



# Coordination Chemistry Inspires Molecular Catalysis

H2020-MSCA-ITN-2019-EJD

<b>Project Acronym:</b>	CCIMC
<b>Project Full Name:</b>	Coordination Chemistry Inspires Molecular Catalysis
<b>Grant Agreement:</b>	No 860322
<b>Project Duration:</b>	4 years (starting 1st March 2020)

## Deliverable 1.3: Kick Off Meeting Minutes

March 9th and 10th 2020

Jena

DISSEMINATION LEVEL: PUBLIC (PU)

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## EDITOR

Surname	First Name	Beneficiary
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## REVIEWERS

Surname	First Name	Beneficiary
Poli	Rinaldo	CNRS
Caminade	Anne-Marie	CNRS

## VERSION HISTORY

Version	Date	Modifications
0.1	12/03/2020	First draft version
0.2	16/03/2020	Quality Review
1.0	26/03/2020	Submitted to EC

**Attendees**

Last Name	First Name	Institution
ALBREKTSEN	Kristine	DTU
BAIGET	Maria Del Mar	URV
BALA	Camelia	UoB
BONTEMPS	Sébastien	LCC
CAMINADE	Anne-Marie	LCC
CAMPOS	Alejandra	UAB
CÉSAR	Vincent	LCC
DURAND	Jérôme	LCC
EICHLER	Melanie	FSU
FRANCES	Jean-Marc	Elkem
GEORGES	Candice	LCC
GODARD	Cyril	URV
GRELA	Karol	UW
HEY-HAWKINS	Evamarie	ULEI
KAJETANOWICZ	Anna	UW
KAMER	Paul	Advisory Board
KRIECK	Sven	FSU
LLEDOS	Agustí	UAB
LYNAM	Jason	UoY
NEUMANN	Petra	FSU
PACIELLO	Rocco	BASF
PARVULESCU	Vasile	UoB
PHILIPPOT	Karine	LCC
POLI	Rinaldo	LCC
RIISAGER	Anders	DTU
SEBASTIAN	Rosa Maria	UAB
SLATTERY	John	UoY
WALCZAK	Magdalena	UW
WESTERHAUSEN	Matthias	FSU

**Excused (mostly due to the coronavirus restriction)**

Last Name	First Name	Institution
BARBER	Chris	UoY
BRUYNEEL	Frédéric	Italmatch
CORBOS	Crina	Johnson Matthey
FUCHS	Gerhard	ULEI
GARCIA-SUAREZ	Eduardo	Tecnalia
IONITA	Filuta	UoB
MAGNA	Lionel	IFPEN
MARION	Philippe	Solvay
MONTI	Chiara	Italmatch

## NATURE OF THE MEETING

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First meeting of the Consortium with the partners to introduce the administrative, legal, financial and training aspects of the project implementation and to present the research projects.

### 9<sup>th</sup> March 2020 - Day 1

#### WELCOME AND INTRODUCTION

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First of all, Matthias Westerhausen welcomed the participants at the Friedrich Schiller University of Jena and opened the meeting. He presented the history of the city and the University. The agenda of the meeting (Annex1) was also presented in the introductory address.

#### PRESENTATION OF THE PROJECT IMPLEMENTATION

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The Project Management Team (PMT) composed by Rinaldo Poli (Coordinator), Anne-Marie Caminade (Deputy Coordinator) and Candice Georges (Project manager) presented the administrative, legal, financial and training aspects of the project.

Rinaldo Poli first presented a general outline of the project and the ESR recruitment process. He mentioned that the CCIMC website is already online and that each recruiter's advertisement has to be linked to the CCIMC website.

He emphasized that the ESR's recruitment is a crucial part of the project and asked whether the beneficiaries have already received good applications. Since the deadline for the recruitment process is soon (a first ranked list by the end of April and return of the final list by May 15) there is a need of efficiency. The ESR recruitment raised a couple of questions from the beneficiaries. Kristine Albrektsen (DTU), tackled the schedule and pointed out that the deadline of May 15 is too early. The good students won't wait that long and we cannot ensure that they will get their Master degree. Rinaldo Poli replied that the good candidates will normally get their diploma and if they are enrolled in the Master program they won't finish before summer. Therefore, the time to wait before the beginning of the PhD won't be too long. Moreover, if some candidates come from countries outside Europe, the visa procedures might take time. Another concern was raised regarding the visa procedures: John Slattery pointed out that PhD students coming from outside of Europe might have some difficulties to get the visas to attend the training at the University of York because of the Brexit. The recruiters have to make sure that the student can have visas for all countries they will have to travel to.

Candice Georges took over to talk about the budget and financial management and about the rights and obligations related to the project. She presented the split of the budget between all the beneficiaries calculated according to the country coefficient and the number of ESR recruited per beneficiary. An estimate of the distribution of costs related to the overall coordination of the project has been proposed. Indeed, all beneficiaries have agreed prior to the proposal submission that 50% of the management and overhead costs will remain with the coordinating institution (CNRS – LCC) in order to cover common management expenses and such an agreement has been included in the Grant Agreement. With these funds, the LCC will organize the meetings, cover the expenses of invited external experts, pay the project manager, develop the website and other communication tools and organize the network training sessions.

She also showed the Eligible costs within the Institutional costs' categories (B1 and B2) in order to make the split between both categories clearer to the beneficiaries. She also pointed out that for the Secondments, if a PhD student stay 6 month or less, the recruiting institution (A) will have to pay for the accommodation. Kristine Albrektsen from the DTU asked whether the institution A (URV) would also be able to cover the bench free for the PhD student (ESR2) receiving secondment training at DTU. How is it possible to cover the costs associated to the PhD coming from another institution? Rinaldo Poli pointed out that all institutions

have the same problem (for instance, LCC recruits 5 students but hosts another 7 who are recruited by other institutions). The bench fees and research costs will have to be covered respectively by the B2 and B1 budgets.

In the Rights and Obligations part, Candice Georges reminded the obligation to implement the action and to provide any information up to date. She also recalled the obligation of the coordinator and presented the Deliverables and Milestones. The difference between the continuous reporting module and the periodic reporting module has also been addressed. The question regarding the deliverable required in the WP8 Ethics remains open.

Regarding the different agreements, she emphasized that the Consortium agreement is still under negotiation. An e-mail with the last modifications suggested by DTU has been sent to the Consortium. We have to make sure that everyone is in line with the suggested modifications before sending the last version for signatures (deadline 30 April). Moreover, the deadline for the bilateral agreement (currently at Month 6) has to be postponed since the PhD students won't be recruited at that time. The Project Officer has been contacted to clarify this point.

The last part of the presentation was presented by Anne-Marie Caminade, deputy coordinator. She started by recalling the necessity for the ESRs to finish their thesis within 36 months. Each beneficiary has to make sure that they can complete a 3-years PhD program.

The schedule of the internal and international network as well as the training network schedule were shown to the audience. She went more into the details concerning the topics of the first Core course – that has to take place in October 2020 – and the different tutorials. However, the detailed proposed topics and training providers are not set in stone.

A Personal Career Development Plan (PCDP) has to be submitted yearly by the ESR to the Academic Board (ACB). The deadline for this deliverable has been set at 31 October 2020.

She also talked about the intellectual property and pointed out the necessity that applications for protection of results (including patent applications) filed by or on behalf of a beneficiary must include the following: *“The project leading to this application has received funding from the European Union’s Horizon 2020 research and innovation programme under the Marie Skłodowska-Curie grant agreement No 860322”*.

The last topic of the presentation was related to the Outreach and public engagement. Anne-Marie Caminade described the WP7: Communication Plan, dissemination and exploitation strategy and Organization of international workshops.

## ROUND-TABLE

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During the round-table, each participant had the chance to ask their questions. Some questions have been directly answered and some others have been answered the following day. All the questions and answers have been included in this part.

- ULEI: is the VAT eligible as research cost?
  - The ITN projects are exclusive of taxes, therefore the VAT is not an eligible cost and will have to be paid using the overhead budget.
- UAB: what happened if the PMT decided to change the order of the ranking after the interview? The internal rules of UAB are not flexible on that point.
  - This is likely to occur only if the student ranked 1<sup>st</sup> by UAB is also ranked 1<sup>st</sup> by another CCIMC partner. In that case, the PhD student who has been ranked first has to decline the UAB offer.
- UoY: is there a quota somewhere saying that the beneficiaries need to respect the gender equality?

- There are no quotas. It is only necessary to keep into account gender issues. The most important criterion is the students' quality. In case of a major gender imbalance, it is necessary to prove to the EC that a sufficient number of candidates of the minority gender have been considered but found to have lower quality.
- DTU: question about the 50% of the management cost taken from the B2 budget. What's the money going to be used for?
  - The budget is going to be used for the salary of the Project Manager, for the organization of the different events (8 in total) and for the travel expenses of the participants who are not from the beneficiary institutions (advisory board members and invited speakers). The estimated cost for the travel expenses might be slightly over-estimated, but we still have to pay for the communication tools, the organization of the training sessions and network events and this budget is probably under-estimated, especially if we have to pay for the rent of the rooms in the Universities.
- DTU: possibility to have more detailed estimate of the time that the coordinator (in each university) will have to spend on the project and what that will involve?
  - The WP leaders and coordinators in each university may estimate themselves the amount of time they will spend on the project, but this information is not requested by the EU. In ITN projects, contrary to ERC grants, the time allocated is not related to the budget, therefore as PMT we do not need to assign a percentage of time needed to be spent on the project.
- UAB: what happens if a PhD student doesn't finish his/her thesis?
  - The university can still use the remaining units for another ESR, depending on when this event occurs during the project. If the student abandons early in the project, the recruiting institution may recruit a new student but has to make sure to be able to co-finance the thesis if the new student cannot finish the thesis with the left over ITN units.  
If the ESR abandons his/her thesis close to the end of the project, a new recruitment will be impossible, but the institution does not need to reimburse the Commission.
- DTU: what would be the practical application of parent leave or sick leave during the PhD if they won't be able to participate in teaching activities?
  - As it was mentioned in one of the presentations during the Coordinators Info Day in Brussels, The researcher's activity in the action is suspended during the maternity/parental leave. This period should be reflected in the Researcher's Declaration and their contract might be extended with the corresponding period within the action's duration.  
Regarding the sick leave, the fellow can take sick leave in accordance with national legislation. If the fellow is absent for less than 30 days, the full unit is reimbursed. Otherwise there is no payment from the day 1 (Suspension).
- FSU: are the costs for the deposit and maintenance of patents eligible during the project length?
  - Certainly, the EU budget cannot pay for the patent costs beyond the duration period of the Action. But whether this is an eligible cost during the Action, this needs to be verified.
- UOB: is green open access allowed? (deposit the accepted version of the manuscript in an open-access repository, with the article published in a subscription journal)
  - The answer is yes, but subject to embargo restrictions according to the journal requirements and as regulated by the local legislation in each country.
- UOB: if all the students recruited have a family, will we have more budget than estimated (250€ for each ESR)?

- The amount of 250€ is only an estimate. The budget will increase or decrease depending on the student's family situation.
- UAB: who is paying for the medical insurance of the ESR when he/she is hosted by institution B?
  - The ESR pays his/her insurance

## 10<sup>th</sup> March 2020 - Day 2

### PRESENTATION OF THE 15 RESEARCH PROJECTS

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- Project of ESR1 (olefin metathesis catalysts with high Z-selectivity, LCC/UW), presented by Vincent César (LCC).
- Project of ESR2 (design of efficient catalytic tools for a direct access to chiral amines, URV/LCC), presented by Cyril Godard (URV).
- Project of ESR3 (s-block metal-mediated hydroelementation, UAB/FSU), presented by Agustí Lledós (UAB).
- Project of ESR4 (development of supported catalysts for continuous flow asymmetric hydrogenation, UoB/LCC), presented by Jérôme Durand (LCC)
- Project of ESR5 (metal-mediated C-F bond activation and C-F bond formation, LCC/UoY), presented by John Slattery (UoY).
- Project of ESR6 (activation of carbon dioxide with highly Lewis acidic compounds, FSU/LCC), presented by Matthias Westerhausen (FSU)
- Project of ESR7 (photo-switchable phosphines for in situ modification of catalysts, ULEI/UAB), presented by Evamarie Hey-Hawkins (ULEI)
- Project of ESR8 (polar substrates asymmetric hydrogenation and associated processes: role of the base, UoY/LCC), presented by Jason Lynam (UoY).
- Project of ESR9 (biphasic catalysis with metal nanoparticles inside polymeric nanoreactors, DTU/LCC), presented by Rinaldo Poli (LCC).
- Project of ESR10 (immobilization of NHC's ligands in Janus dendrimers: catalysis in green solvents, UW/UAB), presented jointly by Rosa Maria Sebastián (UAB) and Anna Kajetanowicz (UW).
- Project of ESR11 (selective hydrogenation of amides with supported transition metal nanoparticles, DTU/LCC), presented jointly by Karine Philippot (LCC) and Anders Riisager (DTU)
- Project of ESR12 (carboranylphosphines meet dendrimers: electron-deficient scaffolds for ligand design and applications in catalysis, LCC/ULEI), presented by Anne-Marie Caminade (LCC).
- Project of ESR13 (specially functionalized dendrimers for catalysis in special media, UAB/LCC), presented by Rosa Maria Sebastián (UAB).
- Project of ESR14 (reactivity and catalytic chemistry of Ge/Si-H bonds at metal centres, LCC/UoY), presented by Jason Lynam (UoY).
- Project of ESR15 (CO<sub>2</sub> transformations catalysed by NHC systems, LCC/UAB), presented by Sébastien Bontemps (LCC).

### FINAL ROUND-TABLE DISCUSSION

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After the presentations of the ESR projects the Project Management Team provided answers to questions asked on the previous day (see the round-table on pages 5-6). They also took the opportunity to talk about the next (urgent) deadline and especially the Consortium Agreement that needs to be signed as soon as possible. The PMT asked each beneficiary to confirm whether the latest changes can be accepted by their university (expect the last paragraph added by DTU in 11.8, which needed to be modified). The final version of the Consortium Agreement will need to be accepted by all before the end of March.

Finally, the members of the Partner institutions (Jean-Marc Frances, Rocco Paciello) and the Advisory Board member (Paul Kamer) present in the audience were asked to formulate their opinion about the proposed project implementation, and to provide advice.

Jean-Marc Frances from Elkem was the first one to speak. Overall, he appreciated the quality of the meeting. According to him the recruitment is the most important part of the project, because the quality of the ESRs is the most important factor to ensure the success of the Action. He could not provide detailed comments on the scientific part because most ESR projects have little overlap with Elkem's interests.

Rocco Paciello from BASF took over and also insisted on the fact that the most important part would be about which student the beneficiaries will recruit. The industrial partner might be able to bring slightly different perspective on some questions as they see the World differently, and it's not only because of the financial constraint. In that sense this could be a useful input. According to him there was a very broad range of ideas, in that sense if one of the single ideas presented today comes through it would very positive.

Rinaldo Poli insisted also on the fact that the beneficiaries will be eager to have input from the industrial World regarding the students' training.

Finally, Paul Kamer, member of the Advisory Board, gave his opinion and suggested to use the industrial network of the Partner institutions as much as possible. On the other hand, the students can benefit from the whole network and if they interact with each other, the whole network will benefit from that as well.

Anne-Marie Caminade gave a last warning regarding the timeline of the ESR. If the secondment at the academic or the industrial partners is 6 months or less, the institution A will also have to cover the accommodation costs.

The Project Management Team ended the meeting with a reminder of the next steps and deliverables:

- Consortium meetings' minutes (31 March)
- Website (31 March)
- Consortium Agreement (30 April) – URGENT
- Constitution of the network Supervisory Board (Document establishing the Supervisory Board of the network and defining the way of working): written in the proposal and became part of the GA. We just have to make it official (31 March)
- A number of additional deliverables will also be due between August and October, therefore the WP and Task leaders in charge of these deliverables must get to work without delay.
- Core Course (Month 8): The person in charge of the trainings (Rosa Maria Sebastián) will have to start working on the calendar and build it topic by topic with all the persons involved.

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## ANNEX 1: CCIMC KICK-OFF PROGRAMME

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### **Coordination Chemistry Inspires Molecular Catalysis (CCIMC)**

**Kick-off Meeting (KoM) – Friedrich Schiller University Jena, 9-10 March 2020**

**FSU, Rosensäle, Fürstengraben 27, 07743 Jena**  
(city map: blue rectangle with brown arrow)

#### **Revised Programme**

#### **9 March**

	Arrival of participants
14:00-14:30	Registration
<u>14:10-15:00</u>	<u>Guided city tour in Jena</u>
<u>15:00-16:30</u>	<u>Presentation of the consortium (PMT: Poli, Caminade, Georges)</u>
	Opening remarks
	Reminder of CCIMC organisation (WPs, tasks, leaders, roles of the various boards, calendar, ...)
	European Regulations (Recruitment, Reporting, Finances, ... Obligations, Intellectual Property, Open Access, Communication, ...)
	Status of CCIMC ESR recruiting
	CCIMC Budget
16:30	Coffee break
<u>17:00-18:30</u>	<u>Presentation of the consortium (continued)</u>
	Organisation of student training
	Organisation of CCIMC communication devices (web site, facebook, twitter, newsletter, ...)
	<u>(All presentations are informal with Q&amp;A; probably no need to have a final round-table discussion)</u>
18:30-19:50	Round-table discussion
20:00	Dinner at Ratszeise, Am Markt 1, 07743 Jena (city map: blue dot)

**10 March**8:30-11:30 Presentation of the 15 research projects (10 min for each project)

- 8:30 Project of ESR1 (olefin metathesis catalysts with high Z-selectivity, LCC/UW)
- 8:40 Project of ESR2 (design of efficient catalytic tools for a direct access to chiral amines, URV/LCC)
- 8:50 Project of ESR3 (s-block metal-mediated hydroelementation, URV/FSU)
- 9:00 Project of ESR4 (development of supported catalysts for continuous flow asymmetric hydrogenation, UoB/LCC)
- 9:10 Project of ESR5 (metal-mediated C-F bond activation and C-F bond formation, LCC/UoY)
- 9:20 Project of ESR6 (activation of carbon dioxide with highly Lewis acidic compounds, FSU/LCC)
- 9:30 Project of ESR7 (photo-switchable phosphines for *in situ* modification of catalysts, ULEI/UAB)
- 9:40 Project of ESR8 (polar substrates asymmetric hydrogenation and associated processes: role of the base, UoY/LCC)
- 9:50 Project of ESR9 (biphasic catalysis with metal nanoparticles inside polymeric nanoreactors, DTU/LCC)
- 10:00 Coffee break

Presentation of the 15 research projects (continued)

- 10:30 Project of ESR10 (immobilization of NHC's ligands in Janus dendrimers: catalysis in green solvents, UW/UAB)
- 10:40 Project of ESR11 (selective hydrogenation of amides with supported transition metal nanoparticles, DTU/UAB)
- 10:50 Project of ESR12 (carboranylphosphines meet dendrimers: electron-deficient scaffolds for ligand design and applications in catalysis, LCC/ULEI)
- 11:00 Project of ESR13 (specially functionalized dendrimers for catalysis in special media, UAB/LCC)
- 11:10 Project of ESR14 (reactivity and catalytic chemistry of Ge/Si-H bonds at metal centres, LCC/UoY)
- 11:20 Project of ESR15 (CO<sub>2</sub> transformations catalysed by NHC systems, LCC/UAB)
- 11:30 Final round-table discussion
- 12:00 Lunch at meeting venue (buffet at Rosensäle)

Departure