TECHMOLOGY

KICK OFF MEETING

20/10/2021

10:00 AM-4:30 PM

At the meeting:

PARTNER	PARTICIPANT(S)
FINN	Saverio D'Eredita'
FINN	Elide Hrvatin
FINN	Francesca Pozzar
FINN	Filippo Bianco
FINN	Luisa Fastelli
ECIPA	Simona Aceto
ECIPA	Matteo Povolato
ACS	Dunja Podlesnik
ACS	Tanja Mohorič
SIEVA	Miloš Šturm
SIEVA	Gverino Ratoša
LEF	Marco Olivotto
LEF	Alessandra Bonomini
LEF	Gouya Harirchi
JS	Romina Kocina
JS	Aljoša Sosol

Agenda:

10.00	Welcome – **Friuli Innovazione** Meet & greet the TECHMOLOGY team The Programme perspective **- Interreg V-A Italy-Slovenia 2014-2020 JS** Administrative & financials: an introduction- **Friuli Innovazione** TECHMOLOGY project overview – **Friuli Innovazione** *Why we do the project, what we will realize, which outcomes we aim to*
12.30	*Lunch Break*
14.00	Warm up quiz – **all PP** Project Elephants – **all PP** *Interactive session to create a common understanding on most relevant outputs* Coffee break First quarter roadmap – **all PP** *Outlook on what is due in 2021, cross-overs and traps to be avoided* Project Management – **Friuli Innovazione** *Set up of tools and practices to ensure smooth communication flow*
16.45	Wrap up and takeovers - **Friuli Innovazione**

Kick off – I. part
The Programme perspective
Administrative & financials: an introduction

Francesca Pozzar, Saverio D'Eredità and Filippo Bianco welcomed partners and JS representatives thanking them for their participation.

After an initial meet&greet ice breaker where participants get to know each other, Francesca Pozzar gave an introduction to the Financial and administrative aspects announcing a budget monitoring tool that will be provided by the LP. PPs have to fill in a budget forecast template with expected costs on quarterly basis. This will keep on track the level of expenditure and be useful to check the budget flexibility tresholds. The template and the indications will be uploaded on the Basecamp (cloud-based platform provided by the LP for internal communication).

Romina Kocina, Head of the Joint Sectretariat, welcomed the participants thanking the LP for the invitation. She briefly explained the role and the tasks of the JS, then she reminded that Techmology project was subsequently approved for funding on the basis of a ranking list and the implementation period was reduced to 18 months, so that the duration couldn't be postponed. She highlighted the importance of starting the activities immediately and to remain within the 15-25% range of the budget changes.

Francesca Pozzar continued inviting PPs to set up the project teams and to communicate to the LP the name and the contact details of the Financial manager/officer.
Also the Steering Committee had to be appointed. SC will meet once per semester with the aim to validate activities and deliverables carried out as well as monitor the progress made in implementing the activities and the workplan. Francesca Pozzar recommended not to appoint the same people already involved in the management. The LP will provide The Management plan including Quality assurance guidelines.

PPs agreed and appointed the **SC representatives**:

-Elisa Micelli (FINN)

-Tanja Mohorič (ACS)

-Matteo Povolato (ECIPA)

-Miloš Šturm (SIEVA)

-Marco Olivotto (LEF)

Romina Kicina form JS explained that the Subsidy contract will be hopefully signed in the first week of November, PPs are however enabled to start with the activities and to spend funds. In this regard JS recommended to apply the programme regulation, in particular the Manual on eligibility of expenditures.

JS announced the Workshop on communication planned for 28th October 2021 and invited PPs to attend.

PPs were informed that for internal communication an i-cluod platform (Basecamp) will be used, the LP will create a dedicated space on Basecamp and will invite team members to join the space. Basecamp is a project management tool that includes several facilities (message board, todos, schedules, file storage,group chat,…) which allow partners to keep the project on track.

TECHMOLOGY project overview – Friuli Innovazione
The profile of partners and their involvement into the project

Saverio D'Eredità illustrated the scope, approach, main activities and expected impacts of the project. He presented Friuli Innovazione and its role as a LP and asked PPs to present their institution and services offered in the view of their involvement into the project.

ECIPA is the Service and Training Agency of CNA Nordest (Veneto, Friuli Venezia Giulia, Trentino Alto Adige). Working on regional, national and transnational projects, it provides support to SMEs to facilitate the digitalization of SMEs in in cooperation with the key regional stakeholders, offers qualified services for innovation, enhance upskilling processes of employers and employees in order to

take advantages from the digitalization tools and the 4.0 processes. Ecipa is in charge of WP3.2, dedicated to finding new business models for research-enterprise collaboration in the mobility sector.

LEF is the largest and most integrated digital model company in the world. It was established as an experiential training center in 2011 as a joint venture between McKinsey & Company and Confindustria Alto Adriatico and other local partners. Their Model Factory has become an accelerator of lean and digital transformations, a hub of relationships with the best providers of technological and organizational solutions, and a major player for Industry 4.0 initiatives.
In collaboration with all the partners and through its wide network of contacts the main task of LEF is bringing visibility to the project, LEF is responsible for the communication activities.

ACS, Automotive Cluster of Slovenia was established in 2001 by a small group of automotive suppliers and acts since then as an integrator and representative institution of the automotive industry in Slovenia. Due to the trends in mobility, changing the landscape and trends in the automotive industry ACS in 2017 established together with Association in transport of slovenian Chamber of Commerce joint partnership in the field of mobility. Since then ACS acts as a lead partner in Strategic research and Innovation Partnership SRIP ACS+.
ACS, Automotive cluster of Slovenia is a leader of WP 3.1 and responsible for carrying out part of the project activities mainly referring on trends and new technologies in the mobility sector.

SIEVA Development Centre is a company, established with the aim of providing service on R&D areas related to strategic field of mobility electrification and vehicle safety. Sieva's tasks consist of intensive cooperation with GIZ ACS on issues related to the Slovenian part of the project and, above all, working and contributing to the contents of the medium and long-term scenario analysis, the report on the main retraining and continuing education needs, the map of technological facilities and know-how, the report on new business models and the list of industrial challenges.

Kick off – II. part
Project Elephants
First quarter roadmap

The second part of the meeting was much more interactive and dynamic, PPs were asked to brainstorm about "Project Elephants", potential obstacles, using flipcharts and posts it tried to answer on questions like "What do we not need?" and "What do we want?". They exchanged information about target groups trying to define which are the target groups PPs are interested in and have to be involved in our activities.

Francesca Pozzar illustrated the first quarter roadmap (oct-dec 2021) with the main activities and outputs to be achieved as well as cross-overs and traps to be avoided. This activity helped keep PPs aligned and motivated to start planning the activities respecting also the deadlines.

Decisions taken:
- PPs have to fill in the Budget monitoring tool with the expenditure forecast for the first three months (by the end of November);
- PPs have to set up a project team and communicate LP the names and contacts of the staff involved (asap);
- PPs agreed to meet and set up bi-weekly coordination meetings to be held on Monday 3pm-4pm starting from 02nd November 2021.