

# Project Partnership Agreement

## PGI00013, P2L2, PUBLIC POLICY LIVING LAB

### Definitions and Abbreviations

For the purpose of this agreement, the following words and abbreviations shall have the following meanings:

**Agreement** means the project partnership agreement.

**Approval Decision** means the approval decision of the monitoring committee as indicated in the subsidy contract

**Application Form** means the application form as set out in Annex I of this contract together with any amendments to the application form which are approved by the programme authorities.

**Communication Manager (CM)** means a qualified person appointed by the lead partner, responsible for communication and dissemination strategy and activities. This person will receive the support of an external expert for the implementation of specific activities during the project.

**Financial & Administrative Manager (FAM)** means a qualified person appointed by the lead partner, responsible for the accounts, financial reporting, the internal handling of ERDF funds, and the progress reporting. This person will receive the support of an external expert for the implementation of financial and management activities during the project.

**Lead Partner** means: lead beneficiary as referred to in Article 13 of Regulation (EU) No 1299/2013.

**Programme** means the Interreg Europe programme.

**Programme Authorities** means the managing authority, joint secretariat, certifying authority and/or audit authority.

- The managing authority is the body formally responsible for managing the programme on behalf of the participating partner countries. It is the MA that signs the subsidy contracts on behalf of the programme with the selected projects. The managing authority of Interreg Europe is the Nord Pas de Calais - Picardie Regional Council, France.
- The Interreg Europe joint secretariat carries out the day-to-day operational administration of the programme: communication of funding opportunities, support to applicants, evaluation of applications and monitoring of projects, managing technical assistance budget etc. It also assists all the other programme bodies with their tasks. It consists of an international team based in Lille, France.



- The Certifying authority is the body responsible for checking project expenditure, making claims for funding to the European Commission and making payments to projects. For Interreg Europe, it is the Province of East Flanders.

**Programme Manual** means the latest published version of the programme manual.

**Project Partners** means the project partners named in the application form, including the lead partner.

**Project Manager (PM)** means a qualified person appointed by the lead partner, responsible for organising the project work. The Project Manager will act as a driving force in the partnership and will mobilise the partners in order to achieve the project objectives.

**Project means** *PGI00013, P2L2, PUBLIC POLICY LIVING LAB* as described in the application form.

**Steering Committee** means committee composed of representatives from all partners. Each partner will appoint one (1) representative to the Steering Committee. One (1) partner has one (1) vote. The Steering Committee will meet twice a year on a regular basis and when it is necessary for the strategic direction of the project.

**Subsidy** the maximum ERDF co-financing allocated to the project in accordance with the application form

## **PGI00013 PUBLIC POLICY LIVING LAB P2L2**

Having regard to:

- Article 13(2) of Regulation (EU) no 1299/2013 of the European Parliament and of the Council of 17 December 2013, on the European Territorial Cooperation goal,
- The programme manual section “project partnership agreement”, whereupon partners in a project funded under Interreg Europe have to conclude an agreement concerning their mutual financial and legal responsibilities, including the functions and responsibilities of the lead partner,
- The subsidy contract signed between the managing authority and the lead partner, Article 10.

For the implementation of the Interreg Europe project **PGI00013 PUBLIC POLICY LIVING LAB (P2L2)**, approved by the monitoring committee on **9 February 2016**, the following agreement shall be made between the partners of the project.

### *Article 1*

## **Parties to the agreement**

The parties to this agreement are the lead partner and the project partners as listed in the latest approved version of the application form.



## *Article 2*

### **Subject of the agreement**

1. Subject of this agreement is the organisation of a partnership in order to implement the project **PGI00013, PUBLIC POLICY LIVING LAB (P2L2)** as indicated in the annexes. The annexes comprise:
  - the latest version of the application form approved by the programme (Annex I)
  - the subsidy contract between the managing authority and the lead partner (Annex II),
  - Budget by budget line by partner, spending plan by partner, allocation of tasks and objectives, outputs and results by partner (Annex III),
  - Preparation costs division (Annex IV),
  - Distribution of Shared Costs (Annex V).
2. The annexes - including all provisions they are based on and refer to - are considered to be an integral part of this agreement.

## *Article 3*

### **Obligations of the parties**

#### **Lead partner's obligations**

1. The lead partner will comply with all obligations deriving from article 13 (2) of Regulation (EU) No 1299/2013, the subsidy contract and the programme manual, and inter alia, ensure the transfer of the subsidy to the project partners without undue delay and in conformity with the provisions of the subsidy contract.
2. The lead partner will inform the partners on a regular basis about any relevant communication between the lead partner and the joint secretariat.
3. Before submitting a request for change to the joint secretariat, the lead partner shall obtain the approval of its partners on the changes proposed. The lead partner may set a deadline to the partners for this approval so that beyond this deadline the proposed changes are considered as approved by the partners.

In addition, the lead partner shall fulfil following obligations:

4. To appoint a
  - Project Manager (PM) qualified in European Project Management who shall accept the operational responsibility for the implementation of the overall project;
  - Financial & Administrative Manager (FAM) responsible for the accounts, financial reporting, internal handling of ERDF funds and national co-financing;



- Communication Manager (CM) responsible for the coordinating the definition and implementation of the communication and dissemination strategy;
- 5. To allocate tasks among the partners involved in the project and ensure that these tasks are subsequently fulfilled in compliance with present agreement, in line with the latest approved version of the application form and the subsidy contract.
- 6. To lay down the arrangement for its relations with its partners in this project partnership agreement (see section 6.1.3) comprising, inter alia, provisions guaranteeing the sound financial management.
- 7. To ensure an efficient internal management and control system.
- 8. To ensure that the project reports on time and correctly to the joint secretariat.
- 9. To ensure that the expenditure reported by all partners has been incurred from implementing the project and corresponds to the activities agreed upon by all the partners, and
- 10. To request and receive payments of programme funding.

### **Partners' obligations**

- 1. To be eligible as project partner under Interreg Europe, the partner has to be a legal entity.
- 2. All partners will do everything in their power to implement the project as defined in the present agreement and in line with the latest approved version of the application form.
- 3. All partners shall comply with the provisions of the subsidy contract, the programme manual, the Cooperation Programme and the latest approved version of the application form.
- 4. All partners shall comply with the statutory rules under European law, national statutory regulations, orders, decrees and rulings, permits and exemptions which are relevant for the performance of the present agreement, specifically with respect to their own portion of the project.

In addition, they shall fulfil the following obligations:

- 5. To give the lead partner the authority to represent the partner in the project;
- 6. To provide the lead partner with all the information, in the prescribed form, necessary to draw up the mandatory reports for the project as well as all other reports on activities, requests for payment and other documents or information requested by the joint secretariat. The information so requested will be provided to the lead partner on time and complete according to following procedure:
  - a) within two (2) weeks after the end of the reporting period each partner will submit the documents from the project partner to the first level controller. Partners should already towards the end of a reporting period have established a timeline with their first level controllers, in order to avoid any bottlenecks.

- b) Within eight (8) weeks after the end of the reporting period each partner sends their individual report to the lead partner and ensures that its part of the reported activities and expenditure has been independently verified in compliance with the Regulation (EU) no 1303/2013, Article 125(4) by a first level controller designated according to country specific requirements. The report must be accompanied by
- the independent first level control certificate
  - the independent first level control report (incl. control checklist) and
  - the list of expenditure
- c) On the basis of the individual partners' reports, the lead partner compiles the joint progress report for the whole partnership within twelve (12) weeks after the end of the reporting period.
- d) The lead partner confirms that the information provided by the partners has been verified and confirmed by an independent first level controller in compliance with the respective country specific control requirements; that the partners' information has been accurately reflected in the joint progress report and that the related costs result from implementing the project as planned and set out in the application form and described in the progress report.
- e) For the audit trail, the lead partner retains possession of the inputs used for the progress report received from the partners.
- f) The lead partner submits the progress report to the joint secretariat and if necessary answers the clarification requests made by the joint secretariat.
- g) Once all points have been clarified, the progress report is approved and the certifying authority executes the payment to the lead partner, the lead partner transfers the funds to the partners after receipt of the payment, without delay.

Phase	Reporting Period		Partner Report to FLC	Validated Report to LP	Submission Progress Report
	Start	End			
1	01/04/2016	30/09/2016	14/10/2016	30/11/2016	01/01/2017
	01/10/2016	31/03/2017	14/04/2017	31/05/2017	01/07/2017
	01/04/2017	30/09/2017	14/10/2017	30/11/2017	01/01/2018
	01/10/2017	31/03/2018	14/04/2018	31/05/2018	01/07/2018
2	01/04/2018	31/03/2019	14/04/2019	31/05/2019	01/07/2019
	01/04/2019	31/03/2020	14/01/2020	28/02/2020	31/03/2020 (!)

Table 1: Reporting Schedule

7. All exchanges of information with the programme authorities shall follow the programme requirements.
8. To make the partner contributions available as foreseen in the latest approved version of the application form and this partnership agreement;



9. To actively encourage the involvement of the stakeholder groups in their regions, their participation in the project, and their cooperation with respect to disseminating the project results;
10. To react promptly to any request of the lead partner, of programme authorities and bodies involved in the programme implementation, in particular for what concerns requests related to the coordination, implementation and evaluation of the project;
11. To notify immediately the lead partner of any event that could lead to a temporary or final discontinuation or any other deviation of the project, as well as any change related to the name of the organisation, its contact details, legal status or any other change concerning the partner's legal entity which may have an impact on the project or on their eligibility to the programme.
12. To comply with the planned budget by budget line, spending plan by partner, allocation of tasks and objectives, outputs and results by partner as indicated in the last version of the approved application form and the Annex III of this agreement and to notify the lead partner without delay of any event that may lead to a deviation.

#### *Article 4*

### **Eligibility of Expenditure**

1. Each project partner can only report eligible expenditure. In order to be deemed eligible, the reported expenditure of each project partner shall:
  - a. relate to activities and costs which are carried out, incurred, and paid from the date of the Approval Decision to the project end date as indicated in the application form;
  - b. relate to activities set out in the application form which are necessary for carrying out the project and achieving the project's objectives, outputs and results, and are included in the budget of the application form;
  - c. be reasonable, justified, and comply with the applicable EU and programme rules. In the absence of rules set at EU or programme level or in areas that are not precisely regulated national or institutional rules in accordance with the principles of sound financial management apply;
  - d. be incurred and paid out by the project partner and be substantiated by proper evidence allowing identification and checking;
  - e. be identifiable, verifiable, plausible, determined in accordance with the relevant accounting principles, and recorded in a separate accounting system or with an adequate accounting code;
  - f. be verified by a first level controller in accordance with Regulation (EU) no 1303/2013, Article 125(4).
2. By derogation to Article 4.1 (a) to (e), simplified costs options may be indicated in the programme manual and have to be applied accordingly by each project partner.
3. In case a project partner does not comply with the eligibility rules, the lead partner and/or the programme authorities may impose corrective measure which have to be implemented by the concerned partner.



Those corrective measures can lead to the exclusion of any ineligible expenditure and to the request for repayment of all or part of the concerned subsidy.

#### *Article 5*

### **Decision-making under the agreement**

1. Decisions with regard to the:
  - general project activities will be taken by the Steering Committee composed of representatives from all partners;
  - individual activities of project partners will be taken by each partner in close coordination with the Project Manager (PM) coordinating the implementation of the project;
  - general project budget will be taken by the Steering Committee composed of representatives from all partners;
  - individual budget of project partners will be taken by each partner in close coordination with the Financial & Administrative Manager (FAM);
2. request for the exclusion and addition of partners will be taken by Steering Committee;
3. The decisions will be taken by majority of partners (1 partner 1 vote), present or represented at the meeting where the vote takes place;

#### *Article 6*

### **Financing of joint activities and preparation costs**

1. The financing of joint activities are governed by the contracting-partner-only principle. The contracting partner (lead partner in this project) is the only one that budgets, contracts, actually pays, ensures verification and reports 100% of the cost item of joint benefit and receives the related ERDF. The arrangements for sharing costs between partners are defined between the involved partners: The partners will contribute reimbursing the share of the cost that is not covered by the ERDF to the contracting partner following the procedure as established in Annex V to this agreement.  
  
Attention should be paid to partners that receive financing from other national or regional sources. Because the payment of the share of the partner contribution to the contracting partner is not included in the other partners' reports, this means that they do not receive any reimbursement from their national/regional sources for this payment to the contracting partner.
2. The preparation costs will be reimbursed through a lump sum of 15,000€ per project and the corresponding ERDF (12,750€) will be paid to the lead partner. The subsidy received for the preparation costs will cover the efforts done by the LP also during the negotiation of the conditions for

approval and therefore the partners agree that this amount will not be distributed among the project partners as established in Annex IV (preparation costs division).

#### *Article 7*

### **Project and programme performance**

1. In case a project partner does not successfully reach one or more expected objectives, outputs or results as set out in the application form, the concerned project partner is responsible to follow the requested corrective measures by the programme authorities.
2. In case one or more project partner(s) fail to respect the contractual arrangements on delivery in time, delivery to budget and delivery of outputs as defined in the annexes of this agreement, the programme may reduce the subsidy allocated to the project and, if necessary, stop the project by terminating the subsidy contract. In such cases, the concerned project partner(s) will be liable in compliance with article 8 of this agreement.
3. Subsidy payments not requested by each project partner in time and in full as indicated in the spending plan included in annex III may be lost for the concerned project partner.

#### *Article 8*

### **Liability**

1. In case a project partner does not comply with its obligations as agreed upon in this agreement and the relevant annexes, the concerned project partner shall be the sole responsible for any liabilities, damages and costs, resulting from the non-compliance to both project partners and third parties.
2. No project partner shall be held liable for not complying with its obligations as agreed upon this agreement and the relevant annexes should the non-compliance be caused by force majeure. In such a case, the partner involved must announce this immediately in writing to the other partners of the project.

#### *Article 9*

### **Audit rights, evaluation of the project / archiving of documents**

1. The European Commission, the European Anti-Fraud Office, the European Court of Auditors and, within their responsibility, the relevant bodies of the participating EU Member States or other programme





authorities are entitled to audit the proper use of funds by the project partners or arrange for such an audit to be carried out by authorised persons.

2. Each project partners will produce all documents required for the audit, provide necessary information and give access to their business premises for auditing purposes.
3. In accordance with Regulation (EU) 1303/2013 Articles 56 and 57 each project partner undertakes to provide independent experts or bodies carrying out any project evaluation with any document or information necessary to assist the evaluation.
4. Each project partner will archive documents related to the project implementation for the period required by and in compliance with Regulation (EU) No 1303/2013 Article 140. The lead partner will inform the project partners of the start date of the period referred to in paragraph 1 of Article 140 of Regulation (EU) no 1303/2013 in due time. This period might be interrupted in duly justified cases and will resume after any such interruption. Other possibly longer statutory retention periods, as might be stated by national law, remain unaffected.
5. In accordance with Regulation (EU) No 1303/2013, Article 140 (the archiving of the documents) each project partner must ensure that all documents are kept either:
  - a. in their original form;
  - b. as certified true copies of the originals;
  - c. on commonly accepted data carriers including electronic versions of original documents;
  - d. or documents existing as electronic version only.

Notwithstanding the foregoing, the archiving formats have to comply with national legal requirements.

6. The requirements as indicated in points (4) and (5) also apply to any project partner which leaves the partnership before the end of the project.

#### *Article 10*

### **Communication and publicity**

1. Each project partner will implement a communication and dissemination plan that ensures adequate promotion of the project and its results towards potential target groups, project stakeholders and the general public in compliance with the Annex XII (2.2) of Regulation (EU) No 1303/2013, the subsidy contract (Article 12) and the programme manual.
2. Unless differently required by the managing authority, any notice or publication in relation to the project, made in any form and by any means, including the Internet, must state that it only reflects the author's



views and that the programme authorities are not liable for any use that may be made of the information contained therein.

3. Each project partner agrees that the programme authorities shall be authorised to publish, in any form and by any means, including the Internet, the following information:
  - a. the name and contact details of the lead partner and of the project partners,
  - b. the project name,
  - c. a summary of the project activities,
  - d. the objectives of the project and the subsidy,
  - e. the project start and end date,
  - f. the amount of the subsidy and the total budget of the project,
  - g. the geographical location of the project implementation,
  - h. progress reports including the final report.

#### *Article 11*

### **Intellectual Property Rights**

1. All intellectual property, outputs and results (whether tangible or intangible) that derive from the project will be the property equally shared of the lead partner and the project partners.
2. Notwithstanding the terms of Article 11.1, the results of the project have to be made available to the general public free of charge by the lead partner and project partners. The managing authority and any other relevant Programme stakeholder (such as the national points of contact, the European Commission) may reserve the right to use them for information and communication actions in respect of the programme. If there are pre-existing intellectual and industrial property rights which are made available to the project, these will be fully respected provided that they are notified by the lead partner and project partners to the managing authority in writing.
3. Any income generated by the intellectual property rights must be managed in compliance with the applicable EU, national and programme rules in the fields of net revenue and state aid.

## *Article 12*

### **Cooperation with third parties, delegation legal succession and outsourcing**

1. In case of cooperation with third parties including suppliers of good/services, the project partner concerned shall remain solely responsible to the lead partner concerning compliance with its obligations as set out in this project partnership agreement.
2. The lead partner shall be informed by the project partner about the subject and party of any contract concluded with a third party.
3. No project partner shall have the right to transfer its rights and obligations under this project partnership agreement without the prior consent of the other project participants and the responsible programme implementing bodies.
4. In cases of legal succession, the lead partner or concerned partner is obliged to transfer all duties under this partnership agreement to the legal successor.
5. Outsourcing to consultants or to suppliers of goods/service shall be undertaken in accordance with procedures set out in the public procurement rules applicable to the contracting partner and in compliance with the EU directives on public procurement.

## *Article 13*

### **Duration and right of termination**

1. The agreement will enter into force on the date on which it is signed. It will remain in force until complete fulfilment of the lead partner and partners' obligations under this project partnership agreement and the subsidy contract. In particular, all relevant provisions necessary for the fulfilment of the archiving and audit obligations defined in article 9 of this agreement shall remain in force until the end of the period referred to in article 140 of Regulation (EU) No 1303/2013.
2. The agreement can be terminated prematurely by means of a decision taken by the Steering Committee which also makes arrangements regarding the consequences of such premature termination.

#### *Article 14*

### **Non-fulfilment of obligations and disputes**

1. Should one of the project partners not fulfil its obligations, the lead partner shall contact the concerned partner and remind this partner to comply within a maximum of 30 days. The lead partner shall make any effort to contact the concerned partner(s) in order to solve the difficulties, including seeking the assistance of the joint secretariat / the managing authority of the programme.
2. Should the non-fulfilment of obligations continue, in spite of notifications as mentioned under point one of this article, the partnership may decide to exclude the concerned partner from the project. The managing authority / joint secretariat shall be informed immediately by the lead partner if the partnership intends to exclude a partner from the project.
3. In case of non-fulfilment of a partner's obligation having financial consequences for the funding of the project as a whole, the lead partner may demand compensation to cover the sum involved.
4. Should the lead partner not fulfil its obligations, the responsibilities of the lead partner indicated in above under points 1-3 of this article shall be exercised by a partner chosen by the Steering Committee.
5. In case of any disputes, even if regarded as such by only one of the partners, which may arise owing to a further agreement or an actual action which is wholly or partly subject to the present agreement, the project partners shall first work towards an amicable settlement. In case the partners do not reach an amicable settlement, the settlement will be adjudicated by the competent court in the district in which the lead partner has its registered office. The lead partner's registered office is located in D-28359 Bremen-Am Fallturm 1.

#### *Article 15*

### **Demand for repayment**

1. Should the programme authorities in accordance with the provisions of the subsidy contract demand repayment of all or part of the subsidy already transferred, each partner concerned is obliged to reimburse its share of the subsidy amount unduly received to the lead partner.
2. The lead partner shall, without delay, inform the concerned partner about any ERDF/Norwegian fund amount unduly paid due to an irregularity as soon as it is informed by the managing authority/joint secretariat. It shall also forward, without delay, the letter by which the managing authority has asserted the recovery order and notify each partner of the amount to be repaid. This amount is due by the deadline indicated by the lead partner in accordance with the recovery procedure described in the programme manual. In case the amount to be recovered shall be subject to interest, the interest rate will be

determined in accordance with the provisions of the subsidy contract (Article 14.3) and would be applied to each concerned partner.

3. According to article 122.2 of Regulation (EU) 1303/2013 and article 27.3 of Regulation (EU) 1299/2013, if the lead partner does not succeed in securing repayment from other Project Partners or if the managing authority does not succeed in securing repayment from the lead partner after having used all reasonable endeavours in accordance with point 5.4 of the Cooperation Programme and the Procedure for the recovery of irregularities, the EU Member State or third country on whose territory the beneficiary concerned is located shall reimburse the managing authority any amounts unduly paid to that beneficiary. The EU Member State or third country (Norway) on whose territory the concerned beneficiary is located shall be entitled to undertake any legal action that it may deem necessary towards the concerned beneficiary in order to recover the unduly paid amount, based on national jurisdiction rules and in accordance with any agreement the EU Member State or third country (Norway) may have entered into with the beneficiary. In that case, the lead partner shall have the right to transfer its rights and obligations under this agreement to the EU Member State or third country (Norway) on whose territory the concerned beneficiary is located provided that the EU Member State or third country (Norway) agree to this transfer.

#### *Article 16*

### **Amendment of the project partnership agreement, withdrawals**

1. This agreement shall only be amended in writing by means of an amendment to that effect signed by all parties involved.
2. Modifications to the project (e.g. concerning activities, time schedule or budget) that have been approved by the programme authorities, in compliance with the procedure set in the programme manual, can be carried out without amending the present agreement.
3. If one of the project partners withdraws from the partnership, upon a three (3) months written notice delivered to the lead partner, the lead partner and the project partners shall endeavour to cover the contribution of the withdrawing project partner, proposing to the programme authorities either to reallocate the tasks of the withdrawn partner inside the partnership and/or to replace the withdrawn partner by one or more new project partners.



*Article 17*

## **Working language**

1. The working language of this Partnership shall be English.
2. The English version of the partnership agreement is the binding one.

*Article 18*

## **Final provisions**

1. This agreement is governed by German law.
2. If any provision in this agreement should be wholly or partly ineffective, the parties to this agreement undertake to replace the ineffective provision by an effective provision which comes as close as possible to the purpose of the ineffective provision.



## Signatures

### The lead partner

Title of the institution: **UNIVERSITY OF BREMEN (Uni-HB)**

Place and date: .....

Name and function of the signatory: .....

Signature/Stamp: .....



## The project partner 1

Title of the institution: **DER SENATOR FÜR WIRTSCHAFT, ARBEIT UND HÄFEN FREIE  
HANSESTADT BREMEN (SENWAH)**

Place and date: .....

Name and function of the signatory: .....

Signature/Stamp: .....





## The project partner 3

Title of the institution: **WFB-WIRTSCHAFTSFÖRDERUNG BREMEN GMBH (WFB)**

Place and date: .....

Name and function of the signatory: .....

Signature/Stamp: .....



## The project partner 4

Title of the institution: **CONSEIL RÉGIONAL D'AQUITAINE (CRA)**

Place and date: .....

Name and function of the signatory: .....

Signature/Stamp: .....



## The project partner 5

Title of the institution: **URZAD MARSZALKOWSKI WOJEWODZTWA PODKARPACKIEGO**

Place and date: .....

Name and function of the signatory: .....

Signature/Stamp: .....



## The project partner 6

Title of the institution: **POLITECHNIKA RZESZOWSKA (RTU)**

Place and date: .....

Name and function of the signatory: .....

Signature/Stamp: .....



## The project partner 7

Title of the institution: **REGIONE PIEMONTE**

Place and date: .....

Name and function of the signatory: .....

Signature/Stamp: .....



## The project partner 8

Title of the institution: **STYRELSEN FOR FORSKNING OG INNOVATION (DASTI)**

Place and date: .....

Name and function of the signatory: .....

Signature/Stamp: .....



## The project partner 9

Title of the institution: **MOKSLO IR STUDIJŲ STEBĖSENOS IR ANALIZĖS CENTRAS  
(MOSTA)**

Place and date: .....

Name and function of the signatory: .....

Signature/Stamp: .....



## The project partner 10

Title of the institution: **MOKSLO, INOVACIJU IR TECHNOLOGIJU AGENTURA (MITA)**

Place and date: .....

Name and function of the signatory: .....

Signature/Stamp: .....





# **ANNEX I:**

## **LATEST VERSION OF THE APPLICATION FORM**

### **APPROVED BY THE PROGRAMME**

PART A – Project summary

A.1 Project identification

Project title

Public Policy Living Laboratory

31 / 300 characters

Project acronym

P2L2

4 / 22 characters

Name of the lead partner organisation in English

UNIVERSITY OF BREMEN - Uni-HB

Specific objective

1.2. Improving innovation delivery policies

Project duration

Phase 1

Duration

24 Months

Start date

01/04/2016

End date

31/03/2018

Phase 2

Duration

24 Months

Start date

01/04/2018

End date

31/03/2020

Total No. months

48

A.2 Project abstract

The participating regions have all decided to support as part of their ERDF Programme and RIS3 the field of "advanced materials". This Key Enabling Technology complements the regional economic and research tissue with a stable opportunity for future growth and jobs. 6 regions/ countries (Bremen, Aquitaine, Podkarpackie, Piemonte, Denmark, Lithuania) cooperate with their local Stakeholders.

P2L2 applies interregional policy learning and exchange of experiences on important aspects influencing the regional innovation ecosystems in the field of advanced materials. Concrete aims are:

- Improving policy instruments supporting innovation ecosystem of advanced materials (support to RTD projects, cooperation between science and industry, the creation of infrastructures and mobilise actors for improving innovation ecosystems, networks, processes);
- Improving policy instruments related to the implementation and evaluation of the smart specialization strategies (reviewing the whole process for definition, implementation and evaluation of smart specialization strategies);
- Coordinate/ align regional policies and strategies between sectors in order to facilitate the establishment of real innovation ecosystems beyond administrative regional boundaries (for example in the triangle Bremen-Hamburg-Niedersachsen or Aquitaine - Limousin - Poitou-Charentes).

P2L2 goes beyond traditional 'good practice sharing' and results are expected not only to improve policy instruments selected for increasing growth and innovation rates. The project will deliver a "limited mapping" tool and add value by aligning S3 strategies within one field (Advanced Materials) between different regions to identify overlaps, gaps, complementarity and opportunities for European collaboration (including support from regional policy level). Therefore we involved 2 supra-European bodies and will organise a special "Action Plan Conference".


1,926 / 2,000 characters

A.3 Project budget summary

Programme Funding			Partner Contributions			Total Budget	
	Amount	Funding Rate	Public Contribution	Private Contribution	Total Contribution		
ERDF	1,485,981.05	85.00 %	262,231.95	0.00	262,231.95	Total eligible to ERDF	1,748,213.00
Norway	0.00	0.00 %	0.00	0.00	0.00	Total Norway	0.00
INTERREG Europe	1,485,981.05	85.00 %	262,231.95	0.00	262,231.95	Total INTERREG Europe	1,748,213.00
						Other Funding	0.00
						Grand Total	1,748,213.00

A.4 Overview of project partners

N°	Organisation	Country	Partner Budget		
1	MINISTRY OF ECONOMICS, LABOUR AND PORTS - FREE HANSEATIC CITY BREMEN	DE	Programme Funding	Partner Contribution	Total
			50,830.00	8,970.00	59,800.00
2	UNIVERSITY OF BREMEN - Uni-HB	DE	Programme Funding	Partner Contribution	Total
			415,905.00	73,395.00	489,300.00
3	WFB BREMEN ECONOMIC DEVELOPMENT CORP.	DE	Programme Funding	Partner Contribution	Total
			93,117.50	16,432.50	109,550.00
4	REGIONAL COUNCIL OF AQUITAINE	FR	Programme Funding	Partner Contribution	Total
			121,266.10	21,399.90	142,666.00
5	MARSHAL OFFICE OF THE PODKARPACKIE REGION	PL	Programme Funding	Partner Contribution	Total
			108,375.00	19,125.00	127,500.00

N°	Organisation	Country	Partner Budget		
6	RZESZOW UNIVERSITY OF TECHNOLOGY	 PL	Programme Funding	Partner Contribution	Total
			71,612.50	12,637.50	84,250.00
7	PIEDMONT REGION	 IT	Programme Funding	Partner Contribution	Total
			197,596.10	34,869.90	232,466.00
8	THE DANISH AGENCY FOR SCIENCE, TECHNOLOGY AND INNOVATION (DASTI)	 DK	Programme Funding	Partner Contribution	Total
			211,761.35	37,369.65	249,131.00
9	RESEARCH AND HIGHER EDUCATION MONITORING AND ANALYSIS CENTRE (MOSTA)	 LT	Programme Funding	Partner Contribution	Total
			150,046.25	26,478.75	176,525.00
10	AGENCY FOR SCIENCE, INNOVATION AND TECHNOLOGY (MITA)	 LT	Programme Funding	Partner Contribution	Total
			65,471.25	11,553.75	77,025.00

Lead partner confirmation

By signing the application form the lead partner hereby confirms that:

- The information provided in this application is accurate and true to the best knowledge of the lead partner.
- The project is in line with the relevant EU and national legislation and policies of the countries involved.
- The lead partner and the project partners will act according to the provisions of the relevant national and EU regulations, especially regarding structural funds, public procurement, state aid, environment and equal opportunities, as well as the specific provisions of the programme.
- No expenditure related to the above mentioned project has been, is or will be funded by any other EU funded programme, except for partners that do not receive funding directly from the Interreg Europe programme.

Name of signing person	<div>Dr. Martin Mehrtens</div> <div>19 / 300 characters</div>
Position of signing person	<div>Head of Finance and Administration</div> <div>34 / 300 characters</div>
Lead partner's organisation	<div>UNIVERSITY OF BREMEN - Uni-HB</div>
Place & date (dd/mm/yyyy)	<div>Bremen, 11th April 2016</div> <div>23 / 300 characters</div>
Signature and stamp of lead partner (if exists)	<div></div>

PART B – Partnership

B.1 Partner’s details

Partner 1

Partner role in the project	Partner		
Name of organisation in original language	DER SENATOR FÜR WIRTSCHAFT, ARBEIT UND HÄFEN - FREIE HANSESTADT BREMEN71 / 200 characters		
Name of organisation in English	MINISTRY OF ECONOMICS, LABOUR AND PORTS - FREE HANSEATIC CITY BREMEN69 / 200 characters		
Department/unit/division (if applicable)	Referatsleitung 13 - Innovation, Technologietransfer, Clusterpolitik68 / 200 characters		
Legal status	Public body or body governed by public law	Type of partner	Regional public authority
Address	Zweite Schlachtpforte 323 / 200 characters		
Town	Bremen6 / 200 characters	Postal code	281955 / 200 characters
Country	Germany (DEUTSCHLAND )		
NUTS 1 level	BREMEN		
NUTS 2 level	Bremen		
NUTS 3 level	Bremen, Kreisfreie Stadt		
Legal representative	Ekkehart Siering16 / 200 characters		
Contact person 1	Oliver Richter14 / 200 characters		
Phone office	+49(0)421/361-1049519 / 200 characters	Mobile (optional)	0 / 200 characters
Email	oliver.richter@wuh.bremen.de	Website (optional)	www.innovation.bremen.de24 / 200 characters
Contact person 2 (optional)	Stefan Büssenschütt19 / 200 characters		
Phone (optional)	+49(0)421/361-857818 / 200 characters	Email (optional)	Stefan.Buessenschuett@wuh.bremen.de35 / 200 characters
Partner financed through the Investment for Growth and Jobs programme (article 96 (3d) of Regulation (EU) No 1303/2013)	No		

Partner 2

Partner role in the project	Lead partner		
Name of organisation in original language	UNIVERSITAET BREMEN - Uni-HB28 / 200 characters		
Name of organisation in English	UNIVERSITY OF BREMEN - Uni-HB29 / 200 characters		
Department/unit/division (if applicable)	Innovation Capability Centre29 / 200 characters		
Legal status	Public body or body governed by public law	Type of partner	Education and research institution
Address	Am Fallturn, 114 / 200 characters		
Town	Bremen6 / 200 characters	Postal code	283595 / 200 characters
Country	Germany (DEUTSCHLAND )		
NUTS 1 level	BREMEN		
NUTS 2 level	Bremen		
NUTS 3 level	Bremen, Kreisfreie Stadt		
Legal representative	Dr. Martin Mehrtens19 / 200 characters		
Contact person 1	Dr Michael Boronowsky21 / 200 characters		
Phone office	+49-(0) 421 2186409220 / 200 characters	Mobile (optional)	0 / 200 characters
Email	mb@tzi.de	Website (optional)	http://www.tzi.de/18 / 200 characters
Contact person 2 (optional)	Tanja Woronowicz16 / 200 characters		
Phone (optional)	+49-(0) 421 2186409420 / 200 characters	Email (optional)	worono@tzi.de13 / 200 characters
Partner financed through the Investment for Growth and Jobs programme (article 96 (3d) of Regulation (EU) No 1303/2013)	No		

Partner 3

Partner role in the project	Partner		
Name of organisation in original language	WFB WIRTSCHAFTSFÖRDERUNG BREMEN GMBH		
	36 / 200 characters		
Name of organisation in English	WFB BREMEN ECONOMIC DEVELOPMENT CORP.		
	37 / 200 characters		
Department/unit/division (if applicable)	LANGENSTRASSE 2-4		
	17 / 200 characters		
Legal status	Public body or body governed by public law	Type of partner	Business support organisation
Address	LANGENSTRASSE 2-4		
	17 / 200 characters		
Town	Bremen	Postal code	28195
	6 / 200 characters		5 / 200 characters
Country	Germany (DEUTSCHLAND )		
NUTS 1 level	BREMEN		
NUTS 2 level	Bremen		
NUTS 3 level	Bremen, Kreisfreie Stadt		
Legal representative	Hans-Georg Tschupke		
	19 / 200 characters		
Contact person 1	Mr Bastian Müller		
	17 / 200 characters		
Phone office	+494219600-349	Mobile (optional)	
	14 / 200 characters		0 / 200 characters
Email	bastian.mueller@wfb-bremen.de	Website (optional)	http://www.wfb-bremen.de
			24 / 200 characters
Contact person 2 (optional)	Jesús Zepeda Juárez		
	19 / 200 characters		
Phone (optional)	+49 421 9600-334	Email (optional)	Jesus.Zepeda-Juarez@wfb-bremen.de
	16 / 200 characters		33 / 200 characters
Partner financed through the Investment for Growth and Jobs programme (article 96 (3d) of Regulation (EU) No 1303/2013)	No		

Partner 4

Partner role in the project	Partner		
Name of organisation in original language	CONSEIL RÉGIONAL D'AQUITAINE29 / 200 characters		
Name of organisation in English	REGIONAL COUNCIL OF AQUITAINE29 / 200 characters		
Department/unit/division (if applicable)	Economic development and employment Directorate47 / 200 characters		
Legal status	Public body or body governed by public law	Type of partner	Regional public authority
Address	14, rue François de Sourdis27 / 200 characters		
Town	BORDEAUX8 / 200 characters	Postal code	330775 / 200 characters
Country	France (FRANCE)		
NUTS 1 level	SUD-OUEST		
NUTS 2 level	Aquitaine		
NUTS 3 level	Gironde		
Legal representative	Alain ROUSSET, Président du Conseil Régional d'Aquitaine56 / 200 characters		
Contact person 1	Thibaut RICHEBOIS, Deputy General Director42 / 200 characters		
Phone office	+3355757800012 / 200 characters	Mobile (optional)	0 / 200 characters
Email	Thibaut.richebois@aquitaine.fr	Website (optional)	www.aquitaine.fr16 / 200 characters
Contact person 2 (optional)	Philippe Gounin15 / 200 characters		
Phone (optional)	+3305 57 57 81 8017 / 200 characters	Email (optional)	philippe.gonin@aquitaine.fr28 / 200 characters
Partner financed through the Investment for Growth and Jobs programme (article 96 (3d) of Regulation (EU) No 1303/2013)	No		



Partner 5

Partner role in the project	Partner		
Name of organisation in original language	URZAD MARSZALKOWSKI WOJEWODZTWA PODKARPACKIEGO46 / 200 characters		
Name of organisation in English	MARSHAL OFFICE OF THE PODKARPACKIE REGION41 / 200 characters		
Department/unit/division (if applicable)	Regional Development Department31 / 200 characters		
Legal status	Public body or body governed by public law	Type of partner	Regional public authority
Address	Al. Cieplinskiego17 / 200 characters		
Town	Rzeszow7 / 200 characters	Postal code	350105 / 200 characters
Country	Poland (POLSKA)		
NUTS 1 level	REGION WSCHODNI		
NUTS 2 level	Podkarpackie		
NUTS 3 level	Rzeszowski		
Legal representative	Mr Wladislaw Ortyl – Marshal of the Podkarpackie Region55 / 200 characters		
Contact person 1	Mr Piotr Czerepiuk18 / 200 characters		
Phone office	+ 48 747646012 / 200 characters	Mobile (optional)	0 / 200 characters
Email	p.czerepiuk@podkarpackie.pl	Website (optional)	www.rsi.podkarpackie.pl24 / 200 characters
Contact person 2 (optional)	Mr Marcin Gariak16 / 200 characters		
Phone (optional)	+48 17 747645714 / 200 characters	Email (optional)	m.gariak@podkarpackie.pl24 / 200 characters
Partner financed through the Investment for Growth and Jobs programme (article 96 (3d) of Regulation (EU) No 1303/2013)	No		

Partner 6

Partner role in the project	Partner		
Name of organisation in original language	POLITECHNIKA RZESZOWSKA24 / 200 characters		
Name of organisation in English	RZESZOW UNIVERSITY OF TECHNOLOGY32 / 200 characters		
Department/unit/division (if applicable)	Department of Entrepreneurship, Management and Eco-innovativeness65 / 200 characters		
Legal status	Public body or body governed by public law	Type of partner	Education and research institution
Address	al. Powstańców Warszawy 1226 / 200 characters		
Town	Rzeszów7 / 200 characters	Postal code	359595 / 200 characters
Country	Poland (POLSKA)		
NUTS 1 level	REGION WSCHODNI		
NUTS 2 level	Podkarpackie		
NUTS 3 level	Rzeszowski		
Legal representative	Prof. Marek Orkisz, DSc, PhD, Eng.34 / 200 characters		
Contact person 1	Prof. Leszek Wozniak, DSc, PhD, Eng.36 / 200 characters		
Phone office	+48 17 865 116515 / 200 characters	Mobile (optional)	+48.603.95094715 / 200 characters
Email	lwozniak@prz.edu.pl	Website (optional)	www.kpzie.portal.prz.edu.pl27 / 200 characters
Contact person 2 (optional)	Maciej Chrzanowski18 / 200 characters		
Phone (optional)	+48 723 136 25015 / 200 characters	Email (optional)	mc@prz.edu.pl13 / 200 characters
Partner financed through the Investment for Growth and Jobs programme (article 96 (3d) of Regulation (EU) No 1303/2013)	No		

Partner 7

Partner role in the project	Partner		
Name of organisation in original language	REGIONE PIEMONTE17 / 200 characters		
Name of organisation in English	PIEDMONT REGION15 / 200 characters		
Department/unit/division (if applicable)	Department of Competitiveness of Regional System48 / 200 characters		
Legal status	Public body or body governed by public law	Type of partner	Regional public authority
Address	Via Pisano 612 / 200 characters		
Town	Torino6 / 200 characters	Postal code	101225 / 200 characters
Country	Italy (ITALIA )		
NUTS 1 level	NORD-OVEST		
NUTS 2 level	Piemonte		
NUTS 3 level	Torino		
Legal representative	Giuliana Fenu13 / 200 characters		
Contact person 1	Rossana Borello15 / 200 characters		
Phone office	+39 011432428514 / 200 characters	Mobile (optional)	0 / 200 characters
Email	Rossana.borello@regione.piemonte.it	Website (optional)	www.regione.piemonte.it23 / 200 characters
Contact person 2 (optional)	Franco Russo12 / 200 characters		
Phone (optional)	+39 011 432275915 / 200 characters	Email (optional)	Franco.russo@regione.piemonte.it32 / 200 characters
Partner financed through the Investment for Growth and Jobs programme (article 96 (3d) of Regulation (EU) No 1303/2013)	No		

Partner 8

Partner role in the project	Partner		
Name of organisation in original language	STYRELSEN FOR FORSKNING OG INNOVATION		
	38 / 200 characters		
Name of organisation in English	THE DANISH AGENCY FOR SCIENCE, TECHNOLOGY AND INNOVATION (DASTI)		
	64 / 200 characters		
Department/unit/division (if applicable)	Division for Innovation Policy		
	30 / 200 characters		
Legal status	Public body or body governed by public law	Type of partner	National public authority
Address	Bredgade 40		
	11 / 200 characters		
Town	Copenhagen	Postal code	1260
	10 / 200 characters		4 / 200 characters
Country	Denmark (DANMARK)		
NUTS 1 level	DANMARK		
NUTS 2 level	Hovedstaden		
NUTS 3 level	Københavns omegn		
Legal representative	Mr Nicolai Zarganis		
	19 / 200 characters		
Contact person 1	Uffe Hoeg Andersen		
	18 / 200 characters		
Phone office	+ 45 7231 8352	Mobile (optional)	
	14 / 200 characters		0 / 200 characters
Email	ufh@fi.dk	Website (optional)	http://ufm.dk/en
			16 / 200 characters
Contact person 2 (optional)			
	0 / 200 characters		
Phone (optional)		Email (optional)	
	0 / 200 characters		0 / 200 characters
Partner financed through the Investment for Growth and Jobs programme (article 96 (3d) of Regulation (EU) No 1303/2013)	No		

Partner 9

Partner role in the project	Partner		
Name of organisation in original language	MOKSLO IR STUDIJŲ STEBĖSENOS IR ANALIZĖS CENTRAS (MOSTA) <div>56 / 200 characters</div>		
Name of organisation in English	RESEARCH AND HIGHER EDUCATION MONITORING AND ANALYSIS CENTRE (MOSTA) <div>68 / 200 characters</div>		
Department/unit/division (if applicable)	Innovation policy analysis unit <div>31 / 200 characters</div>		
Legal status	Public body or body governed by public law	Type of partner	National public authority
Address	Geležinio Vilko str. 12 <div>24 / 200 characters</div>		
Town	Vilnius <div>7 / 200 characters</div>	Postal code	03163 <div>5 / 200 characters</div>
Country	Lithuania (LIETUVA)		
NUTS 1 level	LIETUVA		
NUTS 2 level	Lietuva		
NUTS 3 level	Vilniaus apskritis		
Legal representative	Jurgita Petrauskienė <div>20 / 200 characters</div>		
Contact person 1	Jurgita Petrauskienė <div>20 / 200 characters</div>		
Phone office	+370 5 243 0403 <div>15 / 200 characters</div>	Mobile (optional)	<div>0 / 200 characters</div>
Email	Jurgita.petrauskiene@mosta.lt	Website (optional)	www.mosta.lt <div>12 / 200 characters</div>
Contact person 2 (optional)	Ramojus Reimeris <div>16 / 200 characters</div>		
Phone (optional)	+370 5 243 0107 <div>15 / 200 characters</div>	Email (optional)	Ramojus.reimeris@mosta.lt <div>25 / 200 characters</div>
Partner financed through the Investment for Growth and Jobs programme (article 96 (3d) of Regulation (EU) No 1303/2013)	No		

Partner 10

Partner role in the project	Partner		
Name of organisation in original language	MOKSLO, INOVACIJU IR TECHNOLOGIJU AGENTURA (MITA) 49 / 200 characters		
Name of organisation in English	AGENCY FOR SCIENCE, INNOVATION AND TECHNOLOGY (MITA) 52 / 200 characters		
Department/unit/division (if applicable)	Innovation Support and Technology Transfer Division 51 / 200 characters		
Legal status	Public body or body governed by public law	Type of partner	Agency (different from business support organisation)
Address	A. Goštauto str. 12 19 / 200 characters		
Town	Vilnius 7 / 200 characters	Postal code	01108 5 / 200 characters
Country	Lithuania (LIETUVA)		
NUTS 1 level	LIETUVA		
NUTS 2 level	Lietuva		
NUTS 3 level	Vilniaus apskritis		
Legal representative	Arūnas Karlonas 15 / 200 characters		
Contact person 1	Arūnas Karlonas 15 / 200 characters		
Phone office	+370 5 264 4708 15 / 200 characters	Mobile (optional)	+370 5 264 4708 15 / 200 characters
Email	arunas.karlonas@mita.lt	Website (optional)	http://www.mita.lt/en 21 / 200 characters
Contact person 2 (optional)	Ričardas Valančiauskas 22 / 200 characters		
Phone (optional)	+370 5 212 7434 15 / 200 characters	Email (optional)	ricardas.valanciauskas@mita.lt 30 / 200 characters
Partner financed through the Investment for Growth and Jobs programme (article 96 (3d) of Regulation (EU) No 1303/2013)	No		

B.2 Policies addressed and territorial context

Number	Name	Structural funds link	Letter Of Support Required	Responsible Body Name
1	RIS 3/ Operational Programme 'Strengthening a business driven innovation system in the field of adva...	Yes	No	MINISTRY OF ECONOMICS, LABOUR AND PORTS - FREE HANSEATIC CITY BREMEN
2	RIS3's specialisation area entitled "Chemistry as a means of industrializing materials", as a booste...	Yes	No	REGIONAL COUNCIL OF AQUITAINE
3	Continuous entrepreneurial and scientific discovery process (which includes activity of Podkarpackie...	Yes	No	MARSHAL OFFICE OF THE PODKARPACKIE REGION
4	RIS3 Smart Specialisation strategy Axis 1 – Smart Growth in order to work on advanced material as e...	Yes	No	PIEDMONT REGION
5	The Danish Cluster and Network Strategy, (Strategi for Samarbejde om Danmarks Klynge- og Netværksind...	No	No	THE DANISH AGENCY FOR SCIENCE, TECHNOLOGY AND INNOVATION (DASTI)
6	Programme "Innovouchers LT" (Priority 1 "Research and development for competitiveness and growth of ...	Yes	No	AGENCY FOR SCIENCE, INNOVATION AND TECHNOLOGY (MITA)

B.2.1 Policy instrument 1

B.2.1.1 Definition and Context

Definition

Please name the policy instrument addressed. For Structural Funds programmes, please provide the exact name of the Operational or Cooperation Programme concerned.

RIS 3/ Operational Programme 'Strengthening a business driven innovation system in the field of advanced materials'.

Please describe the main features of this policy instrument (e.g. objective, characteristics, priority or measure concerned) and the reason(s) why it should be improved.

The overall objective of this PI is to foster research, development and innovation in regional enterprises in the field of advanced materials as a basis for future growth and job creation. Advanced materials have been identified as one of the priority areas of the Bremen smart specialisation strategy (RIS3) [see page 21 ff, p. 33] and have developed to the most important field of activity in terms of R&D and innovation in the Bremen aerospace industry and are also of importance for other major regional clusters such as automotive and wind energy. The transnational 'materials and processes' activities of Airbus are managed from Bremen. The region provides important input from its actors for composites, metals, surface technology and assembly. In order to concentrate competencies and R&D infrastructures in this area, the EcoMaT center for eco-efficient materials & technologies is currently being built in Bremen. EcoMaT shall serve as a focal point for cooperation between different industrial based clusters, supporting thus the field of materials science and its engineering applications.

The PI is based on the Bremen ERDF programme in which fostering the development of a competitive regional economy based on knowledge and innovation is one of the key objectives (Bremen ERDF programme, p.5) and the "strengthening of a specialised business driven innovation system" is one of the four priority areas of the programme (Bremen ERDF programme, p. 27ff).

1,471 / 1,500 characters

Is this an operational/cooperation programme financed by Structural Funds? (Only select YES if this policy instrument is one of the Investment for growth and jobs or European territorial cooperation programmes approved by the EC)

Yes

Is the body responsible for this policy instrument included in the partnership?

Yes

Name of this responsible body

PP1 MINISTRY OF ECONOMICS, LABOUR AND PORTS - FREE HANSEATIC CITY BREMEN

How do you envisage the improvement of this policy instrument (e.g. through new projects supported, through improved governance, through structural change)?

The overall improvement of the PI will mainly be based on activities linked to the Bremen ERDF programme:

- Support and development of the EcoMaT center as a hub for the regional innovation system in the field of advanced materials (ref: action 1a of Bremen ERDF programme);
- Support of R&D and technology transfer projects in the frame of the planned Bremen aerospace programme (LuRaFo) (ref: action 2a of Bremen ERDF programme);
- Support of networking and knowledge transfer within the field of advanced materials incl. "cross-clustering" activities (ref: action 2b of Bremen ERDF programme);

The proposed P2L2 project shall help to improve quality and effectiveness of the PI by identifying, analysing, disseminating and transferring of good practice. On a regional level P2L2 shall help to align the priorities of the stakeholders in the region and actions. This may include the following:

- a common R&D roadmap with regional stakeholders;
- workshops for matching the local/regional competences and SME's needs;
- build a contact point for interregional interests for EcoMaT.

On an interregional level the key issue for Bremen is to learn from the other regions in field of R&D infrastructures/strategies in the field of advanced materials and to share Bremen experiences. Especially the integration of competences of the SMEs in R&D center and evolving topics from a regional R&D programme to future interregional programmes are points of interests for Bremen in this project.

1,490 / 1,500 characters

Proposed self-defined performance indicator (in relation to the policy instrument addressed)

Increase the rate of science-industry cooperation projects supported in advanced materials innovation 3 years after the improvement of the PI.

142 / 200 characters

Territorial context

What is the geographical coverage of this policy instrument?

regional

What is the state of play of the issue addressed by this policy instrument in the territory? What needs to be improved in the territorial situation?

In the sector of advanced materials there are many R&D projects and activities with players from Bremen and Northwest Germany (For example: Projects in the national aerospace programme, local funded projects, master thesis' in cooperation with industry). But most of them are a singular and bilateral cooperation. As a result of the preparatory discussion around the EcoMaT center also a network of partners formed up in Bremen in the last 3 years. In the first step the R&D competences have been mapped in a "Technical profile of EcoMaT".

But in the future there will be 3 R&D centers in 3 Länder of Northwest Germany with competences in the field of advanced materials for aerospace and with Airbus as main user: CFK Nord (in Stade with competences in Carbon fiber–reinforced polymer-CFRP), ZAL (center in Hamburg with competences in aircraft cabine assembly), EcoMaT (Bremen with competences in testing and certification). The 3 centers are focusing on their specific R&D competences which are defined in the technical profiles of each center.

The needs to be improved in the territorial situation are:

- Involving regional partners like ZAL and CFK Nord in a business driven innovation system in the field of advanced materials;
- Evolving the technical profile of EcoMaT to a long term R&D road map with the regional partners;
- Structuring the competences and needs of OEM and science to give SME a link to work with them.

The main goal would be to generate a pull-effect for the technology needs in the mid-term (e.g. 5 years). In this way all relevant actors will have a general direction of the development of technology and industrial needs in this sector.

In order to underline this cooperative policy pattern, based on industrial and research actors, the Stakeholder Group will be chaired by the Senatskanzlei Hamburg. They have previously played a pivotal role in shaping the North-German Materials cooperation and will offer their experience to P2L2 European partnership.

1,994 / 2,000 characters

Is this issue linked to the regional innovation strategy for smart specialisation (RIS3)?

Yes

If yes, how?

The Bremen RIS3 from January 2015 focusses on 8 fields of innovation for "Advanced materials" as well as core regional industries utilising advanced materials like aerospace, wind energy and automotive as have been defined as one of the main fields Bremen RIS3. The decision of the regional Government 2013 to build the EcoMaT and to develop a supporting network concept with ERDF funds. Industrial application areas and cooperation with the Länder of Lower Saxony and Hamburg play a key role.

494 / 500 characters

B.2.1.2 Partner relevance for policy instrument 1



Partner	PP1 MINISTRY OF ECONOMICS, LABOUR AND PORTS - FREE HANSEATIC CITY BREMEN
	<p>The Ministry of Economics, Labour and Ports (SENWAH) is the regional authority responsible for all economic policy issues in the State of Bremen.. This political framework puts a strong focus on innovation and technology and two innovation specific programmes have been developed coordinated by SWAH ("Innovation Programme 2020", "Cluster Strategy 2020"). These two programmes build also the core of the Bremen RIS3 strategy.</p>
	425 / 500 characters
What are the partner's competences and experiences in the issue addressed by this policy?	
What is the capacity of the partner to influence policy instrument 1?	<p>SENWAH is also the responsible authority for the implementation of the ERDF programme and in SENWAH's unit "innovation, cluster policy and technology transfer" all ERDF activities regarding innovation are planned and implemented. All innovation policy activities on an operational level are carried out by the state owned economic development company WFB, which is also participating in this project.</p>
	400 / 500 characters
How will the partner contribute to the content of the cooperation and benefit from it?	<p>The Ministry of Economics, Labour and Ports (SENWAH) will focus on the political strategic direction of the project and the interregional exchange of experiences. In concrete SenWaH will still contribute to following activities: Mapping Policy Instruments, Thematic Workshops, Stakeholder Meetings, Definition of Policy Recommendations and Regional Action Plans, Monitoring the Impact of PI improvements...</p>
	404 / 500 characters
Partner	PP3 WFB BREMEN ECONOMIC DEVELOPMENT CORP.
	<p>The WFB follows the principle of a "one-stop-agency" and is incorporated into the economic development policy of the Federal State of Bremen. Services include marketing/ management of industrial sites, innovation and start-up support, cluster management, special financing and loan programmes, Services and products are helping to secure and create jobs in Bremen and at providing businesses with an environment for entrepreneurial success.</p>
	440 / 500 characters
What are the partner's competences and experiences in the issue addressed by this policy?	
What is the capacity of the partner to influence policy instrument 1?	<p>The WFB is mandated by the State of Bremen to implement i.a. the "Innovation Program 2020" and, "Cluster Strategy 2020". The WFB is the central service provider for regional development and promotion of Bremen as investment location.</p>
	233 / 500 characters
How will the partner contribute to the content of the cooperation and benefit from it?	<p>The WFB coordinates the network of EcoMaT-Partners and also is in charge of building the center itself. The benefit for the WFB is given when regional business partners can expand their cooperation based on lessons learned from other regions. Notably intra-regional network experiences are of interest.</p>
	302 / 500 characters
Partner	LP UNIVERSITY OF BREMEN - Uni-HB
	<p>University Bremen - Innovation Capability Center (UB) will involve a team of experts working in the field of capacity raising for knowledge- and technology transfer. The Center is advising the management of universities, research centers and clusters. During INTERREG IVb project BONITA, the ISO/IEC 15504 standard reference model innoSPICE was developed. This standard supports organizations in their innovation. Currently UB is contributing to defining the future EcoMaT technology center.</p>
	495 / 500 characters
What are the partner's competences and experiences in the issue addressed by this policy?	
What is the capacity of the partner to influence policy instrument 1?	<p>The UB has been performing the "Struktur- und Bedarfsanalyse" (needs analysis) for the planned EcoMaT technology center, the main infrastructure in the field of advanced materials in Bremen. It has been supporting the Managing Authority (SWAH) for a long time regarding the "advanced materials" aspect of the RIS3 and the ERDF programme. Beyond this, close links exist with Airbus as the principal future tenant of the EcoMaT, Fraunhofer Institute IFAM, SMEs and hence will influence PI1.</p>
	489 / 500 characters
How will the partner contribute to the content of the cooperation and benefit from it?	<p>The UB will take the lead of the project which is appropriate as it has a specific pivoting role in the northern German region (Bremen-Hamburg-Niedersachsen) as a linking element between these Länder. The UB has a strong standing with policy makers, administration, industry, research and implementing bodies. The EcoMAT needs analysis started to work out the complementarity of three federal material's research lighthouse initiatives (EcoMAT, ZAIL, CFK Valley).</p>
	464 / 500 characters
B.2.1.3 Stakeholder group relevant for policy instrument 1	
Please provide the indicative list of stakeholders to be involved in the project	<p>We distinguish between 4 main groups in Northern Germany involved in the activities promoting advanced materials as KET in the industrial &amp; research field:</p> <ul style="list-style-type: none"><li>- Prospective EcoMaT tenants having signed a pre-lease contract from industry (Airbus Group -Materials &amp; Processes applied to aeronautics and space, TESTIA GmbH, Daimler AG, Broetje-Automation GmbH), BK Werkstofftechnik, p3 group and from academia (University of Bremen with the Institutes: Fraunhofer IFAM, BIAS, FIBRE, ISEMP, IWT);</li><li>- The SME partner network with companies from the value chain like InnoJoin, Haindl, fibretech, cb process among others;</li><li>- Senate Chancellery of the Bundesland Hamburg;</li><li>- Clusters and networks located in other Länder (Hamburg, Lower Saxony): Niedersachsen Aviation, AVIABELT, ZAL Hamburg, Hanse-Aerospace etc. These networks (and their members) are also part of the stakeholder group to define common interests in the wider regional context. The Ministry SWAH is of course participating as well.</li></ul>
	988 / 1,000 characters
Role of these stakeholders in relation to policy instrument 1? (e.g. in the decision making process)	<p>Most of the Stakeholder will be tenants in the EcoMaT center. The future accompanying measures (Begleitmaßnahme) from the ERDF in Bremen is part of the PI and will support the establishment of the EcoMaT as well as its network strategy. A network assessment has been conducted in 2014/2015 by the UB setting future targets to be achieved in the current programming period.</p> <p>The stakeholders from each of the 4 groups are beneficiaries of the PI. The stakeholders define the R&amp;D topics in the field of advanced materials for the EcoMaT.</p> <p>Therefore workshops and regular meetings are planned by the WFB in the EcoMaT accompanying measure 2014-2020. For topics with high interests internal projects and feasibility studies are also instruments in the EcoMaT accompanying measure 2014-2020. This will be funded by the ERDF in Bremen. The project P2L2 will be linked in this process to use the conclusions from these activities to improve the PI. The group of stakeholder will be interviewed to benchmark the usability and performance of the PI.</p> <p>A special contribution is expected from the neighbouring region Hamburg, with the participation of the Senate Chancellery of the Bundesland Hamburg, that will also contribute to aligning strategies and finding path for cross-regional cooperation of all 3 Federal States.</p> <p>Beyond these common activities, each partner (listed above) has its individual R&amp;D agenda. A common aspect is Additive Layer Manufacturing and non-destructive testing.</p>
	1,484 / 1,500 characters
How will this group be involved in the project and in the interregional learning process?	<p>The Stakeholders will be informed regularly on the progress of the project and notably of the experiences made in the other partner regions. Part of the activities to be undertaken within the Bremen- PI is to bring the Stakeholders together on a regular basis and to identify common or linked R&amp;D topics and, where appropriate, to connect them with topics discussed by the other Stakeholder Groups in the partner regions. As a sign of the intra-North German cooperation, Senatskanzlei Hamburg will chair the meetings.</p> <p>Therefore several workshops with the partners are planned in the project and in the EcoMaT – accompanying measure 2014-2020. Stakeholders will be invited to participate in partner meetings (8 Steering Group Meetings and 6 study visits) and in dissemination events (1 Action Plan Conference and Final conference). In addition, 2 specific stakeholder meetings will be organised in Bremen and specific budget has been reserved for that.</p>

The results of Phase 1 (Action Plan for Bremen) will be discussed in a special event with the Stakeholders and hence contribute to the mid-term review of the activities in the ERDF-OP linked to the EcoMaT –PI. These results will be communicated during the whole project (Phase 1 and Phase 2) with the other Stakeholder Groups. The organization of several working groups for technologies/ R&D topics with partners from EcoMaT is also part of the project and invitations will be issued to the partners and stakeholders in the other project regions.

1,500 / 1,500 characters

## B.2.2 Policy instrument 2

### B.2.2.1 Definition and Context

#### Definition

Please name the policy instrument addressed. For Structural Funds programmes, please provide the exact name of the Operational or Cooperation Programme concerned.

RIS3's specialisation area entitled "Chemistry as a means of industrializing materials", as a booster to the development of advanced materials, a key industrial competitiveness vehicle capable of generating innovations and highly skilled jobs for the benefit of strategic regional sectors.

Please describe the main features of this policy instrument (e.g. objective, characteristics, priority or measure concerned) and the reason(s) why it should be improved.

Advanced materials is one of the main long-term strategic priorities for Aquitaine. This choice has been recently strengthened by the "Entrepreneurial Discovery Process" (EDP) achieved during the design phase of Aquitaine's (RIS3). The feedback from the Aquitaine's innovation ecosystem to the questionnaires, meetings and interviews set-up during EDP by the Regional Council of Aquitaine highlighted the relevance of Advanced Materials as a specialization area for the 2014–2020 programming period (Pages 16-18, 118-119 of the main RIS3 document, ratified by the Regional Parliament in its plenary session of 14th October, 2014.

As all other, "Advanced materials" has a first series of common objectives to fulfill:

- #1: Demonstrate its growth pattern;
- #2: Demonstrate its cross-cutting capacity with other specialization areas and/or other sectors;
- #3: Demonstrate its efficiency in fostering industrialization of businesses.

On top of these base objectives, 3 specific ones were assigned to Advanced Materials:

- #4: Structuration of the innovation regional ecosystem;
- #5: Take on board the challenges set by the obligation for an environment-aware sustainable development;
- #6: Foster the use of advanced materials by businesses for finished or semi-finished products.

Each of these 6 objectives has a certain number of indicators (typically number of projects fulfilling the respective criteria), in order to ascertain the relevance of the specialization area and allow its assessment.

1,500 / 1,500 characters

Is this an operational/cooperation programme financed by Structural Funds? (Only select YES if this policy instrument is one of the Investment for growth and jobs or European territorial cooperation programmes approved by the EC)

Yes

Is the body responsible for this policy instrument included in the partnership?

Yes

Name of this responsible body

PP4 REGIONAL COUNCIL OF AQUITAINE

How do you envisage the improvement of this policy instrument (e.g. through new projects supported, through improved governance, through structural change)?

By definition, and because RIS3 is a brand new policy applied for the first time to the ESIF 2014–2020 programming period, this policy instrument has never been field-tested before, hence leading to a necessary in itinere evaluation aiming at constantly improving it.

Improvement #ONE will stem from the exchange with other partner regions on the way they evaluate their own RIS3 thanks to (i) their own definition of objectives and indicators, (ii) the RIS3 governance model they have opted to set.

Improvement #TWO will come from the dynamics of the project, in their capacity to fulfil the "Common objective #2: Demonstrate its cross-cutting capacity with other specialization areas/sectors". Aquitaine has structured its innovation ecosystem with a series of 6 active clusters contributing to the field of materials and an initiative aiming at facilitating inter-clustering among them. P2L2 project will contribute to the efficiency of this initiative.

Improvement #THREE: the project will contribute to the overall synergy to be sought by all stakeholders to take advantage of the different co-funding instruments proposed by Regional, National, European institutions. Aquitaine's RIS3 main document includes 1 chapter addressing this necessary synergy, which actually encompasses the recent European Commission's "Stairway to Excellence" initiative.

Improvement #FOUR, will come from cross-fertilization between partners, in particular between actors from their respective stakeholder groups.

1,499 / 1,500 characters

Proposed self-defined performance indicator (in relation to the policy instrument addressed)

Increase the rate of cross-cluster cooperation projects supported in advanced materials innovation and of SMEs introducing innovations in advanced materials in 3 years after the improvement of the PI

200 / 200 characters

#### Territorial context

What is the geographical coverage of this policy instrument?

regional

What is the state of play of the issue addressed by this policy instrument in the territory? What needs to be improved in the territorial situation?

Again, RIS3 is a brand new policy that needs to be tightly monitored thanks to the objectives and indicators assigned to each specialization area, namely here Advanced Materials. Although it's still early to detect any "anomaly" in the way RIS3 is been deployed throughout the territory, it is obvious that issues will emerge, and that improvements will be needed.

These improvements may come from different angles:

- Mistakes may have been made during RIS3 inception phase, that need to be identified and swiftly addressed,
- Accompanying measures may need to be designed and offered to stakeholders in order for them to propose more relevant projects for ERDF funding,
- Modifications to the regional SWOT analysis may arise, because of external (non-regional) sources, which will need to be taken into account and, possibly turned into updated RIS3 versions.

On top of normal follow on , the Project is expected to help in addressing an issue specific to the French situation vis-à-vis RIS3.

When French Regions designed their respective RIS3's, France had 22 Regions, this is the basis on which SWOT analysis and EDP were conducted. On 1st January 2016, France will have 13 Regions, as a result of a vast territorial merging process.

Aquitaine will be joined by two neighbouring Regions: Poitou-Charentes and Limousin and, although there is no de jure obligation for the three respective RIS3's, nor for their parent ESIF programmes to be merged into one, common sense dictates that a synergetic process has to be engaged.

Once united under one single executive parliament, with administrative services looking after a united territory, there is an obvious need for improving a situation that would result from the "blind" application of three parallel RIS3's.

P2L2 will greatly contribute to addressing this difficult issue, naturally for the Advanced Material specialization area but also, by ripple effect, to the whole RIS3 situation.

1,950 / 2,000 characters

Is this issue linked to the regional innovation strategy for smart specialisation (RIS3)?

Yes

If yes, how?

The policy instrument addressed by the project RIS3's 'Chemistry as a means of industrializing materials' specialisation area, is a key industrial competitiveness vehicle for generating innovations and skilled jobs in strategic regional sectors. It is pivotal to Aquitaine's RIS3 and lays upon the regional innovation value chain: large chemistry companies, researchers from Universities, technological centers, processing companies and end users including large companies.

473 / 500 characters

B.2.2.2 Partner relevance for policy instrument 2

Partner	PP4 REGIONAL COUNCIL OF AQUITAINE
What are the partner's competences and experiences in the issue addressed by this policy?	<p>CRA has the highest budget ratio geared towards innovation and technology transfer among its peers. It has selected several years ago the Advanced Materials sector as one of its key strategic sectors. With the 2014-2020 programming period, French Regions are, for the first time, ERDF managing authorities, which puts a great emphasis on their RIS3 strategies. Advanced Materials as a combination of proven experience and of novel policy making, calls for peer to peer policy learning.</p> <div>486 / 500 characters</div>
What is the capacity of the partner to influence policy instrument 1?	<p>The Aquitaine Regional Council, as ERDF managing authority, is responsible for RIS3 and has therefore the key to influence the studied policy instrument.</p> <div>153 / 500 characters</div>
How will the partner contribute to the content of the cooperation and benefit from it?	<p>The Directorate for Economic Growth, and employment will provide their knowledge and overview on innovative projects build by Universities and Industry. In the fulfilment of its activities the Region will cooperate with Aquitaine Développement Innovation Agency which has contributed to RIS3 definition. The Region will benefit from the cooperation learning for the implementation of RIS3 as a new instrument and benchmarking to facilitate the on-going merging with Poitou-Charentes and Limousin.</p> <div>499 / 500 characters</div>

B.2.2.3 Stakeholder group relevant for policy instrument 2

Please provide the indicative list of stakeholders to be involved in the project	<p>Given the RIS3 nature of the project, the stakeholders to be involved will, in a large proportion, be the ones who were involved in the EDP (Entrepreneurial Discovery Process) leading to the selection of the Advanced Materials specialisation area. Other stakeholders, representing "adjacent" thematic areas are also to be included. Thus, Aquitaine's P2L2 list of stakeholders includes, among others:</p> <p>Aerospace Valley (Worldwide competitive cluster), Airbus Defence &amp; Space, Alphanov (Technology center for Route des Lasers competitiveness), ACD (Sustainable Chemistry and materials cluster), CANOE (Technological Center for Advanced Materials and Composites), LCPO (Laboratoire de Chimie des Polymères Organiques), Pôle Route des Lasers, SAFRAN HERAKLES and SAFRAN TURBOMECA, UNITEC (science and technology park for emergence, incubation and development of innovative start-ups), (Bordeaux University, University of Pau et Pays de l'Adour, Regional Chamber for Commerce and Industry...</p> <div>984 / 1,000 characters</div>
Role of these stakeholders in relation to policy instrument 1? (e.g. in the decision making process)	<p>First of all, these stakeholders, be they businesses, clusters, technological centers, universities, chambers of commerce and industry, are the main beneficiaries of the PI addressed in the P2L2 project.</p> <p>The concept of "feedback loops" which is engraved in the very nature of RIS3 will apply in the particular case of the P2L2 project and the above stakeholders are the ones expected to provide these feedback loops, in a structured and coordinated manner. This is what the in itinere evaluation is all about and this is how, no matter how carefully RIS3 was designed initially, the policy instrument addressed here (the Advanced Materials specialization area section of Aquitaine's RIS3) will be improved along the way.</p> <p>All of the specialization areas identified in Aquitaine result from the strict application of the Entrepreneurial Discovery Process, but it's only by implementing RIS3 and evaluating its results and impact that the managing authority (Regional Council of Aquitaine) will be able to improve it. It is the role of the stakeholders to provide the "field-tested" feedback to RIS3's governance that will allow it to (i) identify possible issues, (ii) infer possible areas for improvement, (iii) design appropriate correcting measures, (iv) implement them, (v) study their impact. This expected virtuous circle will only work if stakeholders are given the responsibility to provide well-grounded feedback.</p> <div>1,424 / 1,500 characters</div>
How will this group be involved in the project and in the interregional learning process?	<p>The stakeholders' group will be quite naturally involved in the regional part of the project (see above the pivotal role it plays in the "virtuous circle" process at the core of the in itinere evaluation, paving the way for the policy instrument's improvement. Its involvement at the interregional learning process is what will make P2L2 a highly fruitful project for all concerned parties.</p> <p>Most of these stakeholders have links with international, including EU, partners, but not necessarily with partners coming from the other P2L2 regions. The exchange of experience, with their peers from P2L2 regions will immediately open up new networking opportunities, some of them possibly explored through other EU co-funding instruments (H2020, for instance). Invited by the Region to participate to working group sessions to debrief and comment the lessons learned at policy level within the interregional policy learning process, their feedback will be taken into account for policy improvement. Their participation to study visits, ... will have a direct and tangible benefit to them, both at their regional level (rising their visibility in their own regional innovation ecosystem, thus raising their potential for getting projects approved at the regional ERDF level) and at the interregional level (creating new alliances, participating together to EU initiatives ...). Stakeholders will be invited to participate in dissemination events and 2 specific stakeholder meetings in Aquitaine.</p> <div>1,485 / 1,500 characters</div>

B.2.3 Policy instrument 3

B.2.3.1 Definition and Context

Definition

Please name the policy instrument addressed. For Structural Funds programmes, please provide the exact name of the Operational or Cooperation Programme concerned.

Continuous entrepreneurial and scientific discovery process (which includes activity of Podkarpackie Innovation Council and Regional Smart Specialisation Panels)

Please describe the main features of this policy instrument (e.g. objective, characteristics, priority or measure concerned) and the reason(s) why it should be improved.

The primary purpose of this instruments is to permanently strengthen cooperation between the main partners of regional development, strengthening particular developments. (Operational Programme, Piority 1 / Regionalny Program Operacyjny Województwa Podkarpackiego na lata 2014-2020, 3rd March 2015, page 75ff, 288).

The main objectives are:

- Identification of the business areas in which it would be possible to have joint action and implementation of innovative projects, including the search for synergies and opportunities for cooperation between regions;
- Developing a SWOT analysis of the type for a given thematic area dealt with by the Panel, and key success factors ;
- Creation of a medium-term action plan that shows the successive stages of development of the area;
- Identify potential sources of financing for the development of economic areas identified by the panel - support from the national and regional level;
- Formulating recommendations for system support innovation at regional and national level;
- Identify new areas of R & D & I, which have the potential national / inter and can become smart specialization of the region;
- Develop specific projects that can be complex, e.g. in national and regional operational programs or to apply for funding from other sources.

There is a need to engage as wide range of partners from the region as possible to the entrepreneurial and scientifically discovery process in the region.

Is this an operational/cooperation programme financed by Structural Funds? (Only select YES if this policy instrument is one of the Investment for growth and jobs or European territorial cooperation programmes approved by the EC)

Yes

Is the body responsible for this policy instrument included in the partnership?

Yes

Name of this responsible body

PP5 MARSHAL OFFICE OF THE PODKARPACIE REGION

How do you envisage the improvement of this policy instrument (e.g. through new projects supported, through improved governance, through structural change)?

The main objective for improvement will be to develop a model showing how to increase the activity of entrepreneurs in the implementation and monitoring of RIS3 strategy, especially concerning high technologies (advanced materials in smart specialisation areas like aviation and cosmonautics) including through their involvement in the work Podkarpackie Innovation Council and Smart Specialisation Panels.

The special expertise from other regions, like for Bremen building the EcoMaT centre or the Danish Cluster activities (just to mention two) will be evaluated as possible templates or learning features.

The second objective for improvement is the creation of regional project directly correlated with monitoring and improvement of RIS3 strategy in Podkarpackie Region. Here we will follow closely for example the activities of Aquitaine as "new" Managing Authority and from Piemonte.

Entrepreneurs will be invited to RIS3 implementation structures, will take part in creating rules for selection and assessment of applications for research and innovation in the context of advanced materials and technologies.

In the framework of the Podarpackie study visit an event for exchange of knowledge, ideas, opportunities and solutions will be organised in cooperation with entrepreneurs. It shall operate under the supervision of Rzeszow University of Technology and the Marshal's Office. Again here, we expect to learn from other regions' experience and to share our processes and activities.

Proposed self-defined performance indicator (in relation to the policy instrument addressed)

number of engaged partners in the entrepreneurial and academic discovery process (entrepreneurs, universities, clusters, technology parks, etc.) involved in the PI improvement.

Territorial context

What is the geographical coverage of this policy instrument?

regional

What is the state of play of the issue addressed by this policy instrument in the territory? What needs to be improved in the territorial situation?

The main objective of the project aims to support the implementation and monitoring of the RIS3 and the entrepreneurial and scientific discovery process, with particular attention to new and advanced materials. Moreover, the Smart Specialisation Panels members are proposed to contribute within the context of P2L2 to this topic.

Podkarpackie Innovation Council has a successful record in the past, but now (appreciating experience from this project) its powers will be more directed towards advanced and light materials – it is planned to become a priority.

This will be achieved by a process referring to the ERDF-OP and our RIS3. Many components of quality of life smart specialization (energy-efficient buildings, renewable energy, multimodal transport) requires the latest technological equipment, research knowledge on light materials, a process that will take care of Quality of Life Smart Specialisation Panel.

Is this issue linked to the regional innovation strategy for smart specialisation (RIS3)?

Yes

If yes, how?

The need for such instruments derives from the provisions of Podkarpackie RIS3 strategy.

Advanced materials appear in the document on smart specialization: aviation and cosmonautics, quality of life and ICTs. More specifically they have been included in the action plans on these specializations, and even more will be described in terms of evaluation of proposals submitted to the regional operational program. It is one of the important tasks to be performed, in the framework of this project.

B.2.3.2 Partner relevance for policy instrument 3

Partner

PP5 MARSHAL OFFICE OF THE PODKARPACIE REGION

What are the partner's competences and experiences in the issue addressed by this policy?	Department of Regional Development is directly responsible for the implementation and monitoring of RIS3 strategy and whole entrepreneurial and scientifically discovery process, as a leader of this process.	206 / 500 characters
What is the capacity of the partner to influence policy instrument 1?	Within the Department there is a special unit responsible only for implementation of RIS3 strategy, which is most effective for the RIS3 strategy. Department consists of 8 well skilled people with experience in regional development.	234 / 500 characters
How will the partner contribute to the content of the cooperation and benefit from it?	The Department is responsible for preparation and improvement of the project aimed at implementation and monitoring of RIS3 strategy. In that case improvement of entrepreneurial discovery process will be crucial for the most effective use of EU funds in new perspective.	270 / 500 characters
Partner	PP6 RZESZOW UNIVERSITY OF TECHNOLOGY	
What are the partner's competences and experiences in the issue addressed by this policy?	The Head of the Department of Entrepreneurship, Management and Eco-innovativeness (prof. Leszek Wozniak) is the chairman of Podkarpackie Innovation Council. By this way, he supervises EDP, monitoring and implementation of RIS3. Department Staff have been active members (and moderators) of Smart Specialisation Panels and in that case they will participate in all activities associated with EDP. What is more, they were also leading creators of the RIS2 and RIS3 strategy and related documents.	496 / 500 characters
What is the capacity of the partner to influence policy instrument 1?	Researchers from the Department have been collaborators of Executive Board of Podkarpackie Region in creation and implementation of RIS3. They are also responsible for cooperation with entrepreneurs, clusters, as well as other stakeholders RIS3 within the EDP, including the intensification of activities related to the exploration of high technology (especially advanced materials) in the region and are directly responsible for the relations between science and business at the level of EDP.	493 / 500 characters
How will the partner contribute to the content of the cooperation and benefit from it?	Expert knowledge, conducting Smart Specialisation Panels, research, expertise, commitment to the development of smart specializations especially on the field of EDP. The obtained results of the research as part of the project will be transferred to entrepreneurs and scientific research centers. Partner will be also able to develop cooperation with all partners and stakeholders of regional development, which may result in future joint research projects.	456 / 500 characters
B.2.3.3 Stakeholder group relevant for policy instrument 3		
Please provide the indicative list of stakeholders to be involved in the project	<p>"Aviation Valley" Cluster – under which more than 125 companies are associated. Most of the companies operates in the field of advanced materials and technologies in aviation industry. "Aviation Valley" Cluster is one of the Key National Clusters.</p> <p>"Podkarpackie Country"– Life Quality Cluster, which includes companies from quality of life area from Podkarpackie Region.</p> <p>IT Cluster.</p> <p>Pratt &amp; Whitney Rzeszow – which is the largest employer in the Podkarpackie Region, the main founder of "Aviation Valley" Cluster and most experienced company in the field of advanced materials.</p> <p>Other entrepreneurs from the advanced materials sector in Podkarpackie Region, mostly associated in "Aviation Valley" Cluster.</p>	705 / 1,000 characters
Role of these stakeholders in relation to policy instrument 1? (e.g. in the decision making process)	<p>The main role of each cluster is to:</p> <ul style="list-style-type: none"><li>- encourage its members to actively take part in Smart Specialisation Panels, which is one of the most important factor when creating cooperation and innovation driven regional development ecosystem;</li><li>- participate in the work of Regional Innovation Council of representatives entitled to it; decide on the directions of regional development at the level of innovativeness;</li><li>- take part in the whole entrepreneurial and scientific discovery process, especially in the field of strengthening regional development through development of each company (for example thanks to coepetition with other members from cluster).</li></ul> <p>During Smart Specialisation Panels, proposals on research needs from clusters or companies will be evaluated, analysed and consulted to realize demand and achievement lists. What is more stakeholders will also participate in the creation and modification of rules of recruitment and evaluation of proposals for the regional operational program. It is planned to have suggestions ready for the Regional Action Plan at the end of Phase 1, which then will influence the Podkarpackie mid-term evaluation.</p>	1,155 / 1,500 characters
How will this group be involved in the project and in the interregional learning process?	<p>These organizations will exchange their experiences in the context of regional development and all planes associated with the project.</p> <p>In concrete, Stakeholders will be invited to participate in partner meetings (8 Steering Group Meetings and 6 study visits) and in dissemination events (1 Action Plan Conference and Final conference). In addition, 2 specific stakeholder meetings will be organised in Podkarpackie and specific budget has been reserved for that.</p> <p>Currently too few stakeholders are involved in the process. In the future, the number will steadily increase, which will be one of the results of the project. Identification of needs in the field of creation and development of advanced materials and technologies, will allow formulating and finding financial support solutions, and thus will benefit the stakeholders, and what is more allow the creation of cooperative relationships. The essence of the process is to engage a maximum number of stakeholders in the creation of regional politics, especially in the context of advanced materials and technologies for smart specialization in the region.</p>	1,116 / 1,500 characters

B.2.4 Policy instrument 4

B.2.4.1 Definition and Context

Definition

Please name the policy instrument addressed. For Structural Funds programmes, please provide the exact name of the Operational or Cooperation Programme concerned.

RIS3 Smart Specialisation strategy Axis 1 – Smart Growth in order to work on advanced material as enabling technology applied to different productive sectors as part of the Operational Programme / ERDF Axes 1 Objective 1

Please describe the main features of this policy instrument (e.g. objective, characteristics, priority or measure concerned) and the reason(s) why it should be improved.

Compared with other EU regions, Piedmont region has identified in a gap-analysis a development potential. The Regional Innovation Scoreboard 2014 places Piemonte as ‘Follower’ region. The Regional Innovation followers perform close to average on most indicators except for Innovative SMEs collaborating with others and SMEs innovating in-house, where average performance is 35% resp. 18% above that of the EU average. The Innovation followers perform less well on indicators related to the performance of their business sector: performance on R&D expenditures in the business sector, Non-R&D expenditures and EPO patent applications is below 90% that of the EU. The Region identifies the fragmentation of productive system -increased by the crisis - the main obstacle to the participation to research and innovation programs, particularly at international level.

This concrete problem analysis encourages us to cooperate in P2L2 with others which are partially “more advanced” and from which we could learn and in particular to establish “policy learning cooperation”.

This PI is based on the ‘Strategia per la specializzazione intelligente del Piemonte, Asse Crescita intelligente versione 30.06.2015’ on page 105, 116.

1,223 / 1,500 characters

Is this an operational/cooperation programme financed by Structural Funds? (Only select YES if this policy instrument is one of the Investment for growth and jobs or European territorial cooperation programmes approved by the EC)

Yes

Is the body responsible for this policy instrument included in the partnership?

Yes

Name of this responsible body

PP7 PIEDMONT REGION

How do you envisage the improvement of this policy instrument (e.g. through new projects supported, through improved governance, through structural change)?

The policy instrument “Smart Growth in order to work on advanced material as enabling technology applied to different productive sectors; ” will be at the basis of the new national policy instrument “Sustainable Growth Fund”, which will finance R&D projects in the context of agreements stipulated by the Italian Ministry of Economic Development with the Regions and eventually other public bodies.

The aim of this Fund is to promote the competitiveness of medium and large companies and of specific territories through the support of innovation processes, including those related to technology clusters , which have a significant impact on protecting and increasing employment . The learning process set up within the P2L2 project will support the passage from the actual state of innovation policy reducing its fragmentation at regional, national and international level.

A feedback loop between the Region Piemonte and the national Ministry will be established in the context of existing working groups.

This process in turn allows to adjust the regional Policy Instrument.

1,084 / 1,500 characters

Proposed self-defined performance indicator (in relation to the policy instrument addressed)

Increase the rate of science-industry cooperation projects supported in advanced materials innovation in 3 years after the improvement of the PI

144 / 200 characters

Territorial context

What is the geographical coverage of this policy instrument?

regional

What is the state of play of the issue addressed by this policy instrument in the territory? What needs to be improved in the territorial situation?

Region Piedmont (RP) is one of the leaders in Italian context concerning innovation but it needs to improve its innovation potential to a further level. Since 2006 RP recognized advanced materials one of regional technological trajectory and on 2009 the Innovation cluster of Advanced Material and the Textile Cluster have been created. The Regional Automotive innovative platform on 2012 identified advanced material such as one of its development area. Furthermore Advanced materials is one of the KET the most represented in Piemonte. The goals are to get applications that have all the advantages to be competitive (considering quality technical/ aesthetic, environmental sustainability, economic competitiveness). The sector of advanced materials cuts across many fields of application represented in the Region, including packaging, automotive components, medical, electrical, electronic, construction, aerospace components, chemical, etc. and to transform the regional industrial through innovation of process and products and it is RP high priority to invest in the sector.

Infrastructure such as Innovation clusters already present in the Region might foster innovation and make it more stable and effective. This project will allow RP to share experiences on how to establish a good physical environment in which enterprises, research centers and universities cooperate to foster innovation and research at interregional level.

1,439 / 2,000 characters

Is this issue linked to the regional innovation strategy for smart specialisation (RIS3)?

Yes

If yes, how?

The transversal vision of innovation includes technological, social and user-oriented dimensions. The Policy Instrument aims to encourage the adoption of an innovative policy approach policy that overcomes to the limitations of Piemonte productive system and boost the competitiveness.

288 / 500 characters

B.2.4.2 Partner relevance for policy instrument 4

Partner

PP7 PIEDMONT REGION

What are the partner's competences and experiences in the issue addressed by this policy?

Clusters represent one of the main instrument set up in the Region in order to boost innovation. High level research institutes. Efficient network of companies specialized on automotive, aerospace and textile as a sectors of advanced material application. Cross fertilization projects set up among territorial actors. Get the participation of SMEs, university and Research Center in innovation policy definition.

413 / 500 characters

What is the capacity of the partner to influence policy instrument 1?

The directorate involved in the project is the Managing authority of the ERDF policy instrument and RIS3. Internal skills and dedicated staff active on ERDF management. Since 1990 the Directorate of Competitiveness of Regional System involved is the Managing Authority of ERDF Regional Operational Programme whose budget is around 1 billion euro and deals with the most relevant EU policies, such as innovation and energy, by far one of the most important programme at national level.

484 / 500 characters



How will the partner contribute to the content of the cooperation and benefit from it?

Identify-compare-exchange-transfer process set up within the project will improve the innovation ecosystem reducing the fragmentation improving cooperation and integrating more efficient schemes to regional Policy instruments. The region will share its expertise in cross fertilization cooperative projects and will benefit from the cooperation collecting and testing new governance model related to innovation process and new application of advanced material in the industrial context.

486 / 500 characters

B.2.4.3 Stakeholder group relevant for policy instrument 4

Please provide the indicative list of stakeholders to be involved in the project

- MESAP is The regional Innovation Cluster for Mechatronics and Systems for Advanced Production is composed of 230 members (2 universities, 9 research centres, 183 small & medium enterprises (SMEs), 36 large companies). MESAP is a Cluster sponsored by Piemonte Region inside Regional Programme ERDF 2007-2013 of managed by Centro Servizi Industrie, the service Company of Unione Industriale di Torino.
- PROPLAST cluster, working mainly in the plastic and composite field counts ca. 200 members, incl. 180 industrial companies, 7 associations, 13 universities, 1 public body and 1 bank foundation.
- COMITATO DISTRETTO AEROSPAZIO PIEMONTE is constituted by 8 Large Aerospace companies, 45 SMEs with R&D and design capacity, 120 SMEs, 3 Athenaea (Politecnico di Torino, Università di Torino, Università del Piemonte Orientale "A. Avogadro") and 2 Research Institutes.

868 / 1,000 characters

Role of these stakeholders in relation to policy instrument 1? (e.g. in the decision making process)

There will be two dimensions:

- Support in the Action plan preparation and implementation;
- Active participation as learner/expertise givers during Workshops.

Furthermore, the Stakeholders can offer excellent R&D, training and HR services in the sector of polymeric materials, as well as process and product engineering services: Materials engineering, Testing and characterization, Product design, Process optimization, Education at all levels, Continuous training, Applied research, Information and documentation center. In this context, there is a strong exchange potential with other regional Stakeholder Groups.

617 / 1,500 characters

How will this group be involved in the project and in the interregional learning process?

Regional Stakeholders will be involved at sectorial level, sharing expertise and acquiring information and competences related to advanced material application. They will be consulted whenever necessary in the decision making process. Furthermore they will be involved in specific project activities such as workshops and benchmarking. RP will ensure mutual dialogue among the most relevant stakeholders in order to take the most possible advantage from interregional learning process.

In concrete, Stakeholders will be invited to participate in partner meetings (8 Steering Group Meetings and 6 study visits) and in dissemination events (1 Action Plan Conference and Final conference). In addition, 2 specific stakeholder meetings will be organised in Piemonte and specific budget has been reserved for that.

811 / 1,500 characters



B.2.5 Policy instrument 5

B.2.5.1 Definition and Context

Definition

Please name the policy instrument addressed. For Structural Funds programmes, please provide the exact name of the Operational or Cooperation Programme concerned.

The Danish Cluster and Network Strategy, (Strategi for Samarbejde om Danmarks Klynge- og Netværksindsats), 2013. (Nationalt program for EU's Regionalfond 2014-2020 DANMARK 20. marts 2014 Innovativ og bæredygtig vækst i virksomheder Page 23).

Please describe the main features of this policy instrument (e.g. objective, characteristics, priority or measure concerned) and the reason(s) why it should be improved.

Clusters and networks play an important role as drivers of growth and innovation at the local, regional and national level in Denmark. Network organizations help companies to create innovations and commercial viable projects particularly for advanced materials, as well as establishing public-private partnerships, which can yield solutions to societal challenges.

In the regional growth and development agreements among the government and regional growth fora (2012) the guidelines for the Danish Network and Cluster Strategy was established. This Strategy is an attempt to integrate innovation networks at both the national and regional level, thus creating an effective framework for knowledge sharing and growth in the networks, while optimizing the delegation and coordination of tasks among the involved public bodies. The Danish Network and Cluster Strategy is a continuation of previous efforts with the same scope, but is also intended to gather, focus and strengthen all areas of the network and cluster agenda, as well as create synergy among the regional growth fora initiatives and the government's efforts in cluster development.

Stakeholders, such as business and employer organizations, research and education institutes/centres and other important actors like 8 Ministries, have been included in a common work group. The Danish Ministry of Education and Science is the head of the common work group of, which is tasked with updating the strategy and implementing changes.

1,490 / 1,500 characters

Is this an operational/cooperation programme financed by Structural Funds? (Only select YES if this policy instrument is one of the Investment for growth and jobs or European territorial cooperation programmes approved by the EC)

No

Is the body responsible for this policy instrument included in the partnership?

Yes

Name of this responsible body

PP8 THE DANISH AGENCY FOR SCIENCE, TECHNOLOGY AND INNOVATION (DASTI)

How do you envisage the improvement of this policy instrument (e.g. through new projects supported, through improved governance, through structural change)?

After a careful evaluation, benchmark and mapping exercise of the Danish Smart Specialization strategy at both the national and regional level in Phase 1, the P2L2 project will give valuable insights into how Danish actors have incorporated the RIS3 Smart Specialization strategy into their current actions plans and/or milestones. More importantly the P2L2 will also map out how the other participating regions/partners in the project have organized and coordinated efforts in regards to implementing their individual Smart Specialization strategies.

Structured learning from these insights will serve as inputs for the Regional Action Plan for the next coming update of the Danish Network and Cluster Strategy. This could be in the form of concrete initiatives (e.g. creating a forum for innovation networks with competences in the field of advanced materials), general policy learning and milestones that helps in creating innovation, competitiveness and ultimately jobs- and growth among Danish businesses.

In Phase 2 DASTI will cooperate with the other partners in the monitoring of the impact of the implementation of the Regional Action Plan in Denmark.

1,164 / 1,500 characters

Proposed self-defined performance indicator (in relation to the policy instrument addressed)

Increase the share of SMEs introducing innovations in advanced materials and related sectors in 3 years after the improvement of the PI

135 / 200 characters

Territorial context

What is the geographical coverage of this policy instrument?

national

What is the state of play of the issue addressed by this policy instrument in the territory? What needs to be improved in the territorial situation?

The Division for Innovation Policy is in charge of co-creating policy measures and initiatives alongside the political leadership in areas concerning innovation. The office is the supervisory authority on the Danish innovation system, which contains RTO-institutes, innovation networks and clusters, innovation incubators and the newly established Danish Innovation Fund. The division will also help coordinating and the facilitation of triple helix partnerships within a number of political pre-defined thematic areas, which have been identified through the help of technological foresights and to address specific societal challenges. Lastly, an important role of the division is to enhance and document the effects/impact of the Danish innovation system on the productivity, innovation capacity and growth potential of the companies involved in the innovation programmes.

Danish production companies are under pressure. It is therefore an increasing challenge for Danish companies to maintain production jobs in Denmark, where there are high demands for environmental awareness, working conditions, etc.

One of the challenges of Cluster policy is to bridge the gap between knowledge institutions and production companies with high value production in order to strengthen the Danish competitiveness and secure permanent jobs.

Based on Danish positions of strength (advanced materials, mechatronics, specialized metals and materials processing, engineering and testing services, IT, software and communication solutions, as well as other high-tech businesses), Denmark faces extraordinarily high quality and management requirements such as in space, defence and railway technology. Common to the fields is that there is a zero tolerance to failures. This environment and these extraordinary high quality demands build up knowledge and skills that are relevant for companies, big and small, working with high value manufacturing or using advanced production technologies and / or processes.

1,993 / 2,000 characters

Is this issue linked to the regional innovation strategy for smart specialisation (RIS3)?

Yes

If yes, how?

The Danish Network and Cluster Strategy is an implementation area of the RIS3-strategic priorities in the field of advanced materials. This way there is an intrinsic logic to shed light of the different Danish strategic priorities and interaction among stakeholders linked to advanced materials.

295 / 500 characters

B.2.5.2 Partner relevance for policy instrument 5

Partner

PP8 THE DANISH AGENCY FOR SCIENCE, TECHNOLOGY AND INNOVATION (DASTI)

What are the partner's competences and experiences in the issue addressed by this policy?

The agency has participated in several EU funded projects and includes the National Contact Point for FP7/H2020. DASTI administers large research and innovation support grants through its secretariat services to the scientific research and innovation councils in Denmark. Furthermore DASTI share the agencies experiences from other similar interregional projects in Scandinavia, the Baltic Sea Region.

What is the capacity of the partner to influence policy instrument 1?

DASTI will be able to provide the P2L2 project with valuable authority insight related to Danish national policies and strategies on innovation. DASTI is the main driving force behind the Danish National Network and Cluster Strategy, which have been created between a wide range of the Danish Ministries and the Danish regions growth fora. The Division for Innovation Policy is the national contact point for the 22 approved Innovation Networks and responsible for public funding.

How will the partner contribute to the content of the cooperation and benefit from it?

DASTI will evaluate and map out the different aspects of the Danish Network and Cluster Strategy in relation to the RIS3-strategic priorities in the field of advanced materials. This will provide valuable insights into how the different Danish strategic priorities and interaction among stakeholders at different administrative levels. DASTI seeks to incorporate and implement the necessary changes to the Danish Network and Cluster Strategy and monitor the impact of improvements done.

B.2.5.3 Stakeholder group relevant for policy instrument 5

Please provide the indicative list of stakeholders to be involved in the project

Main Danish stakeholders will be:

- The Danish Innovation Cluster for Production (Inno-Pro): (<http://www.inno-pro.dk/>) Inno-Pro's new advanced high value production competences include specialised knowledge and skills from leading Danish knowledge institutions: Aalborg University, FORCE Technology, Technical University of Denmark... The Inno-Pro concept is about building bridge between knowledge institutions and companies in order to create growth and jobs through increased industrial competitiveness.
- The Danish Materials Network (DMN): (<http://www.dmn-net.com>) is an innovation network, which works to strengthen the competitiveness of Danish companies and profits through innovative use of materials and materials technologies. DMN carries out demonstration projects in collaboration with Danish companies, universities, government agencies and leading knowledge centers in Denmark and abroad.

Role of these stakeholders in relation to policy instrument 1? (e.g. in the decision making process)

DASTI have gathered support from two different business networks – the Danish Innovation Cluster of Production (Inno-Pro) and the Danish Materials Network (DMN) – who are working in field of advanced materials and the related sectors of application (automotive, aeronautics...). Both of these networks are funded by grants coming from the public funding of the Danish Network and Cluster Strategy. The networks are thus the practical extension of the Danish Network and Cluster Strategy.

DASTI and the two selected networks have various competencies and experience to bring to the P2L2 project. In collaboration with the networks, DASTI will thus be able to bring hands-on and in depth industry knowledge to the table, which will help promote a more demand driven process in the evaluation, development and proposed changes of the selected policy instrument.

DASTI will however be the main Danish partner in the P2L2 project, when it comes to evaluating the policy instrument in phase 1 and the later implementation and changes to the policy instrument in phase 2.

How will this group be involved in the project and in the interregional learning process?

DASTI is the Danish representative in the P2L2 project.. However, the networks holds expertise and competences in areas such as advanced materials, mechatronics, specialized metals and materials processing, engineering and testing services, IT, software and communication solutions, as well as other high-tech business areas. The networks will bring important knowledge and experience to the P2L2 project and this will ensure that proposed changes to the policy instruments have both the traction and market support that is needed to secure sustainability of the project conclusions.

In a competence matrix DASTI have mapped out what competencies, knowledge and experience the different partners in the Danish stakeholders group can contribute with. The selected competence areas are generic, but are well suited to address the interregional learning process and the general involvement in the P2L2 project.

There are potentially more relevant networks with a stake in the Danish Network and Cluster Strategy, 2014, that might also be able to contribute to the P2L2 project.

These networks can be potentially be involved in critical phases of the project if their specific inputs are needed. In concrete, Stakeholders will be invited to participate in partner meetings (8 Steering Group Meetings and 6 study visits) and in dissemination events (1 Action Plan Conference and Final conference). In addition, 2 specific stakeholder meetings will be organised in Denmark.

B.2.6 Policy instrument 6

B.2.6.1 Definition and Context

Definition

Please name the policy instrument addressed. For Structural Funds programmes, please provide the exact name of the Operational or Cooperation Programme concerned.

Programme "Innovouchers LT" (Priority 1 "Research and development for competitiveness and growth of the economy" of the Operational Programme for the Economical Growth for 2014-2020)

Please describe the main features of this policy instrument (e.g. objective, characteristics, priority or measure concerned) and the reason(s) why it should be improved.

Programme "Innovouchers LT" aims to promote innovative activities in SMEs, encourage business-science co-operation and commercialisation of public research results. Innovoucher entitles SMEs to buy R&D expertise or knowledge from research institutions. There are three activities supported under the programme: research (industrial or applied research), technological development (experimental or development, design and technological works), preparation of technical feasibility studies. Applicants may receive up to € 6.000 for contracts with research institutions under which specific R&D services may be performed. Companies may choose a service from a list which includes nearly 2000 R&D services of different types. Applicants may get funding for up to 80 percent of total project eligible costs.

The programme speeds up knowledge transfer and commercialization of research results. As a result, companies are encouraged to use the latest scientific achievements in their business. The appeal of "Innovouchers LT" is related to its simplicity and low administrative burden both for beneficiaries and administrators. The programme has been run since 2012.

In Lithuania there is a growing demand for products and services in the field of advanced materials, which can be supported via the "Innovouchers LT".

1,314 / 1,500 characters

Is this an operational/cooperation programme financed by Structural Funds? (Only select YES if this policy instrument is one of the Investment for growth and jobs or European territorial cooperation programmes approved by the EC)

Yes

Is the body responsible for this policy instrument included in the partnership?

Yes

Name of this responsible body

PP10 AGENCY FOR SCIENCE, INNOVATION AND TECHNOLOGY (MITA)

How do you envisage the improvement of this policy instrument (e.g. through new projects supported, through improved governance, through structural change)?

Innovation vouchers are small-scale and rapid support for young ventures, although the reach of this instrument is numerous. First of all, the improvement of the instrument could be achieved by a better promotion and result dissemination among possible target groups. Another improvement possibility is a better selection of the possible projects, ensuring sustainability, possible synergies among projects and other RIS3 measures with overall coordination with RIS3 implementation.

The experience of administering "Innovouchers LT" shows, that the most common sectors were IT and creative industries, while advanced materials didn't use the programme notably. Moreover, the programme is more often used in the initial R&D stages (as technical feasibility studies) and our aim is to promote usability in the advanced materials development stage (as the programme allows it). We plan to address these issues. There is also a need for better coordination of the "Innovouchers LT" with other public funds (ESIF and national) in implementation of Smart Specialisation strategy. The improvement of the programme will focus on better synergy of instruments for the benefit of advanced materials sector.

The P2L2 project shall provide insight to other region's activities in support programmes, here notably for the application area of advanced materials.

1,351 / 1,500 characters

Proposed self-defined performance indicator (in relation to the policy instrument addressed)

Increase the share of SMEs introducing innovations in advanced materials and related sectors in 3 years after the improvement of the PI

135 / 200 characters

Territorial context

What is the geographical coverage of this policy instrument?

national

What is the state of play of the issue addressed by this policy instrument in the territory? What needs to be improved in the territorial situation?

Lithuania encounters a problem of low business investments in R&D&I activities. Weak innovative capacities of business predetermine the competitiveness of Lithuania's economy. Knowledge and technology intensive sectors are relatively small and the impact of their development on Lithuania's economy is insignificant yet. The bigger part of value added delivered by Lithuania's economy comprises products and services of traditional industry. The situation is further aggravated due to insufficient cooperation between business and science. Although the situation is improving, collaboration between companies and institutions of research and studies is still inefficient.

Due to insufficient cooperation, knowledge necessary for the development of new products or services does not reach the companies. Another problem is that researchers from research institutions lack skills necessary for the assessment of business needs. Researchers from the public sector possess very scarce information about the possibilities of commercialisation of results of scientific research and have insufficient technology transfer skills.

Due to the lack of competence and (or) external assistance the bigger part of ideas generated in the institutions of research and studies do not develop into innovative products. SMEs cannot employ researchers, because they lack financial resources for the experimental development activities. Thus, the gap emerges in the whole cycle of innovation – from the idea to its implementation in the market – due to low cooperation between business and science and poor implementation of research results in the market. Therefore, it is necessary to promote the activities related to the creation of technologies, promoting advanced materials and their transfer to other activity related to commercialisation of research results.

1,848 / 2,000 characters

Is this issue linked to the regional innovation strategy for smart specialisation (RIS3)?

Yes

If yes, how?

Under the new financial period 2014-2020, preference will be given to the projects implemented under priorities identified in the national Smart Specialization strategy. Lithuania has identified 6 priority areas and, subsequently, 20 priorities have been selected. Priorities are given to critical technologies or processes that have high potential to transform Lithuanian economy.

381 / 500 characters

B.2.6.2 Partner relevance for policy instrument 6

Partner

PP9 RESEARCH AND HIGHER EDUCATION MONITORING AND ANALYSIS CENTRE (MOSTA)

What are the partner's competences and experiences in the issue addressed by this policy?

Research and Higher Education Monitoring and Analysis Centre (MOSTA) was the national coordinating institution of Smart specialization development. With ex-ante conditionality fulfilled, MOSTA will continue its role as monitoring and policy advisory agency for implementation of the strategy. In the development process MOSTA formed stakeholders groups which expressed interest to include Innovation voucher instrument in the Lithuanian RIS3.

443 / 500 characters

What is the capacity of the partner to influence policy instrument 1?	<p>Delivering constant monitoring and analysis of the RIS3 implementation, MOSTA is responsible for the policy advisory about the relevancy of the applied instruments. The RIS3 monitoring and analysis with further stakeholder involvement will provide evidence of the significance and impact of the Innovation voucher instrument. MOSTA reports to the joint coordination group of the responsible ministries in charge of the ERDF.</p> <p>424 / 500 characters</p>
How will the partner contribute to the content of the cooperation and benefit from it?	<p>MOSTA could contribute to the project by providing analysis of Lithuanian RIS3 implementation with Baltic States dimension. While delivering its national functions, MOSTA could benefit from this project by adapting better mechanisms for evidence based innovation policies and better interregional coordination of Smart specialization implementation.</p> <p>349 / 500 characters</p>
Partner	<p>PP10 AGENCY FOR SCIENCE, INNOVATION AND TECHNOLOGY (MITA)</p>
What are the partner's competences and experiences in the issue addressed by this policy?	<p>Agency for science, innovation and technology (MITA) is the main governmental institution, responsible for implementation of innovation policy in Lithuania. The main activity is the coordination of national activities and international programmes (HORIZON2020, EUREKA, EUROSTARS) of research, technological development and innovation and other financial schemes (innovation vouchers, protection of industrial property rights). MITA provides national financial support for projects participants.</p> <p>494 / 500 characters</p>
What is the capacity of the partner to influence policy instrument 1?	<p>By the assignment of Ministry of Economy, MITA is directly in charge of „Innovoucher LT“ instrument for the financial period 2014-2020 and will be responsible for it implementing Lithuanian RIS3. The design of the instrument can be adjusted according to the new needs and best practices</p> <p>286 / 500 characters</p>
How will the partner contribute to the content of the cooperation and benefit from it?	<p>MITA could contribute to the project by providing its experience regarding the administration and governance of the programme connected to the implementation of Lithuanian RIS3. While delivering its national functions, MITA could benefit from this project by adapting best practices for the improvement of innovation support instruments.</p> <p>337 / 500 characters</p>
B.2.6.3 Stakeholder group relevant for policy instrument 6	
Please provide the indicative list of stakeholders to be involved in the project	<p>Ministry of Science and Education: responsible for the development of education, research &amp; innovation system. Main funding body for science.</p> <p>Ministry of Economy: responsible for business &amp; innovation. Main funding body for innovation.</p> <p>LINPRA: Engineering Industries Association, representing companies in metal products, machinery and equipment, electro mechanics and electronics industry. LT Optics: laser association, covering one of the most innovative high-tech sectors.</p> <p>LITEC: Laser &amp; Engineering Technologies connects 12 organizations;</p> <p>Vilnius university: Organic optoelectronic group, Polymer Chemistry, Inorganic Chemistry.</p> <p>Gediminas technical university: Department of Bridges and Special Structures, Civil engineering science center, Scientific institute of thermal insulation, Materials Science and Welding, Department of Physics, Institute of Mechanical science.</p> <p>Kaunas university of technology: Department of material engineering, Center for Physical Sciences &amp; Technology.</p> <p>997 / 1,000 characters</p>
Role of these stakeholders in relation to policy instrument 1? (e.g. in the decision making process)	<p>The listed stakeholders were directly involved in the development of Lithuanian Smart specialization strategy, particularly two priorities in the novel production processes, materials and technologies priority area: Functional materials and coatings and Structural and composite materials. Both priorities are focusing on the development of new technologies within the materials field. Therefore, inclusion of two relevant ministries will allow to better shape the instruments for the innovative activities within the selected area; the participation of relevant thematic associations will provide a better understanding of current instruments and their impact together with possible improvement directions.</p> <p>707 / 1,500 characters</p>
How will this group be involved in the project and in the interregional learning process?	<p>The members of the stakeholder organizations will be invited to the project meetings during both phases (steering committee, study visits, workshops and dissemination events) to be involved in the project and ensuring their participation. Two additional stakeholder meetings are foreseen in Lithuania. This will ensure mutual dialogue among the most relevant stakeholders and learning process with international dimension. Project partners MOSTA and MITA have a continuous dialogue with abovementioned stakeholders.</p> <p>The collaboration regarding RIS3 development started from 2012 and will continue as entrepreneurial discovery process with possibility to adjust S3 strategy, policy instruments and funding on the run. The stakeholders will be engaged in the dialogue regarding improvement of the selected priorities and the appropriateness of the employed policy instruments. The stakeholders will be invited to the projects meeting and workshops; they will receive information about the outcomes of the analysis and will get to know the best practice in the field of advanced materials for the partner regions. Moreover, they will receive necessary support to engage in the joint activities with peers from other project regions.</p> <p>1,231 / 1,500 characters</p>

## PART C – Project description

### C.1 Brief history of the project

In November 2014 a group of partners involved in regional innovation ecosystems, representing regional governments, universities, regional development agencies and industries from Aquitaine (FR), Bremen (DE) and Piemonte (IT) met in Bordeaux for discussing regional challenges related to the coordination of ESIF instruments in the field of priority areas of smart specialization and possible project activities to face them. The Economics Ministry of Bremen (DE) was selected as Lead Partner (LP) and started to manage the project development activities in coordination with the other promoters defining the concept and orientation of this proposal and recruiting further partners from Podcarpackie (PL), Denmark and Lithuania.

During phone conferences and partner meetings the focus was narrowed on a challenge, all regions shared: the selection of the key enabling technology 'advanced materials' as a priority area to be applied to other common areas of specialization (e.g. aeronautics or advanced manufacturing). The regions jointly faced the challenge of implementing the smart specialization strategies in these fields and wanted to align a specific set of policy instruments, directed to advanced materials and to be better able to coordinate the group of agents involved in the regional ecosystems. An Interreg Europe project with focus on exchange of experiences and improvement of regional development policies was chosen as the best way to meet the joint challenges identified in supporting the new initiatives to promote advanced materials.

In March 2015 the partners met at the 2nd partner meeting in Hamburg in order to discuss the development of the project and the final application process. The LP and the project partners much appreciated the comments given during the individual project consultation on 22nd April 2015 with the JTS and the support given by phone and email by project officers.

During the long preparation period many opportunities have arisen to develop the project idea, including consultations with regional stakeholders, and ensuring a fruitful application phase and achieve the necessary strong commitment from regional/local authorities and policy-makers. During the preparation phase the consortium decided to complete this initiative with another related CSA proposal (NOEMI: New Open Ecosystem for Materials Innovation) submitted in May 2015 under the Horizon 2020 programme (INSO-4-2015) for the establishment of open innovation schemes contributing to open innovation ecosystems in advanced materials. NOEMI and P2L2 is a truly interregional project presenting interlinked, innovative and dynamic activities planned and initiated by a balanced partnership. The composition of the partnership in each region is different, and we are confident that this variety contributes to a fruitful and comprehensive exchange. In the clarification phase a new LP was appointed (UB substituting SenWah).

2,942 / 3,000 characters

### C.2 Issue addressed

Partner regions are all betting on supporting advanced materials in manufacturing and research as a Key Enabling Technology (KET) to enhance their related industries. We would like to advance the following picture: each region is pulling their own cart on a road towards regional competitiveness and innovation. The cart is built of an axis and body coming from the ERDF car plant. The wheels are made of RIS3 elements and the load varies: sometimes they are bricks for a competence centre, others carry folders with Innovation Vouchers or cluster strategies. The road on which they travel is rugged. There are potholes, unknown deviations and barriers or gates. The project is the group of carts travelling on this track. Each one alone might get lost or not be able to fix a broken wheel or unable to re-load lost cargo. Together they can fill potholes, cross rivers, speak to the gate keeper and find solutions jointly. Members of the group will be able to establish long-lasting friendships also giving a hand when building the new house.

**EUROPE 2020**  
New and advanced materials are a promising basis along the value chain to boost competitiveness and growth as a contribution to the "Innovation Union". This dimension of smart growth will develop regional economies based on knowledge and innovation in advanced materials. Smart growth (p. 8 Europe 2020 [2010]) includes promoting innovation and knowledge transfer ensuring that innovative ideas can be turned into new products and services which then build jobs and long-lasting infrastructures.

**HORIZON 2020**  
This collective approach is also found in addressing the joint European challenge. 5 out of the 6 partner regions are complementing this initiative with another related proposal (NOEMI: New Open Ecosystem for Materials Innovation) submitted in May 2015 under the Horizon 2020 programme as CSA (INSO-4-2015) for the establishment of open innovation schemes in advanced materials.

**INTERREG EUROPE SPECIFIC OBJECTIVE**  
The project is relevant for the Specific objective 1.2. P2L2 focusses on a specific policy field (advanced materials and sectors of application) selected as a priority area of specialization of the regions chosen to pilot methods that can be used in any field (when scaling/ implementing after end of project).  
P2L2 project will exchange experiences and learn about policy instruments supporting cooperation between regional authorities, enterprises, R&D centres and higher education players. This will cover the support to cross cluster cooperation in order to promote research-driven clusters.  
The project will also promote the creation of effective innovation ecosystems promoting not only triple helix cooperation for technology transfer but going beyond that for incorporating to the regional policies the most advanced schemes for creation (science-industry) and reinforcing supporting measures of innovation around materials research centres/infrastructures and develop competences.

**HOW INTERREGIONAL COOPERATION CONTRIBUTES TO THIS ISSUE**  
The participating regional authorities share thematic and strategic objectives and have decided to cooperate at interregional level for learning from best practices about how to improve regional policy instruments supporting and influencing innovation ecosystems in strategic areas of specialization (S3).

P2L2 goes beyond the traditional 'good practice sharing' and results are expected not only to improve policy instruments selected for increasing growth and innovation rates, promoting cross-sectoral cooperation, coordinating the evaluation of implementation of S3 strategies... but are expected to add value aligning S3 strategies within one field (Advanced Materials) between different regions to identify overlaps, gaps, complementarity and opportunities for cross-border collaboration (including support from regional policy level).

In our terms: only coordinated travel with mutual assistance will allow each "Materials" cart to arrive safely at its destination.

4,000 / 4,000 characters

### C.3 Objectives

Programme priority  
specific objective the  
project will contribute to

Improve the implementation of regional development policies and programmes, in particular programmes for Investment for Growth and Jobs and, where relevant, ETC programmes, that support the delivery of innovation by actors in regional innovation chains in areas of "smart specialisation" and innovation opportunity.

Overall objective and  
sub-objectives

The overall objective of the P2L2 project is to improve the effectiveness of regional development policies in fostering science and innovation in advanced materials and related sectors thereby contributing to the economic modernisation and increased competitiveness of Europe. The following sub-objectives (1-3) will be achieved:

- 1) Improved, coordinated and more effective innovation policies fostering on regional level through evidence-based policy-making, by A) Mapping and interregional study of existing practices for implementing, monitoring and evaluating and "innovating" the RIS3 strategies in the partner regions; B) discussing, sharing and exchanging good practices on innovation supporting mechanisms in priority areas of specialization between the partner regions; C) mainstreaming the new knowledge into the policy sphere (evidence-based policy-making) by the development of policy recommendations and a strategic policy framework hereby directly affecting policy-makers, the policy-making process and regional development policies and/or structural funds.
- 2) Improved awareness, cooperation and contribution to future activities between EU regions in the field of advanced materials, by A) effectively disseminating the activities of the project and the project results to interested stakeholders across the EU; B) Setting up an interregional project meeting, interregional exchange study visits for cooperation among regions; C) Creating an P2L2 network of interested regions for durability of project results and for the initiation of future activities beyond the projects' lifetime.
- 3) New knowledge of the European innovation supporting mechanism and how to coordinate and align them, by A) exchanging experiences between partner regions; B) developing a joint information base and an interregional study; C) creating forums for innovation stakeholders and policy-makers for exchange of new and innovative ideas (e.g. study visits).

1,956 / 2,000 characters

### C.4 Project approach

Describe the project  
approach to achieve the  
project's objective and to  
produce the intended  
outputs and results.

According to the Interreg Programme Manual the project will be structured in 2 main phases: Phase 1 for interregional policy learning process and Phase 2 for monitoring the implementation of the action plan.

Phase 1: Interregional Policy Learning Process

Starting from the S3 strategies of the regions, the project will identify activities, initiatives and practices the partner regions have used to support innovation in advanced materials sector. This will allow the project to identify the best possible policy climate for fostering innovation in priority areas and mainstream this into policy recommendations and a strategic policy framework. The project will also exchange experiences in the methodology for implementing, monitoring and evaluating the S3 strategy of the regions. The approach is new and innovative (see section 2.1.4b) and addresses the theme 'Research, technological development and innovation' but has an integrated approach since it will have side effects on other themes covered by the Interreg Europe programme and ESIF Funds such as 'competitiveness', 'employment', 'human capital' and 'education'. There is a clear interrelation between the chosen activities in the

different components, which are interlinked to the outcomes, and results of the project.

Core activities of Phase 1 will be: 1) a limited mapping followed by a short analysis, 2) Interregional study visits and P2L2 network, 3) Meetings with the stakeholder group, 4) policy effectuation. The logic behind the four parts is: identify-compare-exchange-transfer. Through the limited mapping, the partners will develop a joint set of standards for analysis and comparison of the different partner region's implementation of S3 strategies for advanced materials and related support instruments (policy instruments affecting directly and indirectly the implementation of the S3 strategies).

The "limited mapping", or policy evaluation methodology will be based on the innoSPICE approach and address the ability to support and ensure the use of innovation. This will result in an innovation capability set of indicators. Each region will then have a solid starting point for regional analysis. During the study visits (involving the Stakeholders) the partners will organise thematic workshops (and have the opportunity of obtaining direct information and meet responsible counterparts for the definition, implementation and evaluation of the regional Policy Instruments.

The knowledge and new ideas of the study visits will be processed and discussed in the framework of 6 thematic case studies synthetizing main conclusions. Furthermore, the Policy Instrument mapping and study visits will be a good basis for identifying, selecting and analysing the 6 lessons learned from the partner regions.

The case studies will use the innovation capability detected and develop this ability to improve the PI's. Policy recommendations and a strategic policy framework form the basis. This 'ImprovAbility' approach has been develop in Denmark and shall be applied in P2L2.

The new knowledge will be transferred into the Regional Actions Plans (1 per region) including a roadmap about the changes and measures needed to ensure improvements are implemented in the selected PI's by the region.

Thus, the methodology of identify-compare-exchange-transfer will achieve the project's objectives and produce the described outputs and results. Phase 1 will finish with the preparation of the regional action plans.

Phase 2: Monitoring the Implementation of the Action Plan

This phase will be focused on monitoring the implementation of the action plans at regional level. The project will regularly check, based on the 'ImprovAbility' method the extent to which the measures described in the regional action plans are implemented on the ground. Improving of PI's (implementation of new projects, change in the management of the PI or change in the strategic focus of the PI). During this phase the partners will continue cooperating for exchanging experiences and learning and where necessary will adopt corrective measures. Also during phase 2 and if considered necessary, the partnership will request for an amendment to the application form in order to include pilot certain schemes to be tested before implementation at regional level- activities.

Key stakeholders will play an important role in both phases: (!) Advisory role but, the project will apply a 'entrepreneurial process of discovery' (Foray et al., 2009), a 'bottom up' learning process that represents a move away from the top down planning of previous regional innovation strategies where public authorities were expected to steer innovation processes. In this new model, priorities are supposed to emerge out of the entrepreneurial discovery process and the role of public authorities is rather to create the right conditions for and support the entrepreneurial process of discovery building continuously on the innovation capability of the actors.

5,000 / 5,000 characters

C.5 Communication strategy

Describe the communication strategy and the way it will contribute to achieving the project objectives.

In the table below, outline your communication objectives, summarise the main target groups and the kind of activities planned to reach each objective. Add line per objective and describe each separately.

The communication strategy identifies three main target groups. For each of this group, adequate strategy and tools (project website, newsletters, events, leaflets, and promotional materials), will be adopted:

1. Regional, National, European politicians and public officials

The project will communicate towards public authorities and policy makers at regional, national and European levels, in order to initiate a dialogue with politicians and public officials dealing with innovation management and technology transfer, entrepreneurship, employment as well as their regional business support organisations (RDAs, BDAs). Thus will ensure mainstreaming of findings and conclusions into the regional, national policies, strategies and instruments influencing innovation in advanced materials.

Politicians and public officials will be invited to project events, including the Action Plan Conference in Semester 7 organised to present and discuss project findings or to small dissemination event to be organised at regional elvel (M23 semester 4), and will be recipients of the policy recommendations - a series of 6 policy briefs (one for each ecosystem).

2. Industry and science representatives

The stakeholder group will include representatives of the regional industry and of the scientific community involved in the definition of regional strategies (such as economics, sociology, industrial relations, business studies, comparative politics, public policy...).

3. Civil Society Organizations and the public in general

CSOs and the general public will be indirectly involved informing about the main innovation strategies affecting their economic life and will be encouraged to take an active part in the public debate participating on debates though social networks. Specific tools for this target group will be: Publication of opinion articles in newspapers, blog/web and social networks, such as used by the UB (Partner 2) in the ENGAGE project in Interreg IVC.

1,977 / 2,000 characters

Objectives	Target group	Activities
<div><div>• Raising awareness about the innovation policy instruments and best practices</div><div>• Be flexible and adaptive to changes in the project</div></div> <div>132 / 1,500 characters</div>	<div><div>• Regional, National, European politicians and public officials in charge of operational programmes and policy instruments</div></div> <div>122 / 1,500 characters</div>	<div><div>• Invitations to participate at project meetings in policy learning and experience exchange (during study visits e.gr.);</div><div>• Publication and distribution of Newsletter;</div><div>• Publication of policy recommendations 6 policy briefs;</div><div>• Social media blogging;</div><div>• Final Conference;</div><div>• Organization of 6 small dissemination events at regional level.</div></div> <div>335 / 1,500 characters</div>
<div><div>• Changing behavior or mind-set of stakeholders</div></div> <div>47 / 1,500 characters</div>	<div><div>• Industry representatives: advanced materials producers or OEMs from other sectors incorporating advanced materials to their processes (aeronautics, advanced manufacturing, space...).</div><div>• Research representatives</div><div>• Academia representatives</div><div>• Regional national politicians</div></div> <div>269 / 1,500 characters</div>	<div><div>• Invitations to participate at project meetings in policy learning and experience exchange (during study visits e.gr.);</div><div>• Publication and distribution of Newsletter;</div><div>• Final Conference;</div><div>• Publication of press releases at regional newspapers;</div><div>• Organization of 6 small dissemination events at regional level.</div></div> <div>308 / 1,500 characters</div>
<div><div>• Disseminating knowledge about best practices in implementing and monitoring S3 strategies and in defining and implementing innovation policy instruments in advanced materials and related sectors</div></div> <div>197 / 1,500 characters</div>	<div><div>• Regional, National, European politicians and public officials in charge of operational programmes and policy instruments</div><div>• Civil Society Organizations and the public in general</div></div> <div>179 / 1,500 characters</div>	<div><div>• Publication of press releases at regional newspapers;</div><div>• Scientific papers;</div><div>• Action Plan Conference in Semester 7;</div><div>• Organization of 6 small dissemination events at regional level.</div></div> <div>182 / 1,500 characters</div>

C.6 Expected results and outputs of the project

C.6.1 Overview of the expected outputs and results

Describe in more detail the outputs and results the projects intends to produce. Provide qualitative and quantitative information regarding outputs and results of the project, including those related to management and communication activities.

OUTPUTS:  
MANAGEMENT: 8 steering group (SG) meetings (+ approx. 16 teleconferences), 8 minutes of SG meetings, subsidy contract signed, agreement with external auditor signed, project management guide, consortium



agreement signed by all partners, 6 progress reports to JTS, 1 mid-term review of the project implementation. COMMUNICATION: 1 Information and communication plan, 2 press releases published in 12 regional newspapers, 1 website , 2 project leaflets, 8 electronic issues of the newsletter, 2 interregional dissemination events (1 interim "Action Plan Conference" and 1 Final conference), 6 regional small dissemination events. POLICY ANALYSIS: 1 interregional methodology for mapping, 1 joint interregional mapping, 1 combined interregional study with 24 good practices identified. INTERREGIONAL EXCHANGE: 6 study visits, (including thematic exchange workshops, and 6 meetings with stakeholders, case studies), 6 additional stakeholder meetings. REGIONAL ACTION PLANS: 1 interregional policy recommendations, 6 policy briefings, 6 regional action plans with roadmap for regional implementation. MONITORING: Set of indicators for monitoring the implementation of regional action plans, 6 regional reports to the LP on the implementation and impact evaluation. 1 Interregional report by the LP; 1 high-level political dissemination final event.

RESULTS:

MANAGEMENT: A well-managed project reaching its objectives, without irregularities and with smooth reporting to the programme. COMMUNICATION: Efficient dissemination of the project activities and results reaching target audiences. Good communication within and outside the partnership. wide media coverage. POLICY ANALYSIS: Identification of good practices among partner regions in defining, implementing and monitoring S3 strategy, and learning about the most efficient instruments for supporting innovation performance in advanced materials and sectors of application. INTERREGIONAL EXCHANGE: Efficient discussion and exchange based on the 'ImprovAbility' approach, cooperation and contribution to future activities between European regions Coordinated monitoring and evaluation of the implementation of RIS3 strategies. Increased capability of the stakeholder groups addressed: regional authorities and their science and innovation agents (public and private). REGIONAL ACTION PLANS: Improved regional innovation systems through the exchange of experiences and the creation/identification of best practices transferred. Enhanced ERDF Operative Programme of each partner regions resulting from lessons learned in other regions. Improved and more effective policies fostering innovation in advanced materials at regional level through evidence-based policy-making. Coordinated implementation and evaluation of S3 strategies' performance. MONITORING: Overview on progress of the implementation of the regional action plans and on impact obtained with the improved PIs and the coordination of the S3 implementation.

2,982 / 3,000 characters

C.6.2 Indicators

Result indicators	Target
No. of Growth & Jobs or ETC programmes addressed by the project where measures inspired by the project will be implemented 100% of policy instruments addressed with structural funds link	5
No. of other policy instruments addressed by the project where measures inspired by the project will be implemented 100% of policy instruments addressed without structural funds link	1
Estimated amount of Structural Funds (from Growth & Jobs and/ or ETC) influenced by the project (in EUR)	16230000
Estimated amount of other funds influenced (in EUR)	3200000

Policies	Self-defined performance indicators	Target
Policy 1	Increase the rate of science-industry cooperation projects supported in advanced materials innovation 3 years after the improvement of the PI.	30
Policy 2	Increase the rate of cross-cluster cooperation projects supported in advanced materials innovation and of SMEs introducing innovations in advanced materials in 3 years after the improvement of the PI	15
Policy 3	number of engaged partners in the entrepreneurial and academic discovery process (entrepreneurs, universities, clusters, technology parks, etc.) involved in the PI improvement.	30
Policy 4	Increase the rate of science-industry cooperation projects supported in advanced materials innovation in 3 years after the improvement of the PI	30
Policy 5	Increase the share of SMEs introducing innovations in advanced materials and related sectors in 3 years after the improvement of the PI	10
Policy 6	Increase the share of SMEs introducing innovations in advanced materials and related sectors in 3 years after the improvement of the PI	10

Output indicators	Target
No. of policy learning events organised	14
No. of good practices identified	24
No. of people with increased professional capacity due to their participation in interregional cooperation activities	60
No. of action plans developed	6
No. of appearances in media (e.g. press)	24
No. of new visitors to project website since last reporting period	200

C.6.3 Innovative character

P2L2 is a unique combination of features and follows an innovative approach for improving innovation delivery policies: The focus on a specific policy field (advanced materials and sectors of application) selected as a regional priority area of specialization, varied PIs in each region and a partnership with different regional combinations. P2L2 goes beyond the traditional 'good practice sharing' and results are expected not only to improve PIs but are expected to add value aligning S3 strategies within one field (Advanced Materials) between different regions to identify overlaps, gaps, complementarity and opportunities for European collaboration . In addition, the project will follow a bottom-up approach in line with the entrepreneurial discovery process followed for the definition of the regional S3 strategies. This will be ensured through the active participation of a remarkable stakeholders group representing interest of the industry.

Even though P2L2 project is not a follow-up project from past Interreg experiences the project partners have identified and learned from previous projects capitalizing results, findings, and methodologies from (Baltic Supply and BONITA – Interreg IVC BSR) applying here the innoSPICE and ImprovAbility approach. P2L2 will generate synergies, go beyond and exploit existing knowledge on policy planning and foresight analysis .

During the preparation phase the consortium decided to complement this initiative with a related CSA proposal (NOEMI: New Open Ecosystem for Materials Innovation) submitted in May 2015 under the Horizon 2020 programme (INSO-4-2015) for the establishment of open innovation schemes. NOEMI and P2L2 were designed in coordination to ensure separate performance but using cross-fertilization effects. Special attention is given to the "advanced materials" PIs by organising an "Action Plan Conference in Semester 7.

1,894 / 2,000 characters

C.6.4 Durability of results

Partner regions started their initiatives within the ERDF OP- and RIS3 context already in the last programming period. Hence, political decisions which had been taken are currently being implemented in the period 2014-2020. P2L2 is thus complementing ongoing individual (policy) actions with a collective approach. The implementation of the improvements will be connected to the industrial value chain in advanced material products and coupled services. Each regional stakeholder group involves principal industry actors. This includes sectors such aerospace, automotive, wind energy production, advanced manufacturing and Additive Layer Manufacturing (ALM) for selective power bed laser melting. This emerging technology based on advanced materials moves manufacturing processes from rapid prototyping to industrial one-of-a-kind production.

The regional PIs which are due for adjustment in the mid-term review of the Operational Programmes initiate, support and accompany industrial and research activities. The Implementation of the Action Plans in Phase 2 will be in all regions accompanied by the industrial and research tissue. This regional dimension is complemented by involving the network "Alliance for Materials (A4M)" bringing together the top 6 European Technology Platforms and the 2 largest European associations in the field of Materials.

Beyond this thematic competence, we will cooperate closely with the ERRIN Network where Danish, German and Italian partners are members. Further bi-lateral links between Bremen-Aquitaine and Bremen-Podkarpackie, Piemonte-Aquitaine promise to forge even close ties. These co-operations and networks will be engaged for transferring best practices to other regions.

Dissemination Activities will ensure a wide coverage to the inner-region actors and to other entities interested in the P2L2 approach. Additional to final Conference in Semester 8 a "Action Plan Conference" will be held in Piemonte at the end of Semester 4.

1,982 / 2,000 characters

C.7 Horizontal principles

Type of contribution		Description of the contribution
Sustainable development	Neutral	<p>Thanks to the jointly to be established « limited mapping » approach, user needs from the Managing Authorities will be collected to solve open issues. Sustainable collaboration structures between Policy Instrument responsible, implementers, research organizations and industry will be developed orientating on further business involvement. The implementation of the Action Plans will entail future research agendas for advanced materials, network concepts for the Stakeholder Groups based on user's need and societal challenges including environmental issues. SME Interest will be represented in the regional stakeholder group sometimes directly and through the clusters involved. The cooperation with the H2020 project NOEMI underlines the strategic and durable concept behind this project.</p> <p>Lastly, the learning from implementing the Action Plan will point out perspectives for the next period after 2020.</p>
		909 / 1,000 characters
Equal opportunities and non-discrimination	Neutral	<p>P2L2 project management will ensure anti- discrimination and promote equal opportunities by establishing a comprehensive approach to step up action in putting the project into practice. Where appropriate, the Policy Instruments will be screened also regarding developments in the legal framework against discrimination and in the policy tools for promoting equal opportunities. This concerns in particular:</p> <ul style="list-style-type: none"><li>- the principle of equal treatment between persons irrespective of racial or ethnic origin;</li><li>- establish fair conditions for equal treatment in employment and occupation;</li><li>- the principle of equal treatment between men and women in the access to and supply of goods and services in the field of advanced materials;</li><li>- procurement procedures will be monitored to ensure free purchase from SMEs and larger providers.</li></ul>
		819 / 1,000 characters
Equality between men and women	Neutral	<p>The project design is sensitive to gender differences and similarities in building RIS 3 and innovation partnerships. Multidisciplinary and gender balanced teams will work and deliver good quality. Participation in tasks and processes to be established will ensure equal treatment and opportunities for all.</p> <p>In terms of management and implementation of the research and its dissemination we have ensured a strong presence of female administrators, researchers and collaborators recruited to the project based on their excellence and daily responsibility in the field of the project. The result is a consortium consisting of 3 female and 3 male regional coordinators.</p>
		667 / 1,000 characters
Digital agenda for Europe	Neutral	<p>The focus of the Policy Instruments on « Advanced Materials » and the pertaining sectors (Aerospace, automotive, energy production) implies working in and with latest ICT standards. Interoperability of devices, applications, data repositories, services and networks is paramount in this field of advanced and distributed manufacturing. The establishment of research agendas as result (or part of) the Action Plans will favour Additive Layer Manufacturing, which depends largely on fast, secure and competitively priced internet access also in remote regions. Appropriate rules for intellectual property rights will be of high importance in the Stakeholder meetings.</p> <p>World-class ICT research and innovation cannot be separated from manufacturing based on advanced materials.</p>
		774 / 1,000 characters

C.8 Project management

C.8.1 Management arrangements

In order to ensure a proper implementation of the project, the UB (lead partner) has defined an efficient and reliable management and co-ordination system. For this purpose, the project will appoint the following positions for the project management team:

- Project Manager (PM): The LP will appoint a qualified coordinator, responsible for organising the project's work with experience in European project management as well as in the topic tackled by the project. The PM will act as a driving force in the partnership and to mobilise the partners in order to achieve project objectives with the support of the Financial & Administrative Manager and the Communication Manager, ensuring the quality of the work done and the fulfilment of timing and obligations.
- Financial and Administrative Manager (FAM): The LP will subcontract a FAM responsible for the accounts, financial reporting, the internal handling of ERDF funds and national contributions, and the progress reporting. This will be a shared subcontract benefitting all the partners. The FAM will closely cooperate with the Project Manager, the administration of the partners and the controllers in order to enable the efficient financial and administrative management of the project. The FAM will provide a training to the financial and administrative officers of the partners about financial and administrative rules of the programme. The FAM will have experience in management of EU projects and be familiar with accounting rules, international transactions, EU and national legislation for the management of ERDF, public procurement and financial control.
- Communication Manager (CM): The LP will appoint a CM with experience. This will receive the support of an external expert subcontracted in benefit of all partners. The CM will be responsible for the proper implementation of the project's communication strategy and coordinate communication activities ensuring the allocation and completion of responsibilities. The CM will closely cooperate with the PM and the FAM.

The project will build a Steering Committee composed by representatives of all beneficiaries. The Steering Committee will meet twice a year on a regular basis and always when it is necessary for the strategic direction of the project. The decisions will be voted and decided by the majority. According to the initial plan, Steering Group Meetings (SGM) are scheduled as follows:

- SGM1 (M4) Berlin
- SGM2 (M10) Aquitaine
- SGM3 (M14) Podkarpackie
- SGM4 (M20) Lithuania
- SGM5 (M27) Denmark
- SGM6 (M33) Piemonte
- SGM7 (M39) Aquitaine
- SGM8 (M46) Bremen

The PM will be responsible for the progress on the content, chairing the sessions of the Steering Committee organizing steering group meetings, telephone conferences for the day-to-day management of the project, making sure that the activity plan (developed during the project development by all partners) is carried out as planned, and responsible person for on-going monitoring and evaluation of the project.

The PM will have close contact with the FAM in charge of reports to the JTS (based on the reports from the partners), financial issues and financial reports to the JTS and jointly solve problems that might occur.

The PM and FAM will have frequent contact with the partners responsible for certain content and communication activities, to ensure that the activity plan and time schedule is carried out according to the work plan and



that the project objectives will be achieved. The appointed PM will have experience in European Projects Her/ His primary fields of expertise are innovation, entrepreneurship and business development.

The PM, FAM and CM will be responsible for the progress and financial reports audited before the reports are sent to the JTS through the online system (iOlf). These reports will be based on the information provided by the partners on a 6-monthly (Phase 1) /yearly basis (Phase 2).

3,931 / 4,000 characters

C.8.2 Project coordinator

Will project management be externalised? Yes

C.8.3 Finance manager

Will financial management be externalised? Yes

C.8.4 Communication manager

Will communication management be externalised? Yes

PART D – Work plan

D.1 PHASE 1 ‘Interregional learning’ - Detailed work plan per period

Semester 1	
04/2016 - 09/2016	
a) Exchange of experience	<p>During the first semester, the project will conduct a regional analysis on:</p> <ul style="list-style-type: none"><li>• Experience exchange and learning how partner regions have designed their own RIS3, how they applied the “entrepreneurial discovery process”, how they selected their “limited set of specialization areas”, how they intend to evaluate ‘in itinere’ the performance of the selected area of specialization (advanced materials ) how they intend to react to market change along the implementation way. This “how” can be described with a process-oriented approach showing the Capability Maturity Level.</li><li>• Optimization of synergies between different co-funding instruments: experience exchange and policy learning about how partner regions optimize synergies between the various co-funding instruments in regional areas of specialization. Indeed, RIS3 must constitute some a kind of a “hub” and create “bridges” between ESIF (structural and innovation funds) and all of the other instruments that may exist, at the EU, member state level and at the regional levels. These tasks will be conducted with the “limited mapping”, a policy (Instrument) evaluation Methodology based on the innoSPICE approach. The finance instruments applied in each region for implementing the S3 strategy will be analysed for the area of specialization (advanced materials) selected. Specific instruments will be identified according to their contribution to innovation capability and put on a common map. This will allow policy makers and civil servants to judge exactly which instruments they need to learn and how to play.</li></ul> <p>These two activities, analysis and mapping prepare the interregional exchange activities that will take place in semesters 2 and 3 and offer a holistic overview on:</p> <ul style="list-style-type: none"><li>• Regional Innovation systems: structures, actors, dynamics and strategic sectors and technology domains;</li><li>• Socio-economic factors to be taken into account: Regional traditional - future sectors and KETs, Availability of specialized workforce, Innovative companies landscapes, Cross-sector cooperation opportunities;</li><li>• Comparable regional policy instruments for science and innovation: Technology and knowledge transfer support, Cluster support, Stimulation of regional quadruple helix cooperation, Labour mobility/ Employment, Education and talent generation in future sectors/ fields;</li><li>• Regional gaps as SMEs or R&amp;D needs may not be covered by current instruments or opportunities not fully exploited: Description of the role of the partner categories:</li><li>• Public Authorities will provide knowledge on the supporting strategies, programmes, instruments;</li><li>• Academic partners and subcontractors will provide methodology and process the information and prepare basis for the evaluation;</li><li>• Research and industry representatives (Stakeholders) will provide the information on user requirements.</li></ul>
2,832 / 3,000 characters	
b) Communication and dissemination	<p>During the first semester, after the appointment of the dissemination and communication manager, main communication and dissemination efforts will be focussed on the preparation of a Communication Plan according to the strategy defined. The plan will contain a clear roadmap of actions and allocation of responsibilities for the internal and external communication.</p> <p>The initial foreseen tools, channels and messages will be concreted and ratified by all the partners in order to ensure an effective communication. Partners will also identify and nominate addressees of the paper and electronic materials (newsletters, press releases...). The partners will ensure gathering addressee’s consent for receiving project publications.</p> <p>During the first semesters, dissemination materials will be ready: a press release to be published in the 6 participating regions, newsletter issue 1 of 8, and Web site published in the site of the programme.</p>
939 / 1,500 characters	
c) Project management	<p>During the first semester, management activities will ensure the smooth start of the project, guiding the partners in all technical, administrative, and financial issues of the project. This will include the preparation of a Guide Manual with processes for reporting and fulfilment of legal and administrative requirements of the Interreg Europe Programme, the preparation and signature of the Consortium Agreement, ruling the relationships of the consortium during the runtime of the operation and 1 webinar for explaining main procedures, legal and administrative rules and expenditure eligibility rules of the programme.</p> <p>LP will organise a kick-off meeting in Berlin, in the framework of ILA Berlin Air Show, June 2016, inviting partners, and relevant actors of the innovation ecosystem (stakeholders, policy makers and public officials, relevant industries and science representatives...).</p>
892 / 1,500 characters	
Main Outputs	<p>Main outputs of the period will be:</p> <ul style="list-style-type: none"><li>• “limited mapping” methodology;</li><li>• 6 reports on regional analysis;</li><li>• 1 Communication and Dissemination Plan;</li><li>• 1 policy release published in 6 regional newspapers;</li><li>• 1 project website + blog embedded in the Interreg Europe Site;</li><li>• 10 posters (as many as partners) for communicating the Interreg Programme origin of the co-funding;</li><li>• Newsletter issue 1 of 8;</li><li>• 1 webinar on financial and administrative management;</li><li>• Consortium Agreement;</li><li>• 1 Steering Group Meeting (Kick- off Berlin in the framework of ILA Berlin Air Show);</li><li>• Guide Manual;</li><li>• Agendas and minutes of the meetings;</li></ul>
616 / 1,000 characters	
Semester 2	
10/2016 - 03/2017	

a) Exchange of experience	<p>During the second semester the project will finalise the mapping of policy instruments at regional and national level: policy instruments identified will be put on a common map (and tested by policy makers and civil servants for usability).</p> <p>For completing the interregional exchange, a study visits programme will be designed and finalised during the second semester. Each study visit will consist of a group of activities: a) a thematic workshop focused on concrete significant theme(s) representative challenges for the region to be discussed by the partners with the intervention of invitees and external experts in specific issues related to innovation in advanced materials; b) meetings with regional authorities, responsible for S3 regional strategies and operational programme definition and implementation; and c) encounters with regional stakeholders from science and industry representative for advanced materials from the region. This activity will include the preparation of schedules and agendas, coordination the availability of experts, authorities and stakeholders, the selection of the themes for the workshops.</p> <p>After planning the study visits programme, the project will start with the implementation of the study visits in order to deepen the knowledge and understanding of innovation systems, the policies and practices benchmarked learning in situ about practical implementation of policies and instruments...; Meeting actors of regional relevance in innovation systems that plays a role in the definition and implementation of regional smart specialization strategies and operational programmes. According to the conclusions obtained in previous period, 2 study visits will be performed in semester 2:</p> <ul style="list-style-type: none"><li>• Bremen (m 7): Implementation of support programmes accompanying research and innovation infrastructures in the field of advanced materials; . This will include the SM1 Stakeholder Meeting (M7) Bremen.</li></ul>
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• Aquitaine (m 10): Implementation of S3 smart specialization strategies: methodology for definition, selection of indicators, Instruments for implementation, Refinement of the S3 strategies, best practices and lessons learned; Demonstrate 'advanced materials' cross-cutting capacity with other specialization areas and/or other sectors. This will include the SM2 Stakeholder Meeting (M10) Aquitaine.

Considering information obtained from analysis and the feedback obtained during the study visits in Bremen and Aquitaine, 2 case studies will be performed synthesizing experience gained about the regional topic during the study visit. Each regional case study will be based on the significant topics selected: implementation of support programmes; best practices for transferring research results; main key factors, conclusions, lesson learnt, interregional transfer of lessons learnt.

Thematic conclusions will serve for the definition of the policy briefs and the regional action plans at a further stage.

2,938 / 3,000 characters

b) Communication and dissemination

During the second semester, the partners, under coordination of the communication manager will continue implementing the Communication Plan and finalise the preparation of the communication and dissemination materials. In addition to materials designed and produced in the previous semester, the project will produce an initial promotional leaflet, and newsletter issue 2 of 8. Web site will be updated in the site of the programme. Partners will also include project related information in social networks and their own Web Sites in order to improve the dissemination.

Each site visit will be accompanied by an appropriate and flexible regional communication set of measures. The specific features of each regional strategy will be highlighted and "translated" into an accessible "language" for the general public. Subsequent classical media and social channels will be applied.

881 / 1,500 characters

c) Project management

During the second semester, management activities will ensure the proper management of the project guiding the partners in all technical, administrative, and financial issues of the project. This will include the implementation of the Guide Manual and the preparation of the agendas of the meetings, minutes...

Steering Group 2 will take place in Aquitaine (M10) inviting partners, and relevant actors of the innovation ecosystem (stakeholders, policy makers and public officials, relevant industries and science representatives...).

Project partners will prepare the individual progress and financial report of semester 1 and will also be submitted to their first level controller (Auditor) for checking. The LP will collect the individual partner reports and prepare the project progress and financial report for semester 1. This report will also be audited and submitted to the JTS for approval. When necessary, the LP will also provide requested clarifications to the progress report.

987 / 1,500 characters

Main Outputs

Main outputs of this period will be:

- "limited mapping" tool ready;
- Steering Group Meeting 2 (10) Aquitaine;
- 1 Study visits programme;
- SV1 Study Visit + SM1 Stakeholder Meeting (M7) Bremen;
- SV2 Study Visit + SM2 Stakeholder Meeting (M10) Aquitaine;
- 2 Case Studies as a thematic synthesis of the study visits;
- Newsletter issue 2 of 8;
- Initial promotional leaflet;
- 1 progress + financial report for semester 1;
- Agendas and minutes of the meetings;

469 / 1,000 characters

Semester 3

04/2017 - 09/2017

a) Exchange of experience

During the third semester the project will continue with the implementation of the study visits programme and hence applying the mapping tool to deepen the knowledge and understanding of innovation systems. And the policies and practices will be benchmarked for the learning process in situ about practical implementation of policies and instruments in 2 regions. Meeting actors of regional relevance in innovation systems that play a role in the definition and implementation of regional smart specialization strategies and operational programmes. According to the conclusions obtained in the previous period, 2 study visits will be performed in semester 2:

- Podkarpackie (M14): Implementation of support programmes accompanying research and innovation infrastructures in the field of advanced materials. This will include the SM3 Stakeholder Meeting (M14) Podkarpackie.
- Denmark (M17): Best practices to be transferred for improving transfer of research results of new materials applied to automotive and aerospace sectors under certain socio-economic conditions. This will include the SM4 Stakeholder Meeting (M17) Denmark.

Considering information obtained from analysis and the feedback obtained during the study visits in Podkarpackie and Denmark, 2 case studies will be performed gathering lessons learnt and considering regional variables and best practices. Already now we can say that the partners in Podkarpackie and Piemonte have a special interest to regard the Bremen EcoMaT and exchange conclusions on that infrastructure building. Each regional case study will be based on the significant topics/ themes selected: implementation of support programmes; best practices for transferring research results; implementation of S3 strategies.

After making necessary modifications to be approved, the partners will be ready to prepare 6 regional Action Plans in semester 4.

1,885 / 3,000 characters

b) Communication and dissemination

During the third semester, the partners, under coordination of the communication manager will continue implementing the Communication Plan. Progress done will be disseminated to the target groups in the different project events. The project will produce a newsletter issue 3 of 8. Web site will be updated in the site of the programme. Partners will also include project related information in social networks and their own Web Sites in order to improve the dissemination.

Again, each site visit will be accompanied by an appropriate and flexible regional communication set of measures. The specific features of each regional strategy will be highlighted and "translated" into an accessible "language" for the general public. Subsequent classical media and social channels will be applied.

Communication and dissemination activities will have an important role for the regional acceptance of the improvements tailored at EU project level.

942 / 1,500 characters

c) Project management

During the third semester, management activities will continue ensuring the proper management of the project guiding the partners in all technical, administrative, and financial issues of the project. This will include the implementation of the Guide Manual and the preparation of the agendas of the meetings, minutes...

Steering Group 3 will take place in Podkarpackie (M14) inviting partners, and relevant actors of the innovation ecosystem ( stakeholders, policy makers and public officials, relevant industries and science representatives...).

Project partners will prepare the second individual progress and financial report will also be prepared and submitted to their first level controller (Auditor) for checking. The LP will collect the individual partner reports and prepare the second project progress and financial report. This report will also be audited and submitted to the JTS for approval. When necessary, the LP will also provide requested clarifications to the progress report.

995 / 1,500 characters

Main Outputs

Main outputs of the period will be:

- Steering Group Meeting 3 (M14) Podkarpackie;
- SV3 Study Visit + SM3 Stakeholder Meeting (M14) Podkarpackie;
- SV4 Study Visit + SM4 Stakeholder Meeting (M17) Denmark;
- 2 Case Studies as a thematic synthesis of the study visits;
- Newsletter issue 3 of 8;
- 1 progress + financial report;

• Agendas and minutes of the meetings;

369 / 1,000 characters

Semester 4

10/2017 - 03/2018

a) Exchange of experience

During the fourth semester the project will continue with the implementation of the study visits programme and hence deepen the knowledge and understanding of innovation systems. The partners will meet actors of regional relevance in innovation systems that play a role in the definition and implementation of smart specialization strategies and operational programmes during 2 study visits:

- Lithuania (M20): Best practices to be transferred for improving transfer of research results of new materials applied to automotive and aerospace sectors under certain socio-economic conditions; This will include the SM5 Stakeholder Meeting (M20) Lithuania.
- Piemonte (M23): Implementation of support programmes accompanying the realization of big industrial research projects set up through the co-operation among enterprises, research institutes and universities. Valorisation of infrastructures as a tool to establish long term cooperation among innovation and research actors. This will include the SM6 Stakeholder Meeting (M23) Piemonte.

Based on the conclusions obtained during the study visits the hosting partner will make a synthesis exercise gathering the experience gained during the study visit: regional challenges identified, feedback from regional authorities, experts, stakeholders... conclusions obtained will be gathered from a thematic point of view. All 6 case studies will be analysed in a working session and, each partner region will prepare 1 policy brief (6 policy briefs in total) with recommendations to be adopted at regional level. These recommendations will follow internal procedures for the regional approval, informing all involved authorities at the highest level. E.g. some of the improvements of the Policy Instruments may require the previous endorsement of regional Parliaments.

After fulfilling internal procedures for approval the partners will be ready to prepare 6 regional Action Plans.

The action plans will identify the measures to be integrated (adaptation and transfer from one region to the other, joint development of common strategies, alignment and coordination of policies) the timeframe, work steps, responsible actors, costs and funding sources.  
The action plans will refer to:

- the selected aspects of the innovation systems and will contribute to strengthen the innovation capability and performance of regional policies which focus on the relation of SMEs and global operators focusing on key areas as cluster support (networks and other structures);
- the methodologies for the implementation of the S3 strategies, the definition of the indicators, the criteria for the update of the S3 strategies, the instruments for promoting areas of specialization defined, apply ImprovAbility measures;
- research-to-business technology transfer, skills development and innovation in SMEs for increasing competitiveness, promoting transnational business opportunities for SMEs in supply chains...

2,944 / 3,000 characters

b) Communication and dissemination

During the 4th semester, the partners, under coordination of the communication manager will continue implementing the Communication Plan. Progress done in Phase 1 will be disseminated to the target groups in the different project events. The project will produce a newsletter issue 4 of 8. Web site will be updated in the site of the programme. Partners will also include project related information in social networks and their own Web Sites in order to improve the dissemination.

Communication activities will have an important role for the regional acceptance of the improvements tailored at EU project level. The preparation of the action plans and the improvements to be implemented at regional level will be disseminated to policy makers, stakeholders and the general public for facilitating their acceptance. This key activity will be accompanied in each region by strong social media presence, complementing thus the classic communication channels, and 6 small dissemination events (conferences) at regional level in each participating region (M23) with participation stakeholders (SM 7-12 in all regions).

The Action Plan Conference is planned in semester 4 in Piemonte to present methodological achievements which have led to the 6 regional Action Plans. This event will bring together regional representatives and selected stakeholders from all 6 partner regions. The agenda will highlight the application of the "limited mapping" used to analyse and compare the Policy Instruments.

1,497 / 1,500 characters

c) Project management

During the fourth semester, management activities will continue ensuring the proper management of the project guiding the partners in all technical, administrative, and financial issues of the project. This will include the implementation of the Guide Manual and the preparation of the agendas of the meetings, minutes...

Steering Group 4 will take place in Lithuania (M20) inviting partners, and relevant actors of the innovation ecosystem (stakeholders, policy makers and public officials, relevant industries and science representatives...).

Project partners will prepare the third individual progress and financial report will also be submitted to their first level controller (Auditor) for checking. The LP will collect the individual partner reports and prepare the third project progress and financial report. This report will also be audited and submitted to the JTS for approval. When necessary, the LP will also provide requested clarifications to the progress report.

During the fourth semester, the LP will perform a mid-term self-evaluation in order to analyse and assess the performance of the project and review the need of redirecting project activities in Phase 2. In case of need the LP will request for a project to revise the work plan of phase 2 before the end of phase 1.

1,295 / 1,500 characters

Main Outputs

Main outputs of the period are :

- Steering Group Meeting 4 (M20) in Lithuania
- SV5 Study Visit + SM5 Stakeholder Meeting (M20) Lithuania
- SV6 Study Visit + SM6 Stakeholder Meeting (M23) Piemonte
- 2 Case Studies as a thematic synthesis of the SVs
- 6 Regional Action Plans
- 6 Policy Briefs
- 1 Action Plan Conference in Piemonte (M23)
- 6 small dissemination events at regional level (M23)
- 6 additional stakeholder on-site meetings (in principle, of regional character, but giving the other regions the possibility to participate according to their interest therefore with impact on interregional exchange):
  - o SM7 Stakeholder Meeting (M23) Bremen
  - o SM8 Stakeholder Meeting (M23) Aquitaine
  - o SM9 Stakeholder Meeting (M23) Podkarpackie
  - o SM10 Stakeholder Meeting (M23) Denmark
  - o SM11 Stakeholder Meeting (M23) Lithuania
  - o SM12 Stakeholder Meeting (M23) Piemonte
- 1 Mid-term Selfevaluation report
- Newsletter issue 4 of 8
- 1 progress + financial report
- Agendas and minutes of the meetings

999 / 1,000 characters

D.2 PHASE 2 - Detailed work plan per period

Semester 5

04/2018 - 09/2018

a) Action plan implementation follow-up	Each region starts the implementation of its action plan. The relevant stakeholders for the implementation are mobilised.
b) Communication and dissemination	The partners ensure regular updates of the project website with information on the action plan implementation.
c) Project management	The lead partner prepares the progress report for the joint secretariat.
Main Outputs	Website updates

Semester 6

10/2018 - 03/2019

a) Action plan implementation follow-up	Each partner monitors the action plan implementation by contacting the stakeholders and beneficiaries of the different actions. All partners meet to learn from each other by exchanging on the success and difficulties met in the implementation of their action plan.
b) Communication and dissemination	The partners ensure regular updates of the project website with information on the action plan implementation.
c) Project management	
Main Outputs	1 project meeting Website updates

Semester 7

04/2019 - 09/2019

a) Action plan implementation follow-up	Each partner continues monitoring the action plan implementation and is in regular contact with the stakeholders and beneficiaries of the different actions.
b) Communication and dissemination	The partners organise a final dissemination event gathering executives and policy makers from the regions and from other relevant institutions. The aim is to promote the project achievements and to disseminate the results of the action plan implementation to a large audience. The project website is updated accordingly.
c) Project management	The lead partner prepares the progress report for the joint secretariat.
Main Outputs	1 high-level political dissemination event Website updates 1 annual progress report

Semester 8

10/2019 - 03/2020

a) Action plan implementation follow-up	Each partner finalises the monitoring of the action plan implementation. Each partner discuss the results of this implementation with the relevant regional stakeholders and beneficiaries. All partners meet to exchange and draw conclusions on the two years of action plan implementation.
b) Communication and dissemination	The partners ensure regular updates of the project website with information on the action plan implementation.
c) Project management	Each partner summarises the level of achievement of its action plan. The lead partner compiles the information and prepares the final report for the joint secretariat.
Main Outputs	1 project meeting Website updates 1 annual progress report 1 final project report

PART E – Project budget

E.1 Budget breakdown per budget line and partner

Partner	Preparation costs	Staff costs	Office and administration	Travel and accommodation	External expertise and services	Equipment	Revenues	Total partner budget
1. MINISTRY OF ECONOMICS, LABOUR AND PORTS - FREE HANSEATIC CITY BREMEN	0	42,000	6,300	5,500	6,000	0	0	59,800
2. UNIVERSITY OF BREMEN - Uni-HB	15,000	182,000	27,300	21,000	244,000	0	0	489,300
3. WFB BREMEN ECONOMIC DEVELOPMENT CORP.	0	77,000	11,550	15,000	6,000	0	0	109,550
4. REGIONAL COUNCIL OF AQUITAINE	0	66,000	9,900	14,000	52,766	0	0	142,666
5. MARSHAL OFFICE OF THE PODKARPACKIE REGION	0	70,000	10,500	19,000	28,000	0	0	127,500
6. RZESZOW UNIVERSITY OF TECHNOLOGY	0	55,000	8,250	19,000	2,000	0	0	84,250
7. PIEDMONT REGION	0	121,275	18,191	20,000	73,000	0	0	232,466
8. THE DANISH AGENCY FOR SCIENCE, TECHNOLOGY AND INNOVATION (DASTI)	0	138,375	20,756	19,000	71,000	0	0	249,131
9. RESEARCH AND HIGHER EDUCATION MONITORING AND ANALYSIS CENTRE (MOSTA)	0	73,500	11,025	19,000	73,000	0	0	176,525
10. AGENCY FOR SCIENCE, INNOVATION AND TECHNOLOGY (MITA)	0	43,500	6,525	19,000	8,000	0	0	77,025
	0.86 %	49.69 %	7.45 %	9.75 %	32.25 %	0.00 %	0.00 %	
Total	15,000	868,650	130,297	170,500	563,766	0	0	1,748,213

Net revenues after project end

Will any of the partners receiving funding from the programme generate net revenues from the project after the project has ended? 

No

E.2 External expertise and services

N°	Type of costs	Description	Contracting partner	Amount
1	FLC costs	Cost for the partner's external FLC: individual reports 55 / 500 characters	1. MINISTRY OF ECONOMICS, LABOUR AND PORTS - FREE HANSEATIC CITY BREMEN	6,000
2	Project and/or financial and/or communication management	Relates to costs for PROJECT management support: preparation of progress reports, financial reports, mid-term evaluation report, training on eligibility rules, assistance during the whole project. This external services will be centrally contracted, paid and reported by the Lead Partner. The budget is calculated on the basis of 230 working days à 825 € day. 359 / 500 characters	2. UNIVERSITY OF BREMEN - Uni-HB	190,000
3	Project and/or financial and/or communication management	Relates to costs for project COMMUNICATION management support: preparation of Communication Plan and support during its implementation with the organization of events and Public Relation activities. This external services will be centrally contracted, paid and reported by the Lead Partner. The budget is calculated on the basis of 12 working days à 833 € day. 360 / 500 characters	2. UNIVERSITY OF BREMEN - Uni-HB	10,000
4	Meeting costs: partner meeting	Relates to costs for the organization of: (a) 2 Steering Group meetings(SGM) in Bremen (kick-off and final SGM). It includes rent of space, catering and local transportation among others (If appropriate will include also the organization of working meetings and encounters with stakeholders for ensuring an efficient use of resources); and (b) Relates to costs (space, catering, local transport) for the organisation of the Study Visit in Bremen. 447 / 500 characters	2. UNIVERSITY OF BREMEN - Uni-HB	10,000

N°	Type of costs	Description	Contracting partner	Amount	
5	Meeting costs: dissemination event	<p>Cost for the organisation of 1 high-level political dissemination final event to be organised in Bremen (Germany) during Phase 2. These costs include the rent of the room, catering and translations. We expect the attendance of 60 -80 participants.</p> <p>Also included the cost for the organization of a regional dissemination event. These costs include the rent of the room, catering and translations. Expected number of 15-20 participants to reinforce the communication of the project and its results.</p> <p>498 / 500 characters</p>	2. UNIVERSITY OF BREMEN - Uni-HB	8,000	
6	Meeting costs: stakeholder group	<p>Relates to costs for the organization of 2 specific on-site meetings with regional stakeholders in Bremen: includes rent of rooms, catering, local transportation. We plan the organization of 2 stakeholder meetings with the attendance of 15-20 stakeholders.</p> <p>256 / 500 characters</p>	2. UNIVERSITY OF BREMEN - Uni-HB	3,000	
7	Travel & accommodation costs: members of the stakeholder groups and other external bodies	<p>Relates to the costs of travel and accommodation of members of the stakeholder group (v.gr. Airbus Group Materials &amp; Processes applied to aeronautics and space, TESTIA GmbH, Daimler AG, Broetje-Automation GmbH, BK Werkstofftechnik, Fraunhofer IFAM, BIAS, FIBRE, ISEMP, IWT). Calculation: 3 representatives of regional stakeholders attending 4 partner events (2 study visits + Action Plan + Final Conference) á 650 € each (650 € x 3 stakeholders x 4 events = 8.000 €). See revised application form.</p> <p>498 / 500 characters</p>	2. UNIVERSITY OF BREMEN - Uni-HB	8,000	
8	Publication and dissemination costs	<p>Relates to costs for edition and printing of communication and dissemination materials including: project leaflets, Poster with ERDF reference, regional Policy Brief, Interregional Study with Best Practices, regional Case Study Bremen and regional Action Plan.</p> <p>Translation costs for policy briefs and necessary documents to be improved at regional level.</p> <p>355 / 500 characters</p>	2. UNIVERSITY OF BREMEN - Uni-HB	9,000	
9	FLC costs	<p>Cost for the individula UB's external FLC</p> <p>41 / 500 characters</p>	2. UNIVERSITY OF BREMEN - Uni-HB	6,000	
10	FLC costs	<p>Auditing of 6 individual WFB's partner reports</p> <p>47 / 500 characters</p>	3. WFB BREMEN ECONOMIC DEVELOPMENT CORP.	6,000	
11	FLC costs	<p>Auditing of 6 individual CRA'a partner reports</p> <p>46 / 500 characters</p>	4. REGIONAL COUNCIL OF AQUITAINE	6,000	
12	Meeting costs: partner meeting	<p>Relates to costs for the organization of: (a) 1 Steering Group meeting (SGM2) in Aquitaine (M10). It includes rent of space, catering and local transportation among others (If appropriate will include also the organization of working meetings and encounters with stakeholders for ensuring an efficient use of resources); and (b) Relates to costs (space, catering, local transport) for the organisation of the Study Visit in Aquitaine (M10).</p> <p>441 / 500 characters</p>	4. REGIONAL COUNCIL OF AQUITAINE	7,766	
13	Meeting costs: dissemination event	<p>Cost for the organization of a small dissemination event in the form of a workshop/ conference (M23). These costs include the rent of the room, catering and translations. Expected number of 15-20 participants to reinforce the communication of the project and its results.</p> <p>272 / 500 characters</p>	4. REGIONAL COUNCIL OF AQUITAINE	2,000	
14	Meeting costs: stakeholder group	<p>Relates to costs for the organization of 2 specific on-site meetings with regional stakeholders in Aquitaine: includes rent of rooms, catering, local transportation. We plan the organization of 2 stakeholder meetings with the attendance of 15-20 stakeholders.</p> <p>259 / 500 characters</p>	4. REGIONAL COUNCIL OF AQUITAINE	2,000	
15	Travel & accommodation costs: members of the stakeholder groups and other external bodies	<p>Relates to costs of travel and accommodation of members of the stakeholder group (v.gr. Aerospace Valley, Airbus Defence &amp; Space, Alphanov, CANOE, LCPO, Pôle Route des Lasers, SAFRAN HERAKLES and SAFRAN TURBOMECA, UNITEC, Bordeaux University, University of Pau et Pays de l'Adour, Bordeaux INP ENSC)... Calculation: 3 representatives of regional stakeholders attending 4 partner events (2 study visits + Action Plan + Final Conference) á 650 € each (650 € x 3 stakeholders x 4 events = 8.000 €).</p> <p>497 / 500 characters</p>	4. REGIONAL COUNCIL OF AQUITAINE	7,000	
16	Publication and dissemination costs	<p>Relates to costs for edition and printing of communication and dissemination materials including: project leaflets, Poster with ERDF reference, regional Policy Brief, Interregional Study with Best Practices, regional Case Study Aquitaine and regional Action Plan.</p> <p>263 / 500 characters</p>	4. REGIONAL COUNCIL OF AQUITAINE	2,000	
17	External support for the exchange of experience process, in particular the development of the regional action plan	<p>Relates to the cost for the exchange of experiences and policy learning process. The external expert will participate in the analysis phase and in the definition of the regional Action Plan for Aquitaine region, gathering information and providing input in close cooperation with the region in order to obtain valuable conclusions to be integrated in the improvement of the PI. The budget is calculated on the estimation of 40 days of support.</p> <p>444 / 500 characters</p>	4. REGIONAL COUNCIL OF AQUITAINE	26,000	



N°	Type of costs	Description	Contracting partner	Amount	
18	Meeting costs: partner meeting	<p>Relates to costs for the organization of: (a) 1 Steering Group meeting (SGM3) in Podkarpackie (M14). It includes rent of space, catering and local transportation among others (If appropriate will include also the organization of working meetings and encounters with stakeholders for ensuring an efficient use of resources); and (b) Relates to costs (space, catering, local transport) for the organisation of the Study Visit in Reg. Podkarpackie (M14).</p> <p>452 / 500 characters</p>	5. MARSHAL OFFICE OF THE PODKARPACIE REGION	10,000	
19	Meeting costs: dissemination event	<p>Cost for the organization of a small dissemination event in the form of a workshop/ conference (M23). These costs include the rent of the room, catering and translations. Expected number of 15-20 participants to reinforce the communication of the project and its results.</p> <p>273 / 500 characters</p>	5. MARSHAL OFFICE OF THE PODKARPACIE REGION	2,000	
20	Meeting costs: stakeholder group	<p>Relates to costs for the organization of 2 specific on-site meetings with regional stakeholders in Podkarpackie: includes rent of rooms, catering, local transportation. We plan the organization of 2 stakeholder meetings with the attendance of 15-20 stakeholders.</p> <p>262 / 500 characters</p>	5. MARSHAL OFFICE OF THE PODKARPACIE REGION	3,000	
21	Travel & accommodation costs: members of the stakeholder groups and other external bodies	<p>Relates to the costs of travel and accommodation of members of the stakeholder group (e.gr. Aviation Valley Cluster, Podkarpackie County Cluster, Cluster IT, Pratt &amp; Whitney Rzeszow, entrepreneurs from the advanced materials sector). The travel costs for stakeholders have been calculated as 3 representatives of regional stakeholders attending 4 partner events (2 study visits + Action Plan + Final Conference) á 650 € each (650 € x 3 stakeholders x 4 events = 8.000 €).</p> <p>472 / 500 characters</p>	5. MARSHAL OFFICE OF THE PODKARPACIE REGION	8,000	
22	Publication and dissemination costs	<p>Relates to costs for edition and printing of communication and dissemination materials including: project leaflets, Poster with ERDF reference, regional Policy Brief, Interregional Study with Best Practices, regional Case Study Podkarpackie and regional Action Plan.</p> <p>Translation costs for policy briefs and necessary documents to be improved at regional level.</p> <p>361 / 500 characters</p>	5. MARSHAL OFFICE OF THE PODKARPACIE REGION	5,000	
23	Publication and dissemination costs	<p>Relates to costs for edition and printing of communication and dissemination materials including: project leaflets, Poster with ERDF reference, regional Policy Brief, Interregional Study with Best Practices, regional Case Study Podkarpackie and regional Action Plan.</p> <p>266 / 500 characters</p>	6. RZESZOW UNIVERSITY OF TECHNOLOGY	2,000	
24	FLC costs	<p>Auditing of 6 individual Reg. Piemonte's partner reports</p> <p>56 / 500 characters</p>	7. PIEDMONT REGION	6,000	
25	Meeting costs: partner meeting	<p>Relates to costs for the organization of: (a) 1 Steering Group meeting (SGM7) in Piemonte (M33). It includes rent of space, catering and local transportation among others (If appropriate will include also the organization of working meetings and encounters with stakeholders for ensuring an efficient use of resources); and (b) Relates to costs (space, catering, local transport) for the organisation of the Study Visit in Reg. Piemonte (M23).</p> <p>444 / 500 characters</p>	7. PIEDMONT REGION	10,000	
26	Meeting costs: dissemination event	<p>At the end of Phase 1 Piedmont region will organise a interregional dissemination event in Torino (M23) in order to present the regional action plans and present findings of Phase 1 to the different target groups. Cost for the organization of a small dissemination event in the form of a workshop/ conference. These costs include the rent of the room, catering and translations. Expected number of 15-20 participants to reinforce the communication of the project and its results.</p> <p>483 / 500 characters</p>	7. PIEDMONT REGION	7,000	
27	Meeting costs: stakeholder group	<p>Relates to costs for the organization of 2 specific on-site meetings with regional stakeholders in Piemonte: includes rent of rooms, catering, local transportation. We plan the organization of 2 stakeholder meetings with the attendance of 15-20 stakeholders.</p> <p>258 / 500 characters</p>	7. PIEDMONT REGION	3,000	
28	Travel & accommodation costs: members of the stakeholder groups and other external bodies	<p>Relates to the costs of travel and accommodation of members of the stakeholder group (e.gr. Politecnico di Torino, Innovation cluster MESAP and PROPLAST). The travel costs for stakeholders have been calculated as 3 representatives of regional stakeholders attending 4 partner events (2 study visits + Action Plan + Final Conference) á 650 € each (650 € x 3 stakeholders x 4 events = 8.000 €).</p> <p>393 / 500 characters</p>	7. PIEDMONT REGION	8,000	
29	Publication and dissemination costs	<p>Relates to costs for edition and printing of communication and dissemination materials including: project leaflets, Poster with ERDF reference, regional Policy Brief, Interregional Study with Best Practices, regional Case Study Piemonte and regional Action Plan.</p> <p>Translation costs for policy briefs and necessary documents to be improved at regional level.</p> <p>356 / 500 characters</p>	7. PIEDMONT REGION	9,000	













N°	Type of costs	Description	Contracting partner	Amount	
30	External support for the exchange of experience process, in particular the development of the regional action plan	<p>Relates to the cost for the exchange of experiences and policy learning process. The external expert will participate in the analysis phase and in the definition of the regional Action Plan for Piedmont region, gathering information and providing input in close cooperation with the region in order to obtain valuable conclusions to be integrated in the improvement of the PI. The budget is calculated on the estimation of 40 days of support.</p> <p>443 / 500 characters</p>	7. PIEDMONT REGION	30,000	
31	FLC costs	<p>Auditing of 6 individual DASTI's partner reports</p> <p>48 / 500 characters</p>	8. THE DANISH AGENCY FOR SCIENCE, TECHNOLOGY AND INNOVATION (DASTI)	6,000	
32	Meeting costs: partner meeting	<p>Relates to costs for the organization of: (a) 1 Steering Group meeting (SGM5) in Denmark (M27). It includes rent of space, catering and local transportation among others (If appropriate will include also the organization of working meetings and encounters with stakeholders for ensuring an efficient use of resources); and (b) Relates to costs (space, catering, local transport) for the organisation of the Study Visit in Denmark (M17).</p> <p>437 / 500 characters</p>	8. THE DANISH AGENCY FOR SCIENCE, TECHNOLOGY AND INNOVATION (DASTI)	8,000	
33	Meeting costs: dissemination event	<p>Cost for the organization of a small dissemination event in the form of a workshop/ conference (M23). These costs include the rent of the room, catering and translations. Expected number of 15-20 participants to reinforce the communication of the project and its results.</p> <p>272 / 500 characters</p>	8. THE DANISH AGENCY FOR SCIENCE, TECHNOLOGY AND INNOVATION (DASTI)	2,000	
34	Meeting costs: stakeholder group	<p>Relates to costs for the organization of 2 specific on-site meetings with regional stakeholders in Denmark: includes rent of rooms, catering, local transportation. We plan the organization of 2 stakeholder meetings with the attendance of 15-20 stakeholders.</p> <p>257 / 500 characters</p>	8. THE DANISH AGENCY FOR SCIENCE, TECHNOLOGY AND INNOVATION (DASTI)	3,000	
35	Travel & accommodation costs: members of the stakeholder groups and other external bodies	<p>Relates to the costs of travel and accommodation of members of the stakeholder group (v.gr. The Danish Innovation Cluster for Production (Inno-Pro) or The Danish Materials Network (DMN). Calculation: 3 representatives of regional stakeholders attending 4 partner events (2 study visits + Action Plan + Final Conference) á 650 € each (650 € x 3 stakeholders x 4 events = 8.000 €).</p> <p>380 / 500 characters</p>	8. THE DANISH AGENCY FOR SCIENCE, TECHNOLOGY AND INNOVATION (DASTI)	8,000	
36	Publication and dissemination costs	<p>Relates to costs for edition and printing of communication and dissemination materials including: project leaflets, Poster with ERDF reference, regional Policy Brief, Interregional Study with Best Practices, regional Case Study Denmark and regional Action Plan.</p> <p>Translation costs for policy briefs and necessary documents to be improved at regional level.</p> <p>356 / 500 characters</p>	8. THE DANISH AGENCY FOR SCIENCE, TECHNOLOGY AND INNOVATION (DASTI)	6,000	
37	External support for the exchange of experience process, in particular the development of the regional action plan	<p>Relates to the cost for the exchange of experiences and policy learning process. The external expert will participate in the analysis phase and in the definition of the regional Action Plan for Denmark, gathering information and providing input in close cooperation with the region in order to obtain valuable conclusions to be integrated in the improvement of the PI. The budget is calculated on the estimation of around 50 days of support.</p> <p>442 / 500 characters</p>	8. THE DANISH AGENCY FOR SCIENCE, TECHNOLOGY AND INNOVATION (DASTI)	38,000	
38	FLC costs	<p>Auditing of 6 individual MOSTA's partner reports</p> <p>48 / 500 characters</p>	9. RESEARCH AND HIGHER EDUCATION MONITORING AND ANALYSIS CENTRE (MOSTA)	6,000	
39	Meeting costs: partner meeting	<p>Relates to costs for the organization of: (a) 1 Steering Group meeting (SGM4) in Lithuania (M20). It includes rent of space, catering and local transportation among others (If appropriate will include also the organization of working meetings and encounters with stakeholders for ensuring an efficient use of resources); and (b) Relates to costs (space, catering, local transport) for the organisation of the Study Visit in Lithuania (M20).</p> <p>441 / 500 characters</p>	9. RESEARCH AND HIGHER EDUCATION MONITORING AND ANALYSIS CENTRE (MOSTA)	10,000	
40	Meeting costs: dissemination event	<p>Cost for the organization of a small dissemination event in the form of a workshop/ conference (M23). These costs include the rent of the room, catering and translations. Expected number of 15-20 participants to reinforce the communication of the project and its results.</p> <p>272 / 500 characters</p>	9. RESEARCH AND HIGHER EDUCATION MONITORING AND ANALYSIS CENTRE (MOSTA)	2,000	
41	Meeting costs: stakeholder group	<p>Relates to costs for the organization of 2 specific on-site meetings with regional stakeholders in Lithuania: includes rent of rooms, catering, local transportation. We plan the organization of 2 stakeholder meetings with the attendance of 15-20 stakeholders.</p> <p>259 / 500 characters</p>	9. RESEARCH AND HIGHER EDUCATION MONITORING AND ANALYSIS CENTRE (MOSTA)	2,000	
42	Travel & accommodation costs: members of the stakeholder groups and other external bodies	<p>Relates to the costs of travel and accommodation of members of the stakeholder group (v.gr Ministry of Science and Education, Ministry of Economy: responsible for business &amp; innovation, LINPRA, LT Optics, LITEC, Vilnius university, Gediminas technical university, Kaunas university of technology). Calculation: 3 representatives of regional stakeholders attending 4 partner events (2 study visits + Action Plan + Final Conference) á 650 € each (650 € x 3 stakeholders x 4 events = 8.000 €).</p> <p>490 / 500 characters</p>	9. RESEARCH AND HIGHER EDUCATION MONITORING AND ANALYSIS CENTRE (MOSTA)	8,000	

N°	Type of costs	Description	Contracting partner	Amount	
43	Publication and dissemination costs	<div>Relates to costs for edition and printing of communication and dissemination materials including: project leaflets, Poster with ERDF reference, regional Policy Brief, Interregional Study with Best Practices, regional Case Study Lithuania and regional Action Plan.</div> <div>Translation costs for policy briefs and necessary documents to be improved at regional level.</div> <div>358 / 500 characters</div>	9. RESEARCH AND HIGHER EDUCATION MONITORING AND ANALYSIS CENTRE (MOSTA)	5,000	
44	External support for the exchange of experience process, in particular the development of the regional action plan	<div>Relates to the cost for the exchange of experiences and policy learning process. The external expert will participate in the analysis phase and in the definition of the regional Action Plan for Lithuania, gathering information and providing input in close cooperation with the region in order to obtain valuable conclusions to be integrated in the improvement of the PI. The budget is calculated on the estimation of around 50 days of support.</div> <div>444 / 500 characters</div>	9. RESEARCH AND HIGHER EDUCATION MONITORING AND ANALYSIS CENTRE (MOSTA)	40,000	
45	FLC costs	<div>Auditing of 6 individual MITAS's partner reports</div> <div>48 / 500 characters</div>	10. AGENCY FOR SCIENCE, INNOVATION AND TECHNOLOGY (MITA)	6,000	
46	Publication and dissemination costs	<div>Relates to costs for edition and printing of communication and dissemination materials including: project leaflets, Poster with ERDF reference, regional Policy Brief, Interregional Study with Best Practices, regional Case Study Lithuania and regional Action Plan.</div> <div>263 / 500 characters</div>	10. AGENCY FOR SCIENCE, INNOVATION AND TECHNOLOGY (MITA)	2,000	
Total				563,766.00	

E.3 Equipment

N°	Type of costs	Description	Contracting partner	Amount	
Total				0.00	

E.4 Budget breakdown per source of funding and partner

			Programme funds			Partner contribution		
Partner	Country	TOTAL	ERDF	ERDF rate (%)	Norwegian	Partner contribution from public sources	Partner contribution from private sources	Total partner contribution
1. MINISTRY OF ECONOMICS, LABOUR AND PORTS - FREE HANSEATIC CITY BREMEN	 DE	59,800.00	50,830.00	85.00 %	0.00	8,970.00	0.00	8,970.00
2. UNIVERSITY OF BREMEN - Uni-HB	 DE	489,300.00	415,905.00	85.00 %	0.00	73,395.00	0.00	73,395.00
3. WFB BREMEN ECONOMIC DEVELOPMENT CORP.	 DE	109,550.00	93,117.50	85.00 %	0.00	16,432.50	0.00	16,432.50
4. REGIONAL COUNCIL OF AQUITAINE	 FR	142,666.00	121,266.10	85.00 %	0.00	21,399.90	0.00	21,399.90
5. MARSHAL OFFICE OF THE PODKARPACKIE REGION	 PL	127,500.00	108,375.00	85.00 %	0.00	19,125.00	0.00	19,125.00
6. RZESZOW UNIVERSITY OF TECHNOLOGY	 PL	84,250.00	71,612.50	85.00 %	0.00	12,637.50	0.00	12,637.50
7. PIEDMONT REGION	 IT	232,466.00	197,596.10	85.00 %	0.00	34,869.90	0.00	34,869.90
8. THE DANISH AGENCY FOR SCIENCE, TECHNOLOGY AND INNOVATION (DASTI)	 DK	249,131.00	211,761.35	85.00 %	0.00	37,369.65	0.00	37,369.65
9. RESEARCH AND HIGHER EDUCATION MONITORING AND ANALYSIS CENTRE (MOSTA)	 LT	176,525.00	150,046.25	85.00 %	0.00	26,478.75	0.00	26,478.75
10. AGENCY FOR SCIENCE, INNOVATION AND TECHNOLOGY (MITA)	 LT	77,025.00	65,471.25	85.00 %	0.00	11,553.75	0.00	11,553.75
Total		1,748,213.00	1,485,981.05		0.00	262,231.95	0.00	262,231.95

E.5 Spending plan

Phase 1					
Partner	Preparation	Semester 1	Semester 2	Semester 3	Semester 4
1. MINISTRY OF ECONOMICS, LABOUR AND PORTS - FREE HANSEATIC CITY BREMEN	0	9,922	14,036	14,519	11,383

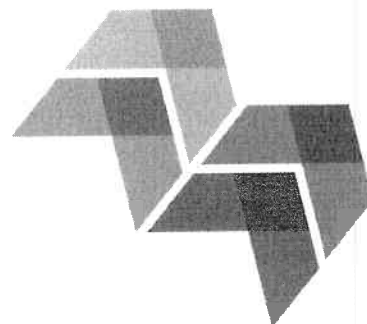
Phase 1					
Partner	Preparation	Semester 1	Semester 2	Semester 3	Semester 4
2. UNIVERSITY OF BREMEN - Uni-HB	15,000	77,271	109,305	113,072	88,648
3. WFB BREMEN ECONOMIC DEVELOPMENT CORP.	0	17,281	24,445	25,288	19,826
4. REGIONAL COUNCIL OF AQUITAINE	0	22,499	31,826	32,923	25,812
5. MARSHAL OFFICE OF THE PODKARPACKIE REGION	0	20,487	28,980	29,979	23,504
6. RZESZOW UNIVERSITY OF TECHNOLOGY	0	13,652	19,311	19,976	15,661
7. PIEDMONT REGION	0	38,325	54,213	56,082	43,968
8. THE DANISH AGENCY FOR SCIENCE, TECHNOLOGY AND INNOVATION (DASTI)	0	38,298	54,175	56,042	43,936
9. RESEARCH AND HIGHER EDUCATION MONITORING AND ANALYSIS CENTRE (MOSTA)	0	30,227	42,758	44,232	34,678
10. AGENCY FOR SCIENCE, INNOVATION AND TECHNOLOGY (MITA)	0	12,891	18,236	18,864	14,789
Total	15,000.00	280,853.00	397,285.00	410,977.00	322,205.00
% of Total (programme financed partners only)	0.86 %	16.07 %	22.73 %	23.51 %	18.43 %

Phase 2					
Partner	Semester 5	Semester 6	Semester 7	Semester 8	Total
1. MINISTRY OF ECONOMICS, LABOUR AND PORTS - FREE HANSEATIC CITY BREMEN	2,187	2,435	2,634	2,684	59,800.00
2. UNIVERSITY OF BREMEN - Uni-HB	18,921	21,071	22,791	23,221	489,300.00
3. WFB BREMEN ECONOMIC DEVELOPMENT CORP.	4,996	5,564	6,018	6,132	109,550.00
4. REGIONAL COUNCIL OF AQUITAINE	6,513	7,253	7,846	7,994	142,666.00
5. MARSHAL OFFICE OF THE PODKARPACKIE REGION	5,401	6,015	6,506	6,628	127,500.00
6. RZESZOW UNIVERSITY OF TECHNOLOGY	3,443	3,834	4,147	4,226	84,250.00
7. PIEDMONT REGION	8,773	9,770	10,568	10,767	232,466.00
8. THE DANISH AGENCY FOR SCIENCE, TECHNOLOGY AND INNOVATION (DASTI)	12,469	13,887	15,020	15,304	249,131.00
9. RESEARCH AND HIGHER EDUCATION MONITORING AND ANALYSIS CENTRE (MOSTA)	5,419	6,034	6,527	6,650	176,525.00
10. AGENCY FOR SCIENCE, INNOVATION AND TECHNOLOGY (MITA)	2,694	3,000	3,245	3,306	77,025.00
Total	70,816.00	78,863.00	85,302.00	86,912.00	1,748,213.00
% of Total (programme financed partners only)	4.05 %	4.51 %	4.88 %	4.97 %	100.00 %



## **ANNEX II:**

# **SUBSIDY CONTRACT BETWEEN THE MANAGING AUTHORITY AND THE LEAD PARTNER**



## Contrat De Subvention

**pour la mise en oeuvre du projet**

## Subsidy Contract

**for the implementation of the project**

**PGI00013, P2L2**

**dans le cadre du programme Interreg Europe**

**in the framework of the Interreg Europe programme**

### Entre

**La Région Nord Pas de Calais-Picardie**, Hôtel de Région, 151, avenue du Président Hoover, 59555 LILLE Cedex, France, agissant en tant qu'autorité de gestion du programme de coopération territoriale européenne Interreg Europe (ci-après dénommée l'« autorité de gestion »)

### Et

**UNIVERSITY OF BREMEN - Uni-HB, Am Fallturm 1, 28359 Bremen, Germany**

Agissant en tant que chef de file conformément à l'Article 13 du Règlement (UE) No 1299/2013 (ci-après dénommé « le chef de file »).

Ce Contrat de Subvention (ci-après le « contrat ») définit les conditions juridiquement contraignantes relatives au financement, à la mise en œuvre et à la gestion de PGI00013, P2L2. Les parties à ce contrat conviennent ce qui suit :

### Between the

**Région Nord Pas de Calais-Picardie**, Hôtel de Région, 151, avenue du Président Hoover, 59555 LILLE Cedex, France, acting as the managing authority of the European territorial cooperation programme Interreg Europe (hereinafter referred to as "managing authority")

### And

Acting as lead beneficiary as referred to in Article 13 of Regulation (EU) No 1299/2013 (hereafter referred to as "lead partner").

This subsidy contract (hereinafter referred to as the "contract") sets out the legally binding terms related to the funding, implementation and management of PGI00013, P2L2. The parties to this contract hereby agree as follows:



## Définitions et abréviations

Dans le cadre de ce contrat, les mots et abréviations suivants auront les significations suivantes :

**Dossier de candidature** : le dossier de candidature, défini dans l'annexe 1 de ce contrat, ainsi que les modifications du dossier de candidature qui sont approuvées par les autorités du programme.

**Décision d'approbation** : la décision d'approbation du Comité de suivi datée 09/02/2016 et transmise par une lettre de notification telle que définie dans l'annexe 2 de ce contrat.

**Budget** : le budget du projet tel qu'il est défini dans le dossier de candidature.

**Programme**: le programme de coopération territoriale européenne Interreg Europe.

**Autorités du programme** : l'autorité de gestion (y compris le secrétariat conjoint), l'autorité de certification et l'autorité d'audit.

**Manuel du programme** : le dernier manuel du programme publié.

**Partenaires du projet** : les partenaires du projet nommés dans le dossier de candidature.

**Projet** : le projet PGI00013, P2L2 tel que décrit dans le dossier de candidature.

**Durée du projet**: la période de déroulement du projet telle que définie par la date de début et la date de fin indiquées dans le dossier de candidature.

**Subvention** : le cofinancement maximal du FEDER alloué au projet tel que défini dans le dossier de candidature.

### Article 1

## Cadre juridique

Ce contrat est conclu sur la base des documents suivants qui constituent le cadre juridique applicable aux droits et obligations des parties, ces dernières s'engageant à respecter les dispositions applicables définies dans ce cadre :

- le règlement (UE) n° 1303/2013 du Parlement européen et du Conseil du 17 décembre 2013 fixant les dispositions communes au Fonds européen de développement régional, au Fonds social européen, au Fonds de cohésion, au Fonds européen agricole pour le développement rural et au Fonds européen pour la pêche, portant dispositions générales sur le Fonds européen de développement régional, le Fonds social européen, le Fonds de cohésion et le Fonds européen pour la pêche, et abrogeant le

## Definitions and abbreviations

For the purpose of this contract, the following words and abbreviations shall have the following meanings:

**Application form**: the application form as set out in annex 1 of this contract together with any amendments to the application form which are approved by the programme authorities.

**Approval decision**: the approval decision of the monitoring committee dated 09/02/2016 communicated through a notification letter as set out in Annex 2 of this contract.

**Budget** the budget for the project as set out in the application form.

**Programme**: European territorial cooperation programme Interreg Europe.

**Programme authorities**: the managing authority (including the joint secretariat), the certifying authority and the audit authority.

**Programme Manual**: the latest published version of the programme manual.

**Project partners**: the project partners named in the application form.

**Project**: PGI00013, P2L2 project as described in the application form.

**Project Duration**: the term of the project commencing on the start date and ending on the end date set out in the application form.

**Subsidy**: the maximum ERDF co-financing allocated to the project in accordance with the application form.

### Article 1

## Legal framework

This contract is concluded on the basis of the following documents which constitute the legal framework applicable to the rights and obligations of the parties and the parties agree to comply with the applicable terms set out therein:

- Regulation (EU) No 1303/2013 of the European Parliament and of the Council of 17 December 2013 laying down common provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund, the European Agricultural Fund for Rural Development and the European Maritime and Fisheries Fund and laying down general provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund and the European Maritime and Fisheries Fund and repealing Council



règlement (CE) n° 1083/2006 du Conseil ainsi que toute modification de celui-ci ;

- le règlement (UE) n° 1301/2013 du Parlement européen et du Conseil du 17 décembre 2013 relatif au Fonds européen de développement régional et aux dispositions spécifiques concernant l'objectif d'investissement en faveur de la croissance et de la création d'emplois, et abrogeant le règlement (CE) n° 1080/2006 ainsi que toute modification de celui-ci ;
- le règlement (UE) n° 1299/2013 du Parlement européen et du Conseil du 17 décembre 2013 portant dispositions particulières relatives à la contribution du Fonds européen de développement régional à l'objectif de « Coopération territoriale européenne », et ses modifications éventuelles ;
- le règlement délégué (UE) de la Commission n° 481/2014 du 4 mars 2014 complétant le règlement (UE) n° 1299/2013 du Parlement européen et du Conseil en ce qui concerne des règles particulières concernant l'éligibilité des dépenses pour les programmes de coopération, et ses modifications éventuelles ;
- toutes autres législations de l'UE applicables, y compris les législations portant dispositions sur les marchés publics, la concurrence, les aides d'État, le développement durable et la promotion de l'égalité entre les hommes et les femmes et de la non-discrimination ;
- le programme de coopération territoriale européenne Interreg Europe approuvé par la Commission européenne en date du 11/06/2015, C(2015) 4053;
- l'« Accord sur le programme de coopération et confirmation du cofinancement national » signé par les États membres de l'UE et le Royaume de Norvège ;
- les règles spécifiques au programme et les indications précisées dans le manuel du programme ;
- les règles nationales applicables au chef de file et aux partenaires du projet, en l'absence de dispositions particulières dans les Règlements, de règles spécifiques aux fonds ou de règles du programme.

En cas de modification de l'un des documents ci-dessus, c'est la dernière version qui doit s'appliquer.

Regulation (EC) No 1083/2006, and any amendment.

- Regulation (EU) No 1301/2013 of the European Parliament and of the Council of 17 December 2013 on the European Regional Development Fund and on specific provisions concerning the Investment for growth and jobs goal and repealing Regulation (EC) No 1080/2006, and any amendment;
- Regulation (EU) No 1299/2013 of the European Parliament and of the Council of 17 December 2013 on specific provisions for the support from the European Regional Development Fund to the European territorial cooperation goal, and any amendment;
- Commission Delegated Regulation (EU) No 481/2014 of 4 March 2014 supplementing Regulation (EU) No 1299/2013 of the European Parliament and of the Council with regard to specific rules on eligibility of expenditure for cooperation programmes, and any amendment;
- All other applicable EU legislation, including the legislation laying down provisions on public procurement, on competition, on state aid, on sustainable development and on the promotion of equality between men and women and non-discrimination;
- The European Territorial Cooperation programme Interreg Europe, approved by the European Commission on 11/06/2015 C(2015) 4053;
- The "Agreement to the Cooperation Programme and confirmation of national co-financing" signed by the EU Member States and the Kingdom of Norway ;
- The Programme-specific rules and guidance laid down in the programme manual;
- National rules applicable to the lead partner and its project partners, in the absence of Regulations or fund-specific rules or programme rules.

In case of amendment to any of the above documents, the latest version shall apply.



## Article 2

### Octroi de la subvention

1. Conformément à la décision d'approbation, la subvention est accordée au chef de file pour la mise en œuvre du projet.
2. Le montant total de la subvention allouée au projet est défini dans le dossier de candidature.
3. Le chef de file doit – en s'assurant que les partenaires du projet agissent de même – respecter les règles applicables aux aides d'Etat par rapport à la réception de cette subvention ; le chef de file doit s'assurer en outre que son organisation, ainsi que celles de ses partenaires, enregistrent et archivent tous les documents justificatifs nécessaires pour une piste d'audit adéquate relative aux dépenses encourues et aux paiements effectués, de sorte que ces documents et informations puissent être présentés lors de toute demande émanant des autorités publiques de l'État membre de l'UE ou du Royaume de Norvège ou de la Commission européenne.

## Article 3

### Conditions et modalités de financement

1. La subvention est accordée pour la mise en œuvre du projet conformément aux conditions définies par le Comité de suivi dans la Décision d'approbation et les termes de ce contrat. La Décision d'approbation et le dossier de candidature font partie intégrante de ce contrat.
2. Le versement de la subvention est effectué sous réserve de la mise à disposition des fonds par la Commission européenne, ou lorsque des partenaires norvégiens participent au projet, par le Royaume de Norvège. En cas d'indisponibilité des fonds, l'autorité de gestion ne peut être tenue responsable des retards de paiement conformément à l'article 132 du règlement (UE) n° 1303/2013.
3. Si la Commission européenne et/ou le Royaume de Norvège ne libère pas les fonds nécessaires pour le paiement de la subvention, l'autorité de gestion peut, à sa seule discrétion, (i) suspendre le paiement de la subvention ; ou (ii) mettre fin à ce contrat. Si l'autorité de gestion exerce ses droits au titre du présent article 3, toute réclamation par le chef de file à l'encontre des autorités du programme, quelle qu'en soit la raison, est exclue.

## Article 2

### Award of subsidy

1. In accordance with the approval decision, the subsidy is awarded to the lead partner for the implementation of the project.
2. The maximum amount of the subsidy allocated to the project is set out in the application form.
3. The lead partner shall ensure that its own organisation, as well as the project partners' ones, complies with state aid regulations in respect of receipt of this subsidy; the lead partner shall also ensure that its own organisation, as well as those of its project partners, record and store all supporting documentation required for an adequate audit trail regarding expenditure incurred and payments made, so that it can be produced in response to any request from the EU Member State or the Kingdom of Norway's public authorities or the European Commission.

## Article 3

### Terms of funding

1. The subsidy is awarded for the implementation of the project to be carried out in accordance with the conditions set out by the monitoring committee in the approval decision and with the terms of this contract. The approval decision and the application form constitute an integral part of this contract.
2. Disbursement of the subsidy shall be subject to the condition that the European Commission, and if Norwegian partners are participating in the project, the Kingdom of Norway, make the funds available. In case of non-availability of funds, the managing authority cannot be deemed responsible for late payments in accordance with Article 132 of Regulation (EU) No 1303/2013.
3. If the European Commission and/or the Kingdom of Norway fails to make the funds available for payment of the subsidy, the managing authority can at its sole discretion (i) withhold payments of the subsidy; or (ii) terminate this contract. If the managing authority exercises its rights under this Article 3, any claim by the lead partner against the programme authorities for whatever reason is excluded.





4. Le versement de la subvention est soumis à la condition que ce contrat soit signé par les Parties.

4. Disbursement of the subsidy is subject to the condition that this contract is signed by the parties to this contract.

#### *Article 4*

### **Durée du contrat**

1. Indépendamment de la durée du projet et sans préjudice des dispositions concernant la mise en œuvre du projet et l'éligibilité des dépenses, les termes de ce contrat s'appliquent à compter de la date de la décision d'approbation du projet et expirent conformément aux conditions prévues par les obligations d'audit et d'archivage définies à l'article 140 du règlement (UE) n° 1303/2013.
2. L'autorité de gestion informera le chef de file de la date de démarrage de la période visée au paragraphe 1 de l'article 140 du règlement (UE) n° 1303/2013.

#### *Article 5*

### **Éligibilité des dépenses**

1. La subvention ne sera payée au chef de file que pour les dépenses éligibles. Pour être réputées éligibles, les dépenses d'un projet doivent :
  - a. concerner les activités et les coûts effectués, encourus et payés à partir de la date de la décision d'approbation et jusqu'à la date de fin du projet indiquée dans le dossier de candidature ;
  - b. concerner des activités définies dans le dossier de candidature qui sont nécessaires à la réalisation du projet et à l'atteinte de ses objectifs, produits et résultats et être incluses dans le budget du dossier de candidature ;
  - c. être raisonnables, justifiées et conformes aux règles applicables de l'UE et du programme. En l'absence de règles au niveau de l'UE ou du programme, ou encore dans les domaines qui ne sont pas précisément réglementés, les règles nationales ou les règles institutionnelles conformes aux principes de bonne gestion financière s'appliquent ;
  - d. être encourues et payées par le chef de file ou les partenaires du projet et justifiées par des documents qui permettent leur identification et leur vérification ;
  - e. être identifiables, vérifiables, plausibles, déterminées conformément aux principes comptables pertinents, et enregistrées dans

#### *Article 4*

### **Duration of the contract**

1. Notwithstanding the project duration and without prejudice to the provisions concerning the implementation of the project and the eligibility of expenditure, the terms of this contract apply starting from the date of the project's approval decision, and expire in accordance with audit and archiving obligations defined in Article 140 of Regulation (EU) no 1303/2013.
2. The managing authority will inform the lead partner of the start date of the period referred to in paragraph 1 of Article 140 of Regulation (EU) no 1303/2013.

#### *Article 5*

### **Eligibility of expenditure**

1. The subsidy will only be paid to the lead partner for eligible expenditure. In order to be deemed eligible, project expenditure shall:
  - a. relate to activities and costs which are carried out, incurred, and paid from the date of the approval decision to the project end date as indicated in the application form;
  - b. relate to activities set out in the application form which are necessary for carrying out the project and achieving the project's objectives, outputs and results, and are included in the budget of the application form;
  - c. be reasonable, justified, and comply with the applicable EU and programme rules. In the absence of rules set at EU or programme level or in areas that are not precisely regulated, national or institutional rules, in accordance with the principles of sound financial management, apply;
  - d. be incurred and paid out by the lead partner or project partners and be substantiated by proper evidence allowing identification and checking;
  - e. be identifiable, verifiable, plausible, determined in accordance with the relevant accounting principles, and recorded in a



un système de comptabilité séparé ou avec un code comptable adéquat ;

- f. être vérifiées par un contrôleur de premier niveau conformément à l'article 125(4) du règlement (UE) n° 1303/2013.
2. Par dérogation à l'article 5.1 (a) à (e), des méthodes de coûts simplifiés peuvent être prévues dans le manuel du programme. C'est le cas notamment des frais de bureau et administratifs éligibles au titre du projet qui sont calculés en appliquant un taux fixe de 15 % à la fraction éligible des charges directes de personnel supportées par les partenaires du projet.
3. Le non-respect par le chef de file et/ou les partenaires du projet des règles applicables dans l'article 5.1 peut conduire les autorités du programme à imposer des mesures correctives et à exclure du budget du projet toute dépense inéligible, et à demander le remboursement de tout ou partie de la subvention payée
4. Sans approbation préalable de l'autorité de gestion, le budget du projet peut être modifié au niveau des lignes budgétaires ou du budget des partenaires, sous réserve du strict respect de la règle de flexibilité de 20 % indiquée dans le manuel du programme et du montant maximal de la subvention défini dans le dossier de candidature, et à condition que les modifications respectent les critères définis dans l'article 5.1.
5. Les frais de préparation sont fixés forfaitairement à 15 000 € de dépenses éligibles totales et inclus dans le budget du chef de file. Le financement FEDER ou norvégien (c.-à-d. 12 750 € pour les partenaires de l'UE et 7 500 € pour les partenaires norvégiens) sera payé au chef de file en même temps que le premier rapport d'avancement. Le chef de file doit indiquer dans la convention de partenariat comment le montant forfaitaire correspondant aux coûts de préparation sera partagé entre les partenaires du projet et doit verser les sommes correspondantes sur réception des justificatifs dès leur réception.

#### Article 6

### Soumission électronique

1. Conformément à l'article 122 du règlement (UE) n° 1303/2013, tous les échanges d'information entre le chef de file et les autorités du programme s'effectueront au moyen de systèmes d'échange électronique de données. En conséquence, la soumission des rapports d'avancement et des

separate accounting system or with an adequate accounting code;

- f. be verified by a first level controller in accordance with Regulation (EU) no 1303/2013, Article 125(4).
2. By derogation to Article 5.1 (a) to (e), simplified costs options may be indicated in the programme manual. As an example, the eligible office and administrative expenditure for the project are calculated by applying a flat rate of 15 % to the eligible direct staff costs of project partners.
3. Non-compliance by the lead partner and/or project partners with the rules set out in Article 5.1 may lead the programme authorities to impose corrective measures and exclude, from the budget of the project, any ineligible expenditure, and to request repayment of all or part of the subsidy paid out.
4. Without prior approval of the managing authority, the project is entitled to deviate from the budget, at budget line, and project partner budget level, provided that any deviation is strictly in accordance with the 20% flexibility rule specified in the programme manual and provided always that the total maximum subsidy as set out in the application form is never exceeded and that any deviations meet the criteria set out in Article 5.1.
5. Preparation costs are fixed as a lump sum of EUR 15,000 total eligible expenditure and included within the lead partner budget. The corresponding ERDF or Norwegian funding (i.e. EUR 12,750 for EU partners and EUR 7,500 for non EU partners) will be paid to the lead partner together with the first progress report. The lead partner shall lay down in writing in the project partnership agreement how the lump sum relating to the preparation costs is to be shared among the project partners and disburse the amounts accordingly upon receipt.

#### Article 6

### Electronic submission

1. In accordance with article 122 of Regulation (EU) no 1303/2013, all exchanges of information between the lead partner and the programme authorities shall be carried out by means of electronic data exchange systems. Accordingly, the submission of progress reports and requests



demandes de modifications s'effectuera au moyen du système d'échange électronique de données du programme, appelé iOLF.

2. Le système d'échange électronique du programme doit être utilisé conformément aux conditions générales publiées sur le site internet iOLF.

#### *Article 7*

### **Performance du projet et du programme**

1. Si un ou plusieurs objectifs, produits, résultats, tels qu'ils sont définis dans le dossier de candidature ne sont pas atteints, l'autorité de gestion peut demander la mise en place de mesures correctives pour garantir la performance du projet et limiter l'impact de ces défaillances au niveau du programme.
2. Si le projet ne respecte pas les dispositions contractuelles relatives à la mise en œuvre du projet par rapport aux délais, au budget ou aux produits définis dans le dossier de candidature, le programme peut réduire la subvention allouée au projet et, si nécessaire, mettre fin au projet en résiliant le contrat.
3. Les montants de la subvention qui ne sont pas demandés en temps et en heure par rapport aux montants indiqués dans les prévisions de dépenses incluses dans le dossier de candidature pourront être perdus.

#### *Article 8*

### **Demandes de paiement, rapports d'avancement et modifications du projet**

1. Le chef de file doit se conformer aux règles et délais indiqués dans le manuel du programme pour ce qui concerne la soumission des rapports d'avancement, y compris le rapport final, et les modifications du projet.
2. Une demande de réaffectation budgétaire dérogeant à la règle de flexibilité budgétaire de 20 % indiquée dans l'article 5.4 peut être effectuée auprès de l'autorité de gestion une seule fois pendant la durée du projet, conformément à la procédure de demande de modification décrite dans le manuel du programme.
3. Les paiements au chef de file seront uniquement faits en euros (EUR ; €) et transférés sur le compte indiqué par le chef de file dans le rapport d'avancement.

for changes shall be done by using the electronic data exchange system of the programme, called iOLF.

2. The electronic exchange system shall be used in compliance with the terms and conditions published on the iOLF website.

#### *Article 7*

### **Project and programme performance**

1. If one or more expected objectives, outputs or results as set out in the application form are not successfully reached, the managing authority may request corrective measures to be put in place to ensure project performance and to minimise the impact of any such failure at programme level.
2. If the project fails to respect the contractual arrangements on delivery in time, delivery to budget and delivery of outputs as defined in the application form, the programme may reduce the subsidy allocated to the project and, if necessary, stop the project by terminating this contract.
3. Subsidy payments not requested in time and in full as indicated in the spending plan included in the application form may be lost.

#### *Article 8*

### **Financial claims, reporting progress and changes in project**

1. The lead partner will comply with the rules and deadlines described in the programme manual with regard to the submission of progress reports, including final report, and request for changes in the framework of the project.
2. A request for a budget reallocation for modifications not falling within the 20% budget flexibility rule referred in Article 5.4 may be made to the managing authority once during the project duration, in accordance with the request for change procedure described in the programme manual.
3. Payments to the lead partner will be made in euro (EUR; €) only and transferred to the account specified by the lead partner in the progress report.



4. Conformément à l'article 132 du règlement (UE) n° 1303/2013, les paiements de la subvention peuvent être suspendus en partie ou en totalité en cas de non-conformité avec les règles du programme ou de soupçon d'irrégularité.

#### *Article 9*

### **Responsabilités, représentation des partenaires et obligations du chef de file**

1. Le chef de file s'engage, conformément à l'article 13 (2) du règlement (UE) n° 1299/2013, à :
  - a. définir avec les partenaires du projet leurs responsabilités respectives dans le cadre d'une convention de partenariat comprenant notamment les modalités de recouvrement des sommes indûment versées;
  - b. garantir la bonne gestion financière du budget ;
  - c. assumer la responsabilité d'assurer la mise en œuvre de l'ensemble du projet ;
  - d. s'assurer que les dépenses présentées par tous les partenaires du projet ont bien été engagées pour mettre en œuvre le projet et correspondent aux activités définies d'un commun accord par l'ensemble des partenaires et indiquées dans le dossier de candidature ;
  - e. s'assurer que les dépenses présentées par le chef de file et les partenaires du projet ont été vérifiées par un contrôleur de premier niveau dans le respect des exigences de contrôle de leur État membre ou de la Norvège, en application de l'article 125 (4) du règlement (UE) 1303/2013;
  - f. faire en sorte que le transfert de la subvention au profit des autres partenaires du projet s'effectue le plus rapidement possible et dans son intégralité.
2. Le chef de file garantit qu'il peut légalement conclure ce contrat et représenter l'ensemble des partenaires participant au projet.
3. Le chef de file doit fournir à tous les autres partenaires une copie de la version signée du contrat de subvention, et doit s'assurer que les partenaires du projet respectent les dispositions de ce contrat. Le chef de file sera responsable de tout défaut, violation, défaillance ou le non-respect, par lui-même et par ses partenaires, des termes de ce contrat. L'autorité de gestion sera de même responsable pour toute violation ou non-respect de ses obligations découlant de ce contrat ou de toute autre document visé à l'article

4. In compliance with Regulation (EU) 1303/2013, Article 132, payments of the subsidy can be suspended partially or in full in cases of non-compliance with the programme rules or suspicion of an irregularity.

#### *Article 9*

### **Liabilities, representation of partners and obligations of the lead partner**

1. The lead partner shall, in compliance with Article 13 (2) of Regulation (EU) No 1299/2013:
  - a. establish with the project partners the division of the mutual responsibilities in the form of a project partnership agreement including inter alia the arrangements for recovering amounts unduly paid;
  - b. guarantee the sound financial management of the budget;
  - c. assume responsibility for ensuring the implementation of the entire project;
  - d. ensure that expenditure presented by all project partners has been incurred for the implementation of the project and corresponds to the activities agreed between all the partners indicated in the application form;
  - e. ensure the expenditure presented by the lead partner and project partners has been verified by a first level controller according to the control requirements of their EU Member State or of the Kingdom of Norway, in compliance with Regulation (EU) 1303/2013, Article 125 (4);
  - f. ensure the transfer of subsidy to the project partners as quickly as possible and in full.
2. The lead partner guarantees that it has sufficient authority to enter into this contract and to represent all project partners participating in the project.
3. The lead partner shall provide all other project partners with a copy of the signed version of the subsidy contract, and shall ensure that the project partners comply with its provisions. The lead partner will be liable for any default, breach, failure or non-compliance to the provisions of this contract by the lead partner and/or the project partners. The Managing Authority will be similarly liable for any breaches or failures to comply with its obligations deriving from this contract or from any other document referred to in article 1. This



1. Cette disposition n'affecte pas les responsabilités des Etats membre de l'UE, du Royaume de Norvège et de tout autre acteur pertinent en vertu du cadre juridique détaillé à l'article 1.
  4. Le chef de file est responsable vis-à-vis de l'autorité de gestion pour la valeur totale de la subvention payée. Si un ordre de recouvrement est émis pour le remboursement total ou partiel de la subvention à l'autorité de gestion, ou à tout organisme identifié par l'autorité de gestion comme pouvant recevoir ce remboursement, le chef de file devra respecter la procédure spécifique du programme pour le remboursement de la subvention, définie dans le manuel du programme.
  5. En vertu de l'article 122.2 du règlement (UE) 1303/2013 et de l'article 27.3 du règlement (UE) 1299/2013, si le chef de file ne parvient pas à se faire rembourser par les autres partenaires du projet ou si l'autorité de gestion ne parvient pas à se faire rembourser par le chef de file, après avoir utilisé tout moyen raisonnable conformément au point 5.4 du Programme de Coopération et à la procédure de recouvrement des irrégularités, l'Etat membre ou l'Etat tiers sur le territoire duquel le bénéficiaire concerné est situé doit rembourser à l'autorité de gestion toute somme indûment versée à ce bénéficiaire. L'Etat membre de l'UE ou l'Etat tiers (la Norvège) sur le territoire duquel le bénéficiaire intéressé est situé est en droit d'entreprendre toute action judiciaire qu'il jugera nécessaire à l'encontre du bénéficiaire concerné afin de recouvrer la somme indûment versée, selon les règles de compétence juridictionnelle nationales et conformément à tout accord que l'Etat membre de l'UE ou le Royaume de Norvège peut avoir conclu avec ce bénéficiaire.
  6. Outre les obligations déjà énoncées pour le chef de file, ce dernier s'engage à :
    - a. utiliser tout moyen raisonnable pour récupérer rapidement tout montant FEDER indûment perçu, conformément au point 5.4 du Programme de Coopération et à la procédure de recouvrement des irrégularités, et informer l'Autorité de Gestion sur les progrès de cette démarche.
    - b. mettre en œuvre le projet conformément à la description qui en est faite dans le dossier de candidature ;
    - c. informer l'autorité de gestion, conformément aux exigences du manuel du programme, de toute modification concernant les données de
- provision is without prejudice to the liabilities of the EU Member States or of the Kingdom of Norway and other stakeholders involved based on the legal framework detailed in article 1.
4. The lead partner is liable to the managing authority for the total value of the subsidy paid out. In the event of a recovery order for full or partial reimbursement of the subsidy to the managing authority or such organisation identified by the managing authority as the party that should receive such reimbursement, the lead partner shall comply with the specific programme procedure for the reimbursement of the subsidy as set out in the programme manual.
  5. According to article 122.2 of Regulation (EU) 1303/2013 and article 27.3 of Regulation (EU) 1299/2013, if the Lead Partner does not succeed in securing repayment from other project partners or if the Managing Authority does not succeed in securing repayment from the lead partner after having used all reasonable endeavours in accordance with point 5.4 of the Cooperation Programme and the procedure for the recovery of irregularities, the EU Member State or third country on whose territory the beneficiary concerned is located shall reimburse the Managing Authority any amounts unduly paid to that beneficiary. The EU Member State or third country (Norway) on whose territory the concerned beneficiary is located shall be entitled to undertake any legal action that it may deem necessary towards the concerned beneficiary in order to recover the unduly paid amount, based on national jurisdiction rules and in accordance with any agreement the EU Member State or the Kingdom of Norway may have entered into with the beneficiary.
  6. In addition to the obligations of the lead partner as already stated, the lead partner, undertakes:
    - a. to use all reasonable endeavours to promptly recover any irregular ERDF amount unduly received by a project partner, in accordance with point 5.4 of the Co-operation Programme and the Procedure for the recovery of irregularities, and report on progress to the managing authority;
    - b. to implement the project according to the description in the application form;
    - c. to inform the managing authority according to the requirements of the programme manual of any changes in the contact information, the



contact, la replanification des activités ou les écarts budgétaires;

- d. informer immédiatement l'autorité de gestion de tout changement concernant le statut juridique des partenaires du projet ;
  - e. informer l'autorité de gestion immédiatement de tout changement dans la situation juridique, financière, technique, organisationnelle ou patrimoniale du chef de file ou de l'un des partenaires du projet susceptible d'affecter substantiellement la mise en œuvre du contrat ou de remettre en cause la décision d'attribuer la subvention.
  - f. informer immédiatement l'autorité de gestion si les coûts sont réduits, si l'une des conditions de versement cesse d'être remplie, ou de l'existence de circonstances qui pourrait conduire l'autorité de gestion à réduire la subvention ou en exiger le remboursement en tout ou en partie ou à résilier ce contrat.
7. L'autorité de gestion n'accepte aucune responsabilité pour toutes les conséquences découlant de la mise en œuvre du projet, de l'utilisation de la subvention et/ou du retrait de la subvention.

#### *Article 10*

### **Partenariat du projet**

- 1. Seules les dépenses payées et encourues par les partenaires du projet sont éligibles à la subvention.
- 2. Conformément à l'article 13(2) du règlement (UE) n° 1299/2013, les relations entre les partenaires du projet et le chef de file doivent être régies par une convention de partenariat signée par tous les partenaires du projet. L'affectation des tâches et les responsabilités et obligations respectives des partenaires du projet sont précisées dans cette convention de partenariat.

#### *Article 11*

### **Droits d'audit, d'évaluation et d'archivage des documents**

- 1. La Commission européenne, l'Office européen de lutte anti-fraude, la Cour des comptes européenne et, pour les responsabilités qui leur incombent, les organismes pertinents des États membres de l'UE et du Royaume de la Norvège ou d'autres autorités du programme sont habilitées à auditer l'utilisation correcte des

rescheduling of activities and on budget deviations;

- d. to inform the managing authority immediately of any changes in the project partners' legal status;
  - e. to inform the managing authority immediately if a change to the lead partner's or a project partner's legal, financial (incl. insolvency), technical, organisational or ownership situation is likely to affect the implementation of the contract substantially or may call into question the decision to award the subsidy.
  - f. to inform the managing authority immediately if costs are reduced, or one of the disbursement conditions ceases to be fulfilled, or circumstances arise which may entitle the managing authority to reduce subsidy or to demand repayment of the subsidy wholly or in part or to terminate this contract.
7. The managing authority accepts no liability for any consequences which come from the running of the project, the use of the subsidy, and/or the withdrawal of the subsidy.

#### *Article 10*

### **Project partnership**

- 1. Only expenditure paid and borne by the project partners is eligible for the subsidy.
- 2. In accordance with Regulation (EU) 1299/2013, Article 13(2), the relationship between the project partners and the lead partner shall be governed by a project partnership agreement signed by all project partners. The allocation of tasks, mutual responsibilities and obligations among the project partners are specified in this project partnership agreement.

#### *Article 11*

### **Audit rights, evaluation of the project and archiving of documents**

- 1. The European Commission, the European Anti-Fraud Office, the European Court of Auditors and, within their responsibility, the relevant bodies of the EU Member States and of the Kingdom of Norway or other programme authorities are entitled to audit the proper use of funds by the lead partner or by project partners or arrange for



fonds par le chef de file ou les partenaires du projet, ou à faire réaliser ce type d'audit par des personnes autorisées.

2. Le chef de file et les partenaires du projet produiront l'ensemble des documents requis pour l'audit, fourniront toutes les informations utiles et donneront accès à leurs locaux professionnels.
3. Conformément aux articles 56 et 57 du règlement (UE) 1303/2013, le chef de file s'engage à fournir aux experts et organes indépendants procédant à l'évaluation du projet tout document ou information nécessaire pour en faciliter la réalisation.
4. Le chef de file doit s'assurer que chacun des partenaires du projet archive les documents relatifs à la mise en œuvre du projet pour toute la durée requise par l'article 140 du règlement (UE) n° 1303/2013. L'autorité de gestion informera le chef de file de la date de démarrage de la période visée au paragraphe 1 de l'Article 140 du Règlement (UE) no 1303/2013 en temps voulu. Cette période peut être interrompue dans des cas dûment justifiés et, dans ce cas, se poursuit après cette interruption. Dans l'hypothèse où la loi fixe d'autres délais de conservation légaux éventuellement plus longs, ces derniers demeurent inchangés.
5. Conformément à l'article 140 du règlement (UE) n° 1303/2013 (Archivage des documents), le chef de file doit s'assurer que tous les documents sont conservés :
  - a soit sous forme d'originaux ;
  - b soit comme des copies certifiées conformes des originaux ;
  - c sur des supports de données communément admis contenant les versions électroniques des documents originaux ou des documents existants uniquement en version électronique.

Indépendamment de ce qui précède, les formats d'archivage doivent respecter les exigences juridiques nationales.

6. Le chef de file doit faire en sorte que lui-même et les différents partenaires du projet respectent pleinement et en temps et en heure les obligations susmentionnées.

#### Article 12

### Information et communication

1. Toutes mesures d'information et de communication destinées aux groupes cibles, aux groupes cibles potentiels et au grand public doivent respecter les dispositions du Règlement

such an audit to be carried out by authorised persons.

2. The lead partner and project partners will produce all documents required for the audit, provide necessary information and give access to their business premises.
3. In accordance with Regulation (EU) 1303/2013, Articles 56 and 57, the lead partner undertakes to provide to independent experts or bodies carrying out any project evaluation, all documents or information necessary to assist the evaluation.
4. The lead partner will ensure that each of the project partners archives documents related to the project implementation for the period required by and in compliance with Regulation (EU) No 1303/2013 Article 140. The managing authority will inform the lead partner of the start date of the period referred to in paragraph 1 of Article 140 of Regulation (EU) no 1303/2013 in due time. This period might be interrupted in duly justified cases and will resume after any such interruption. Other possibly longer statutory retention periods, as might be stated by national law, remain unaffected.
5. In accordance with Regulation (EU) No 1303/2013, Article 140 (the archiving of the documents) the lead partner must ensure that all documents are kept either:
  - a. in their original form;
  - b. as certified true copies of the originals;
  - c. on commonly accepted data carriers including electronic versions of original documents or documents existing as electronic version only.

Notwithstanding the foregoing, the archiving formats have to comply with national legal requirements.

6. The lead partner must guarantee that both the lead partner and all project partners comply fully and in due time to the above-mentioned obligations.

#### Article 12

### Information and communication

1. Any information and communication measures aimed at target groups, potential target groups and the general public must comply with the provisions of Regulation (EU) 1303/2013, Annex



(UE) 1303/2013, Annexe XII 2.2 et les règles spécifiées dans le manuel du programme.

2. Sauf indication contraire de l'autorité de gestion, tout avis ou publication se rapportant au projet, sous quelque forme et par quelque moyen que ce soit, y compris Internet, doit indiquer qu'il reflète uniquement l'opinion de l'auteur et que les autorités du programme déclinent toute responsabilité pour l'utilisation pouvant être faite des informations qu'il contient.
3. Les autorités du programme seront autorisées à publier, sous quelque forme et par quelque moyen que ce soit, y compris Internet, les informations suivantes :
  - a. le nom et les coordonnées du chef de file et des partenaires du projet,
  - b. le nom du projet,
  - c. une synthèse des activités du projet,
  - d. les objectifs du projet et de la subvention,
  - e. les dates de début et de fin du projet,
  - f. le montant de la subvention et le budget total du projet,
  - g. la localisation géographique de la mise en œuvre du projet,
  - h. les rapports d'avancement, y compris le rapport final.
4. Le chef de file s'engage à adresser au secrétariat conjoint, sur demande de toute autorité du programme, un exemplaire de tout document de communication et d'information produit. Le chef de file autorise en outre le secrétariat conjoint, l'autorité de gestion et la Commission européenne à utiliser ces supports pour montrer comment la subvention est utilisée.
5. Toute campagne de communication, intervention dans les médias ou autre forme de publicité relative au projet devra être communiquée au secrétariat conjoint pour une éventuelle mise à jour du site internet ou autre promotion de l'information.
6. Le projet doit respecter les exigences concernant le site internet du projet décrites dans le manuel du programme.

#### Article 13

### Droits de Propriété intellectuelle

1. Tous les droits de propriété intellectuelle (tangibles ou intangibles) qui découlent du projet seront la propriété du chef de file et des partenaires du projet ; le chef de file et les

XII 2.2 and with the rules specified in the programme manual.

2. Unless differently required by the managing authority, any notice or publication in relation to the project, made in any form and by any means, including the internet, must state that it only reflects the author's views and that the programme authorities are not liable for any use that may be made of the information contained therein.
3. The programme authorities shall be authorised to publish, in any form and by any means, including the internet, the following information:
  - a. the name and contact details of the lead partner and of the project partners,
  - b. the project name,
  - c. a summary of the project activities,
  - d. the objectives of the project and the subsidy,
  - e. the project start and end date,
  - f. the amount of the subsidy and the total budget of the project,
  - g. the geographical location of the project implementation,
  - h. progress reports including the final report.
4. The lead partner undertakes, upon request by any of the programme authorities, to send a copy of any communication and information material produced to the joint secretariat. The lead partner furthermore authorises the joint secretariat, the managing authority and the European Commission to use this material to showcase how the subsidy is used.
5. Any communication campaign, media appearance, or other publicity of the project shall be communicated to the joint secretariat for potential website updates or showcases.
6. The project is obliged to comply with the requirements for the project website as described in the programme manual.

#### Article 13

### Intellectual property rights

1. All intellectual property (whether tangible or intangible) that derive from the project will be the property of the lead partner and the project partners; the lead partner and project partners





partenaires du projet sont habilités à faire valoir les droits de propriété qui découlent du projet au titre de la convention de partenariat convenue entre les parties.

2. Nonobstant les termes de l'article 13.1, les résultats du projet doivent être mis à disposition du grand public gratuitement par le chef de file et les partenaires du projet. L'autorité de gestion et toute autre partie prenante pertinente du Programme (points de contact nationaux, Commission européenne) peuvent les utiliser pour des actions d'information et de communication dans le cadre du programme.
3. Si des droits de propriété intellectuelle et industrielle antérieurs existent en relation avec le projet, ils seront strictement respectés à condition d'être notifiés par écrit à l'autorité de gestion par le chef de file et les partenaires du projet.

#### *Article 14*

### **Résiliation du contrat et recouvrement**

1. L'autorité de gestion est habilitée à résilier ce contrat et à demander un remboursement de la subvention en tout ou partie s'il est avéré que :
  - a. tout ou partie de la subvention a été utilisée à des fins autres que celles envisagées dans ce contrat ; ou
  - b. la subvention a été obtenue suite à des déclarations fausses ou incomplètes ou en produisant des documents falsifiés ; ou
  - c. le chef de file ou un partenaire du projet a omis de signaler immédiatement des événements retardant ou empêchant la mise en œuvre du projet financé, ou toute circonstance conduisant à sa modification ; ou
  - d. par rapport au dossier de candidature, il s'est produit un changement substantiel dans la nature, l'échelle, la propriété, les coûts, les délais, le partenariat ou l'achèvement de la mise en œuvre du projet ; ou
  - e. le chef de file ou l'un des partenaires du projet a empêché ou entravé les contrôles et audits ; ou
  - f. le chef de file ou l'un des partenaires du projet a omis de soumettre les informations demandées dans les délais prévus ; ou
  - g. une procédure d'insolvabilité est engagée contre les actifs du chef de file et/ou de l'un des partenaires du projet ou est rejetée car les actifs ne sont pas suffisants pour permettre le

are entitled to establish the property rights deriving from the project under the project partnership agreement entered into by the parties.

2. Notwithstanding the terms of Article 13.1, the results of the project have to be made available to the general public free of charge by the lead partner and project partners. The managing authority and any other relevant Programme stakeholder (such as the national points of contact, the European Commission) may use them for information and communication actions in respect of the programme.
3. If there are pre-existing intellectual and industrial property rights which are made available to the project, these will be fully respected provided that they are notified by the lead partner and project partners to the managing authority in writing.

#### *Article 14*

### **Termination of the contract and recovery**

1. The managing authority is entitled to terminate this contract and to demand repayment of the subsidy in whole or in part, if it has evidence that:
  - a. all or part of the subsidy was used for purposes other than those envisaged in this contract; or
  - b. the subsidy has been obtained through false or incomplete statements, or through forged documents; or
  - c. the lead partner or a project partner has failed to report within a reasonable time events delaying or preventing the implementation of the project funded, or any circumstances leading to its modification; or
  - d. with reference to the application form a substantial change in the nature, scale, ownership, costs, timing, partnership or completion of the project implementation has occurred; or
  - e. the lead partner or any project partner has impeded or obstructed controls and audits; or
  - f. the lead partner or a project partner has failed to submit requested information within given deadlines; or
  - g. insolvency proceedings are instituted against the assets of the lead partner and/or any of the project partners or insolvency proceedings are dismissed due to lack of assets for cost



recouvrement des créances, à la condition que cette situation soit de nature à empêcher ou compromettre la réalisation des objectifs du programme, ou encore en cas de fermeture de l'entité du chef de file ou de l'un des partenaires du projet ; ou

- h. le chef de file ou l'un des partenaires du projet est en situation de faillite ou liquidation, de règlement judiciaire, de concordat préventif, de cessation d'activité, ou dans toute situation analogue résultant d'une procédure de même nature existant dans les législations et réglementations nationales ; ou
  - i. toute règle du programme, loi ou règlement a été violé par le chef de file ou l'un des partenaires du projet ; ou
  - j. un changement dans la situation juridique, financière, technique, organisationnelle ou patrimoniale du chef de file ou de l'un des partenaires du projet est susceptible d'affecter substantiellement la mise en œuvre du contrat ou de remettre en cause la décision d'attribuer la subvention ; ou
  - k. sous réserve des dispositions de l'article 15 de ce contrat, le chef de file ou un partenaire du projet vend, donne en leasing ou loue tout ou partie des produits /résultats du projet à un tiers ; ou
  - l. le chef de file et les partenaires du projet reçoivent des fonds supplémentaires de l'Union européenne pour tout ou partie des dépenses du projet déclarées dans le cadre du programme durant la période de mise en œuvre du projet.
2. Si l'autorité de gestion exerce son droit de résiliation au titre de cet article 14, le chef de file doit, dans un délai d'un mois, transférer le montant requis par l'autorité de gestion sur le compte bancaire du programme indiqué dans l'ordre de recouvrement émis par l'autorité de gestion à l'attention du chef de file.
3. Tout retard de remboursement par le chef de file donne lieu à des intérêts à compter de la date d'exigibilité et jusqu'à la date du paiement effectif à un taux déterminé conformément à l'article 147 du règlement (UE) n° 1303/2013.
4. Si l'autorité de gestion résilie le contrat conformément à l'article 14.1 avant que le montant total de la subvention n'ait été payé au chef de file, tous les paiements relatifs à la subvention seront interrompus et le chef de file ne pourra pas prétendre au paiement du solde de la subvention.

recovery, provided that this appears to prevent or risk the implementation of the programme objectives, or the lead partner or any of the project partners closes down; or

- h. if the lead partner or a project partner is declared bankrupt, is being wound up, is having its affairs administered by the courts, has entered into an arrangement with creditors, has suspended business activities, or is in an analogous situation arising from a similar procedure provided for in national legislation or regulations; or
  - i. any programme rules, laws or regulations have been breached by the lead partner or any project partner; or
  - j. a change to the lead partner's or a project partner's legal, financial, technical, organisational or ownership situation is likely to affect the implementation of the contract substantially or calls into question the decision to award the subsidy; or
  - k. subject to the provisions of Article 15 of this contract, the lead partner or a project partner wholly or partly sells, leases or lets the project outputs/results to a third party; or
  - l. the lead partner and the project partners receive additional funding from the European Union for all or part of the project expenditure reported under the programme during the period of the implementation of the project.
2. If the managing authority exercises its right of termination under this Article 14, the lead partner must transfer the amount requested by the managing authority within one month to the programme bank account specified in the recovery order issued to the lead partner by the managing authority.
3. Any delay in effecting repayment by the lead partner shall give rise to interest on account of late payment, starting on the due date and ending on the date of actual payment. The interest rate will be determined in accordance with Article 147 of Regulation (EU) 1303/2013.
4. If the managing authority terminates the contract in accordance with Article 14.1 before the full amount of the subsidy has been paid to the lead partner, all payments of the subsidy will be discontinued and the lead partner shall not be entitled to claim payment of the remaining amount of the subsidy.



5. Si le chef de file ou un partenaire du projet omet de restituer les sommes indûment versées dans un autre projet financé par le programme Interreg Europe, l'autorité de gestion est en droit de déduire les sommes FEDER dues par le chef de file ou par le partenaire de projet concerné de tout paiement restant à effectuer au titre du présent projet.
  6. Après résiliation, les obligations du chef de file (entre autres, celles énoncées aux articles 4, 9, 11, 14, 15 et 16) continuent à s'appliquer.
  7. Chaque partie peut décider de résilier la convention moyennant un préavis écrit de trois (3) mois à compter de la réception du courrier par l'autre partie. La résiliation prendra effet à la fin de la période de préavis, sauf si les parties en décident autrement par écrit.
  8. Les dispositions précédentes n'affectent en rien les autres voies de recours.
5. If a lead partner or project partner fails to return unduly paid funds in another project funded by the Interreg Europe programme, the managing authority has the right to withdraw the corresponding ERDF relating to the lead partner or project partner in question from any open payment in this project.
  6. After termination, the lead partner's obligations (inter alia Articles 4, 9, 11, 14, 15 and 16) continue to apply.
  7. Each party can decide to terminate the contract with a three (3) months written notice from the receipt of the letter by the other party. The termination will take effect at the end of the notice period unless the parties agree otherwise in writing.
  8. Any further legal claims shall remain unaffected by the above provisions.

#### *Article 15*

### **Succession légale et cession des droits**

1. L'autorité de gestion est en droit, à tout moment, de céder les droits qui lui sont reconnus par le présent contrat. En cas de cession, l'autorité de gestion en informera le chef de file sans délai.
2. Le chef de file n'est autorisé à transférer ou céder à un tiers ses obligations et droits provenant du présent contrat qu'avec le consentement écrit préalable de l'autorité de gestion.
3. En cas de succession légale, le chef de file est tenu de transférer au successeur légal l'ensemble des obligations supportées au titre de ce contrat. Le chef de file doit au préalable notifier immédiatement l'autorité de gestion de toute modification, par écrit.

#### *Article 16*

### **Réclamations et conflits**

1. Pour toute réclamation déposée contre une décision prise par une ou plusieurs autorités du programme, le chef de file doit suivre la procédure indiquée dans le manuel du programme.
2. Tout litige entre les parties qui ne pourrait être résolu à l'amiable concernant leur relation contractuelle et, plus précisément, l'interprétation, l'exécution et la résiliation du présent contrat, sera porté devant le Tribunal administratif de Lille qui aura compétence exclusive, lorsque toutes les autres voies sont

#### *Article 15*

### **Legal succession and assignment of rights**

1. The managing authority is entitled at any time to assign its rights under this contract. In case of assignment the managing authority will inform the lead partner without delay.
2. The lead partner is allowed to transfer or assign to a third party its obligations and rights stemming from this contract only after receipt of prior written consent of the managing authority.
3. In cases of legal succession, the lead partner is obliged to transfer all duties under this contract to its legal successor. The lead partner shall notify immediately the managing authority about any change beforehand and in writing.

#### *Article 16*

### **Complaints and disputes**

1. In case of a complaint following a decision taken by one or more programme authorities, the lead partner has to follow the procedure laid down in the programme manual.
2. Any dispute between the parties which could not be resolved amicably concerning their contractual relationship and, more specifically, the interpretation, performance and termination of this contract, shall be referred to the Administrative Tribunal of Lille (Tribunal administratif de Lille) which shall have exclusive



épuisées, même lorsque la procédure implique une garantie d'une tierce partie ou une pluralité de défendeurs.

jurisdiction, once all other practical routes have been exhausted, even when proceedings involve a third party guarantee or more than one defendant.

#### *Article 17*

### **Législation applicable**

1. Ce contrat est régi par la loi française. Le Tribunal administratif de Lille aura compétence exclusive.
2. Conformément à la loi française n° 94-665 du 4 août 1994, une version française du contrat doit être prévue. Les versions anglaise et française du présent contrat font foi. Les parties contractantes pourront se prévaloir des dispositions des deux versions.

#### *Article 17*

### **Applicable law**

1. This contract is governed by French law. The Administrative Tribunal of Lille (Tribunal administratif de Lille) shall have exclusive jurisdiction.
2. According to French law number 94-665 of the 4 August 1994, a French version of the contract has to be set. The English and French versions of the present contract are in force. The contracting parties will be able to invoke the provisions of the two versions.

#### *Article 18*

### **Autres dispositions**

1. Toute correspondance avec le secrétariat conjoint et l'autorité de gestion entrant dans le cadre du présent contrat doit être adressée en anglais aux contacts du secrétariat conjoint précisés sur le site internet du programme.
2. Si une disposition de la présente convention devait s'avérer totalement ou partiellement inapplicable, les parties au présent contrat s'engagent à la remplacer par une disposition applicable se rapprochant le plus possible de l'objectif de la disposition inapplicable.
3. Les avenants ou modifications apportées à ce contrat, y compris ses annexes, ne seront applicables qu'à la condition d'être approuvées par écrit par les autorités du programme appropriées.

#### *Article 18*

### **Other provisions**

1. All correspondence with the joint secretariat and managing authority under this contract must be in the English language and has to be sent to the joint secretariat contact details specified on the programme web-site.
2. If any provision in this contract should be wholly or partly ineffective, the parties to this contract undertake to replace the ineffective provision by an effective provision which comes as close as possible to the purpose of the ineffective provision.
3. Amendment or modification to this contract, including its annexes, will only be effective if they have been agreed in writing by the appropriate programme authorities.

#### *Article 19*

### **Signatures**

Ce contrat est émis en trois exemplaires. Chaque exemplaire doit être signé par le chef de file et par l'autorité de gestion.

#### *Article 19*

### **Signatures**

This subsidy contract is issued in three originals. Each original must be countersigned by the lead partner and by the managing authority.



## Signatures of the parties

### Pour l'autorité de gestion :

Je soussigné(e) accepte le contenu et les dispositions du contrat de subvention.

Je confirme également être officiellement habilité(e) à signer ce contrat.

Prénom et nom du signataire  
Name and surname of the signatory

Fonction du signataire  
Function of the signatory

Nom de l'organisation  
Name of the organisation

Signature (et tampon, si disponible)  
Signature (and stamp, if available)

Lieu et date  
Place and date:

### For the managing authority:

I hereby accept the contents and provisions of the subsidy contract.

I also confirm to be officially entitled to sign this contract.

Anne WETZEL  
Directrice Europe



*[Signature]*

Lille 14/04/2016

### Pour le chef de file:

Je soussigné(e) accepte le contenu et les dispositions du contrat de subvention.

Je confirme également être officiellement habilité(e) à signer ce contrat.

Prénom et nom du signataire  
Name and surname of the signatory

Fonction du signataire  
Function of the signatory

Nom de l'organisation  
Name of the organisation

Signature (et tampon, si disponible)  
Signature (and stamp, if available)

Lieu et date  
Place and date:

### For the lead partner:

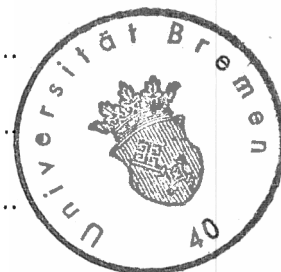
I hereby accept the contents and provisions of the subsidy contract.

I also confirm to be officially entitled to sign this contract.

Dr. Martin Mehrerts

Chief Financial Officer

Universität Bremen  
Kanzler



Bremen, 10/05/2016

## ANNEXE 1

Dernier dossier de candidature approuvé

## ANNEXE 2

Dernière lettre de notification d'approbation

## ANNEX 1

Latest approved application form

## ANNEX 2

Latest approval notification letter



## **ANNEX III:**

# **BUDGET BY BUDGET LINE BY PARTNER, SPENDING PLAN BY PARTNER, ALLOCATION OF TASKS AND OBJECTIVES, OUTPUTS AND RESULTS BY PARTNER**



	BUDGET										
	BREMEN			AQUITAINE	PIEMONTE	PODKARPACKIE		DENMARK	LITHUANIA		TOTAL
	SENWAH	UB	WFB	CRA	REG. PIEMON	REG. POD	RTU	DASTI	MOSTA	MITA	
Average Monthly Rate	7000	7000	7000	6000	4950	2000	2000	6750	3000	3000	
	PHASE 0: Preparation Costs										
Preparation costs	-	15.000,00	-	-	-	-	-	-	-	-	15.000,00
SUBTOTAL PHASE 0	-	15.000,00	-	-	-	-	-	-	-	-	15.000,00
	PHASE 1: Analysis and Action Plan										
Staff	36.400,00	153.300,00	61.600,00	44.400,00	93.555,00	53.000,00	44.000,00	95.175,00	57.300,00	37.200,00	675.930,00
Subcontracts	4.000,00	196.000,00	4.000,00	50.000,00	69.000,00	26.000,00	2.000,00	67.000,00	70.000,00	6.000,00	494.000,00
Travel and Accommodation (staff)	4.000,00	16.000,00	12.000,00	12.000,00	16.000,00	16.000,00	16.000,00	16.000,00	16.000,00	16.000,00	140.000,00
Indirect Costs	5.460,00	22.995,00	9.240,00	6.660,00	14.033,25	7.950,00	6.600,00	14.276,25	8.595,00	5.580,00	101.389,50
SUBTOTAL PHASE 1	49.860,00	388.295,00	86.840,00	113.060,00	192.588,25	102.950,00	68.600,00	192.451,25	151.895,00	64.780,00	1.411.319,50
	PHASE 2: Monitoring										-
Staff	5.600,00	28.700,00	15.400,00	21.600,00	27.720,00	17.000,00	11.000,00	43.200,00	16.200,00	6.300,00	192.720,00
Subcontracts	2.000,00	48.000,00	2.000,00	2.766,00	4.000,00	2.000,00	-	4.000,00	3.000,00	2.000,00	69.766,00
Travel and Accommodation (staff)	1.500,00	5.000,00	3.000,00	2.000,00	4.000,00	3.000,00	3.000,00	3.000,00	3.000,00	3.000,00	30.500,00
Indirect Costs	840,00	4.305,00	2.310,00	3.240,00	4.158,00	2.550,00	1.650,00	6.480,00	2.430,00	945,00	28.908,00
SUBTOTAL PHASE 2	9.940,00	86.005,00	22.710,00	29.606,00	39.878,00	24.550,00	15.650,00	56.680,00	24.630,00	12.245,00	321.894,00
	PHASE 1 + PHASE 2										
Staff	42.000,00	182.000,00	77.000,00	66.000,00	121.275,00	70.000,00	55.000,00	138.375,00	73.500,00	43.500,00	868.650,00
Subcontracts	6.000,00	244.000,00	6.000,00	52.766,00	73.000,00	28.000,00	2.000,00	71.000,00	73.000,00	8.000,00	563.766,00
Travel and Accommodation (staff)	5.500,00	21.000,00	15.000,00	14.000,00	20.000,00	19.000,00	19.000,00	19.000,00	19.000,00	19.000,00	170.500,00
Indirect Costs	6.300,00	27.300,00	11.550,00	9.900,00	18.191,25	10.500,00	8.250,00	20.756,25	11.025,00	6.525,00	130.297,50
TOTAL PHASE 1 + PHASE 2	59.800,00	489.300,00	109.550,00	142.666,00	232.466,25	127.500,00	84.250,00	249.131,25	176.525,00	77.025,00	1.748.213,50
ERDF Co-financing	50.830,00	415.905,00	93.117,50	121.266,10	197.596,31	108.375,00	71.612,50	211.761,56	150.046,25	65.471,25	1.485.981,48
Cash-flow to the region	39.330,00	150.905,00	72.117,50	54.500,10	104.596,31	61.375,00	50.612,50	121.761,56	58.046,25	38.471,25	751.715,48
Partner Contribution	8.970,00	73.395,00	16.432,50	21.399,90	34.869,94	19.125,00	12.637,50	37.369,69	26.478,75	11.553,75	262.232,03

Table 1: Budget by budget line and partner



	SUBCONTRACTING										
	BREMEN			AQUITAINE	PIEMONTE	PODKARPACKIE		DENMARK	LITHUANIA		TOTAL
	SENWAH	UB	WFB	CRA	REG. PIEMON	REG. POD	RTU	DASTI	MOSTA	MITA	
subcontracting	PHASE 1: Analysis and Action Plan										
FLC Costs	4.000,00	4.000,00	4.000,00	4.000,00	4.000,00	-	-	4.000,00	4.000,00	4.000,00	32.000,00
Project Management		152.000,00	-	-	-	-	-	-	-	-	152.000,00
Communication Management		10.000,00	-	-	-	-	-	-	-	-	10.000,00
Meetings Costs: Partner Meetings		9.000,00	-	7.000,00	9.000,00	9.000,00	-	7.000,00	9.000,00	-	50.000,00
Meetings Costs: Dissemination Event		2.000,00	-	2.000,00	7.000,00	2.000,00	-	2.000,00	2.000,00	-	17.000,00
Meetings Costs: Exchange of Experiences		-	-	-	-	-	-	-	-	-	-
Meetings Costs: Stakeholder Group		2.000,00	-	2.000,00	2.000,00	2.000,00	-	2.000,00	2.000,00	-	12.000,00
Travel & Accommodation costs: Stakeholder Group and o		8.000,00	-	7.000,00	8.000,00	8.000,00	-	8.000,00	8.000,00	-	47.000,00
Publication and Dissemination Costs		9.000,00	-	2.000,00	9.000,00	5.000,00	2.000,00	6.000,00	5.000,00	2.000,00	40.000,00
External Support for the Exchange of experiences process		-	-	26.000,00	30.000,00	-	-	38.000,00	40.000,00	-	134.000,00
Others		-	-	-	-	-	-	-	-	-	-
SUBTOTAL PHASE 1	4.000,00	196.000,00	4.000,00	50.000,00	69.000,00	26.000,00	2.000,00	67.000,00	70.000,00	6.000,00	494.000,00
Subcontracting	PHASE 2: Monitoring										-
FLC Costs	2.000,00	2.000,00	2.000,00	2.000,00	2.000,00	-	-	2.000,00	2.000,00	2.000,00	16.000,00
Project Management		38.000,00	-	-	-	-	-	-	-	-	38.000,00
Communication Management		-	-	-	-	-	-	-	-	-	-
Meetings Costs: Partner Meetings		1.000,00	-	766,00	1.000,00	1.000,00	-	1.000,00	1.000,00	-	5.766,00
Meetings Costs: Dissemination Event		6.000,00	-	-	-	-	-	-	-	-	6.000,00
Meetings Costs: Exchange of Experiences		-	-	-	-	-	-	-	-	-	-
Meetings Costs: Stakeholder Group		1.000,00	-	-	1.000,00	1.000,00	-	1.000,00	-	-	4.000,00
Travel & Accommodation costs: Stakeholder Group and o		-	-	-	-	-	-	-	-	-	-
Publication and Dissemination Costs		-	-	-	-	-	-	-	-	-	-
External Support for the Exchange of experiences process		-	-	-	-	-	-	-	-	-	-
Others		-	-	-	-	-	-	-	-	-	-
SUBTOTAL PHASE 2	2.000,00	48.000,00	2.000,00	2.766,00	4.000,00	2.000,00	-	4.000,00	3.000,00	2.000,00	69.766,00
0	PHASE 1 + PHASE 2										
FLC Costs	6.000,00	6.000,00	6.000,00	6.000,00	6.000,00	-	-	6.000,00	6.000,00	6.000,00	48.000,00
Project Management	-	190.000,00	-	-	-	-	-	-	-	-	190.000,00
Communication Management	-	10.000,00	-	-	-	-	-	-	-	-	10.000,00
Meetings Costs: Partner Meetings	-	10.000,00	-	7.766,00	10.000,00	10.000,00	-	8.000,00	10.000,00	-	55.766,00
Meetings Costs: Dissemination Event	-	8.000,00	-	2.000,00	7.000,00	2.000,00	-	2.000,00	2.000,00	-	23.000,00
Meetings Costs: Exchange of Experiences	-	-	-	-	-	-	-	-	-	-	-
Meetings Costs: Stakeholder Group	-	3.000,00	-	2.000,00	3.000,00	3.000,00	-	3.000,00	2.000,00	-	16.000,00
Travel & Accommodation costs: Stakehold	-	8.000,00	-	7.000,00	8.000,00	8.000,00	-	8.000,00	8.000,00	-	47.000,00
Publication and Dissemination Costs	-	9.000,00	-	2.000,00	9.000,00	5.000,00	2.000,00	6.000,00	5.000,00	2.000,00	40.000,00
External Support for the Exchange of expe	-	-	-	26.000,00	30.000,00	-	-	38.000,00	40.000,00	-	134.000,00
Others	-	-	-	-	-	-	-	-	-	-	-
TOTAL PHASE 1 + PHASE 2	6.000,00	244.000,00	6.000,00	52.766,00	73.000,00	28.000,00	2.000,00	71.000,00	73.000,00	8.000,00	563.766,00
ERDF Co-financing	5.100,00	207.400,00	5.100,00	44.851,10	62.050,00	23.800,00	1.700,00	60.350,00	62.050,00	6.800,00	479.201,10

Table 2: Specification Subcontracts





SPENDING PLAN											
REGION	PARTNER	TOTAL	Preparation	SEMESTER 1	SEMESTER 2	SEMESTER 3	SEMESTER 4	SEMESTER 5	SEMESTER 6	SEMESTER 7	SEMESTER 8
BREMEN	SENWAH	59.800,00	15.000,00	9.922,14	14.035,59	14.519,23	11.383,04	2.186,80	2.435,30	2.634,10	2.683,80
	UB	489.300,00		77.270,71	109.305,04	113.071,50	88.647,75	18.921,10	21.071,23	22.791,33	23.221,35
	WFB	109.550,00		17.281,16	24.445,46	25.287,81	19.825,57	4.996,20	5.563,95	6.018,15	6.131,70
AQUITAINE	CRA	142.666,00		22.498,94	31.826,39	32.923,07	25.811,60	6.513,32	7.253,47	7.845,59	7.993,62
PIEMONTE	REG. PIEMON	232.466,25		38.325,06	54.213,59	56.081,70	43.967,90	8.773,16	9.770,11	10.567,67	10.767,06
PODKARPACKIE	REG. POD	127.500,00		20.487,05	28.980,43	29.979,04	23.503,49	5.401,00	6.014,75	6.505,75	6.628,50
	RTU	84.250,00		13.651,40	19.310,90	19.976,32	15.661,38	3.443,00	3.834,25	4.147,25	4.225,50
DENMARK	DASTI	249.131,25		38.297,80	54.175,03	56.041,80	43.936,62	12.469,60	13.886,60	15.020,20	15.303,60
LITHUANIA	MOSTA	176.525,00		30.227,11	42.758,44	44.231,82	34.677,63	5.418,60	6.034,35	6.526,95	6.650,10
	MITA	77.025,00		12.891,22	18.235,57	18.863,94	14.789,27	2.693,90	3.000,03	3.244,93	3.306,15
TOTAL		1.748.213,50	15.000,00	280.852,58	397.286,44	410.976,24	322.204,24	70.816,68	78.864,03	85.301,91	86.911,38
								1.426.319,50		321.894,00	

Table 3: Spending plan by partner



PERSON MONTH DISTRIBUTION		BREMEN			AQUITAINE	PIEMONTE	PODKARPACIE		DENMARK	LITHUANIA		TOTAL
		SENWAH	UB	WFB	CRA	REG. PIEMON	REG. POD	RTU	DASTI	MOSTA	MITA	
	WP 1 Policy Analysis	0,5	3,5	0	2	2	4	4	2	2	2	22
T1.1	Interregional Study	0	1,5	0	1	1	2	2	1	1	1	10,5
T1.2	Mapping Policy Instruments	0,5	2	0	1	1	2	2	1	1	1	11,5
	WP 2 Interregional Exchange	2,5	6,5	4	1	6,5	10	9,5	3,5	7,5	3	54
T2.1	Definition of Study Visits Programme	0	0,5	0	0	0,5	0,5	0	0,5	0,5	0	2,5
T2.2	Thematic Workshops	1	2	2	0	2	4	4	1	2	1	19
T2.3	Stakeholder meetings	1	1,5	2	0	2	2	2	1	1	0	12,5
T2.4	Case Studies	0,5	2,5	0	1	2	3,5	3,5	1	4	2	20
	WP 3 Definition Regional Action Plans	1	3,5	4	2	4	4,5	4,5	3	4	3	33,5
T3.1	Policy Recommendations	0,5	1,5	2	1	2	2	2	2	2	1	16
T3.2	Definition of Regional Accion Plans	0,5	2	2	1	2	2,5	2,5	1	2	2	17,5
	WP 4Monitoring Regional Implementation of Actio	0,5	2	2	3	4	6,5	4,5	5	4	1	32,5
T4.1	Definition of Indicators	0	1	0	0,5	0,5	1,5	1,5	0,5	0,5	0,5	6,5
T4.2	Checking fulfilment of the action plans	0	0,5	0,5	1	2	2	0	2	2	0	10
T4.3	Propose Corrective Measures	0	0,5	0,5	1	0,5	1	1	0,5	0,5	0	5,5
T4.4	Monitoring impact of PI improvements	0,5	0	1	0,5	1	2	2	2	1	0,5	10,5
	WP5 Dissemination and Communication	0,5	6	0	1,5	6	8	4	5	5	4,5	40,5
T5.1	Preparation of a Communication Plan	0	1	0	0	0,5	2	0	0,5	0,5	0	4,5
T5.2	Preparation of Communication and Promotion Materials	0	2	0	0,5	1	2	0	1	1	1	8,5
T5.3	Implementation of the Communication Plan	0,5	2	0	0,5	3	3	3	3	3	3	21
T5.4	Final Conference Event	0	1	0	0,5	1,5	1	1	0,5	0,5	0,5	6,5
	WP6 Management	1	4,5	1	1,5	2	2	1	2	2	1	18
T6.1	Technical Management of the Project	0	2	0	0,5	1	1	0	1	1	0	6,5
T6.2	Administrative Management	0,5	0,5	0,5	0,5	0,5	0,5	0,5	0,5	0,5	0,5	5
T6.3	Financial Management	0,5	0,5	0,5	0,5	0,5	0,5	0,5	0,5	0,5	0,5	5
T6.4	Quality Assurance and Redirection	0	1,5	0	0	0	0	0	0	0	0	1,5
	TOTAL	6	26	11	11	24,5	35	27,5	20,5	24,5	14,5	200,5
PERSON MONTH DISTRIBUTION		SENWAH	UB	WFB	CRA	REG. PIEMON	REG. POD	RTU	DASTI	MOSTA	MITA	TOTAL
		BREMEN			AQUITAINE	PIEMONTE	PODKARPACIE		DENMARK	LITHUANIA		

Table 4: Allocation of responsibilities to different tasks



## **ANNEX IV:**

### **PREPARATION COSTS DIVISION**

The preparation costs will be reimbursed through a lump sum of 15,000€ per project and the corresponding ERDF (12,750€) will be paid to the lead partner. The subsidy received for the preparation costs will cover the efforts done by the LP also during the negotiation of the conditions for approval and will not be distributed among the project partners.



## **ANNEX V:**

### **DISTRIBUTION OF SHARED COSTS (national co-financing not covered by the programme)**



The financing of joint activities are governed by the contracting-partner-only principle. The contracting partner is the only one that budgets, contracts, actually pays, ensures verification and reports 100% of the cost item of joint benefit and receives the related ERDF. The arrangements for sharing costs between partners are defined between the involved partners:

The partners will reimburse the share of the cost that is not covered by the ERDF to the contracting partner following an equal distribution percentage.

The table below contains the calculation based on the budget for subcontracting 'shared costs' as defined in the last approved version of the Application Form. If the final amount for subcontracting 'shared costs' was increased or decreased (making use of the budget flexibility or as a result of a budget change request) the partners share will be recalculated according to an equal distribution percentage.

In order to bring into effect this reimbursement, the lead partner will issue 'financial notes' (see attached example proposed) specifying the 'shared costs' amount incurred in each reporting period do be deducted from the grant co-financing partners' eligible costs.

	DISTRIBUTION SHARED SUBCONTRACTS										
	BREMEN			AQUITAINE	PIEMONTE	PODKARPACIE		DENMARK	LITHUANIA		TOTAL
	SENWAH	UB	WFB	CRA	REG. PIEMON	REG. POD	RTU	DASTI	MOSTA	MITA	
Shared Subcontracts		Contracting Partner									
Project Management	-	190.000,00	-	-	-	-	-	-	-	-	190.000,00
Communication Management	-	10.000,00	-	-	-	-	-	-	-	-	10.000,00
Total Shared Subcontracts	-	200.000,00	-	-	-	-	-	-	-	-	200.000,00
ERDF Co-financing	-	170.000,00	-	-	-	-	-	-	-	-	170.000,00
national cofinancing	-	30.000,00	-	-	-	-	-	-	-	-	30.000,00
Proposal 1 sharing national contribution	3.000,00	3.000,00	3.000,00	3.000,00	3.000,00	3.000,00	3.000,00	3.000,00	3.000,00	3.000,00	30.000,00
Percentage of Participation	10,00%	10,00%	10,00%	10,00%	10,00%	10,00%	10,00%	10,00%	10,00%	10,00%	1,00

Table X: Equally distribution of shared subcontracts.

# Shared Costs

## Financial Note Example

(Figures are not real, only for illustration pruposes)

Date:

Mr XXXXXXXX

Project Partner XXXXX

AddressXXXXX

VAT number: XXXX

**Subject: COST SHARING within the P2L2 Project**

**Financial Note n° 1**

Dear Mr Partner 1

Referring to the sharing agreement included in the Partnership Agreement, we herewith notify you about the costs paid during the reporting period 01/04/2016 – 30/09/2016 and your share of the costs not covered by the ERDF.

Please find enclosed our cost calculation (annex 1), according to wich your share for the above mentioned reporting period amounts to EUR **600,00**.

The lead partner will deduct this amount from the reimbursement of your eligible costs after the payment of the grant corresponding with this period.

Please note that you should clearly separate your cost shares from your own costs in your partner progress report for the lead partner. When compiling the overall project progress report, the lead partner has already claimed the shared costs on your behalf.

Best Regards,

## Shared Costs

### Calculation Example

(Figures are not real, only for illustration pruposes)

A	Shared Costs incurred in during the period 01/04/2016-30/09/2016					40.000,00
	1	Financial Management and Administration			38.000,00	
	2	Communication Support			2.000,00	
B	Co-financing from the Programme					34.000,00
C	Amount not covered by the programme to be shared (A-B)					6.000,00
D	Paying partner's % share of the reported costs as fixed in Annex V of Partnership Agreement					10%
E	Total Amount due to be deducted from the partner's reimbursement in the period (C*D)					<b>600,00</b>

Signature of the Lead Partner