



ISC MEETING ONLINE ON 15TH SEPTEMBER 2020

D.M.3.7

Version 1
10 2019





6th INTERREGIONAL STEERING COMMITTEE MEETING

Date, Location: 15th of September 2020, online (Skype)

Annexes: >>Participant list <<

>>Agenda <<

>>Presentations<<

Content

1. Minutes	2
1.1. Welcome and Introduction	2
1.2. Introductory Words & General Information	2
1.3. Reporting and Project Closure	2
2. Annexes	5



1. Minutes

The 6th ISC meeting took place on September 15, 2020, online, via Skype. Originally, the meeting was planned to be held in Freiberg, Germany. Due to the ongoing COVID-19 pandemic, travelling was restricted and an online format for the meeting was chosen. During the meeting, a total of 20 representatives from all ten project partners was present, as well as two representatives of the Joint Secretariat.

1.1. Welcome and Introduction

Ms. Julia Binder, representing the LP Aufbauwerk, welcomed all participants to the sixth and final partner meeting and checked the attendance. After presenting the agenda for the meeting day, she handed over to Mr. Christophe Ebermann from the Joint Secretariat in Vienna, Austria, who prepared to give some introductory words and hold a presentation about the CE programme.

1.2. Introductory Words & General Information

Mr. Ebermann greeted the partnership and started his presentation on the CE programme. He first presented the programme in figures. REFREsh is part of the second call projects, most of which are ending now. More than 1400 project partners were involved under the four priority axes of the programme. There were many projects under the topic “cultural heritage and resources”, including the REFREsh project.

Afterwards, Mr. Ebermann also gave information on the new CE programme, which will have an inclusive approach. Concrete actions are still to be designed and target groups to be specified. Thus, the program structure for the next funding period is still being shaped, taking into consideration the needs of the territories. Cultural heritage and resources will remain one of the relevant topics. Currently, dialogues with partners are being conducted through surveys and national events. Afterwards, the exact program is being drafted and is expected to be finalized by November or December 2020. It is foreseen to be submitted to the European Commission in spring 2021. In line with that, the launch for the first call is foreseen for summer 2021. More detailed information and regular updates can be found on the Interreg Central Europe [website](#).

1.3. Reporting and Project Closure

6th Progress Report

Ms. Binder reminded all partners that the reporting period for the upcoming progress report is January to September 2020. Due to the project extension, the semester has nine instead of the usual six months. She also gave an overview of the open outputs and deliverables for every work package (WP) that are to be included in the 6th progress report.

In the WP Management, the minutes of the ongoing CU (D.M.2.7) and ISC meetings (D.M.3.7) are due. Also, all partners are asked to submit the minutes of their LSG meetings (D.M.3.8) that took place during the sixth semester. In addition, the LP will prepare an evaluation report (D.M.3.9) for the second half of the project.

The WP T1 was already successfully completed earlier in the project. For the WP T2, only two reports of workshops fostering cooperation (D.T2.3.1) have to be delivered. The missing reports are from Germany and Croatia.

The WP T3 is the major WP during the sixth semester. Five factsheets for the implemented pilot actions (O.T3.2) have to be prepared by the responsible project partners. In addition, PP2 SAXONIA will prepare a



factsheet for the peer review (O.T3.3) which was part of this meeting day. Regarding the WP deliverables, the pilot investment reports (D.T3.3.1) from Germany, Hungary and Croatia have to be submitted. Since the interior of the investments was not completed by the end of the fifth semester, the adjusted reports will only be accepted now. In addition to the mentioned factsheets, five reports on the pilot actions (D.T3.4.2-6) will be prepared by the responsible partners. PP2 SAXONIA is responsible for developing a peer review report (D.T3.5.1) about today's event. Finally, there are three deliverables which are currently being prepared by the WP leader, Piran. A transferability study (D.T3.5.2), a political recommendation paper (D.T3.6.1) and a long-term agreement (D.T3.6.2) are due by the end of the semester.

In line with the by now fully completed investments, the responsible partners from Germany, Hungary and Croatia have to submit the finalized factsheets for their investments (O.I1.1, O.I2.1, O.I5.1) with the sixth report.

The WP Communication foresees many tasks to be completed during the sixth semester. Since the project is coming to an end, the dissemination of results is an important factor. The REFREsh story brochure (D.C.2.2) is in the final phase of development. All partners are contributing inputs to finalize the brochure and have it ready to be printed by all partners before the project end date. Ten regional expert magazine articles (D.C.2.3), two per project region, are foreseen to be published during the semester. Furthermore, a report on the transnational final conference (D.C.3.1) is planned. Since the final partner meeting takes place online, the deliverable will be substituted by one additional press release or press conference implemented per project region. Additional deliverables for the semester are the reports on the open industrial heritage days (D.C.3.2) in Germany, Slovenia, Italy and Croatia as well as five reports on the transnational events for the involvement of the creative scene (D.C.3.3). Partners are also asked to submit proof of any promotional material that was produced to attract the creative scene (D.C.4.1). Another major deliverable is the REFREsh digital multimedia presentation (D.C.5.1), which is about to be finalized with inputs from all partners. The sixth electronic newsletter (D.C.5.2) is already under development. Also, all partners are asked, as in earlier semesters, to submit proof of any digital communication on their institutional websites (D.C.5.3) and submit the press releases (D.C.6.1) that were published during semester six. A joint press conference in Piran (D.C.6.4) was foreseen in an earlier semester and was finally implemented during semester six. The respective report has to be submitted by the partner. Another joint press conference was foreseen to be held together with the final meeting in Freiberg (D.C.6.7). Since this meeting is being implemented digitally, the deliverable could only be replaced by an alternative PR measure. Finally, five reports of the result workshops of the regional and transnational strategy (D.C.7.2) have to be submitted to complete the WP.

Following this overview, Ms. Binder pointed out another important part of the reports for the sixth semester - the result indicators. There is an entire section of the partner reports dedicated to thematic and communicative result indicators. Partners are asked to fill in this section thoroughly, since the contents are needed for the joint progress report. The numbers reached throughout the entire project lifetime are to be included in the section, since no reporting took place during earlier semesters. Furthermore, explanations have to be provided in regards to the reported numbers. The target numbers on project level, i.e. for all partners together, are displayed in this section as guidance. In addition, Ms. Binder pointed out that she will send out a pdf file with explanations for each indicator partners have to report on. This file offers background information to help partners fill in this section.

After this content-related information, financial information for the sixth progress report and the project closure was presented by Ms. Binder. She explained that with the sixth report, two kinds of costs can be submitted: the implementation costs and the closure costs. Implementation costs relate to costs incurred during the last reporting period (January - September 2020). The payment of these costs must take place at the latest within 30 days after the project end date (30.09.2020). Of course, the service provision had



to take place during the implementation period (January - September 2020). In contrast to that, the closure costs include costs for the preparation and submission of the last progress report. They must be paid by the deadline for the submission of the last progress report (30.12.2020) and can only be reported under WP M (BL1, BL2, FLC). There are two options to report closure costs. Every partner has to decide with his national controller which option they choose. As a first option, the closure costs are being included in the partner report of the last reporting period (6.1). As a second option, a separate partner report just for the project closure can be added (6.2). The LP has to be informed about the option the partners choose.

Finally, Ms. Binder summed up a couple of things that are crucial to ensure a smooth reporting and project closure. She reminded the partners to base their cost reporting on the latest approved budget in eMS. Ms. Binder brought up the major modification again that was implemented in early 2020. During this process, most partner budgets had to be reduced and the overall budget was thus adjusted. Therefore, the safest way to ensure looking at the correct numbers is by using eMS. Ms. Binder also told partners to remember the budget flexibility, which allows a maximal increase of 20% or 30.000€ (whichever is higher) per WP or BL. Some partners had already requested minor budget shifts during semester six, which were approved by the LP.

To submit proper partner reports and help the LP in writing a thorough joint progress report, Ms. Binder asks the partners to describe their achievements during the reporting period thoroughly, upload all final deliverables for semester six with the report and keep in mind to fill in the result indicators for the entire project lifetime. There are two deadlines for the partner: the contents of the partner reports have to be ready by November 15, 2020, whereas the FLC certificates have to be submitted to the LP by December 15, 2020. The deadline for the joint progress report is December 30, 2020.

DEADLINES Partner Reports 6th Semester:

Contents, incl. result indicators and attachments: November 15, 2020.

Certificates to the LP: December 15, 2020.

DEADLINE: Submission of the 6th Joint Progress Report: December 30, 2020.

Final Report

Ms. Binder explained that due to the completion of the project, next to the 6th progress report, a final report has to be submitted in eMS. The responsibility for the final report lies with the LP, yet the support of all partner might be required. In the final report, an overview of the project's activities and achievements has to be given. Also, information about the transnational cooperation during the project and about measures foreseen in order to ensure durability of results have to be included. Furthermore, an outlook on the expected impacts of the project as well as a summary about any financial matters is requested. Thereby, the program bodies receive feedback about the overall project implementation.

After speaking about the final report, Ms. Binder asked for the partners attention regarding two topics. Partners were reminded to inform the lead partner in case they need a report for closure costs. Additionally, Ms. Binder asked the partners to inform her in case they have received public funds, e.g. as part of their partner contribution. The LP needs to know by whom these funds were provided and the amounts in original currency and Euro. This information has to be included in the final report.



DEADLINE: Submission of the Final Report: December 30, 2020.

IMPORTANT:

Inform LP if you need an additional report for closure costs.

Inform the LP if you received public funds, e.g. for your partner contribution.

Questions

Due to the importance of the information previously presented, a slot for the partners' questions was reserved as per the agenda. Yet, no partner asked any questions when given the chance. Ms. Binder emphasized to review this presentation which will be uploaded and made accessible for all partners on dropbox.

>> To view the presentation of administration please click here. <<

2. Annexes

Annexes:

- >>Participant list <<
- >>Agenda <<
- >>Presentation<<

REFREsh PROJECT
6th ISC Meeting (online - Skype)
15th September 2020

No.	Organization	PP #	Person (name and surname)
1.	Aufbauwerk Region Leipzig GmbH	LP	Julia Binder
2.	SAXONIA Standortentwicklungs- u. -verwaltungsgesellschaft mbH	PP2	Alexander Eisenblätter
3.	CCIPB	PP3	Dávid Sörös
4.	CCIPB	PP3	Szabina Pazaurek
5.	Eco-Cortex Ltd. (external expert)	PP3	Dóra Göndöcsné Agócs, István Göndöcs
6.	Komló Municipality	PP4	Gabor Benovics
7.	Institute for the Protection of Cultural Heritage of Slovenia	PP5	Tajda Senica
8.	Institute for the Protection of Cultural Heritage of Slovenia	PP5	Zala Koželj
9.	Municipality of Piran	PP6	Vesna Zorko
10.	Venetian Cluster	PP7	Maurizio Malè
11.	Venetian Cluster	PP7	Giulia Albertoni
12.	Municipality of Castello di Godego	PP8	Laura Zuccato
13.	Municipality of Castello di Godego	PP8	Diego Parisotto
14.	Municipality of Castello di Godego	PP8	Omar Luison
15.	Primorje&Gorski kotar County	PP 9	Irena Grdinić
16.	Primorje&Gorski kotar County	PP 9	Ivana Miletić
17.	Primorje&Gorski kotar County	PP 9	Gordana Begić Zulian
18.	Subjekt/ Municipality of Lokve	PP10	Tea Gorup
19.	Subjekt/ Municipality of Lokve	PP10	Valerij Jurešić

20.	Municipality of Lokve	PP10	Sanja Čop
21.	Joint Secretariat		Christophe Ebermann
22.	Joint Secretariat		Anna Boruch

REFREsh Project

Rural rEvitalisation For cultuRal hEritage

Partner Meeting online (Skype)
September 15, 2020

Tuesday, September 15

Interregional Steering Committee

09:15 – 09:20: Welcome & Introduction (LP)

09:20 – 09:30: Introductory Words & General Information (Mr. Ebermann, Joint Secretariat)

09:30 – 10:00: Reporting and Project Closure (LP)

- 6th Progress Report: Contents and Finances
- Final Report
- Questions

Coordination Unit

10:00 – 10:15 Peer Review Huthaus Freiberg, Germany (PP2 SAXONIA)

10:15– 11:00: Work Package Summaries

- WP Communication (WP Leader PP9 PGŽ)
- WP T1 Analysis of Creative Scene (WP Leader PP2 SAXONIA)
- WP T2 Integration of Creative Scene (WP Leader PP3 CCIPB Pecs)
- WP T3 Reutilization of Industrial Heritage (WP Leader PP6 Piran)

11:00 – 11:15: Short Break

11:15 – 12:15: Investments and Pilot Actions

- Freiberg, Germany (PP2 SAXONIA)
- Komlo, Hungary (PP4 Komlo)
- Piran, Slovenia (PP6 Piran)
- Castello di Godego, Italy (PP8 CdG)
- Lokve, Croatia (PP10 Lokve)

12:15 – 12:45: Summary and Feedback of all Partners (2-3 min. each)

12:45 – 13:00: Conclusion & Thank You (LP)

TAKING
COOPERATION
FORWARD



6th Partner Meeting

Online (Skype), September 15, 2020



Final Partner Meeting



LP - Aufbauwerk Region Leipzig GmbH

Interregional Steering Committee

09:15 - 09:20: Welcome & Introduction

09:20 - 09:30: Introductory Words & General Information

09:30 - 10:00: Reporting and Project Closure

- 6th Progress Report: Contents and Finances
- Final Report
- Questions



Coordination Unit

10:00 - 10:15 Peer Review Huthaus Freiberg, Germany

10:15- 11:00: Work Package Summaries

11:00 - 11:15: Short Break



11:15 - 12:15: Investments and Pilot Actions

12:15 - 12:45: Summary and Feedback of all Partners

12:45 - 13:00: Conclusion & Thank You



Interregional Steering Committee





Introductory Words & General Information

Mr. Christophe Ebermann, Joint Secretariat



6TH PROGRESS REPORT - CONTENTS

Reporting period: 01.01.2020 - 30.09.2020

Outputs & Deliverables:

- WP M
 - D.M.2.7 Report CU Meeting Freiberg
 - D.M.3.7 Minutes ISC Meeting Freiberg
 - D.M.3.8 Minutes LSG Meetings
 - D.M.3.9 Evaluation Report
- WP T1



6TH PROGRESS REPORT - CONTENTS

- WP T2
 - D.T2.3.1 Reports of Workshops fostering cooperation (2x: DE, HR)

- WP T3
 - O.T3.2 Factsheet Pilot Actions (5x)
 - O.T3.3 Factsheet Peer Reviews (1x: DE)

 - D.T3.3.1 Reports on Pilot Investments (3x: DE, HU, HR)
 - D.T3.4.2-6 Report Pilot Actions (5x)
 - D.T3.5.1 Report Peer Review (1x: DE)
 - D.T3.5.2 Transferability Study
 - D.T3.6.1 Political Recommendation Paper
 - D.T3.6.2 Long Term Agreement



- WP I1-5
 - O.I1.1 Factsheet Investment
 - O.I2.1 Factsheet Investment
 - O.I5.1 Factsheet Investment
- WP C
 - D.C.2.2 REFREsh Story Brochure
 - D.C.2.3 Regional Expert Magazine Article (10x)
 - D.C.3.1 Report of Transnational Final Conference in Freiberg
 - D.C.3.2 Report of Open Industrial Heritage Days (4x: DE, SI, IT, HR)
 - D.C.3.3 Reports on Transnational Event for Involvement of CS (5x)



- WP C
 - D.C.4.1 Promotional Materials to Attract CS (5x)
 - D.C.5.1 REFREsh Digital Multimedia Presentation
 - D.C.5.2 Electronic Newsletter for Semester 6
 - D.C.5.3 Digital Communication of Partner Institutions
 - D.C.6.1 Press Releases
 - D.C.6.4 Report of joint press conference in Piran
 - D.C.6.7 Report of Joint Press Conference in Freiberg
 - D.C.7.2 Report of Result Workshops of Reg. and Transn. Strategy (5x)



Result Indicators:

- Thematic result indicators
 - Communicative result indicators
- Part of your Partner Report
- Fill in total numbers for semesters 1-6

Pdf file with additional information will be distributed!



6TH PROGRESS REPORT - CONTENTS

Thematic result indicators

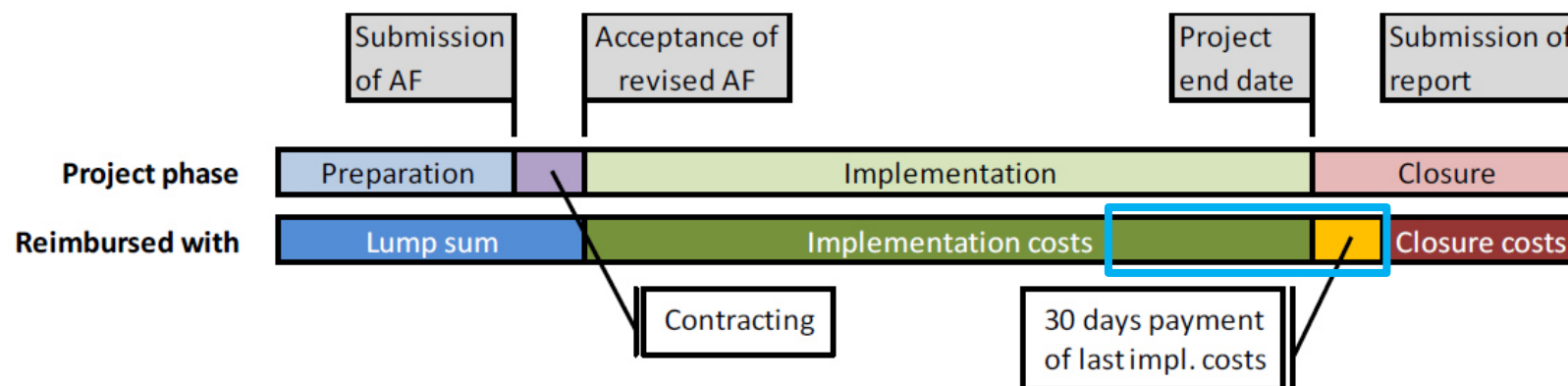
Result indicator	Measurement unit	Target (on project level)	Reached in the current period	Explanations
Number of institutions adopting new and/or improved strategies and action plans	Institutions	10,00	<input type="text"/>	<input type="text"/> 2000 Characters Remaining
Number of institutions applying new and/or improved tools and services	Institutions	10,00	<input type="text"/>	<input type="text"/> 2000 Characters Remaining
Amount of funds leveraged based on project achievements	EUR	1.750.000,00	<input type="text"/>	<input type="text"/> 2000 Characters Remaining
Number of jobs created (FTE) based on project achievements	FTE	0,00	<input type="text"/>	<input type="text"/> 2000 Characters Remaining
Number of trained persons	Persons	20,00	<input type="text"/>	<input type="text"/> 2000 Characters Remaining

Communicative result indicators

Result indicator	Measurement unit	Target (on project level)	Reached in the current period	Explanations
Unique visits to the project website (digital reach; monthly average in the reporting period)	Number of stakeholders reached	300,00	<input type="text"/>	<input type="text"/> 2000 Characters Remaining
Participants at project events in WP C (physical reach)	Number of stakeholders reached	875,00	<input type="text"/>	<input type="text"/> 2000 Characters Remaining
(NOT APPLICABLE) WP C Event participants satisfied with information provided (satisfaction with information)	Percentage of stakeholders satisfied	80,00	<input type="text"/>	<input type="text"/> 2000 Characters Remaining
Joint communication activities implemented with external stakeholders (external cooperation)	Number of communication activities	5,00	<input type="text"/>	<input type="text"/> 2000 Characters Remaining



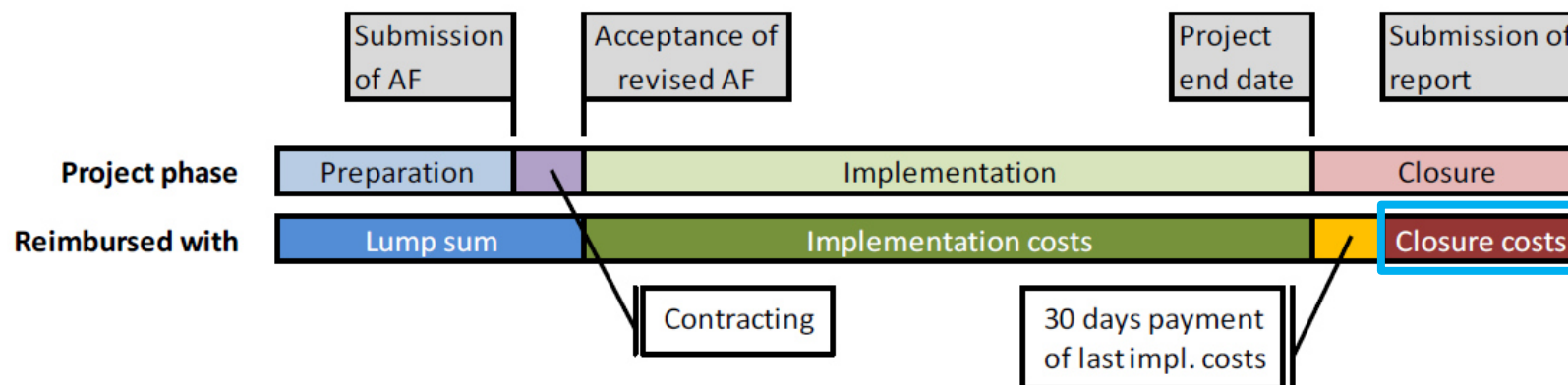
Factsheet: Reporting costs for project closure



- **Implementation Costs:**
 - Payment of costs incurred in the last reporting period (Jan. - Sept. 2020) must take place at the latest within 30 days after the project end date (30.09.2020) → service provision has to be during implementation period!



6TH PROGRESS REPORT - FINANCES



- **Closure Costs:**

- Costs for preparation and submission of the last progress report must be paid by the deadline for submission of the last progress report (30.12.2020) and reported under WP M (BL1, BL2, FLC)
- Two options to report the closure costs (check with National Controller):
 1. In the Partner Report of the last reporting period
 2. In a separate Partner Report for project closure



6TH PROGRESS REPORT

- Base your cost reporting on the latest approved budget in eMS
- Remember budget flexibility: max. increase of 20% or 30.000€ (whichever is higher) per WP or BL

Your Partner Report in eMS:

- Describe achievements thoroughly
- Upload all deliverables for semester 6
- Report result indicators for semesters 1-6

Deadlines Partner Reports:	Contents	15.11.2020
	Certificates	15.12.2020

Deadline 6th Joint Progress Report: 30.12.2020



- Overview of the project's activities / achievements
- Transnational cooperation
- Measures foreseen in order to ensure durability of results
- Outlook on the expected impacts
- Summary of some financial matters
- Feedback to program bodies

→ Responsibility lies by LP but your support might be required

Deadline Final Report: 30.12.2020





Inform LP:

- If you need an additional report on **closure costs**
- If you received **public funds**, e.g. as part of your partner contribution, by whom and the amount in original currency and EUR





Questions Reporting?



Picture: <https://www.derstandard.de/story/2000076395915/wir-brauchen-mehr-fragezeichen>

TAKING COOPERATION FORWARD



Coordination Unit



PARTNERS' SUMMARY AND FEEDBACK



CONCLUSION

- Successful project, valuable outcomes and results
- Great cooperation and collaboration during the three years
- Very nice partners 😊

Let's stay in touch!

- We will be joining new Interreg projects as soon as the calls start
 - As lead partner, looking for partners to join
 - As project partner, looking to join a partnership
- Contact for future cooperation: projekt@aufbauwerk-leipzig.com



THANK YOU

