



## EUROPEAN RESEARCH EXECUTIVE AGENCY (REA)

REA.C – Future Society  
C.1 – Inclusive Society

**Jaap GORDIJN**  
**STICHTING VU**  
DE BOELELAAN 1105  
1081 HV AMSTERDAM  
NETHERLANDS

**Subject: Horizon Europe (HORIZON)**  
**Project: 101094872 — Music360**  
**Reporting period: RP 1**  
**Request for a revised periodic report**  
**Suspension of the payment deadline (Article 29)**

Dear Madam/Sir,

In connection with your above-mentioned periodic report, I would like to inform you that we had to reject the report and **suspend** our **payment deadline** because the report must be **revised**.

The following changes are required for the **financial part**:

- for STICHTING VU:  
Could you please clarify why the personnel costs are calculated on a unit costs basis?  
  
Please clarify in Part B, use of resources the increased average personnel costs. The average personnel costs in the GA for foreseen at EUR 5 078.33, and in this reporting period they are estimated at EUR 6 513.04, increase of 28.25%.  
Please mention the names of the researchers, their seniority and contributing to tasks.
- for TVE:  
For the costs claimed for travels. Could you please specify the following :
  - Date of the travel
  - Number of persons
  - Name of the persons
  - Costs incurred (flights, accommodation, ... )For some travels not foreseen in Annex 1, could you please provide with a short clarification ?  
  
Could you clarify why some personnel costs are calculated on actual basis and others on a unit costs basis? Could you please explain if you have different types of contracts?
- for BMAT:  
Please clarify in Part B, use of resources the increased average personnel costs. The average personnel costs in the GA for foreseen at EUR 8 333.30, and in this reporting period they are estimated at 12 689.18, increase of 52.27%.

Please mention the names of the researchers (there is currently no researcher indicated in the system), their seniority and contributing to tasks.

- for GDA:  
Please justify in Par B, use of resources the limited participation of partner GDA in the project, which also results in -71.3% of total costs. This is a linear estimation.
- for GTM:
  - You are claiming Subcontracting costs not foreseen in ANNEX 1. Could you please justify and clarify the needs and reason of these costs?
  - You claimed Internal invoicing. Could you please justify?
- for IMRO:  
Please clarify in Part B, use of resources the increased average personnel costs. The average personnel costs in the GA for foreseen at EUR 5 333.33, and in this reporting period they are estimated at EUR 7 708.67, increase of 44.54%.  
Please mention the names of the researchers (there is no researcher in the system), their seniority and contributing to tasks.
- for AEPO-ARTIS:  
For the costs claimed for travels. Could you please specify the following :
  - Date of the travel
  - Number of persons
  - Name of the persons
  - Costs incurred (flights, accommodation, ... )

Could you please justify why the costs claimed under personnel costs are calculated based on Unit Costs and not on actual costs?

Please clarify in Part B, use of resources the decreased average personnel costs. The average personnel costs in the GA for foreseen at EUR 7 333.33, and in this reporting period they are estimated at EUR 3 282.43, decrease of 55.24%.

Please mention the names of the researchers (there is no researcher in the system), their seniority and contributing to tasks.

The following changes are required for the **technical part**:

- 1. Part B
  - 1.1. Please provide the following updates:
    - Provide an updated project Gantt chart with critical path analysis. The Gantt chart should also indicate the tasks and deliverable deadlines and deviations from the original planning.
    - Evaluate and discuss the impact of the delayed implementation of the music data collection architecture (M2)
    - The delay to M12 should be discussed with evaluation of the impact of the delay and a description of any remedial action to be taken.
    - Provide an update on the progress of M3 and M4. Their completion is foreseen in the next periodic report.
  - 2. Continuous reporting
    - 2.1 Deliverables
      - Please resubmit D2.2

This deliverable appears to be incomplete and behind schedule with implementation. This should be evaluated for risk and impact on the future project deliverables. There seems to be a conflict between status reports with relation to this deliverable – D2.2 is indicated to be ‘complete’ in Table 3 as a submitted document. But the grant award document and Description of Action defines this as an ‘other’ type of deliverable (i.e. not just a report). Clearly the implementation is not complete, as indicated in List of Milestones status.

Please resubmit D7.1

The plan is lacking details of written dissemination targets. These appear to be behind target from the KPI’s given in grant agreement. In addition, it appears that the business model for the Music360 framework is key to the consortium’s ability to gain impact and exploitation from the project, so this should be discussed more in the exploitation plan moving forwards.

Please also:

- Incorporate a summary and acknowledgement of the relevance of the Music360 business model
- Give a clearer record of what written academic publications will be disseminated, when, where and by whom
- Add more details of the publications and communication strategies to enable and support the development and sharing of academic outputs.

Please resubmit D8.1

The deliverable has a similarity rate of 64% with other deliverables published from different projects, without acknowledging them. This is not acceptable and raises research ethics concerns and should be rectified. Please ensure that you also delete any reference to other projects such as “The budget can be viewed by the project partners on the Participant Portal and in the Grant Agreement, which is available on RURALIZATION Internal Communication Platform > Contracts.”

- Correct and improve incomplete sections.
- Add all up to date project information, for example details of the SAB – the Stakeholder Advisory Board
- Add the project timeline (Gantt chart) and an explanation of how the different work packages feed into each other and enable efficient collaboration and flow of dependent information (i.e. updated versions of Figure 3.1a and Table 3.1a from the Description of Action document)

Please resubmit D9.1, D9.2, D9.3 to reflect the recommendations of the ethics board. Please include all ethics approvals, consent forms and templates that should be checked during the Ethics check in D9.3.

## 2.2 Researchers

Please make sure that partners list their researchers under the appropriate section of the portal.

## 2.3 Publications

Please include the links of publication 2 and 3.

## 2.4 Other

Ensure that all project material includes reference to EU funding and the disclaimer. Please see Art 17 of the Annotated Grant Agreement.

## 3. Financial

In addition to the individual issues with partners:

### 5.2.1 Unforeseen subcontracting

BMAT subcontracted a party in Portugal to roll-out their fingerprinting devices. Since it

replaces the already planned personnel effort of BMAT it has no financial consequences. This has been discussed with the Project Officer [and it was approved by her].

As discussed before, the approval of costs is part of the periodic reporting and in accordance with Art6 of the Annotate Grant Agreement. Therefore, please erase the sentence in brackets.

Please also justify the unforeseen subcontracting of GTM.

Please resubmit the updated report through the Portal — within **15 days** after receiving this letter.

The suspension will be lifted (and the remaining payment period will continue to run again) once the problem is solved.

Please ensure that the other participants in your project (if any) are informed of this letter.

For any questions, please contact us via your [Funding & Tenders Portal account > My Project\(s\) > Actions > Manage Project > Process communications](#).

Yours faithfully,

Project Officer

cc: Other members of the consortium (if any)