

# NitroEurope

## C8 – NEU Management



# Objectives

The overall goal is to ensure effective direction, communication and feedback in the science, contract management and dissemination of NEU. The specific objectives are:

1. to **coordinate** the science activities, their interactions and delivery of integrated outputs (*e.g. synthesis report on special topics here*);
2. to engage key **stakeholders** in an **External Advisory Group (EAG)** and **leading NEU members** in an **Internal Advisory Group (IAG)**, supporting the Scientific Steering Committee (SSC);
3. to prepare the **consortium agreement (CA)** and conduct the **financial and contract management**;
4. to organise the **General Assembly (GA)**, coordinate workshops, prepare the annual reports, and to encourage good working practices across the IP, promoting a gender perspective;
5. to manage periodic **Review & Assessment** of the IP, guided by the EC, EAG and IAG.



# Tasks (1)

- **Task 8.1: Science Management** will be led by the **IP Coordinator** and **SSC**, while the **IP Secretariat** will support implementation of SSC conclusions.

Meetings of the SSC once the project has started (inc. teleconferencing) will ensure optimal synergy between tasks and account for emerging issues, including links between science tasks (WPs1-6), cross-cutting and data tasks (WP7), training (WP9) and dissemination (WP10).

- **Task 8.2:** The **EAG** and **IAG** are already established and have provided key contributions to the development of the NEU proposal. An initial meeting of all members of the EAG and SSC will be held on Friday to encourage mutual understanding of the different stakeholder needs.

The EAG will elect their own Chair and will provide written feedback to the SSC after the first General Assembly. The IAG will operate partly as individuals, advising the SSC on specific issues, and will meet jointly with the SSC during the General Assembly.



## Tasks (2)

- **Task 8.3: Financial and Contract Management** will be conducted by the IP Coordinator and the IP Secretariat, and will include preparation, management and updating of the **Consortium Agreement**.

The key initial tasks have been conducted during contract negotiation. Ongoing tasks will include addressing questions, reporting cycles, cost statements and auditing.

- **Task 8.4:** Organizing of **General Assembly (GA)**, workshops, gender perspective, and reporting.

The NEU General Assembly will meet annually, comprising of a formal management session, (potentially) linked to a science conference focused on the NEU activities, including parallel sessions for NEU Components and Task Forces. The first GA will review the planned activities, elect a Gender Committee and establish links with other international N and GHG programmes. The 2<sup>nd</sup> GA will take place 3 months before the first full report to the EC



# Tasks (3)

- **Task 8.5: Review & Assessment** (R&A) of the IP will be conducted in two parts:
  - a) initial review based on 1<sup>st</sup> GA for input to the first contract report and
  - b) a **consolidated review** including feedback from the EC (after 12 month period), based on the first contract report. The **EC**, **EAG** and **IAG** will advise on requested/suggested refinements, which the **SSC** will use to prepare the **Detailed Implementation Plan** (DIP) for the next period.





# IP Secretariat

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