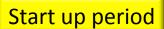


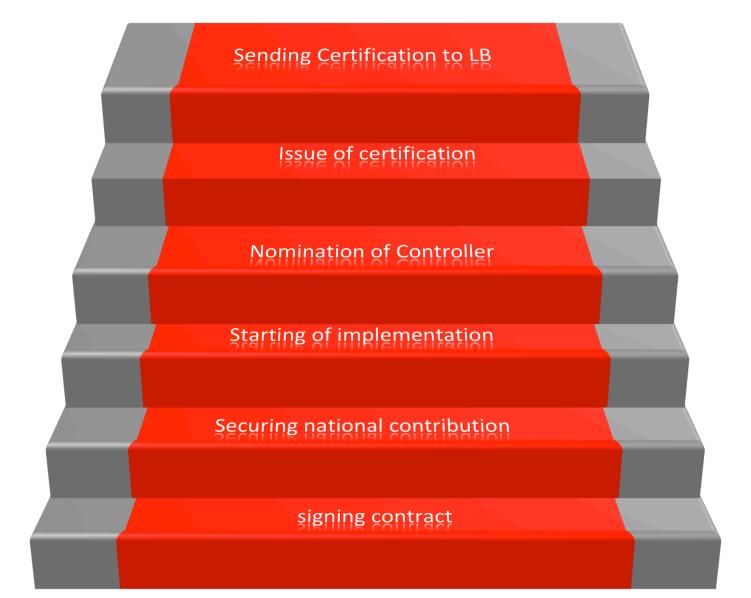
INFO DAYS
September 2019
Bari 17 September 2019
Pyrgos 27 september 2019

Financial flow-reimbursement procedures



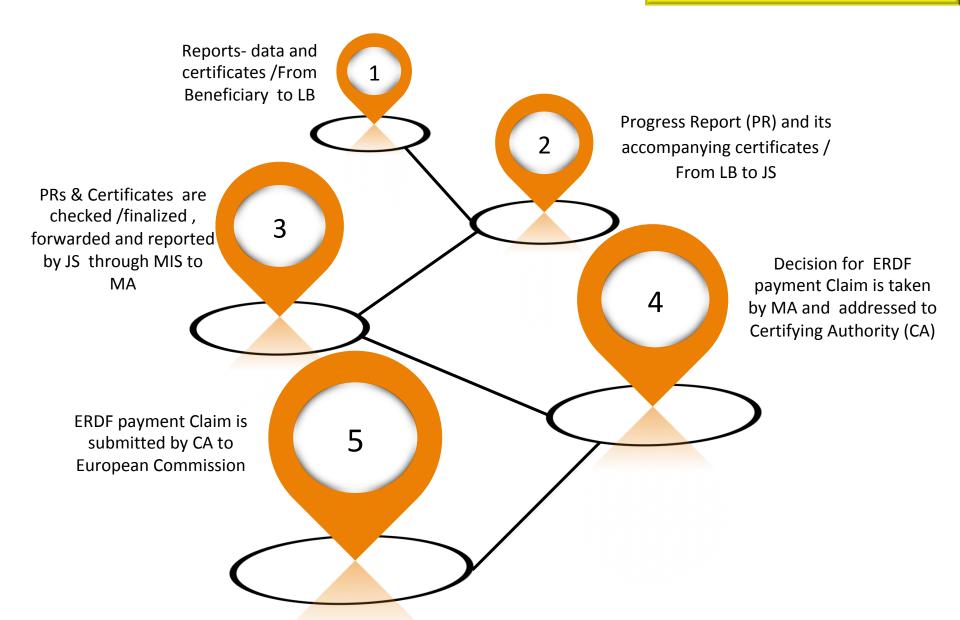






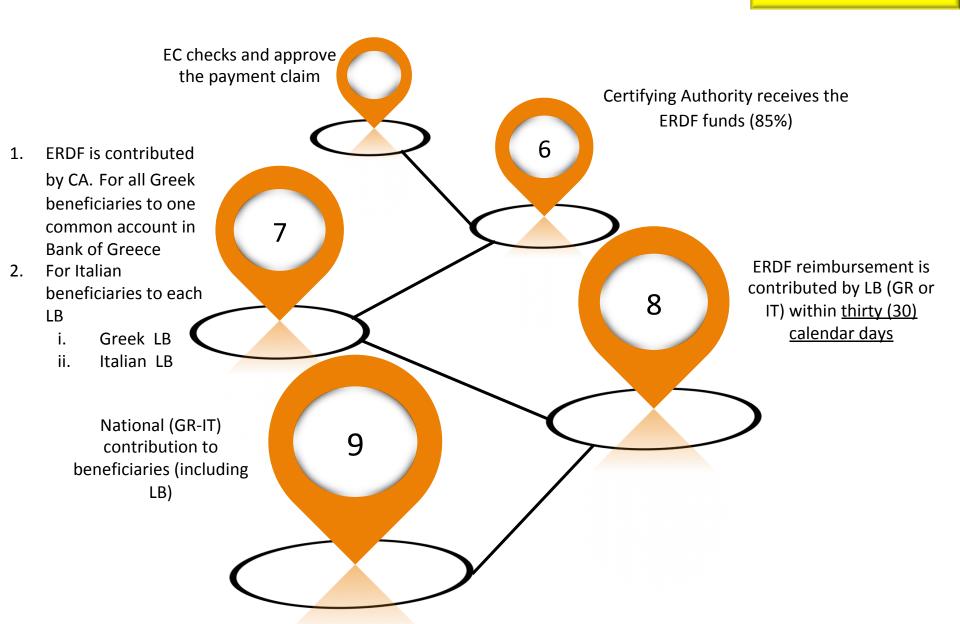


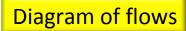
## Flow of certified expenditures





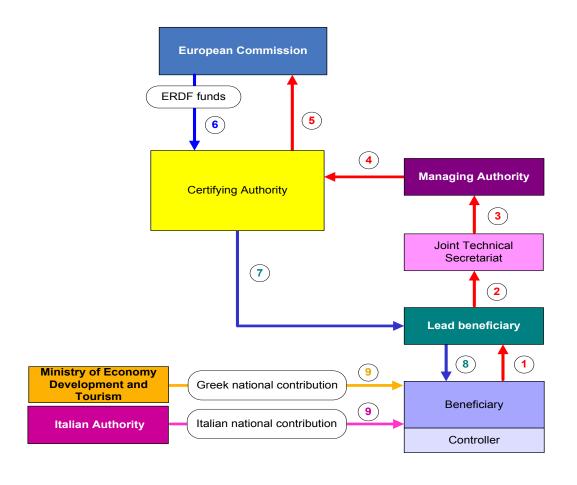
## Flow of ERDF funds







### DIAGRAM 2: CERTIFICATION OF EXPENDITURE AND FINANCIAL FLOW OF PUBLIC EXPENDITURE



- Flow of certified expenditure
- Flow of ERDF funds
- Flow of Greek national contribution
- Flow of Italian national contribution









Progress Report No

Date of submission

MIS Code

Protocol Number /
Date

### **INTERREG V-A COOPERATION PROGRAMME**

(to be filled in by the Lead

Beneficiary)

**GREECE -ITALY 2014-2020** 

#### PROGRESS REPORT

The excel protection must not be removed

Form to be filled in and returned by post and e-mail to:
"INTERREG V-A COOPERATION PROGRAMME: GREECE – ITALY 2014-2020"
Managing Authority
65 Georgikis Sxolis, Pilaia, 57001, Thessaloniki, Greece
Tel.: +30 2310 469600

Fax : +30 2310 469602 E-mail: interreg@mou.gr

Project title			
Project acronym			



#### SECTION 1 - GENERAL INFORMATION

Priority Axis	1. Innovation and Competitiveness
Thematic Objective	1 Strengthening research, technological development and innovation
Investment Priority	1b. Promoting business investment in R&I, developing links and synergies between enterprises, research and development centres and the higher education sector, in particular promoting investment in product and service development, technology transfer, social innovation, ecoinnovation, public service applications, demand stimulation, networking, clusters and open innovation through smart specialisation, and supporting technological and applied research, pilot lines, early product validation actions, advanced manufacturing capabilities and first production, in particular in key enabling technologies and diffusion of general purpose technologies
Specific Objective	1.1 Delivering innovation support services and developing clusters across borders to foster competitiveness
Project Title	CUSTOMER INTELLIGENCE FOR INNOVATIVE TOURISM ECOSYSTEMS
Project Acronym	CI-NOVATEC
Subcity Contact Number	I1/1.1/03
Lead Beneficiary	REGION OF WESTERN GREECE
Country of Lead Beneficiary	Greece

Beneficiary No	Partner Institution (Full Name)	Country	Total Approved Budget (According to AF)
	Region of Western Greece	Greece	213.110,00€
PB2	SPECIAL ACCOUNT FOR RESEARCH GRANTS, UNIVERSITY OF PATRAS	Greece	182.075,00€
PB3	REGION OF EPIRUS	Greece	164.490,00€
PB4	PUGLIA REGION DEPARTMENT FOR ECONOMY OF CULTURE, TOURISM AND VAL	Greece	171.938,00€
PB5	CHAMBER OF COMMERCE OF BARI	Greece	135.300,00€



Beneficiary No	Partner Institution (Full Name)	Country	Budget (According to AF)
LB (PB1)	Region of Western Greece	Greece	213.110,00
PB2	SPECIAL ACCOUNT FOR RESEARCH GRANTS, UNIVERSITY OF PATRAS	Greece	182.075,00
PB3	REGION OF EPIRUS	Greece	164.490,00
PB4	PUGLIA REGION DEPARTMENT FOR ECONOMY OF CULTURE, TOURISM AND VAL	Greece	171.938,00
PB5	CHAMBER OF COMMERCE OF BARI	Greece	135.300,00
PB6	CHAMBER OF ACHAIA	Greece	
PB7	CHAMBER OF COMMERCE OF BRINDISI	Greece	
PB8			
PB9			
PB10			
Total			866,913,001

	Name	APOSTOLOS KATSIFARAS						
	Position	HEAD OF REGION OF WESTERN GREEC	HEAD OF REGION OF WESTERN GREECE					
Legal Representative	Address	32 N.N.R. Patron – Athinon26441PATRA	32 N.N.R. Patron – Athinon26441PATRAS					
	Tel No	2613613501 Fax	2613 613532					
	E-mail	grafeio.pde@pde.gov.gr						
	Name	KARAPANOU VASILIKI	KARAPANOU VASILIKI					
	Position	PLANNING OF REGIONAL DEVELOPMENT OF REGION OF WESTERN GREECE						
Project Manager	Address	32 N.N.R. Patron - Athinon26441PATRA	32 N.N.R. Patron – Athinon26441PATRAS					
	Tel No	2613613640 Fax	2613613640 Fax 261					
	E-mail	b.karapanoy@pde.gov.gr						
	Name	LANTAVOU KONSTANTINA						
	Position	EMPLOYEE OF THE REGION OF WESTE	RN GREECE					
Financial Manager	Address	32 N.N.R. Patron - Athinon26441PATRA	S					
	Tel No	2613613636 Fax	2	2613613605				
	E-mail	k.lantavou@pde.gov.gr						



#### SECTION 2 - PROGRESS ACTIVITY REPORT

#### 2.1 Summary of the project's achievements so far

Please describe the main achievements from the start of the project until today with reference to the relative work packages, actions, outputs and results. This section should include the experience gained and the added-value of cooperation.

The maximum total number of characters is 2000

(please do not exceed 1000 characters in each box)

Number of characters 1791

The first part of reporting period was mainly focused on the start-up activities for the good implementation of the project. Region of Western Greece, as LB, was responsible and ensured the signature of Partnership Agreement in the 4th of May 2018, with the contribution of all partners. The LB also ensured the signature of Subsidy Contract in the 15th of May and prepared the Procurement Plan, the Project Milestone and the Communication Format that had been requested by JS with the contribution of all partners as well. LB submitted the revised Application Form 2.0 in 20th of September. Simultaneously, all PPs started the administrative activities and procedures for the implementation of the project. LB organized and prepared the KoM in the 5th and 6th of July 2018 and all the PPs prepared their participation.

LB launched the open announcement for hiring staff, the open tender for purchasing the equipment of the project and the open tender for external services about the preparation of the meetings, the development of evaluation plan and production of general information material of the project. University of Patras (PB2-UPAT) participated in the KoM hosted by the LB in July of 2018. Region of Epirus (PB3) set up the project team with the staff who will manage the project and launched a draft open tender for the equipment of del. 3.4.1. Region of Puglia (PB4) started the preparation of necessary documents for the tender related Technical Assistance and other external services. Chamber of Commerce of Bari (PB5) has started the activities of WP1 and WP2 as indicated in the budgeted program; particularly, CdC Bari has started the project management and procurement plan in WP1 and also started preparing the guidelines for the info-communication plan as for del. 2.5.3.

# Σελίδα 1

#### 2.2 Summary of the project's achievements during this reporting period

Please describe the main achievements during this period.

The maximum total number of characters is 1500

Number of characters 1425

At the first period, LB and all the partners prepared the Procurement Plan, the Project milestone and the Communication Format that had been requested by JS and was mainly dedicated to start-up activities and to setting-up of administrative procedures to implement the project. PB2 UPAT: Administrative wise, the first reporting period was dedicated to setting-up the corresponding procedures to implement the project. Technically wise, the first months were dedicated in gathering end users' requirements as well as processing them. Several meetings within the Regional Networks of RWG were arranged. Work related to the technical deliverables is provided in details below-prepared and settled all internal administrative documents needed for the start phase of the project. In general, PB2 established a communication link with the Project Coordinator for the implementation of the administrative activities. Region of Puglia (PB3) started the preparation of needed documents for the tender related Technical Assistance and other external services. In fine, Puglia Region provided the preparation of all internal administrative documents needed for the start phase of the project, such as the "Delibera di presa d'atto avvenuto finanziamento progetto e istituzione capitoli di spesa". In general, PB4 also ensured a continue communication with the Project Coordinator of LP for the implementation of the initial activities.



## 2.3 Analytical description of the implemented actions, outputs and results during this reporting period with reference per work package and Beneficiarys' involvement.

The maximum total number of characters is 4000 (please do not exceed 1000 characters in each box)

Number of characters 376

W.P 1: LB launched open announcement for hiring staff. D1.1.2: LB launched an open tender for external service in order to develop the evaluation plan and evaluation reports. Regarding the same deliverable, LB launched an open procurement for the equipment. D1.1.3:LB prepared and organised the KoM in Patras. PB2 UPAT: Deliverables D1.2.2, D1.2.3, D1.2.4:development of internal procedures for project implementation, preparation of needed documents, internal administrative documents needed for the start phase of the project communication with the Project Coordinator for the implementation of the initial activities. Region of Epirus (PB3) participated in the KoM. Region of Puglia (PB4) prepared the programme documents, identification of staff involved, in the project activities and development of internal procedures for project implementation; preparation of needed documents for the tender related Technical Assistance and other external services; preparation of tender.

documents related the identification of the FLC. PB4 participated in the KoM in Patras in July 2018. Chamber of Commerce of Bari (PB5) has started the activities of WP1 as indicated in the budgeted programme; particularly, CdC Bari has started theproject management and procurement plan in WP1. W.P.2: LB started the development of the dissemination strategy paper and launched the open tender for external services for D2.1.1,D2.1.3. PB2 UoP Deliverable 2.2.2: The official domain for the website has been agreed between all partners and registered: ci-novatec.eu. Additionally, the hosting environment for the website has been established and a partners' collaborative area has been created under the official project's domain to allow documents exchange among partners. The structure of the website has been elaborated among partners and content generation is in progress together with the graphic layout of the website itself. Website and social media accounts will be published during

## Σελίδα 2

the next months. PB5 started to give guide lines for the info-communication plan as for delivarable 2.5.3. W.P.3:D3.1.2 LB launched an open tender for the external services about the organization of information & consultation round tables.D3.1.3 LB launched an open tender for the external services about the del. 3.2 & 3.3. During this period LB has made 2 preliminary meetings in each selected pilot area (KALAVRITA-OLYMPIA-NAFPAKTOS) in order to identify the LTCs and mature the procedure of Regional Networks (RNs) establishment. At the end of November will be held the 3 round tables in Kalavryta, Ancient Olympia and Nafpaktos. D3.2.1 UoP contributed to the RNs operation.D4.2.1 is in progress. PB3 launched a draft open tender for the equipment of del 3.4.1WP4: Specifically, effort has been made towards main functionality of the web-based platform registration.However, partner UPAT will also justify current development of the web-based platform with any feedback taken via its

participation in regional networks meetings. D4.2.2 is in progress. As this deliverable is in high correlation withdeliverable 4.2.1, the integrated repository for SMEs will centralize all information gathered via the web-based platform. A first prototype has been designed and is in development.D4.2.3 started by the end of this reporting period. Specifically, technology platform and tools have been chosen and mobile application creation has been initiated. D4.2.5 has not started yet, however a preliminary requirements and specifications gathering is in progress via partner's (UPAT) participation in regional networks meetings.D4.2.5: has not started yet, however a preliminary requirements and specifications gathering is in progress via partner's (UPAT) participation in regional networks meetings.



#### Next steps to be taken for project's implementation

The maximum total number of characters is 1500

Number of characters

All PPs except PB2 will organize round tables meeting and information events in order to establish the regional networks (RNs) in the selected pilot areas. PB2(UoP) Website content will be agreed among partners and its translation will be initiated. Social media accounts of the project will be published and managed at a regular basis in collaboration with Project Coordinator. Deliverable 4.2.1 will be functional in alpha version, covering any feedback taken until that time. Deliverable 4.2.2 will be functional in alpha version for the part responsible with information exchange with the webbased platform. Deliverable 4.2.3 will be in progress. Mobile application's requirements and specifications will be finalized. Deliverables 4.2.4 and 4.2.5 will not effectively start during the next reporting period. However, specifications and requirements gathering via regional networks will continue. Region of Epirus (PB3): Preparation for the second meeting. Sing contracts for the equipent of the project. Launch tennders for external services. Region of Puglia (PB4): Identification of FLC; identification of technical assistance; identification of the provider that will implement activities on WP 3, WP4 and WP5.PB5 will concentrate on deliverable D2.5.3.However, specifications and requirements gathering via regional networks will continue. Deliverables 5.2.1 and 5.2.4 will not effectively start during the next reporting period.

#### 2.5 Problems encountered and proposed solutions

The maximum total number of characters is 1500

Number of characters 1011

Region of Puglia (PB3): The main problem identified during this first reporting period is related to the delay in the identification of FLC. LB, PB2, PB3: A

problem that led to delays was the overdue handing of the signed copy of the Subcidy Contract, without which the greek PPs were not able to begin the tender and announcement procedures. The greek partners were advised by the MA to file for an FLC when reaching the threshold of 7.000-8.000€ of expenses. According to our estimations it will be reached within the year (2018) and then the process of verification will get underway. In the KoM that was been held on July, Commerce of Bari could not be represented by anyone, due its management changed, the Company underwent a complex procedure of joint venture with another Special Agency and had some problems and delays. However, it had been occured a change of the project manager as Mr Mario Citelli undertook the responsibility. From that point on, our collaboration with Commerce of Bari is excellent



3.1

Priority Axis	1. Innovation and Competitiveness
Thematic Objective	1 Strengthening research, technological development and innovation
Tourselessent Daissites	1b. Promoting business investment in R&I, developing links and synergies between
Inverstment Priority	to. Promoting business investment in K&L developing links and synergies between

Output Indicators							
Indicators' Title	Unit of Mesurement	Target (According to Application Form)	Achieved Value (current reporting period)	Total Achieved Cumulative Value			
OOS15 Number of supported innovation-related cross border cooperation structures and networks	Number	20,00	0,00				
00516 Number of innovation support tools/approaches/techniques introduced through cross-border co-operation	Number	1,00	0,00				
CO26 Number of enterprises cooperating with research institutions	Number	3,00	0,00				
Z <b>A</b> (3/A).		40,00	0,00				



#### **SECTION 4 - FINANCIAL REPORT**

#### 4.1 Implementation of actions

Please state the deliverables implemented within the specific reporting period using the table below. Actions started in one and finishing in another Reporting Period should be declared in all respective periods. If more than one beneficiary is involved in the

Beneficiary No		Deliv. No	Deliverable Title	Approved Budget	Budget	Expenditure paid out during this reporting period	Expenditure paid out including this reporting period	this reporting period	TOTAL Verified Expenditure including this reporting period
PB2	1	Deliverable 1.2.3	Project Meetings	240.000,00€	140.000,00€	140.000,00€	140.000,00€	140.000,00€	140.000,00 €

Varified	land Paid	Out ex	penditure	per Sene	ficiery

1	2	3	4	5	8	7	8	9=5/8	10=7/8	
Beneficiary No	Seneficiary Institution (Full Name)	Country	Expenditure paid out during this reporting period	TOTAL Expenditure paid out including this reporting period	Verified Expenditure during this reporting period	TOTAL Verified Expenditure including this reporting period	TOTAL Approved Sudget according to the Application Form	Percentage (%)	Percentage (%)	
LB (BP1)	Region of Western	Greece.					260.000 bb 8	· · · · · · · · · · · · · · · · · · ·	<b>646</b>	
BP2	3992140-90001401404046564464-099463(	Graece.	140,000,000	:::::::::::::::::::::::::::::::::::::	:::::::::::::::::::::::::::::::::::::	::::::::::::::::::::::::::::::::::::::	(ch)(ch)(ch)(ch)(ch)(ch)(ch)(ch)(ch)(ch)	770		
BP2		Graece.					( <b>64) 40</b> 20 20 20 20 20 20 20 20 20 20 20 20 20	· · · · · · · · · · · · · · · · · · ·		
BP4	PLISSER-PRISORNE DERRART (VIDER TOTAL TRESOND (VIDER TOTAL T	Graece.					(1) (1) (1) (1) (1) (1) (1) (1) (1) (1)	· · · · · · · · · · · · · · · · · · ·		
BPS .	EHAMBER OF COMMERCE OF BARD	Graece.					(sh)sh) bb b	· · · · · · · · · · · · · · · · · · ·		
BP6	EHAMBER OF ACEANA	Graece.					· · · · · · · · · · · · · · · · · · ·	· · · · · · · · · · · · · · · · · · ·		
BP7	EHAMBER OF COMMERCE OF BANESS (***********************************	Graece.					· · · · · · · · · · · · · · · · · · ·	· · · · · · · · · · · · · · · · · · ·		
BP6	b	b						200	0%	
BP9	b	: <u>b</u>			***************************************	***************************************			0%	
BP10	b	b	8. vaccoood			**************************************	· · · · · · · · · · · · · · · · · · ·	· · · · · · · · · · · · · · · · · · ·		
TOTAL FOR AL	L SENEFICIARIES		Managara An A	Table de e	10000000 10000000000000000000000000000	0000000 000000 00000000000000000000000	・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・・	100%	16%	

4.3 Deviations from the original plans

Please explain and justify any financial deviations that occurred in this reporting period such as any over- or underspending compared with the original budget by budget line.
The maximum total number of characters is 1500.

Number of characters



#### SECTION 5 - PUBLICITY

The kickoff meeting organised by the LB that took place in July in Patras was an event that needed publicity action. The goal of the LB was to co-operate with selected Media geographically located in or close to the pilot areas and send press releases in order to inform the public about the meeting and create positive publicity for the project. The goal was accomplished. Moreover through the press office of the Region of Western Greece the press release was distributed in online media. Proof of publicity can be found in the two attached files. (collection of press clippings and other online information sources).

## Σελίδα 1



Subject: Transfer of the Community contribution to Lead Beneficiary and Project Beneficiaries accounts of the Project "MUSE" MIS 5002718 under the 1st interim Payment Request of the C.P. "INTERREG V-A GREECE-ITALY 2014-2020"

Ref: G.A.O letter no 2/26755/0024/18.04.2019

We would like to inform you that the bank account of the project "MUSE" for which you have been appointed as Lead Beneficiary, has been credited on the 30th of April with the total amount of 129.510,15€. This amount corresponds to the Community Contribution reimbursed for the expenditures of the project that were declared by the Managing Authority and certified by the Certifying Authority in the context of the first interim Payment claim submitted to the E.U. for the C.P. "INTERREG V-A GREECE-ITALY 2014-2020". The amount is allocated as follows:

BENEFICIARIES	COMMUNITY CONTRIBUTION
IAMB	122.192,50
MUNICIPALITY OF TRICASE	7.317,65
TOTAL AMOUNT	129.510,15

As the Lead Beneficiary of the Project you must transfer the above amount to the Project Beneficiary as soon as possible and inform our Service by sending a formal Letter. The information provided should be accompanied by the relevant bank document.



## Reimbursement to <u>Italian beneficiaries</u> -- Italian LB

	cultural heritage			4100 0006 3164	[	27 - 73031,
5002718	sites	MUNICIPALITY OF TRICASE	129.510,15	939	PASCITM1L98	Alessano (LE)
	cooperaTion foR			IT56 P052 6279		
	sUStainable	MUNICIPALITY OF		748T 2099 0000		Banca Popolare
5002788	Transport	GALLIPOLI	425,00	281	BPPUIT33	Pugliese
	TERRITORIAL					
	AND MARITIME					
	NETWORK					
	SUPPORTING					
	THE SMALL			IT24 N054 2404		Banca Popolare
	CRUISES			2970 0000 0000		di Bari – Filiale
5003004	DEVELOPMENT	PORT AUTHORITY OF BARI	25.727,79	561	BPBAIT3B	di Potenza
	TRansnational					
	Accelerator for a					
	Cultural and			IT65 U052 6279		
	Creative			748T 2099 0001		Banca Popolare
5003087	EcoSystem	UNIVERSITY OF SALENTO	98.873,99	100	BPPUIT33	Pugliese
						UBI BANCA
	Park of literary					CARIME -VIA
	travels in Greece			IT66 F031 1104		CALEFATI 104-
	and Magna			0070 0000 0002		70122 BARI
5003108	Graecia	UNIVERSITY OF BARI	25.617,43	780	BLOPIT22	ITALY



## Reimbursement to <u>Italian beneficiaries</u> -- Greek LB

5003280	WATER MANAGEMENT IN RURAL AREAS AND PROTECTION OF RECEIVING AQUATIC ECOSYSTEMS	TEI OF EPIRUS - SPECIAL ACCOUNT FOR RESEARCH FUNDS	20.731,73	GR49 0172 4000 0054 0009 0764 621	PIRBGRAA	PIRAEUS BANK  - BRANCH OF ARTA, EL.  VENIZELOY &  VAS. PYRROY STR 47132 - ARTA
	Fostering capacities and networking of industrial liaison offices, exploitation of research results		,			NATIONAL
5003281	and business support	TEIWEST	16.185,93	GR56 0110 2250 0000 2250 0541 945	ETHNGRAA	BANK OF GREECE
5003398	INnovatiVe E- Services for booSting Tourist economy and Multimodal public Transportation	UPAT SAFRG	23.768,97	GR25 0110 2290 0000 2290 0281 001	ETHNGRAA	National Bank of Greece, Omonia Square, 26224 Patras, Greece
5003441	Open City TechNology Enabler	REGION OF IONIAN ISLANDS	1.610,37	GR08 0260 1160 0005 9020 0579 746	ERBKGRAAXXX	EUROBANK
	Promoting Area Attractiveness through Hiking and Introducing a Different Touristic	REGIONAL UNION OF MUNICIPALITIES OF		GR61 0172 5040 0055		
5003444	Approach	WESTERN GREECE	17.477,62	0409 2321 068	PIRBGRAA	PIRAEUS BANK



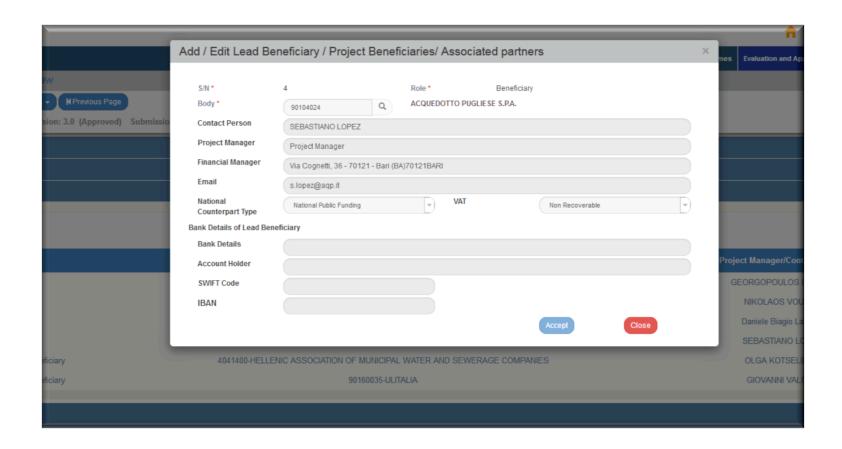
## Reimbursement to **Greek beneficiaries**

- directly to a common bank account in BoG - no any passing through LBs' bank accounts

		ΕΙΔΙΚΟΣ ΛΟΓΑΡΙΑΣΜΟΣ	
	NATIONAL ORGANIZATION FOR	ΚΟΝΔΥΛΙΩΝ ΕΡΕΥΝΑΣ	
5003763	HEALTH CARE SERVICES PROVISION	ΠΑΝΕΠΙΣΤΗΜΙΟΥ ΠΑΤΡΩΝ	3.465,97
		EMПОРІКО KAI BIOMHXANIKO	_
5003879	PPF	ΕΠΙΜΕΛΗΤΗΡΙΟ ΛΕΥΚΑΔΑΣ	17.489,11
		ΕΥΡΩΠΑΪΚΟ ΠΕΡΙΦΕΡΕΙΑΚΟ	
5002718	MUNICIPALITY OF TRICASE	ΠΛΑΙΣΙΟ ΣΥΝΕΡΓΑΣΙΑΣ	20.114,63
5003237	UNIVERSITY OF FOGGIA (UNIFG)	ΕΠΙΜΕΛΗΤΗΡΙΟ ΑΡΤΑΣ	5.065,49
	MANAGING AUTHORITY OF	ΕΥΔ ΤΩΝ ΕΠΙΧΕΙΡΗΣΙΑΚΩΝ	
	EUROPEAN TERRITORIAL	ΠΡΟΓΡΑΜΜΑΤΩΝ ΤΟΥ ΣΤΟΧΟΥ	
5001767	COOPERATION PROGRAMMES	ΕΥΡΩΠΑΪΚΗ ΕΔΑΦΙΚΗ ΣΥΝΕΡΓΑΣΙΑ	382.478,37



Fill in correctly your bank account details (all LB, all Italian beneficiaries)







#### FINANCIAL IDENTIFICATION

PRIVACY STATEMENT

http://ec.europa.eu/budget/contracts\_grants/info\_contracts/financial\_id/financial\_id\_en.cfm#en

Please use CAPITAL LETTERS and LATIN CHARACTERS when filling in the form.

	BANKING DETAILS ①
ACCOUNT NAME ②	
IBAN/ACCOUNT NUN	IBER ③
CURRENCY	
BIC/SWIFT CODE	BRANCH CODE ④
BANK NAME	
	ADDRESS OF BANK BRANCH
STREET & NUMBER	
TOWN/CITY	POSTCODE
COUNTRY	
	ACCOUNT HOLDER'S DATA
	AS DECLARED TO THE BANK
ACCOUNT HOLDER	
STREET & NUMBER	
TOWN/CITY	POSTCODE
COUNTRY	
REMARK	



Accurate –Bank account details' document

officially signed and stamped









# UNIT B2 "MONITORING AND MANAGEMENT OF PROGRAMMES IN MEDITERRANEAN AND ADRIATIC SEA" MANAGING AUTHORITY OF EUROPEAN TERRITORIAL COOPERATION PROGRAMMES

Tel: +30 2310 469 600, 469 659, 469 633, 469 619, 469 655

Fax:+30 2310 469 602

e-mails: ksagona@mou.gr, vgavrielides@mou.gr, msiropoulou@mou.gr, gsimos@mou.gr

