



HERA

Humanities in the European Research Area

HERA

JOINT RESEARCH PROGRAMME - CULTURAL ENCOUNTERS

PROGRESS REPORT 1 as at 31st December 2013

COLLABORATIVE RESEARCH PROJECT (CRP) DETAILS

| | |
|--------------------------------|--|
| CRP Number | |
| CRP Acronym | |
| CRP Title | |
| CRP Start Date | |
| CRP Website¹ | |

PROJECT LEADER CONTACT DETAILS

| | | | |
|---|------|--|--------|
| Full Name (including title) | | | |
| Sex | Male | | Female |
| Position Held <i>(including department and institution)</i> | | | |
| Full address | | | |
| Telephone | | | |
| Email address | | | |

PRINCIPAL INVESTIGATOR CONTACT DETAILS

| | | | |
|---|------|--|--------|
| Full Name (including title) | | | |
| Sex | Male | | Female |
| Position Held <i>(including department and institution)</i> | | | |
| Full address | | | |
| Telephone | | | |
| Email address | | | |

¹ The home page of the website should contain the generic European flag and the FP7 logo which are available in electronic format at the Europa website
 logo of the European flag: http://europa.eu/abc/symbols/emblem/index_en.htm ;
 logo of the 7th FP: http://ec.europa.eu/research/fp7/index_en.cfm?pg=logos).
 The home page of the website should also contain the HERA logo available in electronic format at the HERA website at www.heranet.info



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PRINCIPAL INVESTIGATOR CONTACT DETAILS

| | | | |
|---|------|--|--------|
| Full Name (including title) | | | |
| Sex | Male | | Female |
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| Telephone | | | |
| Email address | | | |

PRINCIPAL INVESTIGATOR CONTACT DETAILS

| | | | |
|---|------|--|--------|
| Full Name (including title) | | | |
| Sex | Male | | Female |
| Position Held <i>(including department and institution)</i> | | | |
| Full address | | | |
| Telephone | | | |
| Email address | | | |

Copy the PI contact table for each additional PI

CHANGES OF INSTITUTION

| | |
|---|--|
| Detail if there have been any PL or PI institution changes in the previous 12 months, or are expected in the next 12 months? | |
|---|--|



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DECLARATION BY THE PROJECT LEADER

I, as the Project Leader of this CRP and in line with the Terms and Conditions for the HERA JRP grants, declare that:

- The attached annual report represents an accurate description of the work carried out in this CRP for this reporting period;
- The CRP (tick as appropriate):

has fully achieved its objectives for the period

has achieved most of its objectives for the period with relatively minor deviations²

has failed to achieve critical objectives and/or is not at all on schedule³

The public website is up to date, if applicable.

- To my best knowledge, the expenditure statements which are being submitted as part of this report are in line with the actual work carried out and are consistent with the report on the resources used for the CRP.
- All partners, in particular non-profit public bodies, secondary and higher education establishments, research organisations and SMEs, have declared to have verified their legal status. Any changes have been reported under section on CRP management.

Name of the Project Leader

Date

Signature of the Project Leader

² If either of these boxes is ticked, the report should reflect these and any remedial actions taken.

³ If either of these boxes is ticked, the report should reflect these and any remedial actions taken.



SECTION 1. PROGRESS REPORT

1.1 PUBLISHABLE SUMMARY

*This section should be of suitable quality to enable direct publication by the HERA JRP Handling Agency. Please ensure that it is set out and formatted so that it can be printed as a stand-alone paper document **not exceeding four pages**. It shall also reflect the website of the CRP (if applicable).*

Please include a summary description of the CRP objectives, a description of the work performed since the beginning of the CRP, a description of the main results achieved so far, the expected final results and their potential impact and use. You should update this publishable summary at the end of each reporting period.

Please include also, as appropriate, diagrams or photographs illustrating and promoting the work of the CRP, the CRP logo and relevant contact details.

The address of the CRP public website should also be indicated, if applicable

1.2 CRP OBJECTIVES FOR THE PERIOD

Please provide an overview of the CRP objectives for the reporting period in question, as included in Annex II of the Acceptance of Grant Certificate (Description of Collaborative Research Project). These objectives are required so that this report is a stand-alone document. This section should not exceed one page.

Please include a summary of the recommendations from the previous reviews (if any) and indicate how these have been taken into account.

1.3 WORK PROGRESS AND ACHIEVEMENTS OF THE CRP DURING THE REPORTING PERIOD

Explain how the work undertaken in the Project contributed to the CRP objectives and the completion of the CRP workplan.

If applicable, please explain of any deviations from the proposed timetable and workplan as well as the proposed remedial action to be taken.

Please explain any changes either in the research design or methodology.

Please add list of all completed outputs using the Table 1 below.

Table 1: CRP Outputs

Please list all the outputs due in this reporting period, as indicated in Annex II of the Acceptance of Grant Certificate (Description of Collaborative Research Project).

If an output has been cancelled or regrouped with another one, please indicate this in the column "Comments".

If a new output is proposed, please indicate this in the column "Comments".

This table is cumulative, that is, it should always show all outputs from the beginning of the CRP.





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| Output number | Output name | Lead partner | Delivery date | Delivered Yes/No | Actual / Forecast delivery date | Comments |
|---------------|-------------|--------------|---------------|------------------|---------------------------------|----------|
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1.4 CRP MANAGEMENT

Please use this section to summarise management of the CRP activities during the reporting period (5 pages max.).

This section should include the following:

1.5.1 List of scientific & technical personnel involved in each Individual Project (Name, position, contract start/end dates; estimated percentage of work time dedicated to the programme. For PhD candidates please indicate whether they achieved their PhD within the reporting period). Please note changes in the consortium, if any. Please note any changes to the legal status of any of the partners.

1.5.2 Evaluation of collaboration and communication among the partners in this CRP and examples of the kind of exchanges among CRP members (ideas, technologies, tools, students), including joint publications (if any).

1.5.3 Problems which have occurred and how they were solved or envisaged solutions.

1.5.4 CRP consortium management tasks and achievements.

1.5.5 List of internal CRP meetings, dates and venues.

1.5.6 CRP planning and status.

1.5.7 Impact of possible foreseeable deviations from the planned timetable and work plan, if any.





1.5 CRP IMPACT: DISSEMINATION, NETWORKING AND KNOWLEDGE TRANSFER

Please use this section to describe how the results of the CRP have been exploited and disseminated so far (5 pages max., excluding the tables).

This section should include the following:

*1.6.1 A concise description of the **networking activities** (different from internal CRP networking) highlighting the most important ones for this CRP (in terms of outcome, impact, opportunities for trans-national collaborations and synergy with other European and international initiatives).*

*1.6.2 A list of **all publications** (peer reviewed articles, books, news articles, etc.) in the Table 2 below.*

*1.6.3 A list and description of all **dissemination and knowledge transfer activities detailing the overall impact and benefits of these activities** (appearances in media, exhibitions, websites, etc) undertaken by the CRP.*

*1.6.4 Please highlight the most useful **training activities** (workshops, courses or summer schools) undertaken in the framework of this CRP.*

*1.6.5 A concise description of **CRP contribution to the HERA JRP visibility**: What has this CRP done so far to promote the programme more actively and widely? Please, indicate the outcome and impact of the dissemination activities developed during this period.*



Table 2: List of peer reviewed publications, starting with the most important ones

Please provide a list of all scientific (peer reviewed) publications relating to the foreground of the CRP, starting with the most important ones, in the table below.

| Number | Title | Main Author | Title of the journal or series | Issue number, date or frequency | Publisher | Place of Publication | Year of Publication | Relevant pages | Permanent identifiers ⁴ | Will this be an open access publication ⁵ |
|--------|---|-------------|--------------------------------|---------------------------------|---|----------------------|---------------------|----------------------|------------------------------------|--|
| 1 | <i>Economic transformation in Hungary and Poland'</i> | | <i>European Economy</i> | <i>No 43, March 2010</i> | <i>Office for Official Publications of the European Union</i> | <i>Luxembourg</i> | <i>2010</i> | <i>pp. 151 - 167</i> | | Yes/ No |
| 2 | | | | | | | | | | |
| 3 | | | | | | | | | | |
| 4 | | | | | | | | | | |
| 5 | | | | | | | | | | |
| | | | | | | | | | | |

⁴ A permanent identifier should be a persistent link to the published version full text if open access or abstract if article is pay per view) or to the final manuscript accepted for publication (link to article in repository).

⁵ Open Access is defined as free of charge access for anyone via the internet. Please answer "yes" if the open access to the publication is already established and also if the embargo period for open access is not yet over but you intend to establish open access afterwards.



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SECTION 2. FINANCIAL REPORT

Table 3: MAJOR COSTS FOR ITEMS IN THE REPORTING PERIOD

In this section, please include a financial report of each Principal Investigator. The financial report should explain the use of resources, in particular highlighting and explaining any deviations from the CRP budget as presented in Annex II of the Acceptance of Grant Certificate (Description of Collaborative Research Project)

Please provide an explanation of employment costs, subcontracting, travel costs and any major costs incurred by each Principal Investigator, such as the purchase of important equipment or large consumable items.

There is no standard definition of "major direct cost items". CRP partners may specify these, according to the relative importance of the item compared to the total budget of the CRP, or as regards the individual value of the item. These costs can be listed in Table 3 below (one table per Principal Investigator):

MAJOR COST ITEMS FOR PROJECT LEADER / PRINCIPAL INVESTIGATOR (INSERT FULL NAME AND INSTITUTION) FOR THE REPORTING PERIOD

| Item description | Amount | Explanations |
|------------------------------|---------------|---|
| Employment costs | 235000 €* | <i>Salaries of 2 postdoctoral students for 18 months each*</i> |
| Dissemination | 11000 €* | <i>Maintenance of the web site and printing of brochure*</i> |
| Travel | 2550 €* | <i>Travel to the HERA JRP Launch Conference, 3 Principal Investigators*</i> |
| Major cost item 'Y' |€* | |
| Remaining costs | 15000€* | |
| TOTAL COSTS |€* | |

* The entries in italics are examples and purely for illustration



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SECTION 3. EXPENDITURE STATEMENTS

EXPENDITURE STATEMENTS AND SUMMARY EXPENDITURE STATEMENT

This section should include:

3.1 A separate expenditure statement from each Principal Investigator; and

3.2 A summary expenditure statement which consolidates the claimed HERA JRP contribution of all the CRP partners in an aggregate form, based on the information provided in expenditure statement by each Principal Investigator. This statement should be prepared by the Research Organisation of the Project Leader.

A scanned copy of each duly signed expenditure statement should be included in this section (signed originals to be sent in parallel by post).

ONLY USE TEMPLATES PROVIDED



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