

DANUrB Project

Management - lessons learned

LEAD PARTNER SEMINAR – 2ND CALL FOR PROPOSALS

June 27, 2018

Budapest, Hotel Hungária City

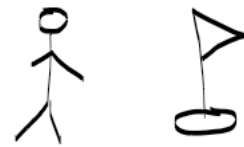
DANUrB: What is it about?

A project for the valorization
of cultural heritage

19 Project Partners
20 ASP partners



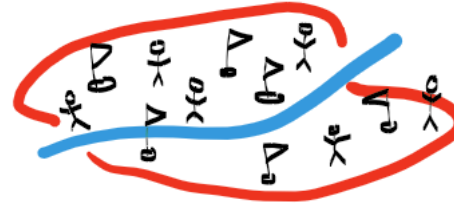
LOCAL SCALE



- Stakeholders
- Heritage



URBAN SCALE



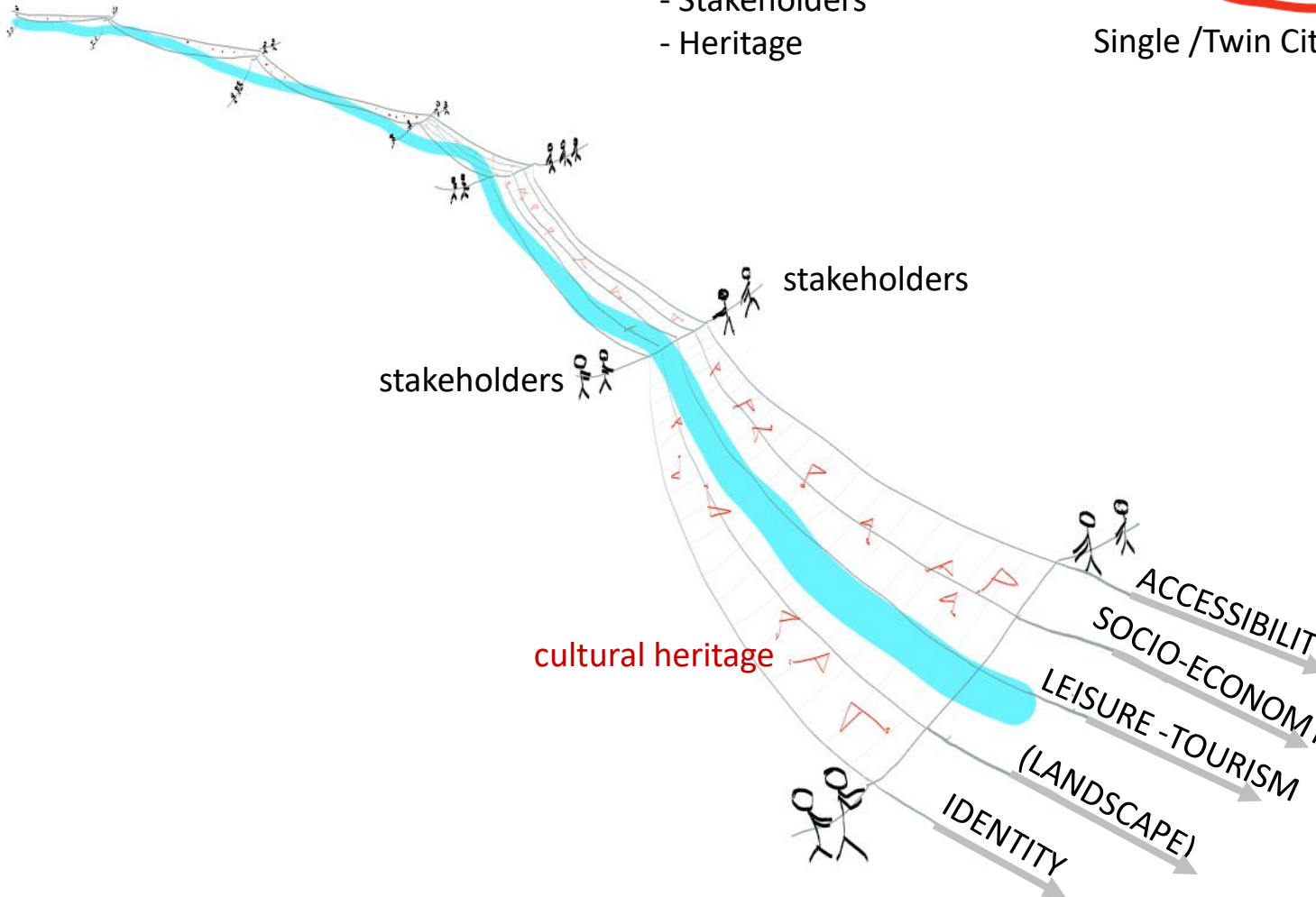
Single /Twin City



REGIONAL SCALE



Micro Region / Tourism Region



DANUrB NETwork

**A project for the valorization
 of cultural heritage**



DANUrB: What is it about?

A project for the valorization of cultural heritage

DANUrB heritage resources to be valorized



Name of the heritage: BRICK FACTORY IN PAKS
Thematic research cluster: Heritage defined by the economy at the Danube
Scale: local/production block
Category: building or building complex
Ownership: private
Related location(s): Hungary, Paks, Qazvinidőri út 6, 7030 - 46.638267, 18.877343
Google map link: link
Type of protection: legally protected (by municipality)
Present use: not used
Historical use(s): industrial
Description of the heritage (500-600 characters):
The brick factory of Paks is located north of the city just outside the city limits. It is located in a hilly valley facing the river, about 300 meters away from the riverbank. The factory started working in 1890, but has always had problems with the flooding character in the valley. It was hit by a fire in the early 2000s, later was the site of the firing of rockets from the Nobel Prize-winning tank of great historical value. Today the office building, the chimney, the furnace, the brick tower and the deer racks are under protection.

DANUrB heritage resources to be valorized



Name of the heritage: CHESTNUT TREE ALLEY ALONG THE DANUBE
Thematic research cluster: River - Infrastructure
Scale: place (creation of man or joint creation of man and nature)
Category: street
Ownership: Hungary, Paks, Duna part, 7030 - 46.627723, 18.868703
Google map link: link
Type of protection: legally protected (by municipality)
Present use: public space
Historical use(s): public space
Description of the heritage (500-600 characters):
This elevated tree alley is located right along the riverbank, very close to the historic city center of Paks, nevertheless it is cut away from the urban tissue by a non-operational railway line. Its valley front on the riverbank is developed with concrete case, and also a floating stage is planned to be located there. It is a really maintenance plan, but because of its inadequate connection to the city it is quite undervalued.

DANUrB heritage resources to be valorized



Name of the heritage: ALVEG LOWER END OF THE CITY
Thematic research cluster: Heritage landscapes shaped by the Danube
Scale: regional/urban district
Category: place (creation of man or joint creation of man and nature)
Ownership: mixed
Related location(s): Hungary, Paks, Duna part, 7030 - 46.627723, 18.868703
Google map link: link
Type of protection: legally not protected
Present use: housing and services
Historical use(s): housing and services
Description of the heritage (500-600 characters):
One specific part of the city that historically developed in between the river and the historic city center. It has been the square of the factories, making their long from the river, its long streets are running down to the river, although today they are cut away from the river by a highway and a railway line. It has very characteristic: building forms, tall, tall tower characterize this specific district of the city.



How can we manage all this?

1. Management

- set up a clear definition of roles and tasks / structure

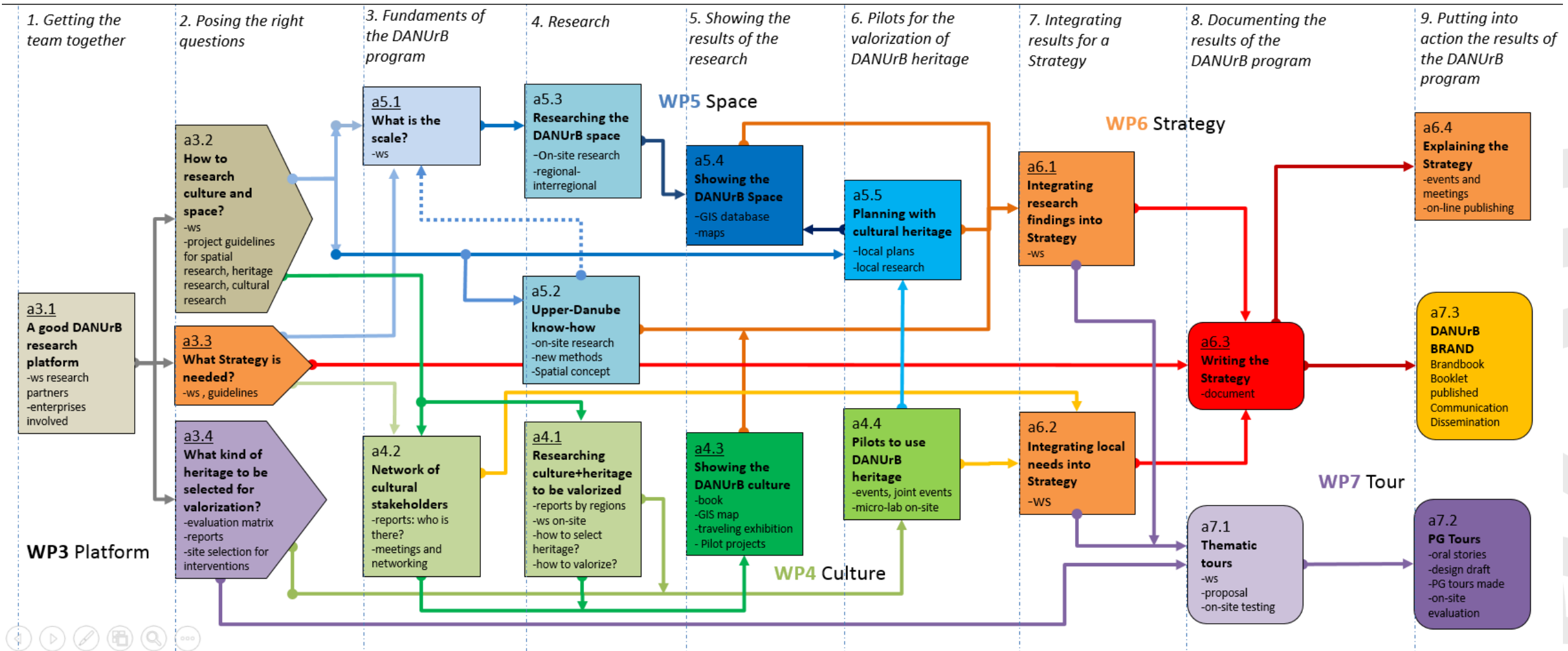
2. Communication

- find an efficient way to store and share information / platform

3. Reporting in eMS

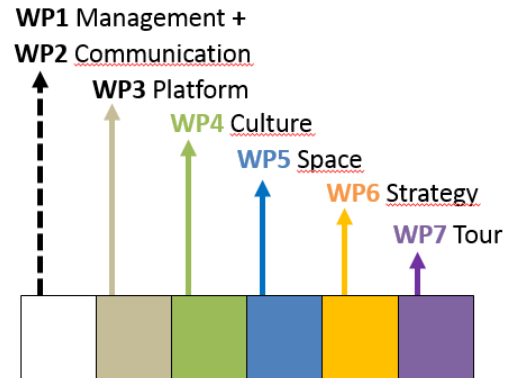
- as a Project Partner (Project Partner Report)
- as Lead Partner (Progress Report)

1. Anatomy of WPs I



1. Anatomy of WPs II

WORK PACKAGES:



ASSOCIATED STRATEGIC PARTNERS:



200,000 EURO



DIRECT WORK PACKAGE CONNECTIONS

100,000 EURO



50,000 EURO

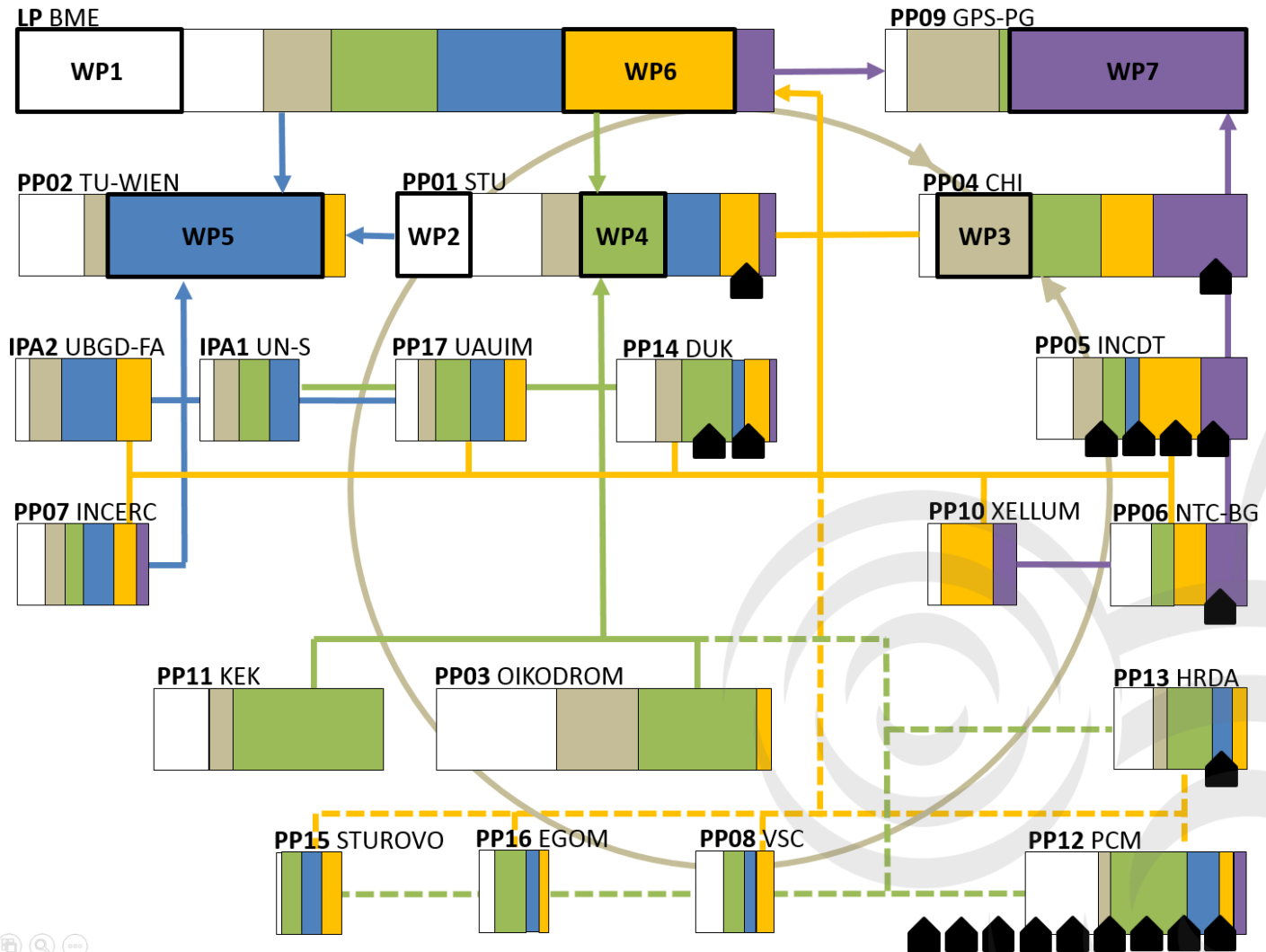


INDIRECT WORK PACKAGE CONNECTIONS

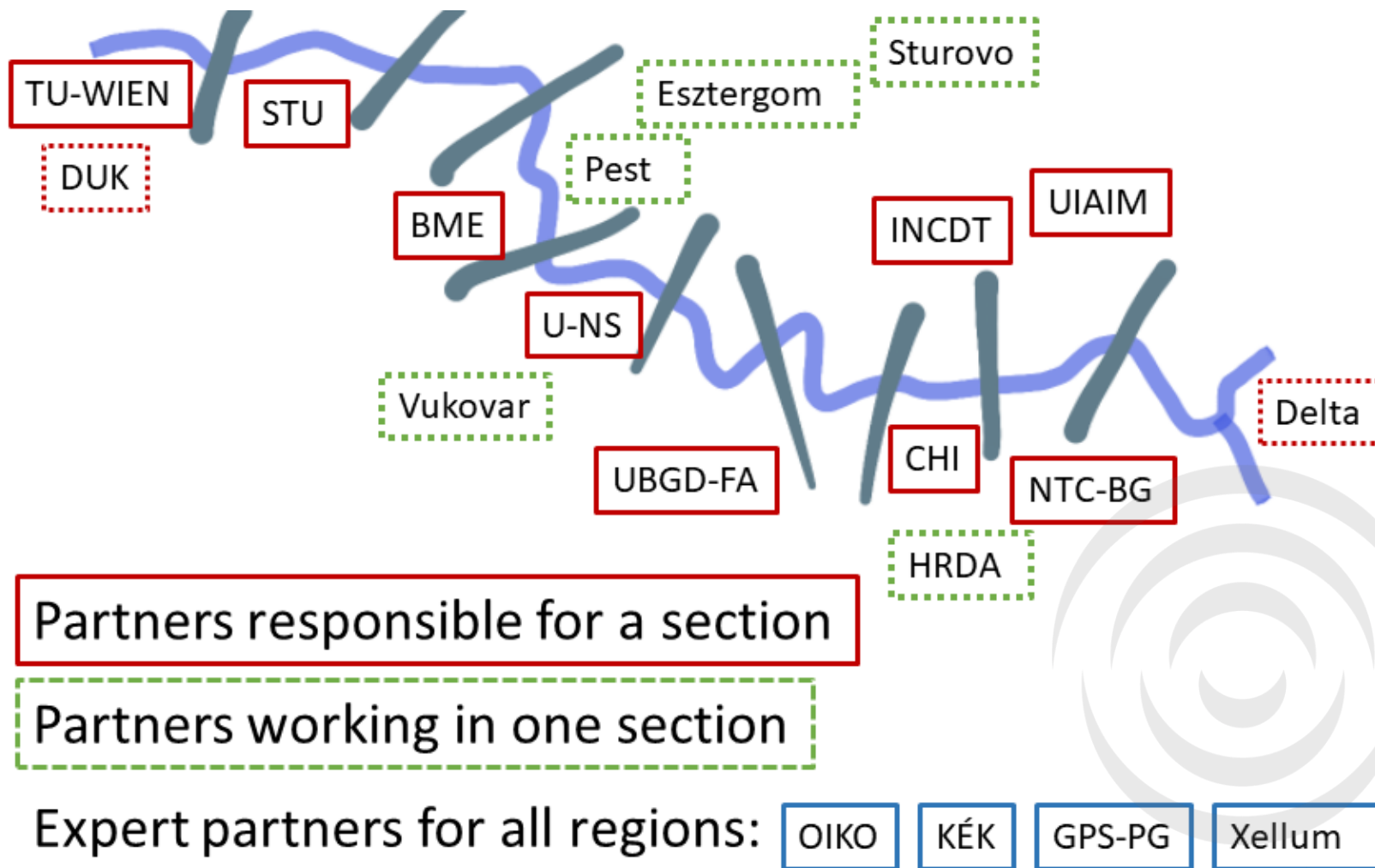
10,000 EURO



5,000 EURO



1. Tasks Structured in Space



2. Platform / Dashboard

DANURB partnership dashboard ☆

File Edit View Insert Format Data Tools Add-ons Help All changes saved in Drive

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	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1		urgent TO DO		DANURB winning application and contract		DANURB explained		Work Packages, Activities			DANURB guidelines for all partners		INTERREG guidelines		Communication
2	Please check the other 5 sheets seen on the tabs below this table! (If you can't see Sheet Tabs you need to update your browser!)														
3		CLOSE P3 SOONER POSSIBLE		WHAT WE APPLIED FOR?		WHERE ARE WE? (see also partners worksheet)		WHEN TO DO WHAT? ACTIVITIES and DELIVERABLES (see also timeline and work materials worksheet)			Guidelines we developed for DANURB		WHAT RULES DO WE HAVE TO FOLLOW?		COMMUNICATION
4		GUIDELINES!		pdf Application Form NEEDS TO BE DOWNLOADED FOR VIEWING:		DANURB partnership MAP and REGIONS:		WHO WHEN WHAT Golubac presentation			Guidelines for Heritage and Stakeholder datasheets		IMPLEMENTATION: manuals:		Communication strategy:
5				pdf Application form (signed)		<i>scroll down for more!!!</i>		WHO WHERE WHAT Golubac presentation			Heritage datasheet TEMPLATES		Documents for project implementation		Communication materials:
6		Let's have this P3 closing ready for FLC by the 1st of July, so finally we will not have to wait half a year for payment!		xls Application Budget (signed):		WHAT DO WE DO?		List of P2 deliverables and activities			Stakeholder datasheet TEMPLATES		implementation manual		Visual Identity manual
7		<i>scroll down for more!!!</i>		<i>scroll down for more!!!</i>		DANURB project summary:		List of Deliverables and Outputs to be reported			Template and Guideline for Research Reports (D.5.5.2)		control guidelines and annexes		Communication plan and rules (UNTIL 30th of May!)
8		todo1: revise DATASHEETS, correct them and ADD NEW ones.		CONTRACTS		DANURB WP and Activity structure:					GIS tutorial		national co-financing info		https://drive.google.com/drive/folders/0B5qvw4fgeCR5T0FCOGpVXRQNFU?usp=sharing
9		todo2: contact stakeholders and organize meetings with them to involve them/ Organize local events by the DANUBE!		SIGNED Partnership Agreement				Period 1			GIS + Platform tutorial				Completion control in P1 (UNTIL 20th of June!)
10		todo3: schedule the work you are responsible of! Communicate progress to the LP! report everything you did in eMS immediately! don't wait for P3 to end!		SIGNED 1st Addendum to the Partnership Agreement		Presentations		Period 2					Guidelines for Partner Report (how to use the eMS)		https://drive.google.com/drive/folders/0B2Q8SimLNpy-bJfTm3pTYmxtc1k?usp=sharing
11				SIGNED Subsidy Contract		DANURB short presentation		Period 3					https://drive.google.com/open?id=0B8ViQx1IM-TedHNYTVBRdkpFUmFSX0FFaW1aQ01UWmfVtm9z		<i>scroll down for more!!!</i>
12		Communication plan template				Short presentation 1		Period 4							Communication Management team

3. Reporting in eMS I

1. Reporting as a Project Partner (Project Partner Report)

- Narrative report
- Financial report
- **Narrative report**
 - Get it done early and share sample
 - Descriptions of activities, deliverables need to correlate with expenditure
 - Transparency, trackability, consistency
 - Zip deliverable evidence and upload as one file

3. Reporting in eMS II

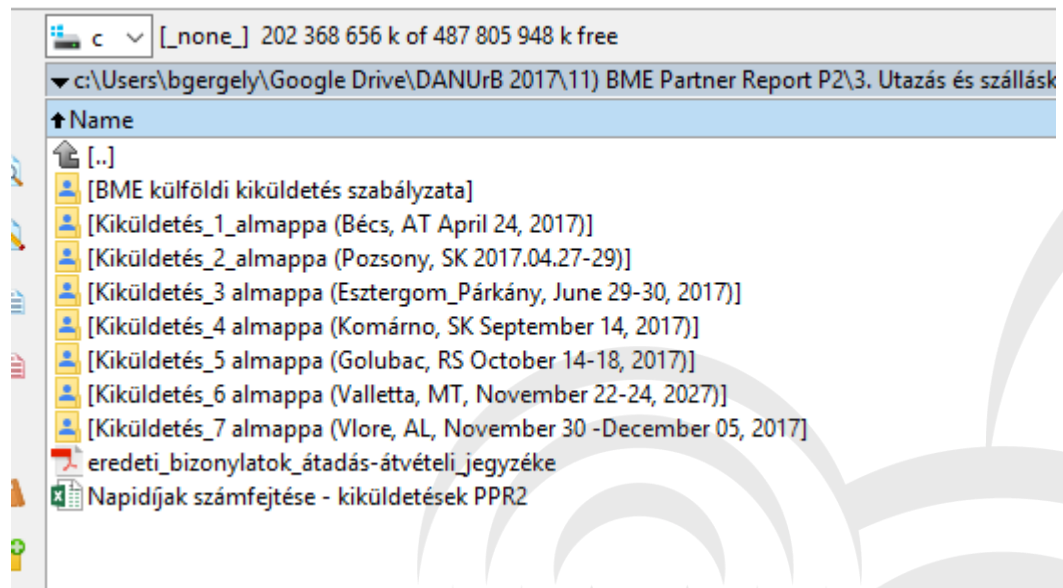
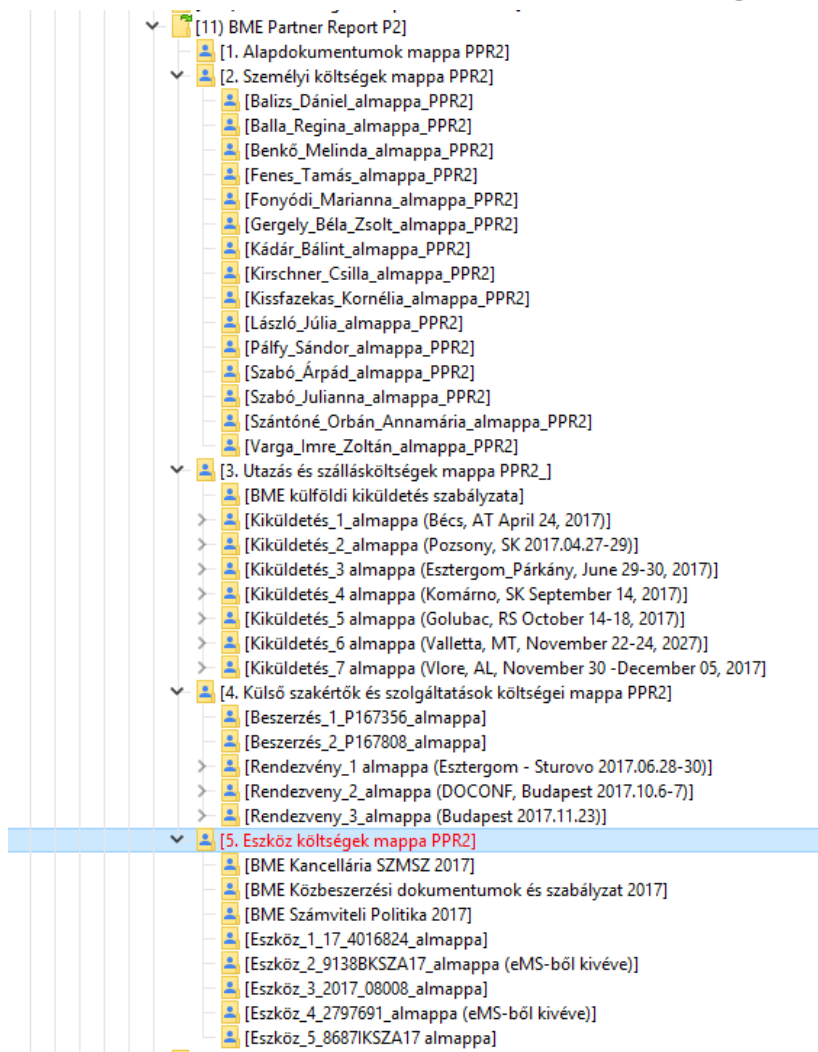
Activity No	Activity description	Activity name in eMS A.T1.1
<p>Target values TOTAL: P1(started in P1)/P2/P3(start in P3)/P4/P5 example: 10: 1(2)/3/3(3)/3/- (this D. must be delivered in P4, we report 7 finished in P3) eMS has slightly different numbering of WPs, Activities and Deliverables. In red you find here the eMS numbers for all As and Ds!</p>		
Deliverable a.: this deliverable was fully implemented		D.T1.1.1
Target values: 10: 10		
Deliverable b.: this deliverable has to be finished in P2!		Deliverable name in eMS D.T1.1.2
Target values: 10: 4(4)/6/-/-		
WHAT: what we will do in the deliverable in P2		
WHO: ORGANIZATION ANOCRYM: who does it		
Deliverable c.: this deliverable has to be worked on in P2		D.T1.1.3
Target values: 10: 1(2)/2(2)/2/4/0		
WHAT: what we will do in the deliverable in P2		
WHO: ORGANIZATION ANOCRYM: who does it		
Deliverable d.: this deliverable will not be started yet		D.T1.1.4
Target values: 10: 0(0)/0(0)/5/5/0		

A 2.2	Communication with all ASP, and other involved municipalities, institutions, government stakeholders	A.C.2
TO DO: We reached most of our ASPs, and some stakeholders. We have to be very active in this topic.		
D 2.2.1: regional meetings with ASPs		D.C.2.1
Target values 15: 2/2/2+?/4/3		
WHAT: This was your task. In Bratislava and in Novi Sad - Backa Palanka - Ilok, we met some there locally, but you had to report your own ASP meetings!		
WHO: PCM, DUK, OIKO, CHI, STU, INCDT, HRDA, NTC-BG: report if your ASP was in any of the events, if you had meetings with them regionally (and you can document that!) - documentation means participants' lists, photos, minutes, description of activities, etc.		
D 2.2.2: active email lists with all interested organizations		D.C.2.2
Target values 1: (1)/1/-/-		
WHAT: We have a final list curated by STU. I hope you contributed to it, and can report it.		
WHO: STU: report stakeholder list of stakeholders, provide evidence in the common folder others: report your contribution to this list for local stakeholders. It is also in connections with the stakeholder datasheets!		
D 2.2.3: meetings with stakeholders to disseminate final results of brand and strategy		D.C.2.3
Target values 5: 0/0/0/0/5		
WHAT: - WHO: -		

3. Reporting in eMS III

- **Financial report (list of expenditure)**
 - Reconcile your accounts (national accounting practice)
 - Always consult with FLC/JS
 - Develop a system (store scanned receipts, invoices, payslips, supporting docs – purchase orders, photos, inventory cards, etc. in a clearly structured folder system)
 - Bundle together related costs – keep them in the same folder
 - Charge the expense to the right WP
 - Split cost between BLs if need be
 - Transparency, eligibility, assignability, trackability, consistency

3. Reporting in eMS IV



3. Reporting in eMS V

2. Reporting as a Lead Partner (Project Progress Report)

- Narrative report for the most part
- Aggregate data / information from all partners
- Keep track of the numbers of deliverables / outputs you committed to
- AfR

Thank you for your attention!



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