

2014 - 2020 Interreg V-A
Italy - Croatia CBC Programme
Call for proposal 2019 Strategic

CoAStal and marine waters integrated monitoring systems for ecosystems proteCtion AnD managemEnt

CASCADE

Project ID: 10255941

Priority Axis: Environment and cultural heritage

Specific objective: Improve the environmental quality conditions of the sea and coastal area by
use of sustainable and innovative technologies and approaches

D2.2.1

Adaptation of the Visual identity kit provided by the Programme

PP in charge: PP2 - IRB

Final version

Public document

December, 2020

Project acronym	CASCADE
Project ID number	10255941
Project title	CoAStal and marine waters integrated monitoring systems for ecosystems protection AnD managemEnt
Priority axis	3 - Environment and cultural heritage
Specific objective	3.2 - Contribute to protect and restore biodiversity
Strategic theme	3.2.1 - Marine environment
Word Package number	WP2
Word Package title	Communication activities
Activity number	Activity 2.2
Activity title	Website, Social Media and dissemination material
Partner in charge	PP2 – IRB
Partners involved	LP – Regione Puglia

List of attachments:

1. CASCADE Project Communication Report model
2. CASCADE Partner Activity report model
3. IT-HR Project Assignment CASCADE model
4. IT-HR STAFF Report CASCADE model
5. Example of CASCADE Partner Poster

COMMUNICATION REPORT

COMMUNICATION REPORT

PROJECT CASCADE - *CoAStal and marine waters integrated monitoring systems for ecosystems proteCtion AnD managemEnt*

Work Package:	2. Communication
Activity:	
Phase Leader:	INSTITUT RUĐER BOŠKOVIĆ
Deliverable:	2nd Communication Progress Report by LP Apulia Region period from to

Version:	Draft 1.0	Date:	01/03/2021
Type:	Report		
Availability:	Confidential		
Responsible Partner:	INSTITUT RUĐER BOŠKOVIĆ		
Editor:	Apulia Region		
Contributors:	Apulia Region		

CONTENTS

<i>PART 1: ANALYSIS</i>	3
<i>PART 2: ANNEXES</i>	12

PART 1: ANALYSIS

Please describe in more detail the communication activities that have been implemented by your organization in the current reporting period.

Part 1. Analysis and Part 2. Annexes, may be added per each project participating partner.

COMMUNICATION ACTIONS		DETAILED DESCRIPTION	QUANTIFIED OUTPUTS ¹	STAKEHOLDERS ADDRESSED ²	MATERIAL ATTACHED ³
2.1.	START-UP ACTIVITIES				
2.1.1	Kick-off meeting organization		<i>n. ___ of meeting held</i>		Photos, Video (if any from the press conf. for example), Agenda, Invitation, PPT presentations, Participants' list, Material delivered to attendees (Bag, Pen, USB, Folder, Block-notes...), promotional material produced for the event purposes etc.

¹ Please consult the Application Form for concrete indicators per action (e.g. number of websites' visitors, number of press releases, number of attendants to events, number of brochures etc.).

Nota Bene: the proposed outputs entered in this table are **only indicative**. Partners may add others, modify or erase.

² Please consult the Communication Plan for concrete name and typology of already identified stakeholders. You are free to define also new stakeholders.

³ Please list the material to be attached to the present report so as to justify action's implementation (e.g. participants' lists, brochures, copies of press releases, photos, videos, etc.), then show them in the Part 2. Annexes

COMMUNICATION ACTIONS		DETAILED DESCRIPTION	QUANTIFIED OUTPUTS ¹	STAKEHOLDERS ADDRESSED ²	MATERIAL ATTACHED ³
2.1.2.	Communication Plan		<i>n. __ produced (draft or final)</i>		Document to be sent to the JS in draft or final version
2.1.3.	Press conference in occasion of KoM		<i>n. __ articles published/broadcasted</i>		Screenshot of article or video link to the TV/radio program
2.1.4	Poster production and placement in visible place		<i>n. __ of posters</i>		Photo from all pps' premises
2.1.5	Brief project description on the institutional websites		<i>n. __ of published operation descriptions</i>		Screenshot from all pps' institutional websites
2.1.n					
2.2.	ORGANIZATION AND OPERATION OF PRESS OFFICES FOR THE IMPLEMENTATION OF THE COMMUNICATION PLAN				
2.2.1.	Media relations				
2.2.2.	Printed or digital publication on specialized press		<i>n. __ publications</i>		Link to the press digital page (if any), otherwise screenshot

COMMUNICATION ACTIONS		DETAILED DESCRIPTION	QUANTIFIED OUTPUTS ¹	STAKEHOLDERS ADDRESSED ²	MATERIAL ATTACHED ³
2.2.3	Newsletter / bulletins production and dissemination		<i>n. __ of newsletter produced and</i> <i>Date of publication:</i> __/__/__ <i>i.e.</i> <ul style="list-style-type: none"> • Oct 2018 • Jan 2019 etc. <i>distributed to n. __ e-mail addresses</i>		
2.3.n					
2.3 PROMOTIONAL MATERIALS					
2.3.1.	Design and Production of Brochures		<i>n. __ copies produced and n. __ distributed in occasion of __</i>		
2.3.2	Design and Production of Flyers		<i>n. __ copies produced and n. __ distributed in occasion of __</i>		Photo showing the material

COMMUNICATION ACTIONS		DETAILED DESCRIPTION	QUANTIFIED OUTPUTS ¹	STAKEHOLDERS ADDRESSED ²	MATERIAL ATTACHED ³
2.3.3	Design and Production of USB		<i>n. __ copies produced and n. __ distributed in occasion of ____</i>		Photo showing the material
2.3.4	Design and Production of roll-up		<i>n. __ copies produced and exposed in ____</i>		Photo showing the material
2.3.5	Design and production of totems/banners		<i>n. __ copies produced and exposed in ____</i>		Photo showing the material
2.3.6	Design and Production of giveaways (cups, pens, pencils, bottles, gadgets...)		<i>n. __ copies produced and n. __ distributed in occasion of ____</i>		Photo showing the material
2.3.n					
2.4	PUBLIC EVENTS ORGANIZATION				

2.4.1.	Intermediate, final conference and external events' organization		<p><i>n. ___ of persons registered</i></p> <p><i>i.e</i></p> <p><i>n. ___ of cooperatives and social economy actors</i></p> <p><i>n. ___ of SMEs association members</i></p> <p><i>n. ___ of Research centers and Universities representatives</i></p> <p><i>n. ___ of school pupils</i></p> <p><i>n. ___ of high school students</i></p> <p><i>n. ___ of policy makers</i></p> <p><i>n. ___ of ESI funds national/regional MA's representatives..</i></p>		<p>Photos, Video, Agenda, Invitation, PPT presentations, Event follow-up detailed report, Online/offline satisfaction survey results, Participants' list, Material delivered to attendees (Bag, Pen, USB, Folder, Blocknotes...), promotional material produced for the event purposes...</p>
--------	--	--	--	--	---

COMMUNICATION ACTIONS		DETAILED DESCRIPTION	QUANTIFIED OUTPUTS ¹	STAKEHOLDERS ADDRESSED ²	MATERIAL ATTACHED ³
2.4.2.	Press conferences supports and organization		<i>n. ___ articles published/broadcasted</i>		
2.4.3	Thematic workshops		<i>n. ___ of persons registered</i> <i>i.e</i> <i>n. ___ of cooperatives and social economy actors</i> <i>n. ___ of business associations' members</i> <i>n. ___ of cluster X members</i> <i>n. ___ of Research centers and Universities representatives</i> <i>n. ___ civil servants involved...</i>		Photos, Video, Agenda, Invitation, PPT presentations, Event follow-up detailed report, Online/offline satisfaction survey results, Participants' list, Material delivered to attendees (Bag, Pen, USB, Folder, Blocknotes...), promotional material produced for the event purposes...

2.4.4	Project exhibitions		<p><i>n. ___ of persons registered</i></p> <p><i>i.e</i></p> <p><i>n. ___ of cooperatives and social economy actors</i></p> <p><i>n. ___ of SMEs association members</i></p> <p><i>n. ___ of Research centers and Universities representatives</i></p> <p><i>n. ___ of school pupils</i></p> <p><i>n. ___ of high school students</i></p> <p><i>n. ___ of policy makers</i></p> <p><i>n. ___ of ESI funds national/regional MA's representatives..</i></p>		<p>Photos, Video, Agenda, Invitation, PPT presentations, Event follow-up detailed report, Online/offline satisfaction survey results, Participants' list, Material delivered to attendees (Bag, Pen, USB, Folder, Blocknotes...), promotional material produced for the event purposes...</p>
-------	---------------------	--	--	--	---

2.4.5	Participation in other events (with Programme, EU Commission, National/Regional/Local Authorities..)		<i>n. ___ of persons registered</i> <i>i.e</i> <i>n. ___ of cooperatives and social economy actors</i> <i>n. ___ of SMEs association members</i> <i>n. ___ of Research centers and Universities representatives</i> <i>n. ___ of school pupils</i> <i>n. ___ of high school students</i> <i>n. ___ of policy makers</i> <i>n. ___ Programme members</i>		<p>Photos, Video, Agenda, Invitation, PPT presentations, Event follow-up detailed report, Online/offline satisfaction survey results, Participants' list, Material delivered to attendees (Bag, Pen, USB, Folder, Blocknotes...), promotional material produced for the event purposes...</p>
2.4.n					

COMMUNICATION ACTIONS		DETAILED DESCRIPTION	QUANTIFIED OUTPUTS ¹	STAKEHOLDERS ADDRESSED ²	MATERIAL ATTACHED ³
2.5 DIGITAL ACTIVITIES					
2.5.1	Web Content creation and updating of the website		<i>n. __ News/month</i> <i>n. __ Events/month</i> <i>n. __ Videos produced</i> <i>n. __ Infographics produced</i> <i>n. __ Sessions</i> <i>n. __ Users</i> <i>n. __ Pages seen</i> <i>% __ Bounce rate</i>		Direct links to the website or report downloads showing the traffic (to be detailed later with the Programme)
2.5.2	Video production and interviews during the public events or workshops		<i>n. __ videos produced</i>		Screenshot or link to video

COMMUNICATION ACTIONS		DETAILED DESCRIPTION	QUANTIFIED OUTPUTS ¹	STAKEHOLDERS ADDRESSED ²	MATERIAL ATTACHED ³
2.5.3	Social media management (stakeholders and beneficiaries engagement, social campaign, viral and emotional promos, web-docs..)		<p><i>PER EACH PROJECT DEDICATED OPENED SOCIAL MEDIA:</i></p> <p><i>n. __ posts/week</i></p> <p><i>n. ___ of group members</i></p> <p><i>n. ___ likes to the posts</i></p> <p><i>n. __ comments to the posts</i></p> <p><i>n. ___ ad hoc short videos produced and shared</i></p> <p><i>n. ___ infographics produced and shared</i></p>		

COMMUNICATION ACTIONS		DETAILED DESCRIPTION	QUANTIFIED OUTPUTS ¹	STAKEHOLDERS ADDRESSED ²	MATERIAL ATTACHED ³
2.5.4	Web advertising and direct marketing for project results		<i>i.e</i> <i>n. ___ ads</i> <i>n. ___ booked spaced in media/public surfaces etc.</i> <i>...</i>		Photo or screenshot
2.5.5	Articles publication in other relevant websites		<i>n. ___ web article published</i>		Screenshot
2.5.6	Online tutoring and training and services as survey, webinars, videoconference, e-learning courses and smart learning objects		<i>n. ___ online e-learning courses in scorm</i> <i>n. ___ online training sessions</i>		Link and screenshot
2.5.7	Project results dissemination				
2.5.n					
3.	OTHER (please describe...)				

COMMUNICATION ACTIONS		DETAILED DESCRIPTION	QUANTIFIED OUTPUTS ¹	STAKEHOLDERS ADDRESSED ²	MATERIAL ATTACHED ³
3.1.				
3.1.1					
3.1.2					
3.2.				
3.n.				

PART 2: ANNEXES

COMMUNICATION MATERIAL

List of the communication material produced:

I.e. radio/tv interview, web articles, press releases, gadgets for the project....and attach the photo of this material, screenshot etc. (for the articles, interviews written and given in local language, the brief description of the content should be given in English).

Action	Title of the material annexed	Short description
2.1.1
2.1.2.
2.1.3.
2.1.4
.....

2.1.1	
--------------	-------	--

INSERT ATTACHMENTS

2.1.2	
--------------	-------	--

INSERT ATTACHMENTS

INTERREG V-A Italy-Croatia CBC Programme 2014-2020 Project Partner Activity Report

PP.... – Partner Name

INTERREG V-A Italy-Croatia CBC Programme 2014-2020

Project Partner Activity Report

Strategic - Project Partner Activity Report

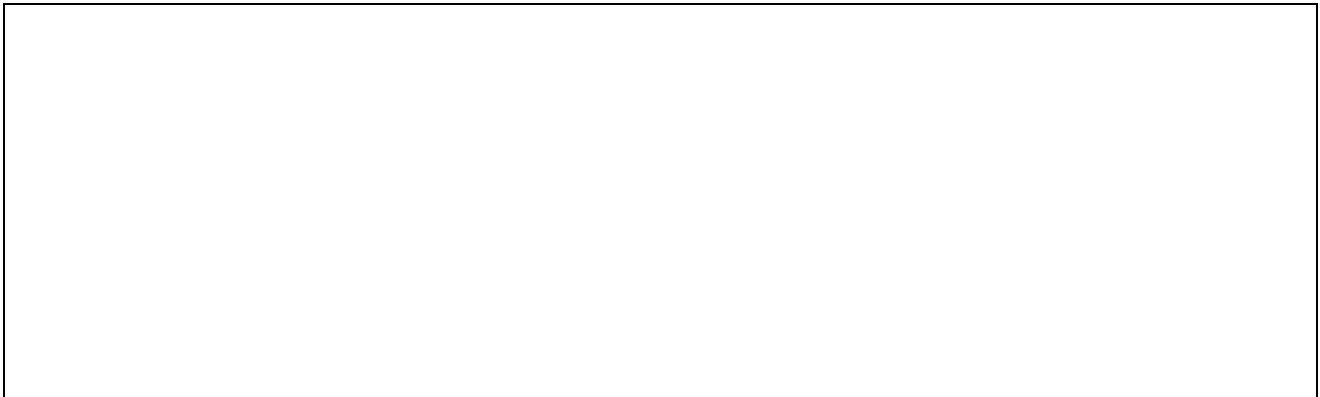
1. Identification

Project title		<i>CoAStal and marine waters integrated monitoring systems for ecosystems proteCtion AnD managemEnt</i>	
Project acronym		CASCADE	
Project number		10255941	
Project duration	Start date	01/01/2020	Nr of months
	End date	31/12/2022	36
Programme priority		6 - Marine environment	
Programme priority specific objective		3.2 - Contribute to protect and restore biodiversity	
Reporting period		XX.XX.XXXX - XX.XX.XXXX	

Partner's details	
PP name	
PP number	
PP Contact details	
name	
e-mail address	
telephone	
Partners' bank details	
Bank name	
Bank address	
Account number	
IBAN	
SWIFT	
Account holder's name	

2. Main achievements

Please describe project progress up to now including specific objectives reached and main outputs delivered. Please also detail the involvement of target groups (If applicable, how did you involve target groups (and other stakeholders) in the development of the project main outputs.



3. Target groups

Target groups (AF Section F)	Target value	Target groups reached in previous reporting periods	Target groups reached in this reporting period	Source of verification	Description of the target group involvement
Target group 1 General public	20000	To be inserted from previous reports			
Target group 2 Local, regional and national public authorities	20	To be inserted from previous reports			
Target group 3 Associations	10	To be inserted from previous reports			
Target group 4 NGOs	10	To be inserted from previous reports			
Target group 5 Education and training organizations as well as universities and research institutes	16	To be inserted from previous reports			

4. Reporting per Work Package

WP nr.	WP title	WP start month	WP end month	
1	<i>Project management and coordination of activities</i>			
Please describe the progress in this reporting period and explain how you were involved				
If applicable, please describe and justify any problems and deviations including delays from the work plan presented in the application form and the solutions found.				
Project outputs	Output description	Delivery month	Output quantification (achieved in this reporting period)	Sustainability and ownership of output
<i>Output title</i>				
<i>Output title</i>				
<i>Output title</i>				

WP nr.	WP title	WP start month	WP end month	
2	<i>Communication activities</i>			
Please describe the progress in this reporting period and explain how you were involved				
If applicable, please describe and justify any problems and deviations including delays from the work plan presented in the application form and the solutions found.				
Project outputs	Output description	Delivery month	Output quantification (achieved in this reporting period)	Sustainability and ownership of output
<i>Output title</i>				

<i>Output title</i>				
<i>Output title</i>				

WP nr.	WP title	WP start month	WP end month	
3	<i>Coastal Marine Environment characterization of (species and) ecosystems</i>			
Please describe the progress in this reporting period and explain how you were involved				
If applicable, please describe and justify any problems and deviations including delays from the work plan presented in the application form and the solutions found.				
Project outputs	Output description	Delivery month	Output quantification (achieved in this reporting period)	Sustainability and ownership of output
<i>Output title</i>				
<i>Output title</i>				
<i>Output title</i>				

WP nr.	WP title	WP start month	WP end month
4	<i>Monitoring (observations and modelling) and information system</i>		
Please describe the progress in this reporting period and explain how you were involved			
If applicable, please describe and justify any problems and deviations including delays from the work plan presented in the application form and the solutions found.			

Project outputs	Output description	Delivery month	Output quantification (achieved in this reporting period)	Sustainability and ownership of output
<i>Output title</i>				
<i>Output title</i>				
<i>Output title</i>				

WP nr.	WP title	WP start month	WP end month
5	<i>Pilots for endangered species restoration and Integrated coastal/marine management system</i>		

Please describe the progress in this reporting period and explain how you were involved

If applicable, please describe and justify any problems and deviations including delays from the work plan presented in the application form and the solutions found.

Project outputs	Output description	Delivery month	Output quantification (achieved in this reporting period)	Sustainability and ownership of output
<i>Output title</i>				
<i>Output title</i>				
<i>Output title</i>				

5. List of annexes

Please list all the attachments to the PP Activity Report e.g. proofs of outputs and deliverables achieved in the reporting period:

1. E.G. Project assignment” of staff members
2. E.G. “Periodic staff report” of staff members
3. E.G. D1.1.2 Partnership agreement

PROJECT ASSIGNMENT

PROJECT DATA	
Interreg Programme	Interreg V-A Italy-Croatia CBC Programme 2014-2020
Project Acronym	CASCADE
Name of Project Partner	Regione Puglia

ASSIGNED EMPLOYEE	
Name of employee	
Date of signature of employment contract (dd/mm/yyyy)	
Start date of employment (dd/mm/yyyy)	

PERIOD OF PROJECT ASSIGNMENT	
From (dd/mm/yyyy)	01/10/2020
To (dd/mm/yyyy)	31/12/2022

EXTENT OF PROJECT ASSIGNMENT		
<i>Please tick the relative box to select the applicable option and specify the planned percentage per month (%) in case of part-time assignment according to a fixed percentage of time per month.</i>		
<input type="checkbox"/>	100%	Full-time to the project (100% to the project).
<input type="checkbox"/>	(insert number) %	Part-time to the project according a fixed percentage of time per month.
<input type="checkbox"/>	n/a	Part-time to the project according a flexible number of hours per month.
<input type="checkbox"/>	n/a	Hourly basis.

WP n.	Short description of the employee planned involvement in project activities and her/his expected contribution to specific project deliverables and outputs.
1	
2	
3	
4	
5	

CONFIRMATION BY EMPLOYER	
It is confirmed that Ms./Mr. is assigned to the above mentioned Interreg IT-HR Project in order to contribute to project activities and outputs as indicated above.	
<i>Please tick the relative box and select the applicable option below:</i>	
<input type="checkbox"/>	It is confirmed that Ms./Mr. is NOT assigned to any other public funded project in addition to the above-mentioned Interreg IT-HR project.
<input type="checkbox"/>	It is confirmed that Ms./Mr. is assigned to the following public funded projects in addition to the above-mentioned Interreg IT-HR project: <ul style="list-style-type: none"> 1) Project ; funded by 2) Project ; funded by 3) Project ; funded by
It is confirmed that in total no more than 100% of her/his working time is allocated to all these projects.	

SIGNATURES	
EMPLOYER	
Date, Place ;
Name of the employer
Signature of the employer
EMPLOYEE	
Date, Place ;
Name of the employee
Signature of the employee

PERIODIC STAFF REPORT

MAIN STAFF REPORT DATA	
Interreg Programme	Interreg V-A Italy-Croatia CBC Programme 2014-2020
Project Acronym	CASCADE
Name of Project Partner	
Project Partner number	
Name of employee	
Period of project assignment (from dd/mm/yyyy – to dd/mm/yyyy)	

REPORTING PERIOD	
From (dd/mm/yyyy)	
To (dd/mm/yyyy)	

WP n.	Short description of the employee involvement in project activities and her/his contribution to specific project deliverables and outputs.
1	
2	
3	
4	
5	

CONFIRMATION	
<i>Please tick the relative box and select the applicable option below:</i>	
<input type="checkbox"/>	It is confirmed that Ms./Mr. in this reporting period worked on the Interreg IT-HR project as specified in the Project assignment and detailed in the relevant timesheets, when requested by Programme rules.
<input type="checkbox"/>	It is confirmed that Ms./Mr. was NOT working on any other public funded project in addition to the above-mentioned Interreg IT-HR project in this reporting period.
<input type="checkbox"/>	It is confirmed that Ms./Mr. was working on the following public funded projects in addition to the above-mentioned Interreg IT-HR project in this reporting period: 1) Project ; funded by 2) Project ; funded by 3) Project ; funded by It is confirmed that in total no more than 100% of her/his working time was allocated to all these projects.

SIGNATURES	
EMPLOYER (Superior)	
Date, Place ;
Name of the employer
Signature of the employer
EMPLOYEE	
Date, Place ;
Name of the employee
Signature of the employee



CASCADE

**CoAStal and marine waters
integrated monitoring systems
for ecosystems proteCtion
AnD managemEnt**



**Protecting, managing and
monitoring coastal marine waters**

PROJECT DURATION
01/01/2020 – 31/12/2022

ERDF
4.944.914,95 €

TOTAL BUDGET
5.817.547,00 €

DESCRIPTION

CASCADE will develop concerted monitoring observing, modeling and management approaches to the Adriatic Sea. It will deepen the understanding of ecosystem trajectories and assess the vulnerability of coastal and marine ecosystems in Italy and Croatia to improve the protection of endangered habitats and species.

PROJECT PARTNERS



CONTACT LEADING PARTNER

**Regione Puglia
Dott. ing. Adriana Maria Lotito (PhD)
am.lotito@regione.puglia.it
+390805406832**