

## **“Green Growth through the capitalization of innovative Greenhouses” (MED Greenhouses Project)**

### **MINUTES from the Final Steering Committee Meeting (SCM)**

(Volos, Greece, 03 December 2019)

The Final Steering Committee Meeting of the MED Greenhouses project was held on the 3rd of December 2019 in the premises of University of Thessaly (Department of Agriculture Crop Production and Rural Environment) in Volos (Greece). The partners have departed from the City of Volos to Velestino at 14:00 in order to visit several State-of-the-Art Innovative Greenhouses that have been constructed and operate for pilot purposes. Prof. Katsoulas (University of Thessaly) welcomed the partners and introduced them the innovative greenhouses technologies, highlighting their benefits compared to conventional the Greenhouses.

The partners arrived at 15:30 to the University of Thessaly premises in order to started the Final SCM.

All the project partners attended to the meeting except the Regional Council of Berat (PP6). Mr Evis Plaku (RCB) had informed the LP that they could not attend at the meeting due to the consequences of the Earthquake that hit Albania, only few days before the meeting (Albania was declared in a state of emergency). PP6 will be informed about all the discussed issues (including these of project’s closure) and will receive the minutes of the meeting.

The project meeting started with Prof. Papachatzis and Prof. Katsoulas (from the University of Thessaly) who welcomed the project partners. Prof. Katsoulas made a short presentation of the Department’s activities and their participation in several EU project’s.

Afterwards, Mr. Pavlos Filippidis, external colleague of the University of Thessaly (LP), presented the several issues of WP1 related to management of the project, including project’s financial features based on SYNERGIE platform. In particular, during the presentation, he had talked about the:

- ✓ Overall Progress of WP1 activities,
- ✓ Progress Reports
- ✓ Project Indicators
- ✓ Financial features, including expenditures and remaining budget

- ✓ Project's Final Evaluation Report
- ✓ Issues that need to be taken into consideration for the smoothly project's closure

He highlighted to the partners that all the invoices dedicated to the project must be issued before 31/12/2019 (project's end) and paid out within 2 months after the project's end (until 28/02/2020) in order to be eligible. An open discussion followed between the partners regarding project's closing.

Around 16:15, Prof. Katsoulas (Communication Manager of the Project) gave a presentation regarding the progress of the activities of WP2. He highlighted that most of the activities have been completed, the project had reached the values foreseen in the AF regarding the target groups and the only missing deliverable is the project video which is under elaboration and will be delivered in the middle of December, in order to include also snapshots and interviews from the Final Conference (will be held on 4/12).

Around 16:40, Mr Filippidis talked about the progress of the WP3 activities, presenting the completed deliverables and highlighting the remaining ones. In particular,

- The Activity 3.1 has been completed. The deliverables 3.1.1 – 3.1.5 have been finalised and are available in project's web-platform.
- The Activity 3.2 has almost been completed. Only some events are still pending (workshops, seminars and webinars) from three (3) partners. These are expected to be completed within December.
- The Activity 3.3 will be completed on the 4/12 with the organisation of the Final International Conference, including the signing of the MoA/U by policy makers / key actors of the agricultural sector and the presentation of the ATI-Cluster.

Mr Filippidis highlighted to the partners that they have successfully delivered project's main outputs which are:

- The development of 4 Joint tools promoting cooperation between actors of quadruple helix & innovative greenhouses
- Establishment of the Transnational Innovative Cluster

He also highlighted that it is essential the 3 partners to finish with the remaining events. Then each partner gave a short presentation (5-6 minutes) regarding the completed deliverables of the 3<sup>rd</sup> Semester.

An open discussion followed for about 30-minutes about the obligation of the partners for project's closure. The meeting has been completed at 18:00.

The final steps that have been agreed/clarified between the partners are:

- Elaboration of the Final SCM Minutes by LP (Contribution by all)
- Update Stakeholders Database (excel file) & send it to the LP **before 20/12/2019** (all PPs)
- Validate all the Expenditures on SYNERGIE **before 31/01/2020** (all PPs)
- The Partners must submit their Final report **until 10/2/2020**.
- The Partners must obtain their certificates and upload them on SYNERGIE (the signed) **before 10/02/2020**.
- The LP must submit the Final Project Report **before 31/03/2020**.
- The LP must submit the Final Payment Claim **before 31/03/2020**.
- All the expenditures must be **paid out until 2months after the project's end - 28/02/2019**, otherwise they will not be eligible!!
- All the invoices must be issued **before project's end - 31/12/2019**, otherwise they will not be eligible!!