



Kick-off meeting

Semester 01 – 26/05/2020

LB1

University of Western Macedonia as host



Table of Content

1. Invitation and Agenda	2	,
2. Minutes		
3. List of participants		
4. Pictures and presentations		

1. Invitation and Agenda

Sustainable and almost zero-emission communities and the role of public buildings

nZECom

kick-off meeting agenda
On-line meeting

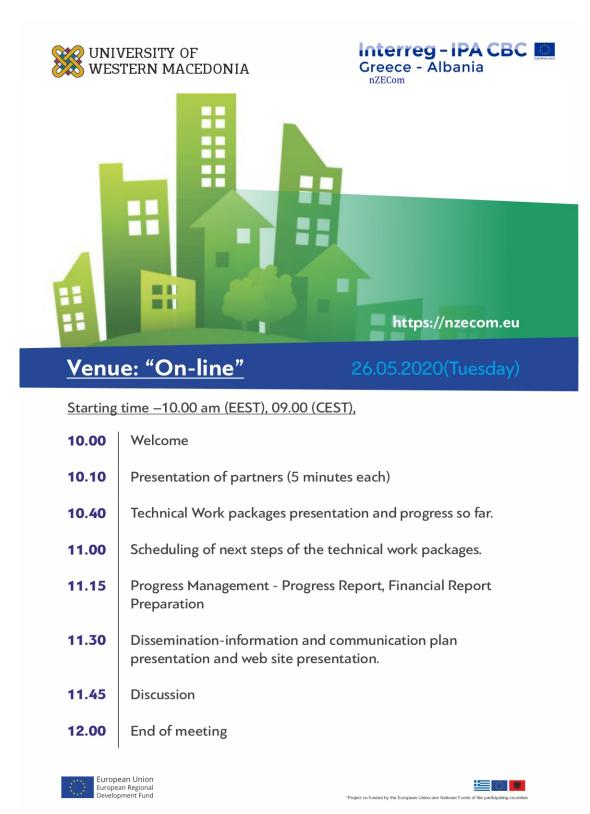
Tuesday, 26-05-2020



12.00 End of meeting

26.05.2020 (Tuesday) Venue: "On-line" Starting time –10.00 am (EEST), 09.00 (CEST), 10.00 Welcome 10.10 Presentation of partners (5 minutes each) 10.40 Technical Work packages presentation and progress so far. 11.00 Scheduling of next steps of the technical work packages. 11.15 Progress Management - Progress Report, Financial Report Preparation 11.30 Dissemination-information and communication plan presentation and web site presentation.





2. Minutes

The official kick-off meeting that is held on-line due to the coronavirus situation, took place on 26th of May 2020. Fourteen (14) participants were present, as shown at the participants' lists screenshot below.



The meeting started with the introduction by Mr Dimitris Tsiamitros, the Technical Manager of the project. Following the agenda, the conversation was as follows:

1) Presentation of the University of Western Macedonia-UoWM (D. Tsiamitros).

Remarks: At this point Mr George Papadopoulos, from the JTS, has asked if it is possible to proceed to the technical progress so far.

2) Presentation of the technical progress (D. Tsiamitros).

Remarks: The members of the technical team of the UoWM have visited Prespa (Laimos) for the collection of data for the energy audit. Only few data have to be sent by the municipality (Energy bills of the last three years from the two buildings-Kindergarten and Municipal Hall). Moreover, the license for the PV-station by the Hellenic Distribution Network Operator (HEDNO) of the buildings is issued.

The technical team has been in touch with the Municipality of Nestorio and Devol as well. They are both preparing the required data. In the following days until 15th of June, the team will arrange a visit to Nestorio. After the 15th of June, when the borders are expected to re-open, the visit to Devol will take place.

3) Project management presentation (A. Krestou).

Before the presentation of the management part of the project, Mrs Tsamouri asked if it is possible to send as soon as possible the procurement plans of the project for all partners, including the subcontractors and the staff contracts that are made so far. Mrs Krestou responded that as soon as the partners send them to LB1, the UoWM will send them to the JTS.

Mr Papadopoulos also asked to send to the JTS a spending forecast for the year 2020 and to proceed to payments as soon as possible and then to the certification process through the respective registry. All of the above documents have to be sent to the JTS as soon as possible. So the consortium agreed that all will be sent to the JTS until the first days of June 2020.

Mr Karagiannis from Prespes made an estimation that almost 40.000 € will be spent by Prespes in



2020. For an even more spending option, Mr Karagiannis proposed to break down the infrastructure field to equipment and infrastructure fields. However, in such a short time, this is not feasible, especially regarding the legal restrictions.

Mr Raptopoulos from Nestorio made an estimation that almost 40.000 € will be spent by Nestorio in 2020.

Mr Kutrolli emphasized on the problem of the Albanian partner with the establishment of the bank account. So with great uncertainty, the Devol is also estimating that almost 40.000 € will be spent.

Mr Papadopoulos offered to assist the Municipality of Devol with the bank account problem, in case it is not solved as soon as possible.

- The JS stressed out to the fact that the Municipality of Devoll proceeds to all necessary actions to open a dedicated bank account and in any case the receipt of the pre financing amount should not be the reason to delay implementation. Upon opening the bank account the Municipality should proceed with procurement procedure
- All Municipalities agreed that they will provide necessary technical data requested for the project to the Lead Beneficiary by 26/05/2020.
- All beneficiaries committed to send to the JS a spending plan for 2020 and an updated procurement monitoring table (with contracts) that secure timely implementation of the project.

4) Communication presentation (A. Krestou).

The site is presented (www.nzecom.eu). The Albanian partner declared that they can prepare a translation of the site.

The slogan of the project is finalized: "Zero Energy buildings: From the earth and for the earth".

The timeline of the communication activities was also presented. A draft will be sent to all partners for corrections/comments. The partners will also add to the "Communication & Visibility plan" the name of their Communication Manager.



5) Next meeting scheduling and management issues.

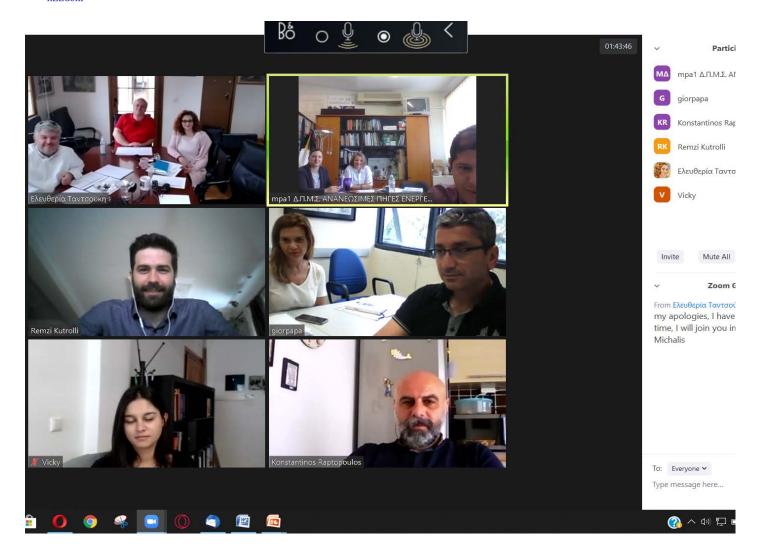
The next meeting is scheduled for November 2020 in Prespes. The third one in Nestorio in May 2021 and the final in October 2021 in Devol.

Closure of the meeting

3. List of participants

Partner	Participant
UoWM (LP1)	Dimitrios Stimoniaris (Staff-Ass. Professor)
	Dimitrios Tsiamitros (Staff-Assoc. Professor)
	Athina Krestou (Staff-Ass. Professor)
	Katerina Goupa (Staff)
	Pinelopi Valiouli (Staff)
	Vicky Kotoula (PhD candidate)
Municipality of Prespa	Eleftheria Tantsouki
	Michalis Petrakos
	Evangelos Karagiannis
	Mayor Paschalidis Panagiotis
Municipality of Devol	Remzi Kutrolli
Municipality of Nestorio	Konstantinos Raptopoulos
Joint Technical Secretariat	George Papadopoulos
	Katerina Tsamouri

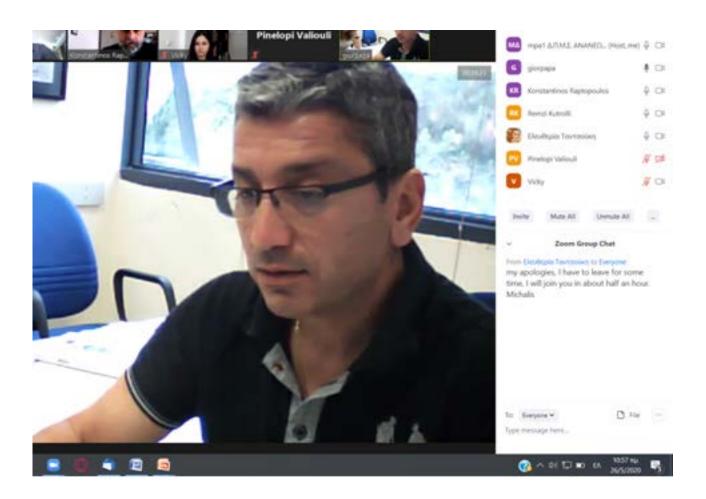






4. Pictures and presentations







Presentation of University of Western Macedonia



Interreg - IPA CBC Greece - Albania nZECom

The University (facilities in 5 cities)

- Seven faculties and 28 depts.
- Consultant of the Regional Authorities and Municipalities, through European projects and technical support contracts on:
 - ✓ Intelligent Transportation Systems,
 - RES-based EV charging stations and Electromobility,
 - ✓ Smart Electricity Grids,
 - ✓ Energy Renovation of Buildings,
 - ✓ Financial Instruments for energy investments (FINERPOL),
 - ✓ Eco-Innovation (SUPER).



Related projects



- Greece-FYROM IPA Cross Border 2007-2013 program PEEBPE (<u>www.peebpe.eu</u>)
 - Technical support: Funded the issuance of Energy Efficiency Certificate (EEC) and the energy studies of 25 public buildings.
 - Funded the energy upgrade of TWO of these buildings (schools)



Related projects



Greece-FYROM IPA Cross – Border 2007-2013 program BIOFOSS (<u>www.biofoss-project.eu</u>)









Interreg Ελλάδα-Κύπρος Interreg - IPA CBC Greece - Albania

Ευρωπαϊκό Ταμείο Περιφερειακής Ανάπτυξης



AYTONOMΩ











Related projects

Numerous technical support contracts with many municipalities for the energy renovation of public buildings















Related projects

Greece-North
 Macedonia IPA
 Cross-Border 2014 2020 program:

Green Inter-e-mobility

- 4 PV charging stations (in netmetering mode),
- ✓ 4 multi-purpose e-busses and 4 utility EVs
- √ 4 cross-border municipalities
- Municipality of Kozani:

PV charging station of 3 VW e-GOLF











Thank you for your attention

www.uowm.gr

akrestou@uowm.gr dstimoniaris@uowm.gr dtsiamitros@uowm.gr



Technical work-packages





The Project

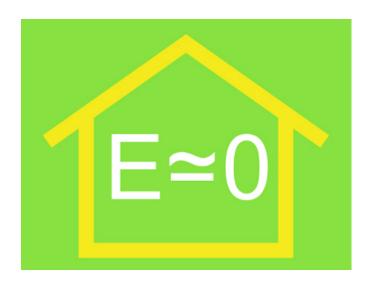
- Sustainable and almost zero-emission communities and the role of public buildings (nZECom)
- Duration: 01/12/2019

 30/11/2021
- The main objectives of the project are to:
 - ✓ Protect the environment and its resources
 - ✓ Promote the conformity with the European Union and the national energy targets for 2020
 - ✓ Contribute to the global effort to confront the climate change



Near Zero-Energy Buildings (NZEB)

<u>Definition</u>: a building that has a very high energy performance. The nearly zero or very low amount of energy required should be covered to a very significant extent by energy from renewable sources.





Work Packages

- WP 1: Project Management & Coordination
- WP 2: Communication & Dissemination
- WP 3: Energy efficiency measures in public buildings and energy systems profiling in Prespa
- WP 4: Geothermal heating system design
- WP 5: Integrated public building solutions
- WP 6: Evaluation and pilot operation



Technical Steps

First steps:

- •Analytical energy audit of the selected public buildings in each country (municipall hall of Prespa, kindergarten of Prespa, municipal hall of Nestorio and cultural center of Devol).
- Estimation of their energy efficiency, before any measure is applied.
- These audits will indicate the thermal needs of the buildings, before and after the application of energy saving technologies.



Technical Steps

Next steps:

- Evaluation of the geothermal potential of each building.
- Identification of which energy saving measures are more appropriate and efficient for each building.
- •Selection of the location and capacity of geothermalbased units that can cover the thermal needs of the buildings in each country. Design of their heating system.
- •After the installation of the geothermal-based heating systems, a short period of technical evaluation will follow, proving the achieved energy saving and sustainability of the system.



Actions for each building

- Replacement of frames
- Thermal insulation of the building
- Photovoltaic system on the roof of the building (net metering)
- Replacement of existing lighting with LED technology
- Installation of geothermal system



Progress so far

 Visit to Prespa (town hall and kindergarten) for autopsy and data collection.







Data needed - Prespa

□ Electricity bills and fuel invoices from the last 3 years (for both buildings)



Data needed - Nestorio

- ☐ Electricity bills and fuel invoices from the last 3 years
- ☐ Thermal insulation study (if existing)
- ☐ Energy efficiency certificate (if existing)
- ☐ Site layout plan
- □ Copy of the building permit
- ☐ Table of frame types, dimensions, characteristics



Data needed - Devol

☐ Electricity bills and fuel invoices from the last 3 years ☐ Thermal insulation study (if existing) ☐ Energy efficiency certificate (if existing) ☐ Site layout plan Blueprints of the building (hardcopy or digital format) ☐ Copy of the building permit ☐ Table of frame types, dimensions, characteristics





Thank you for your attention

www.uowm.gr

dstimoniaris@gmail.com dtsiamitros@uowm.gr



Progress Management -Progress Report, Financial Report Preparation









Research Committee University of Western Macedonia Municipality of Prespes Municipality of Devol

Municipality of Nestorio







1.2 Project Coordination Meetings

Start Date: 01/12/2019 End Date: 30/11/2021

		2019		2020									2021												
		M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12	M13	M14	M15	M16	M17	M18	M19	M20	M21	M22	M23	M24
ications	D1.2. Project Meetings						LB						PB4						PB3						PB2
Commun	D1.3. Project Management	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL





1.3 Project Management

✓ Progress Reports (reports to the JTS)

Reporting Periods	Deadlines for the submission of progress reports to the JTS	Deadlines for the submission of progress reports to the LB
January - June	30 th of July of the respective year	10 th of July of the respective year
July - December	30 th of January of the following year	10 th of January of the following year





1.3 Project Management

✓ <u>Financial Reports</u> (reports to the JTS and <u>trimester</u> internal reports)

Reporting Periods	Deadlines for the submission of progress reports to the JTS	Deadlines for the submission of progress reports to the LB
January - June	30 th of July of the respective year	10 th of July of the respective year
July - December	30 th of January of the following year	10 th of January of the following year





<u>Milestones</u>





1.4 Verification of Expenditure







Thank you for your attention

www.uowm.gr

akrestou@uowm.gr dstimoniaris@uowm.gr dtsiamitros@uowm.gr



Dissemination- Communication & Visibility Plan









Research Committee University of Western Macedonia Municipality of Prespes

Municipality of Devol Municipality of Nestorio







- > Internal
- External communication

Aim:

- ✓ Optimize the potential impact of knowledge exchange in establishing geothermal heating networks
- ✓ Raise the public and authorities awareness on the exploitation of sustainable /renewable energy sources towards environmental protection.





End Date: 30/11/2021

Timeline of the Overall communication Strategy

		End Date: 30/11/2021 2019 2020 2021																							
																				2021					
		M1	M2	М3	M4	M5	M6	M7	M8	M9	M10	M11	M12	M13	M14	M15	M16	M17	M18	M19	M20	M21	M22	M23	M2
Internal Communications	D1.2. Project Meetings						LB						PB4						PB3						PB2
Inte	D1.3. Project Management	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL
	D2.1.: Multilingual Project Communication Package—Promotion Campaign Strategy																								
	project logo				LB																				
	slogan						ALL (cost by LB)																		
	posters							ALL																	
	banners							ALL																	
	leaflets							LB & PB3																	
	brochures																						LB & PB3		
suc	billboards								PB3						PB2 & PB4										
ımunicati	boards of gratitude																				PB2 PB3 PB4				
External Communications	videos																						LB & PB3		
Ext	newsletters							LB & PB3					LB & PB3						LB & PB3						LB 8 PB3
	D2.2.: Website Development																								
	development					LB																			
	update						ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL
	D2.3.: Seminars & Workshops																								
	seminars											LB	PB4												LB 8
	workshops											LB	PB4												LB 8
	D2.4.: National Conferences																								
	first											LB													
	final																								PB3
	•																						_		_

The project's outputs, results and the pilot operation of the whole system will be accordingly promoted by all PBs among the local & regional press, as well as national media. Posts & press releases in newspapers before each Conference, as well as presentations and/or discussions on TV channels and promotion through social media (Facebook, Twitter, etc.) will be realised.





General Communication Strategy – Internal Communications

Start Date: 01/12/2019 End Date: 30/11/2021

		2019						20	20				2021												
		M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12	M13	M14	M15	M16	M17	M18	M19	M20	M21	M22	M23	M24
munica	D1.2. Project Meetings						LB						PB4						PB3						PB2
	D1.3. Project Management	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL



Kick-off meeting 26/05/2020



General Communication Strategy – External Communications

End Date: 30/11/2021

ı	2019																										
	2019																2021 3 M14 M15 M16 M17 M18 M19 M20 M21 M22 M23 M24										
	M1			M4							M11	M12	M13	M14	M15	M16	M17	M18	M19	M20	M21	M22	M23	M24			
D2.1.: Multilingual Project Con	nmun	icatio	n Pacl	kage-	Prom	otion	Cam	paign	Strat	egy													,				
project logo				LB																							
slogan						ALL (cost by LB)																					
posters							ALL																				
banners							ALL																				
leaflets							LB & PB3																				
brochures																						LB & PB3					
billboards								PB3						PB2 & PB4													
boards of gratitude																				PB2 PB3 PB4							
videos																						LB & PB3					
newsletters							LB & PB3					LB & PB3						LB & PB3						LB & PB3			



External Communications



General Communication Strategy – External Communications

Start Date: 01/12/2019 End Date: 30/11/2021

	,																										
		2019						20	20						2021												
		M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12	M13	M14	M15	M16	M17	M18	M19	M20	M21	M22	M23	M24		
	D2.2.: Website Development																										
	development					LB																					
SI	update						ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL										
tion	D2.3.: Seminars & Workshops																										
External Communications	seminars											LB	PB4												LB & PB3		
	workshops											LB	PB4												LB & PB3		
ũ	D2.4.: National Conferences																										
	first											LB															
	final																								PB3		

https://nzecom.eu

https://rc.uowm.gr/?p=25103





General Communication Strategy – External Communications

The project's outputs, results and the pilot operation of the whole system will be accordingly promoted by **all PBs** among the **local & regional press**, as well as **national media**. **Posts & press releases in newspapers before each Conference**, as well as **presentations and/or discussions on TV channels** and **promotion through social media (Facebook, Twitter, etc.)** will be realized.





The main goal of the nZECom project's communication is to keep an open dialogue within the partnership and with a wider network of actors in the cross border area





Visibility Rules





Visibility Rules

- Project logo
- Funding

Buildings; Events; Publications; Information and advertising material; Digital information carriers and material; Television shows, articles and other texts in a technically possible and suitable manner; Advertisements in print or digital media

Information and Publicity Guide of the Interreg IPA CBC Greece – Albania Programme, Version 4.0, December 2019







Thank you for your attention

www.uowm.gr

akrestou@uowm.gr dstimoniaris@uowm.gr dtsiamitros@uowm.gr