

# Frequently Asked Questions - FP6 Form C

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How does the consortium get a Form C workbook?

- *Download the Excel workbook from Cordis:*  
<http://www.cordis.lu/fp6/find-doc.htm#reporting> at subheading "Project reporting in FP6- Financial Statements (Form C) - Electronic Version 1.1"

A contractor participates in FP6 projects funded by different DGs and has received different instructions from the other project's Project Officer (including a different URL for the Form C). What should be done?

- *There may be different detailed requirements between different programmes in FP6. Follow the advice of the Project Officer for each project.*

Is the use of the Form C workbook mandatory?

- *Yes, for new financial statements. The Form C workbook includes some validation and will be uploaded automatically into CPM, thus reducing errors.*

How should the Form C workbook be submitted?

- *It should be submitted electronically and signed in paper format.*

The consortium has already submitted a Form C using the old templates. Must they re-submit with the new Form C?

- *Form C's that have already been received need to be re-keyed before they can be processed by CPM. This is usually the responsibility of each Unit. Contact your AFU / OS for more details.*

Is there a non-Excel version of the Form C?

- *Unfortunately, there is only a Windows / Excel version.*

When trying to use the Form C for the first time, I get an error as soon as I try to add a third party. What should I do?

- *Make sure that you download and save the workbook to your file system first, and then open it from your file system. Opening the workbook directly from the web page can give a run time error.*