



European Union
European Regional
Development Fund

Project Financial Management

Coordination Team

Sviluppumbria SpA

SHARE Meeting, Plasencia, 20° -21° November 2019

Project spending Status of Phase 1

	Consolidate Budget (approved in AF)		Total budget certified in Phase 1 (C)	DIFFERENCES between budget planned and budget reporting for PHASE 1 (D = A - C)	Late Payment in Phase 1 declared (E)	DIFFERENCES between budget not spent in Phase 1 and Late Payment expected for PHASE 1 (F = D - F)
	PHASE 1 (A)	PHASE 2 (B)				
Sviluppumbria spa	258.929	61.068	274.360	15.430,53	558,14	15.988,67
Extremadura Regional Government	150.601	31.087	149.050	-1.550,67	6.023,35	4.472,68
North-East Regional Development Agency	145.978	23.132	145.987	9,20	0,00	9,20
UNIVERSITY OF GREENWICH	162.392	58.038	155.324	-7.067,95	981,00	-6.086,95
County Administrative Board of Östergötland	235.391	44.538	187.991	-47.399,80	1.536,00	-45.863,80
Pannon European Grouping of Territorial Cooperation Ltd.	104.809	16.833	83.107	-21.702,23	8.783,75	-12.918,49
City of Šibenik	100.910	15.377	106.362	5.451,79	0,00	5.451,79
TOTAL	1.159.010	250.073	1.102.181	-56.829,14	17.882,24	-38.946,91
TOTAL OF THE PROJECT	1.409.083					

Late Payments of expenditures related to Phase 1

	Amount	Cost category and Item (if relevant)	Expected date of payment	Description of the service
PP1 - IT	482,14	External expertise and services (Item2)	-	FLC 4° certificate
	76,00	External expertise and services (Item2)	January 2019	Taxes related to the Invoice 122 - Rec. 713 of Studio Commerciale Associato Luisella Nardi - Stefano Paciucci - First Level Controller, certification of Expenditures related to 3rd Reporting Period.
PP2 - ES	1.382,68	External expertise and services	27/02/2019	Support in the management and implementation of the Share project
	1.190,67	External expertise and services (Item 16)	15/05/2019	Audits for the costs incurred in PR3 and PR4 (two audits)
	3.000,00	Staff costs	January 2019	Salary Slip and Social Charges of December 2018
PP3 - RO	-	-	-	-
PP4 - UK	981,00	External expertise and services	01/04/2019	FLC costs for July-December 2018
PP5 - SE	1.536,00	External expertise and services	February 2019	Costs for partner meeting in Vadstena 22-23 October (food)
PP6 - HU	730,98	Staff costs	04/01/2019	Staff cost of December (Financial manager)
	1.096,51	Staff costs	04/01/2019	Staff cost of December (Project manager)
	731,01	Staff costs	04/01/2019	Staff cost of December (Communication manager)
	3.950,00	External expertise and services	21/01/2019	Cultural heritage expert to develop regional action plan of Pannon EGTC in Hungarian language, using the results of the international and local exchange of experience and peer review. Professional leadership of stakeholder meeting and participation on international exchange meetings.
	317,91	External expertise and services	21/01/2019	Cultural heritage expert preparation of regional action plan in English. External support for the exchange of experience process, in particular the development of the regional action plan (unplanned).
	186,56	External expertise and services	21/01/2019	Catering on launch event of Action Plan (Meeting costs: dissemination event), on 17/12/2018 in Pécs.
	1.387,00	External expertise and services	21/01/2019	Organisation of awareness event, including press conference on 23/05/2017, in Pécs); Organisation of 2 stakeholder meetings on 25/08/2017 - on 16/11/2017 also in Pécs; Organisation of launch event of Action Plan on 17/12/2018 in Pécs.
PP7 - HR	-	-	-	-

Additional activities with underspending from Phase 1

AMOUNT	Description	Partners
5,000.00 €	Traveling expenses for all partners in occasion of the Extremadura interregional meeting (around 600.00 € each, 2,000.00€ requested by PP7) – if necessary	All partners
10,000.00 €	Additional personnel for Sviluppumbria	LP
8,000.00 €	Contract for speaker/moderator for 3 stakeholders meetings and final event for Sviluppumbria	LP
5,000.00 €	Dissemination/communication events for NERDA: large communication event on the impact of the Action Plan on cultural heritage promotion, to be held in Iași in December 2019. The event will be followed by a study trip for Tour Operators and press. (for the conference only)	PP4
5,000.00 €	Dissemination event for City of Šibenik to communicate the implementation of the Action Plan in the city	PP7
6,000.00 €	Participation of stakeholders to high level political dissemination event in Italy (around 1,000.00 € each)	All partners
39,000.00 €		

Monitoring and reporting of Project Budget

The budget monitoring during phase 2 is particularly important, in order to use the phase 1 unspent project budget to implement useful additional activities, without exceeding the budget available.

	OFFICIAL REPORTING PERIOD	Deadline for submission Finance and Activities Report to LP	Deadline for submission FLC Certification to LP	Deadline for submission of the «Info to be provided to LP» for Joint Report	
PHASE 2	Annual	N.A.	15 July 2019 Period 01.01.19-30.06.19	N.A.	15 July 2019 Period 01.01.19-30.06.19
		<u>01 January – 31 December 2019</u>	<u>31 January 2020</u>	<u>28 February 2020</u>	<u>15 January 2020</u>
		N.A.	15 May 2020 Period 01.01.20-30.04.20	N.A.	15 July 2020 Period 01.01.20-30.04.20
		<u>01 January – 31 December 2020</u>	<u>30 October 2020</u>	<u>30 November 2020</u>	<u>30 October 2020</u>

Monitoring of expenditures 5th Semester

	Expenditures Planned for 5 th Semester (01.01.2019-30.06.2019)	Expenditures Reported for 5 th Semester (01.01.2019-30.06.2019)	Percentage of expenditures accounted 5 th semester	Late Payments of expenditures related to Phase 1	Expenditures related to activities of 5 th semester
PP1 - IT	10.765	20.797,96	193,20%	558,14	20.239,82
PP2 - ES	6.049	5.489,37	90,76%	6.023,35	-533,98
PP3 - RO	5.264	2.441,94	46,39%	0,00	2.441,94
PP4 - UK	14.278	10.986,70	76,95%	981,00	10.005,70
PP5 - SE	9.677	10.123,72	104,61%	1.536,00	8.587,72
PP6 - HU	3.431	11.309,86	329,64%	8.783,75	2.526,12
PP7 - HR	2.949	1.077,25	36,53%	0,00	1.077,25
TOTAL	52.413,08	62.226,80	118,72%	17.882,24	44.344,56

Expenditures next Reporting period

5th and 6th semesters – PHASE 2

	Expenditures Planned for 5th Semester (01.01.2019-30.06.2019)					Expenditures Planned for 6th Semester (01.07.2019 - 31.12.2019)					TOTAL 1st Year of Phase 2
	Staff costs	Office and administration	Travel and accommodation	External expertise and services	Total Budget	Staff costs	Office and administration	Travel and accommodation	External expertise and services	Total Budget	
PP1 - IT	7.074	1.061	1.830	800	10.765	7.298	1.095	2.575	2.500	13.467	24.232
PP2 - ES	4.390	659	0	1.000	6.049	4.280	642	0	3.065	7.987	14.036
PP3 - RO	4.047	607	610	0	5.264	4.018	603	745	0	5.366	10.630
PP4 - UK	10.851	1.628	0	1.800	14.278	9.743	1.461	745	0	11.949	26.227
PP5 - SE	8.415	1.262	0	0	9.677	7.955	1.193	1.555	0	10.703	20.381
PP6 - HU	2.984	448	0	0	3.431	2.795	419	0	0	3.214	6.645
PP7 - HR	2.121	318	0	510	2.949	2.038	306	845	0	3.189	6.138
TOTAL	39.880	5.982	2.440	4.110	52.413	38.126	5.718	6.465	5.565	55.876	108.289

Recommendations and suggestions

- Implement and pay all the expenditures by 30.09.2020;
- FLC Certification received after the deadline and the submission of the Joint PR will not be included in a Payment Claim.
In the second year – Phase 2, all the expenditures implemented in 2020 and not certified and reported within the deadlines will be lost (= not reimbursed);
- FLC must perform on-the-spot checks at least once during the project's lifetime.



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REPORTING PROCESS PHASE 2

Reporting process phase 2

Differences from Phase 1

- Joint progress reports must be submitted on an **annual** basis;
- PR available in iOLF at the end of the **first year of phase 2** and it must be submitted to the JS three months later (30.03.2020);
- The **overall structure** of the progress report during Phase 2 **remains the same** of Phase 1;
- Several instructions in the '**activity**' and '**results**' **sections** of the report are adapted to reflect the focus on action plan implementation; (more about this later)

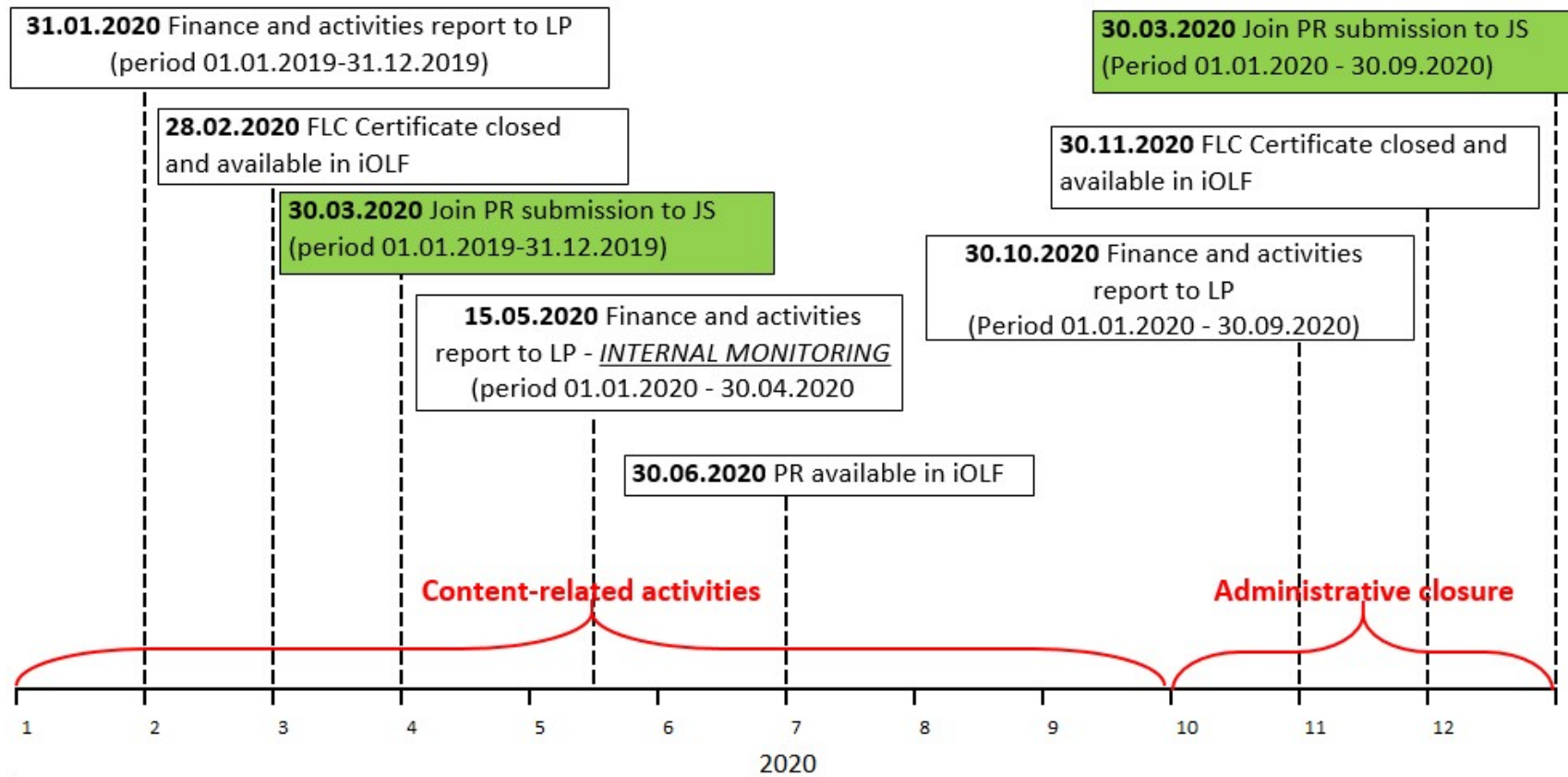
Reporting process phase 2

Focus on second year of Phase 2

- **Last progress report** of the project, covering the last year of phase 2, **will have to be submitted by the end date of project (31.12.2020)**, which also marks the end of eligibility of costs;
- All activities must be finalised and corresponding payments made before this date in order to be eligible;
- **No additional three months** after the end of the reporting period to prepare and submit the last progress report.
- No content-related activities must be scheduled close to the end date of the project.
- The **last three months** of the project should be exclusively dedicated to the **administrative closure** (last payments, preparation of the last progress report, first level control);
- The joint progress report template for the last year of phase 2 will be **available in iOLF six months before the end date** of our project.

Reporting process phase 2

Deadlines of second year of Phase 2



Reporting process phase 2

Partner Report

In terms of creation of partner reports in iOLF during phase 2, project partners have two options, i.e. to create:

- 1) Two partner reports covering a six-month period each.
- 2) **One partner report covering one year**

In principle, although both options are technically possible, we would expect option 2 to be the preferred option, in line with the annual reporting period in phase 2. The partner report (one or two depending on the chosen option) can be created at any point in iOLF and, once it is certified by the FLC and submitted to the lead partner, it must be included in the annual joint progress report.

Reporting process phase 2

Partner Report

The overall structure of the progress report remains the same, however the Programme expects to see:

- Project partners adopt a **pro-active approach to monitoring** the implementation of their action plans;
- Ongoing **interaction** with relevant regional or local actors, especially if stakeholders are directly responsible for actually improving the addressed policy instruments.
- Ways of helping to ensure that stakeholder organisations become actively involved in the regional / local or interregional processes for monitoring the action plan implementation.

Reporting process phase 2

Joint Progress Report

Adaptations from phase 1:

- How did you ensure the proper monitoring of the action plan implementation? Was the monitoring process smooth or did you encounter any difficulties? Concrete examples are welcome.
- Were the relevant stakeholders actively involved in phase 2? Did the partnership carry out specific measures to keep the stakeholders interested and mobilised? Are there any differences among the participating regions in this regard?

Reporting process phase 2

Joint Progress Report - Output indicators

Output Indicators Foreseen	What do they include?	Target of project	Achieved at Dec. 2018	Achieved at Dec. 2019	Remaining till Dec. 2020
Number of Policy Learning events organised	6 local stakeholders meetings in 1st semester	39	64		
	6 local stakeholders meetings + 6 Focus Group in 2nd semester				
	12 local stakeholders meetings in 3rd semester				
	Phase 1 6 Interregional Exchange Meetings/ Study Visits 1 Political Debate/ Study Visit Phase 2 2 Partner Meetings				
Number of good practices identified	-	6	5		
Number of people with increased professional capacity due to their participation in the interregional cooperation activities	48 representatives of stakeholder participating to the Policy Learning Events	126	112		
	36 Representatives, belonging to other stakeholders involved through one on one meetings				
	42 people strictly linked with partners (internal staff and external experts involved into the project)				
Number of action plans developed	Expected at the end of 2nd Semester. Peer review and finalization must not considered as further Action Plans	6	6		
Number of appearances in media	Earned media only, not including organization press releases, and appearances into the project partners' organization website	56	57		
Average number of sessions at the project pages per reporting period	-	1.000	844		

Reporting process phase 2

Joint Progress Report - Results indicators

Output Indicators Foreseen	Target of project	Achieved at Dec. 2018	Achieved at Dec. 2019	Remaining till Dec. 2020
Number 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.	4	1		
Number 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	2	0		
Estimated amount of Structural Funds (from Growth & Jobs and/ or ETC) influenced by the project (in EUR)	16.098.400	0		
Estimated amount of other funds influenced (in EUR)	200.000	0		

Reporting process phase 2


Report on Policy Instrument

Action Plan implementation

Please describe the overall progress made in the implementation of the action plan (including possible pilot actions). In particular, please describe which actions are already implemented (for those actions, please also indicate in the section below whether they can be considered as a policy change).

In case implementation has not started yet, please explain why.

The information should be as specific as possible and additional information may also be provided as annexes to the progress report.



PGI02343 SHARE

Title : Sustainable approach to cultural Heritage for the urban Areas ...

AF Control Number : 702cafa3bb4c9c86e4a3b6834b45aed

Unload

Chia... All'Aglio

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Project History

Title	Version	Status	Last updated
Application form	6	Approved (Valid) 07/03/2018 10:15 JS	c.dallaglio@svilupumbria.it 02/02/2017 16:35
Progress report 3	3	Submitted 31/10/2018 21:31 C.dallaglio@svilupumbria.it	JS 05/11/2018 09:25
Progress report 3 clarifications		All Solved	JS 06/11/2018 17:20
Progress report 2	2	Submitted 05/06/2018 12:37 c.dallaglio@svilupumbria.it	JS 05/06/2018 13:44
Progress report 2 clarifications		All Solved	JS 12/02/2018 16:44

Policy Instrument Progress

Open policy instrument report

Report	Period	Status	Last change
Report on policy instruments for PR1	01/01/2017 - 30/06/2017	PR submitted	
Report on policy instruments for PR2	01/07/2017 - 31/12/2017	PR submitted	
Report on policy instruments for PR3	01/01/2018 - 30/06/2018	PR submitted	c.dallaglio@svilupumbria.it 30/10/2018 08:48
Report on policy instruments for PR4	01/07/2018 - 31/12/2018	Open	c.dallaglio@svilupumbria.it 27/11/2018 14:54


Partner's reports

+ Partner Report

Reportina period(s)

Reporting process phase 2

Policy Instrument - Indicators



PGI02343 SHARE


Title : Sustainable approach to cultural Heritage for the urban Areas ...

AF Control Number : 702cafa3bb4c9c86e4a3b6834b45aedd

PR Control Number :

PR 4

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- The nature of the change is clear and can be precisely defined.
- The change has taken place (intention is not sufficient)
- The change can be clearly attributed to the project.

If yes, please describe the nature of the change and how the project has contributed to this change.

0 / 4,000 characters

Current period (EUR)

Cumulative (EUR)

If applicable, please estimate the amount of funding influenced by the project.

Please explain how the above amount was estimated.

0 / 1,500 characters

Territorial Impact

If possible, please describe the impact in the territory (e.g. benefits derived, results achieved in terms of employment, competitiveness or environment).

0 / 2,000 characters

In case this influence can be reflected through indicators, please complete the following section. Please note that additional self-defined indicators can be proposed at any moment.

Self-defined performance indicator	Current period	Achieved so far (cumulative)	Target
Increase the percentage of visitors to cultural heritage assets in the 5 urban areas: +20%	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="20"/>

[+ Add Indicator](#)

Reporting process phase 2

Policy Instrument - Indicators

Performance indicator	Updated at Dec. 2018	Updated at Dec. 2019	Remaining till Dec. 2020	Total foreseen in the project
(IT) Policy 1 Increase the percentage of visitors to cultural heritage assets in the 5 urban areas: +20%	0			20
(ES) Policy 2. Increase in the percentage of number of visits to cultural heritage places 15%. 2. the elaboration of a plan for the sustainable exploitation of cultural heritage sites in rural and urban areas.	0			15
(RO) Policy 3 Percentage of number of visitors before or after intervention on heritage objective supported, about 15%	0			15
(SE) Policy 4 Number of objects where statistics are compiled regarding the past years number of visitors (+10%), environmental factors and the wear of the sights to develop and improve the targets and durability.	0			10
(HU) Policy 5 Percentage of expected increase of tourist visits paid to destinations ranked as cultural heritage or cultural attraction value: 1,5% annually.	0			6
(HR) Policy 6 Increase of percentage of tourism to the city and its cultural assets: 20%	0			20

Clarification on «Self –defined performance indicators»

Certain partners may need to change their self-defined performance indicator.

The current indicator will remain in the application form, but new self-defined performance indicators can be added through the progress reports when reporting a policy change.

It is up to each partner to define an indicator which best measures the impact in the territory from the policy change concerned.



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EXECUTIVE PLANNING

January – December 2020 (7th and 8th
Semesters - Phase 2)

EXECUTIVE PLANNING

	Actions	Output/deliverable	Notes
Action plan implementation follow-up	Advisory Partner starts compiling draft report for evaluation of impact of SHARE project based on evidence submitted by partners	Draft of Report by June 2020	
	SHARE impact evaluation report draft presented to Lead Partner for feedback and discussion Relevant discussions with project partners on first draft	Debate on the Report by September 2020	
	Final version of SHARE impact report agreed	Final version of the Report by November 2020	

To be checked if accomplished or not during the year 2019:

- Detailed proposal plan of planned impact evidence for each LAP objective & action (deadline April 2019)
- Discussion with Advisory Partner mentor (Andres/Tina/Ray) related to proposal (deadline May/June 2019)
- Impact evidence for at least one LAP objective sent to Advisory Partner mentor (Andres) (September 2019)

EXECUTIVE PLANNING

	Actions	Output/deliverable	Notes
Communication and dissemination	Final dissemination event gathering executives and policy makers from the regions and from other relevant institutions	Final dissemination event and its report by June 2020	
	The partners ensure regular updates of the project website with information on the action plan implementation.	Website updates	

EXECUTIVE PLANNING

	Actions	Output/deliverable	Notes
Project Management	The lead partner prepares the reports for the joint secretariat.	Submission of 6 th Progress report, which covers the period January-December 2020 by Dec. 2020.	