

Kick-off meeting

Final version of 17/07/2020

D.2.1.2

Project Full Title	Framework initiative fostering the sustainable development of Adriatic small ports
Project Acronym	FRAMESPORT
Project ID	10253074
Project Website	https://www.italy-croatia.eu/web/framesport
Priority Axis	4 – Maritime Transport
Specific Objective	4.1
Work Package	2
Work Package title	Communication Level
Deliverable Nr.	2.1.2
Status	Final
Partner in charge	LOGOTEAM
Dissemination Level	Public

ACKNOWLEDGEMENT

The work described in this document was supported by the INTERREG V-A IT-HR CBC Programme - “Strategic” Subsidy Contract - Project: “Framework initiative fostering the sustainable development of Adriatic small ports, FRAMESPORT” (Project ID: 10253074).

DISCLAIMER

The content of this deliverable represents the views of the author only and is his/her sole responsibility; it cannot be considered to reflect the views of the INTERREG V-A IT-HR CBC Programme or any other body of the ITALY CROATIA CROSS-BORDER COOPERATION PROGRAMME. The INTERREG V-A IT-HR CBC Programme does not accept any responsibility for use that may be made of the information it contains.

Table of Contents

Agenda of the event.....	4
Minutes of the event.....	5
Photos of the event.....	5

Agenda of the event

INTERREG ITALY-CROATIA - Strategic Project proposal "FRAMESPORT"	
TITLE	Framework initiative fostering the sustainable development of Adriatic-Ionian small ports.
PROJECT OVERALL OBJECTIVE	Elaboration of a strategic framework addressing the development and planning of small ports along the Adriatic coasts.
MAIN CHALLENGES	Supporting and emphasizing the role of small ports as important gates to internal territories of the Adriatic – Ionian area as well as drivers for sustainable growth of coastal areas and communities.
DURATION	36 Months (01/2020 – 12/2022)

KoM CALL

Wednesday 15/07/2020
10.00 – 13.00

- 10.00 Welcome and general intro (Pierpaolo Campostrini)
- 10.05 *Tour de table* presenting (max 1 min each PP)
- 10.15 JS IT-HR, Programme state of art and introduction to implementation rules (Hrvoje Grancaric)
- 10.30 JS IT-HR, Programme communication and dissemination rules (Tea Ivanišević)
- 10.45 Q&A Session on administrative issues (All PPs)
- 11.15 General introduction to the project and of its strategic approach, COVID-19 observatory initiative (Pierpaolo Campostrini)
- 11.30 WP3 presentation. Comments and feedbacks (CORILA – IUAV – UNIPD Representatives)
- 11.45 WP4 presentation. Comments and feedbacks (HR MIT Representative)
- 12.00 WP5 presentation. Comments and feedbacks (ITL Representative)
- 12.20 WP2 presentation. Comments and feedbacks (Logoteam representative)
- 12.35 General discussion (All PPs)
- 13.00 CLOSURE

Minutes of the event

General introduction

- Due to the COVID-19 virus pandemic, FRAMESPORT partners were not able to meet face to face for the first FRAMESPORT KOM, as foreseen in the project, so the meeting is held virtually.
- All partners, except University of Rijeka, Project Officer from JS (Mr Hrvoje Grancarić) and JS Communication Manager (Ms Tea Ivanisevic) were present, too.
- At 10.00 the meeting starts.

Communication from the Coordinator, Project Officer and JS Communication Manager

- The Project Coordinator (Pierpaolo Campostrini – CORILA) welcomes all partners. In a quick round-du-table everybody presents herself/himself. He then reminds all the participants which are going to share a presentation to send them to CORILA.
- Ms. Tea Ivanisevic (Interreg IT-HR Programme Communication Manager) underlines the importance of communication for European projects to attract attention of the public and promoting the project itself: this means transferring continuously all the information related to the project (activities and outputs). She indicates some keys communication issues (EU reglementary framework, Roles and Deliverables, Reporting): she recommends partnership to organize a smaller working group composed by Communication Manager and Web Digital Manager in order to maintain for each partner efficient communication flow. In particular, being present on social media (Twitter, LinkedIn, YouTube, ecc) has very good effect for the project itself, considering that updating on social media channels quality content is very important (good photos, quality video, contents with stakeholder). Moreover, she recommends checking the factsheet n. 8 “Project Communication” and to verify the minimum communication requirements.
- Mr. Hrvoje Grancarić (Interreg IT-HR Programme Joint Secretariat) gives general information on the Programme, underlining potential synergies among other ongoing projects in the same Programme sector (Maritime Transport SO 4.1), with particular reference to MIMOSA and SUSPORT projects.
- He briefly considers the current situation: the condition clearing procedure is in charge to the LP, after the evaluation process there was some deficiencies identified by evaluator which have to be embedded in the new AF, after this procedure we will have new AF to be shared with partners. LP received a letter from MA stating the starting of the project implementation. With the purpose

of finalizing the procedure, it needed to have a Regional Decree, he assures that the SC will be sign within July, which will be followed by the signature of the Partnership Agreement. He strongly recommends viewing the Factsheet n. 6, that is aimed at providing useful information to beneficiaries in order to help them smoothly and effectively implement their projects and, at the same time, ensure a sound financial management.

- He invites to carefully consider the point related to the advance payment in 10% ERDF funds (for Italian 15% of co-financing).
- In the project financial management some points have to be fixed:
 - Eligibility costs and all the expenditures have to be in line with the AF;
 - Expenditures have to be validated by FLC in Italy and for Croatian partners from centralized structures;
 - External expertise and services: as soon as possible the procedure will have to be implemented;
 - Project budget changes: it is a responsibility of the LP to monitor project expenditure to ensure the respect of the budget flexibility thresholds. For strategic project budget reallocation among work packages and budget lines up to 10% do not need MA authorization; consequently, any expenditure carried out at PP level exceeding the overall budget availability of the respective PP as well as the allocation per budget line and work package should be authorised by the LP, than LP informs JS.
- The officer declares that the 1st progress report will correspond to the period from 01/01/2020 to 31/08/2020, this modification will be communicated officially by MA. Furthermore, the available period to launch the procedure of advance payments will be communicated shortly.
- As for equipment, PPs have to make purchases within 6 months from signature of SC. Any other information could be finds in Factsheet n. 6 and in the attached slides
- Ms. Tea Ivanisevic leaves the meeting, she reminds that in September we will have a strict session with interested people about communication issue.
- LP presents the project (slides attached). After a first brief excursus of project background (factsheet n. 1), he represents the partnership and the 12 associated partners which should be considered as first circle of stakeholder. Moreover, he underlines the importance of the cooperation in Adriatic Sea and how much the strategic programmes should prove tangible changes taking into account their characterization of being results oriented, point of arriving of these projects is providing results on people on communities measuring own benefit playing structural activities. LP asks to the partnership to collaborate and cooperate considering those issues as essential points for a joint project implementation.

- Due to the pandemic present situation, Nautical Services Sector has been hit by COVID-19 and, after condition clearing, a “post-COVID 19 crisis observatory” has been inserted in the AF and it will be created involving all PPs. During 2020 each month, than every trimester, an on-line questionnaire will be made available and compiled by PPs to collect the various crisis-response actions (related to economic sectors of project interest) put in place at local level by Administrations and stakeholders and their effects during post COVID 19 phase, which is unprecedented. In this way FRAMESPORT could give real support to understand the assessment of all the tourism-related services.
- He illustrates the budget and the new GANTT, informing that some activities should be postponed as represented in the GANNTT attached. All partners agreed. He reminds the compulsory of Partnership Agreements, he assures that in the next days a first draft will shared, he underlines the possibility to modify the template provided by JS but he strictly suggests to avoid to modify it because the procedure would be too long, he recommends to take into consideration that the template is enough completed for the partnership needs.
- Some questions are proposed by partners:
 - PP12 Logoteam - Dražen Žgaljić asks to clarify the time for the 1st Reporting Period report. Mr. Hrvoje Grancarić claims that an official note by JS relating to the 1st Reporting Period will be transferred to LP, then LP will share it to all partners. Activity report template and all reporting templates can be download from Programme website.
 - PP4 SVIM – Enrica Verducci makes a question about Post COVID crisis observatory, in particular if this activity should be considered a new activity carrying on by partner and if further budget will be available. LP remarks that for this activity no deliverables are foreseen considering that it is the only way to better manage the project. With this purpose, the questionnaire is a way to have more information in a structured way, consisting of a tool which will help us to better manage the project. Any suggestion will be considered useful. No further budget will be allocated. Mr. Hrvoje Grancarić claims that the JS accepts the request to insert the “observatory” in the AF, considering those sectors (nautical services, transport and tourist sectors) particularly hit by COVID, each partner should be the “antenna” of its territory.

WP3 presentation – comments and feedbacks (CORILA)

- UNIPD (CORILA) claims that a large group of experts work on this project (Boschetto, Scipione, Lunardelli, Manzardo). They are focused on the main objectives to reach the outputs foreseen

by the project, better defined in the slides attached. It will be developed a methodological framework shared among previously individuated stakeholders.

- IUAV (CORILA) claims that WP3 is the core of the project, during the WP3 will be developed the tool. It has been underlined that all partners have to support and cooperate in the initial phase, helping identify real data and needs, in order to have an agile method to use the tool, involving in the starting phase also the stakeholder interesting in the platform.
- There is no question on WP3 by PPs.

WP4 presentation – comments and feedback (MITHR)

- WP4 is in charge of MITHR but the presenter underlines a connection between WP3 and WP5 composed of 5 activities, he briefly describes the tasks (4.1 introducing a logical framework, how to role the whole set of activities of this WP, 4.2 and 4.3 needs to describe the topics of small ports, support the pilot activities, 4.4 4.5 more strategic approach).
- WP3 is feed by transversal dialogue while the baseline is the discussion among relevant stakeholders. He provides some details of different activities and deliverables (slides are attached).
- There is no question on WP4 by PPs.

WP5 presentation – comments and feedback (ITL)

- WP5 in charge of ITL. The speaker describes the structure of WP and the deliverables. He identifies the contents and the location of each pilot actions reporting the description provides by the partners responsible of them (slides attached), then he introduces next activity consisting in an on-line survey.
- CMMCC asks if a pilots coordination meeting or other specific meetings will be scheduled.
- ITL believes that after the answers of the survey, it will be useful to have meeting, also bilateral meeting, to set up the initial phase of the pilot actions.
- LP remarks that specific activities will be organized soon within the project partners, or each project partner can join, at local level, the pilot coordinator knows which initiatives and asks to communicate to LP which would be involved in pilot actions.

Wrap-up and conclusions (CORILA)

- LP thanks partners and those coordinating pilot action and ITL. Because of the delay of presentations, WP 2 slides will be share with all participants.

- Closing the meeting, the LP recognizes the effort of the partners in starting the work in their territory, pushing stakeholders involvements and cooperation in the project development (public, associations, SME, MSP in the Mediterranean Sea, sharing data - MIT is involved ecc ecc).
- No other business has to be discussed, the meeting closed at 1.00 pm.

Photos of the event

