

Project management in collaborative research projects

FEATURES

- * Professional and experienced collaborative research project management and administration with MODUS fully integrated into the consortium as a beneficiary
- * Respect of the rules for Coordinator responsibilities (distribution and record-keeping of pre-financing/interim payments and final oversight of deliverable reports).

MODUS Central Project Office takes responsibility for:

- * Monitoring research progress against planned scientific deliverables and milestones
- * Developing and maintaining a risk register for the project including scientific risks and uncertainties and feasibility of changes in strategic direction
- * Research project administration including ensuring periodic and deliverable reports are prepared and submitted on time
- * Organising communication aspects for the consortium including consortium-wide research meetings, regular teleconferences and maintaining a secure collaborative environment for project documents.
- * Gathering and integrating research results and periodic reporting data from all partners
- * Ensuring the format of all research reports are compliant with the latest EU guidelines and submitted via the appropriate EU systems
- * Supporting partners in Financial reporting
- * Resolving all resource, finance and reporting queries from partners
- * Coordinating the process for implementing amendments to the Grant and / or Consortium Agreement
- * Additional skills and services available for Exploitation Planning, Communication and Dissemination activities, where MODUS can support the Consortium and lead in these indispensable and value adding activities

H2020 PROGRAMMES

- * **EXCELLENT SCIENCE:** European Research Council (ERC), Future and Emerging Technologies (FET), Marie Skłodowska-Curie Actions (MSCA), Research Infrastructures
- * **INDUSTRIAL LEADERSHIP:** Leadership in Enabling and Industrial Technologies (LEIT), Information and Communication Technologies (ICT), Key Enabling Technologies (KET), Space; Access to Risk Finance, Innovation in SMEs
- * **SOCIETAL CHALLENGES:** Health and Wellbeing, Food Security, Transport, Energy, Climate action, Societies, Security

BENEFITS

- * Relieve the Principal Investigator from the detailed research planning and communications burden of delivering the collaborative project
- * Improve management and focus on collaborative research dependencies to enhance the success of the project
- * Professional experienced research project coordination support and guidance for partners
- * Reduces project difficulties
- * Meet reporting requirements
- * Ensure regular resource and budget monitoring

COSTS

- * Project Management costs integrated into the project budget
- * Project Management costs can be scaled depending on which services (management, dissemination, exploitation) are required by the consortium
- * Typically, the time required is between 0.5 FTE and 1 FTE.

OUR APPROACH

The mission for MODUS Project Management staff is to create an optimum collaborative research environment in which leading scientists can focus on science and collaboration. This involves deploying experienced and professional research project managers who are entirely familiar with the administrative and management requirements of the Framework Programme. In addition to a detailed understanding of the programme rules and sound resource management skills, research project managers are familiar with contractual agreements, intellectual property knowledge and research publication practices.

This skill set is rarely found in the post-doctoral researchers often recruited to manage projects and required to look after the project research coordination and reporting requirement. Furthermore, unless working regularly in managing collaborative EU projects, the level of experience necessary is seldom found in general re-search management and administrative staff.

Few leading scientists have either the time or inclination to devote to developing a detailed understanding of the collaborative research management requirements of collaborative research, yet failure to implement the necessary processes, plans, procedures and communications from the start of the project can lead to immense frustration and difficulties downstream, diverting focus from the crucial scientific coordination and leadership essential to successful collaborative trans-national research projects.

MODUS can provide the necessary skills and expertise to ensure principal investigators coordinating collaborative EU research projects are effectively and efficiently supported in managing the coordination, administration, monitoring, reporting and communication tasks essential to a successful collaboration.

Leading scientists deserve the best administrative and management support. Employing MODUS also offers the organisation confidence that costs will be eligible, contracted reports and deliverables monitored and as far as possible delivered on time. Proactive communication with the EU Project Officer for early identification and resolution of issues. Fewer disallowed costs at audit, compliance of all submitted reports and financial claims meaning earlier payments and fewer difficulties.

Performing as a full beneficiary in the projects we manage, MODUS Research and Innovation will perform as an integrated element of the coordinators team, interacting with the consortium to elicit best performance and compliance with funder terms. Resources and costs are planned and budgeted from the onset of the project design, ensuring tasks and responsibilities are fully managed and presented in the proposal submitted.

For more information, please don't hesitate to contact Cordelia and Eloïse

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