



LIFE NatSalMo (LIFE17 NAT/IT/000547)

Agenda for the fourth monitoring visit of 29-30/03/2022

29 March 2022 Department of Agricultural, Environmental and Food Sciences, University of Molise, Via De Sanctis s/n, 86100 Campobasso.

9:00 – 13:00 Technical session

- Introduction from the technical monitor and from the participants to the monitoring visit;
- General presentation of the technical project developments provided by the Project Coordinator;
- Progress report of the state of the project showing the results obtained up to the monitoring visit compared to the results foreseen in the Grant Agreement (it is required a ppt presentation describing project's progresses, problems and/or delays faced). The progresses shall be described action by action with foreseen start/end dates and actual start/end dates;
- Discussion of the technical pending issues raised in the Agency letter sent on 01/06/2021.

13:00-14:00 Lunch break

14:00-17:00 Financial and administrative session

- General presentation of the summary costs incurred, verification of the administrative aspects of the project and sample check of supporting documents for expenditures sustained by each associated beneficiar. A verification of the sample check of supporting documents for expenditures sustained by the project (invoices, timesheets, contracts, tender procedure documents, etc.) will be checked;
- Discussion of the financial pending issues raised in the Agency letter sent on 01/06/2021.

30 March 2022,

9:00 – 15:30 Field visit

Meeting at the Department of Agricultural, Environmental and Food Sciences, University of Molise and visit to semen cryobank at Department of Agricultural, Environmental and Food Sciences University of Molise, two facilities along the Biferno and Volturno rivers.

Note: it is important that all Associated Beneficiaries will be represented during the technical and financial sessions, preferentially by the technical and administrative referents. Please, send to the TMO 3 weeks before the visit (08/03/2022) the due deliverables and one week before the visit (22/03/2022) all the financial documents that will be checked during the financial session. For all Associated Beneficiaries a summary of costs sustained until the monitoring visit, subdivided in expenditure categories of the total balance will be required (consolidated statement updated, individual statement forms updated). Please, also check and present your financial documents according to the Agency letter of 01/06/2021.