



LIFE17 ENV/IT/347

SUBSED

"Sustainable substrates for agriculture from dredged remediated marine sediments: from ports to pots"

MANAGEMENT

Start: 01/10/2018

End: 30/09/2021

21/03/2019

6 month and monitoring meeting

Pescia (PT)- Italy

FLORA Premises



- **ACTION E.1: Project management**
 - **ACTION E.2: Monitoring**

- FLORA had continuous contact with all project partners for monitoring project activities
- Before the month end FLORA received from each beneficiary technical inputs for the monitor month summary
- At the end of each month FLORA prepared and sent a summary of the project activities carried out to monitoring team
- Definition of management structures
- Definition of payment procedures of each beneficiary
- FLORA organised the kick-off and the 6 progress and monitoring meeting in scheduled time



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- **ACTION E.1: Project management**
- **ACTION E.2: Monitoring**

- FLORA defined and sent the Partnership Agreement (following the EC scheme) and collected all the beneficiaries signatures
- FLORA uses project progress indicators for monitoring project activities
- FLORA will revise the project progress indicators in each of the projects coordination meeting in order to check any irregularities
- FLORA is checking the number and type of people reached by each dissemination activity in order to check if the diffusion actions have met their goals



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➤ ACTION E.1: Project management

☐ Definition of management structures

➤ Technical committee

- FLORA: Maria Castellani
- IRETCNR: Grazia Masciandaro
- Carbonsink: Ernesto Gonnella and Simona Pecchioli
- CREA: Stefania Nin
- UMH: Pilar Legua Murcia
- CALIPLANT: Sergio Navarrete Martinez

➤ Administrative committee

- FLORA: Tommaso De Angelis
- IRETCNR: Cristina Macci and Alessandra Bartolini
- Carbonsink: Alessandro Maggiani and Vincent Reulet
- CREA: Andrea Sanzo
- UMH: Francisca Leyva Garrido
- CALIPLANT: Aroa Gonzalez Callejo



➤ **ACTION E.1: Project management**

- ❑ Definition of payment procedures of each beneficiary

- Each beneficiary has a specific payment responsible
 - FLORA: Maria Castellani and Tommaso De Angelis select the project cost formally approved by FLORA Legal Representative
 - IRETCNR: Grazia Masciandaro selects the project cost formally approved by department director
 - Carbonsink: Ernesto Gonnella and Simona Pecchioli select the project cost formally approved by the Legal Representative
 - CREA: Stefania Nin selects the project cost formally approved by department director
 - UMH: Pilar Legua Murcia selects the project cost formally approved by department director
 - CALIPLANT: Sergio Navarrete Martinez selects and decides in accordance with Legal Representative.



➤ **ACTION E.1: Project management**

- ❑ Definition of project accounting system and cost center

All beneficiaries have defined the following internal specific code (codice commessa) which identify the project and all costs and income related to the project:

- FLORA: Area Affari 6 – CdC LIFE
- IRETCNR: GAE P0000025 – Project DTA.AD005.217
- Carbonsink: B07
- CREA: CUP C36C17000070006
- UMH: 54CG1012IE
- CALIPLANT: 62900101

For IRETCNR, CREA and UMH VAT is a cost.



➤ **ACTION E.1: Project management**

❑ Definition of project accounting system and cost center

All beneficiaries respects the procedure of the best value for money for selecting all the project external and consumable costs:

- FLORA, Carbonsink and CALIPLANT: historical supplier or market analysis
- CREA and IRETCNR: public tender through MEPA
- UMH: specific detailed internal rules (3 offers for more than € 30.000 or specific declaration of project responsible)

All the beneficiaries approved only the costs:

- directly linked to, and necessary for, carrying out the SUBSED project;
- reasonable, justified and comply with the principles of sound financial management, in particular in terms of economy and efficiency;
- compliant with applicable tax and social legislation; and
- actually incurred during the lifetime of the project, as defined in the grant agreement, and which could be identifiable and verifiable



ADMINISTRATIVE ISSUES

- **New procedure about reporting to monitor**
- **Budget and administrative changes**
- **SUBSED Deliverables**
- **SUBSED Reports**
- **Cost analysis**
- **Daily rate analysis**
- **Project meetings**



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New procedure about reporting to monitor

The summary report about the update of activities per project ACTION has not yet to be sent to the monitor at the end of each month but each three month of each project year:

- Quarterly Report 1: Jan-Feb-Mar : by the 5th of April 2019
- Quarterly Report 2: Apr-May-Jun: by the 5th of July 2019
- Quarterly Report 3: Jul - Aug-Sep: by the 5th of October 2019
- Quarterly Report 4: Oct-Nov-Dec: by the 5th of January 2020



Budget and administrative changes

- the beneficiary ISECNR now is IRETCNR
- the beneficiary VIVEROS CALIPLANT S.L. now is CALIPLANT AGRO S.L.
- UMH asked for some small budget changes in costs between project categories
- IRETCNR advised for some delays in contracting additional personnel and some small changes in personnel role and costs and in the definition of other costs
- decontamination of 30 m³ of sediments, not 80 m³ as in the project
- CREA asked for some budget change from personnel to external services



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DELIVERABLE PRODUCTS OF THE PROJECT

Name of the Deliverable	Number of the associated action	Deadline
Authorization of the sediments use in agriculture as agronomic substrate	A 1	31/12/2018
Overview of national and EU legislation	A 1	31/12/2018
SUBSED Communication plan	D 1	31/12/2018
Report on the sediment treatment	B 1	31/03/2019
Report on the characterization of treated sediments	C 1	30/06/2019
SUBSED dissemination events at mid-term period	D 2	31/03/2020
SUBSED dissemination material at mid-term period	D 1	31/03/2020
SUBSED mid-term report	E 1	31/03/2020
Report on nursery production	B 2	31/03/2021
Report on the use of remediated sediments as a substrate for food crops production (basil, blueberry, wild strawberry, citrus)	B 4	31/03/2021



LIFE17 ENV/IT/347 SUBSED DELIVERABLES



Report on the use of remediated sediments as substrate for non food crops cultivation (flowers and ornamentals)	B 3	31/03/2021
Monitoring activity on food crops production	C 3	30/06/2021
Monitoring activity on non food crops	C 2	30/06/2021
Final national and EU legislation overview with recommendations for future EU legislation of dredged materials	A 1	30/09/2021
Report on the socio-economic impact of the project	C 4	30/09/2021
SUBSED After-LIFE plan report	E 3	30/09/2021
SUBSED Business Plan	B 6	30/09/2021
SUBSED LCA	C 4	30/09/2021
SUBSED dissemination events at project end	D 2	30/09/2021
SUBSED dissemination material at project end	D 1	30/09/2021
SUBSED replicability and transferability plan	B 5	30/09/2021

Page 111 of 133

LIFE17 ENV/IT/0003

SUBSED Audit Report	E 2	30/12/2021
SUBSED final report	E 1	30/12/2021



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DELIVERABLES AT FEBRUARY 2019

All the following Deliverables will be annexes to the Final Report :

- Authorization of the sediments use in agriculture as agronomic substrate: Action A.1
- Overview of national and EU legislation: Action A.1
- SUBSED Communication plan: Action D.1



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REPORTS

Type of report	Deadline
Midterm report	31/03/2020
Progress report	31/03/2021
Final report	30/12/2021



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Cost analysis

PARTNER	CLAIM												TOTAL February 2019		
	Personnel	Personnel February 2019	Travel	Travel February 2019	External assistance	External assistance February 2019	Consumables	Consumables February 2019	Other costs	Other costs February 2019	Overheads	Overheads February 2019		TOTAL	
FLORA	364.554	31.286,48	18.170	2.692,21	129.000	8.970,00	44.000		49.500	15.471,67	42.297	4.089,43	647.521	62.509,79	
CALIPLANT	103.010	3.268,73	14.800	3.230,01	23.000	2.651,50	13.000		-		10.700	640,52	164.510	9.790,76	
CREA	148.341	3.812,93	10.000		8.500		3.000		-		11.800	266,91	181.641	4.079,84	
CabonSink	148.200	5.830,71	26.200	90,80	31.500		-		4.500		14.720	414,51	225.120	6.336,02	
IRETCNR	104.815	8.662,01	14.000		23.800		13.200		11.000		11.637	606,34	178.452	9.268,35	
UMH	215.400	8.623,83	17.100	2.916,81	57.000		36.000		-		22.780	807,84	348.280	12.348,48	
TOTAL	1.084.320	61.484,69	100.270	8.929,83	272.800	11.621,50	109.200	-	65.000	15.471,67	113.934	6.825,54	1.745.524	104.333,23	
														%	5,98



Daily rate analysis

Beneficiary: FLORA

As per Project				At February 2019	
Actions	Contract type	Category	Daily rate	Category	Daily rate
B2, B3, B4, B5, B6, C4, C5, D1, D2, E1, E3	Permanent	Technician/management of horticulture and floriculture sites, replicability, business, socio-economic impact, indicators, dissemination and management	268	Technician/management of horticulture and floriculture sites, replicability, business, socio-economic impact, indicators, dissemination and management	219,25, 292,96, 319,65
A1, B2, B3, B4	Additional	Technician/legislation, management of horticulture and floriculture sites	145	Technician/legislation, management of horticulture and floriculture sites	-

Beneficiary: CALIPLANT

As per Project				At February 2019	
Actions	Contract type	Category	Daily rate	Category	Daily rate
B3, B4, C2, C3	Permanent	Senior researcher/soil management	70	Senior researcher/soil management	-
E1	Permanent	Senior researcher/soil management, business, dissemination and management	85	Senior researcher/soil management, business, dissemination and management	89,29

Beneficiary: Carbonsink

As per Project				At February 2019	
Actions	Contract type	Category	Daily rate	Category	Daily rate
B2, C3, C4	Permanent	Senior researcher/soil analysis and monitoring and LCA	61	Senior researcher/soil analysis and monitoring and LCA	-
B2, B5, B6, C3, C4, C5, E1, E3	Permanent	Senior researcher/soil analysis and monitoring, business, LCA and management	150	Senior researcher/soil analysis and monitoring, business, LCA and management	144,06



LIFE17 ENV/IT/347 SUBSED



Daily rate analysis

Beneficiary: CREA¶

As per Project				At February 2019	
Actions	Contract type	Category	Daily rate	Category	Daily rate
C2	Permanent	Researcher/ monitoring of horticulture	240	Researcher/ monitoring of horticulture	-
C2, E1	Permanent	Researcher/ monitoring of horticulture and management	537	Researcher/ monitoring of horticulture and management	526,02
A1, C2	Additional	Technician/legislation, monitoring of horticulture and flower farming	222	Technician/legislation, monitoring of horticulture and flower farming	220,29

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Beneficiary: UMH¶

As per Project				At February 2019	
Action	Contract type	Category	Daily rate	Category	Daily rate
A1, B4	Additional	Young researcher/legislation and soil management	200	Young researcher/legislation and soil management	249,04
B2, B3, B4, B5, C1, C2, C3, C4, D10	Permanent	Senior researcher/soil management	300	Senior researcher/soil management	-
E1	Permanent	Senior researcher/soil management, business, dissemination and management	400	Senior researcher/soil management, business, dissemination and management	333,95

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Beneficiary: IRETCNR¶

As per Project				At February 2019	
Actions	Contract type	Category	Daily rate	Category	Daily rate
B1, B2, B3, B4, C1, C2, C3, D2, E1	Permanent	senior researcher/soil analysis and data elaboration, dissemination and management	225	senior researcher/soil analysis and data elaboration, dissemination and management	212,63
B1, B2, B3, B4, C1, C2, C3, D2, E1	Permanent	young researcher/soil analysis and data elaboration, dissemination and management	315	young researcher/soil analysis and data elaboration, dissemination and management	315,26
B1, B2, B3, B4, C1, C2, C3, D2, E1	Additional	young researcher/soil analysis and data elaboration, dissemination and management	134	young researcher/soil analysis and data elaboration, dissemination and management	-



Project meetings

- Kick off meeting in FLORA premises in Italy on 05 October 2018
- 6 month and Monitoring meeting in FLORA in Italy on 21 March 2019
- 12 month meeting in UMH in Spain in September 2019
- 18 month and Monitoring meeting in IRET premises in Italy in March 2020
- 24 month meeting in CALIPLANT in Spain in September 2020
- 30 month and Monitoring meeting in CREA premises in Italy in March 2021
- 36 month and Final meeting in FLORA premises in Italy in September 2021