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Subject: Final Report of ECOSHAZ Project; Grant agreement ECHO/SUB/2014/693711

Pursuant to the **ECHO/SUB/2014/693711 GRANT AGREEMENT** of the project titled "**Economics of Prevention Measures Addressing Coastal Hazards**" - **ECOSHAZ**, we hereby submit the Final Report which covers the period from the 1st of January 2015 to the 31st of December 2016.

Please find attached the following:

1. Technical Report
2. Financial Forms
3. Participants Cost Statement Summaries
4. Project deliverables

We stay at your disposal for any questions and any further information you may need.

Best regards

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CIVIL PROTECTION FINANCIAL INSTRUMENT

FINAL REPORT

February 2017

Project Title

ECONOMICS OF PREVENTION MEASURES ADDRESSING COASTAL HAZARDS ECOSHAZ

PROJECT IDENTITY

Starting Date:	01/01/2015
Ending Date:	31/12/2016
Duration:	24 months
EC contribution (%) of Total eligible cost	75 %
Countries of implementation	Greece, England, Poland, Italy, Spain

KEYWORDS AND ABBREVIATIONS

CO:	Coordinator
AB:	Associated Beneficiary
AF:	Application Form
LP:	Lead Partner
EC:	European Commission
CBA:	Cost Benefit Analysis
IEN:	Information Exchange Network
MCA:	Multi Criteria Analysis
e-TP:	e-Training Platform
UPO:	Universidad Pablo de Olavide, ES (AB1)
FHRC:	Flood Hazard Research Center of the Middlesex University, UK (AB2)
MIG:	Maritime Institute in Gdansk, PL (AB3)
USC:	Universidad de Santiago de Compostella ES (AB4)
UNICT:	Universita degli Studi di Catania, IT (AB5)
SIGMA:	SIGMA Consultants Ltd

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1 GENERAL REMINDER

The main objective of the ECOSHAZ project was to establish a sustainable knowledge framework addressing the costs and benefits of prevention and response to coastal hazards resulting from hydro-meteorological events (flooding, shoreline erosion, storm surges, sea level rise) and oil spill accidents.

More specifically, the tasks that were realised intended to,

- a) Set up of flexible structures ensuring the active involvement of key actors and enforcing their capacity to respond properly to the project requirements,
- b) Assess current knowledge and specifying gaps, deficiencies and challenges in C/B analysis process,
- c) Develop an effective knowledge exchange mechanism capable to explore and capitalize good practices from both partners and international experience,
- d) Create an Integrated Information System and its support tools to provide guidance as well as access to a network of special advisors, materials and other links,
- e) Undertake pilot actions which will highlight and demonstrate examples of good practices and facilitate adaptation to desirable methods at the local level,
- f) Link the project outputs with follow up initiatives at the local and EU level,
- g) Establish of national clusters of key stakeholders that will evolve into a EU transnational cooperation structure.

ECOSHAZ consortium involved six project partners with strong academic, technical, research and management background in the field of:

- ✓ coastal hazards induced by hydro-meteorological events and technological activities such as, erosion, surge storms, floods, oil spill accidents, etc.
- ✓ economic appraisal tools for the evaluation of structural and non structural civil protection prevention and mitigation measures.

Six Project partners originate from five different EU countries, Greece, England, Italy, Poland and Spain, covering the entire EU area. ECOSHAZ partners are:

- SIGMA Consultants Ltd (GR) - Coordinator and Lead Partner (CO)
- University Pablo de Olavide (ES) – Associate Beneficiary 1 (AB1)
- Flood Hazard Research Center of the Middlesex University (UK) - Associate Beneficiary 2 (AB2)

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- Maritime Institute in Gdansk (PL) - Associate Beneficiary 3 (AB3)
- University of Santiago de Compostella (ES) - Associate Beneficiary 4 (AB4)
- University Degli Studi di Catania (IT) - Associate Beneficiary 5 (AB5)

During the project elaboration management activities, networking, capacity building, planning, demonstration, consultation, evaluation, capitalization and dissemination activities were implemented. The realised actions were organised under the following five (5) Tasks:

- Task A. Task Management and Reporting to European Commission;
- Task B. Building the Stakeholders Capacity;
- Task C. Development of ECOSHAZ Knowledge Infrastructure and Tools;
- Task D. Implementation of Pilot Activities;
- Task E. Information, Dissemination and Capitalization Actions

The core outputs of the project which were produced by the implementation of the above Tasks are listed below:

Task A. Seven (7) Coordination Meetings; A Project Work plan; A Monitoring and Evaluation System; Organizational Structure; Quality Handbook, Interim and Final Quality Reports; EcosHaz Progress and Final Reports.

Task B. The ECOSHAZ Information Exchange Network; Consultation Plan; Stakeholders' Questionnaire for the consultation process; Report on Stakeholders' views and needs.

Task C. Common characterization framework; EcosHaz Knowledge Toolkit; Guidelines for the implementation of a Cost Benefit Analysis of coastal risk management prevention measures against natural hazards; Guidelines on the implementation of Cost Benefit Analysis of coastal risk management prevention measures against oil spill hazards.

Task D. Training material on Implementation of CBA of coastal risk management prevention measures; EcosHaz e-Training Platform (deliverable not foreseen in the Application Form); Six (6) Training seminars; On line questionnaire on the operation of the ECOSHAZ Knowledge Toolkit; Results of answered questionnaires; ECOSHAZ Helpline Centre; Report of improvements for the operation of the Knowledge Toolkit and e-Training Platform.

Task E. Communication and Dissemination Handbook; ECOSHAZ web site; Six (6) Informative workshops; Informative Leaflets; Books of Guidelines; Articles in national and international press; Four (4) e-Newsletters; Press releases; Booklet of the project achievements; Final conference; Capitalisation Plan; ECOSHAZ Portal; ECOSHAZ Forum; Partners' Cooperation Memorandum; Layman's Report.

2 GENERAL SUMMARY OF PROJECT IMPLEMENTATION PROCESS

2.1 General overview of the process

The present Final Report concerns the activities that were implemented in the framework of the ECOSHAZ project. The project was successfully accomplished within the duration of 24 months from the 1st of January 2015 until the 31st of December 2016.

The project management structure, the responsibilities among the project partners' and the overall strategy for the implementation of the project were set and agreed during the project's 1st CM in Thessaloniki, Greece, in February 2015. A monitoring and evaluation system was developed for the clear and exact tracking of the progress, the deliverables and the milestones of the project.

The partners' consortium developed a favorable transnational cooperation through the intense communication and regular meetings under the guidance of the CO. The project status in each participating country, the completed actions, and the accomplished targets, the schedule of forthcoming events and activities as well as project management issues were analyzed during the CMs that followed. The CMs were hosted by the CO in Thessaloniki Greece (February 2015), by AB1 in Seville, Spain (May 2015), by AB2 in Oxford, UK (October 2015), by AB4 in Santiago de Compostella, Spain (February 2016), by AB3 in Gdansk (May 2016), and by AB5 in Catania (September 2016). The final coordination meeting was held in Thessaloniki, Greece, was organised by CO and was combined with the project's final conference (December 2016). In this way, Greek stakeholders had the opportunity to meet all ECOSHAZ partners experts plus other invited stakeholders from Spain and Italy for the exchange of high level know-how, information and experience on coastal hazards prevention and mitigation and the investigation of new potential collaborations.

A set of activities were dedicated to the enhancement of the partners' capacity to respond properly to the project requirements along with the development of a flexible structure ensuring the involvement of key actors from the private and public sector. In each participating country the national stakeholders were identified as a first step towards the development of a solid ECOSHAZ Information Exchange Network that was operative during the overall project duration and will be after its conclusion, too. All project partners have agreed to look for and register new members to the ECOSHAZ Information Exchange Network during the project duration and after its closure, too.

Further on the partners collected Background Information concerning the methodologies used for the justification of investments and the assessment of the costs and benefits of prevention measures against coastal hazards induced by natural causes and technological accidents including an overview on current models and best practices. All partners were responsible for acquiring and compiling the necessary information using official, reliable sources in their countries. A specially structured questionnaire helped the implementation of this procedure. The analysis of the results allowed clarifying the use of economical tools and appraisal methods,

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specifically the use of CBA, for the evaluation of prevention and response measures for coastal hazards' (natural and technological) management, in each participating country.

The Report on stakeholders' views and needs was the final deliverable under the Stakeholders' Capacity Building Activities (Task B). It helped to understand the very different degrees of development of frameworks and supporting structures to evaluate coastal hazards prevention measures on different EU countries. Moreover, it revealed, once more, the lack of data and knowledge on estimations of social, business, environmental costs and benefits associated with natural and technological disasters. Knowledge and information exchange must be significantly improved and increase. This deliverable was the result of the interaction among of all the networking and baseline assessment activities. Moreover the report was developed based on a Consultation Plan, a document specifically designed to allow collecting a wide range of opinions from stakeholders and the awareness of their needs.

The establishment of the ECOSHAZ Knowledge Infrastructure and the development of the respective supporting tools, addressed to coastal risk management integrating economic appraisal methods to decision making on prevention and response measures, was the next step of the ECOSHAZ implementation. A common framework for Coastal Risk Management Cost Benefit Analysis and Multi Criteria Analysis features was produced in order to review the terminology commonly associated with the costs of coastal hazards, to present the content and the main features of the economic appraisal methods of CBA and MCA for evaluating the arising costs, including costs of risk prevention and mitigation measures, costs of business disruption and intangible losses, direct and indirect costs. Additionally, two separate Guidelines were developed, one for coastal hazards induced by hydro-meteorological events and one for oil spill disasters, as the necessary Support Tools that may

- a) facilitate the design and undertaking of the appraisal process of the coastal risk management prevention measures and
- b) serve as reliable and integrated reference to policy makers in the framework of assessing coastal hazards' prevention measures.

Both Guidelines are stand-alone guides assessing the benefits of coastal risk management. When put together with knowledge of the costs of the plans and schemes required in that risk management, the guidelines' user will be able to evaluate the benefits and the costs of potential investment (measures) decisions and then assess their sustainability.

The information exchange structure includes the developed interactive Knowledge Toolkit and the ECOSHAZ e-Training Platform (not included in the project's Application Form) which are both accessible through the project website, <http://www.ecoshaz.eu/site/knowledge-toolkit-2/> and <http://seminars.ecoshaz.eu/>. The developed Knowledge Toolkit integrates valuable information coming mainly from project partners and ECOSHAZ IEN members on different aspects of coastal hazards risk management. The Toolkit is consisted of five (initially foreseen four) separate modules incorporating in depth knowledge on:

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1. Coastal Risk Assessment Framework,
2. Early Warning Systems,
3. Coastal Risk Management measures and plans,
4. Economics Knowledge Base (Conceptual Elements of coastal risk management CBA and MCA)
5. Oil Spills' Accidents.

All new knowledge developed during the project is added to the Toolkit including information acquired from workshops and other dissemination events participants. The ECOSHAZ Toolkit is developed in order to be also accessible via low-powered devices such as smartphones and tablets.

After the development of the ECOSHAZ knowledge Toolkit, the project partners initialized a participatory procedure in order to raise the widest possible awareness of policy makers and other interested stakeholders as well as to facilitate the further improvement of the developed ECOSHAZ products. The first step was the compilation of the educational material that can be used by the project's stakeholders on how to implement economic appraisal methodologies in order to evaluate the sustainability of prevention and mitigation measures against coastal hazards. During the early stages of the project elaboration partners decided to compile the training material in a format that can also be used for e-training (distant learning). For this reason, all partners decided to contribute to the development and configuration of the ECOSHAZ e-Training Platform, although such an important deliverable was not foreseen in the ECOSHAZ application that was approved by the Funding Mechanism. The ECOSHAZ e-Training Platform is today a concluded additional deliverable, accessible via the website <http://seminars.ecoshaz.eu/>. Training seminars were realized by all partners at national levels based on the produced training material and the contents of the Knowledge Toolkit. Training to stakeholders were delivered both by face to face training and e-training courses. ECOSHAZ e-training platform will remain active at least five years after the project completion, too. In this way, ECOSHAZ partners foresee to the widest possible awareness raise and training of interested stakeholders and policy makers to sustainable prevention and response measures against coastal hazards.

Then an evaluation phase was conducted both for the deliverables of Task C (ECOSHAZ Knowledge Toolkit - contents and operation) and Task D (Training Material, and e-Training Platform). The evaluation was elaborated as a demonstration exercise. Members of the ECOSHAZ IEN were asked to evaluate the abovementioned deliverables and express their views and improvement comments by answering an on-line questionnaire. Their answers were accessed and depicted on a relevant report. The final results stemming from the outcomes of the training seminars, the on-line questionnaire, and the in-person contacts of the partners with their stakeholders led to the optimization both of the ECOSHAZ Knowledge Toolkit and the e-Training Platform contents and operation.

The ECOSHAZ Helpline Center was also established and is currently operational providing technical and scientific support to individuals or organizations involved in cost and benefit appraisals of natural and

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technological coastal hazards risk management. The users may contact the Helpline Centre via the contact form provided on the project website. All questions/requests are assessed by the ECOSHAZ consortium as well as by the experts of the ECOSHAZ Information Exchange Network. The answers to the requests are given free of charge. The ECOSHAZ Helpline Center will also be used for the evaluation of Tasks C and D deliverables by the stakeholders who are contacting the Helpline service.

Different dissemination and publicity actions on national and European level were elaborated throughout the duration of the project, They were prescribed and included in the ECOSHAZ Communication and Dissemination Handbook that was compiled and distributed to the project partners from the very beginning of the project. The Handbook was compiled under the CO's responsibility and adopted by all project partners. The main dissemination activities include the design, operation and frequent update of the ECOSHAZ website, www.ecoshaz.eu, the publication of both CBA Guidelines for natural causes and oil spill coastal hazards, the training seminars and the operation of the e-Training platform, the realization of informative workshops, the presentation of the project in various national and international events, the production of informative leaflets, articles and press releases, the circulation of e-Newsletters, the publication of a booklet with the project's achievements.

The final conference of the project was held on the 2nd of December 2016, in Thessaloniki, Greece, by the CO. All project partners were represented at the conference. The project outcomes and results of were presented. The conference was also attended by national experts, invited by the project partners, who had the chance to present other complementary to ECOSHAZ activities referred to civil protection and environmental economics issues. The importance for the establishment of transnational and mainly interdisciplinary collaborations was pointed out for the efficient confrontation of coastal hazards along with the importance to extend and widen the ECOSHAZ partnership for future projects.

The sustainability and capitalization of the project results are described in the ECOSHAZ Capitalisation Plan. In favor of the realization of the Capitalisation Plan activities, the ECOSHAZ portal and the ECOSHAZ Forum were also launched. The operation of the ECOSHAZ portal serves the continuous interactive communication of project partners with existing and new stakeholders, networks and further dissemination of project's results. The ECOSHAZ Forum supports any new collaboration and meeting and provides the necessary tool for further opinion and knowledge exchange and technology transfer.

A Cooperation Memorandum was also compiled in order to facilitate and oversee the ECOSHAZ exploitation activities. The Cooperation Memorandum provides mainly terms for the continuous update and operation of ECOSHAZ Knowledge Toolkit and e-Training Platform, the enlargement of the ECOSHAZ IEN, the publication of new articles, and partners' participation in other relative project's informational events in order to further disseminate the project's outcomes, the acquired knowledge and information. All partners agreed and commit themselves and their organizations on the contents of the Cooperation Memorandum.

In the overall course of the project a Quality Management and Assurance system was implemented which ensured the quality of the project deliverables and the integrity of the internal cooperation procedures. The

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Quality Management and Assurance system was applied by an internal and an external quality auditor who conducted internal audits on a three-month basis and external audits on a 6-month basis and produced one interim and one final Quality Report.

As a general conclusion, it is appraised that the ECOSHAZ project was a bright venture which promoted significantly to the transnational cooperation in the framework of economic appraisal methods against coastal hazards easing the investments decisions by the responsible competent authorities, aiming to more efficient and sustainable civil protection prevention and response measures.

2.2 Comparative analysis of initial and actual time schedule

The ECOSHAZ project was elaborated within the initially approved duration of 24 months, from the 1st of January 2015 until the 31st of December 2016. During the implementation of the foreseen tasks, some minor deviations from the time schedule of the Application Form were indicated. These time deviations did not affect the successful completion of the various Tasks and in certain cases they served as alarms to the partners in order to implement the respective actions more efficiently. The partners agreed to discuss the finalization of each deliverable during each CM thus providing the opportunity for explanatory and fruitful discussions. So, even though the draft versions of some outputs were created on time, their final versions were in place with some delay compared to the initial schedule.

The initially planned outputs (as foreseen in the Application Form) per Task via their actual realization are presented in the Tables below.

Task A

ACTIVITY - OUTCOME	Planned End	Actual End
Project Work Plan	31/01/2015	31/01/2015
Project's organizational structure	15/02/2015	15/02/2015
Project Monitoring and Evaluation System	28/02/2015	28/02/2015
Progress report 1 (8 months' period)	31/08/2015	31/08/2015
Progress report 2 (16 months' period)	30/04/2016	30/04/2016
Final report (24 months' period)	31/12/2016	31/12/2016
1 st Coordination meeting	31/01/2015	17/02/2015
2 nd Coordination meeting	31/05/2015	06-07/05/2015
3 rd Coordination meeting	30/09/2015	07-08/10/2015
4 th Coordination meeting	31/01/2016	09-10/02/2016
5 th Coordination meeting	31/05/2016	13-14/05/2016
6 th Coordination meeting	30/09/2016	13-14/09/2016
Final Coordination meeting	31/12/2016	01/12/2016
Quality Handbook	31/03/2015	31/03/2015
Interim Quality Report	31/12/2015	31/12/2015
Final Quality Report	31/12/2016	31/12/2016

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There are no serious delays to be reported in the implementation of Task A. The majority of the outputs were realized according to the initial schedule.

Task B

ACTIVITY - OUTCOME	Planned End	Actual End
Information Exchange Network – List of members	31/07/2015	15/09/2015
Consultation Plan	31/03/2015	15/05/2015
Stakeholders' Questionnaire for the consultation process	30/04/2015	30/04/2015
Report on Stakeholders' views and needs	31/07/2015	15/10/2015

The initially set target for 15 members/stakeholders per national network was not reached by all partners till the set deadline of 31/07/2015. Nevertheless the set target was reached till the 15/09/2015. Furthermore all project partners agreed to continue to register stakeholders to the national IENs till the end and also after the project official conclusion.

The final version of the Consultation Plan was released on the 15/05/2015 just after the 2nd CM in Seville, Spain; During that meeting the partners agreed on the final version. The consultation process questionnaire was prepared in time. A delay in the consultation process (received answers) was suffered due to the summer period. This led to the production of the draft version Of the deliverable "Report on the stakeholders' views and needs" at the beginning of September 2015. The deliverable was finalized in mid-October after the partners' agreement on all its contents during the project's 3rd CM that was held in Oxford, UK.

Task C

ACTIVITY - OUTCOME	Planned End	Actual End
Common Characterization framework for Coastal Risk Management CBA and MCA features	31/10/2015	31/10/2015
ECOSHAZ Knowledge Toolkit	31/12/2015	30/07/2016
Guidelines on the implementation of Cost Benefit Analysis of coastal risk management prevention measures against natural hazards	31/03/2016	28/02/2016
Guidelines on the implementation of Cost Benefit Analysis of coastal risk management prevention measures against oil spill hazards	30/04/2016	30/05/2016

The two out of the four deliverables of this Task were accomplished according to the original schedule. The second Guideline the one addressed to oil spills, suffered a small delay due to the fact that it was the first time that an economical analysis of prevention and response measures were considered in the case of a technological accident such as an oil spill. It was necessary for partner AB4 to have more time to the preparation of the deliverable, since AB4 acquired a lot of data from stakeholders involved in the largest oil spill that ever occurred along a European coastal zone, at Galicia, Spain. The draft guideline was presented during the 5th CM in Gdansk in May 2015 and finalised at the end of May 2015. A more important delay was suffered by partners

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AB3 and AB5 to the contents of the Knowledge Toolkit. Both partners contributed poorly to the toolkit contents till the end of April 2016. After repetitive reminders both partners contributed significantly to the Knowledge Toolkit contents. It should be noted here that all project partners continued to enrich the ECOSHAZ knowledge toolkit with informative material till the end of the project. It is also foreseen in the project's Cooperation Memorandum the enrichment of ECOSHAZ Knowledge Toolkit after the project's closure.

Task D

ACTIVITY - OUTCOME	Planned End	Actual End
Training material	31/07/2016	31/07/2016
Six (6) Training seminars, one in each participating project country – List of trainees, Photos, Seminar work program	30/09/2016	16/12/2016
ECOSHAZ e-Training Platform (Additional deliverable not foreseen in project Application)	31/07/2016	31/07/2016
On line questionnaire on the operation of the ECOSHAZ Knowledge Toolkit and e-Training Platform	31/07/2016	31/07/2016
ECOSHAZ Helpline Centre	31/08/2016	15/09/2014
Report on the improvements of the ECOSHAZ Knowledge Toolkit	30/11/2016	31/12/2016

The main deviation to the initial schedule of Task D refers to the realization of the training seminars. However, the relevant training material was developed without delays in July 2016. Training material was prepared in two different formats a) powerpoint presentations and b) e-training format. CO, AB1, AB2 and AB5 partners organised and held the training seminars during October 2016, after the 6th CM where the final organisational details of the training were agreed by all partners. AB4 (Spanish partner) organised the training seminar one month after the other Spanish partner (AB1) in order not to hold the training seminar during the same period and thus make it difficult for stakeholders that may wish to attend both. AB3 held the training seminar on the 16th of December 2016 due to difficulties in translating the training material in Polish. This delay had a consequent impact on the progress of the consultation process for the improvement of the ECOSHAZ Knowledge toolkit and e-training platform. The trainees were the core group to be invited to the on-line consultation process. Therefore the consultation process followed the realization of the training seminars. Thus the report on the emerged results was not completed according to schedule. However, the on-line questionnaire was available and the consultation process was active on line from the September of 2016

Task E

ACTIVITY - OUTCOME	Planned End	Actual End
Communication and Dissemination Handbook	28/02/2015	28/02/2015
Project web site	31/03/2015	31/03/2015
Informative workshops	30/09/2016	30/06/2016
Informative Leaflets in Eng, Gr, Sp, Pl, It.	30/09/2016	16/04/2016
Books of Guidelines	31/08/2016	31/07/2016
Articles in national and international press	31/12/2016	31/12/2016

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e-Newsletters	31/12/2016	31/12/2016
Press releases	31/12/2016	31/12/2016
Booklet of the project achievements	31/12/2016	30/11/2016
Final conference	31/12/2016	03/12/2016
Capitalisation Plan	31/10/2016	15/12/2016
ECOSHAZ Portal	30/11/2016	30/11/2016
ECOSHAZ Forum	30/11/2016	30/11/2016
Cooperation Memorandum	31/12/2016	15/12/2016
Layman's Report	31/12/2016	31/12/2016

No serious deviations were indicated in the timetable of Task E. Short delays were encountered to the update of the webpage contents. The only other delay in respect to the initial schedule concerns the compilation of the Capitalisation Plan. A draft Capitalization Plan was prepared according to schedule, however following the agreed methodology of the partnership, the document was finalized after the final CM in Thessaloniki, during the 2nd week of December 2016.

2.3 Comparative analysis of planned and used resources

The planned resources are described in the F forms and include costs for personnel, travel and subsistence, sub-contracting and overheads.

The actual expenditures of the project are presented in detail in the Annex II_Financial Forms (xls file) which is attached to the Final Report. An overview is provided below.

Table of Expenditures

BUDGET LINE	Approved Budget	Actual Expenses
Personnel	369,940.00	445,255.52
Travel and subsistence	66,377.00	59,735.45
Sub-contracting / External assistance	101,200.00	77,688.49
Indirect costs / overheads	37,626.00	39,920.29
TOTAL ELIGIBLE COSTS	575,143.00	622,599.75

The partnership made use of all the available financial sources and corresponded successfully to all foreseen tasks. The additional personnel expenditure was covered partially by reallocation of financial sources of subcontracting costs to personnel costs abiding always the flexibility rules of 10% and 30,000.00€ and partially by the partners' own financial resources.

2.4 Comparative analysis of expected and actual results

All of the foreseen project's results as described and included in the T1 form of the Application Form were successfully achieved. The procedures followed for the fulfilment of each expected result are described below:

Expected Result: Thorough assessment of current models and best practices on the coastal risk management decision making

All partners conducted a research, at regional and national level, to acquire all available information relative to the methodologies implemented for the justification of investments and the assessment of the costs and benefits of prevention measures against coastal hazards. The research provided an overview on currently applied practices. The assessment was realized via the development of a common document in the form of a questionnaire that was distributed to targeted ECOSHAZ end users and stakeholders. The gathered information helped to compare the currently implemented economic appraisal methods for coastal risk management in the different ECOSHAZ participating countries. The research results contributed to the documentation of the end users' and stakeholders' needs to the compilation of the Guidelines for coastal hazards induced by hydro-meteorological events and oil spillages and to the implementation of ECOSHAZ pilot activities.

Expected Result: Integrated investigation of end users' and stakeholders' views and needs

An end users and stakeholders' consultation process was elaborated following the review of their existing current status and collection of their background information on economic appraisal methods regarding coastal hazards and referring to potential prevention and response measures. A Consultation Plan was elaborated to receive end users' and stakeholders' views and needs concerning the use of the different methodologies for the economic appraisal of prevention measures of coastal hazards in each partner country. As a product of the Consultation Plan, a common questionnaire was compiled and distributed among end users' and stakeholders from all ECOSHAZ participating countries. The data acquired by the answered questionnaires were analyzed and then analytically presented in the ECOSHAZ Report on Stakeholders' views and needs. In Figure 1 is graphically presented the working process implemented for the collection of ECOSHAZ stakeholders' and end users' views and needs and the consultation process implemented till the issue of the respective report.

The Stakeholders' and end users' views and needs report can be found in the project's website.

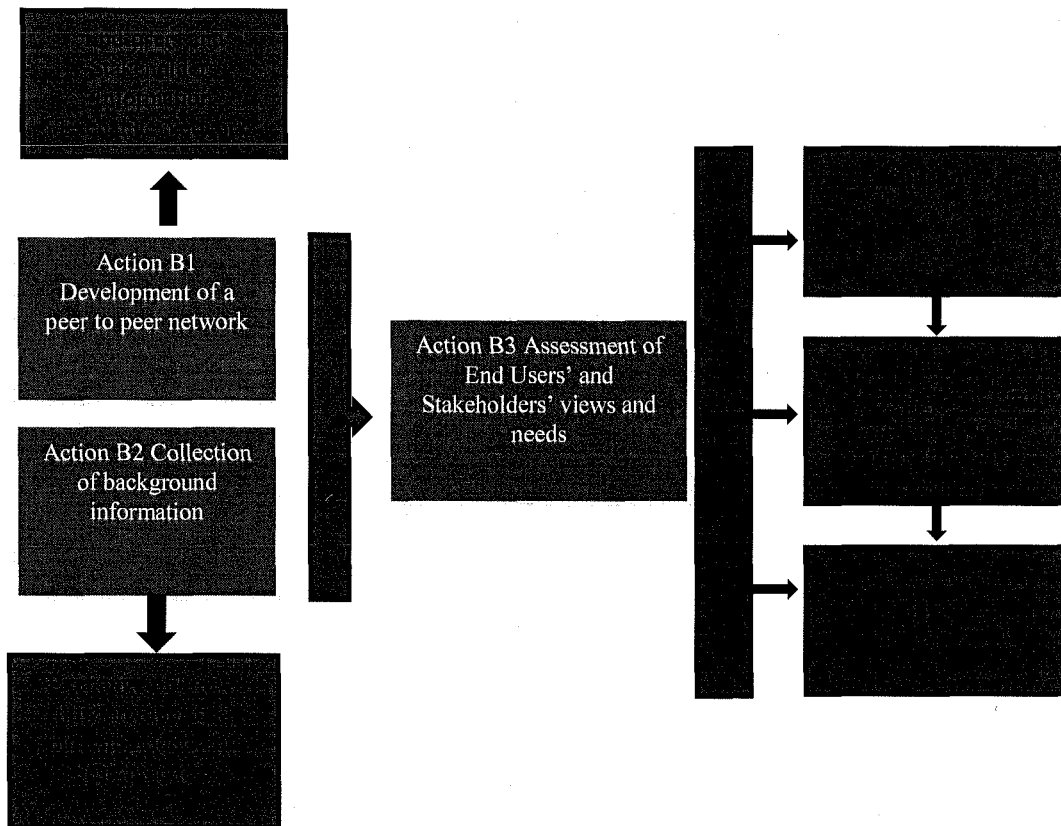
Expected Result: An interactive project website serving the project's communication and dissemination activities

The ECOSHAZ website was developed and launched in English language from the very early stages of the project and it was updated at least every six months during the project duration. The ECOSHAZ website hosts:

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- ✓ Project's events, news and announcements and other useful links.
- ✓ All project's deliverables categorised per task. The ECOSHAZ Knowledge toolkit is linked and accessible via the website main header. All toolkit contents are fully accessible from that point.
- ✓ Project and Partners' description and their contact details.
- ✓

Figure 1. Working process for the Integrated investigation of end users' and stakeholders' views and needs.



At the ECOSHAZ website is also linked the ECOSHAZ e-Training Platform under the title SEMINARS. Stakeholders can directly access the e-training platform and the training material that is uploaded into it receiving e-courses and familiarize with the implementation of economical tools addressed to prevention measures against coastal hazards.

ECOSHAZ website is rather interactive since project's stakeholders and other interested visitors may have access to ECOSHAZ Helpline center contact directly all project partners and redirected to other similar to ECOSHAZ projects. Website subscribers are informed about project's events and progress via RSS feeds. They can also register and receive existing and future project's Newsletters

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The website will stay active 5 years after the conclusion of the project. During this time all partners will continue to enrich website contents with more news, events and informative material.

Expected Result: A Knowledge Base - Toolkit, containing good practices, case studies, literature and other information on different modules of coastal risk management

The ECOSHAZ Knowledge Toolkit was developed including relative information and in depth knowledge sources in coastal hazards risk management. The ECOSHAZ Knowledge Toolkit was built in order to be rather interactive and accessible via smartphones and tablets, too. It consists of a set of innovative open source and open access databases, tools and management approaches in support of coastal managers, emergency decision makers and policy makers.

The Toolkit comprises five separate modules. The modules included are:

1. Coastal Risk Assessment Framework
2. Early Warning Systems
3. Coastal Risk Management
4. Economics Knowledge Base
5. Oil Spill Accidents

All modules are enriched with good practices, case studies, scientific articles and other information on coastal risk management.

The Knowledge Toolkit is the cornerstone of the ECOSHAZ Knowledge Infrastructure Framework and tools. It is built as an interactive tool aiming and managing to bring together stakeholders from different disciplines (engineers, economists, geographers) to contribute to the toolkit contents. The same stands for the operation of the e-Training Platform and the courses delivered via it.

Expected Result: Four Implementation Modules dealing with the Coastal risk assessment framework, risk prevention measures, monitoring /early warning systems and Cost Benefit Analysis

Five (four foreseen in the application form) Implementation modules were developed and were integrated in the Knowledge Toolkit - database. The five modules referred to the following subjects:

1. Coastal Risk Assessment Framework, including EU policies national regulatory frameworks, Past CBA and MCA studies, Coastal Risk Maps, Tools & Methodologies Evaluating Risks, Relative EU programs, Projects and Initiatives, Climate Change and Coastal Vulnerability

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2. Early Warning Systems, such as Global Flood Detection Systems (GDACS), Group on Earth Observations (GEO), IFnet Global Flood Alert System (GFAS), North-Eastern Atlantic, Mediterranean and connected seas Tsunami Information Center Link, etc
3. Coastal Risk Management including Good Practices on CBA and MCA, Master Plans Structural and non-Structural Measures and Relative applications
4. Economics Knowledge Base including the Economics of oil spills, Cost Benefit Analysis for long term adaptation choices, Conceptual Elements, Definition and Classification of Benefits and Costs, Sensitivity Analysis and Implementation data for Coastal Hazards
5. Oil Spill Accidents including information on Economic Valuation of Environmental Damages due to oil spills, Meta-Damage Regression modelling for Large Accidental Oil spills, Economical Consequences on coastal fish market and stigmatised fish prices, estimated costs and claims linked to oil spill damages.

Stakeholders can source valuable information from the contents of the Knowledge toolkit enhancing the information exchange among them and other interested bodies at national and European level on coastal hazards and economic evaluation of prevention and mitigation measures.

Expected Result: Two Guidelines on the implementation of the procedure for the economic assessment of coastal prevention measures against natural and anthropogenic hazards respectively

Two standalone Guidelines were developed, one for natural hazards and one for oil spill accidents. Both Guidelines are built based on the ECOSHAZ Common Framework of Coastal Hazard and Risk Management and they are "How to do it" guides to assessing the costs and benefits of risk management at the coast addressed to hazards induced by the nature and human activities. When put together with knowledge of the costs of the plans and schemes required in coastal hazards risk management, the user can assess the relationship between the benefits and the cost of investment decisions. This comparison enable the users to identify those risk management plans and schemes which maximise the economic return to their nation (not the locality nor the region in which the scheme is located) and therefore represent "best value for money" by being economically efficient. The oil spill Guideline is unique since it is the first time that the costs and benefits of conducting an oil spill management plan are economically assessed and compared leading to efficient evaluation of investment decisions on prevention and mitigation measures. Both guidelines were used for the development of the training material used for the training material of the project's stakeholders.

Expected Result: Six Training seminars, for the capacity building of project key stakeholders

After the collection, evaluation and classification of the respective informative material that was uploaded in the ECOSHAZ Knowledge Toolkit practical, educational material was developed offering specific information on how

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to implement economic appraisal of prevention and response measures against coastal hazards and specifically CBA. More specifically five different training modules were developed, one for the ECOSHAZ project presentation, one for the common framework of Coastal Hazard and Risk Management, one for economics evaluations of prevention measures for coastal disasters originating from natural hazards, one for the economic evaluation of costs and benefits of oil spills' risk management plans and one for the presentation of the ECOSHAZ Knowledge Toolkit.

An intensive one (1) day course was held by each partner. The overall training material was translated in the languages of all participating countries, in order to facilitate the stakeholders' ability to follow the training sessions. Training seminars were delivered via the ECOSHAZ e-training platform. The vast majority of participating stakeholders expressed their satisfaction and asked for a) further training on the implementation of economic tools such as CBA and MCA and enrichment of training material, extending the training courses to other civil protection and environmental aspects, too.

Expected Result: Six Exercise Tests for the evaluation of the developed implementation modules by the national clusters of the project countries

Six Exercise Tests were conducted via the use of a structured questionnaire that was translated in all partners' national languages and was uploaded to ECOSHAZ website. At the end of each training seminar, all trainees - stakeholders were asked to fill in the questionnaire focusing in the operation and contents of the Knowledge Toolkit, the training material contents and the operation of the ECOSHAZ e-training platform aiming to the improvement of the contents and applicability of the abovementioned project deliverables. The received answers and comments to the questionnaire were assessed for the improvement of the abovementioned deliverables

The questionnaire will remain on the ECOSHAZ website after the project's conclusion, in order project partners to be able to receive more constructive comments and proposals.

Expected Result: Consulting and Technical Support of interested parties via the operation of a Helpline Centre

The ECOSHAZ Helpline Centre has been established within the premises of the CO. The Helpline Centre provides services to stakeholders who are interested in implementing economic tools and appraisals of prevention and response measures against coastal hazards originating both from natural and technological hazards.

Stakeholders are able to contact directly, on-line, the ECOSHAZ Helpline Centre. In case that CO cannot answer the questions straightforward then the question is forwarded to other project partners with more expertise on the question. Finally the question will be answered by the CO.

Expected Result: One transnational cooperation operating under a Cooperation Memorandum

A Cooperation Memorandum was set up in order to facilitate and oversee the ECOSHAZ exploitation activities. The memorandum provides terms for the continuous update and operation of ECOSHAZ Knowledge Infrastructure framework in order to maintain the dissemination of the high quality of information and acquired knowledge. The responsible body for the maintenance of the Platform is project's CO and the responsibility for assessing the quality of input data were appointed to all other partners. Furthermore the commercialization and intellectual property rights of the developed training material, the development, configuration and use of the ECOSHAZ e-training platform will be the subject of a different agreement.

Expected Result: Broad stakeholders' awareness raising via six workshops, a series of informational material and a Final Conference

Broad stakeholders' awareness raising plus their active participation was achieved during the overall project duration. Initially the national the ECOSHAZ Information Exchange Network were established one per participating country. The overall set target for 90 members (15 members per partner) was surpassed by 220% since ECOSHAZ IEN accrues more than 200 members today.

The active involvement of the project stakeholders into the process of providing their views on the implementation of economic tools, such as CBA, contributed significantly to the awareness raising of stakeholders in economic appraisal methods as decision making practices on civil protection prevention activities and measures.

The successful consultation process for the evaluation of the developed tools by competent stakeholders certified the accomplishment of their active involvement in the project and consequent increase of their skills and knowledge on the main aspects of the ECOSHAZ project.

The development of the Knowledge Toolkit and the e-Training Platform and the direct invitation to the stakeholders to become registered users, contribute to their contents and gain access to valuable informative and training material knowledge was highly appreciated and triggered their interest for more active and interactive involvement.

The organisation and holding of six informative workshops, along with the project's coordination meetings and the ECOSHAZ final conference gave the chance to project partners to contact directly stakeholders from different countries and thus inform them and explain them the necessity and worth of economic appraisal methods as decision making tools in civil protection measures. It was rather advantageous for stakeholders occupied in different competent authorities, professions and different disciplines to meet each other and express their views on coastal hazards prevention and response measures and proposals on knowledge exchange and decision making practices. It was strongly noticed the arising need of collaboration of stakeholders with different

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disciplines, engineers, economists, geographers, for the efficient planning and implementation of coastal hazards prevention and response measures.

Finally the development and configuration of the e-training platform that hosts all the ECOSHAZ training material and training material of similar past and new projects (i.e. FLOOD-CBA) will provide further perspectives on ECOSHAZ stakeholders' education and training certifying stakeholders further occupation and engagement.

3 EVALUATION OF PROJECT MANAGEMENT/ IMPLEMENTATION PROCESS

3.1 Positive aspects / opportunities

The positive aspects and opportunities indicated are the following:

- The experience and managing ability of the CO led to the successful completion of the project with minor deviations concerning the expenses allocation and the time schedule which were managed through preventive and corrective actions so as to avoid disorders in the implementation of the various Tasks.
- The EC 'kick-off' meeting in Brussels offered the Project Team an opportunity to network with the EC officers as well as with other project leaders and gave the opportunity for further knowledge exchange among the European projects.
- The coherent organizational set-up facilitated the accurate administrative, technical and financial coordination of the project and gave the project partners the opportunity to exploit their resources in the best way.
- The involvement of experienced and high expert staff as well as the allocation of responsibilities to the partners according to their expertise resulted into the achievement of high-quality deliverables and an excessive knowledge transfer during the project.
- The national and regional key stakeholders such as Ministries, Agencies of Environment, Water Management Departments, Civil Protection Agencies, Port Authorities, Emergency/Response/Preparedness Units, Hydraulic and Civil Engineering Bodies, Local authorities and Urban and Land Planning Departments, Higher Education Institutes, Research Depts, Consultants and other freelancers were successfully engaged from the early stages of the project thus providing a substantial support over the implementation of the ECOSHAZ activities such as the realization of the dissemination, the training seminars and the consultation process.
- The translation of the Guidelines and the training material into the partners' languages, Greek, Spanish, Italian and Polish, multiplied and broadened the impact of the deliverables as they became a useful tool to a larger number of stakeholders.
- The continuous networking of the ECOSHAZ consortium with the WGF and other European Networks thus achieving important visibility of the project and promotion of the core outputs, as well as creating opportunities for future co operations.

3.2 Internal and external difficulties encountered

The implementation of CBA in Coastal Risk Management was highly diverse across the participating countries, ranging from being a common, institutionalized practice to the total absence of the implementation of economic

appraisal tools and methods. This important variability caused a significant difficulty that all stakeholders could not be approached in a common and uniform way. The partners had to design their activities according to the awareness level of their target groups and according to their needs, i.e. the compilation of the training material. This difficulty required an extra effort which however the partners were willing to devote to the project thus achieving the desired results.

3.3 Partnership cooperation

The Partnership Agreements between the CO and each AB were prepared and signed, pursuant to the CIVIL PROTECTION program guidelines and template. The documents were sent by the CO to DG-ECHO Civil Protection Unit.

The established transnational cooperation of the six project partners was proven to be a successful consortium. The effective collaboration is attributed mostly to the maturity and experience of the involved partners in the execution of partnership projects. The direct response to every request appointed by the CO facilitated the management and elaboration of the various tasks, as well as the reporting to the European Commission.

According to the project management scheme, which was described in the AF of the project, the project's organizational structure was formed and staffed. The partners appointed representatives to the five management units, a. Lead Partner; b. Coordination Office; c. Steering Committee; d. Working Group; e. Tasks Coordinators and f. Working Teams that were established (detailed description is provided in the Organizational Structure document).

The communication among the project management and working units was based mostly on e-mails and phone calls. However the partnership cooperation was mostly unfolded during the seven Coordination Meetings, almost one every four months, that were realized: 1st CM in Thessaloniki, February 2015; 2nd CM in Seville, May 2015; 3rd CM in Oxford, October 2015; 4th CM in Santiago de Compostela, February 2016; 5th CM in Gdansk, May 2016; 6th CM in Catania, September 2016; and final CM in Thessaloniki, December 2016. The Coordination Meetings provided the chance for in depth discussions regarding technical, managerial and financial issues and internal and external quality audits findings.

As far as the elaboration of the project's activities is concerned, the full involvement of all project partners throughout the duration of the project was acknowledged. During the 1st CM there was a scheduling of tasks' allocation to each partner, according to the approved application form of the project, which was respected and followed by all partners in the course of the project.

Apart from SIGMA being the LP, AB5 was responsible for the implementation of Task B, AB2 was responsible for Task C, AB1 was responsible for Task D and the CO in collaboration with AB3 was responsible for the dissemination activities under Task E. The allocation of the Tasks' responsibilities to all partners led to their substantial engagement to the project.

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Even though for the production of the various deliverables was under the responsibility of one partner each time, the rest of the partnership had to revise the initial drafts and contribute their own experience and case studies. Any comments, corrections and additions expressed on behalf of the consortium were integrated into the final tuning of the deliverable. Moreover there were activities that required all partners to work at regional and national level in order to extract their results and provide them as feedback to a common deliverable, such as the Report on the Stakeholders' Views and Needs, the compilation of the ECOASHAZ Training material.

3.4 Cooperation with the Commission

- The two interim reports of the project's progress, including summaries of the project expenditures, were submitted to the Commission in October 2015 and June 2016, respectively, according to the DG-ECHO guidelines.
- The deliverables that were created during the project were submitted to DG-ECHO upon request of the project desk officers.
- Whenever necessary the CO addressed the DG-ECHO desk officers, responsible for the ECOSHAZ project, for any financial and technical advice and kept them informed for any work program changes or any budget reallocations. The officers' response was always direct and prompt.
- The DG-ECHO support was visible on all the produced deliverables and publications, while a direct link to the EU and DG-ECHO was foreseen on the project's website.
- The kick-off meeting of the project in Brussels helped towards the clarification of various administrative and financial issues.
- ECOSHAZ continued the cooperation with the WGF, encouraged by the DG-ECHO during the implementation of the FLOOD CBA project, with the participation of Mr. Mark Adamson to the Oxford "Think Shop" in October 2015.

3.5 Comments on European value added

Coastal hazards are a major concern for local population and authorities since the interaction of coastal processes with human activities and structures can adversely affect the economy, health, well being and safety of people and communities. An effective hazard mitigation planning requires the cost-benefit assessment of the various risk prevention measures correlated to the costs for response and rehabilitation (SEC/2010/1626, COM/2011/934 etc).

Notwithstanding the considerable progress that has been made over the past few decades in the fields of hazards' analysis and modelling, successful delivery of Cost/Benefit (C/B) assessment still remains very challenging. The considerable diversity of methodological approaches and terminology in use complicates the deduction of robust and comparable C/B figures. Besides the methodological differences, the lack of reliable

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publicly available cost assessment data is a major obstacle for process development. Existing cost databases are rather scarce, containing usually heterogeneous data or figures defined at an aggregate level. Moreover many parameters related to the coastal hazards' impacts are hardly reflected resulting in considerable uncertainties during the evaluation process of the appropriate mitigation measures.

ECOSHAZ was designed to address the aforementioned limitations and weaknesses by i) reviewing and analyzing the available frameworks, methodologies and tools ii) providing state of the art guidance as well as necessary data sources and support structures for the economic assessment of coastal risk prevention measures iii) validating the applicability of the developed materials.

In this context the project developed useful tools that can provide important help to end users and decision makers who are involved in the planning and implementation of coastal risk management plans by guiding them, step by step, to the implementation of a CBA study and leading them to useful results based on which a certain coastal risk management scheme should be selected instead of another. These tools were the interactive Knowledge Platform (includes the ECOSHAZ Knowledge Toolkit and ECOSHAZ e-Training Platform), the Common Characterization Framework, the Guidelines for the Implementation of CBA of Coastal Risk Management Prevention Measures against Natural Hazards and Oil Spills, and the Training Material. The e-Training Platform will constitute an effective training and dissemination tool that will be used after the project closure by delivering courses to other stakeholders, too.

Furthermore, the capacity building activities of the project highlighted the different degrees of development of frameworks and supporting structures to evaluate coastal hazards prevention measures among the countries involved in the ECOSHAZ project. UK and Poland already have the backbone for coastal hazards management. Specifically they already have laws or regulations that deal with the economic valuation of coastal hazards management measures and an uniform application of CBA. The other countries (Greece, Italy and Spain) present a more fragmented situation, although in the presence of several initiatives.

This diversity set off a process of knowledge transfer within the partnership from the strong experts in the CBA field to the "less" experts with a consequent impact to the awareness raising of the national involved stakeholders. This process had an added value at European level since it was an important step towards the reduction of the identified differences regarding the development and practice of economic evaluation of coastal hazards prevention measures in the different European countries.

The European value added also derived from the following items:

1. *Common planning and implementation of activities*

The main deliverables of the project were produced on transnational level taking into consideration the experience from each partner country as well as the international practices. The implemented activities were always based on the common planning, base lines and standards.

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The technical and dissemination products were revised by all partners and the final versions were produced after integrating their views and proposals. This practice ensured an in depth cooperation among the different European countries and facilitated the osmosis of good practices from places of higher competence in the field of evaluation coastal hazards prevention and response measures to areas of limited capacity.

2. *Elaboration of dissemination activities at European level*

During the project there was a special provision for the realization of dissemination activities at European level. These activities included:

- The kick-off meeting at Brussels with the DG-ECHO desk officers and at the presence of the coordinating beneficiaries and work teams of other Civil Protection projects;
- The development and frequent updates of the project website with all latest information on the progress of the project;
- The participation of the project partners to various workshops, exhibition and conferences and the continuous networking with other European consortia, such as the VIII Conference on Coastal Geomorphology in Marbella, Costa del Sol in Southern Spain, from the 3rd to the 5th of June 2015;
- The final conference of the project where different practices of European dimension on the evaluation of coastal risk management as well as other civil protection projects were presented;
- The creation and dissemination of the booklet of the project achievements that was distributed to the attendants of the final conference and published on the project website;
- The translation of dissemination material, such as the informative leaflet, the Booklet of the project achievements and the Layman's report as well as the Guidelines and Training Material in the languages of all participating countries, i.e. Greek, Spanish, Polish and Italian;
- Publication of two entries in EU circulations, the Regional Review (October issue, 2016) and the Pan European Networks (Government 21 Publication, February 2017 issue);
- Dissemination of 4 e-Newsletters to ECOSHAZ Information Exchange Network members and to EU stakeholders.

3. *The institution of the ECOSHAZ Forum*

The *ECOSHAZ project* proceeded with the creation of a Forum which is a unit that it is responsible for coordination and technical support actions at European level in the field of coastal risk management, coordination and elaboration of know-how and experience exchange, research and technology transfer, networking with other relevant initiatives and institutions, expansion of the cooperation in other geographical areas.

Analytical description of the ECOSHAZ deliverables added value is presented in Chapter 5 (Presentation of the Technical Results and Deliverables) of the current report.

3.6 Lessons learnt and possible improvements

The project was completed successfully in terms of technical and financial issues. There were certain aspects which supported the achievement of the foreseen results. These aspects derive from the section 4.1 of the present report.

- The effective and well organised project management is the key issue for the successful implementation of a project.
- The early warning of the EC and open discussion with the DG-ECHO Desk Officers for any potential changes or occurring problems either with regard to the technical implementation of the Tasks or the budget allocation is of crucial importance.
- The establishment of an efficient quality monitoring and evaluation system that involves frequent internal audits facilitates the Lead Partner to easily follow the progress of the project, early identify potential deviations and apply the appropriate corrective or preventive activities.
- The frequent CMs, almost one every four or five months, help the consortium to evolve and establish communication channels for a successful cooperation.
- The early identification of the key stakeholders and their continuous involvement in the project implementation ensures the strong impact of the project outcomes and their capitalisation after the project ends.

Apart from the positive features of the project, some aspects which could have enabled the project to be even more effective were indicated.

The possible improvements include the following:

- The whole interface of the website could have been developed not only in English but also in all partners' languages. This may have encouraged more national stakeholders to register themselves and use the available ECOSHAZ tools. However, some core deliverables, such as the Guidelines, the e-Training Platform and the uploaded training material, were translated in all partners' languages and uploaded on the project's website.
- Parts of the translations were conducted by the staff members due to the difficulties encountered by the external translators to translate efficiently the economic terminology used in the Guidelines.
- A second progress meeting at Brussels with the DG-ECHO and the rest of the Working Teams of the 2015 Civil Protection projects might have been useful in terms of dissemination as well as direct

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clarification of questions. However, the good communication with the EC desk officers via emails covered this gap.

4 ACTIVITIES

4.1 Comparison between initially planned and actually implemented activities, including monitoring, evaluation and dissemination

There are no deviations between the initially planned and actually implemented activities in the ECOSHAZ project. Only short time delays between the initially planned activities timetable and the actually implemented ones. It should be noted here that ECOSHAZ project partners have realised more activities and produced more deliverables than the originally planned ones. The main additional deliverable is the ECOSHAZ e-learning Training Platform.

In the beginning of the project, the CO developed an efficient quality audit system which comprised a set of internal audits on a three-month basis. The internal audits mainly concerned the scheduled deliverables and the integrity of their realization. Whenever a deviation or potential deviation was indentified a corresponding corrective or preventive action was applied and audited until its successful closure. The results of the internal audits and their findings are described in detail in the Interim and Final Quality Reports. Both of them can be available upon request.

The main findings of the internal audits are presented in brief as follows,

Task A. Management and reporting to the EC

The Actions under Task A were implemented successfully according to the AF. There were no deviations except a minor delay of 3 days to the delivery of the 1st Progress Report after consultation and agreement with the responsible project's EU Desk Officer.

Any deviations concerning the actual timetable of the activities have been described under section 3.2 of the present report. A detailed description of the Actions and the deliverables produced are presented in Chapter 5 of this report.

Task B. Building the Stakeholders' Capacity

The Actions under Task B were implemented successfully according to the approved project's AF. The only differences concerned the initially planned and the actual time schedule of the activities. Short time delays were observed and documented mainly to the answers received during the consultation process and the delivery of the stakeholders' views and needs report. Nevertheless these delays did not affect the smooth continuation of the project since the deliverables connected with the previous mentioned activities were delivered on time. The observed time delays concerning the actual project's Task B timetable of the Task have been described in detail under section 3.2 of the present report.

A detailed description of the Actions and the deliverables produced are included in the following chapter.

Task C. Improving the Process of Knowledge

The Actions under Task C were implemented successfully according to the project's AF. The only differences concerned the initially planned and the actual time schedule of the activities regarding the contribution of two partners to the contents of the ECOSHAZ Knowledge Toolkit. There was also a short time delay to the production of the Cost Benefit Analysis of coastal risk management prevention measures against oil spill hazards Guideline. These time deviations did not affect the integrity and the contents of the initially foreseen project's activities and deliverables. The time delays concerning the actual timetable of the Task C have been described in detail under section 3.2 of the present report.

A detailed description of the Actions and the deliverables produced are included in the following chapter.

Task D. Implementation of Pilot Activities

The majority of the Actions under Task D were implemented according to the project's AF. The only deviations observed concerned time delays to the realisation of the training seminars. The main reason for these delays was the preparation and translation of the e-training material. It must be noted here that project partners cooperated and produced an additional deliverable during Task D, the ECOSHAZ e-training platform. The development and configuration of the e-training platform in all partners' national languages plus the preparation and uploading of the e-training material demanded extra efforts and time from the project partners. However, project partners strongly believe that the e-training platform is going to be a powerful tool to the next coming valorisation activities of the project, especially after its conclusion. It can and will be used for the delivery of additional distant learning courses to more ECOSHAZ stakeholders bringing additional added value to the project's results.

Any deviations concerning the actual timetable have already been explained under section 3.2 of the present report.

A detailed description of the Actions and the deliverables produced are included in chapter 5 of the present report.

Task E. Information, communication and capitalization measures

The Actions under Task E were implemented successfully according to the AF. Slight deviations were indicated regarding a) the development and launch of project's website plus their six months updates and b) the issue of informative articles regarding the project activities and deliverables. Finally, all partners compiled and released the initially foreseen number of articles and press releases. CO published two articles to international media, pan-european magazines.

Any other deviations concerning the actual timetable have been described under section 3.2 of the present report.

A detailed description of the Actions and the deliverables produced are included in Chapter 5 of the present report.

4.2 Qualitative evaluation of the activities

To avoid repetition and to ease reading of the current report, the evaluation of each of these activities has been dealt together with the evaluation of the deliverables one by one, and is analytically presented in Chapter 5 of the current report.

5 PRESENTATION OF THE TECHNICAL RESULTS AND DELIVERABLES

The T forms of the ECOSHAZ Application Form have been used in this section as reference to initially planned activities and deliverables.

In accordance with the final report specifications, each deliverable is presented based on the following analysis:

- description of individual deliverables;
- purpose of the deliverable;
- evaluation of the deliverable;
- value-added of the deliverable - in particular European value-added and transferability;
- dissemination (where applicable)

5.1 Task A: *Management and Reporting to the EC*

Deliverables:

- Project Work Plan
- Project's organizational structure
- Project Monitoring and Evaluation System
- Progress report 1 (8 months' period)
- Progress report 2 (16 months' period)
- Final report (24 months' period)
- 7 Coordination meetings
- Quality Handbook
- Interim Quality Report
- Final Quality Report

Project Work Plan

Description: During the 1st CM in Thessaloniki the project partners agreed on the Project Work Plan which was in line with the approved AF. The Project Work Plan was revised in the course of the project. The emerged changes were depicted on the revised T forms which were submitted together with the two (2) Progress Reports to the EC.

Purpose: The purpose of the deliverable was the detailed definition of activities and obligations of the project partners according to the approved working plan and timetable, taking into consideration all necessary parameters that were specified in the Grant Agreement.

Evaluation: The deliverable was accepted by the project partners and was estimated as precise and detailed. The deviations from the originally approved technical forms were limited and well justified.

Value-added: The pattern of the specific project planning appears as appropriate for the design and implementation of future European projects by international consortiums. The deliverable was assessed by the CO's quality auditor in the framework of the 1st internal audit.

Dissemination: The deliverable was communicated to the project partners and the responsible EC desk officers.

Project's organizational structure

Description: The deliverable was compiled by the CO with the contribution of all Associate Beneficiaries (AB). According to the project management scheme that was described in the approved AF, the project management structure was formed and staffed. Each AB appointed representatives to the five Units that were established, a. Lead Partner; b. Coordination Office; c. Steering Committee; d. Working Group; e. National Working Teams. The project management structure was finalized during the 1st CM of ECOSHAZ in Thessaloniki.

Purpose: The purpose of the deliverable was the establishment of the appropriate organisational structure and its effective function in order to assure the successful elaboration of the project.

Evaluation: The organisational structure of ECOSHAZ was estimated by the project partners as effective, flexible, and appropriately staffed since all necessary tasks were carried out successfully and any difficulties were smoothly overcome. The deliverable was assessed by the CO's quality auditor in the framework of the 1st internal audit.

Value-added: The pattern of the specific organizational structure appears to be appropriate for the design and implementation of future European projects by transnational consortiums.

Dissemination: The deliverable was communicated to the project partners and the responsible EU desk officers and it is also available upon request.

Project Monitoring and Evaluation System

Description: This deliverable is a supportive tool for the monitoring and evaluation of the project execution. Time, cost and project's foreseen targets' achievement were monitored and assessed via the use of specific measurable indicators. These data provided the necessary input for project evaluation and subsequent actions. The project's Monitoring and Evaluation System is consisted of the following modules:

- Gantt Chart, for the time monitoring of the Project progress and evolution
- Table of Project Deliverables and Milestones (including scheduled and actual completion dates, calculation of probable delays, identification of responsibilities).
- Project Evaluation Spreadsheet. The project evaluation is monitored at a separate spreadsheet using a series of progress indicators. For each indicator, the target was defined, and at a different column the realized quantity was noted. The evaluation of the related activity results from the following three constituents:
 - ✓ Realization: The realization factor can take the value of 1 and 0 (according to the accomplishment of the relevant activity).
 - ✓ Rating: The rating factor can take the values from 0 to 5, and results from the quality of the output, the duration and the cost of the relevant activity (compared to the foreseen ones).
 - ✓ Weightiness: The weight factor indicates the importance of the relevant activity (compared to the other activities of the same tasks, as well as to the activities of the whole Project).

For the evaluation of each activity, the above mentioned factors have to be multiplied. The overall assessment of the Project results as a sum of separate products. The factor ranges were selected properly, so as the excellent implementation of the Project to be rated with 100 and the worst with 0. The actual overall grade of the Project is given out as a percentage of the theoretically perfect score.

The deliverable was successfully completed by the CO with the contribution of all ABs. The tool was continuously applied by the Coordination Office during the project in order to track the progress of the activities and recognize delays or miss-estimations.

Purpose: The purpose of the deliverable was the continuous evaluation of the project's progress and technical completion as well as the early determination of potential deviations or inconsistencies and designation of proper support and corrective actions.

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Evaluation: The deliverable was accepted by the project partners and considered as a useful tool that efficiently served the purpose of its formulation. The deliverable was assessed by the CO's internal and external quality auditors in the framework of the designated quality audits.

Value-added: The Monitoring and Evaluation System appears to be appropriate for the implementation of any European project by international consortiums.

Dissemination: The monitoring and evaluation system was communicated by the CO to the project partners and the responsible EU desk officers.

Coordination Meetings

Description: Seven coordination meetings were realized. The CMs were hosted by the CO in Thessaloniki (February 2015), by AB1 in Seville (May 2015), by AB2 in Oxford (October 2015), by AB4 in Santiago (February 2016), by AB3 in Gdansk (May 2016), by AB5 in Catania (September 2016), and by the CO in Thessaloniki (December 2016) for the final coordination meeting which was combined with the final conference.

The outputs of each CM were the agenda, the list of participants, the presentations, the proceedings and a number of photos.

All CMs were realised with the presence of all partners, except for the meeting in Catania where AB4 did not participate due to an unexpected car accident. The project status in each participating country, the completed actions, and the accomplished targets, the schedule of forthcoming events and activities as well as project management issues were analyzed during the CMs. These meetings were opportunities for the accomplishment of high level know-how and experience exchange as well as settlement of cooperation and project management issues.

Purpose: The purpose of the CMs was to establish smooth and direct communication lines among the project partners, indicate potential problems and solve them well in advance, comment and finalise project's deliverables.

Evaluation: The coordination meetings were always perceived as successful. The success was attributed to the fact that a. there was always sufficient representation of each project partner; b. their participation, preparation and comments had always a positive impact on the technical, financial and administrative progress of the project; c. they were excellent opportunities for experience and know-how exchange among the participants. The deliverables were assessed by the designated quality auditors in the framework of the respective audits.

Value-added: The direct monitoring of the project via organizing one CM almost every four months appears as appropriate for the implementation of any European project by international partnerships of the same or even bigger number of partners. Additionally, as already stated above, the CMs were

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organised in such a way so as to endeavour the harmonization of the participating countries on civil protection issues.

Dissemination: The outputs of the CMs were communicated by the CO to the project partners and the responsible EU desk officers. They were also published on the ECOSHAZ website. They are also available upon request.

Reports to the EC

Description: Two progress reports and one final report were prepared by the CO and were submitted to the project EU desk officers. The 1st progress report covered the project's first 8-month period, the 2nd progress report covered the project's 16-month period while the final report covers the whole duration of the project. The reports followed the relevant specifications and templates of the Grant Agreement.

Purpose: The purpose of the reports was to meet the requirements of the Grant Agreement and to provide proper reporting to the European Commission.

Evaluation: The progress reports and the final report were submitted in time according to the deadlines set by the Grant Agreement. They included all necessary information so as to give in a precise and inclusive way the progress of the project, the main outcomes, the occurred problems and the future activities. The deliverables were assessed by the CO's quality auditor in the framework of the 3rd and 6th quality audits.

Value-added: The reports were the direct way of providing information on the project implementation to the EC officers and receive back valuable comments.

Dissemination: The progress reports were communicated by the LP to the project partners and the responsible EU desk officer. The final report is expected to be published on the DG-ECHO website after its approval by the Commission.

Quality Handbook

Description: The ECOSHAZ Quality Handbook defined the structure of the ECOSHAZ Quality Management, the tasks and responsibilities of the involved personnel, the procedures and guidelines which were applied by the project partners.

The CO prepared and delivered to all project partners, the project Quality Handbook. The Handbook was discussed and approved by the project Working Group during the 2nd CM, in Seville. The ECOSHAZ Quality Handbook constituted a very effective project management guideline for all partners. It was under review on a constant basis, during the project lifetime.

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Purpose: The development and implementation of the project Quality Handbook was to ensure high standards of quality for all the actions implemented, the results and the deliverables produced, during the project lifetime.

Evaluation: The Quality Handbook was evaluated as a coherent document that respected the AF and Grant Agreement specifications as well as the partnership's decisions from the 1st CM. Being a Handbook it is easy to follow, containing mainly tables regarding the partners' responsibilities and descriptions of the Deliverables, Objectives and involved Processes. The deliverable was assessed by the CO's quality auditors.

Value-added: The Quality Handbook is part of a Quality Management and Assurance System in the pattern of ISO9001/2008 Management System. This applied Quality Management and Assurance System is an innovative tool in the management and coordination of projects and can be easily adopted in the framework of any kind of European programmes and partnerships. It constituted a very efficient guideline for all project partners regarding their tasks and responsibilities during the project lifetime.

Dissemination: Draft versions of the Quality Handbook were circulated among the project partners before its finalisation during the 2nd CM. The final version was forwarded to the EC desk officers and it is available upon request. Since the document concerns internal procedures it was not published on the project website.

Quality Reports

Description: An interim and a final quality report were compiled in the middle and at the end of the project respectively, by the external Quality auditor. The Quality Reports contained the results of the implemented internal and external audits that were realised every 3 months from the beginning until the end of the project.

The Quality Reports were prepared by an external Quality Auditor appointed by the CO. CO also conducted internal audits implementing the developed Project's Monitoring and Evaluation System.

Purpose: The purpose of the Quality Reports was to depict the results from the implementation of the quality management and assurance measures developed for ECOSHAZ project. The Quality Reports was an important feedback mainly to the compilation of the Final Report of the project.

Evaluation: CO validated the receipt of the quality reports after being prepared by the contracted Quality Auditor. Their contents and findings were exploited and the proposed corrective actions were assessed and undertaken for the better implementation of the project.

Value-added: The Quality Reports are part of a Quality Management and Assurance System in the pattern of ISO9001/2008 Management System. This applied Quality Management and Assurance

System is an innovative tool in the management and coordination of projects and can be easily adopted in the framework of any kind of European projects and partnerships.

Dissemination: The Quality Reports were circulated among the project partners. The findings of the audits were announced during the CMs. The Quality Reports are available to the DG-ECHO desk officers upon request. Since the documents concern internal procedures they were not published on the project website.

5.2 Task B: Building the Stakeholders Capacity

Deliverables:

- Information Exchange Network
- Collection of Background Information
- Consultation Plan
- Stakeholders' Questionnaire for the consultation process
- Report on Stakeholders' views

Information Exchange Network

Description: The Information Exchange Network of the ECOSHAZ project was established at the early stages of the project. The members of the Network are the identified national stakeholders in each participating country that are directly involved in the decision making of coastal risk management and coastal hazards prevention measures. In order to identify the stakeholders a questionnaire was compiled and distributed among all ECOSHAZ partners, who were responsible for collecting the information in their respective countries /regions. The acquired information was input in a common Information Exchange Network database which was updated by the Task Leader, AB5, with the information provided by the partners.

The database contained the following information for each identified stakeholder:

Member's name; Institutional nature (e.g. Public Administration, Private Company, Non for Profit Organisation, etc); Type of Stakeholder (Are they end-users or stakeholders?); Level of Action/Scale (National/Regional/Subregional/Local); Responsibilities/ Competences/Areas of work regarding coastal hazards; Does their activity concern mainly coastal management?; Do they have an economic unit?; Do they use Cost/Benefit Analysis Models?; Do they use Multi-criteria Analysis Models?; Is there a

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previous cooperation with the stakeholder in other projects/initiatives?; Would the stakeholder be interested in being part of an Information Exchange Network?; Possibility to contact the member for a future ECOSHAZ workshop; Contact details of the member; Contact person of the member (Address, e-mail, phone number).

Six national/regional networks and 203 stakeholders were identified and became part of the network. These mostly included, among others, Public Administrations, Local Authorities, Environmental Agencies, Port Authorities, Water Management Departments, Civil Protection Agencies, Emergency/Response/Preparedness Units, Hydraulic and Civil Engineering Bodies, Urban and Land Planning Departments, Higher Education Institutes, Consultants.

Project partners invited stakeholders to join the ECOSHAZ IEN during the overall project duration and will continue to do so after its closure, too. This commitment is documented in the ECOSHAZ Cooperation Memorandum which will be signed by all project partners.

Purpose: The goal of this deliverable was to identify the key stakeholders – related to coastal hazards and risk management in each ECOSHAZ participating country and to establish solid regional/national networks that would be operative and actively involved in project's activities through the whole project.

Evaluation: The structure of the established Network was evaluated as concise and operative. The descriptive information gathered for the development of the Network database (e.g. level of action, competences, and willingness to participate in the project or contact details) was of great value to characterize stakeholders as well as to target the potential collaborators for the ECOSHAZ project. As expected, the national/regional networks were active through the whole running of the project. The deliverable was assessed by the CO's quality auditor in the framework of the quality audits of the 1st year.

Value-added: The creation of an Information Exchange Network is an approach that has already been applied successfully within the framework of other European projects. It considered of great importance to involve stakeholders into the implementation of various initiatives from the early beginning of a project. The created ECOSHAZ Network of stakeholders has the potential to expand its capacity to future projects, as it has already been foreseen by the project work plan, through the Capitalisation Activities and the creation of the ECOSHAZ Forum (Task E).

Dissemination: The list of members of the IEN was circulated among the project partners and was also forwarded to the EU desk officer. The involved stakeholders were continually updated about the progress of the ECOSHAZ project and they also took active part to various activities such as the informative workshops, the training seminars and the consultation process.

Collection of Background Information

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Description: The Collection of Background Information consisted in a series of reports produced by the partners containing information about the use of CBA in each country/region, including legal and methodological aspects. Each partner was responsible for compiling the information using official, reliable sources in their respective countries.

The analysis of the background information in each country was structured around five important themes: i) Implementation framework for the economic evaluation of coastal prevention measures.; ii) Appraisal methods and criteria iii) Stakeholders' involvement; iv) Limitation of existing methods and use of alternative approaches; v) Case studies and good practices; and vi) Available support structures and links with other schemes.

The analysis of the results allowed the identification of three main types of legal and organizational differences. First, in Greece, Italy and Spain, differently from Poland and UK, there are no general laws or regulations that specifically deal with the economic valuation of coastal hazards management measures. Second, whilst in United Kingdom and Poland the competence of the subject is attributed to main national agencies, in the other countries this is fragmented in regional authorities (Italy) or is attributed case by case (Greece and Spain). Finally, in Italy, Poland and UK, CBA is applied uniformly, contrary to Greece and Spain.

Countries involved in the ECOSHAZ project present different degrees of development of frameworks and supporting structures to evaluate coastal hazards prevention measures. UK and Poland already have the backbone for coastal hazards management. Specifically they already have laws or regulations that deal with the economic valuation of coastal hazards management measures and an uniform application of CBA. The other countries (Greece, Italy and Spain) present a more fragmented situation, although in the presence of several initiatives.

Purpose: The purpose of this activity was to assess the baseline conditions in each participating country concerning the applied CBA and MCA practices in relation to coastal hazard prevention measures.

Evaluation: The activity of the collection of background information was successfully completed. Input to the assessment questionnaire was provided by all partners. Based on the given feedback a clear picture on the baseline conditions in each country was formulated. The deliverable was assessed by the CO's quality auditors.

Added value: Based on the results of this activity, the approach of each partner towards the national stakeholders and the realisation of next steps were accordingly designed. The findings of this assessment pointed out the necessity of knowledge transfer on CBA and MCA practices from the countries of high expertise to the countries less familiar with the CBA and MCA implementation.

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Dissemination: The assessment questionnaire was disseminated among the partners. The findings were presented during the CM in Seville. The questionnaire and results were communicated to the EU desk officers and were also presented to the ECOSHAZ stakeholders during the national informative workshops. The results were also announced in the framework of the ECOSHAZ final conference presentation in Thessaloniki. The completed questionnaires are available upon request.

Consultation Plan

Description: The Consultation Plan was developed in the framework of the Action B3 "Assessment of the stakeholders' views". It was a document specifically designed to receive the stakeholders' perceptions and needs regarding the different methodologies for the economic appraisal of coastal risk management.

In the frame of the Consultation Plan, a common questionnaire was designed and distributed among all the ECOSHAZ partners. The questionnaire was translated to each of the languages of the ECOSHAZ participating countries and allowed to create the final Report on stakeholders' views.

Some of the topics included in the Consultation Plan are: the views of stakeholders about the use of CBA in each partner country and how this is implemented; how can CBA contribute to improve quality of life of the local population; the perception of environmental losses caused by flooding; future vision of other issues that can guide the understanding of perceptions at local or regional scales.

In particular the stakeholders were consulted on the following topics: Usefulness of CBA; Most controversial issues about CBA; Aspects that need further improvement / clarification; Gaps that need to be fulfilled; What is and should be in future the role of stakeholders in the implementation process?

At the end of the implementation of the Consultation Plan it was possible to understand:

- The use and abuse of economic valuation methodologies.
- How and to what extent economic valuation takes into account non-market benefits.
- Possible controversial issues.
- Topics that are missing.
- Stakeholders' involvement in the implementation of the policy and decision making process.

Purpose: The Consultation Plan played an important role as a coordination tool in collecting information that was used by all project partners, being an excellent way to engage stakeholders in the process, following up the review of the background information.

Evaluation: The deliverable was developed according to the requirements of the AF. It covered all necessary aspects that allowed the project partners to implement effectively the assessment

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procedure. It was also used to increase stakeholders' knowledge and enable them to make more informed contributions and decisions. The deliverable was assessed by the CO's quality auditors.

Added-Value: The Consultation Plan allowed the trust building between the project partners and the stakeholders and the development of a common vision on the issues at stake. It was a solid guide for the working teams of the partners to implement the consultation action in a common way to all stakeholders and regulate the procedure according to a common prototype which has duplication potential to similar actions in the future.

Dissemination: The draft version of the deliverable was presented by AB5 to the rest of the partners during the CM in Seville. The partners agreed on the contents and the final version was uploaded on the project website. The deliverable is available upon request.

Stakeholders' Questionnaire for the consultation process and Report on Stakeholders' views

Description: The Report on stakeholders' views was the final deliverable under Task B. It helped to understand the very different realities of the application of CBA in the design of coastal prevention measures as well as the diverse demands and limitations that exist in each context. This deliverable was the result of the interaction among all actions of Task B. The report on the Stakeholders' Views and Needs was developed based on the Consultation Plan as described above.

A common questionnaire was designed by the AB5 and distributed among all the ECOSHAZ partners. The questionnaire was translated to each of the languages of the ECOSHAZ participating countries and the results allowed to create the final Report on the Stakeholders' Views and Needs.

The questionnaire was divided into the following thematic areas:

0. Characterization of the institution/organization and of the respondent;
1. Main economic methodologies applied to coastal hazard prevention measures and their usability;
2. Controversial issues and/or aspects that need further improvement or clarification;
3. Gaps in the implementation of CBA for Coastal Hazards management;
4. Stakeholders' involvement in the implementation of coastal hazard management;
5. Stakeholders' opinion about coastal and marine ecosystems conservation.
6. General information.

Sixty one (61) stakeholders (i.e. national and regional administrations, public agencies, etc.) from the five participating countries completed the questionnaire. Although their answers did not show the official view in these countries, the information collected represented a very valuable resource to

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understand the different views and perceptions of CBA in the design of coastal hazards prevention measures.

The analysis of the results indicated that as to the main economic methodologies applied to coastal management, the majority of respondents, even if actively involved into coastal hazards management, have a modest or no experience with CBA or other economic tools. However, the level of application of the economic tools differs greatly across countries.

Among the methodologies used for coastal hazard prevention measures, cost benefit analysis is the most applied. The main reason why CBA is considered a useful tool is that it is a procedure that allows the selection of the most efficient option. Other positive sides are its consistency and transparency, the inclusion of nonmarket impacts and the evaluation of benefits and cost through time. Some stakeholders showed to dislike this methodology, in particular they question the central role of discounting, and the relevancy of the procedure in the decision making process.

As to the gaps in the implementation of CBA for Coastal Hazards, respondents in all countries agree that external scrutiny of data and procedures should increase and that estimate of environmental costs and benefits would need more accuracy in all countries. The majority of institutions believes that the presentation of results of CBA should be simpler and strongly advocate the introduction of physical environmental impact. The need to increase participatory methods is very controversial across countries.

Purpose: The consultation process and the consequent report was an insight into various stakeholders' views and needs in the partners' countries related to the main economic methodologies applied to coastal management, the controversial issues and/or aspects that need further clarification, the gaps in the implementation of CBA for Coastal Hazards management, the stakeholders involvement in the implementation of coastal hazards prevention measures and the stakeholders opinion about coastal and marine ecosystems conservation.

Evaluation: The consultation process that was realized via the stakeholders' questionnaire succeeded to raise the awareness of the policy makers and key stakeholders; implement an efficient method for the assessment of the stakeholders' needs; investigate in depth the stakeholders' view and needs on CBA and the design of coastal prevention measures. The deliverable was assessed by the CO's quality auditors in the framework of the 2nd and 3rd quality audits.

Added-Value: Based on the results of the consultation process, the partners developed accordingly the deliverables of Task C as well as the training material and training seminars under Task D. Future projects ideas may also originate from the outcomes of this process and the relevant report on stakeholders' views.

Dissemination: The questionnaire was developed by AB5. After its approval by the ECOSHAZ consortium it was disseminated to the project stakeholders and uploaded on the website, available to

be answered by spontaneous users as well. The report on stakeholders' views is available on the website. The questionnaire and the report are also available upon request.

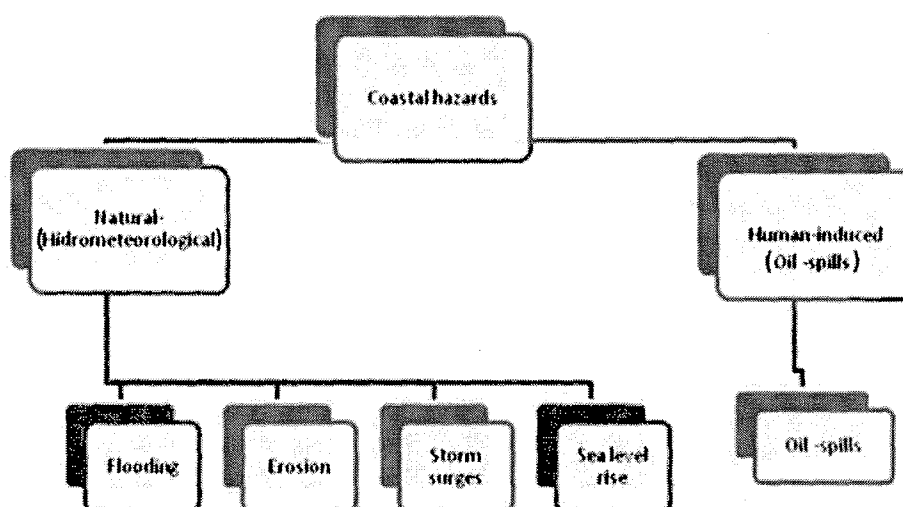
5.3 Task C: Improving the Process of Knowledge

Deliverables:

- Common Characterization framework for Coastal Risk Management CBA and MCA features
- ECOSHAZ Knowledge Toolkit
- Cost Benefit Analysis Guidelines of coastal risk management prevention measures against natural hazards
- Cost Benefit Analysis Guidelines of coastal risk management prevention measures against oil spill hazards

Common Characterization framework for Coastal Risk Management CBA and MCA features

Description: The framework has been developed iteratively, beginning with features identified during the consultation plan elaboration documented in Stakeholders' views and needs report and targeting the various approaches that are currently considered or used for the economic appraisal of coastal hazard prevention response and mitigation measures. Two types of coastal hazards (Natural and Human-Induced) were distinguished and tackled, a) the natural (hydro-meteorological) hazards, which include flooding, erosion, surges and sea level rise and b) the human induced areas such as oil spills (See Figure1 below).



The categories within the framework include the following aspects and contents:

- **Measures to Be Included in Coastal Hazard and Risk Management Plans**
- **Coastal Flood Risk Management Measures - Their Costs and Benefits**
 - ✓ The Range Of Measures to Reduce Coastal Flood Risk
 - ✓ The Range of Costs of Implementing Flood Risk Management Measures (Capital, Operating, Maintenance, Decommissioning costs)
 - ✓ The Benefits of Implementing Flood Risk Management Measures
- **Measures to Counter Coastal Erosion - Their Costs and Benefits**
 - ✓ The Range of Measures to Counter Erosion at the Coast
 - ✓ The Costs of Countering Erosion at The Coast
 - ✓ The Benefits of Countering Erosion at the Coast
 - ✓ OIL SPILL HAZARDS AND RISKS AT THE COAST: MEASURES, COSTS AND BENEFITS
 - ✓ Measures to Be Included in Oil Spills Management Plans
 - ✓ Oil Spills Management Measures
 - ✓ Costs Linked with the Implementation of Oil Spill Management Measures
 - ✓ Benefits Linked with the Implementation of Oil Spills Management Measures
- **Assignment of Values of Items in a Cost Benefit or Multi Criteria Analysis**
- **Incorporation of Factors that are not fully taken into Account in the Economic Analysis**

Purpose: The purpose of the deliverable was to create a characterization framework of Cost Benefit Analysis features that would provide a common terminology and would be used to achieve a better understanding of the state of the CBA economic appraisal method, distinguishing capabilities and its leading-edge functionality.

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Evaluation: The Common Characterisation Framework was successfully developed in line with the AF specifications in terms of structure and targeted results. A wide range of literature sources was used for the compilation of the deliverable.

Value-added: The contents of the deliverable were transferred as input to the ECOSHAZ Knowledge Toolkit and the e-Training Platform. A separate training course was based on the contents of the common framework. It can be used as a standalone and easy to follow handbook that introduces CBA, in a user-friendly way, introducing economic analysis as a decision making tool in civil protection measures, Coastal Risk Management Plans. It also provided a solid base for the development of the CBA natural hazards and oil spills guidelines.

Dissemination: The Common Characterization Framework has been presented in various dissemination events, such as the national workshops, the training seminars, and the final conference as well as to the other events organised by other relevant projects and/or stakeholders. The deliverable has been uploaded to the project website and is available upon request in hardcopy.

ECOSHAZ Knowledge Toolkit

Description: The ECOSHAZ Knowledge Toolkit structure was developed and configured by the CO. The contents were uploaded gradually with the contribution of all project partners during the overall project elaboration. All interested users have direct access to the Knowledge Toolkit contents. However, only registered users are allowed to enter their input and comment on the existing contents after consultation with the project partners. ECOSHAZ Knowledge Toolkit includes articles, case studies providing in depth knowledge sources in coastal hazards risk management supporting coastal managers and policy makers in decision making for sustainable prevention and response measures against natural and man-made coastal hazards. It is an interactive open source and access database. Toolkit contents are divided in 5 main categories. These are:

- ✓ Coastal Risk Assessment Framework
- ✓ Early Warning Systems
- ✓ Coastal Risk Management
- ✓ Economics Knowledge Base
- ✓ Oil Spill Accidents

These 5 categories are subdivided in other multiple sub-categories easing users to trace the information they are looking for. A search function was also built on based on keywords input. For each article a summary is given before its access.

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The toolkit is developed in HTML 5 cross-platform technology and can be accessed via smartphones and tablets, too. It is accessible via the project website, www.ecoshaz.eu.

Purpose: ECOSHAZ Knowledge Toolkit is an easy access, user friendly interactive knowledge base from which stakeholders can acquire record, manage and disseminate easily and effectively valuable information regarding costs and benefits of coastal hazards' prevention and response measures. ECOSHAZ Knowledge Toolkit ensures the interactive networking and the intelligent engagement of key actors and stakeholders and provides the proper framework for the continuous advance in the process of knowledge transfer and co-creation.

Evaluation: The ECOSHAZ Knowledge Toolkit was successfully completed in terms of structure, configuration and content development. It is an IT tool easily accessible by different multimedia means via which any interested party may acquire or record, manage and disseminate easily and effectively valuable information regarding CBA and MCA implementation on prevention and response measures against coastal hazards. The Platform was evaluated with regard to its structure, operation and contents by the IEN members as well as other spontaneous users. The evaluation was conducted via an on-line questionnaire which was developed in the framework of project's Task D (Action D2). The project stakeholders were invited to answer this on-line questionnaire. The results led to the improvement of the toolkit contents and operation. The deliverable was assessed by the CO's internal and external quality auditors.

Value-Added: The Knowledge Toolkit contributes to the enhancement of information exchange between stakeholders and other interested bodies in European level. All project partners provided information to the various fields of the Knowledge Base, while other European bodies provided their work, too. Articles acquired by the knowledge toolkit contents are also used as training modules in the ECOSHAZ e-training Platform. This tool is a live field of experience and knowledge exchange that may generate new ideas and new co-operations for the implementation of future ventures. Discussions have started on the merging of the contents of ECOSHAZ Knowledge toolkit with other databases that have been developed during past and on-going similar projects.

Dissemination: The Knowledge Toolkit is accessible via the project website, <http://www.ecoshaz.eu/site/knowledge-toolkit-2/>. The toolkit was presented in every occasion where the ECOSHAZ project was introduced to the project stakeholders. The toolkit was presented in more detail during the training seminars of Action D1. Toolkit description has been uploaded to the ECOSHAZ e-Training Platform. Furthermore toolkit articles are used as training modules to the ECOSHAZ e-Training Platform.

Cost Benefit Analysis Guidelines of coastal risk management prevention measures against natural hazards and oil spills

Description: Cost Benefit Analysis Guidelines of coastal risk management prevention measures against

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natural hazards and oil spills are two of the major deliverables of ECOSHAZ project. Both guidelines were built on the Common Framework of Coastal Hazards and Risk Management (Task C1) and intend to be stand-alone "How to do it" guides assessing the benefits of flood risk management and oil spills management at the coast. When put together with knowledge of the costs of the plans and schemes required in that risk management, the stakeholder can assess the relationship between the benefits and the cost of investment decisions. This comparison enable the users to identify those risk management plans and schemes which maximise the economic return at national level (not the locality nor the region in which the scheme is located) and therefore represent "best value for money" by being economically efficient.

Both guidelines are addressed to coastal zone managers and civil protection authorities in order to facilitate the design and undertaking of the appraisal process of the coastal risk management prevention and response measures. Two separate Guidelines were compiled and issued in all ECOSHAZ partners' national languages.

The first Guideline refers to the implementation of the Cost Benefit Analysis (CBA) for coastal hazards originating from hydro-meteorological causes. Within the guideline issues like flood and coastal erosion frameworks, principles and necessary input data, loss probability curve, flood damage and losses to residential and non-residential properties, annual average damages calculation, business disrupted by flood damage (losses and benefits), coastal erosion risk management, are well developed and discussed.

The second Guideline refers to the implementation of CBA for oil spillage coastal hazards management. The CBA applied to oil spills prevention measures means to compare the costs of the development and implementation of a management plan (which contemplates different measures of prevention, risk assessment, etc.), with the benefits that these measures will provide in avoiding an oil spill or at least minimizing the risk and damages whether an accident takes place. It should be noted here that it is the first time that the avoided damages and losses - benefits - (considering direct and indirect losses, tangible and intangible losses) that an oil spill accident can cause are well documented and associated with the costs for the development and implementation of an oil spill risk Contingency plan.

Coastal natural hazards guideline was developed by AB2 and oil spill hazards guideline was developed by partner AB4. Both guidelines were analytically presented and discussed to project's informational workshops and training seminars in the countries represented by consortium members.

Purpose: Compilation of necessary coastal natural and oil spills management guidelines that will facilitate the design and undertaking of the appraisal process of the coastal risk management prevention and response measures. Standalone "how to do it" guides that will serve as reliable methodological tools and references to decision making bodies engaged in the framework of assessing coastal hazards' prevention and response measures.

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Evaluation: Coastal natural hazards and oil spill Guidelines were successfully developed in line with the specifications of the AF. The desirable result, i.e. the development of useful tools that may serve as reliable and integrated references to policy makers and decision making bodies in the framework of assessing coastal hazards' prevention measures was accomplished. The guidelines were presented in a series of dissemination events (informational workshops) and evaluated by project's stakeholders mainly during the training seminars. The deliverables were assessed by the CO's internal and external quality auditors.

Value-added: The contents of the deliverables were transferred as input to the Knowledge Toolkit and also they were used as reference documents for the compilation of two different training modules which were also used during the project's training seminars. Furthermore, both guidelines were developed as "how to implement CBA" manuals to ease the adaptation and implementation of economic tools for the economic evaluation of coastal prevention and response measures against natural and technological coastal hazards selecting not only the best technical solution but mainly the most sustainable one.

Dissemination: The coastal natural hazards and oil spills Guidelines has been presented in various project's dissemination events, such as the national informational workshops, the training seminars, and the final conference as well as to other international events. The deliverables were translated in all partners' languages, printed in hard copies and disseminated to the project's stakeholders. They are also uploaded to the ECOSHAZ e-training platform and are used as reference documents for the developed respective training material. All versions are uploaded on the project website and are also available upon request in hardcopy.

5.4 Task D. Implementation of Pilot Activities

Deliverables:

- ECOSHAZ e-Training Platform
- ECOSHAZ Training Material and Seminars
- On line questionnaire on the operation of the ECOSHAZ Knowledge Toolkit and e-Training Platform
- Results of answered questionnaires
- ECOSHAZ Helpline Centre
- Report of improvements for the operation of the ECOSHAZ Knowledge Toolkit and e-Training Platform

ECOSHAZ e-Training Platform (Deliverable not foreseen in the Application Form)

Description: During the project's 2nd CM in Seville, Spain, project partners started discussing the idea to create and configure an e-Training Platform (e-TP) in order to upload the training material and deliver training courses not only during the project's duration but after its completion, too. The final decision for the creation of the e-TP was taken in the 3rd CM, in Oxford, UK. Project partners analytically discussed and exchange knowledge and experiences on e-training courses and training material in the period between the 2nd and 3rd CM. It was decided that CO will undertake the task to configure the e-TP using an open source software like MOODLE (Modular Object Oriented Developmental Learning Environment). The ECOSHAZ e-TP is configured in all partners' languages and provides the following features:

- Easy registration and login
- Five different Training modules that refer to:
 - ✓ ECOSHAZ project
 - ✓ Common Framework for Coastal Hazards and Risk Management plus Terminology and concepts referring to coastal hazards, risk management, CBA and MCA
 - ✓ A Case study for the implementation of CBA for Coastal Natural Hazards risk management. Three CBA calculators are integrated and can be used in this module. The CBA calculators refer to Beach Erosion, Cliff Erosion and Flood Benefits.
 - ✓ A Case study for the implementation of CBA for Oil Spill Contingency Plan
 - ✓ ECOSHAZ Knowledge Toolkit contents and operation.
- A Discussion Forum for knowledge exchange and discussions among the appointed ECOSHAZ trainers and trainees.

Project Partner AB1 which was responsible for the compilation of the training material created a version of e-training material that was uploaded to the e-TP.

Each partner has appointed a person responsible for the operation of the e-TP in its national language and the delivery of training courses.

ECOSHAZ Stakeholders were informed about the operation of the e-TP via the project's 4th Newsletter. Furthermore partners CO, AB1, AB3 and AB4 delivered the ECOSHAZ training courses via the e-TP. There are already 55 registered users in the ECOSHAZ e-TP

Purpose: The purpose of the e-TP development was a) the widest and longest possible dissemination of ECOSHAZ training material and Knowledge Toolkit contents to project's stakeholders b) the easiest

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and distant access to project's technical aspects, CBA calculation tools and guidelines and further enrichment (by stakeholders) with other technical and training material relevant to coastal hazards and economic appraisal methods addressed to prevention and response measures c) the awareness raising of project's stakeholders, the discussion and exchange of experiences among persons involved in coastal hazards and CBA implementation.

Evaluation: The ECOSHAZ e-TP was successfully completed in terms of structure, configuration and contents. It is an open source, IT tool, easily accessible via the ECOSHAZ website. The e-TP was evaluated with regard to its structure, operation and contents by the trainees who participated in the ECOSHAZ training seminars. The evaluation was conducted via the same an on-line questionnaire which was developed in the framework of the Action D2 and also used for the evaluation of the knowledge toolkit. The results led to the improvement of the toolkit contents and operation.

Value-Added: The e-TP contributes significantly to the establishment of the ECOSHAZ sustainable knowledge framework addressed to the costs and benefits of prevention and response to coastal hazards. It will help a lot to the continuous training of stakeholders who are interested to the implementation of economic appraisal methods on decision making for sustainable prevention and response measures not only for coastal hazards but also for other civil protection aspects. It will contribute to the enhancement of information exchange between stakeholders and other interested bodies in national and European level. It is foreseen training material from other past and on-going relevant projects to be added in the e-TP in order to expand the e-TP training capabilities and cover a wider field of civil protection issues.

Dissemination: The e-TP is accessible via the project website, <http://seminars.ecoshaz.eu/>. It is expected that e-TP operation will play an important role in ECOSHAZ future valorisation activities. It will attract stakeholders to visit project's webpage and trigger their interest about the other project's deliverables and activities, too. CO has already delivered a course to the undergraduate students of Civil Engineering dept. of Aristotle University of Thessaloniki, during January 2017, of ECOSHAZ learning and knowledge exchange capabilities and potential, via the use of e-TP, to the Civil Engineering dept. of Aristotle University of Thessaloniki during January 2017.

Training Seminars

Description: Based on the two ECOSHAZ Guidelines, the Common Characterisation Framework, the Report on Stakeholders' views and needs and the contents of the Knowledge Toolkit, the project partners collaborated and under the supervision of partner AB1 five training modules were compiled offering education and practical training on the implementation of CBA on decision making for prevention and response measures against coastal hazards originating from hydro-meteorological events and oil spills. More specifically, the training material included the following modules:

- ECOSHAZ project Activities and Deliverables

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- A Common Framework for Coastal Hazards and Risk Management plus Terminology and concepts referring to coastal hazards, risk management, CBA and MCA
- A Case study for the implementation of CBA for Coastal Natural Hazards risk management. Three CBA calculators are integrated and can be used in this module. The CBA calculators refer to Beach Erosion, Cliff Erosion and Flood Benefits.
- A Case study for the implementation of CBA for Oil Spill Contingency Plan
- The ECOSHAZ Knowledge Toolkit contents and operation.

Project partner AB1 who was responsible for the compilation of the training material created a version of e-training material that was uploaded to the e-TP, too.

The training material was produced in the English language and it was translated in all partners' languages. Each ECOSHAZ partner realised training sessions addressed to the members of the national clusters. 100 stakeholders had the opportunity to attend these sessions learn about the ECOSHAZ project activities and outcomes and then be trained on the main aspects of CBA in coastal hazards originating both from hydro-meteorological events and technological accidents such as oil spills.

The CO organised a training seminar in Thessaloniki, Greece, on the 14th of October 2016, on the CBA economic tool addressed to prevention and response measures against coastal hazards, as introduced by the ECOSHAZ project. The seminar was attended by 14 stakeholders comprising mainly representatives from the Water Directorates and Directorate of Civil Protection of the Decentralised Administration of Macedonia and Thrace, Engineers from the Public Works of the Regional Authority of Central Macedonia, Port Authority, and representatives of the Civil Eng. dept of the Aristotle University of Thessaloniki.

A training session was held by AB1 on the 7th of October 2016, in Seville, Spain, in the premises of University of Pablo de Olavide. It was a one day course, attracting 10 participants from a range of organisations including local authorities, consulting engineers and central government agency representatives.

AB2 organised a training seminar in Oxford on the 25th of October 2016 on the CBA economic tool addressed to prevention and response measures against coastal hazards. The seminar was attended by 18 representatives from Environmental Agency and different City Councils from cities located in UK coastal zone, independent consultants and academics.

On the 27th of October 2014, AB5 realized the Italian stakeholders' training seminar. The event was attended by 31 stakeholders representing the Italian Coast Guard and Port of Catania, Regional Environmental Agencies from Messina and Syracuse, Civil Protection Authorities and academics.

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AB4 organized the second Spanish training seminar on the 15th of November 2016, which focused mainly on the oil spills coastal hazards. The seminar was attended by Port authorities, Regional Environmental Agencies and Civil Protection Authorities and academics.

The last training seminar was held on the 16th of December 2016 at the premises of the Port Authority of Gdansk. The delayed holding of the Polish training seminar was due to the difficulties AB3 encountered to gather all interested stakeholders at the same place, at the same time. Finally 15 participants attended the training seminar representing the Gdansk Port Authorities, Economists, Academics, Civil Protection authorities and the Polish Coast Guard.

CO, AB1, AB3, and AB3 delivered the courses, during the training seminars, via the use of the ECOSHAZ e-TP. AB2 and AB5 used the MS Powerpoint format of the training material but they also explained to the trainees the operation of the e-TP.

Purpose: The learning objective of the ECOSHAZ training seminars was the presentation of economic appraisal methods and the implementation of CBA to evaluate in economic terms which are the best prevention and response measures against coastal hazards. In addition, the awareness raising of the decision makers and stakeholders to input in the decision making process of coastal prevention and response measures not only the technical efficiency but also the economic sustainability of the proposed measures. Furthermore, to bring together engineers and economists of competent bodies involved in coastal zone management in order to further discuss and exchange experiences on coastal zone hazards management.

Evaluation: All project partners succeeded in realising the training activity at national level at the presence of targeted stakeholders. The consortium surpassed the initially set target of training at least 60 stakeholders in all participating countries. The deliverables were assessed by the CO's internal quality and independent external quality auditors.

Value-added: Via the training seminars, the ECOSHAZ project succeeded in providing the competent authorities involved in civil protection and coastal zone management with practical guidelines and instructions in applying economic appraisal methods and especially CBA in prevention and response measures against coastal hazards. During the training seminars, trainees were familiarised with the operation of the e-TP. Therefore they can visit the e-TP site whenever and from wherever they want and retrieve the ECOSHAZ training material. ECOSHAZ Training seminars were exploited in favour of the evaluation and improvement of the Knowledge Toolkit and e-TP contents and operation since all trainees filled in the on-line evaluation questionnaire, thus succeeding a wider participation in the evaluation process. Finally, the training seminars were used as a good opportunity to bring together and meet each other stakeholders originating from different authorities, professions and disciplines but all involved in coastal zone management and civil protection measures, thus multiplying the project's impact.

Dissemination: The training seminars were exploited as a good opportunity to bring together and meet each other stakeholders originating from different authorities, professions and disciplines but all involved in coastal zone management and civil protection measures. During the training seminars the ECOSHAZ project concluded activities and deliverables were presented to participating trainees. The participants expressed their interest to keep on receiving news and be informed by any potential progress may exist on the ECOSHAZ training material and delivered courses via the e-TP. They were also notified about the activities and deliverables of another on-going similar to ECOSHAZ project, the FLOOD-CBA#2 project.

On line questionnaire on the operation of the ECOSHAZ Platform and Results of answered questionnaires

Description: An online evaluation questionnaire was created and disseminated among the ECOSHAZ stakeholders and other potential users. The goal of the questionnaire was to evaluate and fine-tune the operation and the contents of the ECOSHAZ Knowledge Toolkit and e-Training Platform. The questionnaire assesses the following thematic areas:

- a) the structure integrity and ease of use, of the proposed IT tools,
- b) the completeness of the contents in each separate module of the Knowledge toolkit and the e-TP,
- c) the complementarities of the different elements of the whole system (Knowledge Toolkit, e-TP Training material)

The on-line questionnaire is documented in <http://www.ecoshaz.eu/site/questionnaire/>.

The questionnaire's results helped in the initialization of the participatory mechanism that would raise the awareness of policy makers and other interested stakeholders. It would facilitate the further improvement of the developed knowledge framework of prevention measures against coastal hazards.

The consortium received 110 answers to the on-line questionnaire. The majority of the respondents to the online-questionnaire are occupied in public administrations (Civil Protection & Environmental Agencies, City councils, Port Authorities, Coast Guard, etc.) coming from local, regional and national level. The rest of respondents are occupied in academia and as independent consultants.

The acceptance of the Knowledge Toolkit and the E-TP is clearly shown by the answers. Most of the users are originated in the public sector, on all levels of spatial scales and is very interested in practical information like case studies or other examples. The adoption of CBA as an extra decision making tool is not anticipated to be very rapid otherwise the platforms visit would be expected more often than once to three times a year. The majority of stakeholders that filled in the questionnaires expressed the opinion that the most useful module of the knowledge toolkit is the Economics Knowledge Base.

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Furthermore the type of initial contact with the project the Knowledge Toolkit and the e-TP show the importance of personal communication between the stakeholders. The most important recommendation refer to the idea of altering the "Early Warnings" module of the ECOSHAZ Toolkit to "Interventions" in which warnings would be one sub-category. Other sub-categories would then include interventions such as insurance, resilience measures and spatial planning.

For the further development of the ECOSHAZ Knowledge Toolkit and e-TP there is a demand for additional practical information and training on CBA among the stakeholders in coastal hazards management.

Purpose: The purpose of the deliverables was the evaluation and fine – tuning of the proposed ECOSHAZ Knowledge Toolkit, the e-TP and the respective supporting material. This process helped the partners to identify potential deficiencies of the IT tools both in operational and contents aspects.

Evaluation: The ECOSHAZ exercise test was implemented successfully via the on-line questionnaire. This was depicted by the satisfying number of stakeholders who contributed to the evaluation of the IT Platform and the useful results that led to the improvement of the Knowledge Toolkit and the e-TP. The questionnaire itself was appraised by the partners as including well aimed and to the point questions. On the other side, the stakeholders found it an easy to follow questionnaire without excessive requirements but well structured. The deliverable was assessed by the CO's internal and independent external quality auditors.

Value-added: The developed questionnaire is a tool that can be easily adopted and continuously used in the framework of the evaluation process of the Knowledge Toolkit and the e-TP. Additionally the stakeholders' answers helped the consortium to identify the system's deficiencies and move on to an improvement of the initial contents and the addition of more interactive applications.

Dissemination: The on-line questionnaire was developed by AB1. The partners revised the products before their finalisation. The results of the received answers were presented at the ECOSHAZ final conference.

ECOSHAZ Helpline Centre

Description: The ECOSHAZ Helpline Centre provides services to any questions and requests set by individuals involved in CBA and MCA of prevention and response measures against coastal hazards originating either from hydro-meteorological events and/or oil spills. The Helpline Centre was established by the consortium towards the end of the project in order to operate on a pilot basis for a period of 5 months before the end of the project. The users may come in contact with the Helpline Centre via the special form provided on the project website. All questions/ requests are assessed by the ECOSHAZ consortium as well as by the experts of the ECOSHAZ Information Exchange Network. The answers to the requests are given free of charge. The requests that cannot be answered based on the

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contents of the Knowledge Base will be forwarded to experts of the ECOSHAZ IEN, who will be asked to contribute their expertise to the centre, for final answer. Those answers will be further used for the upgrading of the Knowledge Toolkit contents.

Purpose: The ECOSHAZ Helpline Centre is the unit that provides technical support to individuals that apply CBA and MCA studies of prevention and response measures against coastal hazards originating either from hydro-meteorological events and/or oil spills.

Evaluation: The ECOSHAZ Helpline Centre is an effective and direct way of communication between the ECOSHAZ partners and IEN with the users of the Knowledge Toolkit and the e-TP. The input received serves as feedback to the participatory procedure for the optimisation of the abovementioned IT tools. The deliverable was assessed by the CO's internal and independent external quality auditors.

Added-Value: The ECOSHAZ Helpline Centre is part of the capitalisation activities plan, since the consortium will maintain its operation for 5 years after the end of the project.

Dissemination: The operation of the Helpline Centre and the services that it provides were presented at the project's final conference. The Helpline Centre operates on-line and will stay active for 5 years after the end of the project.

Report of improvements for the operation of the Knowledge Toolkit and the e-TP

Description: This report contains the improvements that were decided regarding the operation, contents and structure of the ECOSHAZ Knowledge Toolkit and e-TP. The report was based on the following elements:

- a) the remarks of the stakeholders who participated in the consultation process of Action D.2.
- b) the partners' key stakeholders experimenting and testing the ECOSHAZ IT tools
- c) the individuals feedback received via the Help Line Centre.

The general comments, requests and recommendations were assessed by the partnership .The partners finally decide on the corrective interventions that should be taken in order to optimize the operation of the ECOSHAZ Knowledge Toolkit and e-TP.

Purpose: The report depicts the necessary interventions for the optimisation of the Knowledge Toolkit and e-TP based on the stakeholders' feedback.

Evaluation: The discussion regarding the proposed improvements of the Knowledge Toolkit and e-TP took place during the final coordination meeting in Thessaloniki. Based on the outcome of the discussion the relevant report was compiled by the CO and it was approved by the project partners.

Added-Value: The improvements described in the report were realized towards the end of the project thus upgrading the Knowledge Toolkit and e-TP into a more coherent, integrated and interactive tool that will continue to operate for five years more after the completion of the project.

5.5 Task E. *Information, Dissemination and Capitalization Actions*

Deliverables:

- Communication and Dissemination Handbook
- Project's website
- informative workshops
- Publications
- Articles, press entries and e-Newsletters
- Booklet of the project achievements
- Final Conference
- Capitalization plan and Exploitation Agreement
- ECOSHAZ and ECOSHAZ Forum

Communication and Dissemination Handbook

Description: The Communication and Dissemination Handbook was created by AB3 in the beginning of the project and was adopted by the partnership. The Handbook describes in detail the activities, participants' roles and measures applied during the project for the effective dissemination and visibility of the project identity, progress and results. The target groups are defined as well as the regulations for editing the ECOSHAZ outputs. The Handbook was compiled in English.

Purpose: The purpose of the deliverable was to create a "corporate identity" and a common communication strategy on behalf of the project in order to maximise the impact of the outcomes of the project.

Evaluation: The partnership qualified the deliverable as concise and accurate since it described thoroughly the dissemination tasks that should be realised. No declinations compared to the approved AF were indicated. The deliverable was assessed by the CO's quality auditors.

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Value-added: The structure and context of the Communication and Dissemination Handbook can be applied as a template for future projects which involve soft dissemination activities within the European territory.

Dissemination: The Communication and Dissemination Handbook was circulated among the project partners and was communicated to the responsible EU desk officer.

Project web site

Description: The project website, www.ecoshaz.eu, was launched (in English) in the beginning of the project containing information on aspects like: project description, objectives and outputs, deliverables, partners' profile, contact details, announcement of meetings, workshops, seminars and conferences, deliverables, photos, links to other relevant projects, contact details, etc. The ECOSHAZ Knowledge Toolkit and the e-Training Platform are also linked to the website. The website also hosts the link to the ECOSHAZ Help Line Centre. The users can register themselves in order to become members of the ECOSHAZ Peer to Peer Network thus having the opportunity to:

- ✓ have direct access to the contents of the ECOSHAZ Knowledge Framework (Knowledge Toolkit and e-Training Platform) the possibility to add comments and provide knowledge on the ECOSHAZ Toolkit, receive e-courses via the e-TP.
- ✓ receive the project's existing and future e-Newsletters
- ✓ be informed about project's future events and new collaborations.

Approximately 10.000 visits were realized during the life of the project, 2015 – 2016 and about 4.500 unique visitors were counted.

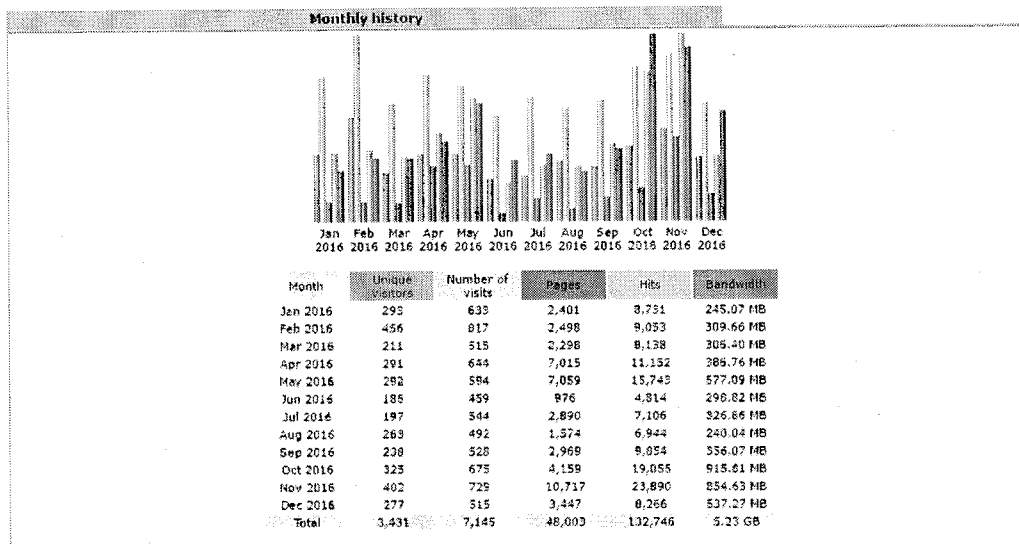
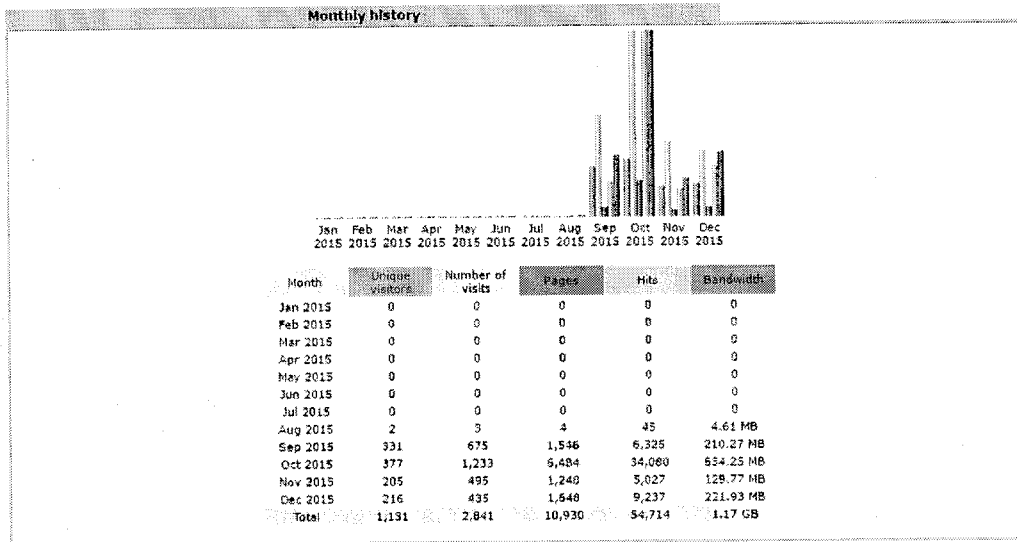
The website was maintained up-to-date in the course of the project and will stay active for 5 years after its completion.

Purpose: The purpose of the project website was to disseminate and promote to all related bodies and target groups, at EU and international level, the concept, methodology and results of the project.

Evaluation: The website illustrates precisely the project's identity. It operates in a user friendly environment while the core data is achievable through various paths. The deliverable was being assessed by the CO's quality auditor during the whole project duration.

Value-added: The website is a substantial tool which promotes not only the ECOSHAZ project but also the DG ECHO and the European Union. The website will stay active after the completion of the ECOSHAZ activities and will support the operation of the

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- ✓ ECOSHAZ Knowledge Platform (Knowledge Toolkit, e-Training Platform)
- ✓ ECOSHAZ Help Line Center;
- ✓ ECOSHAZ Portal; and
- ✓ ECOSHAZ Forum

Dissemination: The website was available without any restrictions to the broad public. Its operation was presented in every event of the project – informative workshops, final conference – while the web link appeared in all the dissemination material that was produced in the framework of the project. Finally, links to the ECOSHAZ website were created on the websites of the project partners.

Organisation of Informative Workshops and participation to national and international events

Description: During the project the partners organised six informative workshops and took part in a series of other national and international, worldwide, events for the dissemination of ECOSHAZ activities and outputs.

- *VIII Conference on the Coastal Geomorphology in Marbella, 3-5 June 2015;*
- *Oxford "Think Shop", 7th of October 2015;*
- *Informative Workshop for the Spanish stakeholders, Santiago de Compostella, 9th of February 2016;*
- *XIV International Coastal Symposium ICS, March 2016;*
- *"How Science can better help coastal risk management" Workshop, Griffith University, Gold Coast, Australia, March 2016;*
- *Promotion of ECOSHAZ in New Mexico State University, Geography Faculty, March 2016;*
- *Ocean Sciences Meeting in New Orleans (USA), March 2016*
- *Informative Workshop for the Italian stakeholders, Catania, 12th of May 2016;*
- *Informative Workshop for the Polish stakeholders, Gdynia, 17th of May 2016;*
- *Joint Informative Workshop of FLOOD CBA 2 and ECOSHAZ projects in Thessaloniki, 22nd of July 2016;*
- *Final Conference of the ECOSHAZ project, Thessaloniki, 2nd of December 2016;*

The documentation for the above events are photos, lists of participants, presentations, proceedings and dissemination - informative material. The material is available on the project website and also upon request.

Purpose: The purpose of the informative workshops was to present the ECOSHAZ project to a worldwide range of stakeholders, to create the necessary networking conditions for the establishment and enlargement of the ECOSHAZ network, to identify the potential for new collaborations and further implementation of economic appraisal tools and methods on coastal hazards prevention and response measures.

Evaluation: Through the above activities the project consortium succeeded to pass the ECOSHAZ message to more than 1500 people worldwide. Moreover, the consortium took advantage of these events so as to build strong relations with the national stakeholders who supported a series of other activities within the project. Finally, these dissemination events were excellent occasions for further

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networking and establishment new co-operations. The events that were dedicated to the ECOSHAZ project were assessed by the CO's quality auditors in the framework of internal and external audits.

Value-added: The informative workshops and international events provided the opportunity for the establishment of co-operation bonds between the project partners and the different, coastal management and flood risk management bodies that might turn into fruitful co-operations under the future initiatives of the ECOSHAZ Forum concerning new European funds and networking.

Dissemination: The above events were announced on the project website. The relevant material such as photos and presentations are also uploaded. Special reference to these events was also made in the project's e-Newsletters.

Publications

Description:

- The ECOSHAZ logo was created by the CO and approved by the Steering Committee. The logo appears on every deliverable and output of the project.
- Five informative leaflets were issued and printed in English, Greek, Spanish, Polish and Italian. 2500 copies of the leaflets were printed and disseminated to the various events where the project was presented.
- The final versions of the two Guidelines (created under Action C3) were translated and printed by all partners. 600 books were issued and disseminated to the partners' national stakeholders during the training seminars and the final conference as well.
- Folders, notepads, budgets, pens, posters, banners and supportive material of the various dissemination events (Coordination Meetings, informative workshops, training seminars, and final conference) were produced by the project partners.
- The Booklet of the Project Achievements was produced in 200 copies by the LP. The copies were all in English and were disseminated during the final conference.
- 6 multimedia videos that were recorded, with the facilitation of AB1 and the multimedia lab of UPO, one by each partner, during the 2nd Coordination Meeting in Seville (May 2015). The videos aimed to provide a general overview of the project and partners' roles within ECOSHAZ and are fully available on: <http://upotv.upo.es/es/serial/207.html>. During the VIII National Conference on Coastal Geomorphology in Marbella, the videos were displayed on a screen dedicated only for this purpose in the "EcosHaz corner". ECOSHAZ videos were also displayed during the six informational workshops, held by each partner.

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Purpose: The purpose of the deliverables was in line with the general purpose of Task E, i.e. to disseminate and promote to all related bodies and target groups, at national and international level, the concept, methodology and results of the ECOSHAZ project.

Evaluation: The produced dissemination deliverables were in accordance to the specifications of the ECOSHAZ Communication and Dissemination Handbook as well as to the specifications of the European Commission. Their quality was appraised as excellent in terms of context, editing and dissemination impact. Through the implementation of the above mentioned dissemination methodology, the ECOSHAZ partnership managed to communicate the project's identity, the purpose, objectives and results to a wide range of stakeholders. The deliverables were assessed by the CO quality auditor during the internal audits.

Value-added: The activities that were realised for the promotion of the ECOSHAZ project could be a well applied methodology for dissemination purposes of future projects. The produced informative material is available upon request to all interested parties even after the completion of the project. The digital versions of the deliverables are available on the project website.

Dissemination: The various publications were disseminated to national and other EU stakeholders in the framework of various events, such as conferences, workshops, seminars, and exhibitions. All materials are available on the project website.

Articles, press entries, e-Newsletters

Description:

- *CO produced an article about ECOSHAZ which was published in the Regional Review Magazine (October issue 2016) and also created a half page profile in the Pan European Networks Limited's Government 21 Publication in December 2016.*
- *CO published an article in the blog of the Technical Chamber of Greece on the 24th of November 2016.*
- *AB1 released an announcement on UPO's website regarding the partners' CM in Seville in May 2015. B1 released an announcement about the realization of the ECOSHAZ Training Seminar in UPO in October 2016.*
- *AB1 in collaboration with CO and AB2 published the article "A sustainable knowledge framework addressing the costs and benefits of prevention to coastal hazards" in "Geo-Temas", the scientific journal of the Spanish Geological Society.*
- *AB2 produced a press release that was converted into an announcement about the EcosHaz project in the Newsletter of the British Hydrological Society ("Circulation": July 2015) distributed to*

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1,000+ members. In addition the Oxford Water Network has published EcosHaz during the October 7th 2015 Workshop in Oxford in its widely distributed Newsletter (May 2015).

- AB3 published an article about ECOSHAZ in the Baltic Transport Journal BTJ 2/16 and another one regarding the 5th CM that was held in Gdansk, Poland during May 2016.
- AB4 made two press releases in the University Santiago de Compostella (USC) Journal, i) "Meeting of EcosHaz Project" (9/2/2016) and ii) "Especialistas de Italia, Polonia, Reino Unido, Grecia e España debaten sobre os riscos costeiros en clave económica" (3/2/2016)
- AB5 released the announcement of the Informative workshop held on the 12th of May 2016, on Cutgana's website, University of Catania's website, ISPRA website, ARPAT website, University of Catania Newsletter, Commercialisti di Roma website.
- AB5 released the announcements, on Cutgana's website and University of Catania's website, of the 6th Meeting of EcosHazProject held on the 13th and the 14th of September and of the EcosHaz training seminar held on the 26th of October.
- AB5 produced the following press releases informing about the project activities:
 - "Il Cutgana partner del progetto "EcoShaz" sui rischi costieri da eventi idrometeorologici ed inquinamento marino" in Cutgana e-News (24/11/2014)
 - "EcosHaz, a rischio erosione il 28% delle spiagge siciliane" in Cutgana e-News (13/05/2016)
 - "Il Cutgana partner del progetto "EcoShaz" in the Newsletter of the University of Catania and GLOBUS Magazine (20/11/2014)
 - "Prevenire i rischi costieri. L'università di Catania in un progetto europeo" in Giornale di Sicilia (21/11/2014)
 - "Prevenire i rischi costieri. Cutgana partner del progetto" in La Sicilia (24/11/2014)
 - "Al via EcosHaz progetto europeo per la prevenzione delle coste" in Quotidiano di Sicilia (26/11/2014)
 - "Spiagge siciliane a rischio erosione Catania: a causa dei cambiamenti climatici e delle opere dell'uomo, il 28% delle coste siciliane è in pericolo. Il caso più emblematico è San Leone (Ag)" in Lasiciliaweb (13/05/2016)
 - "Spiagge siciliane e cambiamenti climatici: erosione in corso" in Sicilia Today (13/05/2016)
 - "Erosione della costa, allarme dell'università per San Leone" in Giornale di Sicilia (14/05/2016)
 - "Agrigento: San Leone spicca tra le "emergenze" siciliane in fatto di erosione della costa" in ScrivoLibero News (14/05/2016)
 - "Ambiente: a rischio erosione 28% spiagge Sicilia, ricerca dell'Università di Catania" in Comunicalo.it (14/05/2016)
 - "Cutgana, workshop sul progetto europeo "EcosHaz" finalizzato alla valutazione economica delle misure di prevenzione e gestione dei rischi costieri" in Cutgana e-News (05/05/2016)

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- "EcosHaz i rischi costieri fra prevenzione e gestione" in Zammùmultimedia(05/05/2016)
 - "Pericoli costieri, workshop su come affrontarli" in La Sicilia (12/05/2016)
 - "EcosHaz, lo studio sui costi dei rischi costieri" in Zammùmultimedia (07/09/2016)
 - "Meeting "EcosHaz": prevenzione e gestione dei rischi costieri" in NewSicilia.it (06/09/2016)
 - "Cutgana, il 13 Settembre meeting sul progetto europeo "EcosHaz" finalizzato a valutazione economica misure prevenzione e gestione rischi costieri" in Cronaca Oggi Quotidiano (07/09/2016)
 - "EcosHaz, uno strumento utile per quantificare i costi e i benefici delle misure di prevenzione e gestione dei rischi costieri" in Cutgana e-News (13/09/2016)
 - "Progetto europeo EcosHaz. Meeting con il Cutgana all'Università. Rischi costieri: uno strumento per quantificare costi e benefici" in La Sicilia (14/09/2016)
 - "Progetto europeo "EcosHaz" finalizzato alla valutazione economica delle misure di prevenzione e gestione dei rischi costieri" in Cronaca Oggi Quotidiano (14/09/2016)
 - "Corso del Cutgana per promuovere l'applicazione dell'analisi costi benefici alle misure di salvaguardia degli ecosistemi costieri" in Cutgana e-News (30/10/2016) and in Cronaca Oggi Quotidiano (03/11/2016)
 - "Corso del Cutgana.Salvaguardia ecosistemi: analisi di costi e benefici" in La Sicilia (08/11/2016)
- Four e-Newsletters were disseminated to the IEN members and the registered users of the website.
 - ✓ 1st Newsletter, June 2015
 - ✓ 2nd Newsletter, December 2015
 - ✓ 3rd Newsletter, May 2016
 - ✓ 4th Newsletter, August 2016

Purpose: The purpose of the deliverables was in line with the general purpose of Task E, i.e. to disseminate and promote to all related bodies and target groups, at EU and international level, the concept, methodology and results of the ECOSHAZ project.

Evaluation: The produced articles and press releases overcame the initial expectations as described in the ECOSHAZ Communication and Dissemination Handbook.

All partners exploited every opportunity they had in the two years of the project duration and produced a vast number of publications dedicated to ECOSHAZ and managed to communicate the project's identity, the purpose, objectives and results to a wide range of stakeholders.

The deliverables were assessed by the CO's quality auditors in the framework of the 2nd, 4th, and 7th internal and external quality audits.

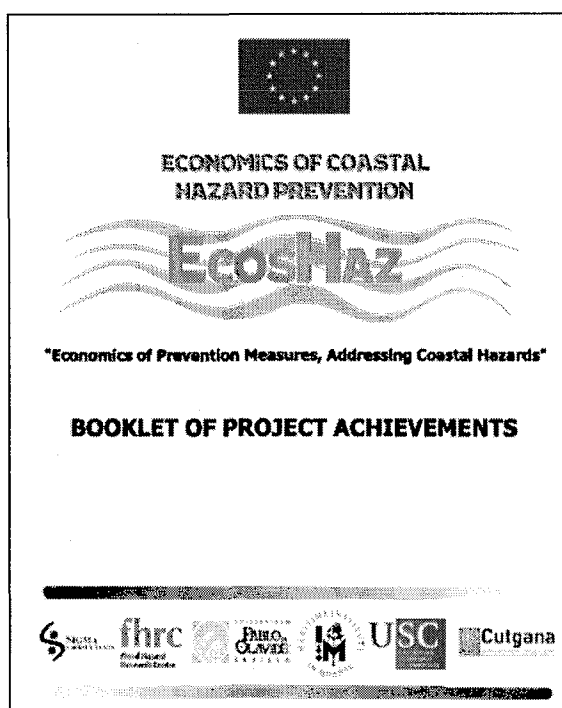
Value-added: The long list of publications is an excellent tool to multiply the impact of the ECOSHAZ project and reach out for potential stakeholders and users of the Knowledge Toolkit and e-Training Platform that were not directly involved in the various activities and events.

Dissemination: The publications were hosted in web-based or hard copy circulations. The Newsletters were disseminated electronically.

Booklet of the project achievements

Description: The CO with the contribution of all Tasks' leaders created a booklet which consists of the following parts:

- The ECOSHAZ Partnership
- The ECOSHAZ project
- Building the stakeholders' capacity
- ECOSHAZ Knowledge Platform (Knowledge Toolkit and e-Training Platform)
- Implementation of pilot activities
- Dissemination activities
- Capitalisation activities
- Contact information



The Booklet was developed in English and translated in Greek, Spanish, Polish and Italian. 200 copies of the English and Greek versions were printed and disseminated to the participants of the final conference.

Purpose: The purpose of the deliverable was in line with the general purpose of Task E, i.e. to disseminate and promote to all related bodies and target groups, at EU and international level, the concept, methodology and results of the project.

Evaluation: An initial version was circulated among the partners for evaluation. The final version was approved by all partners in terms of content and design. The final editing and printing were of high quality. The deliverable was assessed by the CO's quality auditors in the framework of internal and external quality audits.

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Value-added: The Booklet of the project's achievements is the final dissemination output of ECOSHAZ which presents in coherent and integrated way the results and outcomes of the project. It is a standalone product that may be reproduced in the future promoting the project and partnership in various networks and events. Furthermore, its template may well be applied for the production of dissemination material in future projects.

Dissemination: The Booklet of the project's achievements was distributed to the participants of the final conference. Batch of copies were also given to the project partners in order to disseminate them to their national stakeholders. Finally, the deliverable was uploaded to the ECOSHAZ website. The deliverable is attached to the final report.

Final Conference

Description: The final conference of the project took place on the 2nd of December 2016 in Thessaloniki at the Mediterranean Palace Hotel. The event was hosted by project's CO (SIGMA Consultants).

Mr. Christos Mamarikas, Director of the Civil Protection Directorate of the Decentralised Administration of Macedonia - Thrace and Commander Stathopoulou Paraskevi from the Hellenic Coast Guard gave the opening presentations regarding the management of civil protection emergencies and oil spills accidents.

The project partners presented the core deliverables and results of the project, while case studies and good practices regarding the use of economic aspects in the decision making process related to climate change were presented by 3 invited academics, Prof. Dennis Parker from the Middlesex University, Prof. Eftichios Sartzetakis, from the University of Macedonia and Prof. Prinos from the Aristotle University of Thessaloniki.

The final presentations were dedicated to two projects funded by the DG-ECHO that provide synergistic opportunities with ECOSHAZ, the MELOGIC and FLOOD CBA 2 projects presented by Mr. Evangelos Katsaros from the European University of Cyprus and Mrs. Vasiliki Papadopoulou from SIGMA Consultants.

The conference closed with a discussion and general conclusions.

The event was attended by 43 people. The Booklet of the Project Achievements, leaflets as well as the ECOSHAZ Guidelines were disseminated to the attendees of the event.

Purpose: The purpose of this final event was in line with the general purpose of Task E, i.e. to disseminate and promote to all related bodies and target groups, at national and EU level, the concept, methodology and results of the project.

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Evaluation: The final conference was a successful event. The success of the event is depicted on the satisfying number of the participating stakeholders and the important contribution of the invited speakers that added extra value to the event with their validity and knowledge. The event was assessed by the CO's quality auditors in the framework of the last quality audit.

Value-Added: The final conference had an important impact on the national stakeholders as it intrigued their interest for adapting and put into practice the tools and proposed practices of the project. The event was also an excellent opportunity where ideas for future collaboration and synergies were born. CO was invited to present the ECOSHAZ Knowledge Platform and the implementation of CBA method to the Civil Engineering dept. of the Polytechnic School of Aristotle University of Thessaloniki.

Dissemination: The outputs of the final conference were uploaded on the ECOSHAZ website. The material for the documentation of the event is available upon request.

Capitalization plan and Memorandum Cooperation

Description: The main goal of the Capitalisation Plan is to serve as an on-going, concise work plan for setting out the main capitalisation aspects of the ECOSHAZ project and to establish suitable actions to make ECOSHAZ a successful and sustainable project.

In general, it is based on the communication and capitalisation strategy elaborated by the ECOSHAZ consortium adopting the most appropriate dissemination and capitalisation tools and channels elaborated so far in order to exploit the results achieved during the project implementation.

The document serves as an agenda for future opportunities and possibilities for increasing the targeted stakeholders' awareness towards the results of the project. The ECOSHAZ capitalisation strategy focuses on the following objectives:

- to promote the project's contents, developments and results;
- to look for cooperation with decision making bodies and organizations, identifying specific channels for dissemination and follow up activities;
- to expand the stakeholders' network interested in exploiting ECOSHAZ results, thus encouraging interactions and synergies;
- to successfully transfer the results to appropriate decision-makers to achieve their sustainable promotion and support;
- to harmonize the capitalisation activities of the partners for a more efficient and effective communication. To coordinate all levels and types of capitalisation of the knowledge produced by the project;

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- to plan specific capitalisation activities after the project's lifetime.

The Capitalisation Plan indicates:

- ✓ Stakeholders' targeted groups
- ✓ Types of dissemination and capitalisation activities;
- ✓ Means/Instruments that will be used;
- ✓ Calendar of capitalisation activities.

The document also identifies the exploitable results of the project in terms of products, experiences and European cooperation and describes the strategy to exploit these products at European, national and regional levels. The Capitalisation Plan addresses both mainstreaming and multiplication initiatives. The mainstreaming initiatives will take advantage of the participation of the project's partners to existing networks and links to decision makers, public authorities and the academic community, while the multiplication initiatives exploit the established ECOSHAZ Information Exchange Network. The monitoring of the Capitalisation activities will follow an approach similar to the monitoring of the main ECOSHAZ activities.

The Capitalisation Plan is accompanied by a Cooperation Memorandum which was created in order to facilitate and oversee the exploitation activities of the ECOSHAZ project. The Cooperation Memorandum has the form of a letter of intent which is commonly agreed and signed by the ECOSHAZ partners. The context of this memorandum defines a set of arrangements regarding a program of future activities and initiatives for the exploitation of ECOSHAZ results. These activities will be carried out by the project partners according to their mission, convenience, interest, resources and in full compliance with their institutional constraints.

Purpose: The Capitalisation Plan and the Cooperation Memorandum are tools that facilitate the capitalisation of the project results and the sustainability of the project outcomes.

Evaluation: The deliverables are in line with the discussions that took place among the project partners during the final coordination meeting in Thessaloniki. The legal representatives of all partners will sign the Cooperation Memorandum. Both deliverables were assessed by the CO's quality auditors in the framework of the final quality audit.

Value-Added: The approach towards the capitalisation of the ECOSHAZ results as proposed through the Capitalisation Plan and the Cooperation Memorandum is adoptable to any future project. They also create the strong perspective that not only the results of the project but also the partnership will be active in the future, at least five years after the 31st of December 2016.

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Dissemination: The deliverables were developed by the CO and circulated among the project partners. They are uploaded on the project website. They are both available upon request.

ECOSHAZ Portal and ECOSHAZ Forum

Description: The Knowledge Toolkit was advanced into a more interactive and dynamic environment, the ECOSHAZ portal. The operation of the ECOSHAZ portal certifies the continuous interactive communication of project partners with existing and new stakeholders, networks and further dissemination of project's results. The ECOSHAZ Portal is going to be continuously updated for at least 5 years after the project's completion, disseminating high quality of information and acquired knowledge. The project website will remain active as a part of the ECOSHAZ portal for the next 5 years as well.

In order to continue and maintain active new contacts and collaborations, the project partners established the ECOSHAZ Forum which is responsible for the provision of future coordination and technical support actions after the project conclusion. The aims of the Forum are: i) the coordination on items like know how and experience exchange, research and technology transfer etc. ii) the expansion of the cooperation in other geographical areas iii) the entering into new joined collaborations and projects. The members of the local clusters as well as other European stakeholders are invited to join the ECOSHAZ Forum. The Forum operates via the ECOSHAZ portal.

Purpose: The purpose of the establishment of the ECOSHAZ portal and Forum is to provide a focal point for European bodies interested to undertake initiatives and to improve their competences in coastal hazards management induced both from hydro-meteorological events and technological accidents and other civil protection aspects. They are also tools that facilitate the capitalisation of the project results and the sustainability of the project outcomes.

Evaluation: The deliverables were assessed by the CO's quality auditors in the framework of internal and external audits.

Value-Added: The approach towards the capitalisation of the ECOSHAZ results as proposed through the ECOSHAZ portal and the ECOSHAZ Forum is adoptable to any future project. They also create the strong perspective that not only the results of the project but also the partnership will be active in the future for at least five years after the 31st of December 2016.

Dissemination: The establishment of these structures were announced during the various events of the project's last semester and a special emphasis was given during the project's final conference in Thessaloniki.

6 EVALUATION OF THE TECHNICAL RESULTS AND DELIVERABLES

In this section of the report, project's lessons learnt will be presented, together with conclusions and recommendations.

6.1 General lessons learnt

The general lessons learnt are identified in the aspects of Management, Communication and Technical results of the project as follows:

Project Management

1. Maintain a clear management structure and decision making process. The roles, responsibilities and contributions of each project partner should be thoroughly defined from the very beginning of the project and periodically updated.
2. Setting a realistic timetable: The project Task coordinators should make adequate provision in their planning for the time required to evaluate options, make decisions and take action to achieve the project's objectives. Allowance should also be made for the effect of unforeseen risks and obstacles, which inevitably arise in such projects. Potential delays in project's activities must not influence the next implementation stages of the project.
3. Ensure precise allocation of the budget per expenses' category. Margins should be foreseen at personnel costs, in the case that the realization of an action – deliverable requires more time and effort.
4. During the project planning phase investigate and understand the communication structures and channels. Ensure you know how the project will interact with the key actors and target groups and the kind of impact on them.
5. Be clear on the objectives and the target groups. Define measurable targets and tangible performance indicators.
6. Ensure that all the project participants have a certain capacity in terms of human resources, financial means, premises and equipment.
7. Monitor outputs carefully. Use a strong, clearly defined monitoring system – tool. The Project Coordinator should apply an efficient project management tool as an integral part of the project cycle.
8. Establish a Quality Management and Assurance system for the continuous monitoring of the project activities and deliverables. Appoint an external quality auditor for the monitoring of the

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proper implementation of each Task through frequent quality audits. Inform all partners about the findings of internal and external quality audits, communicate preventive and corrective actions and monitor their proper implementation.

9. Create of a timetable where the progress of the corrective and preventive actions as indicated by the quality auditor will be depicted. This tool shall prevent the consortium from serious deviations and delays from the initial work plan.

Communication and Dissemination

10. Ensure strong communication with the project Desk Officer for the early identification and direct solving of any problems and clarification of any questions.
11. Create and support efficient communication between the partners and the stakeholders, ensuring their roles and responsibilities.
12. Use meetings as the main source of information sharing among partners. One co-ordination meeting at least every four to six months is a necessity for multinational projects. Certify that all project's partners will attend coordination meetings.
13. Create local – national – EU networks at the early stages of the project. The members of the networks will be the core recipients of the project outcomes and will contribute to the successful implementation of the project activities such as participation processes, workshops and training seminars. Maintain stakeholders participation active via continuous communication.
14. Effective dissemination often means iterative follow up and support. This possibility should always be taken into consideration, especially at the early stages of the project.
15. Use a multi targeted strategy to disseminate information and wherever possible translate the deliverables in the national languages of the project partners.
16. Update the project's website regularly, with all new deliverables and information.
17. Frequent dissemination of e-Newsletters to the members of the national/ EU stakeholders and registered users of the project website.

Technical Results

18. The stakeholders involved in the consultation process at the early stages of the project even if actively involved into coastal hazards management, have a modest or no experience with CBA or other economic tools.

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19. The main reason why CBA is considered a useful tool is that it is a procedure that allows the selection of the most sustainable option. Other positive sides are its consistency and transparency, the inclusion of nonmarket impacts and the evaluation of benefits and cost through time.
20. As to the gaps in the implementation of CBA for Coastal Hazards, there is a general agreement that external scrutiny of data and procedures should increase and that estimate of environmental costs and benefits would need more accuracy. The majority of stakeholders think that the presentation of results of CBA should be simpler and strongly advocate the introduction of physical environmental impact.
21. Several limits to the use of CBA are identified. The shortage of funds and internal experts, especially economists, and the possibility that CBA may increase conflicts with stakeholders are the main reasons why its use is limited in the decision making process. Additional limits are that CBA requires specific knowledge about types of data and it needs procedures to ensure its maintenance.
22. Though CBA is considered a useful decision aiding tool to select the most efficient option, there is also a mild preference for MCA. This result may be linked to the opinion that estimations of environmental costs and benefits should be strongly improved and physical environmental impacts of the option introduced in CBA.
23. The levels of a stakeholders' engagement plan should:
 - i) provide the stakeholders with balanced and objective information to assist them to understand the problem and the alternative solutions.
 - ii) obtain stakeholder feedback on analysis, alternatives, decisions, etc.
 - iii) work directly with the stakeholders throughout the process to ensure that their concerns, views and opinions are taken into consideration
 - iv) collaborate with the stakeholders in every aspect of the decision making process including the development of alternatives and the identification of the favourite solution,
24. The preliminary assessment of baseline conditions of a region is a key aspect for the development and implementation of an integrated CBA and MCA in any risk management plan. The lack of available information is a substantial obstacle that needs to be overcome.
25. The hazard/risk assessment is the cornerstone of any coastal hazard and risk management plan, as it defines the nature of the problem in terms of extent and severity, usually in the form of a risk map. Such a risk assessment can be undertaken at a broad-brush scale, in order to identify "hotspots", but the plan will be more valuable if these areas are then identified in

detail, and assessed for differential hazard/risk in different parts of each area, and the selection of different scheme options chosen accordingly. Without a proper risk assessment, no coastal hazard and risk management plan can be viable.

26. All coastal hazard and risk management plans should include some degree of prioritisation of action, in particular to emphasise areas which need to be studied in more detail, and areas where it is likely that protection and mitigation measures will be necessary. This prioritisation can be based on benefit-cost analysis, or something simpler at an exploratory stage. Without prioritisation, no coastal hazard and risk management plan can be viable in guiding future decisions.
27. In the modern world, any coastal hazard and risk management plan should attempt to identify preventative measures which can halt the rise in risk. There is a danger, without these measures, that coastal hazard and risk management plans will become simply a catalogue of engineering works and ship design measures designed to protect particular communities or coastlines at risk.
28. All coastal hazard and risk management plans should identify areas for investment. This provides a programme of capital spending, stretching many years into the future, and forms the basis of a bid to central government or other interested parties such as ship-owners for the necessary funds to carry this out.
29. Any coastal hazard and risk management plan should also encompass preparedness strategies, to be implemented locally, within a knowledge framework that serves to accurately predict hazard and risk and the communities and coastlines liable to be vulnerable.
30. Any coastal hazard and risk management plan should include a strategy for developing knowledge and research suggestions.
31. Capacity building activities of key stakeholders should be realized at a regular basis in order to keep them updated with the latest legislation and international experience. These activities may include the creation and distribution of Support Tools, like the ECOSHAZ Guidelines, informative workshops and training seminars.

6.2 Strengths

The strengths of the technical results and deliverables of the ECOSHAZ project include the following items:

- o The organisation and operation of the peer to peer Network at European level, as well as the ECOSHAZ Forum. Future international co-operations in strategic projects may originate from these structures.

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- The involvement of high skilled experts in the working groups of the ECOSHAZ project partners and exploitation of their knowledge, experiences and networks in the elaboration of the project deliverables, meetings and events.
- The operation of the ECOSHAZ Knowledge Platform, the Knowledge Toolkit and the e-Training Platform, which combine the core elements of the Coastal Risk Assessment Framework at EU at national and regional level, coastal risk management measures and plans, the conceptual elements of the CBA and MCA implementation, the existing knowledge and case studies on the economics of coastal hazards that may arise both from natural, hydro-meteorological events and oil spill accidents.
- Upgrade of the Knowledge Platform to a Knowledge Portal with more interactive applications. Being a "wiki", the Portal will keep on being edited in the post project period by any user who is registered to the system. The users are able to upload new material on the existing categories, propose new knowledge categories, add comments to the existing contents, get alerts whenever their chosen pages are being updated, etc. In addition they will be able to attend e-learning courses whenever needed.
- The two Guidelines on the CBA of coastal risk management prevention measures against coastal hazards, which are stand-alone "How to do it" manuals that provide a step by step guidance in the procedure of assessing the benefits of coastal flood risk management and oil spill management.
- The ECOSHAZ training material and the development of the e-Training Platform using an open source software like MOODLE (Modular Object Oriented Developmental Learning Environment) that facilitates the continuous training of stakeholders who are interested to the implementation of economic appraisal methods on decision making for sustainable prevention and response measures not only for coastal hazards but also for other civil protection aspects.
- The translation of the Guidelines and the training material in the national languages of the project partners, thus achieving a wider impact and multiplying the opportunities to disseminate the project findings and tools to a broader range of events at national level.
- The development and operation of a website which gathers all the outputs of the project, provides frequent informing on all latest news and upcoming events, and gives the opportunity for easy access to the Knowledge Portal and communication with the ECOSHAZ Help Line Centre.
- The applied evaluation procedure based on the stakeholders' feedback which was gathered via different channels, i.e. on line questionnaire, seminars, interviews, thus giving the process a more objective character and leading to reliable findings.

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- Achievement of all the deliverables and project objectives according to the approved timetable of the AF and to a level of high quality, as was described in detail in Chapter 5.
- The substantial collaboration of the Associated Beneficiaries with the Lead Partner and the successful implementation of their obligations according to the Grant Agreement and Partnership Agreements.
- Exploitation of a wide range of events by the partners in the course of the project achieving to disseminate the project results to a large number of stakeholders.
- The Cooperation Memorandum signed by all project partners that depicts the willingness of the partners to support the capitalisation activities for the sustainability and further transfer of project results as described in the ECOSHAZ Capitalisation Plan.

6.3 Possible challenges and/or improvements to be tackled through further action

The following challenges have been identified and mainly concern the sustainability of the ECOSHAZ outputs:

- Maintain the operation of the ECOSHAZ website for at least five years after the completion of the project. The operation of the website will be the CO's responsibility. The challenge would be not only to maintain the operation but also to update the context of the website frequently with topics, news and alerts of events relevant to the ECOSHAZ issues.
- Continuous update of the Knowledge Platform with legislation, best practices, articles, etc and expansion of the registered users. The maintenance of the Knowledge Platform is appointed to the CO with the support of the rest of the project partners.
- Maintain the coherence and strengthen the ECOSHAZ Information Exchange Network. The regular revision of the Network's structure is of major importance in order to keep it alive and promote civil protection initiatives and policy proposals through its members. The ECOSHAZ Forum is responsible for the management and co-ordination of the Network.
- Claim new grants for the implementation of follow up activities. These activities could either transfer the impact of the project outputs to other regions of the ECOSHAZ participating countries or continue the efforts of the involved regions to improve the quality of their prevention, preparedness and emergency response structures against coastal hazards.

Additionally, as reported by the ECOSHAZ stakeholders at the stage of the assessment of their views and needs (Action B3), the implementation of Cost Benefit Analysis still faces a wide variety of challenges, such as:

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- Estimations of environmental costs and benefits should be strongly improved. The introduction of physical environmental impact is strongly advocated.
- The shortage of funds and internal experts, such as economists, at the organisations responsible for the execution of coastal works and thus responsible for the implementation of a CBA.
- Inclusion of more typologies of participants to enrich the debate.
- External scrutiny of data and procedures should increase.
- Gaps in understanding the role of discounting and sensitivity analysis in the implementation of CBA study.

6.4 Recommendations to stakeholders, partners, authorities in charge, National and EU Institutions

The ECOSHAZ project team has indicated the following recommendations which are mainly addressed to the national authorities in charge as well as to the National and EU institutions.

- Establishment of the stakeholders' consultation process as a standard process in the framework of planning, developing, assessing and reviewing regional strategies.
- Undertake initiatives for the continuation of the efforts towards the capacity building and awareness rising of the local and regional authorities through pilot exercises and trainings dedicated to the use of economic principles in the implementation of coastal risk management plans.
- Engage experts with different disciplines (engineers, economists, geographers, etc.) during the compilation of risk management plans and the designation of sustainable prevention and response measures against coastal hazards.
- Rising the awareness of the citizens affected by the coastal deterioration and assess their "willingness to pay" for the protection and maintenance of coastal areas mainly against natural hazards, especially in the case of touristic and recreational sites.
- Promote the use of ECOSHAZ Support Tools - Knowledge Toolkit, Guidelines and e-Training Platform - by the staff members and experts who are involved in coastal risk management at regional or national level. The ECOSHAZ support tools are comprehensive and provide easy references to world applied techniques.

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- Promote the ECOSHAZ website, www.ecoshaz.eu. The website includes the whole deliverables' package of the project that could be exploited in the framework of other civil protection, coastal projects of other European regions.
- There are many EU projects, either on-going or completed, on coastal risk management and prevention measures, such as the EU MED projects. The outcomes of these projects should be joined together under a common data base in order to enforce the impact of their results and cover the gaps of data availability.

7 FOLLOW-UP

7.1 Comparison between initial and current follow up measures

The ECOSHAZ consortium developed the ECOSHAZ project Capitalisation Plan, a document where the capitalisation strategy of the project for the sustainability and further valorisation activities of the project outcomes, are described. The Capitalisation Plan includes a number of follow up measures *which are in line with what was initially foreseen* but also with what additional conditions and activities resulted during the project elaboration, for maximising the targeted stakeholders' awareness and involvement towards the results of the project. The ECOSHAZ capitalisation strategy focuses on the following objectives:

- to promote the project's developments, deliverables and results;
- to look for cooperation with decision making bodies and organizations, identifying specific channels for dissemination and follow up activities;
- to expand the ECOSHAZ Information Exchange Network with new members interested in exploiting ECOSHAZ outcomes, thus encouraging interactions and synergies;
- to successfully transfer the project's results to appropriate decision-makers to achieve their sustainable promotion and support;
- to harmonize the capitalisation activities of the partners for a more efficient and effective communication. To coordinate all levels and types of capitalisation of the knowledge produced, the operational IT tools by the project;
- to plan specific capitalisation activities after the project lifetime.

The implementation of the ECOSHAZ capitalisation by the project consortium strategy is a five step process:

- Step 1 Defining a clear expression of the project's aims and objectives
- Step 2 Identification of the target audience
- Step 3 Identification of the ECOSHAZ products to be capitalised
- Step 4 Establishment of Capitalisation instruments
- Step 5 Description of Capitalisation channels

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According to the Capitalisation Plan the realised follow up measures are as follows:

ECOSHAZ Portal

The Knowledge Toolkit and the e-Training Platform is advanced into a more interactive and dynamic environment, the ECOSHAZ portal. The operation of the ECOSHAZ portal certifies in a dual way the continuous interactive communication of project partners with existing and new stakeholders but also interactive communication among stakeholders by themselves, increasing further the project's capitalisation potential.

The development and operation of the portal site includes the following functions:

- a) Search and Navigation function that enables users to query both structured (knowledge toolkit) and selected unstructured content (i.e. documents, proposals uploaded in the portal by other citizens) by keywords. Special attention is given to this function in order the portal users to trace not only the appropriate information they are searching but also receive proposals for additional relevant information which may be available through the portal or in another e-link.
- b) A notification function (push technology) is included in the portal function. Therefore each user is able to receive updated or reviewed information automatically on the issues he has previously determined. Thus, each user has the opportunity to subscribe to active civil protection information sources (not only coastal) and continuously be informed. In the portal structure there is also be a designated area where individuals are able to post their ideas, practices and experiences.
- c) Via the ECOSHAZ e-TP stakeholders can receive e-learning courses whose contents will be updated and enriched with new material. The e-TP is equipped with an independent Forum area where stakeholders can post their questions and proposals and initiate constructive discussions with project partners, other stakeholders on coastal hazards management, and on other civil protection aspects.

The ECOSHAZ Portal is going to be continuously updated, disseminating high quality of information and acquired knowledge for at least five years after the end of the project.

ECOSHAZ Forum

In order to continue and maintain active any emerged new contacts and collaborations, the project partners established the ECOSHAZ Forum which is responsible for the provision of future coordination and technical support actions after the project conclusion. The aims of the ECOSHAZ Forum are:

- i) the coordination on items like know how and experience exchange, research and technology transfer etc.
- ii) the expansion of the cooperation in other geographical areas

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iii) the entering into new joined collaborations and projects.

The founding members of the ECOSHAZ Forum are the project partners as well as the members of the ECOSHAZ stakeholders' IEN and the registered users of the ECOSHAZ website, Knowledge Toolkit and the e-Training Platform. The Forum is led by the project's CO (SIGMA Consultants). The members of the local clusters as well as other European stakeholders are invited to join the Forum.

The ECOSHAZ Forum will stay active for at least five years after the project ending.

ECOSHAZ Helpline Centre

A special Unit, the ECOSHAZ Help Line Centre, is established at the premises of project's CO (SIGMA Consultants). The HelpLine Centre provides support services to the questions and requests set by individuals dealing with the economic appraisal of coastal hazards induced by hydro-meteorological events and oil spills.

The Help Line Centre will operate for a period of 5 years after the project ends. Individual users will be able to contact the Help Line Centre electronically, or by filling a written request. The answers to the requests will be given free of charge either electronically or in written. Requests that cannot be answered based on the contents of the Knowledge Base will be forwarded to experts of the ECOSHAZ IEN, who will be asked to contribute their expertise to the centre, for final answer.

ECOSHAZ Publications

The consortium of the project has produced a number of publications available to the broad public either in hard copy or in electronic form on the website. These publications are:

- the ECOSHAZ Project leaflet available in all participating countries languages
- the CBA Guidelines on prevention and response measures against coastal hazards induced by hydro-meteorological events and oil spills, available in all participating countries languages
- ECOSHAZ Booklet of achievements and Layman's report available in all participating countries languages.

ECOSHAZ Cooperation Memorandum

The ECOSHAZ Cooperation Memorandum was set up in order to facilitate and oversee the exploitation activities of the ECOSHAZ project. The Cooperation Memorandum has the form of a letter of intent which will be commonly agreed and signed by the ECOSHAZ partners. The context of this memorandum sets of arrangements regarding a program of future activities and initiatives for the exploitation of ECOSHAZ results. These activities will be carried out by the project partners according to their mission, convenience, interest, resources and in full compliance with their institutional constraints.

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Additionally the Cooperation Memorandum provides information regarding the maintenance of the ECOSHAZ Portal, Knowledge Toolkit and e-TP IT tools like:

- Methods proposed to further exploit them
- Functional areas of responsibility for supplying technical and administrative data in support of the abovementioned tools
- Methods of collecting, processing, and reporting data in support of the IT tools
- Milestones in the evolution of the IT tools.

Website

The project's web-site, www.ECOSHAZ.eu, was launched in English in the beginning of the project containing information on aspects like: project description and objectives, partners profile, contact details, calendar of events, announcement of meetings, workshops, and presentation of results, links to other relevant EU projects, and a direct link to the ECOSHAZ Knowledge Toolkit and the ECOSHAZ e-Training Platform.

The project website will stay active for five year after the closure of the project as part of the ECOSHAZ Portal. The capitalisation activities and results will be published on the website. All partners will maintain the links to ECOSHAZ.eu website on the websites of their organizations and on the websites of joining clusters as long as ECOSHAZ.eu stays active.

7.2 Additional follow-up approaches

Additional follow-up approaches include the following:

Participation to other events

All project partners will exploit any appearing occasion, at internal, regional, national or international level, like workshops, conferences and exhibitions, where the ECOSHAZ results could be presented and the relevant publications could be disseminated.

Such indicative events, in 2017 and 2018, where ECOSHAZ will be promoted are the following:

- 1st Technical Meeting of EU INTERREG MED project named CO-EVOLVE, 12-13 January 2017 (Concluded).
- "Coast-Benefit Workshop and Seminar", Oslo 26th March, 2017 – Speech will be given by Assoc. Professor Maria Loureiro, from University Santiago de Compostella (AB4), within the framework of "COAST-BENEFIT PROJECT" funded by the Norwegian Research Council. The speech will refer to ECOSHAZ Guideline addressed to coastal hazards – disasters caused by Oil Spill accidents.

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- Prof. Fatima Navas, from University of Pablo de Olavide (AB1), has been invited to give a talk at the Oxford University where she will present ECOASHAZ outcomes along with the outcomes of similar projects.

Other indicative events, in 2017 and 2018, where ECOSHAZ could be promoted are the following:

- 1st International Workshop on Waves, Storm Surges and Coastal Hazards that will be held in Liverpool, UK, 10-15 September 2017
- 19th International Conference on Coastal Processes and Hazards that will be held Barcelona, Spain, May 26 - 27, 2017
- INTERSPILL, the European oil spill conference and exhibition, that will be held in London, UK, 13-15 March 2018

The ECOSHAZ consortium has set a target of participating at least at 5 events during the forthcoming 5 years.

New projects and collaborations

The ECOSHAZ consortium will seek to proceed with the preparation of new project proposals as an attempt to achieve the capitalisation of the ECOSHAZ results through their transferability to new thematic areas and the expansion of their impact to other EU regions. A tempting initiative also concerns the further development of the created deliverables and the broadening of their contents.

The project partners may collaborate together as the original consortium but may also look for new collaborations as part of other consortiums. The targeted proposals may seek for funding either to the next Civil Protection Financial instrument call or to any other EU opportunity with a relevant priority, such as the EU MED programme which aims to sustainable tourism activities along the Mediterranean coastal zones.

An indicative example that has already been discussed within the framework of the ECOSHAZ consortium concerns a project specially dedicated to the merging of the contents of ECOSHAZ Knowledge Toolkit the contents of the FLOOD-CBA Knowledge Platform and the contents of FLOOD-CBA#2 Knowledge Toolkit to a common Knowledge Base.

A second proposal may focus on a number of pilot implementation of CBA at specific coastal areas of study based on the coastal zone management maps of the EU countries and in line with the on-going implementation of the integrated coastal zone management Directive.

The target set under this capitalisation channel category is that at least one follow up project will be attempted by the ECOSHAZ project partners either in the form of the original team or as beneficiaries of new consortiums with other potential partners stemming from the ECOSHAZ portal.

Synergies with other networks

The ECOSHAZ network will join other existing EU clusters in the course of new collaborations and funding opportunities.

ECOSHAZ has already joined the OURCOAST community and will also join FACECOAST cluster of projects. CO will also link ECOSHAZ project to CO-EVOLVE Med project. FACECOAST cluster ("Face the challenge of climate change in the med coastal zones") started its activities in January 2012, and currently includes more than 80 partners. It aims to gather and capitalize the contributions of the European projects which dealt with the matter of the coastal defense against natural and anthropogenic risks (erosion, flooding, salt water intrusion, subsidence, etc.) in the frame of the adaptation policy to climate change (sea level rise, strengthening of extreme phenomena, etc.) and sustainable development.

OURCOAST was a three-year project commissioned by the Directorate General (DG) Environment of the European Commission to support and ensure the exchange of experiences and best practices in coastal planning and management. Through OURCOAST, the European Commission aims to ensure that lessons learned from the coastal management experiences and practices can be shared and are made accessible to those who are seeking sustainable solutions to their coastal management practices. OURCOAST focus in particular on adaptation to risks and the impacts of climate change, information and communication systems, planning and land management instruments, and institutional coordination mechanisms.

CO-EVOLVE (Promoting the co-evolution of human activities and natural systems for the development of sustainable coastal and maritime tourism) is an on-going EU MED project. CO-EVOLVE aims at analysing and promoting the co-evolution of human activities and natural systems in touristic coastal areas, allowing sustainable development of touristic activities based on the principles of ICZM/MSP. CO-EVOLVE couples a presently unavailable analysis at MED scale of threats and enabling factors for sustainable tourism with local studies on representative Pilot Areas, to demonstrate through pilot actions the feasibility and effectiveness of an ICZM/MSP-based planning process.

ECOSHAZ has also joined the European Network for Transfer and Exploitation of EU Project Results "E.N.T.E.R." which is Europe's largest network for transfer and exploitation of project results, <http://www.enter-network.eu/> that provides a number of benefits in terms of

- Partners' search for potential collaboration
- Sharing ideas and developments in the members' news section
- Promoting activities in the events calendar
- Disseminating any EU funded project with the Email Alert System targeted to members who are interested in the same target groups and sectors of activities

Final Report of the ECOSHAZ Project

- Participating in dissemination conferences organised by the network
- Publishing articles about the projects in the European Magazine "Focus Europe"
- Collecting documentation of dissemination activities
- Receiving information on selected calls for proposals and events in the network newsletter
- Keep up to date with information from the European Commission, different departments and funding programmes in the EU News section
- Following the network activities on the network's Facebook page.

Within the next five years the ECOSHAZ network will attempt to join at least one more Cluster of other relevant EU funded project/ projects.

Engaging new stakeholders

Based on the outcomes of the training seminars and the final conference, the project partners will revise the structure of the ECOSHAZ Information Exchange Network as it was initially established. As a follow up activity, the project consortium will try to engage new stakeholders and motivate them to become active members of the ECOSHAZ portal. The ECOSHAZ Forum will foster any new collaboration under the umbrella of the ECOSHAZ capitalisation activities. An indicative list of the new targeted authorities/ organisations that may become members of the project Network is presented below:

- Representatives from the private sector such as engineering and consulting companies
- The Technical Chamber of Greece
- The Region of Central Macedonia / Directorates of Technical Works
- The Region of East Macedonia and Thrace / Directorates of Technical Works
- Engineering depts. and Economics depts. of Higher Education Institutes
- The General Directorate of Water. Subdirectorate of Public Hydraulic Domain. Spanish Ministry of Agriculture, Water and Environment
- The General Directorate of Planning and Management of the Public Hydraulic Domain. Andalusian Ministry of Land Planning and Environment
- The Institute for Nature Conservation and Forests

The ECOSHAZ consortium sets a target of raising the current number of the ECOSHAZ Network members by 15%.

Training Activities

The majority of the ECOSHAZ consortium consists of academic institutions. The members of the project's working group are active lecturers who may have the possibility to integrate part of the developed ECOSHAZ training material into their lectures with regard to coastal hazards management. The Middlesex University (UK), the University of Pablo de Olavide, Spain, the University of Santiago de Compostella, Spain, will investigate the potential to exploit the e-Training Platform and its contents to existing and new courses.

Social Media

The Social Media, such as LinkedIn and FACEBOOK can provide an opportunity of wide visibility of ECOSHAZ results to the broad public. The CO – SIGMA Consultants will create the project profile which will be disseminated via at least one social media channel and will be linked to the project website.

Articles and press releases

All ECOSHAZ partners will prepare at least one new article concerning the results and potential future activities of the project. This article may be published at the local or national press, in the partners' organisations circulations, on the partners' websites, on on-line magazines, etc.

Additionally any further dissemination activity, such as presentations in relevant events, will be announced with respective press releases.

Associate Prof. Maria L. Loureiro and Dr. Maria Alló are preparing an in-paper publication of a book chapter entitled "The Economics of Oil Spills" which will be included in the Oxford Encyclopedia of Environmental Economics, 2017.

Final report and Layman's report

At the end of the project a final report was prepared by the CO with the contribution of all project partners and submitted to the EC/Civil Protection Unit. As soon as the final report is approved by the funding authority it will be disseminated to a number of selected EU directorates and organizations, such as the following:

- DG Environment, Marine and Coast
- EU Working Group for Floods (coastal flooding)
- EU Climate Change Programme

The ECOSHAZ final report will be received by all organizations listed above. A layman's report, in English language, containing the project's initiatives and achievements has been edited by the consortium, and will be sent to the EC and then be published on the project's website.

STANDARD PAYMENT REQUEST AND FINANCIAL STATEMENT

Grant agreement number	ECHO/SUB/2014/693711
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Legal name of the beneficiary	SIGMA CONSULTANTS Ltd
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Address	P. IOAKEIM 2, 54622, THESSALONIKI, GREECE
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Reference period	Eligibility	From: 1/1/2015	To: 31/12/2016
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Banking details:	Name and address of the bank	PIRAEUS BANK S.A., TSIMISKI 132 & ETHNIKIS AMYNIS, 54621, THESSALONIKI, GREECE
	Bank account n°	5233-064388-625
	I.B.A.N	GR1001722330005233064388625
	Bank account holder	SIGMA CONSULTANTS
	Payment reference (if necessary)	Final Payment of ECOSHAZ

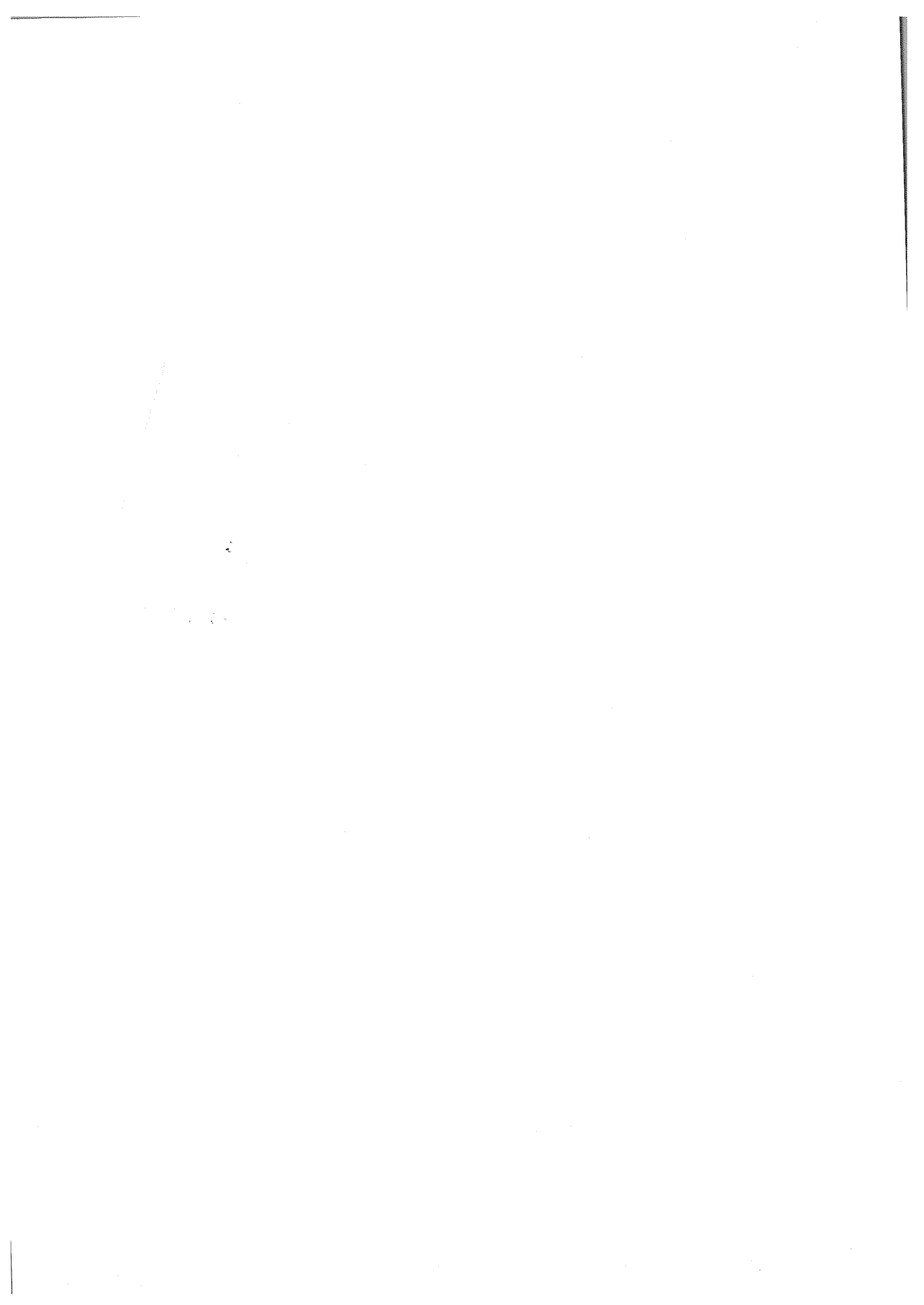
EU contribution requested	431357 EUR
Pre-financing received	258814 EUR
Balance payment requested	172543 EUR

I certify on my honour that the information contained in this payment request is full, reliable and true. I also certify that the costs incurred can be considered eligible in accordance with the grant agreement and that this request for payment is substantiated by adequate supporting documents that can be checked.

Name of legal/ statutory representative:	Triantafyllos Parthenopoulos
Title:	Mr.
Function:	Legal Representative
Date:	28/02/2017
Signature:	

Enclosures: (do not apply for the first installment of pre-financing)

- Excel Workbook either on a CD-Rom or sent by e-mail
- External audit report if appropriate



Consolidated Cost Statement for the Action

ATTENTION/ to be completed only if the project involves one or more associated beneficiaries

Part A: Eligible cost categories	Rate %	€	Part B: Financing Plan	€	% of eligible costs
A: Personnel		445.255,52	EC contribution*	431.357,25	69,28%
B: Travel and subsistence		59.735,45	Contribution of the coordinator	35.100,21	5,64%
C: Equipment			Contribution of the beneficiary/ies	156.142,30	25,08%
D: Sub-contracting		77.688,49	Other sources of funding		0,00%
E: Other direct costs			Direct revenues		0,00%
Indirect costs / overheads	6,85%	39.920,29			
TOTAL ELIGIBLE COSTS		622.599,76	TOTAL	622.599,76	

* eligible costs x EC-funding rate OR maximum EC-contribution, whatever is lower!

For information only	
Estimation of "in kind" contributions / costs not included in the budget (ineligible costs)	0,00

SIGMA Consultants E.Π.Ε.
 ΕΤΑΙΡΕΙΑ ΜΕΛΕΤΩΝ ΣΥΜΒΟΥΛΕΥΤΙΚΩΝ ΥΠΗΡΕΣΙΩΝ
 ΠΑΤΡ. ΙΩΑΚΗΜ 2, ΤΗΛ. 242.801, 286.612
 546 22 ΘΕΣΣΑΛΟΝΙΚΗ
 ΑΦΜ 095636061 Δ' ΑΟΥ ΘΕΣ/ΝΙΚΗ

Date and signature

28/2/2017

Participant Cost Statement Summary

Name of participant reporting own costs:

Part A: Eligible cost categories	Rate %	€	Part B: Financing Plan	€	% of eligible costs
Personnel			EC-contribution*	0,00	
Travel and subsistence			Contribution of the Coordinator**	0,00	
Equipment			Contribution of the Beneficiary reporting own costs		
Sub-contracting / External assistance			Contribution of other beneficiary/ies		
Other direct costs			Other sources of funding		
Indirect costs / overheads	0,00%		Direct revenues		
TOTAL ELIGIBLE COSTS		0,00	TOTAL		

* eligible costs x EC-funding rate OR maximum EC-contribution, whatever is lower! **reporting own costs or contributing to Beneficiary's costs

For information only

Estimation of "in kind" contributions / costs not included in the budget (ineligible costs)	0,00
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VAT-status (please tick appropriate box)

- The reported costs are without VAT.
- VAT is not recoverable and is therefore included in the reported costs. (**Proof of non-recoverability attached**)

Date and signature



Contribution of beneficiary/ies			
Name of beneficiary	Amount in national currency	Exchange rate	Amount of co-funding in €
SIGMA CONSULTANTS	35.100,21	1	€35.100,21
Pablo de Olavide University	34.006,19	1	€34.006,19
Middlesex University	38.184,44	1	€38.184,44
Maritime Institute in Gdansk	13.109,14	1	€13.109,14
University Santiago de Compostella	55.379,98	1	€55.379,98
University of Catania	19.456,61	1	€19.456,61
Total	195.236,57		€195.236,57

Other sources of funding			
Name of co-funder	Amount in national currency	Exchange rate	Amount of co-funding in €
		1	
		1	
		1	
		1	
		1	
Total			€0,00

Direct revenues			
Description of direct revenue	Amount in national currency	Exchange rate	Amount in €
		1	
		1	
		1	
		1	
		1	
Total			€0,00

Total Personnel:

€445.255,52

General information on staff assigned to the project				Calculation of the personnel costs							
A	B	C	D	E	F	G	H	I	J	K	L
Seq n°	Year	Name of person	Function / Type of employment contract	Annual gross salary	Time unit	Annual number of working time units	Time unit rates (Column E/G)	Number of time units assigned to the project (column Z)	Total personnel costs in national currency (H*I)	Exchange rate	Amount in € (J/K)
1	2015	Vasiliki Papadopoulou	Deputy Project Management and scientific	10.400,00	day	52,00	200,00	52,00	10.400,00	1	€10.400,00
2	2015	Lefteris Karagiannidis	Project Management and scientific	14.750,00	day	59,00	250,00	59,00	14.750,00	1	€14.750,00
3	2015	Thanasis Manoloudis	Scientific contracted staff	2.500,00	day	12,50	200,00	12,50	2.500,00	1	€2.500,00
4	2015	Konstantinos Parthenopoulos	Scientific contracted staff	6.000,00	day	30,00	200,00	30,00	6.000,00	1	€6.000,00
5	2016	Vasiliki Papadopoulou	Deputy Project Management and scientific	14.400,00	day	72,00	200,00	72,00	14.400,00	1	€14.400,00
6	2016	Lefteris Karagiannidis	Project Management and scientific	17.250,00	day	69,00	250,00	69,00	17.250,00	1	€17.250,00
7	2016	Thanasis Manoloudis	Scientific contracted staff	14.800,00	day	74,00	200,00	74,00	14.800,00	1	€14.800,00
8	2016	Konstantinos Parthenopoulos	Scientific contracted staff	7.200,00	day	36,00	200,00	36,00	7.200,00	1	€7.200,00
9	2015	Fátima Navas Concha	Senior Researcher	33.386,61	hours	1.065,00	31,35	225,00	7.053,51	1	€7.053,51
10	2015	Gonzalo Malvárez	Senior Researcher	28.572,45	hours	1.065,00	26,83	150,00	4.024,29	1	€4.024,29
11	2015	Fátima Navas Concha	Senior Researcher	33.750,31	hours	1.029,99	32,76	122,50	4.013,10	1	€4.013,10
12	2015	Gonzalo Malvárez	Senior Researcher	30.272,76	hours	1.029,99	29,39	100,00	2.939,13	1	€2.939,13
13	2015	Emilia Soledad Guisado	Senior Researcher	13.824,80	hours	555,00	24,91	555,00	13.824,80	1	€13.824,80
14	2016	Fátima Navas Concha	Senior Researcher	33.750,31	hours	1.029,99	32,76	77,50	2.538,90	1	€2.538,90
15	2016	Gonzalo Malvárez	Senior Researcher	30.272,76	hours	1.029,99	29,39	60,00	1.763,48	1	€1.763,48
16	2016	Emilia Soledad Guisado	Senior Researcher	5.015,39	hours	202,50	24,77	202,50	5.015,39	1	€5.015,39
17	2016	Gerard More Gómez	Junior Researcher	4.968,00	hours	285,00	17,43	285,00	4.968,00	1	€4.968,00
18	2016	Gerard More Gómez	Junior Researcher	20.772,50	hours	1.050,00	19,78	1.050,00	20.772,50	1	€20.772,50
19	2016	Fátima Navas Concha	Senior Researcher	37.449,82	hours	1.042,50	35,92	120,00	4.310,77	1	€4.310,77
20	2016	Gonzalo Malvárez	Senior Researcher	30.738,30	hours	1.042,50	29,49	150,00	4.422,78	1	€4.422,78
21	2015	E Penning-Rowell	Project Leader/Research Associate	£ 81.648,00	day	210,00	£ 388,80	13,50	£ 5.248,80	0,716	€7.330,73
22	2015	E Penning-Rowell	Project Leader/Research Associate	£ 83.343,00	day	210,00	£ 396,87	9,75	£ 3.869,54	0,731	€5.293,49
23	2015	E Penning-Rowell	Project Leader/Research Associate	£ 83.916,00	day	210,00	£ 399,60	25,50	£ 10.189,80	0,736	€13.844,84
24	2016	E Penning-Rowell	Project Leader/Research Associate	£ 89.208,00	day	210,00	£ 424,80	13,25	£ 5.628,60	0,783	€7.188,51
25	2016	E Penning-Rowell	Project Leader/Research Associate	£ 94.500,00	day	210,00	£ 450,00	8,875	£ 3.993,75	0,83	€4.811,75
26	2016	E Penning-Rowell	Project Leader/Research Associate	£ 96.909,70	day	210,00	£ 461,47	31,81	£ 14.679,49	0,85	€17.269,99
27	2015	D J Parker	Research Associate	£ 81.648,00	day	210,00	£ 388,80	7,55	£ 2.935,44	0,716	€4.099,78
28	2015	D J Parker	Research Associate	£ 83.916,00	day	210,00	£ 399,60	16,44	£ 6.569,42	0,736	€8.925,84
29	2016	D J Parker	Research Associate	£ 89.208,00	day	210,00	£ 424,80	11,90	£ 5.055,12	0,783	€6.456,09
30	2016	D J Parker	Research Associate	£ 95.508,00	day	210,00	£ 454,80	10,13	£ 4.607,12	0,838	€5.497,76
31	2016	D J Parker	Research Associate	£ 96.909,70	day	210,00	£ 461,47	18,66	£ 8.611,10	0,85	€10.130,71
32	2016	D.Owen	Researcher	£ 35.175,00	day	210,00	£ 167,50	42,94	£ 7.192,45	0,87	€8.267,18
33	2015	J. Chatterton	Research Associate		day	210,00		2,00	£ 1.200,00	0,74	€1.621,62
34	2015	Urszula Kowalczyk	Head of Dpt Project Leader/Permanent	non-applicable	hrs	160,00	79,83	24,00	1.915,92	4,2324	€452,68
35	2015	Jakub Piotrowicz	Scientific staff/Permanent	non-applicable	hrs	152,00	54,31	24,00	1.303,44	4,2324	€307,97
36	2015	Marcin Kalinowski	Scientific staff/Permanent	non-applicable	hrs	160,00	56,08	24,00	1.345,92	4,2324	€318,00
37	2015	Urszula Kowalczyk	Head of Dpt Project Leader/Permanent	non-applicable	hrs	168,00	75,91	24,00	1.821,84	4,0938	€445,02
38	2015	Jakub Piotrowicz	Scientific staff/Permanent	non-applicable	hrs	168,00	49,11	24,00	1.178,64	4,0938	€287,91
39	2015	Urszula Kowalczyk	Head of Dpt Project Leader/Permanent	non-applicable	hrs	160,00	79,70	56,00	4.463,20	4,012	€1.112,46
40	2015	Jakub Piotrowicz	Scientific staff/Permanent	non-applicable	hrs	160,00	51,55	56,00	2.886,80	4,012	€719,54
41	2015	Urszula Kowalczyk	Head of Dpt Project Leader/Permanent	non-applicable	hrs	152,00	83,90	24,00	2.013,60	4,1289	€487,68
42	2015	Magdalena Batko	Technical staff/Permanent	non-applicable	hrs	112,00	56,53	24,00	1.356,72	4,1289	€328,59
43	2015	Jakub Piotrowicz	Scientific staff/Permanent	non-applicable	hrs	168,00	49,11	24,00	1.178,64	4,1289	€285,46
44	2015	Urszula Kowalczyk	Head of Dpt Project Leader/Permanent	non-applicable	hrs	168,00	75,91	24,00	1.821,84	4,1893	€434,88
45	2015	Magdalena Batko	Technical staff/Permanent	non-applicable	hrs	112,00	59,03	24,00	1.416,72	4,1893	€338,18
46	2015	Urszula Kowalczyk	Scientific staff/Permanent	non-applicable	hrs	184,00	44,83	24,00	1.075,92	4,1893	€256,83
47	2015	Jakub Piotrowicz	Scientific staff/Permanent	non-applicable	hrs	96,00	85,92	32,00	2.749,44	4,1426	€663,70

48	2015	Urszula Kowalczyk	Head of Dpt Project Leader/Permanent	non-applicable	hrs	176,00	72,46	40,00	2.898,40	5 - Perso	€683,50
49	2015	Jakub Piotrowicz	Scientific staff/Permanent	non-applicable	hrs	160,00	51,55	40,00	2.062,00	4,2405	€486,26
50	2015	Urszula Kowalczyk	Head of Dpt Project Leader/Permanent	non-applicable	hrs	176,00	72,46	40,00	2.898,40	4,2356	€684,30
51	2015	Jakub Piotrowicz	Scientific staff/Permanent	non-applicable	hrs	176,00	46,87	40,00	1.874,80	4,2356	€442,63
52	2015	Urszula Kowalczyk	Head of Dpt Project Leader/Permanent	non-applicable	hrs	160,00	71,04	40,00	2.841,60	4,2699	€665,50
53	2015	Jakub Piotrowicz	Scientific staff/Permanent	non-applicable	hrs	160,00	51,55	40,00	2.062,00	4,2699	€482,92
54	2015	Urszula Kowalczyk	Head of Dpt Project Leader/Permanent	non-applicable	hrs	152,00	72,23	24,00	1.733,52	4,2631	€406,63
55	2015	Jakub Piotrowicz	Scientific staff/Permanent	non-applicable	hrs	136,00	60,65	24,00	1.455,60	4,2631	€341,44
56	2015	Krzysztof Luks	Prof. / Scientific - permanent	non-applicable	hrs	32,00	127,97	16,00	2.047,52	4,2631	€480,29
57	2015	Witold Kuszewski	Scientific staff/Permanent	non-applicable	hrs	80,00	48,75	16,00	780,00	4,2631	€182,97
58	2016	Urszula Kowalczyk	Head of Dpt Project Leader/Permanent	non-applicable	hrs	144,00	88,54	68,00	6.021,08	4,24	€1.420,07
59	2016	Jakub Piotrowicz	Scientific staff/Permanent	non-applicable	hrs	152,00	54,27	52,00	2.822,04	4,24	€665,58
60	2016	Krzysztof Luks	Prof. / Scientific - permanent	non-applicable	hrs	76,00	53,87	38,00	2.047,16	4,24	€482,82
61	2016	Witold Kuszewski	Scientific staff/Permanent	non-applicable	hrs	76,00	53,87	38,00	2.047,18	4,24	€482,83
62	2016	Urszula Kowalczyk	Head of Dpt Project Leader/Permanent	non-applicable	hrs	160,00	79,70	68,00	5.419,60	4,4534	€1.216,96
63	2016	Jakub Piotrowicz	Scientific staff/Permanent	non-applicable	hrs	168,00	49,10	52,00	2.553,20	4,4534	€573,31
64	2016	Krzysztof Luks	Prof. / Scientific - permanent	non-applicable	hrs	84,00	48,74	43,00	2.095,82	4,4534	€470,61
65	2016	Witold Kuszewski	Scientific staff/Permanent	non-applicable	hrs	80,00	51,18	39,00	1.996,02	4,4534	€448,20
66	2016	Urszula Kowalczyk	Head of Dpt Project Leader/Permanent	non-applicable	hrs	160,00	79,65	48,00	3.823,20	4,3631	€876,26
67	2016	Jakub Piotrowicz	Scientific staff/Permanent	non-applicable	hrs	160,00	51,52	32,00	1.648,64	4,3631	€377,86
68	2016	Krzysztof Luks	Prof. / Scientific - permanent	non-applicable	hrs	88,00	46,51	40,00	1.860,40	4,3631	€426,39
69	2016	Witold Kuszewski	Scientific staff/Permanent	non-applicable	hrs	72,00	56,84	24,00	1.364,16	4,3631	€312,66
70	2016	Urszula Kowalczyk	Head of Dpt Project Leader/Permanent	non-applicable	hrs	168,00	75,86	64,00	4.855,04	4,2538	€1.141,34
71	2016	Jakub Piotrowicz	Scientific staff/Permanent	non-applicable	hrs	160,00	51,52	56,00	2.885,12	4,2538	€678,25
72	2016	Krzysztof Luks	Prof. / Scientific - permanent	non-applicable	hrs	84,00	48,71	40,00	1.948,40	4,2538	€458,04
73	2016	Witold Kuszewski	Scientific staff/Permanent	non-applicable	hrs	84,00	48,72	40,00	1.948,80	4,2538	€458,13
74	2016	Urszula Kowalczyk	Head of Dpt Project Leader/Permanent	non-applicable	hrs	160,00	79,65	40,00	3.186,00	4,388	€726,07
75	2016	Jakub Piotrowicz	Scientific staff/Permanent	non-applicable	hrs	160,00	51,52	72,00	3.709,44	4,388	€845,36
76	2016	Witold Kuszewski	Scientific staff/Permanent	non-applicable	hrs	80,00	51,15	40,00	2.046,00	4,388	€466,27
77	2016	Jakub Piotrowicz	Scientific staff/Permanent	non-applicable	hrs	88,00	93,69	43,00	4.028,67	4,3636	€923,24
78	2016	Urszula Kowalczyk	Head of Dpt Project Leader/Permanent	non-applicable	hrs	152,00	83,85	48,00	4.024,80	4,3436	€926,60
79	2016	Jakub Piotrowicz	Scientific staff/Permanent	non-applicable	hrs	112,00	73,61	48,00	3.533,28	4,3436	€813,45
80	2016	Urszula Kowalczyk	Head of Dpt Project Leader/Permanent	non-applicable	hrs	112,00	113,80	40,00	4.552,00	4,3065	€1.057,01
81	2016	Jakub Piotrowicz	Scientific staff/Permanent	non-applicable	hrs	160,00	51,53	48,00	2.473,44	4,3065	€574,35
82	2016	Urszula Kowalczyk	Head of Dpt Project Leader/Permanent	non-applicable	hrs	152,00	83,84	120,00	10.060,80	4,3307	€2.323,13
83	2016	Jakub Piotrowicz	Scientific staff/Permanent	non-applicable	hrs	160,00	51,52	120,00	6.182,40	4,3307	€1.427,58
84	2016	Urszula Kowalczyk	Head of Dpt Project Leader/Permanent	non-applicable	hrs	136,00	93,71	16,00	1.499,36	4,4299	€338,46
85	2016	Jakub Piotrowicz	Scientific staff/Permanent	non-applicable	hrs	136,00	60,62	16,00	969,92	4,4299	€218,95
86	2015	Maria Loureiro Garcia	Project Leader/Permanent Staff	44.420,12	hrs	1.707,00	26,02	625,00	16.263,96	1	€16.263,96
87	2015	Belen Trigo Garcia	Scientific Staff/Permanent Staff	56.771,79	hrs	1.702,00	33,36	593,00	19.780,07	1	€19.780,07
88	2015	Maria Allo Pazos	Scientific Staff/Temporary Staff	399,04	hrs	22,5	17,74	22,50	399,04	1	€399,04
89	2016	Maria Loureiro Garcia	Project Leader/Permanent Staff	51.775,46	hrs	1.702,50	30,41	895,00	27.218,23	1	€27.218,23
90	2016	Belen Trigo Garcia	Scientific Staff/Permanent Staff	18.109,80	hrs	607,50	29,81	150,00	4.471,56	1	€4.471,56
91	2016	Maria Allo Pazos	Scientific Staff/Temporary Staff	22.669,23	hrs	1.297,50	17,47	1.297,50	22.669,23	1	€22.669,23
92	2016	Djamel Rahmani	Scientific Staff/Temporary Staff	3.304,24	hrs	208,00	15,89	208,00	3.304,24	1	€3.304,24
93	2015	Giovanni Signorello	Scientific Staff	109.702,10	hours	1.500,00	73,13	120,00	8.776,17	1	€8.776,17
94	2015	Toscano Anna Carolina	Scientific Staff	34.170,88	hours	1.500,00	22,78	55,00	1.252,93	1	€1.252,93
95	2015	Cucuzza Giuseppe	Scientific Staff	75.283,27	hours	1.500,00	50,19	40,00	2.007,55	1	€2.007,55
96	2015	Di Stefano Agata	Scientific Staff	65.397,04	hours	1.500,00	43,60	20,00	872,00	1	€872,00
97	2015	Mancini Giuseppe	Scientific Staff	52.816,37	hours	1.500,00	35,21	20,00	704,20	1	€704,20
98	2015	Onofri Laura	Scientific Staff	16.000,00	hours	960,00	16,67	560,00	9.333,33	1	€9.333,33
99	2015	Nicita Lea	Scientific Staff	16.000,00	hours	960,00	16,67	505,00	8.416,67	1	€8.416,67
100	2016	Giovanni Signorello	Scientific Staff	109.702,10	hours	1.500,00	73,13	60,00	4.388,08	1	€4.388,08
101	2016	Toscano Anna Carolina	Scientific Staff	34.170,88	hours	1.500,00	22,78	45,00	1.025,13	1	€1.025,13
102	2016	Cucuzza Giuseppe	Scientific Staff	75.283,27	hours	1.500,00	50,19	50,00	2.509,44	1	€2.509,44
103	2016	Di Stefano Agata	Scientific Staff	93.200,23	hours	1.500,00	62,13	30,00	1.864,00	1	€1.864,00

104	2016	Mancini Giuseppe	Scientific Staff	52.816,37	hours	1.500,00	35,21	30,00	1.056,33	5 - Perso	€1.056,33
105	2016	Onofri Laura	Scientific Staff	16.000,00	hours	960,00	16,67	400,00	6.666,67	1	€6.666,67
106	2016	Nicita Lea	Scientific Staff	16.000,00	hours	960,00	16,67	370,00	6.166,67	1	€6.166,67
										Total	€445.255,52

Explanation of the content of each Column	
Column	Explanation
A	Sequential number of the entries. In case additional lines are inserted, please re-number the lines
B	The calendar year for which the time units in column M-Y is provided
C	Name of the person to which the personnel costs refer to
D	Function in the project of the person listed in column C/ indicate type of employment contract, e.g. permanent, temporary
E	Annual gross salary, please refer to point 13 of the cover note
F	Time units used in calculation of the personnel costs, i.e. hours or days (or part thereof) - Please use the same unit as in columns N to Z
G	The total annual number of working time units, please refer to point 13 of the guidelines
H	Is obtained by dividing column E by G, except in cases where it is temporary contracted staff where a fixed rate (hourly, daily, weekly, monthly) is negotiated, then the calculation takes starting point in that rate
I	Number of time units assigned to the project (column Z)
J	Total personnel costs assigned to the project in national currency
K	Exchange rate used to convert the national currency into €
L	Total personnel costs assigned to the project in € (column J/ column K)

Time units worked on the project													
(A)	M	N	O	P	Q	R	S	T	U	V	X	Y	Z
Seq n°	January	February	March	April	May	June	July	August	September	October	November	December	Total per calendar year
1	5	5	5	5	5	5	6	3	6	7			52,00
2	1	2	3	3	5	5	5	5	8	8	5	9	59,00
3	1	1	3						2	2	2	1,5	12,50
4				2	3	3	2	1	4	5	5	5	30,00
5		5	5	5	5	7	5	5	6	6	13	10	72,00
6	6	3	5	5	7	7	3	3	5	7	9	9	69,00
7	7	7	7	9	8	9	7	3	5	5	7		74,00
8	3	3	3	3	3	3	3	3	3	3	2	4	36,00
9	13	45	17	21	51	37	41	0					225,00
10	6	28	13	13	40	22	28	0					150,00
11									30	52,5	20	20	122,50
12									22,5	45	12,5	20	100,00
13								0	165	150	150	90	555,00
14	15	45	2,5	15									77,50
15	7,5	37,5	2,5	12,5									60,00
16	127,5	75											202,50
17		37,5	127,5	120									285,00
18					142,5	165	157,5	0	165	150	157,5	112,5	1.050,00
19					30	22,5	7,5	0	37,5	15	0	7,5	120,00
20					30	30	15	0	45	15	7,5	7,5	150
21	1,00	3,50	1,63	2,38	5,00								13,50
2						4,50	5,25						9,75
3								3,25	6,75	7,00	4,00	4,50	25,50
4	3,50	8,00	1,75										13,25
5				2,63	4,75	1,50							8,875
6							5,81	4,75	6,25	2,25	8,75	4,00	31,81
27		3,00	0,00	0,50	4,05								7,55
8						2,00	4,25	1,00	2,06	5,13	1,00	1,00	16,44
9	6,15	5,75	0,00										11,90
10				5,56		4,57							10,13
11							3,00	2,06	3,09	4,06	3,45	3,00	18,66
32	0,00	0,00	4,00	4,86	7,79	8,70	8,00	5,37	0,72	2,50	1,00	0,00	42,94
13										2,00			2,00
34		24											24
35		24											24
36		24											24
37				24									24
38				24									24
39					56								56
40					56								56
41						24							24
42						24							24
43						24							24
44							24						24
45							24						24
46							24						24
47								32					32



														FR05 - Personnel costs
48										40				40
49										40				40
50											40			40
51											40			40
52												40		40
53												40		40
54													24	24
55													24	24
56													16	16
57													16	16
58	68													68
59	52													52
60	38													38
61	38													38
62		68												68
63		52												52
64		43												43
65		39												39
66			48											48
67			32											32
68			40											40
69			24											24
70				64										64
71				56										56
72				40										40
73				40										40
74					40									40
75					72									72
76					40									40
77								43						43
78									48					48
79									48					48
80										40				40
81										48				48
82											120			120
83											120			120
84												16		16
85												16		16
86	7	32,5	48,5	38	40	47,5	119,5	72	55	55	55	55	55	625,00
87	7	31,5	47	39	35	48	118,5	67	50	50	50	50	50	593,00
88												22,5		22,50
89	75	75	75	75	84	72	80	52	76	80	91	60		895,00
90	56	39	44	11										150,00
91	135	157,5	157,5	150	157,5	135	150	97,5	0	45	60	52,5		1.297,50
92											60	84	64	208,00
93		20,00	10,00	10,00	25,00	25,00	5,00	5,00	10,00	5,00	5,00			120,00
2		10,00	5,00	5,00	10,00	5,00	5,00	5,00		5,00	10,00			55,00
3					10,00	10,00	10,00	10,00						40,00
96				10,00	10,00									20,00
5				10,00	10,00									20,00
98						80,00	80,00	80,00	80,00	80,00	80,00	80,00	80,00	560,00
99						55,00	55,00	55,00	55,00	95,00	95,00	95,00	95,00	505,00
100		5,00		10,00	20,00					10,00	15,00			60,00
101		5,00		5,00	10,00	5,00					10,00	10,00	10,00	45,00
102		5,00		5,00	20,00					10,00	10,00			50,00
103				10,00					20,00					30,00

104				10.00			20.00							FR05 - Personnel costs
105	80.00	80.00	80.00	80.00	80.00									400.00
106	110.00	110.00					38.00	74.00	38.00					370.00

Explanation of the content of each Column	
Column	Explanation
M-Y	Specification of the number of time units assigned to the project per month based on the detailed individual timesheet kept per person.
Z	Sum of columns M to Y

Total of Travel and subsistence costs:

€59.735,45

A	B	C	D	E	F	G	H	I	J	K
Seq n°	Reference number of accounting document	Date of accounting document	Date of payment	Name(s) of person(s) traveling	Purpose of the travel and duration	Location (from/to)	Description of the cost item	Amount in national currency	Exchange rate	Amount in € (I/J)
1	6	17/3/2015	7/4/2015	Vasiliki Papadopoulou	Kick-off meeting in Brussels	Thessaloniki to Brussels	Hotel Accommodation	356,00	1	€356,00
2	23	10/2/2015	7/4/2015	Vasiliki Papadopoulou	Kick-off meeting in Brussels	Thessaloniki to Brussels	Airticket	296,53	1	€296,53
3	1	19-21/1/2015	19-21/1/2015	Vasiliki Papadopoulou	Kick-off meeting in Brussels	Thessaloniki to Brussels	Traveling Expenses	36,91	1	€36,91
4	9	29/4/2015	29/4/2015	Lefteris Karagiannidis	2nd CM in Seville	Thessaloniki to Seville	Hotel Accommodation	424,00	1	€424,00
5	99	29/4/2015	29/4/2015	Lefteris Karagiannidis	2nd CM in Seville	Thessaloniki to Seville	Airticket	533,05	1	€533,05
6	2	5-8/5/2015	5-8/5/2015	Lefteris Karagiannidis	2nd CM in Seville	Thessaloniki to Seville	Traveling Expenses	201,41	1	€201,41
7	25	24/9/2015	24/9/2015	Lefteris Karagiannidis	3rd CM in Oxford	Thessaloniki to Oxford	Hotel Accommodation	388,00	1	€388,00
8	193	24/9/2015	24/9/2015	Lefteris Karagiannidis	3rd CM in Oxford	Thessaloniki to Oxford	Airticket	444,85	1	€444,85
9	3	5-8/10/2015	5-8/10/2015	Lefteris Karagiannidis	3rd CM in Oxford	Thessaloniki to Oxford	Traveling Expenses	154,96	1	€154,96
10	32	31/12/2015	12/1/2016	Lefteris Karagiannidis	4th CM in Santiago de Compostella	Thessaloniki to Santiago	Hotel Accommodation	399,00	1	€399,00
11	230	31/12/2015	20/1/2015	Lefteris Karagiannidis	4th CM in Santiago de Compostella	Thessaloniki to Santiago	Airticket	541,21	1	€541,21
12	4	8-11/2/2016	8-11/2/2016	Lefteris Karagiannidis	4th CM in Santiago de Compostella	Thessaloniki to Santiago	Traveling Expenses	205,38	1	€205,38
13	21	10/3/2016	24/2/2016	Lefteris Karagiannidis	5th CM in Gdansk	Thessaloniki to Gdansk	Airticket	380,79	1	€380,79
14	2	10/3/2016	16/3/2016	Lefteris Karagiannidis	5th CM in Gdansk	Thessaloniki to Gdansk	Hotel Accommodation	378,00	1	€378,00
15	5	16-19/5/2016	16-19/5/2016	Lefteris Karagiannidis	5th CM in Gdansk	Thessaloniki to Gdansk	Traveling Expenses	193,89	1	€193,89
16	59	5/5/2016	9/5/2016	Lefteris Karagiannidis	6th CM in Catania	Thessaloniki to Catania	Airticket	374,12	1	€374,12
17	27	2/8/2016	8/8/2016	Lefteris Karagiannidis	6th CM in Catania	Thessaloniki to Catania	Hotel Accommodation	393,00	1	€393,00
18	6	12-15/9/2016	12-15/9/2016	Lefteris Karagiannidis	6th CM in Catania	Thessaloniki to Catania	Traveling Expenses	219,95	1	€219,95
19	2015[C]000000441	8/4/2015	24/9/2015	Fátima Navas	Kick-off meeting in Thessaloniki (Greece), from 16/02/2015 to	Seville-Thessaloniki	Subsistence costs	225,84	1	€225,84
20	2015[C]000000456	8/4/2015	24/9/2015	Gonzalo Malvárez	Kick-off meeting in Thessaloniki (Greece), from 16/02/2015 to 19/02/2015	Seville-Thessaloniki	Subsistence costs	152,01	1	€152,01
21	2015/4727	10/2/2015	9/4/2015	Gonzalo Malvárez	Kick-off meeting in Thessaloniki (Greece), from 16/02/2015 to 19/02/2015	Seville-Thessaloniki	Travel costs	722,76	1	€722,76
22	2015/4728	10/2/2015	9/4/2015	Gonzalo Malvárez	Kick-off meeting in Thessaloniki (Greece), from 16/02/2015 to 19/02/2015	Seville-Thessaloniki	Accommodation costs	175,50	1	€175,50
23	2015/4730	10/2/2015	9/4/2015	Fátima Navas	Kick-off meeting in Thessaloniki (Greece), from 16/02/2015 to 19/02/2015	Seville-Thessaloniki	Travel costs	722,76	1	€722,76
24	2015/4731	10/2/2015	9/4/2015	Fátima Navas	Kick-off meeting in Thessaloniki (Greece), from 16/02/2015 to 19/02/2015	Seville-Thessaloniki	Accommodation costs	175,50	1	€175,50
25	2015/000000015449	26/6/2015	9/9/2015	Fátima Navas	3rd Project meeting and Informative Workshop, Oxford 06-09/10/2015	Seville-Oxford	Travel costs	185,00	1	€185,00
26	2015/000000015451	26/6/2015	9/9/2015	Fátima Navas and Gonzalo Malvárez	3rd Project meeting and Informative Workshop, Oxford 06-09/10/2015	Seville-Oxford	Accommodation costs	720,00	1	€720,00
27	2015/000000015452	26/6/2015	9/9/2015	Gonzalo Malvárez	3rd Project meeting and Informative Workshop, Oxford 06-09/10/2015	Seville-Oxford	Travel costs	227,26	1	€227,26
28	2015/000000015453	26/6/2015	9/9/2015	Fátima Navas and Gonzalo Malvárez	3rd Project meeting and Informative Workshop, Oxford 06-09/10/2015	Seville-Oxford	Travel costs	180,93	1	€180,93
29	2015/000000015454	26/6/2015	9/9/2015	Fátima Navas	3rd Project meeting and Informative Workshop, Oxford 06-09/10/2015	Seville-Oxford	Travel costs	227,26	1	€227,26
30	2015/000000016217	26/6/2015	9/9/2015	Gonzalo Malvárez	3rd Project meeting and Informative Workshop, Oxford 06-09/10/2015	Seville-Oxford	Travel costs	185,00	1	€185,00

FR06 - Travel and Subsistence

31	2016/[C]000000101	19/4/2016	3/5/2016	Gonzalo Malvárez	3rd Project meeting and Informative Workshop, Oxford 06-09/10/2015	Seville-Oxford	Travel and subsistence costs	292,77	1	€292,77
32	2016/[C]000000103	19/4/2016	3/5/2016	Fátima Navas	3rd Project meeting and Informative Workshop, Oxford 06-09/10/2015	Seville-Oxford	Travel and subsistence costs	366,08	1	€366,08
33	2015/000000024147	19/11/2015	11/1/2016	Emilia Guisado	4th Project meeting, Santiago 08-11/02/2016	Sevilla-Santiago	Travel costs	103,80	1	€103,80
34	2015/000000024149	19/11/2015	11/1/2016	Fátima Navas	4th Project meeting, Santiago 08-11/02/2016	Sevilla-Santiago	Travel costs	103,80	1	€103,80
35	2015/000000024151	19/11/2015	11/1/2016	Gonzalo Malvárez	4th Project meeting, Santiago 08-11/02/2016	Sevilla-Santiago	Travel costs	103,80	1	€103,80
36	2015/000000024153	19/11/2015	11/1/2016	Emilia Guisado	4th Project meeting, Santiago 08-11/02/2016	Sevilla-Santiago	Travel costs	76,55	1	€76,55
37	2015/000000024155	19/11/2015	11/1/2016	Fátima Navas	4th Project meeting, Santiago 08-11/02/2016	Sevilla-Santiago	Travel costs	76,55	1	€76,55
38	2015/000000024156	19/11/2015	11/1/2016	Gonzalo Malvárez	4th Project meeting, Santiago 08-11/02/2016	Sevilla-Santiago	Travel costs	81,47	1	€81,47
39	2015/000000024158	19/11/2015	11/1/2016	Fátima Navas and Gonzalo Malvárez	4th Project meeting, Santiago 08-11/02/2016	Sevilla-Santiago	Accommodation costs	387,27	1	€387,27
40	2015/000000024161	19/11/2015	11/1/2016	Emilia Guisado	4th Project meeting, Santiago 08-11/02/2016	Sevilla-Santiago	Accommodation costs	346,36	1	€346,36
41	2016/000000014555	19/11/2015	28/9/2016	Emilia Guisado	4th Project meeting, Santiago 08-11/02/2016	Sevilla-Santiago	Accommodation costs	34,64	1	€34,64
42	2016/[C]000000104	19/4/2016	3/5/2016	Fátima Navas	4th Project meeting, Santiago 08-11/02/2016	Sevilla-Santiago	Travel and subsistence costs	240,63	1	€240,63
43	2016/[C]000000105	19/4/2016	3/5/2016	Emilia Guisado	4th Project meeting, Santiago 08-11/02/2016	Sevilla-Santiago	Travel and subsistence costs	146,87	1	€146,87
44	2016/[C]000000106	19/4/2016	3/5/2016	Gonzalo Malvárez	4th Project meeting, Santiago 08-11/02/2016	Sevilla-Santiago	Travel and subsistence costs	149,13	1	€149,13
45	2016/[C]000001205	13/12/2016	15/12/2016	Fátima Navas	5th Project meeting, Gdansk 16-19/05/2016	Sevilla-Gdansk	Travel and subsistence costs	363,63	1	€363,63
46	2016/000000017223	21/4/2016	9/6/2016	Fátima Navas and Gonzalo Malvárez	5th Project meeting, Gdansk 16-19/05/2016	Sevilla-Gdansk	Travel costs	210,05	1	€210,05
47	2016/000000022345	28/11/2016	22/12/2016	Gonzalo Malvárez	5th Project meeting, Gdansk 16-19/05/2016	Sevilla-Gdansk	Subsistence costs	163,56	1	€163,56
48	2016/000000005494	23/3/2016	10/5/2016	Fátima Navas and Gonzalo Malvárez	5th Project meeting, Gdansk 16-19/05/2016	Sevilla-Gdansk	Accommodation costs	464,00	1	€464,00
49	2016/000000005507	23/3/2016	10/5/2016	Fátima Navas and Gonzalo Malvárez	5th Project meeting, Gdansk 16-19/05/2016	Sevilla-Gdansk	Travel costs	825,15	1	€825,15
50	2016/[C]000001172	9/12/2016	15/12/2016	Fátima Navas	6th Project meeting, Catania 06-16/09/2016	Sevilla-Catania	Subsistence costs	836,55	1	€836,55
51	2016/[C]000001176	9/12/2016	15/12/2016	Gonzalo Malvárez	6th Project meeting, Catania 06-16/09/2016	Sevilla-Catania	Subsistence costs	779,57	1	€779,57
52	2016/000000016121	29/7/2016	9/9/2016	Fátima Navas and Gonzalo Malvárez	6th Project meeting, Catania 06-16/09/2016	Sevilla-Catania	Travel costs	1.143,46	1	€1.143,46
53	2016/000000016122	29/7/2016	9/9/2016	Fátima Navas and Gonzalo Malvárez	6th Project meeting, Catania 06-16/09/2016	Sevilla-Catania	Accommodation costs	654,00	1	€654,00
54	2016/000000022870	2/11/2016	9/1/2017	Gerard More	Final Project meeting, Thessaloniki 1-3/12/2016	Sevilla-Thessaloniki	Travel costs	523,63	1	€523,63
55	2016/000000022871	2/11/2016	9/1/2017	Arturo Fernández Palacios	Final Project meeting, Thessaloniki 1-3/12/2016	Sevilla-Thessaloniki	Travel costs	828,85	1	€828,85
56	2016/000000023152	20/12/2016	22/12/2016	Fátima Navas	Final Project meeting, Thessaloniki 1-3/12/2016	Sevilla-Thessaloniki	Travel and subsistence costs	259,79	1	€259,79
57	2016/000000023153	20/12/2016	22/12/2016	Gonzalo Malvárez	Final Project meeting, Thessaloniki 1-3/12/2016	Sevilla-Thessaloniki	Subsistence costs	193,79	1	€193,79
58	2016/000000023154	20/12/2016	22/12/2016	Gerard More	Final Project meeting, Thessaloniki 1-3/12/2016	Sevilla-Thessaloniki	Travel and subsistence costs	237,49	1	€237,49

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59	2016/000000023217	2/11/2016	9/1/2017	Fátima Navas and Gonzalo Malvárez	Final Project meeting, Thessaloniki 1-3/12/2016	Sevilla-Thessaloniki	Accommodation costs		640,80	1	€640,80
60	2017/000000001218	31/1/2016	9/1/2017	Gonzalo Malvárez	Final Project meeting, Thessaloniki 1-3/12/2016	Sevilla-Thessaloniki	Travel costs		828,85	1	€828,85
61	2017/000000001221	31/1/2016	9/1/2017	Fátima	Final Project meeting, Thessaloniki 1-3/12/2016	Sevilla-Thessaloniki	Travel costs		828,85	1	€828,85
62	2017/000000001232	31/1/2016	9/1/2017	Arturo Fernández Palacios	Final Project meeting, Thessaloniki 1-3/12/2016	Sevilla-Thessaloniki	Accommodation costs		560,80	1	€560,80
63	2017/000000001234	31/1/2016	9/1/2017	Gonzalo Malvárez	Final Project meeting, Thessaloniki 1-3/12/2016	Sevilla-Thessaloniki	Accommodation costs		560,80	1	€560,80
64	PC553256	28.01.15	Map-15	E.P-Rowcell & DJ Parker	Start up Meeting : 16-18 February'15	London to Thessaloniki	Airfare	£	246,62	0,74	€333,27
65	PC553256	28.01.15	Map-15	E.P-Rowcell & DJ Parker	Start up Meeting : 16-18 February'15	Thessaloniki to London	Airfare	£	144,20	0,74	€186,64
66	PC553256	04.02.15	Map-15	E.P-Rowcell & DJ Parker	Start up Meeting : 16-18 February'15	Thessaloniki	Hotel	£	243,93	0,74	€316,00
67	Inv 640	24.05.15	Σεπ-15	E.Penning-Rowcell	Start up Meeting : 16-18 February'15	Oxford to Gatwick	Bus transfer	£	37,00	0,74	€50,00
68	"	24.05.15	Σεπ-15	E.Penning-Rowcell	Start up Meeting : 16-18 February'15	Airport - London	Coffee	£	5,50	0,74	€7,43
69	"	24.05.15	Σεπ-15	E.Penning-Rowcell	Start up Meeting : 16-18 February'15	Thessaloniki to London	Dinner	€	85,00	0,74	€85,00
70	"	24.05.15	Σεπ-15	E.Penning-Rowcell	Start up Meeting : 16-18 February'15	Thessaloniki	Taxi	€	21,69	0,74	€21,69
71	"	24.05.15	Σεπ-15	E.Penning-Rowcell	Start up Meeting : 16-18 February'15	Thessaloniki	Lunch	€	8,75	0,74	€8,75
72	"	24.05.15	Σεπ-15	E.Penning-Rowcell	Start up Meeting : 16-18 February'15	Thessaloniki	Lunch	€	14,75	0,74	€14,75
73	"	24.05.15	Σεπ-15	DJ Parker	Start up Meeting : 16-18 February'15	Travel Herts to London	Taxi	£	75,00	0,74	€101,35
74	"	24.05.15	Σεπ-15	DJ Parker	Start up Meeting : 16-18 February'15	Heathrow	Coffee	£	2,19	0,74	€2,96
75	"	24.05.15	Σεπ-15	DJ Parker	Start up Meeting : 16-18 February'15	Thess airport to Hotel	Taxi	€	21,47	0,74	€21,47
76	"	24.05.15	Σεπ-15	DJ Parker	Start up Meeting : 16-18 February'15	Gatwick to StAlbans	Rail	£	20,80	0,74	€28,11
77	"	24.05.15	Σεπ-15	EPR & DJP	Start up Meeting : 16-18 February'15	Thessaloniki	UK Expenses	£	50,54	0,74	€68,30
78	"	24.05.15	Σεπ-15	E.Penning-Rowcell	SEVILLE WORKSHOP : 5-6 May'15	Oxford to Stansted	Train	£	47,10	0,74	€63,65
79	"	24.05.15	Σεπ-15	E.Penning-Rowcell	SEVILLE WORKSHOP : 5-6 May'15	Stansted to Seville	Airfare	£	77,50	0,74	€104,73
80	"	24.05.15	Σεπ-15	E.Penning-Rowcell	SEVILLE WORKSHOP : 5-6 May'15	Seville	Hotel	£	182,30	0,74	€246,35
81	"	24.05.15	Σεπ-15	E.Penning-Rowcell	SEVILLE WORKSHOP : 5-6 May'15	Seville	Meals x 2	€	52,28	0,7258	€52,28
82	"	24.05.15	Σεπ-15	E.Penning-Rowcell	SEVILLE WORKSHOP : 5-6 May'15	Seville	Taxis x 5	€	124,00	0,7258	€124,00
83	"	24.05.15	Σεπ-15	E.Penning-Rowcell	SEVILLE WORKSHOP : 5-6 May'15	Seville	Metro	€	1,65	0,7258	€1,65
84	"	24.05.15	Σεπ-15	E.Penning-Rowcell	SEVILLE WORKSHOP : 5-6 May'15	Seville to Gatwick	Airfare	£	58,68	0,74	€79,30
85	"	24.05.15	Σεπ-15	E.Penning-Rowcell	SEVILLE WORKSHOP : 5-6 May'15	Gatwick to Oxford	Bus transfer	£	28,00	0,74	€37,84
86	"	24.05.15	Σεπ-15	DJ Parker	SEVILLE WORKSHOP: 5-6 May15	St Albans to Stansted	Parking	£	37,39	0,74	€50,53
87	"	24.05.15	Σεπ-15	DJ Parker	SEVILLE WORKSHOP: 5-6 May15	Stansted-Seville & Return	Airfare	£	149,45	0,74	€201,96
88	"	24.05.15	Σεπ-15	DJ Parker	SEVILLE WORKSHOP: 5-6 May15	Seville	Hotel	€	372,00	0,7258	€372,00
89	"	24.05.15	Σεπ-15	DJ Parker	SEVILLE WORKSHOP: 5-6 May15	Seville	Meals x 2	€	60,46	0,7258	€60,46
90	"	24.05.15	Σεπ-15	DJ Parker	SEVILLE WORKSHOP: 5-6 May15	Seville	Metro	€	1,65	0,7258	€1,65
91	"	24.05.15	Σεπ-15	DJ Parker	SEVILLE WORKSHOP: 5-6 May15	Seville	Taxi	€	24,00	0,7258	€24,00
92	"	24.05.15	Σεπ-15	EPR & DJP	SEVILLE WORKSHOP: 5-6 May15	Seville	UK Expenses	£	208,12	0,74	€281,24
93	Inv1334	08.10.15	Noe-15	Jhatterton	Train to Oxford for Workshop	Birmingham-Oxford	Train fare	£	24,66	0,74	€33,32
94	PC785912	23/11/15	Δεκ-15	E.Penning-Rowcell	Meeting : 8.2.16 to 10.2.16	Santiago-LaCoruna	Air Fare	£	143,31	0,74	€230,00
95	PC785912	23/11/15	Δεκ-15	DJ Parker	Meeting : 8.2.16 to 10.2.16	Santiago-LaCoruna	Air Fare	£	143,31	0,74	€230,00
96	Inv 669	3/5/16	Φεβ-16	DJ Parker	Hotel re above 8-10Feb16	Santiago	Hotel	€	272,50	0,77	€272,50
97	Inv 669	3/5/16	Φεβ-16	DJ Parker	Airport transfer x 2persons	Santiago	Taxi	€	100,00	0,77	€100,00
98	Inv 669	3/5/16	Φεβ-16	DJ Parker	Airport parking	Santiago	Heathrow Purple	£	56,49	0,77	€73,36
99	Inv 669	3/5/16	Φεβ-16	DJ Parker	Meeting 8-10 Feb16	Santiago	Coffees/lunches	£	5,53	0,77	€7,18
100	Inv 669	3/5/16	Φεβ-16	DJ Parker	Meeting 8-10 Feb16	Santiago	Coffees/lunches	€	21,30	0,77	€21,30
101	Inv 669	3/5/16	Φεβ-16	E.Penning-Rowcell	Meeting 8-10 Feb16	Santiago	Lunch	€	9,95	0,77	€9,95
102	Inv 669	3/5/16	Φεβ-16	E.Penning-Rowcell	Meeting 8-10 Feb16	Santiago	Hotel	€	303,84	0,77	€303,84
103	Inv 669	3/5/16	Φεβ-16	E.Penning-Rowcell	Meeting 8-10 Feb16	Santiago	Bus transfer	£	29,00	0,77	€37,66
104	Inv 669	3/5/16	Φεβ-16	E.Penning-Rowcell	Meeting 8-10 Feb16	Santiago	Taxi	€	88,00	0,77	€88,00
105	Inv669	3/5/16	Φεβ-16	EPR & DJP	Meeting 8-10 Feb16	Santiago	UK Expenses	£	142,32	0,77	€184,83
106	PC1277539	14/06/16	Ιουλ-16	E. Penning Rowsell	Catania meeting 12-14 Sept 2016	Catania, Sicily	Airfare	£	377,26	0,87	€433,63
107	PC1277539	14/06/16	Ιουβ-16	D. Parker	Catania meeting 12-14 Sept 2016	Catania, Sicily	Airfare	£	374,23	0,87	€430,15

FR06 - Travel and Subsistence

108	PC1421614	14/7/2016	Ιουλ-16	E. Penning Rowsell & D. Parker	Catania meeting 12-14 Sept 2016	Catania, Sicily	Hotel	£	418,16	0,87	€480,64
109	Mifra 675	4/12/16	Δεκ-16	E. Penning Rowsell	Catania meeting 12-14 Sept 2016	Catania, Sicily	Expenses	£	103,93	0,87	€119,46
110	PC1872808	17/10/16	Οκτ-16	E. Penning Rowsell	Thessaloniki meeting Nov-Dec 2016	Thessaloniki, Greece	Airfare LDN to Athens	£	143,30	0,87	€164,71
111	PC1872808	17/10/16	Οκτ-16	D. Parker	Thessaloniki meeting Nov-Dec 2016	Thessaloniki, Greece	Airfare LDN to Athens	£	143,30	0,87	€164,71
112	PC1872808	17/10/16	Οκτ-16	E. Penning Rowsell	Thessaloniki meeting Nov-Dec 2016	Thessaloniki, Greece	Airfare Athens to Thessaloniki	£	188,71	0,87	€216,91
113	PC1872808	17/10/16	Οκτ-16	D. Parker	Thessaloniki meeting Nov-Dec 2016	Thessaloniki, Greece	Airfare Athens to Thessaloniki	£	188,71	0,87	€216,91
114	PC1872808	17/10/16	Οκτ-16	E. Penning-Rowseel and D. Parker	Thessaloniki meeting Nov-Dec 2016	Thessaloniki, Greece	Airfare - Travel agent fee	£	40,00	0,87	€45,98
115	Mifra 676	7/12/16	Δεκ-16	D. Parker	Thessaloniki meeting Nov-Dec 2016	Thessaloniki, Greece	Thessaloniki meeting expenses £	£	42,23	0,87	€48,54
116	Mifra 676	7/12/16	Δεκ-16	D. Parker	Thessaloniki meeting Nov-Dec 2016	Thessaloniki, Greece	Thessaloniki meeting expenses Euro	€	108,60	1	€108,60
117	Mifra 676	7/12/16	Δεκ-16	E. Penning Rowsell	Thessaloniki meeting Nov-Dec 2016	Thessaloniki, Greece	Thessaloniki meeting expenses £	£	83,05	0,87	€95,46
118	Mifra 676	7/12/16	Δεκ-16	E. Penning Rowsell	Thessaloniki meeting Nov-Dec 2016	Thessaloniki, Greece	Thessaloniki meeting - hotel and expenses Euro	€	949,91	1	€949,91
119	Mifra 676	7/12/16	Δεκ-16	E. Penning Rowsell and D. Parker	Thessaloniki meeting Nov-Dec 2016	Thessaloniki, Greece	Thessaloniki meeting expenses £	£	205,11	0,87	€235,76
120	D/2015/0000000046	19.02.2015	10.03.2015	Urszula Kowalczyk	1st coordination meeting - 16-18.02.2015	Gdansk- Thessaloniki	Travel expenditures and accomodation costs		1.426,66	4,1535	€343,48
121	D/2015/0000000044	19.02.2015	23.02.2015	Jakub Piotrowicz	1st coordination meeting - 16-18.02.2015	Gdansk- Thessaloniki	Travel expenditures and accomodation costs		1.358,56	4,2324	€320,99
122	D/2015/0000000047	19.02.2015	04.03.2015	Marcin Kalinowski	1st coordination meeting - 16-18.02.2015	Gdansk- Thessaloniki	Travel expenditures and accomodation costs		1.358,56	4,1535	€327,09
123	1894/15FB	29.01.2015	05.02.2015	Kowalczyk, Piotrowicz, Kalinowski	1st coordination meeting - 16-18.02.2015	Gdansk- Thessaloniki	Plane tickets Gdansk-Thessaloniki-Gdansk		6203,22	4,2324	€1.465,65
124	D/2015/0000000203	14.05.2015	20.05.2015	Urszula Kowalczyk	2nd coordination meeting, 05-08.05.2015	Gdansk-Sevilla	Travel expenditures and accomodation costs		2.453,59	4,012	€611,56
125	D/2015/0000000184	14.05.2015	15.05.2015	Jakub Piotrowicz	2nd coordination meeting, 05-08.05.2015	Gdansk-Sevilla	Travel expenditures and accomodation costs		2.387,29	4,012	€595,04
126	0266/GDNT/FL/15	20.04.2015	27.04.2015	Kowalczyk, Piotrowicz	2nd coordination meeting, 05-08.05.2015	Gdansk-Sevilla	Plane tickets Gdansk-Sevilla-Gdansk		4.795,98	4,0938	€1.171,52
127	D/2015/0000000483	09.10.2015	03.11.2015	Urszula Kowalczyk	3rd coordination meeting, 06-08.10.2015	Gdansk-Oxford	Travel expenditure, accomodation costs, plane tickets		4.134,98	4,2699	€968,40
128	D/2015/0000000474	09.10.2015	03.11.2015	Jakub Piotrowicz	3rd coordination meeting, 06-08.10.2015	Gdansk-Oxford	Travel expenditures and accomodation costs		2.279,10	4,2699	€533,76
129	D/2016/0000000044	15.02.2016	19.02.2016	Urszula Kowalczyk	4th coordination meeting, 08-11.02.2016	Gdansk-Santiago di Compostela	Travel expenditures and accomodation costs		2.348,48	4,4534	€527,35
130	D/2016/0000000039	15.02.2016	19.02.2016	Jakub Piotrowicz	4th coordination meeting, 08-11.02.2016	Gdansk-Santiago di Compostela	Travel expenditures and accomodation costs		2.383,48	4,4534	€535,20
131	0006/GDNT/FL/16	05.01.2016	12.01.2016	Kowalczyk, Piotrowicz	4th coordination meeting, 08-11.02.2016	Gdansk-Santiago di Compostela	Plane tickets Gdansk-Santiago di C.-Gdansk		3.362,08	4,24	€792,94
132	D/2016/0000000572	30.09.2016	06.10.2016	Urszula Kowalczyk	6th coordinating meeting, 10-18.09.2016	Gdansk-Catania	Travel expenditures and accomodation costs		2.451,38	4,3065	€569,23
133	0860/GDYT/FL/16	01.09.2016	08.09.2016	Urszula Kowalczyk	6th coordinating meeting, 10-18.09.2016	Gdansk-Catania	Plane tickets Warsaw-Catania-Warsaw		1.672,37	4,3436	€385,02
134	D/2016/0000000731	12.12.2016	16.12.2016	Urszula Kowalczyk	Final coordination meeting and Final Conference, 29.11.2016-03.12.2016	Gdansk-Thessaloniki	Travel expenditures and accomodation costs		2548,59	4,4299	€575,32
135	D/2016/0000000715	09.12.2016	12.12.2016	Jakub Piotrowicz	Final coordination meeting and Final Conference, 29.11.2016-03.12.2016	Gdansk-Thessaloniki	Travel expenditures and accomodation costs		3.815,12	4,4299	€861,22
136	03603/15FI/2016	26.11.2016	10.12.2016	Kowalczyk, Piotrowicz	Final coordination meeting and Final Conference, 29.11.2016-03.12.2016	Gdansk-Thessaloniki	Plane tickets Berlin-Thessaloniki-Berlin		1.378,68	4,4299	€311,22
137	CL253079	20/2/2015	29/5/2015	Maria Loureiro	Kick-off meeting	Santiago/Thessaloniki	Subsistence Costs + Taxis		172,76	1	€172,76
138	001G150370	24/2/2015	18/6/2015	Maria Loureiro	Kick-off meeting	Santiago/Thessaloniki	Hotel		138,00	1	€138,00
139	001G150369	24/2/2015	18/6/2015	Maria Loureiro	Kick-off meeting	Santiago/Thessaloniki	Flight		887,00	1	€887,00

140	001G151116	30/4/2015	20/10/2015	Maria Loureiro	Project Meeting - Pablo de Olavide University	Santiago/Seville	Flight + Hotel	545,13	1	€545,13
141	CL253248	13/5/2015	31/7/2015	Maria Loureiro	Project Meeting - Pablo de Olavide University	Santiago/Seville	Subsistence Costs + Taxis	168,80	1	€168,80
142	001G152474	15/10/2015	11/2/2016	Maria Loureiro	Project Coordination Meeting	Santiago/Oxford	Flight + Hotel	1.114,15	1	€1.114,15
143	CL253014	16/10/2015	29/3/2016	Maria Loureiro	Project Coordination Meeting	Santiago/Oxford	Subsistence Costs	452,46	1	€452,46
144	001G152770	14/11/2015	11/2/2016	Maria Loureiro	Project Meeting	Santiago/Madrid	Hotel	89,95	1	€89,95
145	001D035010	14/11/2015	11/2/2016	Maria Loureiro	Project Meeting	Santiago/Madrid	Flight	422,68	1	€422,68
146	CL253008	17/11/2015	6/4/2016	Maria Loureiro	Project Meeting	Santiago/Madrid	Subsistence Costs	139,40	1	€139,40
147	001G160256	17/2/2016	14/7/2016	Antonio Tomás	Project Meeting	Santander/Santiago	Hotel	59,97	1	€59,97
148	001D035371	17/2/2016	14/7/2016	Antonio Tomás + Ana Patricia Garcia + Maria Isabel Acebo	Project Meeting	Santander+Madrid/Santiago	Flight	765,06	1	€765,06
149	CL0276772	27/4/2016	17/10/2016	Julia Maria Pozo Méndez	Project Meeting - Campus do Mar (Vigo)	Santiago/Vigo	travel Costs	9,00	1	€9,00
150	CL0276772R	27/4/2016	17/10/2016	Julia Maria Pozo Méndez	Project Meeting - Campus do Mar (Vigo)	Santiago/Vigo	Subsistence Costs	52,90	1	€52,90
151	001G160948	18/5/2016	25/8/2016	Maria Loureiro + Maria Allo	Project Meeting	Santiago/Gdansk	Flight + Hotel	1.696,62	1	€1.696,62
152	CL0276756	25/5/2016	28/11/2016	Maria Allo	Project Meeting	Santiago/Gdansk	Subsistence Costs	128,01	1	€128,01
153	CL0276757	25/5/2016	28/11/2016	Maria Loureiro	Project Meeting	Santiago/Gdansk	Subsistence Costs	168,41	1	€168,41
154	CL0276720	12/7/2016	28/11/2016	Maria Loureiro	Conference	Santiago/A Coruña	Train + Taxi	25,10	1	€25,10
155	001G161751	21/9/2016	28/11/2016	Maria Allo	Project Meeting	Santiago/Catania	Flight	753,00	1	€753,00
156	001G162455	30/11/2016	20/1/2017	Djamal Rahmani	Project Meeting	Santiago/Tesalonica	Flight + Hotel	957,60	1	€957,60
157	CL280593	12/12/2016	29/12/2016	Djamal Rahmani	Project Meeting	Santiago/Tesalonica	Subsistence Costs + Taxis	183,83	1	€183,83
158	41030	1/4/2015	10/6/2015	Giovanni Signorello	1st Coordination Meeting, 2 days	Catania - Thessaloniki	Reimbursement of travel tickets, transport, boarding	487,66	1	€487,66
159	47649	16/4/2015	23/6/2015	Lea Nicita	1st Coordination Meeting, 2 days	Catania - Thessaloniki	Reimbursement of travel tickets, transport, boarding	224,88	1	€224,88
160	66344	26/5/2015	5/10/2015	Giovanni Signorello	2st Coordination Meeting, 3 days	Catania - Seville	Reimbursement of travel tickets, transport, boarding	712,56	1	€712,56
161	84938	6/7/2015	17/9/2015	Lea Nicita	2st Coordination Meeting, 3 days	Catania - Seville	Reimbursement of travel tickets, transport, boarding	548,29	1	€548,29
162	126982	6/10/2015	18/11/2015	Giovanni Signorello	3rd coord meeting, 3 days	Catania - Oxford	Reimbursement of travel tickets, transport, boarding	704,2	1	€704,20
163	5107	19/1/2016	24/2/2016	Lea Nicita	3rd coord meeting, 3 days	Catania - Oxford	Reimbursement of travel tickets, transport, boarding	632,69	1	€632,69
164	17366	17/2/2016	17/3/2016	Giovanni Signorello	4th Coordination meeting, 3 days	Catania - Santiago de Compostela	Reimbursement of travel tickets, transport, boarding	582,5	1	€582,50
165	46019	21/4/2016	31/1/2017	Lea Nicita	4th Coordination meeting, 3 days	Catania - Santiago de Compostela	Reimbursement of travel tickets, transport, boarding	738,61	1	€738,61
166	62076	30/5/2016	11/7/2016	Giovanni Signorello	5th coord meeting, 3 days	Catania - Gdansk	Reimbursement of travel tickets, transport, boarding	940,74	1	€940,74
167	65660	8/6/2016	11/7/2016	Lea Nicita	5th coord meeting, 3 days	Catania - Gdansk	Reimbursement of travel tickets, transport, boarding	891,98	1	€891,98
168	148501	12/12/2016	28/11/2016	Giovanni Signorello	Final Coordination Meeting and Final Conference in Greece, 3 days	Catania - Thessaloniki	Reimbursement of travel tickets, transport, boarding	500	1	€500,00
169	148501	12/12/2016	23/1/2017	Giovanni Signorello	Final Coordination Meeting and Final Conference in Greece, 3 days	Catania - Thessaloniki	Reimbursement of travel tickets, transport, boarding	233,88	1	€233,88
170	148515	12/12/2016	23/1/2017	Lea Nicita	Final Coordination Meeting and Final Conference in Greece, 3 days	Catania - Thessaloniki	Reimbursement of travel tickets, transport, boarding	598,9	1	€598,90
171	146411	5/12/2016	28/11/2016	Anna Carolina Toscano	Final Coordination Meeting and Final Conference in Greece, 3 days	Catania - Thessaloniki	Reimbursement of travel tickets, transport, boarding	500	1	€500,00
172	146411	5/12/2016	23/1/2017	Anna Carolina Toscano	Final Coordination Meeting and Final Conference in Greece, 3 days	Catania - Thessaloniki	Reimbursement of travel tickets, transport, boarding	128,85	1	€128,85

Explanation of the content of each Column

Column	Explanation
A	Sequential number of the entries. In case additional rows are inserted, please re-number the rows
B	Reference number of the accounting document, which could be travel ticket, hotel invoice, per diem calculation form etc.
C	Date of the accounting document
D	Date of payment of the cost item
E	Name(s) of person(s) traveling
F	Purpose of the travel, for example participating in various meetings, work shops, field exercise etc, and duration
G	Location: for travel expenses the distance traveled from and to. For hotel costs the location of the hotel. For per diem the country on basis of which the per diem is calculated
H	Description of the cost item, i.e. travel costs, hotel costs or per diem. Please provide one line per cost item
I	Amount in national currency
J	Exchange rate used to convert the national currency into €
K	Amount in € (column I/column J)

Total Equipment:

€0,00

A	B	C	D	E	F	G	H	I	J	K
Seq n°	Date of invoice	Number of invoice	Payment date	Supplier	Description of equipment	Invoice amount	Depreciated amount in national currency	Exchange rate	Depreciated amount in € (H/I)	Description of depreciation method used
1								1		
2								1		
3								1		
4								1		
5								1		
6								1		
7								1		
8								1		
9								1		
10								1		
11								1		
12								1		
13								1		
14								1		
15								1		
16								1		
17								1		
18								1		
19								1		
20								1		
21								1		
22								1		
23								1		
24								1		
25								1		
26								1		
27								1		
28								1		
29								1		
30								1		
								Total	€0,00	

Explanation of the content of each Column	
Column	Explanation
A	Sequential number of the entries. In case additional rows are inserted, please re-number the rows
B	Number of invoice of purchase of equipment
C	Date of invoice of the purchase of the equipment
D	Date of payment
E	Supplier
F	Description of the equipment purchased
G	Invoice amount
H	Depreciated amount in national currency
I	Exchange rate used to convert the national currency into €
J	Amount in € (column H/column I)
K	Description of depreciation method used

Total Sub-contracting:

€77.688,49

A	B	C	D	E	F	G	H	I
Seq n°	Date of invoice	Number of invoice	Date of payment	Name of sub-contractor	Description of sub-contracted item/ service	Invoiced amount in national currency	Exchange rate	Invoiced amount in € (G/H)
1	13/2/2015	59498	13/2/2015	Galonis Print Shops	Printings for the 1st CM in Thessaloniki of ECOSHAZ project	45,00	1	€45,00
2	19/2/2015	2	7/4/2015	Travel Agency Metrotour	Organisation of the 1st CM in Thessaloniki of ECOSHAZ project	1.100,00	1	€1.100,00
3	21/5/2015	B077	21/5/2015	Moisiadis Georgios	Website development in the framework of EcosHaz project	3.900,00	1	€3.900,00
4	30/6/2015	1	15/2/2017	Kiourtsidis Sotiris	Quality Auditor Services	2.000,00	1	€2.000,00
5	14/12/2015	B101	15/12/2015	Moisiadis Georgios	ECOSHAS Knowledge Base and Communication Platform development	3.670,00	1	€3.670,00
6	6/7/2016	7	26/7/2016	Kiourtsidis Sotiris	Quality Auditor Services	3.000,00	1	€3.000,00
7	19/7/2016	65994	21/7/2016	Galonis Print Shops	Printings for the informative workshop of ECOSHAZ in Thessaloniki	463,05	1	€463,05
8	21/7/2016	52898	21/7/2016	Galonis Print Shops	Printing of ECOSHAZ leaflets	48,36	1	€48,36
9	21/7/2016	23353	21/7/2016	PONTIKAKI & SIA	Purchase for the needs of the ECOSHAZ informative workshop in Thessaloniki	73,56	1	€73,56
10	27/7/2016	26	13/7/2016, 21/7/2016	Travel Agency Metrotour	Organisation of the Informative Workshop at Hotel Nikopolis	1.070,00	1	€1.070,00
11	26/9/2016	1	10/10/2016	EYDOMEIN - PAPAPOSTOLOU	Translations	4.000,00	1	€4.000,00
12	7/10/2016	36740	11/10/2016	DODS	Regional Review, Half Page Advertisement	1.100,00	1	€1.100,00
13	12/10/2016	66878	12/10/2016	Galonis Print Shops	Printings for the ECOSHAZ Training Seminar	154,00	1	€154,00
14	23/10/2016	180	9/11/2016	KEK SEBE-SBEE-HELEXPO	Organisation of the ECOSHAZ Training Seminar	1.150,00	1	€1.150,00
15	29/11/2016	67457	30/11/2016	Galonis Print Shops	Printings for the ECOSHAZ final conference and final coordination meeting	1.290,32	1	€1.290,32
16	8/12/2016	33	31/10/2016, 12/12/2016, 16/12/2016	Travel Agency Metrotour	Organisation of final conference	7.500,00	1	€7.500,00
17	8/12/2016	32	8/12/2016	Travel Agency Metrotour	Organisation of final coordination meeting	1.500,00	1	€1.500,00
18	16/12/2016	9	16/12/2016	Kiourtsidis Sotiris	Quality Auditor Services	3.000,00	1	€3.000,00
19	15/12/2016	B140	16/12/2016	Moisiadis Georgios	ECOSHAS Knowledge Base and Communication Platform development	2.330,00	1	€2.330,00
20	13/12/2016	6276	16/12/2016	Pan European Networks	Half page profile in Pan European Networks	500,00	0,839630563	€595,50
21	13/5/2015	2015/000000007109	27/7/2015	RESTAURACIONES DEL SUR, S.C.	Organisation of 2nd Coordination Meeting Seville 06-07/05/2015 (catering)	378,73	1	€378,73
22	12/6/2015	2015/000000011826	27/7/2015	MABS 29, S.L.	Organisation of 2nd Coordination Meeting Seville 06-07/05/2015 (stationery)	527,27	1	€527,27
23	30/6/2015	2015/12918	24/9/2015	RICOH ESPAÑA, SLU	Organisation of 2nd Coordination Meeting Seville 06-07/05/2015 (printing)	14,27	1	€14,27
24	7/5/2015	2015/15497	16/4/2015	HOCAPA JUDERIA, S.L.	Organisation of 2nd Coordination Meeting Seville 06-07/05/2015 (hall rental, catering)	448,02	1	€448,02
25	6/5/2015	2015/15498	16/4/2015	GESTION Y EXPLOTACION	Organisation of 2nd Coordination Meeting Seville 06-07/05/2015 (catering)	613,64	1	€613,64
26	29/5/2015	2015/15490	16/4/2015	COPISTERIA ARGUELLES	Organisation of Informative Workshop, Marbella 03-05/06/2015 (printing)	385,93	1	€385,93
27	29/5/2015	2015/15493	16/4/2015	COPISTERIA ARGUELLES	Organisation of Informative Workshop, Marbella 03-05/06/2015 (printing)	301,82	1	€301,82
28	8/9/2015	2015/091	19/2/2016	AKADAMA EVENTOS Y COMUNICACION S.L.U.	Translation costs	498,85	1	€498,85
29	28/10/2016	2016/000000018559	22/12/2016	RICOH ESPAÑA, SLU	Organisation of project workshop (printing)	29,04	1	€29,04

FR08 - Sub-contracting/ External Assistance

30	27/7/2016	2016/000000014540	10/10/2016	LB PLAN EVENTOS CON TALENTO, S.L	Translation costs	2.310,97	1	€2.310,97
31	30/9/2016	2016/000000017432	22/12/2016	LB PLAN EVENTOS CON TALENTO, S.L	Translation costs	1.377,00	1	€1.377,00
32	18/11/2016	2016/000000020445	22/12/2016	LB PLAN EVENTOS CON TALENTO, S.L	Organisation of EcosHaz workshop	2391,64	1	€2.391,64
33	18/11/2016	2016/000000020446	22/12/2016	LB PLAN EVENTOS CON TALENTO, S.L	Editing and printing (EcosHaz Guide - 100 booklets)	5500	1	€5.500,00
34	8/10/15	1324	Ιουλ-15	JB Chatterton & Assoc.	External Consultant	£ 1.200,00	0,74	€ 1.621,62
35	31/7/15	CDS Print Recharges Jul15	Αυγ-15	Middx University-CDS	Leaflet for Workshop	£ 110,40	0,74	€ 149,19
36	30/9/15	PC759406	Νοε-15	Oxford University Club	Facilities for October Workshop	£ 1.232,00	0,74	€1.664,86
37	7/10/15	PC759406	Νοε-15	Pierre Victoire - Oxford	Workshop Delegate provision	£ 426,85	0,74	€576,82
38	20/10/15	93329	Δεκ-15	Clarke Knight	Workshop Coordinator	£ 150,00	0,74	€202,70
39	31/01/16	CDS Print Recharges Jan16	Μαρ-16	Middx University-CDS	Printing for Santiago meeting	£ 189,54	0,74	€256,14
40	18/2/16	PC857202	Μαρ-16	Chelsea Travel	E. Penning-RowSELL return flights to Gdansk	£ 96,96	0,87	€111,45
41	18/5/16	PC1093365	Ιουν-16	Raddison Blu	E. Penning-RowSELL Gdansk costs 16-17/5/16	£ 263,26	0,87	€302,60
42	31/7/16	Qrt4 15/16	Ιουλ-16	Acantha Design Services	Contract and data design	£ 480,00	0,87	€551,72
43	31/07/16	CDS Print Recharges Jul16	Αυγ-16	Middx University-CDS	MU print recharges	£ 112,86	0,87	€129,72
44	17/10/16	PC1872808	Νοε-16	Virgin Trains	D. Owen train to Oxford workshop	£ 50,90	0,87	€58,51
45	27/10/16	PC 1872808	Νοε-16	University of Oxford	Oxford workshop - venue costs	£ 840,20	0,87	€965,75
46	27/10/16	JBC 1370	Νοε-16	J. Chatterton Associates	Oxford workshop presentation	£ 667,24	0,87	€766,94
47	23/10/16	ACA48	Νοε-16	Acantha Design Services	Contract and data design	£ 210,00	0,87	€241,38
48	4/12/16	Mifra 675	Δεκ-16	Mifra	E.Penning-RowSELL Gdansk expenses	£ 259,76	0,87	€298,57
	17.02.2016	4696519	03.03.2016	TNT Express Worldwide Polska	Partnership Agreement Documents shipping	393,14	4,2324	€92,89
	27.04.2016	52/04/2016	09.06.2016	Baltic Press Sp. z o.o.	ECOSHAZ Newsletter in Baltic Transport Journal 2/2016	3.980,00	4,394	€905,78
49	17.05.2016	20/2016	17.05.2016	Taxi Kulik	Transport of ECOSHAZ Materials - coordination meeting, Gdansk	39,30	4,388	€8,96
50	17.05.2016	6/05/16/L	17.05.2016	AKME - Restauracja Literacka	ECOSHAZ Dinner - coordination meeting, Gdansk	1.983,63	4,388	€452,06
51	18.05.2016	FV 05/09	23.05.2016	Bary i Restauracje Leszek Wit	ECOSHAZ coordination meeting, Gdansk- catering and room hire	1.471,12	4,388	€335,26
52	16.05.2016	44/5/2016	30.05.2016	ADLON Polska	ECOSHAZ roll-up	198,00	4,388	€45,12
53	25.05.2016	48/05/2016	14.06.2016	Bus Transport Oleszek Tomasz	Bus hire - transportation to ECOSHAZ workshop, Gdynia	700,00	4,394	€159,31
54	17.05.2016	FV/33/2016	30.05.2016	E.Mazurek - Restauracja Polonia	ECOSHAZ workshop Gdynia - catering	555,56	4,388	€126,61
55	18.11.2016	10/2016	12.12.2016	Natalia Antoni Staskiewicz	Translation of ECOSHAZ training modules and materials	8.500,00	4,4299	€1.918,78
56	16.12.2016	109/2016/ZEN	30.12.2016	Bufet Gastronomiczny ZEN	ECOSHAZ training seminar in Gdynia- catering	555,56	4,4299	€125,41
57	19.12.2016	F/GD0415/12/16	18.01.2017	LEDAX Nieruchomosci Sp. z o.o.	ECOSHAZ Printing and office materials	1.087,71	4,4141	€246,42
58	16.12.2016	FVS/16281/2016/RDS	30.12.2016	Zarząd Portu Morskiego Gdynia	ECOSHAZ training seminar in Gdynia- conference room hire	400,00	4,4299	€90,30
59	19.12.2016	23620/2016	19.12.2016	Dr Tusz Sp.z o.o.	ECOSHAZ reports - office materials/toners	2.889,10	4,4299	€652,18
60	21.12.2016	23775/2016	21.12.2016	Dr Tusz Sp.z o.o.	ECOSHAZ reports - office materials/toners	1.387,64	4,4299	€313,24
61	29.12.2016	333/12/2016	30.12.2016	Mazowieckie Centrum Poligrafii	ECOSHAZ materials print	915,00	4,4299	€206,55
62	8/3/2016	OC16/006	2/6/2016	SOCIEDADE XESTORA DE INTERESES DA USC, UNIXEST	Organization of Seminar	4.097,50	1	€4.097,50
63	8/2/2016	413	14/7/2016	NINO	Dissemination Material	172,32	1	€172,32
64	5/2/2016	2-1-135	2/6/2016	SOCIEDADE XESTORA DE INTERESES DA USC, UNIXEST	Seminar materials	123,98	1	€123,98
65	30/6/2016	265/2016	28/11/2016	O DEZASEIS, S.L.	Working lunch with experts in marine resources	118,18	1	€118,18
66	15/11/2016	250C	20/1/2017	PEREIRA MOURELLE, JUAN - BAR FAC.CCEE	Coffee Breaks	264,00	1	€264,00
67	30/12/2016	5277	20/1/2017	NINO	Editing of final report	600,00	1	€600,00
68	12/5/2016	FATTPA 4 16	11/7/2016	Lenè eventi srl	Lunch - workshop	592,00	1	€592,00
69	15/9/2016	12/E16	27/9/2016	Ristoscily srl	Coffee break and lunch 13-14 september 2016 - coordination meeting	900,00	1	€900,00
70	28/10/2016	2/42	14/11/2016	Quaranta srl	Coffee break and lunch 10 october 2016	680,00	1	€680,00

FR08 - Sub-contracting/ External Assistance

71	16/6/2016	FATTPA 47 16	11/7/2016	Grafiche Zappalà snc	Brochure	500,00	1	€500,00
72	7/11/2016	FATTPA 71 16	23/11/2016	Grafiche Zappalà snc	Printed material	350,00	1	€350,00
73	13/9/2016	7	13/9/2016	MM srl Ristorante Trattoria	Dinner 13 september - coordination meeting	270,00	1	€270,00
74	15/9/2016	176	15/9/2016	Sporting performance snc	Dinner 14 september - coordination meeting	100,00	1	€100,00
75	14/9/2016	269	14/9/2016	Cafè Prestipino	Gadget	40,00	1	€40,00
76	13/5/2016	2/20	25/5/2016	Quaranta srl	Coffee break workshop 12/05/2016	640,00	1	€640,00
77	6/9/2016	FATTPA 3 16	14/9/2016	Art & Bit srl	Printed material	1.070,00	1	€1.070,00
78	5/5/2016	IT1002424238	9/8/2016	Ryanair - Pagotto Vittorio	Reimbursement of travel ticket for the participation at the Workshop in Catania 12/05/2016	44,64	1	€44,64
79	9/5/2016	IT1002476939	9/8/2016	Ryanair - Pagotto Vittorio	Reimbursement of travel ticket for the participation at the Workshop in Catania 12/05/2016	107,89	1	€107,89
80	11/5/2016	694470	9/8/2016	Pub La Collegiata - Pagotto Vittorio	Reimbursement of travel tickets, transport, boarding for the participation at the Workshop in Catania 12/05/2016	16,50	1	€16,50
81	12/5/2016	1327/B	16/8/2016	Hotel Il Principe - Orasi Arianna	Reimbursement of hotel for the participation at the Workshop in Catania 12/05/2016	150,50	1	€150,50
82	5/5/2016	KI86ZM	16/8/2016	Alitalia - Orasi Arianna	Reimbursement of travel ticket for the participation at the Workshop in Catania 12/05/2016	125,30	1	€125,30
83	11/5/2016	694469	28/7/2016	Pub La Collegiata - Ciralo Giuseppe	Reimbursement of boarding for the participation at the Workshop in Catania 12/05/2016	16,50	1	€16,50
84	12/5/2016	412448	28/7/2016	B&B Kephale - Ciralo Giuseppe	Reimbursement of boarding for the participation at the Workshop in Catania 12/05/2016	45,00	1	€45,00
85	9/5/2016	702037783	16/9/2016	Onofri Laura	Reimbursement of travel tickets for the participation at the Workshop in Catania 12/05/2016	241,37	1	€241,37
86	10/5/2016	44	16/9/2016	Taxi Caatania - Onofri Laura	Reimbursement of transport for the participation at the Workshop in Catania 12/05/2016	30,00	1	€30,00
87	12/5/2016	27/4/1900	16/9/2016	Transfer Catania - Onofri Laura	Reimbursement of transport for the participation at the Workshop in Catania 12/05/2016	25,00	1	€25,00
88	11/5/2016	VO342200	16/9/2016	Alibus - Onofri Laura	Reimbursement of transport for the participation at the Workshop in Catania 12/05/2016	4,00	1	€4,00
89	11/5/2016	16/9/1953	16/9/2016	Venezia Aeroporto - Onofri Laura	Reimbursement of transport for the participation at the Workshop in Catania 12/05/2016	8,00	1	€8,00
90	13/5/2016	1603303L11342337716	16/9/2016	Eurobus - Onofri Laura	Reimbursement of transport for the participation at the Workshop in Catania 12/05/2016	12,00	1	€12,00
							Total	€77.688,49

Explanation of the content of each Column

Column	Explanation
A	Sequential number of the entries. In case additional rows are inserted, please re-number the rows
B	Date of invoice
C	Number of invoice
D	Date of payment
E	Name of sub-contractor
F	Description of the sub-contracted item/ service
G	Invoiced amount in national currency
H	Exchange rate used to convert the national currency into €
I	Invoiced amount in € (column G/column H)

Total Other direct costs:

€0,00

A	B	C	D	E	F	G	H	I
Seq n°	Date of invoice	Number of invoice	Date of payment	Supplier	Description of cost item	Invoiced amount in national currency	Exchange rate	Invoiced amount in € (G/H)
1								1
2								1
3								1
4								1
5								1
6								1
7								1
8								1
9								1
10								1
11								1
12								1
13								1
14								1
15								1
16								1
17								1
18								1
19								1
20								1
21								1
22								1
23								1
24								1
25								1
26								1
27								1
28								1
29								1
30								1
Total								€0,00

Explanation of the content of each Column

Column	Explanation
A	Sequential number of the entries. In case additional rows are inserted, please re-number the rows
B	Date of invoice
C	Number of invoice
D	Date of payment
E	Supplier
F	Description of the cost item
G	Invoiced amount in national currency.
H	Exchange rate used to convert the national currency into €
I	Invoiced amount in € (column G/column H)

Total of "In-kind" contributions/ costs not included in the budget:

€0,00

A	B	C
Seq n°	Description of cost item	Estimated amount in €
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		
26		
27		
28		
29		
30		
Total		€0,00

Explanation of the content of each Column	
Column	
A	Sequential number of the entries. In case additional rows are inserted, please re-number the rows
B	Description of the cost item
D	Amount in €

Model monthly time-sheet

Project Reference	
Name of Beneficiary/ Partner	
Name of staff member	
Is staff member employed Full-time or Part-time	
Calendar Year	
Calendar Month	

Calendar Day	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
In case of absence, indicate one of the reason codes below																															
Hours worked on this project																															
Hours worked on other projects*																															
Hours worked on other projects*																															
Hours worked on other projects*																															
Hours worked on other projects*																															
Hours worked on other projects*																															
Other activities																															
Total hours (including overtime)	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	

*indicate project reference

Absences	
Weekend	WE
Sick leave	SL
Public holidays	PH
Annual holidays	AH
Other absence	OA

Summary for this month	
Hours worked on this project	0,0
Hours worked on other projects*	0,0
Hours worked on other projects*	0,0
Hours worked on other projects*	0,0
Hours worked on other projects*	0,0
Hours worked on other projects*	0,0
Other activities	0,0
Total hours (including overtime)	0,0

Date and signature of staff member

Date and signature of Project Manager/ Coordinator/Responsible

Participant Cost Statement Summary

Name of participant reporting own costs:	SIGMA CONSULTANTS Ltd
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Part A: Eligible cost categories	Rate %	€	Part B: Financing Plan	€	% of eligible costs
Personnel		87.300,00	EC-contribution*	105.300,63	75,00%
Travel and subsistence		5.921,05	Contribution of the Coordinator**	35.100,21	25,00%
Equipment		0,00	Contribution of the Beneficiary reporting own costs		0,00%
Sub-contracting / External assistance		37.989,79	Contribution of other beneficiary/ies	0,00	0,00%
Other direct costs		0,00	Other sources of funding	0,00	0,00%
Indirect costs / overheads	7,00%	9.190,00	Direct revenues	0,00	0,00%
TOTAL ELIGIBLE COSTS		140.400,84	TOTAL	140.400,84	

* eligible costs x EC-funding rate OR maximum EC-contribution, whatever is lower! **reporting own costs or contributing to Beneficiary's costs

For information only	
Estimation of "in kind" contributions / costs not included in the budget (ineligible costs)	0,00

SIGMA Consultants Ε.Π.Ε.
 ΕΤΑΙΡΕΙΑ ΜΕΛΕΤΩΝ - ΣΥΜΒΟΥΛΗΓΙΚΩΝ ΥΠΗΡΕΣΙΩΝ
 ΠΑΤΡ. ΙΩΑΚΕΙΜ 2 - ΤΗΛ. 242.801, 286.612
 54622 ΘΕΣΣΑΛΟΝΙΚΗ
 ΑΦΜ 095636061 - ΑΓ. ΛΟΥ ΘΕΣ/ΝΙΚΗ

Date and signature **13/2/2016**

VAT-status (please tick appropriate box)
<input checked="" type="checkbox"/> The reported costs are without VAT.
<input type="checkbox"/> VAT is not recoverable and is therefore included in the reported costs. (Proof of non-recoverability attached)

Triantafyllos Parthenopoulos



Participant Cost Statement Summary

Name of participant reporting own costs:	Pablo de Olavide University
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Part A: Eligible cost categories	Rate %	€	Part B: Financing Plan	€	% of eligible costs
Personnel		75.646,65	EC-contribution*	81.272,39	70,50%
Travel and subsistence		17.313,16	Contribution of the Coordinating beneficiary**	0,00	0,00%
Equipment		0,00	Contribution of the Associated Beneficiary reporting own costs	34.006,19	29,50%
Sub-contracting / External assistance		14.777,18	Contribution of other associated beneficiary/ies	0,00	0,00%
Other direct costs		0,00	Other sources of funding	0,00	0,00%
Indirect costs / overheads	7,00%	7.541,59	Direct revenues	0,00	0,00%
TOTAL ELIGIBLE COSTS		115.278,57	TOTAL	115.278,57	

* eligible costs x EC-funding rate OR maximum EC-contribution, whatever is lower! **reporting own costs or contributing to Associated Beneficiary's costs

For information only	
Estimation of "in kind" contributions / costs not included in the budget (ineligible costs)	0,00

VAT-status (please tick appropriate box)
<input checked="" type="checkbox"/> The reported costs are without VAT.
<input type="checkbox"/> VAT is not recoverable and is therefore included in the reported costs. (Proof of non-recoverability attached)

Date and signature

27 February, 2017

Participant Cost Statement Summary

Name of participant reporting own costs:	Middlesex University
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Part A: Eligible cost categories	Rate %	€	Part B: Financing Plan	€	% of eligible costs
Personnel		100,738.27	EC-contribution*	86,004.75	69.25%
Travel and subsistence		8,250.68	Contribution of the Coordinator **	0.00	0.00%
Equipment		0.00	Contribution of the Beneficiary reporting own costs	38,184.44	30.75%
Sub-contracting / External assistance		7,897.98	Contribution of other beneficiary/ies	0.00	0.00%
Other direct costs		0.00	Other sources of funding	0.00	0.00%
Indirect costs / overheads		7,302.26	Direct revenues	0.00	0.00%
TOTAL ELIGIBLE COSTS		124,189.19	TOTAL	124,189.19	

* eligible costs x EC-funding rate OR maximum EC-contribution, whatever is lower!

**reporting own costs or contributing to Beneficiary's costs

For information only	
Estimation of "in kind" contributions / costs not included in the budget (ineligible costs)	0.00

VAT-status (please tick appropriate box)
<input type="checkbox"/> The reported costs are without VAT.
<input checked="" type="checkbox"/> VAT is not recoverable and is therefore included in the reported costs. (Proof of non-recoverability attached)

Louise Estory
22nd February 2017
Date and signature

Participant Cost Statement Summary

Name of participant reporting own costs:	Maritime Institute in Gdansk
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Part A: Eligible cost categories	Rate %	€	Part B: Financing Plan	€	% of eligible costs
Personnel		32 425,11	EC-contribution*	39 327,42	75,00%
Travel and subsistence		10 895,00	Contribution of the Coordinator**	0,00	0,00%
Equipment		0,00	Contribution of the Beneficiary reporting own costs	13 109,14	25,00%
Sub-contracting / External assistance		5 678,86	Contribution of other beneficiary/ies	0,00	0,00%
Other direct costs		0,00	Other sources of funding	0,00	0,00%
Indirect costs / overheads	7,00%	3 437,59	Direct revenues	0,00	0,00%
TOTAL ELIGIBLE COSTS		52 436,56	TOTAL	52 436,56	

* eligible costs x EC-funding rate OR maximum EC-contribution, whatever is lower!

**reporting own costs or contributing to Beneficiary's costs

For information only	
Estimation of "in kind" contributions / costs not included in the budget (ineligible costs)	0,00

VAT-status (please tick appropriate box)
<input checked="" type="checkbox"/> The reported costs are without VAT.
<input type="checkbox"/> VAT is not recoverable and is therefore included in the reported costs. (Proof of non-recoverability attached)

DYREKTOR
Instytutu Morskiego w Gdanku

Kwiecień
dr Kazimierz Kwiecień

Date and signature

20. 02. 2017

Participant Cost Statement Summary

Name of participant reporting own costs:		University Santiago de Compostela			
Part A: Eligible cost categories	Rate %	€	Part B: Financing Plan	€	% of eligible costs
Personnel		94.106,32	EC-contribution*	60.621,00	52,26%
Travel and subsistence		8.929,83	Contribution of the Coordinator**		0,00%
Equipment		0,00	Contribution of the Beneficiary reporting own costs	55.379,98	47,74%
Sub-contracting / External assistance		5.375,98	Contribution of other beneficiary/ies		0,00%
Other direct costs		0,00	Other sources of funding	0,00	0,00%
Indirect costs / overheads	7,00%	7.588,85	Direct revenues	0,00	0,00%
TOTAL ELIGIBLE COSTS		116.000,98	TOTAL	116.000,98	


* eligible costs x EC-funding rate OR maximum EC-contribution, whatever is lower! **reporting own costs or contributing to Beneficiary's costs

For information only

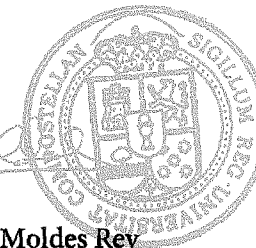
Estimation of "in kind" contributions / costs not included in the budget (ineligible costs)	0,00
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VAT-status (please tick appropriate box)

- The reported costs are without VAT.
 VAT is not recoverable and is therefore included in the reported costs. (Proof of non-recoverability attached)


Prof. Isabel Rodriguez-Moldes Rey
Vicechancellor for Research and Innovation
24th February 2017

Date and signature



Participant Cost Statement Summary

Name of participant reporting own costs:	University of Catania - Cutgana
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Part A: Eligible cost categories	Rate %	€	Part B: Financing Plan	€	% of eligible costs
Personnel		55.039,17	EC-contribution*	54.837,00	73,81%
Travel and subsistence		8.425,74	Contribution of the Coordinator**		0,00%
Equipment		0,00	Contribution of the Beneficiary reporting own costs	19.456,61	26,19%
Sub-contracting / External assistance		5.968,70	Contribution of other beneficiary/ies	0,00	0,00%
Other direct costs		0,00	Other sources of funding	0,00	0,00%
Indirect costs / overheads	7,00%	4.860,00	Direct revenues	0,00	0,00%
TOTAL ELIGIBLE COSTS		74.293,61	TOTAL	74.293,61	

* eligible costs x EC-funding rate OR maximum EC-contribution, whatever is lower! **reporting own costs or contributing to Beneficiary's costs

For information only	
Estimation of "in kind" contributions / costs not included in the budget (ineligible costs)	0,00

VAT-status (please tick appropriate box)
<input checked="" type="checkbox"/> The reported costs are without VAT.
<input type="checkbox"/> VAT is not recoverable and is therefore included in the reported costs. (Proof of non-recoverability attached)

Legal Representative
IL PRORETTORE
 Prof. Giancarlo Magnano San Lio



