

Component 1, 2nd (1.7.2012 – 31.12.2012) & 3rd (1.1.2013 – 30.6.2013) semester	
<p>Activities Jul-Dec 2012</p>	<p>A 1.1 COORDINATION & REPORTING</p> <ul style="list-style-type: none"> • 1st Progress Report (PR) reporting activities (partner reports and project report) The 1st PR was submitted with some 15 days delay. The JTS gave extension to be able to include all partners that faced FLC approbation and / or FLC audit delays. JTS has guided <i>us that from now on the progress report should be submitted for auditing at the latest 15 days after the end of each semester.</i> Moreover, the issue of 12% flat rate for administration costs and the staff and travel costs distribution per component raised some questions for a few partners. While the 12% rate adjustment required new FLC confirmation, the component distribution was done by the LP with the consent of the reporting partner in question. All in all, the 1st PR does not show any serious under- or over- spending. • 6 (1 per month) e-meetings of the PMT. In the 1st semester the e meetings were kept more or less loyally. In the 2nd semester we had two e meetings in July 2012, and August was a holiday month and September the reporting month for the LP. Nevertheless, many e mails were exchanged with the partners. <p>A 1.2 INTERREGIONAL STEERING COMMITTEE (ISC)</p> <ul style="list-style-type: none"> • 3rd ISC, Zemgale, LV; November 2012; focus on the four Thematic Areas, insisting on partner regions' needs and expectations. 3rd ISC ok.
<p>Output(s)</p>	<ul style="list-style-type: none"> • 1 ISC meeting; • 6 PMT meetings; 2 meetings in July, we need to organise 2 meetings in November and 2 meetings in December 2012. The themes need to be agreed during the ISC and afterwards of course. • 10 partner audited reports and the TRAP 1stPR; At the moment, only 8 partners are ok with the reporting. • agenda, minutes, participants and partner activity reports from the 3rd ISC; • monthly conclusions of the PMT e-meetings (e.-mails):in the 1st semester the conclusions related to the GP collection and first round of screening. In the 2nd semester, to date (15.10.2012) they concern the regional needs analysis and the attractive regional growth model. The purpose of the regional needs analysis has been discussed (again) and re-confirmed with the partners during July 2012, and the reports will be presented and discussed during this 3rd interregional meeting.

<p>Activities Jan-Jun 2013</p>	<p>A 1.1 COORDINATION & REPORTING 2nd (PR) reporting activities (partner report project report); 6 (1 per month) e-meetings of the PMT.</p> <p>A 1.2 INTERREGIONAL STEERING COMMITTEE (ISC) 4th ISC, UK, April 2013; focus on Transferable good practices and policy impact introduction deeper look into the GP:s that are selected for transfer. <i>Dates for the 4th ISC are being discussed; most probably it will be on April 20th – 22nd or around that period.</i></p>
<p>Output(s)</p>	<p>1 ISC meeting; 6 PMT meetings; 2nd PR; 10 partner audited 2nd semester PR:s; Documentation (agenda, participants, minutes, and regional activity reports) from the 4th ISC meeting; conclusions of the PMT e-meetings (e.-mails).</p>

<p>Monitoring indicators for Component 1 as a whole</p>		
Output indicators	Indicators	Target
	Average number of Steering Committee (SC) meetings organised per year	2

Component 2, 2 nd (1.7.2012 – 31.12.2012) & 3 rd (1.1.2013 – 30.6.2013) semester	
Activities Jul-Dec 2012	<p>A 2.1 PROJECT DISSEMINATION STRATEGY & PROJECT DISSEMINATION TEAM: Production of the dissemination strategies per partner and formulation of the overall, the project dissemination activity. <i>Pending. To be discussed during the 3rd ISC. Sonya, PP6 sent the project dissemination strategy, but we did not discuss it during the meeting. It should be taken up during one of the forthcoming skype sessions. During the meeting it was stressed that each partner must eventually formulate a plan for own dissemination strategy, who is the target group and why, what the partner is trying to achieve.</i></p> <p>A 2.2 PROJECT MARKETING MATERIAL: Production of the project brochures and distribution 2500 to all partners. <i>On going.</i></p> <p>A 2.3 PROJECT WEB SITE: Production of the project web site. <i>On going.</i></p> <p>A 2.4 PROJECT NEWSLETTER: Production of the 1st project newsletter; PDT; uploaded to the project web site. <i>On going.</i></p> <p>A 2.6 APPEARANCES IN THE PRESS: Press / or media release by PP9 who hosts the 3rd interregional meeting: <i><u>Baiba to scan & send press release to Sonya.</u></i></p> <p>A 2.8 NETWORKS & LOCAL DISSEMINATION: 4 Synergy events participation; local dissemination material (translation of the brochures, project files, project fact sheet, etc.) available for download. <i>During the 3rd ISC we need to discuss the notion of synergy and what we plan to achieve through it. We also need to clarify what the contacts to other networks, projects and events are bringing back to TRAP. We need to tailor the dissemination to support maximize the project impact in the region (good practice transfer and policy change)</i></p> <p>A 2.9 INTERREGIONAL CP 2 MEETINGS: 1 dissemination event in Zemgale (LV), November 2012: <i><u>Due to lack of time the dissemination event did not take place, or did it? Baiba, please let us discuss this.</u></i></p>
Output(s)	<ul style="list-style-type: none"> • 4 participations in events & documentation; • 1 interregional dissemination event organised; • 9 dissemination strategies (PP2 & PP3 share the same); • 1 project dissemination strategy, including list of related stakeholders; • 2500 brochures, 1 web site; 1 project newsletter; press release by PP9, documentation from; programme & outputs from the interregional dissemination event in Zemgale.
Activities Jan-Jun 2013	A 2.3 PROJECT WEB SITE: Updates to the project web site (PDT)

	<p>A 2.6 APPEARANCES IN THE PRESS: Press / or media release by PP4 who host the 4th interregional meeting; press release from PP1 who host study visit in June 2013</p> <p>A 2.8 NETWORKS & LOCAL DISSEMINATION 4 synergy participations and dissemination of TRAP material</p> <p>A 2.9 INTERREGIONAL CP 2 MEETINGS: Interregional dissemination event in Cornwall (UK), April 2013; interregional dissemination event in Kainuu associated with the study visit in June 2013</p>
Output(s)	4 participations in events & documentation; 2 interregional dissemination events; Updated project web site; press release by PP4, programme & outputs from the interregional dissemination event in Cornwall & Kainuu.

Cumulative monitoring indicators for Component 2		
Output indicators	Indicators	Target
	N° of press releases disseminated	18
	N° of brochures created	2
	N° of copies of brochures disseminated	5000
	N° of newsletters created	3
	N° of copies of newsletters disseminated	1000
	N° of dissemination events organised	19
	N° of other events participated in	20
Possible additional output indicators	Project publication	1
	Number of newsletters downloaded from the web site	1000
	Copies of the project publication disseminated	500
	Project dissemination strategy	1
Result indicators	Indicators	Target
	N° of articles/appearances in press and media	20
	Estimated n° of participants in events	640
	Average n° of visits per month on operation's website	1300
Possible additional result indicators		

Component 3, 2 nd (1.7.2012 – 31.12.2012) & 3 rd (1.1.2013 – 30.6.2013) semester	
<p>Activities Jul-Dec 2012</p>	<p>A 3.1 GOOD PRACTICE ANALYSIS: In depth description of good practices under thematic areas 1 and 4 (TA1 & TA4); screening of all good practices, and selection of better practices (those that regions are interested in transferring/ impacting policies). The good practice contribution was according to plan during the 1st semester, however, we have been speeding up and we collected GPs from all 4 thematic areas. There have been in total 25 good practice contributions and 17 of them have been submitted to the JTS. However, this selection is not final, since (a) the discussion on the attractive regional growth revealed more needs, and (b) not all good practices reflect the Interreg IV C definition. So, during the 3rd meeting we need to remind the definition and consider which ones of the GPs we retain as proven GPs and which ones as on going worthwhile efforts. All GPs will be uploaded to the TRAP web site and will be part of the final project handbook.</p> <p>Besides the preceding comments, the usefulness of the already analysed TRAP good practices was assessed during the 3rd interregional meeting. Conclusions: (a) the regional needs analysis results in some regions might require additional good practices, with slightly different content; (b) as the wide stakeholder meeting in Ireland showed, there are many good ideas in many good practices, but no good practice seems to be mature enough.</p> <p>ACTIVITIES TO BE COMPLETED 19.10.2012 – 31.12.2012</p> <ul style="list-style-type: none"> - Project partners finalise the regional needs analysis (RNA) and send it to the Lead Partner (Silja and Ninetta). Deadline 5.11.2012 - Project partners self assess their good practice contributions and decide whether they are really good practices (see Interreg IV C programme manual definition) or not. Deadline: 18.11.2012. Feedback is sent to all the partners. - Project partners fill in the "coloured boxes" matrix that Ninetta e-mailed to all on 18.10 2012. The purpose is for each partner to underline the pressures that are dominant in own region (or even add boxes if something is missing), to indicate the impacts if no action is taken, and to indicate what types of solutions, good practices would be the most suitable for the partner's regional pressures. Deadline: 5.11.2012. Filled in matrix sent back to all the partners. - Panayiotis sends the matrixes he presented to all partners to be filled in by 5.11.2012. - The LP, as coordinator of CP3, is going to make the synthesis of the partners' feedback to the 'coloured boxes' and Panayiotis' proposed matrices. The material to be sent to all the partners for clearance by 18.11.2012. - The LP formulates the synthesis report & the conclusions from the regional needs analyses contributed by each partner. Deadline: 13.12.2012 - The synthesis report is sent to the project partners for discussion and approv-

al. Final synthesis report preparation deadline: 31.12.2012.

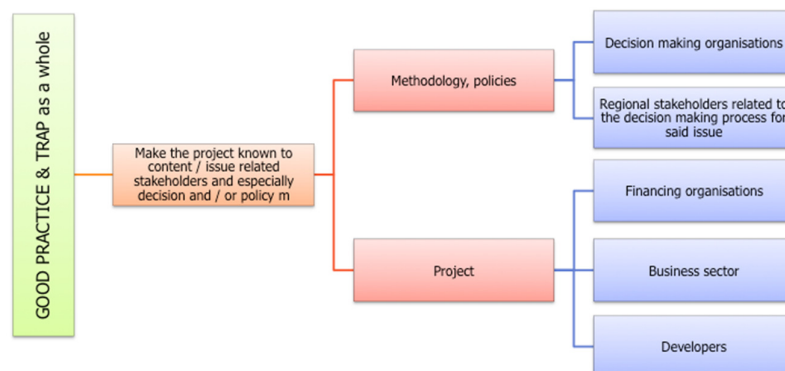
- The LP, as CP3 coordinator, will propose dates and times for the on line sessions with the TRAP partners. Bilateral on line sessions will take place between 5.11.2012 – 15.11.2012, and multilateral ones between 18.11.2012 and 15.12.2012. Dates and times to be agreed by using the doodle tool.

A 3.3 LOCAL POLITICAL MEETINGS: Set up of the transfer teams in all regions; distribution of the TRAP 23 GPs and any additional GPs identified during the GP analysis. During the 3rd ISC we need to discuss with every partner (i.e. every partner must be prepared) to present any political meetings they have had and any results from them.

The political meetings have two complementary purposes: (i) to mobilise decision makers support for the TRAP-induced good practice transfer (= policy change / impact) and (ii) to work together and closely with the importing partner in order to make an acceptable action plan that will be subsequently adopted by the regional policy making organisation. On the last day of the 3rd interregional meeting there is a session dedicated to the stakeholder involvement. During that session we will remind the rationale for involving stakeholders and how it is directly linked to the good practices to be imported.

During the 3rd interregional meeting, the LP presented slides explaining what the stakeholder involvement is all about. Essentially, the stakeholder involvement is related to the type of good practice transfer that the partner region will decide. The logic of the stakeholder involvement, and the final proof of the good practice transfer are shown in the two figures below.

Stakeholder involvement



Stakeholder involvement



A 3.4 POLICY IMPACT: Template for the implementation plan and the policy impact plan distributed, analysed and agreed during the 3rd interregional CP3 meeting. Template for the policy impact is prepared (and commented by each and every partner) since the start of the project. However, we feel that it is too early to bring it up, since not only the GPs to be imported have not been selected yet, but, also, we are still having explanatory workshops especially on the WFD. Therefore we feel that this issue should be transferred to the 4th ISC and be supported by workshop of the same name.

MWRA, PP3 is willing to start the preparation for the good practice transfer earlier. The process and the rational will be agreed in detail between PP3 and the LP. This ahead of time action results from the identification of mainstreaming barriers in Ireland, especially the fragmentation of the water management approach.

A 3.5 INTERREGIONAL CP3 MEETINGS: 3rd interregional CP3 meeting and study visit in Zemgale (LV), November 2013. Focus of the interregional meeting is confirmation of the good practice transfer / policy impact partner interests (partners have expressed their good practice transfer / policy impact priorities during the preparation of the project. However, it is possible to change opinions of course). Clearly, the focus of the 3rd CP3 interregional meeting is only partially on the planned issues. Rather, it includes one workshop on the Water Framework Directive, one workshop on the Attractive Regional Growth Model (this is done earlier than planned, but that is good because it is a challenging notion), exchange of experience on the Regional Needs analyses form all partner regions, discussion on the TRAP good practices, and discussion on the stakeholder involvement. In conclusion, the 3rd TRAP CP3 workshop is about closing the awareness raising stage of the project and transferring the focus on the interregional exchange and joint development.

	<p>A.3.6 Attractive regional growth (started implementation ahead of time)</p> <p>During the 3rd interregional meeting, the draft model for the attractive regional growth was presented and discussed extensively. The model presented brought together as independent variables the economic added value and the stakeholder consensus. The purpose of the attractive regional growth model, as a potential decision making tool was agreed. The possible need for more dimensions in the model was discussed, and the process is on going.</p>
Output(s)	<p>Organisation of 1 interregional CP3 meeting & 1 study visit in Zemgale and documentation (agenda, participants, minutes); 23 GP described in depth; list of selected "better practices"; list of good practice transfer/ policy impact priorities for all regions; programme and presentations from the study visit in Zemgale.</p>
Activities Jan-Jun 2013	<p>A 3.1 GOOD PRACTICE ANALYSIS: GP synthetic report and regional needs analysis reports finalized and distributed to the partners, also uploaded to the project web site. <i>This has already been done ahead of time (1st semester)</i></p> <p>A 3.2 STUDY VISITS: Study visit in Cornwall (TA1, TA2) April 2013 and study visit in Kainuu (TA2 and TA3) June 2013</p> <p>A 3.3 LOCAL POLITICAL MEETINGS: Meetings of the transfer teams in all regions.</p> <p>A 3.4 POLICY IMPACT (brought over from the 2nd semester): Template for the implementation plan and the policy impact plan distributed, analysed and agreed during the 3rd interregional CP3 meeting.</p> <p>A 3.5 INTERREGIONAL CP3 MEETINGS: 4th interregional CP3 meeting & 2nd study visit in Cornwall (UK), April 2013; 3rd study visit in Kainuu, June 2013." The focus of the interregional CP3 meeting in Cornwall is to discuss the reactions of the transfer teams / political groups to all TRAP GPs and their opinions on the prioritise done. If possible to address any problems.</p> <p>A.3.6 Attractive regional growth: continued from the 2nd semester.</p>
Output(s)	<p>Organisation of 1 interregional CP3 meeting (Cornwall) & 2 study visits (Cornwall & Kainuu) and their documentation (agenda, participants, minutes Publishable reports from the good practice analysis and the regional needs analysis;u; reprot from 10 local meetings (dates, location, themes); detailed report clarifying the policy/operational framework verifying the GP transfer/policy impact (who signs what, and who ensures funding is needed)</p>

Output indicators	Indicators	Target
	N° of interregional events (seminars, workshops, study visits, etc.) organised by the project to exchange experience	16
Total N° of participants in all these interregional events	400	
N° of good practices identified	23	
N° of regional/local policies and instruments addressed in the field tackled by the operation	9	
Number of implementation plans developed (applicable only from fourth call onward)	9	
Possible additional output indicators		
Result indicators	Indicators	Target
	N° of staff members with increased capacity (knowledge/skills/expertise) resulting from the exchange of experience at interregional events	30
N° of good practices successfully transferred (if applicable)	9	
N° of regional/local policies and instruments improved in the field tackled by the operation	5	
Possible additional result indicators		