

Reporting ... and reporting

From the point of view of manpower (unit ¼ person.month)	From the point of view of budget (costs in euro)
Work at home	Work at home
<p>The LTM registers the ALADIN local participation of his/her national team. 3 main activities :</p> <ul style="list-style-type: none"> - Direct work with ALADIN, potentially beneficial to everybody (including the direct work on the ALADIN code and administration/networking activity as well) - Maintenance of the local applications - Development of the interfaces to the other applications or to the forecaster with expected (and reported) feedback <p>7 types of work :</p> <ul style="list-style-type: none"> - Training - Tuition - Operational work - Development - Maintenance - Validation - Administration/networking 	<p>In-kind : truly transversal work (to be indicated by the LTM when registering the manpower)</p> <ul style="list-style-type: none"> - preparation of meetings, training courses - ALADIN or LACE coordination - Support tasks for identified transversal project (e.g. common verification, SAPREM, ...) - scientific and technical coordination activities, excluding development and coding work <p>The cost of "in-kind" work is calculated by the support team as the person.month multiplied by the labor costs, partner by partner.</p> <p>"Non in-kind" home work doesn't enter into the budget.</p>
Stays	Stays
<p>The LTM registers the stays of foreign visitors hosted in his/her institute. Direct work with ALADIN, potentially beneficial to everybody (including the direct work on the ALADIN code and administration/networking activity as well)</p> <p>6 types of work :</p> <ul style="list-style-type: none"> - Training - Tuition - Development - Maintenance - Validation - Administration/networking 	<p>Flat-rate : expenditures related to travel and salary for stays in accordance with the ALADIN program and annual work plan. Managed by Météo-France for non-LACE members</p> <p>Following part of the LACE budget, including :</p> <ul style="list-style-type: none"> - flat-rate contribution of LACE members - LACE-managed voluntary contribution of LACE members - LACE-managed non-LACE non-MF flat-rate money <p>Expenditures related to travel and salary for stays in accordance with the ALADIN program and annual work plan</p> <p>MF Maintenance : Expenditures related to stays in Toulouse for maintenance (travel and per-diem)</p> <p>Voluntary contribution on the initiative of any individual member : invitation (travel, per-diem) of people from other teams on local grants</p> <p>Stays payed by ALADIN-2 (travel and per-diem)</p>

From the point of view of manpower (unit ¼ person.month)	From the point of view of budget (costs in euro)
Missions	Missions
<p>1 week (or more) missions in an ALADIN country are registered as a “Stay” from the manpower point of view (generally big ALADIN events, registered by the support team)</p> <p>Other missions (shorter than 1 week or not in an ALADIN country) are registered (by the LTM of the person who did the mission) as “Home” from the manpower point of view (together with the preparation of the presentation, posters..)</p>	<p>Flat-rate : expenditures related to travel and per-diem for missions in accordance with the ALADIN program and annual work plan. Managed by Météo-France for non-LACE members</p>
	<p>Following part of the LACE budget, including :</p> <ul style="list-style-type: none"> – flat-rate contribution of LACE members – LACE-managed voluntary contribution of LACE members – LACE-managed non-LACE non-MF flat-rate money <p>Expenditures related to travel and per-diem for missions in accordance with the ALADIN program and annual work plan.</p>
	<p>Missions paid by MF-KIT (travel and per-diem)</p>
	<p>Missions paid by ALADIN-2 (travel and per-diem)</p>
	<p>Voluntary contribution on the initiative of any individual member : missions paid by the home institution budget (travel and per-diem)</p>
Other costs	Other costs
	<p>Flat-rate : Expenditures related to administrative or cooperation overheads (meeting organisation costs) Managed by Météo-France for non-LACE members</p>
	<p>Following part of the LACE budget, including :</p> <ul style="list-style-type: none"> – flat-rate contribution of LACE members – LACE-managed voluntary contribution of LACE members <p>Expenditures related to administrative or cooperation overheads (meeting organisation costs)</p>
	<p>Overheads payed by ALADIN-2</p>
	<p>In-kind overheads : truly transversal expenditures :such as office cost, payment of work outside manpower accounting</p>

