toolkit) on the state of the art on Financial Frameworks & Engineering on DBE deployments	M9	20 th July 2007	Submitted
D7.2	Translation of the Draft Toolkit into Italian, French, Finnish & Czech and Spanish, German and/or Polish	M10	October 2007	Submitted

As reported in the previous table, there are 3 deliverables whose submission incurred a delay. Those are:

- The publication of the project brochure (D2.2);
- The release of the first project site (D2.3) and
- The translation of the Initial Guides (D3.2 to D7.2)

Brochure - The various versions of the brochure, submitted in late 2006 to the EC representatives for comments, received negative feedback. In particular, they were considered to be inappropriate for the type of work that the project is called to do. EC representatives considered that the brochure needed to target the regional public and to better explain the interest for the regions. In light of the EC feedback, the brochure was reworked by eris@, in collaboration with project partners and with some support by an external copywriter (WorkingWord, from Wales).

A new version of the brochure was distributed during the first International Stakeholders Workshop (50 copies) and tested. In light of the feedback received on that occasion and of the feedback received during the Interim Review of the project, the deliverable was finalised and widely distributed at the IANIS⁺ Final Conference (Bilbao, June 2007 – 200 copies).

The brochure is available for download at:

http://www.peardrop.eu/library/DBE_Library/Pages/peardrop_deliverables.aspx

peardrop first web site - The open consultation on the development of the **peardrop** website started with some delay due to the change of approach that the consortium had proposed for its development.

Given the delay in the production of the project brochure, the development of the website has also incurred a shift of the date of delivery (the rationale behind it was to have the brochure approved before “investing” resources in the graphic style, layout and the content of the web site, since both deliverables should be consistent).

Moreover, the consortium took in to consideration that in spring 2007 eris@ was planning to launch its new website/platform. It was judged that, if the **peardrop**'s website were to be built within the eris@ portal, then it could benefit from new collaborative work tools (like wikis) and from a more “sustainable” development beyond the lifespan of **peardrop** (the platform has been built using SharePoint 2007 technology).

In the first months of the project, the possible scenarios considered were the following:

- To have the **peardrop** website built using SharePoint 2007, likely to be fully implemented in late March 2007 (and create a temporary static website, to be used until the new collaborative one was ready).
- If March would be considered as “late” for the release of the final website, **peardrop** would try to build a website within the limited budget.

The final decision, in agreement with the EC, was to develop the **peardrop** website with SharePoint in the spring with a temporary version on line as from January 2007.

In spring 2007 the development of the eris@/IANIS⁺ platform experienced some delays (due to technical problems). For this reason the new eris@ portal went live only mid June 2007.

Since the **peardrop** website was dependent on the new eris@ portal, it has not been feasible to work on its development until June 2007. The finalisation of the structure and content was finalised early in September 2007, when the project website went live.

In these weeks, the site is being tested by eris@ and the partners so as to correct bugs or other problems. The formal launch of the site is foreseen for October 2007, once a registration function has also been added to the features of the site.

The reason for the “registered” access to the project site¹ is the interest in keeping track of who is interested in the DBE concept and in its deployment. The aim is to better target **peardrop** dissemination activities. Registration will be free and open to everyone.

The URL of the **peardrop** website is: www.peardrop.eu .

Translation of the Initial Guides (draft toolkits) – Since their early drafts, the Initial Guides, in their original version (English), were circulated for comments to many different actors: project partners, Advisory Group members, International Stakeholders Workshop participants and the European Commission.

The Initial Guides in English (D3.1, D4.1, D5.1, D6.1, D7.1 plus an “Introductory Guide” in the form of a folder containing the others) were submitted to the European Commission in mid July 2007. It was at that stage that the European Commission project officer advised the collection of the reviewers’ comments before proceeding with the translation of the document into other languages.

The reviewers have commented on the guides and suggested some changes and developments. Most of the comments, not requiring a complete re-structuring of the documents, have been taken on board directly in the Initial Guides, while those that required more developments will be considered for the final versions.

This upgrading activity has caused a challenge for the delivery of the translations by the date stated in the contract (M10 – July 2007). However, with the agreement of the Project Officer, translations of the Initial Guides into 6 languages (French, Italian, Czech, Estonian, Polish and Spanish) have been submitted with some delay (early October 2007). An additional translation in Finnish² is also being undertaken and the consortium expects to submit this by mid October 2007.

All other deliverables were submitted on time.

¹ With the exception of the pages related to the project and the contacts that will be left open to the wider public.

² As agreed during the Interim review of the project, the translation in Estonian was substituting the one in Finnish, given the fact that there are no Finnish Associated regions involved in the project (being Tampere not eligible), while there is an Estonian one, Tartu.

Periodic Management Report – D1.3

1.3 Budget vs. Actual Costs

This section of the chapter reports on the actual direct costs that each partner has incurred in this first year. The structure of the table is taken from Appendix 2 table 3 of the Commission document on "Project reporting in FP6". As shown in the following table, the main cost item for this reporting period has been that related to personnel.

Cost Budget Follow-up Table

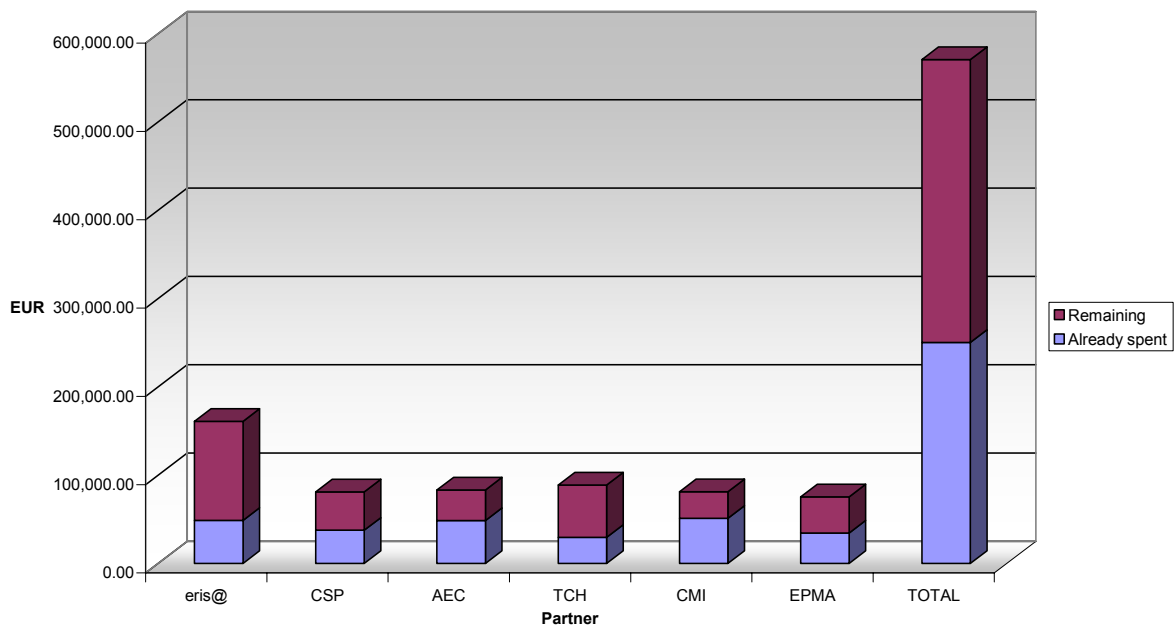
Contract N° 34735		Acronym: PEARDROP					Date: October 2007		
PARTICIPANTS	TYPE of EXPENDITURE (as defined by participants)	BUDGET e	ACTUAL COSTS (EUR)				Total e1	Pct. spent a1+b1+c1+d1/e	Remaining Budget (EUR) e-e1
			Period 1 a1	Period 2 b1	Period 3 c1	Period 4 d1			
Part. 1 - eris@	Total Person-month	30	12.19				12.19	41%	17.81
	Total person - month cost	78,740	34,313.11				34,313.11	44%	44,426.89
	Total travel costs	12,350	1,839.19				1,839.19	15%	10,510.81
	Total subcontracting costs	15,250	1,146.97				1,146.97	8%	14,103.03
	Total of other costs (including equipment)	53,912	11,581.27				11,581.27	21%	42,330.73
	Audit	750	0				0	0%	750
	Total costs	161,002	48,880.54	0	0	0	48,880.54	30%	112,121.46
Part. 2 - CSP	Total Person-month	11	6.66				6.66	60%	5.5
	Total person - month cost	46,905	29,007.13				29,007.13	62%	17,897.87
	Total travel costs	13,000	7,874				7,874	61%	5,126
	Total subcontracting costs	15,250	342				342	2%	14,908
	Total of other costs (including equipment)	5,000	360				360	7%	4,640
	Audit	750	0				0	0%	750
	Total costs	80,905	37,583.13	0	0	0	37,583.13	47%	43,321.87
Part. 3 - AEC	Total Person-month	11	6				6	55%	5
	Total person - month cost	63,250	42,668.53				42,668.53	67%	21,581.47
	Total travel costs	10,000	4,715.81				4,715.81	47%	5,284.19
	Total subcontracting costs	3,250	1,305.42				1,305.42	40%	1,944.52
	Total of other costs (including equipment)	6,000	0				0	0%	6,000
	Audit	750	0				0	0%	750
	Total costs	82,500	48,689.76	0	0	0	48,689.76	58%	34,560.24
Part. 4 - TCH	Total Person-month	11	4.21				4.21	38%	6.79
	Total person - month cost	58,690	20,598.03				20,598.03	35%	38,091.97
	Total travel costs	13,000	7,729.46				7,729.46	59%	5,270.54
	Total subcontracting costs	15,250	1,058.10				1,058.10	7%	14,191.9
	Total of other costs (including equipment)	1,200	262.75				262.75	22%	937.25
	Audit	750	0				0	0%	750
	Total costs	88,890	29,648.34	0	0	0	29,648.34	33%	59,241.66
Part. 5 - CMI	Total Person-month	11	4.67				4.67	42%	6.33
	Total person - month cost	69,570	44,342.22				44,342.22	64%	25,227.78
	Total travel costs	9,750	6,678.41				6,678.41	68%	3,071.59
	Total subcontracting costs	0	0				0	0%	0
	Total of other costs (including equipment)	900	0				0	0%	900
	Audit	1,000	0				0	0%	1,000
	Total costs	81,220	51,020.63	0	0	0	51,020.63	63%	30,199.37

Periodic Management Report – D1.3

Contract N° 34735		Acronym: PEARDROP					Date: October 2007		
PARTICIPANTS	TYPE of EXPENDITURE (as defined by participants)	BUDGET e	ACTUAL COSTS (EUR)				Pct. spent Total	Remaining Budget (EUR) e-e1	
			Period 1 a1	Period 2 b1	Period 3 c1	Period 4 d1			
			Total				Total		
							a1+b1+c1+d1/e		
Part. 6 - EPMA	Total Person-month	18	9.67				9.67	54%	8.33
	Total person - month cost	41,400	22,683.95				22,683.95	55%	18,716.05
	Total travel costs	13,000	6,417.19				6,417.19	49%	6,582.81
	Total subcontracting costs	10,250	4,028.61				4,028.61	39%	6,221.39
	Total of other costs (including equipment)	10,000	2,395.95				2,395.95	24%	7,604.05
	Audit	750	0				0	0%	750
Total costs		75,400	35,525.70	0	0	0	35,525.70	47%	39,874.3
TOTAL	Total Person-month	92	40.39				40.39	44%	51.61
	Total person - month cost	358,555	193,612.97				193,612.97	54%	164,942.03
	Total travel costs	71,100	35,254.06				35,254.06	50%	35,845.94
	Total subcontracting costs	59,250	7,881.10				7,881.10	13%	51,368.9
	Total of other costs (including equipment)	77,012	14,599.97				14,599.97	19%	62,412.03
	Audit	4,750	0				0	0%	4,750
Total costs		570,667	251,348.10	0	0	0	251,348.10	44%	319,318.9

The following graph elaborates on the data provided above offering a quick view on the status of the project expenditures by partner.

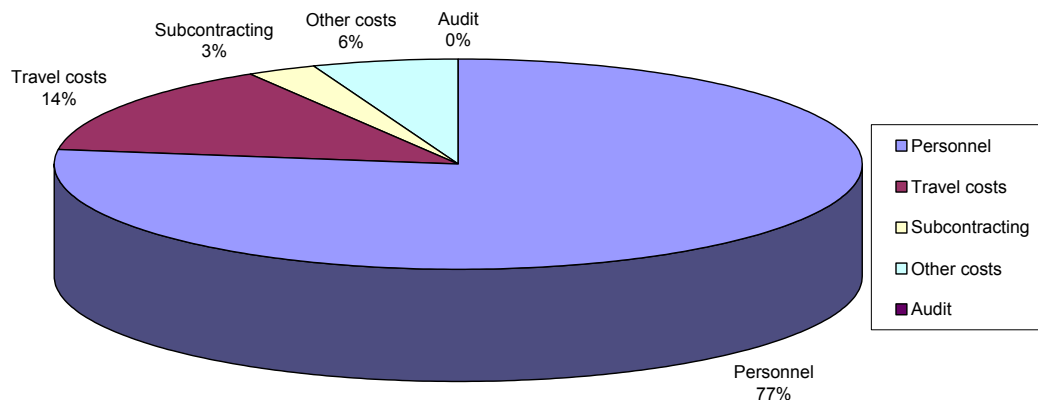
Budget status by partner



At this half-way stage of the project, it is clear that the personnel costs of some partners are running in excess of those planned. The main reason underlying this is that in such cases project partners have tended to engage more senior personnel whose employment costs are higher than those originally estimated. The project team expects, however, to meet the requirements of the contract within the

eligible costs but notices that this will mean that some personnel costs may remain unclaimed and unrecovered.

Split of budget for direct costs used in the first year



SUBCONTRACTING

eris@'s subcontracting

eris@ has subcontracted a copywriter for the upgrading of the project brochure following the suggestion made by the European Commission and EC reviewers during the project interim review (May 23rd, 2007). In particular, the format of the brochure was used for developing the layout of the second project website. On these bases, the upgrading of the brochure has been the starting point for the designing the project final website and, therefore, subcontracting part of the development of the brochure complies with what is mentioned in the Technical Annex at page 116 (see text reported below).

In addition, for the development of the website eris@ has subcontracted the hosting of the site and the renting of the domain.

Extract from the Technical Annex referring to eris@'s subcontracting:

"[...] eris@ will be subcontracting some services related to tasks required for the project, such as external peer reviews and audits. The award of subcontracts will respect FP6 rules, as stated in the Financial Guidelines. In addition, eris@ will be also subcontracting some minor tasks, like the development of the project web site and the organisation of consortium conferences, seminars or workshops.[...]"

CSP subcontracting

The amounts spent by CSP in subcontracting are related to the use of external services for the translation of the Initial Guides into Italian. This kind of subcontracting finds a direct reference in the section 8.1 of the Technical Annex:

"[...] CSP is likely to subcontract part of translation tasks.[...]"

AEC subcontracting

In a similar way, the amounts spent by AEC in subcontracting are related to the use of external services for the translation of the Initial Guides into French. This kind of subcontracting finds a direct reference in the section 8.1 of the Technical Annex as well:

"[...] Aquitaine Europe Communication foresees that the translation of domain guides/tool kits into French will be partly subcontracted.[...]"

TCH subcontracting

During the first reporting period TCH has concluded two subcontracting collaborations:

- One with the DBE project expert Victor Bayon, who, in the DBE IP, has closely worked with DBE SMEs pilots (e.g. organization of the DBE code camp for SMEs in Aragón). His contribution and feedback on the Initial Guide on Technical Infrastructure and Support Systems has been extremely important to better tackle the main issues related to the state of the art of the DBE technology. This subcontracting finds a mention in the Technical Annex, page 116 (see text below).
- The other with Mr. Kiviniemi Aapo, a key expert of the TUT (Technology University of Tampere) working also for "Droittech Ay". Mr. Aapo has given an important support in the definition and clarification of the legal issues related to the deployment of DBE. His contribution has given the possibility to the **peardrop** project to integrate more detailed information on the potential DBE legal issues that could emerge in a Finnish context – as requested in the framework of WP4. It is to be noted that TCH, within its structure, did not have the required skills to provide **peardrop** with the necessary DBE legal references.

Initially, for the formalization of this collaboration, TCH envisaged to access Mr. Kiviniemi Aapo's legal expertise in the framework of the subcontracting, indicated in the Technical Annex, with TUT University - for which he works. Notwithstanding this, when defining the details of the specific activity to be subcontracted (answer to a legal questionnaire – contributing to WP4), it became clear for TCH that the collaboration with Mr. Kiviniemi Aapo was going to foresee only a few hours work and a quite small budget. In light of this, and to avoid the long and time consuming administrative subcontracting procedure of TUT, it was considered more efficient to formalize the subcontracting through the "Droittech Ay" company. For this reason, the payment for the work of Mr. Kiviniemi Aapo was invoiced through "Droittech Ay".

As for the mention of TCH subcontracting, the Technical Annex states the following:

*"[...]In WP 5 **Technology Centre Hermia** will work in close cooperation with Tampere University of Technology (TUT), especially with the Digital Media Institute and Institute for Software Systems. TUT, that will become a sub-contractor for TCH, has remarkable research activities on various technologies of DBEs, such as distributed systems, semantic web and business modelling languages and they have already been deeply involved in the IP Digital Business Ecosystem with TCH. At TUT DMI is the operator of the Finnish office of W3C, one of the most important standards body in the field. They are also partners in NoE OPAAL of the DBE cluster. TUT will provide us with state-of-art knowledge about various technologies for DBEs and thus support the execution of phase 1 in WP5. The practical objective of subcontracting is to have key experts of TUT acting as moderator of the DBE technology workshop, include them as contributors to the guide to DBE technologies and to ensure the exchange of knowledge between OPAALS and **peardrop**.*

In addition, 1-2 SMEs utilising DBE technologies, will contribute as subcontractors and provide their input to the guides.

The translation of domain guides into Finnish will be partly subcontracted [...]"

EPMA subcontracting

During this first reporting period EPMA has subcontracted some of its work to the Regional Authority of Vysocina, as foreseen in the Technical Annex, and to an additional subcontractor, eGEBa. The decision of subcontracting some of the work to an additional company was discussed in the EC Interim Review of May 2007 and has also been the object of the request of amendment of the Technical Annex to the European Commission.

EPMA has engaged an additional subcontractor because the Vysocina Regional Authority declared itself not able to provide sufficient expertise for covering all the domains of cooperation agreed at the beginning of the project. This fact has clearly raised the need for EPMA to find an additional subcontractor that could take over those specific activities not covered by the Vysocina Region.

More in detail, the role of the two subcontractors has been the following:

- Vysocina's Regional Authority: evaluation of the draft version of the Initial Guide on Financial Frameworks & Engineering, as well as the other **peardrop** Initial Guides. The collaboration with the region has been very important to pre-test the Guides with actors representing the typical target of the project.
- eGEBA: important input in providing the required overview on European funding opportunities for DBE deployment at regional level. It especially considered the orientation of the project towards small and medium sized enterprises.

As a reference, on EPMA subcontracting, the amended Technical Annex states the following:

“EPMA will closely cooperate with Vysocina Regional Authority, especially its IT department and Regional Development department, which will become a sub-contractor for EPMA. The reason for such partnership is the urgent need of the region to set the basis for more effective services provision to regional SMEs. This is a priority for the near future in the Regional Development plan of Vysocina, and Regional Authority is going to create better conditions for the development of enterprises. EPMA will enhance this intention by including Vysocina into intensive and very practical exchange of the information and experiences with PEARDROP partners on the issues of measurement of the impact of such regional effort

In addition, EPMA will collaborate with EGEBA - eGov & eBiz Advisors, s.r.o. a private consultancy company, active in the area of advisory and analytical support for business development. EGEBA is listed in Commercial register as well as in the on-line database of Czech companies (www.hbi.cz) and has presented sufficient competences and expertise for providing required overview of European funding opportunities - especially taking into account its orientation to SMEs, dealing with ICT development. (Website: www.egeba.cz).”

Moreover, due to the complexity of the translation in Czech of the 6 Initial Guides and the short time for providing such translations, EPMA collaborated with ALDEA (at the time, the only this translation agency able to meet **peardrop** requirements and deadlines). ALDEA helped EPMA finalising the translations of the deliverables in Czech and organized a “terminology consultation workshop” with translators in order to guarantee a unified terminology within the documents. Such subcontracting has no direct mention in the Technical Annex, but it has clearly answered to the specific need for the contractor to provide good quality outputs within the timeline.

CMI subcontracting

No claim.

OTHER COSTS

The “Other costs” item comprises expenditures like:

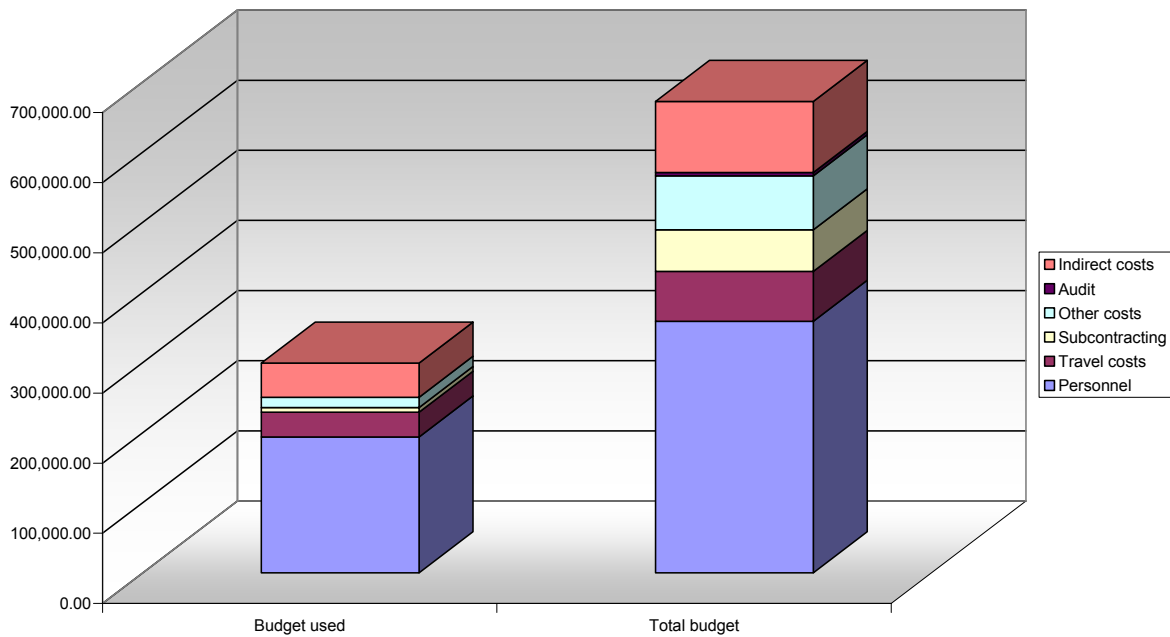
	TYPE OF COST CONSIDERED IN THE “OTHER COSTS”
eris@	<ul style="list-style-type: none"> • Venues for project meetings (renting of room and related services) • Organization of International Stakeholders Workshop. As indicated in the Technical Annex, peardrop has invited to the First Workshop representatives of all Focus Group Regions and the Advisory Group Members. Moreover, reimbursement of Travel and Subsistence has been granted to some of the invited speakers. • Mail costs for project related envoys (submission of hard copies of the deliverables to the EC³) • Bank charges project funding transfer (in line with the General Conditions stated in Annex II.19) • Printing of colour copies of the deliverables to be send to the EC (not possible to be printed in the office due to size)

³ Note that in eris@’s accounting system, post and mail are directly charged to the relevant project/activity; thus, they are not part of the overheads – which comprise items like: renting of the premises, IT maintenance, telephone, cleaning of premises, stationary, etc. In all case, it is important to specify that, for FP6 SSAs, overheads are calculated as a 20% flat rate of direct costs.

Periodic Management Report – D1.3

	TYPE OF COST CONSIDERED IN THE “OTHER COSTS”
CSP	<ul style="list-style-type: none"> External support in the preparation of document layouts (Initial Guides)
AEC	<ul style="list-style-type: none"> None
TCH	<ul style="list-style-type: none"> Room hiring for internal project meetings Graphic review of project deliverables
CMI	<ul style="list-style-type: none"> None
EPMA	<ul style="list-style-type: none"> Purchase of a notebook (depreciation and project cost allocation considered) Promotional activities and actions (e.g. additional webpage on EPMA’s site on peardrop, production & graphical design of a leaflet in Czech when the brochure was not yet ready, costs related to meetings with regions).

Total claim per type of costs (first year)



At this stage there are no major deviations from the planned costs.

N.B. Note that the costs claimed in this document are different from the ones mentioned in the previous version of the report and presented during the EC Periodic Review. This is due to the fact that at the time of submission of the first version of the report and of the Periodic Review the request of amendment had not yet been accepted and signed by the EC. Given the fact that, today, the European Commission has accepted the request the coordinator includes here the costs which EPMA has incurred for subcontracting eGEBA.

1.4 Person-Months Status

The following table reports on the person-month effort that each partner has put into each work package in this first year. The structure of the table is taken from Appendix 2 table 4 of the Commission document on “Project reporting in FP6”.

Person-Month Status Table

CONTRACT N°: 34735 ACRONYM: PEARDROP PERIOD: September 2006 - August 2007		Person-month per Workpackage						
		TOTALS	Coordin. eris@	CSP	AEC	TCH	CMI	EPMA
Workpackage 1: Coordination & Reporting	Actual WP total (year1):	5.10	2.33	0.52	0.65	0.52	0.13	0.95
	Planned WP total*:	12	6.00	1.00	1.00	1.00	1.00	2.00
Workpackage 2: Dissemination & Exchange of Experience	Actual WP total (year1):	9.46	5.85	0.76	0.30	0.22	0.55	1.78
	Planned WP total*:	25	14.00	1.00	1.00	1.00	1.00	7.00
Workpackage 3: Economic Impacts & Regional Dev.	Actual WP total (year1):	6.29	0.95	3.92	0.15	0.22	0.50	0.55
	Planned WP total*:	11	2.00	5.00	1.00	1.00	1.00	1.00
Workpackage 4: Legal Issues & Challenges	Actual WP total (year1):	6.53	0.95	0.41	3.95	0.23	0.50	0.49
	Planned WP total*:	11	2.00	1.00	5.00	1.00	1.00	1.00
Workpackage 5: Technological Infrastructure & Sys.	Actual WP total (year1):	4.98	0.80	0.21	0.40	2.58	0.50	0.49
	Planned WP total*:	11	2.00	1.00	1.00	5.00	1.00	1.00
Workpackage 6: Business Models & Cultures	Actual WP total (year1):	4.13	0.65	0.41	0.30	0.22	2.06	0.49
	Planned WP total*:	11	2.00	1.00	1.00	1.00	5.00	1.00
Workpackage 7: Financial Framework & Engineering	Actual WP total (year1):	6.90	0.65	0.43	0.25	0.22	0.43	4.92
	Planned WP total*:	11	2.00	1.00	1.00	1.00	1.00	5.00
TOTAL PROJECT PERSON-MONTH	Actual total (year1):	43.39	12.18	6.66	6.00	4.21	4.67	9.67
	Planned total*:	92	30.00	11.00	11.00	11.00	11.00	18.00

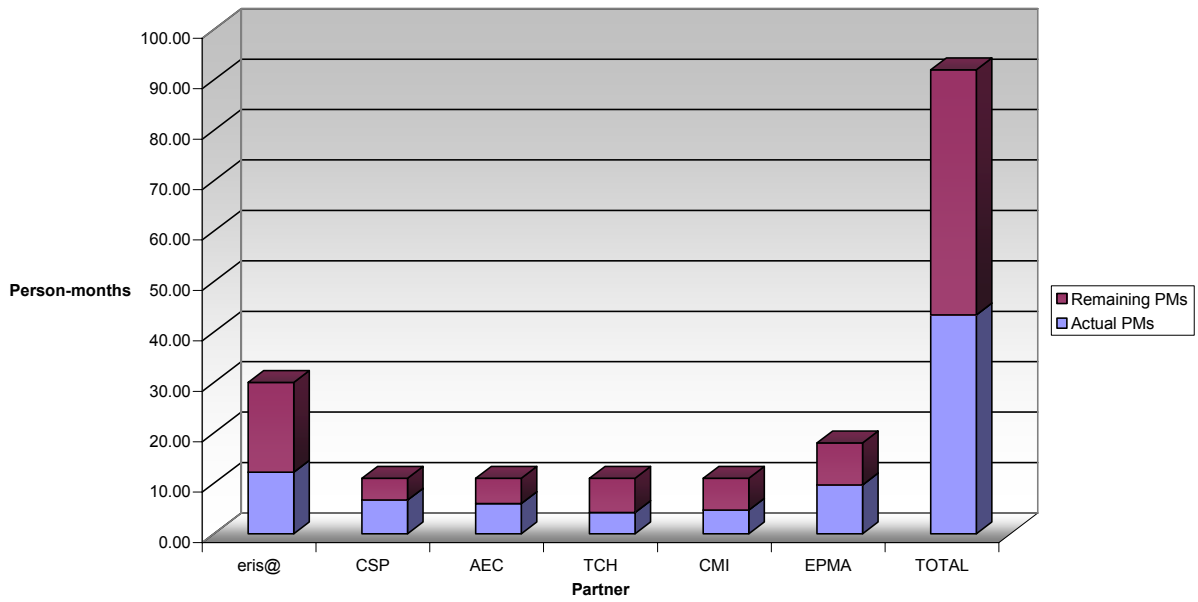
* for the whole project (2 years)

In general, the amount of effort required by the project in this first phase has been higher than expected, if it is considered that this first phase was mostly dedicated to the collection of information and materials on DBE with the aim of preparing the **peardrop** Initial Guides.

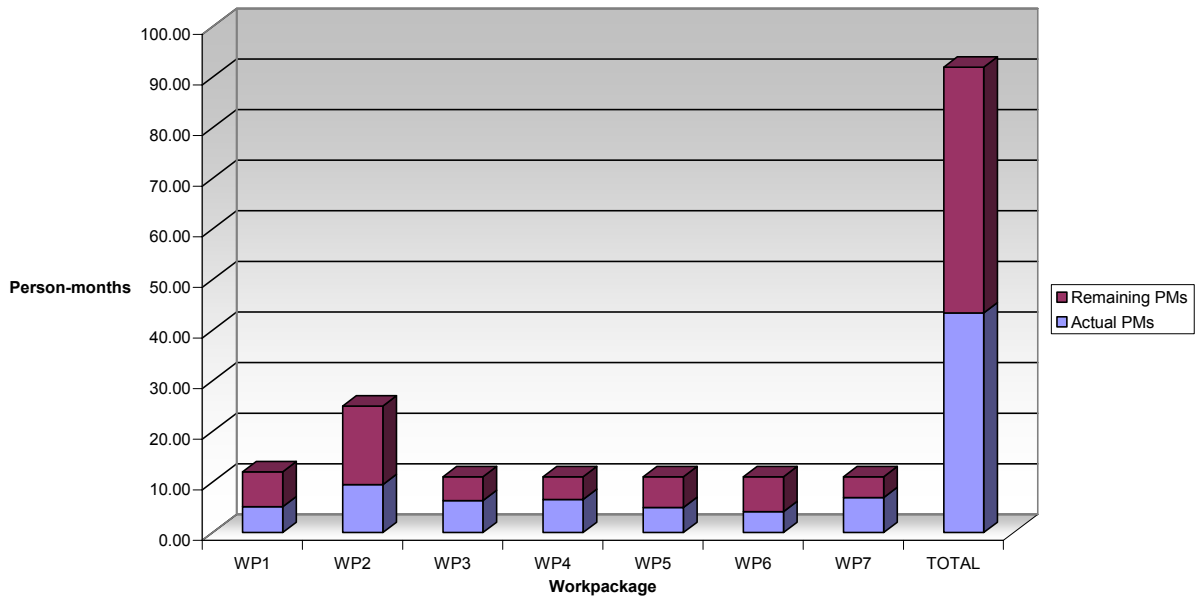
Moreover, due to the specificity of the domain of work, some of the organisations that were considered as potential subcontractors have found some difficulties in working on the project. This, in some cases, has resulted in additional effort for the contractors.

The following graphs represent the data reported above by partner and by work package in relation to the total effort foreseen in each of the two cases.

Person-months per partner



Person-month per Workpackage



In light of the experience of the first year, in particular according to effort and subcontracting issues, the consortium is envisaging requesting a contract amendment. The details of such request are explained in section 4.

SECTION 2 – FORM C

Financial Statements (Form C) per contractor for the relevant reporting period will be submitted separately, as agreed with the Project Officer.

Periodic Management Report – D1.3

SECTION 3 – SUMMARY FINANCIAL REPORT (from Appendix 9 of the Document “Reporting in FP6”)

Type of Instrument		SSA	Project Title (or Acronym)		PEARDROP						Contract N°		34735						
Reporting period number		1	From (dd/mm/yyyy)		01/09/2006		To (dd/mm/yyyy)		31/08/2007		Page	1/1							
Contractor n°	Organisation Short Name	Cost model used	Eligible costs (in €)	Type of activities								Total eligible costs (F) = (A) + (B) + (C) + (D) + (E)		Receipts		EC contribution			
				Research and Technological Development / Innovation (A)		Demonstration (B)		Training (C)		Management of the consortium (D)		Other Specific Activities (E)		Contractor	Third party(ies)	Contractor	Third party(ies)	Maximum	Requested
				Contractor	Third party(ies)	Contractor	Third party(ies)	Contractor	Third party(ies)	Contractor	Third party(ies)	Contractor	Third party(ies)						
1	eris@	FCF	Direct eligible costs						6,050.32		42,030.22		48,080.54	0.00					
			<i>of which direct eligible costs of subcontracting</i>									1,748.97		1,748.97	0.00				
			Indirect eligible costs									9,546.72		9,546.72	0.00				
			Adjustment on previous period(s)											0.00	0.00				
			Total eligible costs	0.00	0.00	0.00	0.00	0.00	0.00	6,850.32	0.00	51,576.94	0.00	58,427.26	0.00				
2	CSP	FC	Direct eligible costs						3,251.68		34,331.45		37,583.13	0.00					
			<i>of which direct eligible costs of subcontracting</i>									342.09		342.09	0.00				
			Indirect eligible costs							650.33		6,787.88		7,438.22	0.00				
			Adjustment on previous period(s)											0.00	0.00				
			Total eligible costs	0.00	0.00	0.00	0.00	0.00	3,902.01	0.00	47,729.34	0.00	45,031.35	0.00					
3	AEC	FC	Direct eligible costs						2,992.28		44,707.40		48,699.78	0.00					
			<i>of which direct eligible costs of subcontracting</i>						0.00		1,305.42		1,305.42	0.00					
			Indirect eligible costs							736.46		6,680.41		7,416.87	0.00				
			Adjustment on previous period(s)											0.00	0.00				
			Total eligible costs	0.00	0.00	0.00	0.00	0.00	4,728.74	0.00	53,387.89	0.00	58,116.63	0.00					

Periodic Management Report – D1.3

Type of Instrument		SSA	Project Title (or Acronym)						Contract N°		34735								
Reporting period number			1	From (dd/mm/yyyy)		01/09/2006		To (dd/mm/yyyy)		31/08/2007		Page	1/1						
Contractor n°	Organisation Short Name	Cost model used	Eligible costs (in €)	Type of activities								Total eligible costs (F)=(A)+(B)+(C)+(D)+(E)		Receipts		EC contribution			
				Research and Technological Development / Innovation (A)		Demonstration (B)		Training (C)		Management of the consortium (D)		Other Specific Activities (E)		Contractor	Third party(ies)	Contractor	Third party(ies)	Maximum	Requested
				Contractor	Third party(ies)	Contractor	Third party(ies)	Contractor	Third party(ies)	Contractor	Third party(ies)	Contractor	Third party(ies)	Contractor	Third party(ies)				
4	TCH	FC	Direct eligible costs							2,864.10		26,784.24		29,648.34	0.00				
			<i>of which direct eligible costs of subcontracting</i>										1,058.10		1,058.10	0.00			
			Indirect eligible costs							572.82				5,145.23		5,718.05	0.00		
			Adjustment on previous period(s)													0.00	0.00		
			Total eligible costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,436.92	0.00	31,929.47	0.00	35,366.39	0.00			
5	CMI	FC	Direct eligible costs						1,250.06			49,770.57		51,020.63	0.00				
			<i>of which direct eligible costs of subcontracting</i>												0.00	0.00			
			Indirect eligible costs							250.01			9,954.11		10,204.12	0.00			
			Adjustment on previous period(s)													0.00	0.00		
			Total eligible costs	0.00	0.00	0.00	0.00	0.00	0.00	1,500.07	0.00	59,724.68	0.00	61,224.75	0.00				
6	EPMA	FC	Direct eligible costs						1,710.00			33,815.70		35,525.70	0.00				
			<i>of which direct eligible costs of subcontracting</i>										4,028.61		4,028.61	0.00			
			Indirect eligible costs							342.00			5,957.42		6,299.42	0.00			
			Adjustment on previous period(s)													0.00	0.00		
			Total eligible costs	0.00	0.00	0.00	0.00	0.00	0.00	2,052.00	0.00	39,773.12	0.00	41,825.12	0.00				
Total eligible costs				0.00	0.00	0.00	0.00	0.00	0.00	22,520.06	0.00	277,521.44	0.00	300,041.50	0.00	0.00	0.00	0.00	
Maximum calculated EC contribution for the reporting period (in €) without taking into account receipts				0.00	0.00	0.00	0.00	0.00	0.00	22,520.06	0.00	277,521.44	0.00	300,041.50	0.00	0.00	0.00	0.00	
Amount of the financial interests generated by the prefinancing															0.00				
Requested EC contribution for the reporting period (in €)																			

SECTION 4 - REQUEST OF AMENDMENT OF THE CONTRACT

At this stage, the consortium has requested to the European Commission an amendment to the contract concerning the subcontractors collaborating with EPMA.

This request was justified by an underestimation, at the beginning of the project, of the analytical level of the work needed for the preparation of the Financial Guide (WP7) and related activities.

In fact, following a more precise specification of the expertise required for:

- complementing the overview of programmes and funding opportunities,
 - analysing schemes for financially supporting SMEs across Europe,
- the Region of Vysocina has informed EPMA with an official letter that, within its structure, it does not have the skills required to undertake the work.

For this reason, the Vysocina Regional Authority has focused its activity on the evaluation of the draft versions of the Financial Guide, as well as the other **peardrop** Guides included by EPMA in the frame of the subcontracting agreement.

In light of this issue, EPMA needed to access some different external expertise in the field of financial tools and mechanisms and financial engineering.

SECTION 5 - FINAL REMARKS

At this stage, the **peardrop** consortium has delivered the outputs planned in the description of Work. There are no major problems foreseen for the future year of activities. The only concern relates to the effort that each partner is putting into the project. Overall, the project is taking much more effort than was originally planned and there is some risk that the allocated and agreed will not cover all the costs of completion of the contract and its deliverables.