

## PARTNER 1: REC Slovakia

Workpackage	OUTPUTS
<b>1 (Management &amp; Coordination)</b>	Sign the Subsidy Contract; nominate the Project Steering Committee Member and Scientical Technical Committee member, organise the first Project Steering Committee (SC) in Bratislava, prepare and approve the Project Partnership Agreement; prepare the Project development Plan and Partner´s Delivery schedule; maintain the project intranet; coordinate the preparation of the Project Progress Reports and LP Progress Reports; prepare a guidance manual for project partners for the preparation of their reports and payment claims and offer assistance during completion; record keeping and maintenance and archiving of central files; arrange further SC meetings; prepare a Mid-term Project Monitoring & Evaluation Report; coordinate any Modification Requests to the JTS; organise the transfer of funds and cash flow management, assist partners in preparation of their Last Project Reports; submit Final Report to the JTS; arrange project closure.
<b>2 (Communication &amp; Dissemination)</b>	prepare the Communication Strategy, provide the common project logo and corporate design, common leaflet about the project of the project, update and maintain project website and intranet, organise the kick off meeting in Bratislava, provide technical support for all kinds of local events at local level, set up the media list, translate and disseminate press releases to press contacts, make available all project material to publish on the project website; send invitations to Final Conference, disseminate the project main outputs
<b>3 (Joint Strategy)</b>	Elaborate the collection of the existing data, policies and practices in the field of urban planning in relation to the open spaces design in Slovak Republic based on the WP 3 Leader guidance, elaborate the specific analysis: identification of gaps and opportunities the most relevant European policies in the field of urban planning from Slovak Republic and benchmarking based on the WP 3 Leader guidance, elaborate working paper aiming on the Environmental aspects of open urban spaces, contribute to the Joint strategy formulation, partially translate Joint strategy into the Slovak language, print the English version of the Joint Strategy
<b>4 Pilot Actions</b>	Elaborate the local work plan with time schedule, realise the pilot project planning and implementation phase in Sidlisko II Presov, contribute to the evaluation and case studies based on the WP 4Leader guidance, contribute to the working paper with the pilot project conclusions based on the WP 4 Leader guidance
<b>5 (New Tools and Knowledge transfer)</b>	Contribute to the Action plans / training materials based on the WP Leader guidance, translate the Final version of the Action plans / training materials in Slovak Language; contribute to the module for the E-Learning, Establish connections and cooperation with regional agencies or other institutions of the city regions and exchange of the knowledge and experience, Identify and organise the cooperation with existing networks, Participate in all Thematic Seminars and host the thrid Thematic Seminars

## PARTNER 2: Ekopolis

Workpackage	OUTPUTS
<b>1 (Management &amp; Coordination)</b>	Approve the Project Partnership Agreement, nominate the Project Steering Committee Member and Scientical Technical Committee member, attend all Project Steering Committees meeting (PSC); use the project intranet; prepare 6 Project Progress Reports consisting of the activity report and a financial report; prepare a partner monitoring and evaluation reports based on the LP guidance; prepare Last/Final Project Report.
<b>2 (Communication &amp; Dissemination)</b>	contribute to the Communication Strategy and realise PR campaign (presentations, conference paper, articles in specialized media); set up the media list, translate and disseminate press releases to press contacts, make available all project material to publish on the project website; send invitations to Final Conference, disseminate the project main outputs, realise the dissemination event on local level -1000 pcs of handbooks, www.priestory.sk regularly updated
<b>3 (Joint Strategy)</b>	Elaborate the collection of the existing data, policies and practices in the field of urban planning in relation to the open spaces design in Slovak Republic based on the WP 3 Leader guidance, elaborate the specific analysis: identification of gaps and opportunities the most relevant European policies in the field of urban planning from Slovak Republic and benchmarking based on the WP 3 Leader guidance, elaborate working paper aiming on the aspects of Public participation of public spaces, contribute to the Joint strategy formulation, partially translate Joint strategy into the Slovak language
<b>4 Pilot Actions</b>	Elaborate the local work plan with time schedule, realise the pilot project planning and implementation phase in 5 selected slovak cities, contribute to the evaluation and case studies based on the WP 4Leader guidance, contribute to the working paper with the pilot project conclusions based on the WP 4 Leader guidance
<b>5 (New Tools and Knowledge transfer)</b>	Contribute to the Action plans / training materials based on the WP Leader guidance, prepare a short meeting minutes on the application of the tool, contribute to the module for the E-Learning, establish connections and cooperation with regional agencies or other institutions of the city regions and exchange of the knowledge and experience, identify and organise the cooperation with existing networks, participate in all Thematic Seminars

## PARTNER 3: Foundation Partnership (NAP)

Workpackage	OUTPUTS
<b>1 (Management &amp; Coordination)</b>	Approve the Project Partnership Agreement, nominate the Project Steering Committee Member and Scientific Technical Committee member, organise the fifth Project Steering Committee (SC) in Brno, attend all Project Steering Committees meeting (PSC); use the project intranet; prepare 6 Project Progress Reports consisting of the activity report and a financial report; prepare a partner monitoring and evaluation reports based on the LP guidance; prepare Last/Final Project Report.
<b>2 (Communication &amp; Dissemination)</b>	contribute to the Communication Strategy and realise PR campaign (presentations, conference paper, articles in specialized media); set up the media list, translate and disseminate press releases to press contacts, make available all project material to publish on the project website; send invitations to Final Conference, disseminate the project main outputs, realisation the dissemination event on local level – 1 exhibition and printing of 500 Broshures
<b>3 (Joint Strategy)</b>	Elaborate the collection of the existing data, policies and practices in the field of urban planning in relation to the open spaces design in Czech Republic based on the WP Leader guidance, elaborate the specific analysis: identification of gaps and opportunities the most relevant European policies in the field of urban planning from Czech Republic and benchmarking based on the WP Leader guidance, elaborate working paper aiming on the aspects of Public participation of public spaces , contribute to the Joint strategy formulation
<b>4 Pilot Actions</b>	Elaborate the local work plan with time schedule, realise the pilot project planning and implementation phase in 5 selected Czech cities, Coordinate and check the implementation of Local working plans, monitor the local development, support to the local working plans of partners in term of application of Joint Strategy , Prepare the guidance for project partners in relation to action 4.3. (Comparative analyses), elaborate 1 monitoring report, elaborate 3 working papers with the pilot project conclusions, elaborate the Evaluation with case studies
<b>5 (New Tools and Knowledge transfer)</b>	Contribute to the Action plans / training materials based on the WP Leader guidance, prepare a short meeting minutes on the application of the tool, partial translation of the Final version of the Action plans / training materials in Czech Language , contribute to the module for the E-Learning, Establish connections and cooperation with regional agencies or other institutions of the city regions and exchange of the knowledge and experience, Identify and organise the cooperation with existing networks, Participate in all Thematic Seminars , host (along with the PP4) the second Project Thematic Seminar

## PARTNER 4: Brno, Statutory Municipality

Workpackage	OUTPUTS
<b>1 (Management &amp; Coordination)</b>	Approve the Project Partnership Agreement, nominate the Project Steering Committee Member and Scientific Technical Committee member, attend Project Steering Committees meeting (PSC); use the project intranet; prepare 6 Project Progress Reports consisting of the activity report and a financial report; prepare a partner monitoring and evaluation reports based on the LP guidance; prepare Last/Final Project Report
<b>2 (Communication &amp; Dissemination)</b>	contribute to the Communication Strategy and realise PR campaign (presentations, conference paper, articles in specialized media); set up the media list, translate and disseminate press releases to press contacts, make available all project material to publish on the project website; send invitations to Final Conference, disseminate the project main outputs
<b>3 (Joint Strategy)</b>	Elaborate the collection of the existing data, policies and practices in the field of urban planning in relation to the open spaces design in Czech Republic based on the WP Leader guidance, elaborate the specific analysis: identification of gaps and opportunities the most relevant European policies in the field of urban planning from Czech Republic and benchmarking based on the WP Leader guidance, contribute to the Joint strategy formulation, translate Joint strategy into the Czech language
<b>4 Pilot Actions</b>	Elaborate the local work plan with time schedule, realise the pilot project planning and implementation phase in Novy Liskovec forest park, contribute to the evaluation and case studies based on the WP 4Leader guidance, contribute to the working paper with the pilot project conclusions based on the WP 4 Leader guidance
<b>5 (New Tools and Knowledge transfer)</b>	Contribute to the Action plans / training materials based on the WP Leader guidance, prepare a short meeting minutes on the application of the tool, partial translation of the Final version of the Action plans / training materials in Czech Language, contribute to the module for the E-Learning, Establish connections and cooperation with regional agencies or other institutions of the city regions and exchange of the knowledge and experience, Identify and organise the cooperation with existing networks, Participate in all Thematic Seminars and host (along with the PP3) the second Project Thematic Seminar

## PARTNER 5: Sopoty

Workpackage	OUTPUTS
<b>1 (Management &amp; Coordination)</b>	Approve the Project Partnership Agreement, nominate the Project Steering Committee Member and Scientific Technical Committee member, organise the fourth Project Steering Committee (SC) in Sopoty, attend all Project Steering Committees meeting (PSC); use the project intranet; prepare 6 Project Progress Reports consisting of the activity report and a financial report; prepare a partner monitoring and evaluation reports based on the LP guidance; prepare Last/Final Project Report.
<b>2 (Communication &amp; Dissemination)</b>	contribute to the Communication Strategy and realise PR campaign (presentations, conference paper, articles in specialized media); set up the media list, translate and disseminate press releases to press contacts, make available all project material to publish on the project website; send invitations to Final Conference, disseminate the project main outputs, realisation the dissemination event on local level - pilot project logo designing, publication "Best practices"
<b>3 (Joint Strategy)</b>	Elaborate the collection of the existing data, policies and practices in the field of urban planning in relation to the open spaces design in Poland based on the WP Leader guidance, elaborate the specific analysis: identification of gaps and opportunities the most relevant European policies in the field of urban planning from Poland and benchmarking based on the WP Leader guidance, contribute to the Joint strategy formulation
<b>4 Pilot Actions</b>	Elaborate the local work plan with time schedule, realise the pilot project planning and implementation phase of „Urban Tree Path“ in Sopoty, contribute to the evaluation and case studies based on the WP 4Leader guidance, contribute to the working paper with the pilot project conclusions based on the WP 4 Leader guidance, realise PR activities related to the pilot action -5500 leaflets, 3000 catalogues
<b>5 (New Tools and Knowledge transfer)</b>	Contribute to the Action plans / training materials based on the WP Leader guidance, partial translation of the Final version of the Action plans / training materials in Polish Language (along with PP6), contribute to the module for the E-Learning, Establish connections and cooperation with regional agencies or other institutions of the city regions and exchange of the knowledge and experience, Identify and organise the cooperation with existing networks, Participate in all Thematic Seminars

## PARTNER 6: Brzeg Dolny

Workpackage	OUTPUTS
<b>1 (Management &amp; Coordination)</b>	Approve the Project Partnership Agreement, nominate the Project Steering Committee Member and Scientific Technical Committee member, attend all Project Steering Committees meeting (PSC); use the project intranet; prepare 6 Project Progress Reports consisting of the activity report and a financial report prepare a partner monitoring and evaluation reports based on the LP guidance; prepare Last/Final Project Report.
<b>2 (Communication &amp; Dissemination)</b>	contribute to the Communication Strategy and realise PR campaign (presentations, conference paper, 4 articles in specialized media, 2 interviews); set up the media list, translate and disseminate press releases to press contacts, make available all project material to publish on the project website; send invitations to Final Conference, disseminate the project main outputs
<b>3 (Joint Strategy)</b>	Elaborate the collection of the existing data, policies and practices in the field of urban planning in relation to the open spaces design in Poland based on the WP Leader guidance, elaborate the specific analysis: identification of gaps and opportunities the most relevant European policies in the field of urban planning from Poland and benchmarking based on the WP Leader guidance, contribute to the Joint strategy formulation, translate Joint strategy into the Polish language
<b>4 Pilot Actions</b>	Elaborate the local work plan with time schedule, realise the pilot project planning phase Brzeg Dolny – Park documentation, contribute to the evaluation and case studies based on the WP 4Leader guidance, contribute to the working paper with the pilot project conclusions based on the WP 4 Leader guidance
<b>5 (New Tools and Knowledge transfer)</b>	Contribute to the Action plans / training materials based on the WP Leader guidance, prepare a short meeting minutes on the application of the tool, partial translation of the Final version of the Action plans / training materials in Polish Language (along with PP5), contribute to the module for the E-Learning, Establish connections and cooperation with regional agencies or other institutions of the city regions and exchange of the knowledge and experience, Identify and organise the cooperation with existing networks, Participate in all Thematic Seminars

## PARTNER 7: Nagykallo

Workpackage	OUTPUTS
<b>1 (Management &amp; Coordination)</b>	Approve the Project Partnership Agreement, nominate the Project Steering Committee Member and Scientific Technical Committee member, organise the second Project Steering Committee (SC) in Nagykallo, attend all Project Steering Committees meeting (PSC); use the project intranet; prepare 6 Project Progress Reports consisting of the activity report and a financial report; prepare a partner monitoring and evaluation reports based on the LP guidance; prepare Last/Final Project Report.
<b>2 (Communication &amp; Dissemination)</b>	contribute to the Communication Strategy and realise PR campaign (presentations, conference paper, articles in specialized media); set up the media list, translate and disseminate press releases to press contacts, make available all project material to publish on the project website; send invitations to Final Conference, disseminate the project main outputs, realisation the dissemination event on local level - 1 forum , 1 platform, 1 billboard,1 citizen meeting
<b>3 (Joint Strategy)</b>	Elaborate the collection of the existing data, policies and practices in the field of urban planning in relation to the open spaces design in Hungary based on the WP Leader guidance, elaborate the specific analysis: identification of gaps and opportunities the most relevant European policies in the field of urban planning from Hungary and benchmarking based on the WP Leader guidance, contribute to the Joint strategy formulation, translate Joint strategy into the Hungarian language
<b>4 Pilot Actions</b>	Elaborate the local work plan with time schedule, realise the pilot project planning and implementation phase of the „Harangod park stand“, contribute to the evaluation and case studies based on the WP 4 Leader guidance, contribute to the working paper with the pilot project conclusions based on the WP 4 Leader guidance
<b>5 (New Tools and Knowledge transfer)</b>	Contribute to the Action plans / training materials based on the WP Leader guidance, translation of the Final version of the Action plans / training materials in Hungarian Language, contribute to the module for the E-Learning, Establish connections and cooperation with regional agencies or other institutions of the city regions and exchange of the knowledge and experience, Identify and organise the cooperation with existing networks, Participate in all Thematic Seminars

## PARTNER 8: TU Vienna

Workpackage	OUTPUTS
<b>1 (Management &amp; Coordination)</b>	Approve the Project Partnership Agreement, nominate the Project Steering Committee Member and Scientific Technical Committee member, organise the sixth Project Steering Committee (SC) in Vienna, attend all Project Steering Committees meeting (PSC); use the project intranet; prepare 6 Project Progress Reports consisting of the activity report and a financial report; prepare a partner monitoring and evaluation reports based on the LP guidance; prepare Last/Final Project Report.
<b>2 (Communication &amp; Dissemination)</b>	contribute to the Communication Strategy and realise PR campaign (presentations, conference paper, articles in specialized media); set up the media list, translate and disseminate press releases to press contacts, organise the final symposium, make available all project material to publish on the project website; organise and host the Final Conference, disseminate the project main outputs, realisation the dissemination event on local level- the partner´s own web related to the urban spaces (already managed in english language web "www.urban-landscape.net"), 1 Folder "How to use UrbSpace Website and Exchange Platform" 500 pcs of folders
<b>3 (Joint Strategy)</b>	Prepare the guidance for the collection of the existing data, policies and practices in the field of urban planning in relation to the open spaces design (act.3.1.1), Elaborate the collection of the existing data, policies and practices in the field of urban planning in relation to the open spaces design in Austria based on this guidance, Prepare the guidance for the act. 3.1.2, Elaborate the specific analysis: identification of gaps and opportunities the most relevant European policies in the field of urban planning from Austria and benchmarking based on this guidance, Elaborate 2 working papers, elaborate working paper aiming on Urban design aspect, lead and finalise the Joint strategy formulation
<b>4 Pilot Actions</b>	Elaborate the local work plan with time schedule, realise the Pilot project - Students design works, contribute to the evaluation and case studies based on the WP4 Leader guidance, contribute to the working paper with the pilot project conclusions based on the WP4 Leader guidance
<b>5 (New Tools and Knowledge transfer)</b>	Contribute to the Action plans / training materials based on the WP Leader guidance, partial translation of the Final version of the Action plans / training materials in German Language (along with the PP10),, create the module for the E-Learning, Establish connections and cooperation with regional agencies or other institutions of the city regions and exchange of the knowledge and experience, Identify and organise the cooperation with existing networks, Participate in all Thematic Seminars

## PARTNER 9: ORA

Workpackage	OUTPUTS
<b>1 (Management &amp; Coordination)</b>	Approve the Project Partnership Agreement, nominate the Project Steering Committee Member and Scientific Technical Committee member, attend all Project Steering Committees meeting (PSC); use the project intranet; prepare 6 Project Progress Reports consisting of the activity report and a financial report; prepare a partner monitoring and evaluation reports based on the LP guidance; prepare Last/Final Project Report.
<b>2 (Communication &amp; Dissemination)</b>	contribute to the Communication Strategy and realise PR campaign (presentations, conference paper, articles in specialized media); set up the media list, translate and disseminate press releases to press contacts, organise the final symposium, make available all project material to publish on the project website; send invitations to Final Conference, disseminate the project main outputs, realisation the dissemination event on local level - the supplement of ORA website and website of RRC Koper with contents/links to Urbspace project, organisation of 2 local meetings, printing of 500 brochures, 3 articles in local newspapers
<b>3 (Joint Strategy)</b>	Elaborate the collection of the existing data, policies and practices in the field of urban planning in relation to the open spaces design in Slovenia based on the WP Leader guidance, elaborate the specific analysis: identification of gaps and opportunities the most relevant European policies in the field of urban planning from Slovenia and benchmarking based on the WP Leader guidance, contribute to the Joint strategy formulation, translate Joint strategy into the Slovenian language
<b>4 Pilot Actions</b>	Elaborate the local work plan with time schedule, realise the pilot project planning phase „Design document for coastal open public area“, contribute to the evaluation and case studies based on the WP4 Leader guidance, contribute to the working paper with the pilot project conclusions based on the WP4 Leader guidance
<b>5 (New Tools and Knowledge transfer)</b>	Contribute to the Action plans / training materials based on the WP Leader guidance, prepare a short meeting minutes on the application of the tool, translation of the Final version of the Action plans / training materials in Slovenian Language, contribute to the module for the E-Learning, Establish connections and cooperation with regional agencies or other institutions of the city regions and exchange of the knowledge and experience, Identify and organise the cooperation with existing networks, Participate in all Thematic Seminars

## PARTNER 10: FHE Erfurt

Workpackage	OUTPUTS
<b>1 (Management &amp; Coordination)</b>	Approve the Project Partnership Agreement, nominate the Project Steering Committee Member and Scientific Technical Committee member, attend all Project Steering Committees meeting (PSC); use the project intranet; prepare 6 Project Progress Reports consisting of the activity report and a financial report prepare a partner monitoring and evaluation reports based on the LP guidance; prepare Last/Final Project Report.
<b>2 (Communication &amp; Dissemination)</b>	contribute to the Communication Strategy and realise PR campaign (presentations, conference paper, articles in specialized media); set up the media list, translate and disseminate press releases to press contacts, organise the final symposium, make available all project material to publish on the project website; send invitations to Final Conference, disseminate the project main outputs, realisation the dissemination event on local level - 1 Conference to present the main results of the development of accessibility plans for Cities in order to show the advantages and also the problems, which have to be solved by preparing this kind of plans
<b>3 (Joint Strategy)</b>	Elaborate the collection of the existing data, policies and practices in the field of urban planning in relation to the open spaces design in Germany based on the WP Leader guidance, elaborate the specific analysis: identification of gaps and opportunities the most relevant European policies in the field of urban planning from Germany and benchmarking based on the WP Leader guidance, elaborate working paper aiming on Accessibility aspect, contribute to the Joint strategy formulation, translate Joint strategy into the German language
<b>4 Pilot Actions</b>	Elaborate the local work plan with time schedule, realise the Pilot project planning phase „Accessibility plan for Erfurt“, contribute to evaluation and case studies based on the WP4 Leader guidance, contribute to working paper with the pilot project conclusions based on the WP4 Leader guidance
<b>5 (New Tools and Knowledge transfer)</b>	Prepare the guidance for the the Action plans / Methodology, prepare a short meeting minutes on the application of the tool, lead and finalise the formulation of Action plans / Methodology, partial translation of the Final version of the Action plans / training materials in German Language (along with the PP8), print the English version of the Action plans / Methodology, contribute to the module for the E-Learning, Establish connections and cooperation with regional agencies or other institutions of the city regions and exchange of the knowledge and experience, Identify and organise the cooperation with existing networks, Participate in all Thematic Seminars

## PARTNER 11: Legambiente

Workpackage	OUTPUTS
<b>1 (Management &amp; Coordination)</b>	Approve the Project Partnership Agreement, nominate the Project Steering Committee Member and Scientical Technical Committee member, attend all Project Steering Committees meeting (PSC); use the project intranet; prepare 6 Project Progress Reports consisting of the activity report and a financial report; prepare a partner monitoring and evaluation reports based on the LP guidance; prepare Last/Final Project Report.
<b>2 (Communication &amp; Dissemination)</b>	contribute to the Communication Strategy and realise PR campaign (presentations, conference paper, articles in specialized media); set up the media list, translate and disseminate press releases to press contacts, organise the final symposium, make available all project material to publish on the project website; send invitations to Final Conference, disseminate the project main outputs, realisation the dissemination event on local level - 5 meetings
<b>3 (Joint Strategy)</b>	Elaborate the collection of the existing data, policies and practices in the field of urban planning in relation to the open spaces design in Italy/Lombardia based on the WP Leader guidance, elaborate the specific analysis: identification of gaps and opportunities the most relevant European policies in the field of urban planning from Italy/Lombardia and benchmarking based on the WP Leader guidance, contribute to the Joint strategy formulation, partially translate Joint strategy into the Italian language
<b>4 Pilot Actions</b>	Elaborate the local work plan with time schedule, realise the pilot project planning and implementation phase of the “5 Municipalities Park”, contribute to the evaluation and case studies based on the WP4 Leader guidance, contribute to the working paper with the pilot project conclusions based on the WP4 Leader guidance
<b>5 (New Tools and Knowledge transfer)</b>	Contribute to the Action plans / training materials based on the WP Leader guidance, prepare a short meeting minutes on the application of the tool, contribute to the module for the E-Learning, Establish connections and cooperation with regional agencies or other institutions of the city regions and exchange of the knowledge and experience, Identify and organise the cooperation with existing networks, Participate in all Thematic Seminars and host (along with the PP13) the first Project Thematic Seminar

## PARTNER 12: RISSC

Workpackage	OUTPUTS
<b>1 (Management &amp; Coordination)</b>	Approve the Project Partnership Agreement, nominate the Project Steering Committee Member and Scientific Technical Committee member, attend all Project Steering Committees meeting (PSC); use the project intranet; prepare 6 Project Progress Reports consisting of the activity report and a financial report; prepare a partner monitoring and evaluation reports based on the LP guidance; prepare Last/Final Project Report.
<b>2 (Communication &amp; Dissemination)</b>	contribute to the Communication Strategy and realise PR campaign (presentations, conference paper, articles in specialized media); set up the media list, translate and disseminate press releases to press contacts, organise the final symposium, make available all project material to publish on the project website; send invitations to Final Conference, disseminate the project main outputs, realisation the dissemination event on local level - 3 articles, 500pcs of brochures
<b>3 (Joint Strategy)</b>	Elaborate the collection of the existing data, policies and practices in the field of urban planning in relation to the open spaces design in Italy/Veneto based on the WP Leader guidance, elaborate the specific analysis: identification of gaps and opportunities the most relevant European policies in the field of urban planning from Italy/Veneto and benchmarking based on the WP Leader guidance, elaborate working paper aiming on Security and social aspect, contribute to the Joint strategy formulation, partially translate Joint strategy into the Italian language
<b>4 Pilot Actions</b>	contribute to the evaluation and case studies based on the WP4 Leader guidance, contribute to the working paper with the pilot project conclusions based on the WP4 Leader guidance
<b>5 (New Tools and Knowledge transfer)</b>	Contribute to the Action plans / training materials based on the WP Leader guidance, prepare a short meeting minutes on the application of the tool, contribute to the module for the E-Learning, Establish connections and cooperation with regional agencies or other institutions of the city regions and exchange of the knowledge and experience, Identifying and organising the cooperation with existing networks, Participate in all Thematic Seminars

## PARTNER 13: La.Mo.Ro

Workpackage	OUTPUTS
<b>1 (Management &amp; Coordination)</b>	Approve the Project Partnership Agreement, nominate the Project Steering Committee Member and Scientical Technical Committee member, organise the thrid Project Steering Committee (SC) in Piemonte, attend all Project Steering Committees meeting (PSC); use the project intranet; prepare 6 Project Progress Reports consisting of the activity report and a financial report; prepare a partner monitoring and evaluation reports based on the LP guidance; prepare Last/Final Project Report
<b>2 (Communication &amp; Dissemination)</b>	contribute to the Communication Strategy and realise PR campaign (presentations, conference paper, articles in specialized media); set up the media list, translate and disseminate press releases to press contacts, organise the final symposium, make available all project material to publish on the project website; send invitations to Final Conference, disseminate the project main outputs, realisation the dissemination event on local level – 1 conference
<b>3 (Joint Strategy)</b>	Elaborate the collection of the existing data, policies and practices in the field of urban planning in relation to the open spaces design in Italy/ Piemonte based on the WP Leader guidance, elaborate the specific analysis: identification of gaps and opportunities the most relevant European policies in the field of urban planning from Italy/ Piemonte and benchmarking based on the WP Leader guidance, elaborate working paper aiming on gender aspect, contribute to the Joint strategy formulation, partially translate Joint strategy into the Italian language
<b>4 Pilot Actions</b>	Elaborate the local work plan with time schedule, realise the pilot project planning phase „Design plan for the Municipalities of Alba and Mondovi“, contribute to evaluation and case studies based on the WP4 Leader guidance, contribute to working paper with the pilot project conclusions based on the WP4 Leader guidance
<b>5 (New Tools and Knowledge transfer)</b>	Contribute to the Action plans / training materials based on the WP Leader guidance, prepare a short meeting minutes on the application of the tool, translation of the Final version of the Action plans / training materials in Italian Language, contribute to the module for the E-Learning, Establish connections and cooperation with regional agencies or other institutions of the city regions and exchange of the knowledge and experience, Identifying and organising the cooperation with existing networks, Participate in all Thematic Seminars and host (along with the PP11) the first Project Thematic Seminar