

2014 - 2020 Interreg V-A
Italy - Croatia CBC Programme
Call for proposal 2017 Standard+

iDEAL - DEcision support for Adaptation pLan

Priority Axis: Safety and resilience

Specific objective: 2.1 - Improve the climate change monitoring and planning of adaptation measures tackling specific effects, in the cooperation area

WP2 Project Communication and Capitalization activities
Activity 1 Start-Up Activities - SMART communication planning

Kick-Off project meeting and press conference – Minutes

1st-2nd March 2018.

**FINAL Version
March 2018**



Coordinator:

LP - IRENA – Istrian Regional Energy Agency

Partners involved:

PP1 - MUNICIPALITY OF PESARO

PP2 - IUAV UNIVERSITY OF VENICE

PP3 - MUNICIPALITY OF MISANO ADRIATICO

PP4 - CITY OF DUBROVNIK DEVELOPMENT AGENCY DURA

PP5 - REGIONAL NATURAL PARK “COASTAL DUNES FROM TORRE
CANNE TO TORRE SAN LEONARDO”

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1. Introduction

The Kick-off meeting (KOM) and 1st Steering Committee (SC) of project iDEAL - DEcision support for Adaptation pLan has taken place in Venice, on 1st and 2nd of March 2018, hosted by the project partner IUAV University of Venice. Meeting was followed by short press conference.

On the meeting participated representatives of IRENA Istrian Regional Energy Agency Ltd. (HR), IUAV University of Venice (IT);

Municipality of Misano Adriatico (IT); City of Dubrovnik Development Agency DURA (HR) and Regional natural park "Coast dunes park from Torre Canne to Torre San Leonardo" (IT). Representatives from Municipality of Pesaro (IT) couldn't make it because of unfavorable weather conditions.

The following chapters provide a more analytical description of the meeting, including the agenda, the minutes and the SC decisions.

2. Agenda

First day, 1st March 2018.

Opening of the Meeting

9:45-10:15	Registration of participants	
10:15-10:30	Welcome speech and Opening of the Meeting	LP-IRENA/IUAV
10:30-11:30	Presentation of project partners and their contribution to the project	All partners

General overview of project iDEAL

11:45-12:45	General overview of project iDEAL; objectives, outputs and expected results, work plan-deadlines, project budget, presentation of WP1 - Project management and coordination of activities	LP-IRENA
13:45-14:15	General overview of WP3: Definition and monitoring of Climate adaption plans	IUAV
14:15-14:45	General overview of WP4: Setting up of a Decision Support System as	IUAV

	support to climate change adaption planning	
14:45-15:15	General overview of WP2: Project Communication and Capitalization activities	DURA
15:15-15:45	Q&A, Discussion	All partners

Steering committee meeting

16:00-16:30	Establishment of Steering Committee group and Steering Committee rules	All Partners
16:30-17:15	Discussion, Partnership agreement and next steps	All partners
17:15-18:15	1 st Steering Committee meeting closure	All partners

Second day, 2nd March 2018.

Overview of project iDEAL activities with focus on first reporting period (1.1.2018. - 30.6.2018.)

9:15-9:30	Registration of participants	
09:30-9:50	WP1 Project management and coordination of activities; general overview of first	LP-IRENA

	reporting period (overview of activities, outputs, deadlines)	
10:10-10:30	WP3 Definition and monitoring of Climate adaption plans; general overview of first reporting period (overview of activities, outputs, deadlines)	IUAV
10:30-10:50	WP4 Setting up of a Decision Support System as support to climate change adaption planning; general overview of first reporting period (overview of activities, outputs, deadlines)	IUAV
10:50-11:15	WP2 Project Communication and Capitalization activities; general overview of first reporting period (overview of activities, outputs, deadlines)	DURA

Press Conference

11:30-11:45	iDEAL general Presentation	LP-IRENA
11:45-12:00	Climate Change & DSS	IUAV
12:30-13:00	Questions and Meeting closure	All Partners
13:00	Lunch	

3. Project Meeting Minutes

Opening of the Meeting

Nikola Petrić, representative of lead partner, and Giulia Lucertini, representative of IUAV University of Venice, opened the meeting and welcomed partners.

Afterwards, representatives of all present partners gave short presentations of their institution, their experience and their role in project iDEAL.

General overview of project iDEAL

Nikola Petrić, representative of lead partner, presented General overview of project iDEAL; objectives, outputs and expected results, work plan-deadlines, project budget, presentation of WP1 - Project management and coordination of activities.

Content of the presentation:

- Italy - Croatia CBC Programme
- Call for proposal 2017 Standard+ - Capitalization - TERRE iDEAL
- iDEAL - Project focus
- iDEAL - Cooperation needed
- iDEAL - Programme output indicator
- iDEAL - Target groups
- iDEAL - Workplan
- iDEAL - Budget
- iDEAL - Financial Plan
- Eligibility of expenditure
- Project implementation documents

Nikola Petrić presented in short Italy - Croatia CBC Programme and specially Call for proposal 2017 Standard+.

Project **TERRE - TERritory, eneRgy & EmPloyment**, project that is capitalized through iDEAL, was presented. Partnerships could hear about project main objectives, outputs, results and partnership. A explanation was given how outputs from TERRE (DSS) will be capitalized and modified for the purposes of project iDEAL. DSS - **Decision Support System** is based on a multi-criteria decision analysis (MCDA), where alternative actions are evaluated and classified through common and weighted indicators. Main function of DSS in iDEAL will be to assess alternatives climate adaptation plan in order to support decisions towards climate proof city / areas based on key sustainability and adaptation measures components.

Project iDEAL **overall objective** is to support local public administrations to take appropriate decisions related to climate adaptation measures and to develop coherent and appropriate climate

adaptation plans for both Croatian and Italian territories. This overall objective will be achieved through a shared process of knowledge construction and through the implementation of a common DSS. **Main results** will be to put at disposal of policy-makers data and information, and thus knowledge, useful to evaluate different alternatives and options for climate change planning (CCP) and increase the number of inhabitants benefitting from climate adaptation planning.

Involved partners (municipalities/counties) will need to sign a **Letter of Intent** to use developed DSS system as one of tools to support their decisions and choices on climate adaptation measures. This is an important condition given by Italy-Croatia Joint Secretariat and will be crucial for successful project implementation.

Main program output indicators are **5 Climate adaptation plans** (one for each pilot city/area) and **1 monitoring systems** put in operation.

Target groups of the project are: general public; local, regional and national public authorities and related entities; regional and local development agencies, environmental agencies, regional associations; NGOs and Universities and research institutes. Each partner is obligated to reach targets groups in their territory. LP will send the **check list** related to target groups before each joint progress report. Partners are obligate to fill the check list in deadlines given by LP.

LP presented project **work plan**:

- WP1 Project management and coordination of activities
- WP2 Project Communication and Capitalization activities
- WP3 DEFINITION AND MONITORING OF CLIMATE ADAPTATION PLANS
- WP4 SETTING UP OF A DECISION SUPPORT SYSTEM AS SUPPORT TO CLIMATE CHANGE ADAPTATION PLANNING

He gave intro in all project activities, outputs and their deadlines. LP showed prepared **WORKPLAN** in excel. **WORKPLAN** will be shared after the meeting and PP (especially WP coordinators) will have two weeks to provide feedback about the document.

Signing of **Subsidy contract (SC)** is in delay because the document is still not signed by IT-HR Managing Authority. Consequently, **Partnership agreement (PA)** couldn't be signed. PP's gave their concern regarding the delay in signing of official documents. Italia partners stated that they cannot start any public procurement without Partnership agreement. LP will check with JS when signed SC will be provided. After signed SC is provided, LP will start with procedure of signing PA with all PP.

After discussion, partnership decided that next **project meeting** will be organized by **PP5** Regional natural park "Coast dunes park from Torre Canne to Torre San Leonardo" in **June 2018**. **PP5** will organize the meeting in coincidence with transnationals event (seminars, conferences). The meeting Agenda will be agreed between LP and PP5 by beginning of **May 2018**.

LP presented **project budget and spending plan**. LP prepared simplified budget in excel and will share the document with all partners after the meeting. PP also asked from LL to extract the budget from SIU (budget line linked to partner and Activity). LP will add this to excel file.

Partner role/number	Partner name (EN)	Partner involved in 2007 - 2013 project to be capitalized	Partner country	ERDF	National cofinancing	Budget
LP	IRENA – ISTRIAN REGIONAL ENERGY AGENCY L.T.D.	Yes	CROATIA	€ 105.467,15	€ 18.611,85	€ 124.079,00
PP1	MUNICIPALITY OF PESARO	No	ITALY	€ 94.293,90	€ 16.640,10	€ 110.934,00
PP2	IJAV UNIVERSITY OF VENICE	Yes	ITALY	€ 165.264,65	€ 29.164,35	€ 194.429,00
PP3	MUNICIPALITY OF MISANO ADRIATICO	No	ITALY	€ 109.865,73	€ 19.388,07	€ 129.253,80
PP4	CITY OF DUBROVNIK DEVELOPMENT AGENCY DURA	No	CROATIA	€ 115.020,30	€ 20.297,70	€ 135.318,00
PP5	REGIONAL NATURAL PARK 'COASTAL DUNES FROM TORRE CANNE TO TORRE SAN LEONARDO'	No	ITALY	€ 89.401,30	€ 15.776,70	€ 105.178,00
Project budget - summary				€ 679.313,03	€ 119.878,77	€ 799.191,80

Table 1: iDEAL budget by PP

Partnership gave their concerns about spending plan but will do everything possible to **report as much as possible in first period.**

	Period 1	Period 2	Period	TOTAL
LP	€ 52.227,00	€ 31.101,00	€ 40.751,00	€ 124.079,00
PP1	€ 35.615,00	€ 33.048,00	€ 42.271,00	€ 110.934,00
PP2	€ 60.061,00	€ 69.368,00	€ 65.000,00	€ 194.429,00
PP3	€ 36.617,00	€ 43.636,00	€ 49.000,80	€ 129.253,80
PP4	€ 47.000,00	€ 45.108,00	€ 43.210,00	€ 135.318,00
PP5	€ 30.334,00	€ 35.669,00	€ 39.175,00	€ 105.178,00
TOTAL	€ 261.854,00	€ 257.930,00	€ 279.407,80	€ 799.191,80

Table 2: Spending plan

Eligibility period of the project is from 1/1/2018 to 30/6/2019 (+2 months only for payment). Eligible budget lines:

- Staff costs
- Office and administrative expenditure
- Travel and accommodation costs
- External expertise and services costs
- Equipment expenditure

Expenditures are **eligible** if they are:

- In line with the latest approved Application Form
- Not funded by other EU funds
- Essential for the project implementation

- Based on real costs (except for cost using flat rates/lump sums)
- Complying with the principle of sound financial management
- Borne directly by the beneficiary and supported by accounting documents = AUDIT TRAIL
- Incurred, engaged and paid out within the eligible period
- Complying with eligibility rules at European, Programme and national level; including relevant public procurement rules
- Validated by an authorised First Level Controller

All PP should read carefully **Factsheet nr.6 "Project Implementation"** (under preparation) and other implementation documents (<http://www.italy-croatia.eu/content/implementation-documents>).

General overview of WP3: Definition and monitoring of Climate adaption plans

Denis Maragno, representative of IUAV University of Venice, presented WP3 Definition and monitoring of Climate adaption plans. Firstly he raised the problem of climate change and importance of adaption planning.

The main goals of this WP will be to Establish an Exportable and Replicable methodology to Vulnerability and risk assessment, develop Climate Adaptation Plans for municipalities and Build a Exportable and Replicable Monitoring Process.

Denis Maragno raised importance of knowing the terminology:

- Hazard
- Vulnerability
- Exposure
- Risk

Methodology will be based on:

- Definition of hazard and potential impact
- Data collection - planning review
- Select vulnerability and exposure index to risk assessment
- Adaptive capacity and urban planning
- Monitoring system

Through these WP, **5 Climate Adaptation Plans** will be developed (drafts or definitive ones). The level of their development will be according to level of collected existing climate data from involved territories/pilot cities.

General overview of WP4: Setting up of a Decision Support System as support to climate change adaption planning

Giulia Lucertini, representative of IUAV University of Venice, presented **DSS - Decision Support System, MCDA - Multi Criteria Decision Analyze** and activities in **WP4** Setting up of a Decision Support System as support to climate change adaptation planning.

DSS is a computer-based information system that supports decision-making activities. It is an interactive systems able to analyze several typology of data and information improving the accuracy, timeliness, quality and overall effectiveness a specific decision or a set of decisions. MCDA is a technique to help the decision makers to choose, rank or sort alternatives in situations of multiple and conflicting criteria. MCDA is the analysis useful when a Decision-Maker believes that for him several aspects are important, he identifies more than one criterion on which to base his decision.

Main objectives from WP4 are:

- To understand Policy-makers' objectives and priorities;
- Set up coherent and shared set of indicators in order to assess climate adaptations plans
- To construct the general DSS
- To adapt the general DSS to each specific pilot area and associate with this a GIS database
- To assess alternative climate adaptation plans

Main activities:

- understand objectives and priorities for the stakeholders and local/regional authorities involved in the pilot areas.
- identify a common set of indicators to assess and measure alternatives

- a questionnaire will be presented to the stakeholders and a group of interviewers with the regional/local authorities, in order to understand their objectives and priorities - a questionnaire will be provided by IUAV, other PP will approach relevant stakeholders with prepared questionnaire;
- a study of European and international indicators for adaptation will be carried out, in order to create a big list of indicators;
- a working group, with all the pilot cities, will be organized in order to decide all together which indicators (max 15) to use into the DSS
- Weights will be associated at the common set of indicators selected, in order to reflect the priorities of the decision-makers and the related trade-off
- DSS will be associated to a GIS database capable of supporting decision makers also spatially
- Specific training programme and sessions (online / offline) on how to use, develop and update the DSS - training programme will be developed by IUAV. IUAV will train all other partners at project meeting (it is possible that we will need to organize one additional meeting in Venice) and then PP will organize training at local level.

Expected outputs will be:

- A common and shared evaluation framework (indicators) from IT-HR pilot areas;
- A DSS able to support decision-makers during the whole policy process and final decision;
- A ranking of possible climate adaptation plans and measures
- Training for stakeholders

General overview of WP2: Project Communication and Capitalization activities

Marco Cosmai, representative of DURA, presented communication and Dissemination activities.

DURA will develop S.M.A.R.T Communication Plan to raise awareness and to share findings, new knowledge, outputs and results achieved by iDEAL on climate adaptation plans.

Planned dissemination concepts, tools, actions and channels:

- Social media
- Videos
- Websites
- Synergies with European networks
- Dissemination events
- Greening Publications
- Participatory Planning Processes
- Capitalization Encounters with other IT-HR founded projects and Events to mainstream, transfer and cross-fertilize iDEAL milestones

Conceived for the effective exchange of information between PP, the excellence in internal communication is guaranteed by:

- Raising PP's awareness of their key role in increasing impact & visibility of project
- Reporting about project's objectives, processes and results
- EU communication obligations
- Local Communication Manager appointment

- Project CM will be frequent contact with all LCM
- 3 communication evaluation reports. All PP's cooperation

WP1 Project management and coordination of activities; general overview of first reporting period (overview of activities, outputs, deadlines)

On the second day of the meeting, Nikola Petrić presented **WP1 outputs in 1st semester and their deadlines**. All PP agreed on proposed deadlines.

Activity deliverables	Description	Deadline
Subsidy contract (SC)	Signing of SC is in delay. MA still didn't start the procedure of signing of document.	New date of delivery – 31/03/2018 (deadline will depend on MA)
Partnership agreement (PA)	LP will start the procedure of preparation and signing of PA as soon as signed SC is received.	New date of delivery – 30/04/2018 (deadline will depend on MA)

Establishment of the Steering Committee	Steering Committee was established at KOM	DONE
Calendar for SC, transnational and online meetings	Has been agreed on KOM	DONE
Work Plan	Has been developed by LP and sent to all PP.	DONE
Lists of team members	Project and financial manager will be from LP-IRENA, Communication manager is from PP4-DURA	DONE
1 Progress Reports, Costs Certification Dossiers, First financial report	All PP will prepare their Progress reports, get them validated by their FLC and sent them to LP. LP will prepare Joint Progress report.	Deadlines – Table 3, Spending plan for 1 st semester – Table 4
Cross-border project meetings and SCM	Next meeting will be organized by PP5 in Ostuni.	Date: 5 th and 6 th June 2018
Project monitoring reports	Will be elaborated by LP. LP will send the check list to all PP. PP need to provide their input by deadlines which will be provided by LP.	Deadline - 30/06/2018
Quality Project Management Plan	Will be prepared by LP.	Deadline - 30/4/2018

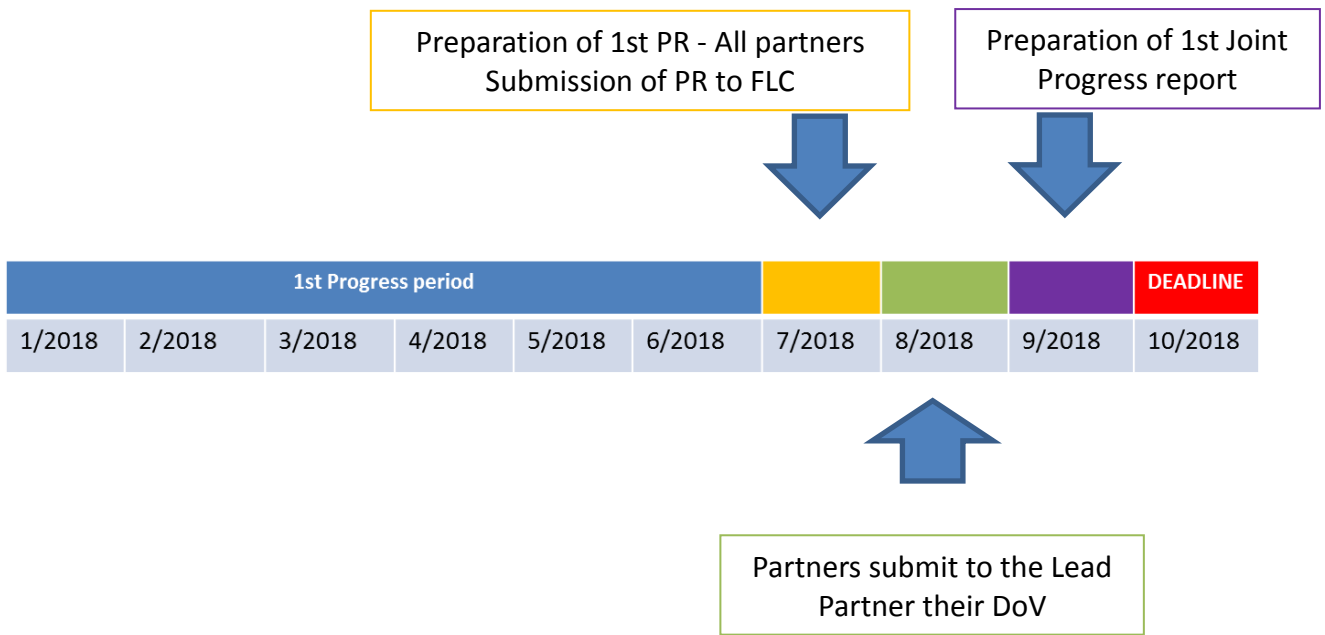


Table 3: Deadlines related to preparation of 1st progress report

	Period 1
LP	€ 52.227,00
PP1	€ 35.615,00
PP2	€ 60.061,00
PP3	€ 36.617,00
PP4	€ 47.000,00
PP5	€ 30.334,00
TOTAL	€ 261.854,00

Table 4: Spending plan for 1st semestre

WP3 Definition and monitoring of Climate adaption plans and WP4 Setting up of a Decision Support System as support to climate change adaption planning; general overview of first reporting period (overview of activities, outputs, deadlines)

Giulia Lucertini presented **WP3 and WP4 outputs in 1st semester and their deadlines. All PP agreed on proposed deadlines.**

WP3 Definition and monitoring of Climate adaption plans

Activity deliverables	Description	Deadline
CLIMATE VULNERABILITY AND RISK ANALYSIS	DEFINITION OF HAZARDS AND IMPACTS <ul style="list-style-type: none"> - each pilot area needs to define 2 hazards - each pilot area for each hazard needs to define 2/3 impacts IUAV will provide the template	31/03/2018 (LP will need more time because it needs to define concrete pilot area)
CLIMATE VULNERABILITY AND RISK ANALYSIS	SELECTION OF PILOT AREA DATASET – each pilot area must all necessary information's (data, policies, plans and actions) IUAV will provide the template	02/05/2018 (LP will need more time because it needs to define concrete pilot area)
CLIMATE VULNERABILITY AND RISK ANALYSIS	IUAV will produce vulnerability and risk analysis for each pilot area	1/08/2018

WP4 Setting up of a Decision Support System as support to climate change adaption planning

Activity deliverables	Description	Deadline
CONSTRUCTION OF THE COMMON AND SHARED EVALUATION FRAMEWORK	DECISION-MAKERS AND STAKEHOLDER IDENTIFICATION <ul style="list-style-type: none"> - each pilot area must define decision-makers and relevant stakeholders IUAV will provide the template	31/03/2018 (LP will need more time because it needs to define concrete pilot area)
CONSTRUCTION OF THE COMMON AND SHARED EVALUATION FRAMEWORK	QUESTIONAIRES – selected decision-makers and stakeholders fill in questionnaires IUAV will provide the questionnaire	02/05/2018 (LP will need more time because it needs to define concrete pilot area)

CONSTRUCTION OF THE COMMON AND SHARED EVALUATION FRAMEWORK	BEST PRACTICE SELECTION - each PP need to select 3 best practices for each identified impact	2/07/2018
CONSTRUCTION OF THE COMMON AND SHARED EVALUATION FRAMEWORK	CRITERIA AND INDICATORS SELECTION - IUAV will propose a set of criteria and indicators that will be discussed between all PP – must relevant will be selected for DSS	1/08/2018

WP2 Project Communication and Capitalization activities - general overview of first reporting period (overview of activities, outputs, deadlines)

Marco Cosmai provided list of outputs in 1st reporting period and their deadlines. Some deadlines **were prolonged and that was agreed by all PP.**

Activity deliverables	Description	Deadline
Kick-off meeting	Organized in March 2018.	DONE
Project Communication Manager	DURA will name Joint Communication manager (CM), each PP will name Local Communication manager	31/03/2018
Communication strategy	CM - DURA will develop iDEAL SMART	30/04/2018

	Communication Plan (SCP) & Strategy	
Local Communication Strategy	Each PP will produce Local Communication Strategy for their territory	31/05/2018
Stakeholders and media directory	Mailing list with at least 100 contacts per partner. CM - DURA will prepare the template for collection of information's and send it to all PP. according to received feedback, CM - DURA will create iDEAL Stakeholders and media directory	31/05/2018 (first version)
Extensive usage of Social media	CM - DURA will be in charge of extensive usage of Social media. All PP are obligated to send information's that can be used for updating social media accounts.	Trough project duration.
Web site	Website will be provided by the IT-HR programme. Contents for project mini website on IT-HR Programme platform, with downloadable material and periodically updated by CM-Dura. All partners are obligated to send news to CM. CM will prepare template for news and events that will be used by the partnership.	Trough project duration.
Posters	Posters will be provided by IT-HR programme. Each PP will modify it for it local needs.	30/04/2018
Roll-ups	Roll-up will be provided by IT-HR programme. Each PP will modify it for it local needs.	30/06/2018
PDF project brochure-	PDF project brochure-leaflet	31/08/2018

leaflet	downloadable from project website, printed in small numbers (overall 600 copies), in ENG, CRO and ITA languages Brochure will be developed by CM - DURA	
3 cross-border e-newsletters	1 st newsletter will developed in 1 st progress period CM – DURA will prepare the newsletter. PP should provide information's for the newsletters.	1st newsletter - 30/06/2018
Social media accounts	CM – DURA will be in charge for opening of Social Media Accounts; Facebook, Twitter, Instagram, LinkedIn, YouTube, Google+.-	31/05/2018
Update of Social media accounts	CM – DURA will be in charge for updating of Social Media Accounts.	Trough project duration.
3 press releases	Each PP should send at least 1 st press release in 1 st progress period CM – DURA will prepare simple template for collection of press releases.	1st press release - 30/06/2018
Press conferences	1 press conference organized by each PP	Trough project duration.
Publishing of 2 articles in EU magazines	CM – DURA will publish 2 articles in EU magazines. PP should provide the content.	Trough project duration.
Transnational events	3 transnationals events (seminars, conferences...), organized in coincidence with cross-border project meetings 1 st event will be organized in Ostuni	5 th and 6 th June 2018 - Ostuni
Communication Evaluation and Feedback	CM – DURA will elaborate the report according to PP inputs.	31/07/2018
Mainstreaming and transferring	INTERMEDIATE REPORT ON MAINSTREAMING, TRANSFERRING AND CROSS-FERTILISATION – CM – DURA will prepare template for external events	31/10/2018

	and elaborate the report. All partners will contribute by reporting on presentation of iDEAL project in external events, conferences, or other projects meetings (at least 1 per each partner)	
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4. Steering Committee

1st Steering Committee (SC) of project iDEAL - DEcision support for Adaptation pLan has taken place in Venice, on 1st March 2018, hosted by the project partner IUAV University of Venice. Lead partner, IRENA Istrian Regional Energy Agency Ltd, led the meeting. Besides LP, on the meeting participated representatives of Municipality of Misano Adriatico; City of Dubrovnik Development Agency DURA and Regional natural park "Coast dunes park from Torre Canne to Torre San Leonardo". Representatives from Municipality of Pesaro couldn't make it because of unfavorable weather conditions.

The aim of the Steering Committee is to ensure successful implementation of the project from start to completion.

Steering Committee (SC) Rules (agreed by all PP):

- The Steering Committee consists of 6 members. Each Project Participant appoints 1 member and one/two substitute as representative of the Project Participant
- At the Steering Committee's inaugural meeting a Chairman and a Vice-Chairman are appointed by the Steering Committee. Chairman/Vice-Chairman will be representatives from the Lead Partner
- The Steering Committee members are appointed for the entire duration of the Project
- If prevented from being present, the member may be represented by proxy by the substitute member
- The Steering Committee forms a quorum when at least half the members including the chairman, and in his/her absence the Vice-chairman, are present.
- The Steering Committee members build consensus and put all necessary efforts to take decisions in a unanimous way. Otherwise, decisions of the Steering Committee are made by simple majority of votes. In case of a tied vote the Chairman's vote, or in his/her absence the Vice-chairman's vote, will be decisive
- All members of project Tim have the right to attend and speak in the Steering Committee

Decision (agreed by all PP):

1. Calendar of submission of progress reports and payment claims

First progress report covers the period from 1/1/2018 until 30/06/2018. Each partner will produce its own biannual report of activities and expenditure that, validated by the FLC, will be delivered to the Lead Partner.

Deadlines:

- Partners submit to the FLC their report by 30 July 2018
 - Partners submit to the Lead Partner their DoV by beginning of September 2018
 - LP prepared the Joint Progress report by 1st October 2018
- LP will check a progress report provided by PP and has the right to request further information's from PP if some cost are unclear.

2. First level control (FLC) procedures

All PP will contact their FLC and notify them of the deadlines for issuance of DvO.

3. Subsidy contract and Partnership agreement

LP still waits the signed Subsidy contract.

Draft of Partnership agreement will be sent to PP in 10 days after LP receives signed Subsidy contract. PP will have 10 days to check PA and provide feedback. Partnership agreement should be signed by the end of April (Deadline depend on IT-HR managing Authority).

4. Partners' meetings and events

Name	Date	Venue
Kick-off Meeting + press conference	1 st and 2 nd March 2018	Venice - PP2
1 st Project meeting + transnational event	4 th and 5 th June 2018	Ostuni - PP5
High dissemination event	3 rd and 4 th October 2018	Dubrovnik - PP4
2 nd Project meeting + transnational event	5 th and 6 th November 2018	Misano Adriatico - PP3
3 rd Project meeting + transnational event	2019	Pesaro - PP1

Table 5: Calendar of planned meetings and events

5. Spending plan

All PP agreed to follow Spending plan as much as possible. As Partnership agreement is not signed, some partners have problem to start with public procurements for external experts but will try to spend the budget allocated to staff according to spending plan.

All PP who have budget for office equipment (WP1, budget line Equipment) should purchase this equipment (1 laptop/computer and its components) by the end of 1st project period. After that is possible that purchase of this equipment want be eligible (That is according to old FS6, new FS6 is under development).

Conclusion

All present PP agreed on presented rules, activities and deadlines.

Press Conference

A first press conference of project IDEAL was organized within kick-off meeting on 2nd March 2018.

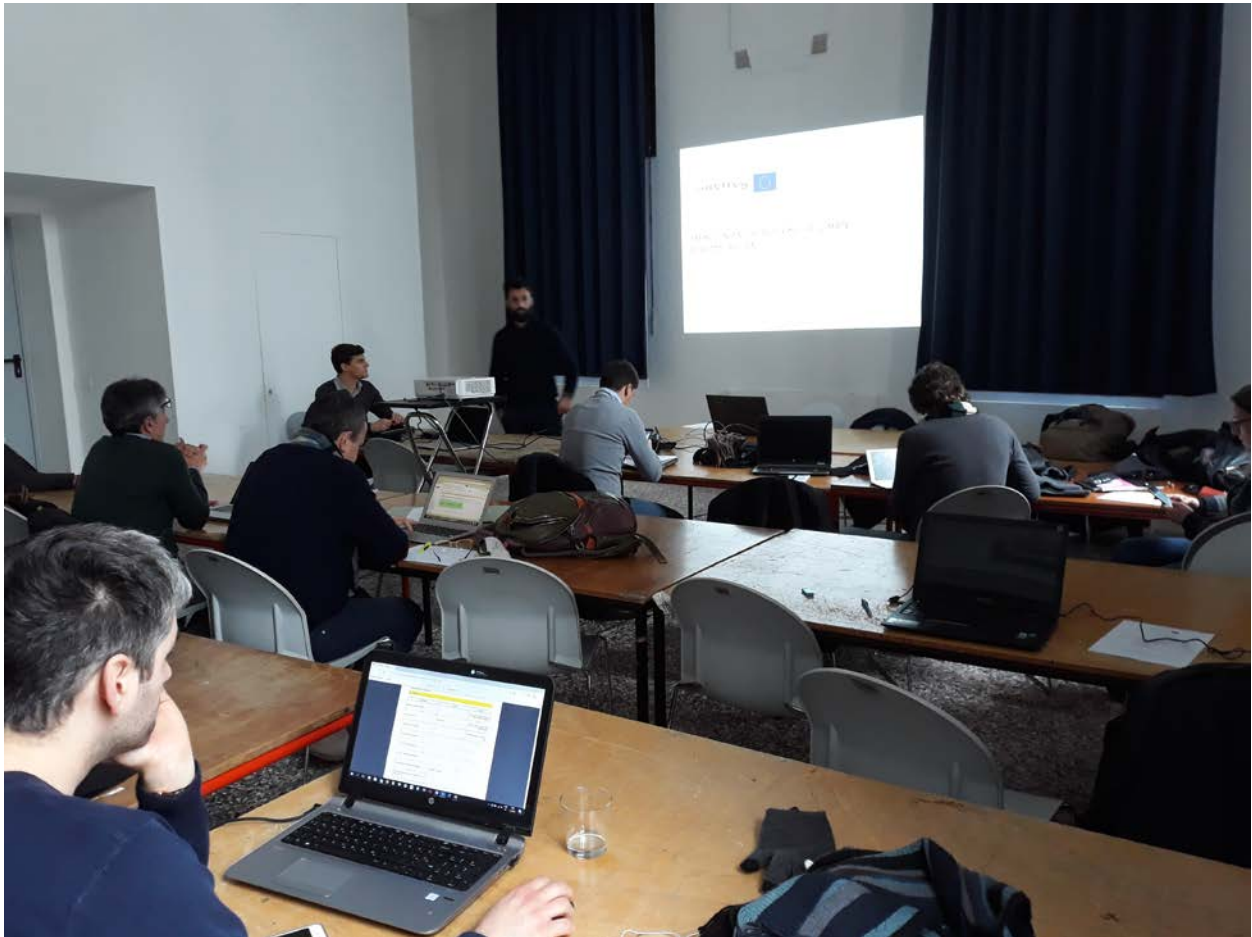
Main thematic of the conference was "Urban adaption policies for Adriatic coastal cities".

Main speaker for event were:

- Prof. Eugenio Morello, Politecnico di Milano
- Flavia Zuccon, Federico Rosset, Regione Veneto
- Prof. Francesco Musco, Giulia Lucertini, Denis Maragno, Iuav University of Venice

Participants of event were iDEAL project partners, interested students from Iuav University of Venice and representatives of local media.







IDEAL

Climate Change and Urban issues

"Urban adaptation policies for the Adriatic coastal cities"

participants

Eugenio Morello, Politecnico di Milano

Flavia Zuccon, Federico Rosset, Regione Veneto

Francesco Musco, Giulia Lucertini, Denis Maragno, Iuav

kick off event

2.3.2018

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