

greenGain project
Grant Agreement n°646443



D 1.2

Set-up of ICG (Internal Coordination Group) and related working plan

01.07.2015

This project has received funding from the European Union's Horizon 2020 research and innovation programme under grant agreement No 646443.



About greenGain project

The greenGain project is looking for solutions to increase the energy use of biomass feedstock coming from landscape conservation and maintenance works (LCMW) carried out in the public interest. The main target groups are regional and local players, who are responsible for maintenance and conservation work and for the biomass residue management in their regions. Moreover, the focus will be on service providers - including farmers and forest owners, their associations, NGOs and energy providers and consumers.

The three year project which started on January 2015 is supported by the Horizon 2020, European program to foster research and innovative solutions in the EU. The project is gathering partners and researchers from Germany, Italy, Spain and Czech Republic. Researchers will map biomass potential coming from landscape conservation and maintenance work, various technological options to utilise it, identify possible obstacles and provide recommendations to a wide range of stakeholders in the EU 28.

Project coordinator



Project partners



Comunità Montana
Associazione dei Comuni
"Trasimeno - Medio Tevere"



About this document

This report corresponds to D1.2 of greenGain. It has been prepared by:

Due date of deliverable:	M6 (June 2015)
Actual submission date:	01-07-2015
Start date of project:	01-01-2015
Duration:	36 months

Work package	WP1
Task	1.3
Lead contractor for this deliverable	COALS
Editor	Dr Alexander Rosenberg
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Quality reviewer	Marie Bergmann

Dissemination Level		
PU	Public	X
PP	Restricted to other programme participants (including the Commission Services)	
RE	Restricted to a group specified by the consortium (including the Commission Services):	
CO	Confidential, only for members of the consortium (including the Commission Services)	

Version	Date	Author(s)	Reason for modification	Status
0.1	17-06- 2015	Dr Alexander Rosenberg	1 st draft	finalised
0.2	01-07-2015	Aline Clalüna	Input from quality reviewer	finalised

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Summary

The greenGain project responds to a growing pressure for sustainable supply of biomass feedstock which would help to meet our energy needs. It is looking for solutions to increase energy use of biomass feedstock coming from landscape conservation and maintenance works performed in the public interest. The project involves following partners from four EU countries:

- FNR (Agency for Renewable Resources), Germany
- COALS (Chamber of Agriculture Lower Saxony), Germany
- SYNCOM (SYNCOM Research and Development Consulting GmbH), Germany
- CIRCE (Research Centre for Energy Resources and Consumption), Spain
- OMEZYMA (Local Action Group - Bajo Aragón-Matarraña), Spain
- CZ Biom (Czech Biomass Association), Czech Republic
- SOGESCA (SOGESCA srl), Italy
- CM-ACT (Mountain Community - Association of Trasimeno Municipalities - Middle Tiber), Italy

The set-up of the Internal Coordination Group and the corresponding working plan at hand were designed by the responsible partner of Work Package 1.3 – COALS (Chamber of Agriculture Lower Saxony). To guarantee an efficient task force to keep track with all project elements and execute the best possible interactions, the Internal Coordination Group will be in contact regularly to secure information exchange. The following working plan shows the communications flows, responsibilities and paths for interaction with stakeholders and further defines the roles and responsibilities of the partners in the model regions.

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List of Abbreviations

LCMW	Landscape Conservation and Maintenance Work carried out in the Public Interest
ICG	Internal Coordination Group
WP	Work Package
RP	Regional Partner
TP	Technical Partner
LP	Lead Partner
TL	Task Leader
WPL	Work Package Leader

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1. Tasks of the Internal Coordination Group (ICG)

The Internal Coordination Group (ICG) consists of the Technical Partners (referred to CIRCE, COALS, CZ Biom, SOGESCA, FNR and SYNCOM). Each of these partners is responsible for supporting one of the model regions as well as contributing their pilot experience and/or they are WP-Leaders. As such this group has the detailed overview of project actions. WP3 - WP6 will imply a very active and intensive interaction between greenGain partners, Associated Partners and target stakeholders. To guarantee an efficient task force to keep track with all project elements and execute the best possible interaction, this small group of six persons will be in contact regularly to guarantee information exchange. Main elements of the activities are the interlinkage of national workshops organised in WP 2.5. As such, the Task Leader of "WP 2.5 National Workshops" (COALS) will lead this group with strong support from FNR as Coordinator.

2. Members of the ICG

The members of the ICG were appointed at the kick-off meeting in Berlin¹ (10. /11. February 2015).

Table 1: List of Technical Partners and their corresponding ICG members

Technical Partner	ICG member
CIRCE	PhD Daniel García with support from PhD Maider Gomez
COALS	Aline Clalüna (ICG coordinator) (Dr. Alexander Rosenberg)
CZ Biom	Jan Doležal
FNR	Marie Bergmann
SOGESCA	Frederico de Filippi
SYNCOM	Dr. Klaus Lenz

3. ICG meetings

Until the submission date of the document at hand several telephone and personal meetings of the ICG members took place (table 2). During the kick-off meeting in Berlin the project consortium agreed on monthly telephone conferences of the ICG in the beginning of the project. This frequency will be continued if necessary or otherwise adjusted according to topics or issues at hand. If possible the date for the telephone meetings will be decided at the end of the preceding one. The ICG will further meet personally at project meetings, four regional workshops and the international conferences.

¹ See Deliverable 1.1 1st Summary report on results of project meetings



Table 2: Meetings of the ICG held until the submission date of this document (01-07-2015)

Date	Type
10./11.02.2015	Kick-off meeting (Berlin)
09.03.2015	Telephone meeting
08.04.2015	Telephone meeting
20.05.2015	Telephone meeting
03.06.2015	ICG meeting (Perugia)
24.06.2015	Telephone meeting

3.1. Standard agenda for ICG telephone meetings

Notwithstanding modifications due to actual issues, the ICG will discuss following topics

1. Operational plans per work package
2. On-going and planned activities in model regions
3. Cross-WP fertilisation: Ideas for WP-implementation even if not yet on the agenda
4. Problems and risks
5. Important dates/appointments (so far not discussed in WPs)

4. ICG working plan

The working plan will show the communication flows, responsibilities and paths for interaction with the stakeholders. It also will further define the roles and responsibilities of the partners in the model regions: Region Friesland and Rotenburg, CM-ACT, OMEZYMA, PRO ODPAD and Energetika Knezice.

4.1. Communication flows

The following communication flows show the exchange of information between the Regional Partners (RP, green), Technical Partners (TP, blue), Lead Partner (LP = FNR, pink) and the Work Package Leader (WPL, orange) in the WP.

In general the RP communicate through their TP in all WP, except for WP 1 (figure 1), where they directly report to the WPL (in this case = LP). If needed they are still supported by their TP.

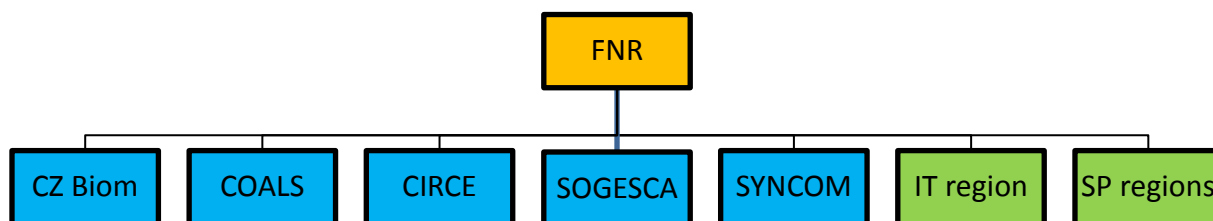


Figure 1: Communication flows and paths of interactions in WP 1

TP and LP communicate directly with the WPL or, if appointed, Task Leader (TL), but keep the LP informed by CC. RP in WPL’s country communicate directly with the WPL, except in WP 4 (figure 2), where the (associated) German RP communicate through COALS as TP and not SYNCOM.

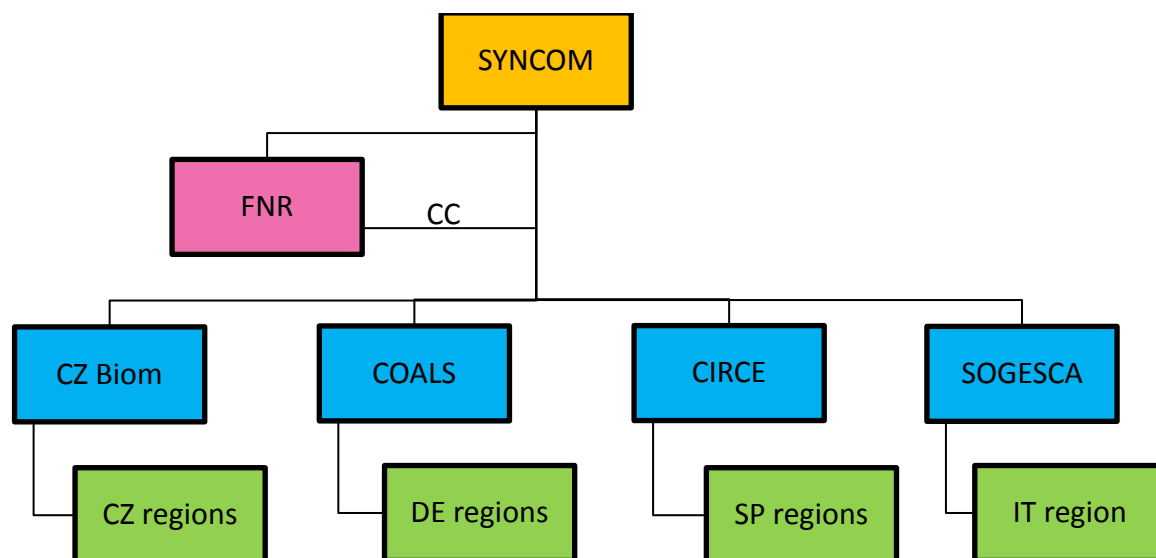


Figure 2: Communication flows and paths of interactions in WP 4

In WP 5, SYNCOM will provide technical/scientific support to the other TP and through them to the RP (figure 3).

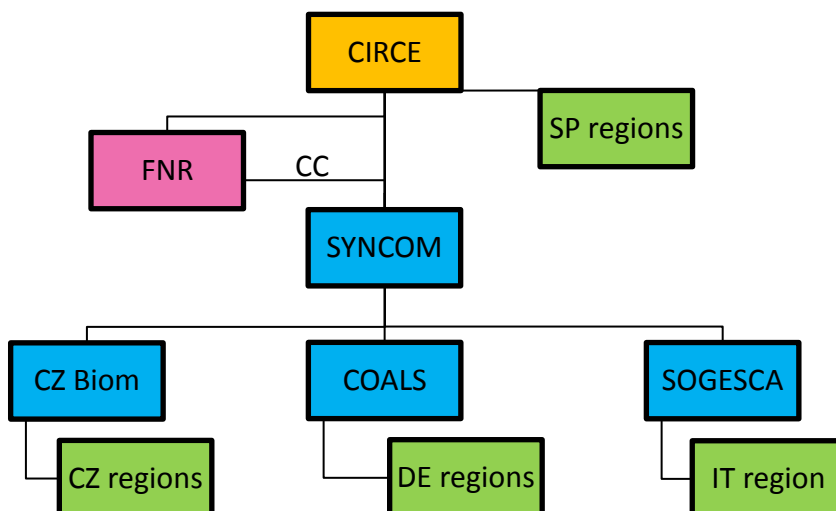


Figure 3: Communication flows and paths of interactions in WP 5

The communication flows of WP 2 (figure 4), 3 and 6 (figure 5) all have the basic features (RP communicates through TP, RP in WPL’s country communicate directly with the WPL) and do not differ, except for their WPL (figure 4 and 5).

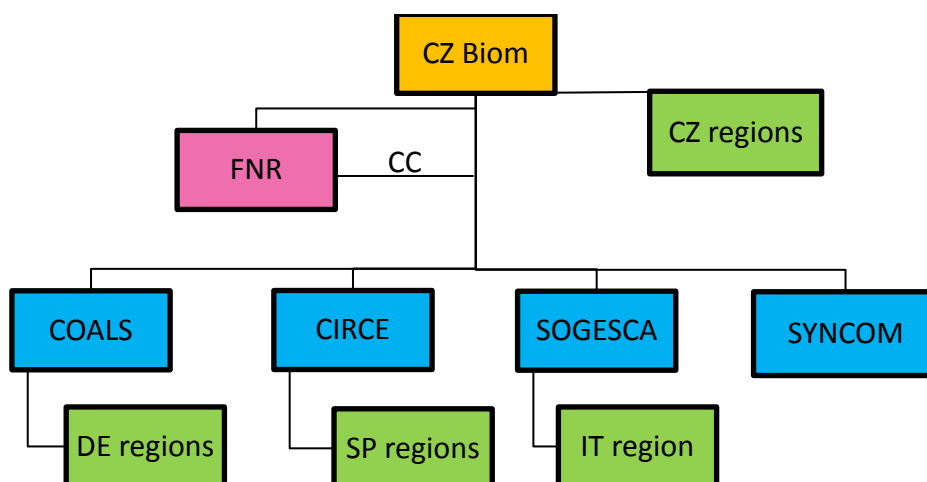


Figure 4: Communication flows and paths of interactions in WP 2

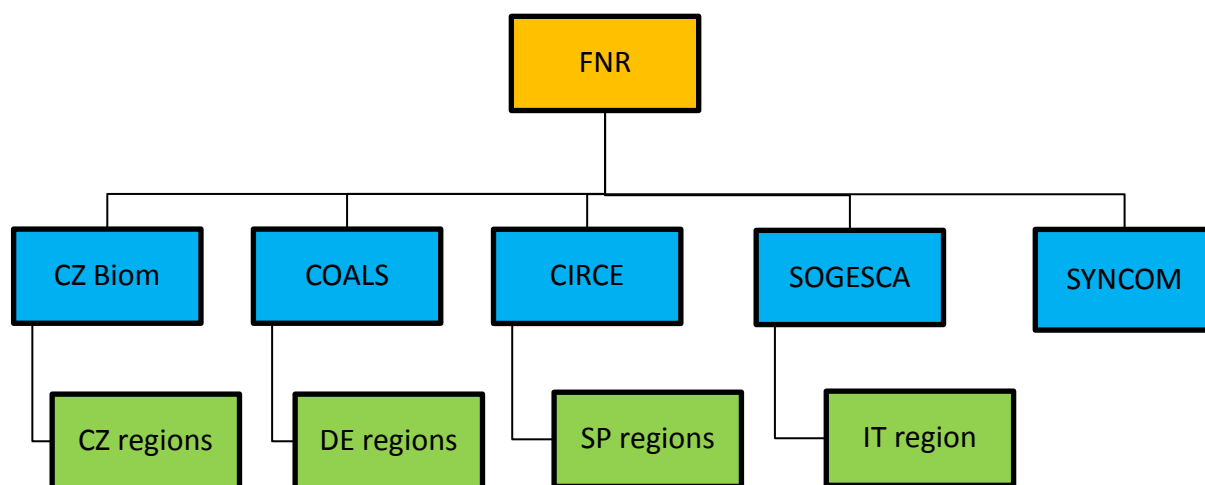


Figure 5: Communication flows and paths of interactions in WP 3 and 6

An overall responsibility of ICG is risk reduction and cross-linkage of WPs. Herein, avoidance of overlapping and double work will be an important issue.

4.2. Roles and responsibilities of the partners in the model regions

	- Demo activities and related information - Support to PMs/Conferences if parallel to regional workshops	Individual direct reports (activities, financial)
IT Region	X	X
SP Regions	X	X
CZ Regions	X	n/a
DE Regions	X	n/a