

6-MONTHS TECHNICAL PROGRESS REPORT COSME PROGRAMME

Action Title: COS-CLUSINT-20193-01

Grant Agreement number: 951200

Project acronym: PERCY

Project title: International Cluster Cooperation for Recycling of Polymers

Project co-ordinator name, title and organisation: Ms. Dorte Walzl Baelum, CEO,
Plast Center Danmark



Progress Report: 1st or 2nd or 3rd

Period covered: from 1 September 2020 to 28 February 2021

DECLARATION BY THE PROJECT COORDINATOR

I, as coordinator of this project and in line with my obligations as stated in Article 14.1 of the Grant Agreement declare that:

- The attached 6-months progress report represents an accurate description of the work carried out in this project for this reporting period;
- The project (tick as appropriate):
 - has fully achieved its objectives for the period;
 - has achieved most of its objectives for the period with relatively minor deviations;
 - has failed to achieve critical objectives and/or is deviating significantly from the schedule.

Name and position of Co-ordinator's Legal Representative (LEAR):

Dorte Walzl Bælum, CEO

Date: 30 / March / 2021

Signature: 

I. SUMMARY OF PROGRESS TO DATE¹

The objective of the PERCY project is through cooperation of 4 European clusters focused on recycling of materials and eco design in various sectors to increase the recycling of materials worldwide.

The consortium will meet this objective by an intensified cluster and network collaboration across borders in Europe, where a joint internationalization strategy towards countries outside Europe will be developed.

The project work was initiated on 1 September 2020. During the first 6 months of the project period there has been a focus on:

- Establishing procedures for project administration and deliveries
- Preparatory actions for cooperation between the 4 European clusters with the aim of developing a joint internationalization strategy
 - Conducted desktop analyses, focus group discussions and online survey
 - Prepared online workshops (to be carried out with members of each cluster)
 - Consolidated the results of the abovementioned tasks
- Launching communication materials

¹ EASME reserves the right to use this information for publishing purposes.

II. PROJECT PROGRESS AND ACHIEVEMENTS

1. Project objectives for the period

The main objectives for the first project period have been preparatory to the planned activities regarding cooperation of 4 European clusters developing a joint internationalization strategy towards countries outside Europe. The joint internationalization strategy is focused on recycling of materials and eco design in various industrial sectors.

The main objectives have therefore been:

- Establishing procedures for effective management, administration and risk related to the implementation of the project

- Creation of collaborative framework for efficient communication and collaboration between project partners

- Desktop analyses and focus group discussions and in each cluster followed by a market survey to identify SME needs

- Organization of on-line webinars in each partner country, as physical workshops cannot be arranged at the moment

- Dissemination outreach and communication plan / Dissemination strategy under preparation

- Dissemination of first activities:
 - New websites
 - Market survey
 - Social media coverage

2. Work progress and achievements during the period

Work Package 1: 'Project management and administration'

Will be reported in section 4. Project Management.

Work Package 2: 'Market analysis of strategic target countries and markets'

Task 2.1 Four SME's market assessment Workshops

No cluster management, regardless of its experience and knowledge, can decide for its members. Therefore, it is very important that each partner of this consortium discusses and decides about international markets internally with its membership base.

Work Package 2, WP 2, provides for the final determination of the number of countries to be covered by the PERCY project. At the time of the application, we assumed that the markets could be reduced from a longlist of five geographical markets to three or a maximum of four markets. At the same time, within the framework of the PERCY project, we had set ourselves the task of determining the sectoral markets to a maximum of two.

We assumed that our member companies would provide initial results in a survey, which we would then narrow down further in workshops with a smaller number of member companies.

To obtain this initial information each of the PERCY clusters made desktop analyses and conducted focus group discussions with three selected companies in November 2020. Due to the Covid-19 crisis these group discussions were primarily carried out online.

During the focus group discussions in each cluster, we developed the framework of the PERCY online survey, which was conducted January - March 2021. As a sufficient number of responses (139 rather than the expected 150) were not obtained, we reopened the online platform in order to obtain the expected number. We stopped this platform once we had reached 155 questionnaires.

The methodology used and the results gained are to be found in Deliverable D2.1: Market survey on SME needs.

All activities related to this task was initiated in month 2 (M2) and will be ended by month 10 (M10).

Task 2.2 Cluster's mutual assessment

The research design of PERCY foresaw that we would conduct workshops with individual cluster members after the online survey in order to come to a final narrowing down of the workshops of the sectors and the countries.

These workshops were planned as face-to-face workshops and should thus have been a standard approach in each of the 4 PERCY clusters. Due to the Corona pandemic and the associated contact restrictions, it became necessary that the workshops were conducted as online workshops instead of face-to-face events. This required a re-planning in terms of the methods to be used, as the tried and tested methods for face-to-face workshops could not be directly transferred to online workshops.

In particular, it is very easy to lose the thread in an online workshop, whereas in a face-to-face event it is quite easy to get back to the core of what is happening.

For this reason, it is necessary to plan online workshops in much more detail than would be the case with face-to-face workshops. Especially the interaction with the participants is strongly disturbed in the context of online workshops, since it is not possible to read the body language and, in some cases, also not possible to read the facial expressions of the participants and to react to them.

After careful consideration and testing of various online tools, it was decided to design the workshop in such a way that a large part of the answers would not be presented orally, but would appear in the form of text messages on the central presentation slide. We made sure that the tool could be used by each of the participating clusters, regardless of the language spoken in the respective country.

The technical solution was that each cluster got its own PowerPoint file with which it controlled the workshop. Embedded in this PowerPoint file are control commands from the program "Poll Everywhere", which enabled us to have the entries made by the participants appear immediately on the corresponding interactive slides. This meant that we received the results online and in real time and could also weight them during the course of the workshop.

This approach was developed by the Work Package Leader and has been implemented on 15 February 2021 together with the 3 other clusters in a test workshop. Subsequently, the central control slides showing the results of the online survey and the slides showing the interactive workshop were harmonized with regard to the English language. Subsequently, the participating clusters created slides in their own language. This seemed important to the PERCY consortium in view of the fact that in the vast majority of cases the use of the English language is not so well practiced, or the participants do not seem comfortable enough to make it useful.

The Danish and the French cluster decided to conduct the workshop in English with regard to the slides. The other clusters each opted for a translation into the national language. At the time of the first Technical Progress Report, the set of slides for the online workshops is available in English, German and Slovak.

The planning of the workshop provides for at least two people in each cluster to be in charge of the workshop. One person is the one who essentially leads through the program and one person is in charge of administering the tools for the digital workshop. This requires that one person has actually internalized the content of the survey and on the other hand the methodology of the workshop. It is imperative that this person has a lot of experience in workshop facilitation. It would be very helpful if this person also had experience in facilitating virtual workshops. The second person has the task of administering the technology during the workshop. This refers on the one hand to the video platform that will be used during the workshop, and on the other hand to the tool "Poll Everywhere", which makes it possible to transfer the results of the workshop in real time to the PowerPoint presentation on which the workshop is based.

In the test workshop on 15 February 2021, a total of 3 people were deployed to control the workshop, as the aim was to test the procedure and to be able to solve any problems that arose more quickly. One person administered the tools and the videoconferencing software, one person guided through the workshop and a third person took part in the workshop and was

also able to intervene if, in their view, errors occurred in the course of the event compared to the planning.

This test workshop was conducted with a total of 7 people from the 4 clusters involved and served to demonstrate the possibilities of an online workshop to the participants and also to test them concretely on the questions posed by PERCY. The results were promising. The workshop participants were immediately able to use the Poll Everywhere survey tool via their computers or mobile phones. In fact, we were able to see the results of all workshop participants in real time in the PowerPoint presentation. For the time being, the workshop results do not play a special role for further discussion within PERCY, as it was explicitly a test workshop. However, the results we received in the online survey seem to be confirmed by the test responses from the cluster managers. The workshop to be held in the individual clusters will have the following structure:

1. Presentation of the results of the online survey
2. Dedicated questioning of the workshop participants on the core questions regarding the selection of sectoral and geographic markets.
3. Question about the support services desired by the companies through the PERCY project. The pre-test conducted with the participating clusters led to the conclusion that the chosen approach makes sense and could actually be implemented. Following the pretest, the participating clusters were also provided with the documents with the request to review them with regard to their own implementation of the workshop.

The aim of this approach was that the institution designing the workshop would pass on its knowledge to the other cluster organizations in the sense of a train-the-trainer approach and that they would be able to make changes to the workshop design as a whole but also individually.

The results of these four workshops will be disseminated, so that all participating clusters of the consortium have knowledge of the results of all workshops. The PERCY consortium will then organize a workshop with all participating clusters partners to create a mutual assessment of those markets predefined during the preparation of this proposal. At the workshop, the initial target countries will be narrowed down to 4 countries.

All local cluster activities related to this task will be initiated after completion of Task 2.1.

Task 2.3 Market completion on relevant countries

In order to match the needs of the SMEs determined in Task 2.1 with opportunities in the target countries a desk study must be prepared.

This report, which also serves as Deliverable 2.2: Market survey on the target markets, will also be the basis for the work in WP 3 and WP 4.

All activities related to this task will be initiated in month 8 (M8) and ended by month 11 (M11).

Work Package 3: ‘Development of international partnerships’

Task 3.1 Identification of potential partners

Based on the business intelligence developed in WP2 and the selected target countries, relevant clusters and business networks will be identified. In order to optimize resources, the task will be divided among the cluster partners, so that each consortium partner focuses on one country and participates in two partnership missions. It is the task of the WP leader to ensure that knowledge is shared and that consensus among the consortium partners is established.

All activities related to this task will be initiated in month 11 (M11) and ended by month 19 (M19).

Task 3.2 Partnership missions beyond Europe

In total, four partnership missions beyond Europe will be completed. The target is to meet two clusters and business networks in each country, but travel distances may be an obstacle. Each consortium member will be responsible for one mission. The mission will last 2-3 days and consist of minimum one meeting with the cluster or business network, one visit to an SME and, if possible, a meeting with a university or other knowledge partner.

The findings of the partnership missions will be incorporated into a project document that will serve as input to WP 4 and could be disseminated to the consortium partner network. The latter will be coordinated in WP5.

All activities related to this task will be initiated in month 14 (M11) and ended by month 19 (M19).

Work Package 4: ‘Strategic road map towards joint internationalization’

Task 4.1 SWOT analysis

The SWOT analysis will be performed on:

- The individual cluster partners including their member base
- The polymer industry in selected target countries
- Eventual identified sectors/markets
- The clusters and business networks in the selected countries that were the subject of the partner mission

All activities related to this task will be initiated in month 16 (M16) and ended by month 25 (M25).

Task 4.2 Consortium partner workshop

The project reports from WP2 and WP3 and the SWOT analysis will serve as input for a consortium partner workshop where the consortium partners will develop a Partnership Agreement respecting the principles of the "European Strategic Cluster Partnerships – Going International" identifying the Partnership members, committing them to develop common actions, setting out the duration and modalities of cooperation between them, and expressing clearly their interests and plans for engaging in international cluster cooperation together.

The Partnership Agreement must include a long-term cooperation agenda with a view to foster a sustainable Partnership beyond the lifetime of the current project co-funded under COSME. It must especially indicate which additional public-private co-financing is envisaged to be mobilized for the development and then implementation of the international plan. The Partnership Agreement will include the Letters of Intent signed in WP3. It may also contain a Letter of Support from SMEs and other relevant stakeholders confirming their readiness to engage in internationalization activities in the context of the Partnership internationalization strategy and as outlined in the implementation roadmap.

All activities related to this task will be initiated in month 16 (M16) and ended by month 25 (M25).

Task 4.3 Joint internationalization strategy

The results of WP 2 and WP 3, as well as Task 4.1 and 4.2, will form the input to a joint internationalization strategy.

The strategy will contain:

- A detailed description of the purpose of the collaboration and its strategic objective
- The different fields of competences and the envisaged complementarities between the consortium partners
- The expected advantages
- The selected targeted third countries
- The cooperation interest in terms of thematic area/application/technologies per targeted third country
- The potential international cooperation partners
- The expected mutual added value and interest among PERCY members and the international partners
- The expected economic impact expressed through quantitative indicators, notably in terms of growth, jobs and investment in Europe for the Partnership SME members
- Background information about previous international activities and cross-sectorial cooperation activities of each Partnership member and between them
- Benchmarking information on existing international cooperation initiatives directed at similar target countries and thematic areas
- A joint branding and marketing strategy statement (including proposal for a joint logo) and plan

All activities related to this task will be initiated in month 19 (M19) and ended by month 25 (M25).

Task 4.4 Implementation Roadmap

The PERCY consortium partners will develop an implementation road map that will suggest how the PERCY partnership will seek and exploit synergies with the interregional activities, notably further cluster cooperation funded under COSME e.g. as through the future “European Strategic Cluster Partnerships for smart specialization investment (ESCP-S3) or the European Territorial Cooperation Regulation (INTERREG) and the European Structural and Investment Fund (ESIF), e.g. in the context of smart specialization strategies as well as the EU Horizon 2020 Research and Innovation Programme, notably the Horizon 2020 INNOSUP-1 action for “Cluster facilitated projects for new industrial value chains”.

The road map will moreover include a comprehensive overview of the joint activities foreseen to be developed, with a detailed plan for the implementation highlighting the different and concrete roles and steps aimed at facilitating the internationalization of SME members (in particular those preidentified and that have signed a Letter of Support as described in the Partnership Agreement section above).

All activities related to this task will be initiated in month 19 (M19) and ended by month 25 (M25).

Work Package 5: ‘Dissemination and learning’

Task 5.1. Design of a Dissemination, Outreach and Communication Plan

To effectively disseminate information of the activities of the project and to communicate its outcomes to multiple audience including the media and the public, partners will provide the Commission with an extensive DO&CP - Dissemination, Outreach and Communication Plan, whose objectives will be the following:

- To develop an effective dissemination and communication strategy
- To identify the main stakeholder types/categories with emphasis to identify and prioritize dissemination tools
- To communicate and disseminate PERCY results during and after the lifetime of the Project

So far, a “Dissemination, Outreach and Communication Plan” has been set up for the PERCY project.

SPK based this effective dissemination plan, on experience from a previous COSME project and discussed the Dissemination, Outreach, and Communication Plan with all partners of the project at the meeting.

On a meeting on 17.12.2020 the final plan was submitted. The dissemination plan is a combination of a document and a Gannt diagram with project tasks.

Each participating cluster must fill in the plan shown below and a mutual plan of all 4 clusters will be completed biannually in connection with completion of the Technical Progress Reports on the following dates: 28.02.2021, 31.08.2021, 28.02.2022 and 31.08.2022.



WP5 - PERCY DISSEMINATION, OUTREACH AND COMMUNICATION PLAN

Partner Institution		Partner Country		Reporting Period	1. 01.09.2020 – 28.02.2021
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Date of event / Activity	Place / Channel / Pathway	Description of event / Activity	Dissemination level					Target Group	Number of participants / Readers / Audience	Impact / Results	Evidence
			L	R	N	E	I				

Note:
L= Local, R=Regional, N=National, E=European, I=International / Outside Europe
Evidence - When an activity is implemented, you should try to collect evidence (photos of an event, copy of a media brief document, presentation slides, signed list of attendances, etc.).
Target Group - Check the proposal for the activities, target groups, indicators that must be kept.

Please see the first the completed version in Appendix A.

To ensure a professional and effective dissemination the first dissemination material has been made: Logos, layout of slide presentations and a word template.

A communication strategy is under preparation by SPK and will be ready by the end of June 2021 (M10) and will serve as Deliverable D.5.1: Dissemination, Outreach and Communication Plan.

All activities related to this task was initiated in month 3 (M3) and will be ended by month 10 (M10).

Task 5.2 Digital communication of market opportunities and project results

- This will be done through:
- newsletters and on the cluster partner web pages. The reports developed in WP2 will be disseminated on the cluster partner webpages and promoted through our own and other partner cluster and business networks, both in the COSME region and in the third countries. The joint internationalization strategy will be shared in the same manner.
 - Social Media (LinkedIn and Facebook, to be maintained and constantly updated by WP Leader with contribution of all partners). Social media appearances and clicks will be considered. General information and announcement of events, hashtags and storytelling. By linking companies from the other countries, it will be possible to see all events in all countries and visit them if necessary.

- Press releases: To provide the general public and companies with a platform for questions, suggestions etc. and to inform the public about the progress and benefits of the PERCY project.

By now the partners of the project approved to prepare a separate Project PERCY website.

The results of the project will be disseminated on the partner websites as well through the link directly to the PERCY website.

The PERCY website is in preparation by SPK and can be seen on: <https://percy.spklaster.sk/>. The website is expected to be ready by May 2021.

The website will be used for publishing press releases, as a platform for questions, suggestions, general information, news, events, outputs, targets, and goals of the project.

The platform will serve as a medium of informing the public about progress and benefits of the project PERCY.

Small articles providing cluster communities with information and learnings from the project will be published on the website.

At social medias (LinkedIn, Facebook) general information, announcement of events, storytelling etc. will be published.

Moreover, a PERCY profile has been created on the ECCP platform and each partner has created a site on their cluster websites informing about PERCY:

- PCD: <https://dmn-net.com/da/dansk-materiale-netvaerk/PERCY>
- POL: Due to merger this website is under construction
But on the old website the following information is available:
<http://178.33.88.14/Le-projet-PERCY-est-lance>
The website is OK - www.polymeris.fr
- WFG: <https://wfgheilbronn.de/percy>
- SPK: <https://portal.spklaster.sk/index.php/sk/home>

It is planned that 2 newsletters will be sent out and published on the websites mentioned above.

All activities related to this task was initiated in month 3 (M3) and will be ended by month 25 (M 25).

Task 5.3 Restitution workshops

Presentation of the learnings in the project, with specific focus on business opportunities for SMEs will be shared on seminars in each consortium partner country. The consortium partners will seek to host the seminars as joint activities with other national cluster or business networks in order to ensure that as many SMEs and partner clusters will benefit from the learnings assembled in the project. The learnings will be summed up at a concluding seminar for the consortium partners.

Apart from the defined tasks, WP will support the on boarding of interested companies and organization to the matchmaking platform MATEX, developed jointly by the two consortium partners, PCD and KunststoffDIALOG. The platform is hosted by KunststoffDIALOG. The purpose is to facilitate matchmaking among the companies and organizations in the target groups. The on-bordning will be supported by information in newsletters and on the seminars in task 5.2.

All activities related to this task will be initiated in month 23 (M23) and ended by month 25 (M25).

Table 1. Milestones

Milestones to be achieved	Expected due achievement date	Achieved Yes/No	Actual date achieved	Comments (e.g. why not achieved or why achieved with delay)
Consortium agreement	30 Sept. 2020	Yes	17 Sep. 2020	Was signed by all partners on 17 Sept. 2020.
Kick-off project meeting	31 Oct. 2020	Yes	29 Oct. 2020	The kick-off was virtual with participation of: SPK: Darina Machovičová & Richard Tekel PCD: Dorte Bælum, Bente Nedergaard Christensen & Leise Marud WFG: Patrick Dafour & Daniela Adelheim POL: Olivier Gille, Aurélie Répéto & Pascaline Patureau

3. Deliverables Overview

Deliverables (other than project management deliverables, progress and final reports)

Table 2. Deliverables

DELIVERABLES									
Del. no.	Deliverable name	WP no.	Lead Beneficiary	Type	Dissemination level	Expected due delivery date	Delivered Yes/No	Actual date delivered	Comments
D2.1	Market survey on the SME needs	WP2	WFG	Report	Public	Apr. 2021	No		The market survey was ready in March 2021 for internal discussion, and it was decided to extend the period in order to obtain sufficient responses.
D2.2	Market survey on the target markets	WP2	WFG	Report	Public	July 2021	No		Work under progress
D5.1	Dissemination, Outreach and Communication Plan	WP5	SPK	Report	Public	June 2021	No		According the Gantt Diagram (February – June 2021). A plan is ready.

4. Project management

- *Consortium management tasks and achievements:*

Task 1.1 Administrative and Financial Management

The partnership has met on a regular basis to discuss general issues related to the project. Moreover, the following specific assignments have been fulfilled:

- A Consortium Agreement was worked-out and signed by all four partners by 10 November 2020.
- A WP Overview and Payment Plan was worked-out and signed by each partner during November 2020.
- The use of resources was monitored to update this technical progress report. Please see the enclosed report: Use of Resources No. 1 (1 September 2020 – 28 February 2021).

Task 1.2 Project Management

In order to ensure project progress and deliverables in accordance with defined milestones the following activities and meetings have taken place:

- At Microsoft SharePoint a PERCY group was established on 27 October 2020. This was done to give all people involved in the project an easy access to all relevant documents.
- Kick-off meeting with attendance of all partners was held on-line on 29 October 2020.
- Project meetings were held online on 17 December 2020, on 4 February 2021, and on 18 February 2021.

Task 1.3 Reporting

Reporting to the European commission will follow the guidelines and principles set forth in the H2020 Online Manual. This first technical progress report was prepared in due time.

Task 1.4 Partnership Agreement

No actions here so far, as the task is dependent on results in WP3, which has not been initiated yet.

- *Problems which have occurred and how they were solved or envisaged solutions:*

Due to the Covid-19 situation resulting in lockdowns and travel restrictions all meetings so far have been held online.

The Partnership aims to adapt to the current situation and tries to avoid deviations from the project plan. However, if the situation does not change during the year changes in the project plan may be necessary.

- *Changes in the consortium, if any (partners, staff, etc.):*

The following changes have taken place in staff:

Plast Center Danmark

Leise Marud has left the organization on 1 February 2021 and Dorte Walzl Baelum has taken over. Due to a time limited contract Leise Marud left with very short notice.

The following people are therefore involved in PERCY at the moment:

- Dorte Walzl Baelum
- Tanja Bødker Petersen
- Hatice Tüzün
- Bente Nedergaard Christensen

Elastopôle

Has merged with another cluster and the new name of the cluster is Polymeris (POL). Consequently, the e-mail addresses for all PERCY participants have been changed.

The people involved in the PERCY project have changed. Antoine HUBAULT has left, and has been replaced by Olivier Gille and Pascaline Patureau.

The following people are therefore involved in PERCY at the moment:

- Olivier Gille
- Aurélie Repéto
- Pascaline Patureau

Wirtschaftsförderung Raum Heilbronn GmbH

Katrin Lehner has been added to the team.

The following people are therefore involved in PERCY at the moment:

- Patrick Dufour
- Laura Kistner
- Daniela Adelhelm
- Kathrin Lehner

SLOVENSKÝ PLASTIKÁRSKY KLASTER

Jana Podolinciakova has been replaced by Darina Machovičová

Tibor Tekel has been replaced by Richard Tekel.

The following people are therefore involved in PERCY at the moment:

- Katarina Ikrenyiova
- Darina Machovičová
- Ivan Hudec
- Richard Tekel

Work Package 1

Ongoing implementation of tasks 1.1 – 1.4 including regular meetings and task force meetings for each WP.

Work Package 2

Ongoing implementation of tasks 2.1. – 2.3 with a focus on:

Task 2.1 Four SME's market assessment Workshops

Prior to the arrangement of workshops focus group discussions in each cluster have been performed and a market survey on SME needs has been carried out with success, as 155 responses were obtained.

Based on the findings, each of the clusters will organize a market assessment workshop with its members. These workshops will be attended by interested SMEs and will be moderated by the cluster managements.

There are scheduled workshops to take place in Denmark, France, Germany, and Slovakia during April 2021.

Tasks 2.2 & 2.3 are dependent on the result of Task 2.1. Therefore, they have not been initiated.

Work Package 3

The objective of WP3 is the development of partnerships with relevant clusters and business networks in the target countries and target markets.

The purpose of WP3 is to ensure that the identified international collaboration partners have a member base, resources, focus and interest that match the needs identified in WP 2.

Activities in WP3 as regards development of partnerships have not been initiated. However, on the above mentioned meeting it was decided that as soon as the results from WP2 are known, relevant networks will be approached.

Work Package 4

The objective of WP4 is to develop a joint internationalization strategy for the four consortium partners, to be executed after the project has ended, and an implementation road map.

With reference to tasks in WP 4 no activities have taken place, as WP4 is dependent on results from WP 2 and 3.

Work Package 5

Dissemination and learning activities:

Design of Dissemination, Outreach and Communication Plan. Please see Appendix A

- Timesheet - September 2020
- Logo, Layouts - May 2021
- Dissemination plan: 28.02.2021, 31.08.2021, 28.02.2022, 31.08.2022
- Website - May 2021
- Social Media (LinkedIn, Facebook) - General information, announcement of events, storytelling etc.
- Press releases - platform for questions, suggestions etc. + inform the public about progress and benefits of the project PERCY – Website PERCY

- Newsletters/Website content - Small articles – providing cluster communities with information and learnings from the project - February 2022, August 2022 – Website PERCY

Partners of the project approved to prepare separate Project PERCY Website including general information throughout the project, news, events, outputs, targets, and goals of the project.

The results of the project will be disseminated on the partner websites as well through the link directly to the PERCY Website.

ECCP - PERCY

<https://clustercollaboration.eu/eu-cluster-partnerships/escp4i/polymer-recycling#section-4>

Website PERCY is in preparation: <https://percy.spklaster.sk/>

Partners Websites (information about PERCY Project):

- PCD: <https://dmn-net.com/da/dansk-materiale-netvaerk/PERCY>
- POL: Due to merger this website is under construction
But on the old website the following information is available:
<http://178.33.88.14/Le-projet-PERCY-est-lance>
The website is OK - www.polymeris.fr
- WFG: <https://wfgheilbronn.de/percy>
- SPK: <https://portal.spklaster.sk/index.php/sk/home>
<https://portal.spklaster.sk/index.php/sk/home>

WP5 is managed according to the timetable in the Gantt diagram.

- *Deviations from the work plan, if any²:*

None

- *Deviations from the planned resources (person-month, personnel, etc.), if any²:*

Due to change of personnel especially in PCD and a huge workload to get the project started has resulted in an over-consumption of administrative hours (WP1). The consumption of time spent in WP1 is expected to fall during the project period.

- *Any structural, legal or management changes in the beneficiary organisations²:*

² Any change to the content of the grant agreement or its annexes (annex I: the description of the action; annex II: estimated budget of the action) must be notified to EASME in writing without delay and, if necessary, implemented by means of amendment. Please be aware that describing the change(s) in this report does supersede the need for formal notification.

The foundation Plast Center Danmark is planning a merger of its network Danish Materials Networks into the Danish food cluster called Food & Bio Cluster Denmark. This is an ongoing process and is expected to be officially announced to the DMN members in July 2021.

Elastopole has merged on 1st January 2021 with Plastipolis, the French competitiveness cluster of the plastic sector to become together POLYMERIS.

- *Please add any other relevant issue, which had or is likely to have an impact on project management*

None

- *The section should also provide short comments and information on coordination activities during the period in question, such as communication between beneficiaries, possible cooperation with other projects/programmes etc.*

Communication between partners takes place on an ongoing and regular basis – meeting takes place every 3 weeks. The following online tools have been used so far: Teams and Zoom. Moreover, direct mails and Microsoft Sharepoint where the whole partnership has access to all documents.

III. EXPECTED RESULTS/IMPACT & CONTINUITY OF THE PROJECT

1. Expected results/impact of the project

Call indicators:

Call Indicator	Achieved (cumulated results)	Target	Comments
1) Number of cluster organisations and business networks from different COSME participating countries having benefited from the supported actions	4	20	The clusters in the partnership

2) Number of cooperation agreements ³ resulting from the supported actions (optional for Strand 1);	-		Optional for Strand 1
3) Number of business agreements ⁴ resulting from the supported actions (optional for Strand 1)	-		Optional for Strand 1
4) Number of events (workshops/ matchmaking events/ working group meetings) organised	1	4	Workshops organized to be held on-line in April 2021
5) Number of cluster and business matchmaking meetings supported	0	5	
6) Number of SMEs having directly or indirectly benefited from the supported actions, resulting in cooperation projects ⁵	?	5	We do not have this information at the moment
7) Increase in the percentage of the turnover from international activities, and employment in Europe, of the SMEs having benefited directly and indirectly from the supported actions, as measured through a survey by the end of the action	-		Optional for Strand 1
8) Impact of the supported actions in terms of number of resulting cooperation projects between international cluster and business network partners (optional for Strand 1).	-		Optional for Strand 1

³ A **cooperation agreement** is a document outlining the basic terms of an agreement on planned cooperation activities with another entity. It can also be called a Memorandum of Understanding. It shows an understanding of cooperation between two or more parties, a mutual desire to work together on an agreed goal. For the purpose of this Call, these agreements are between the ESCP Partnership (including their member SMEs) and international cluster or intermediary organisations, as a result of the ESCP internationalisation activities during the lifetime of the COSME project.

⁴ A **business agreement** is a negotiated and usually legally enforceable understanding between two or more parties. It typically documents the give-and-take of a negotiated settlement. For the purpose of this Call, these agreements are, in principle, between SMEs in COSME countries and international SMEs in third countries, as a result of the ESCP internationalisation activities during the lifetime of the COSME project.

⁵ A **cooperation project** is any activity where two or more parties work together towards a jointly established goal. For the purpose of this Call, a cooperation project can take the format, inter alia, of the organisation of joint match-making events; preparation of joint studies, analyses and surveys; preparation of a joint branding and marketing strategy, etc. For the purpose of this Call, cooperation projects are between the ESCP Partnership (including their member SMEs) and international cluster or intermediary organisations, as a result of the ESCP internationalisation activities during the lifetime of the COSME project.

Other project indicators:

Project Indicator	Achieved (cumulated results)	Target
Quarterly reports	2	8
Effectiveness of risk management	The issue are addressed on all meetings	Continuously if necessary
Number of SMEs participating in workshops		50 participants
Number of SMEs having participated in the survey	155 responses	150 responses
Number of countries covered in the desk top studies	5 countries covered	5 countries covered in desktop studies
Number of identified partners (clusters or business networks)		6 identified clusters or business networks
Number of partner missions		4
Number of cluster and business matchmaking meetings		8
Number of cooperation agreements (letters of intent about cooperation)		4
Number of partner workshops (steering committee workshops)		1
Number of Internationalization strategies		1
Number of Roadmaps		1
Newsletters		3
Seminars		4 talks at seminars about the learnings from the project

2. Number of events (cumulated results):

TARGET COUNTRIES	EVENTS (Number)				
	Preparatory events, e.g. workshop, seminars, visits (excluding C2C and B2B events)	C2C Events	C2C meetings	B2B Events	B2B meetings
Third Country 1					
Third Country 2					
Third Country 3					
...					
TOTAL					

3. Number of stakeholders involved (cumulated results):

STAKEHOLDERS INVOLVEMENT in the development of activities (excluding surveys and promotion activities) targeting cooperation with 3 rd markets (Number)				
	EU Clusters	EU SMEs	Clusters and other intermediary organisations from 3 rd -country	SMEs and businesses in 3 rd country
Third Country 1				
Third Country 2				
Third Country 3				
...				
TOTAL				

4. Overview of cooperation cases by European Clusters, if applicable:

TARGET COUNTRIES	OVERVIEW OF COOPERATION CASES BY EUROPEAN CLUSTERS (eg. Collaborative project initiated, MoU signed, other initiatives)				
	Cooperation case (name/nb)	Brief description	Types of cooperation objectives (select category numbers in table below)	Sector / Technology	3 rd -country Partner name
	1) Collaboration project (e.g. exchange visits), 2) Formal agreements signed (e.g. MoUs) 3) Representation office/role appointed by the consortium 4) Other				
	Type	Nb.			
Third Country 1	1)				
	2)				
	3)				
	4)				
Third Country 2	1)				
	2)				
	3)				
	4)				
Third Country 3	1)				
	2)				
	3)				
	4)				
...	1)				
	2)				
	3)				
	4)				
TOTAL					

5. Overview of cooperation cases by European SMEs, if applicable:

OVERVIEW OF COOPERATION CASES BY EUROPEAN SMEs (e.g. Collaborative project initiated, MoU signed, other initiatives)						
	Cooperation case (e.g. business project, innovation test, visit) (name/Nb.)		Brief description	Types of cooperation objectives (select category numbers in table below)	Sector / Technology	3rd-country Partner type of organization (and name if not confidential)
	Name	Nb.				
Third Country 1						
Third Country 2						
Third Country 3						
...						
TOTAL						

Type of cooperation objective: see

Type of cooperation objective (select one):	
<input type="checkbox"/> Research & Development (1)	<input type="checkbox"/> Staff exchange (9)
<input type="checkbox"/> Technology transfer (2)	<input type="checkbox"/> Academic (10)
<input type="checkbox"/> Exports (3)	<input type="checkbox"/> Foreign Direct Investment(s) (FDIs): Inward/outward (11)
<input type="checkbox"/> Imports (4)	<input checked="" type="checkbox"/> Organization of joint business events (12)
<input type="checkbox"/> Sales office representation (5)	<input type="checkbox"/> Knowledge sharing & information exchange (13)
<input type="checkbox"/> Joint venture (6)	<input type="checkbox"/> Establishment of business contacts among members (14)
<input type="checkbox"/> Merger and Acquisition (7)	<input type="checkbox"/> Other (specify):
<input type="checkbox"/> Soft Landing services (8)	

6. Further details on cooperation cases, if applicable⁶:

a) by EU clusters

EU Cluster organisation	Sector	Partner organisation		Explain/describe cooperation case (please elaborate)	Main steps undertaken	Next steps envisaged (if any)
		Name	Country			
						<i>Ex: Visit, participation to future events, mission of companies, results of ongoing project, preparation of new project,</i>
Cluster Union http://uksk.sk/	Cross sector	SPK	Slovakia	active membership in the UNION of clusters and active exchange of information	cooperation, active communication, sharing information, membership	Visit, participation to future events, mission of companies, results of ongoing project, preparation of new project
IT Valley Košice	IT	SPK	Slovakia	active exchange of information	cooperation, active communication, sharing information	Visit, participation to future events, mission of companies
Bio-Economy cluster	Bio	SPK	Slovakia	active exchange of information	cooperation, active communication, sharing information	Visit, participation to future events, mission of companies
Hemp Cluster	Bio	SPK	Slovakia	active exchange of information	cooperation, active communication, sharing information	Visit, participation to future events, mission of companies
CLUTEX	Plastics	SPK	Czech Republic	active exchange of information, partnership in international projects	cooperation, active communication, sharing information, project partnership	Visit, participation to future events, mission of companies, results of ongoing project, preparation of new project
Plastikářský klastr z.s.	Plastics	SPK	Czech Republic	active exchange of information, partnership in international projects	cooperation, active communication, sharing information, project partnership	Visit, participation to future events, mission of companies, results of ongoing project, preparation of new project
FOMENTEX	Textile	SPK	Spain	active exchange of information,	cooperation, active	Visit, participation to future events, mission

⁶ Cooperation with:

- other cluster partnerships (which ones?)
- other EU initiatives (e.g. Low Carbon business Action, EU Gateways)
- others

				partnership in international projects	communication, sharing information, project partnership	of companies, results of ongoing project, preparation of new project
NTT		SPK	Italy	active exchange of information, partnership in international projects	cooperation, active communication, sharing information, project partnership	Visit, participation to future events, mission of companies, results of ongoing project, preparation of new project
Bydgoszcz Industrial Cluster	Cross sector	SPK	Poland	active exchange of information, partnership in international projects	cooperation, active communication, sharing information	Visit, participation to future events, mission of companies, results of ongoing project, preparation of new project
MMSZ Polimerek	Plastics	SPK	Hungary	active exchange of information	cooperation, active communication, sharing information	Visit, participation to future events, mission of companies, results of ongoing project, preparation of new project
Food & Bio Cluster Denmark	Packaging	PCD	Denmark	Partners in the EU funded project: GCO	Running a joint project.	Visit, participation to future events, mission of companies, results of ongoing project, preparation of new project.
CLEAN	Plastics	PCD	Denmark	Partners in the EU funded project: GCO	Running a joint project.	Visit, participation to future events, mission of companies, results of ongoing project, .
Lifestyle & Design Cluster	Plastics	PCD	Denmark	Partners in the EU funded project: GCO	Running a joint project.	Visit, participation to future events, mission of companies, results of ongoing project, preparation of new project.
Netværk for bæredygtigt erhverv (NBE)	Plastics	PCD	Denmark	Partners in the EU funded project: GCO	Running a joint project.	Visit, participation to future events, mission of companies, results of ongoing project, preparation of new project.

b) by European SMEs

EU SME	Sector	Partner organisation		Explain/describe cooperation case (please elaborate)	Main steps undertaken	Next steps envisaged
		Name	Country			
						<i>Ex: Visit, participation to future events, mission of companies, results of ongoing project, preparation of new project,</i>
CAAR (caaragon)	Automotive	WFG	Germany	Both clusters have a similar structure as	Cluster representatives	Carrying out a joint cluster excellence

				they are mainly servicing SMEs that are suppliers in the Automotive Industry. The partnership was in the beginning restricted to issues of cluster excellence and business development of participating SMEs	from Heilbronn went to Zaragoza in 2018. A mission from Zaragoza visited Heilbronn / Stuttgart in Nov. 2019.	project (EVOLUTE project number 101037932 under the call COS-CLUSTER-2020-3-03-1 Organising a mission from Heilbronn to Zaragoza (not related to the aforementioned project)
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c) Other relevant cooperation cases, if applicable:

1) Cooperation with other cluster partnerships (which ones?)
Mentioned above.
2) Cooperation with other EU initiatives (e.g. Low Carbon Business Action, EU Gateways...)
The SPK representative is also board member of Slovak Cluster Union (access to project funding from European Social Fund). EuPC Brussels – cooperation on preparation of professional seminars in plastics industry.
3) Other relevant cooperation cases
Enterprise Europe Network (EEN) CEPOMA - Cooperation with the department of STU FCFT in Nitra - we do train for teachers, but also networking in case entrepreneurs need to make a prototype on a machine - there are all technologies represented.

7. Impact of the project's activities (if applicable):

Impact of the WP5:

Outreach and awareness-raising activities are making the PERCY project successful in implementation and impact.

A central goal of the PERCY project communication and dissemination strategy is to maximize the opportunities to promote the project results throughout the lifetime of the PERCY project and beyond the project period.

This will ensure that key stakeholders can contribute to and act on the findings in a timely fashion.

All these forms of promotion and publicity activities considered in the dissemination plan will make the EU support of the project clearly visible.

8. Communication of activities and dissemination of results:

- *News items, events, success stories, disseminated on websites (including in the ECCP) and social media. Please, include the links to these.*

Heilbronner Stimme: Dialog mit internationaler Perspektive 3/2/2021 <https://stimme.de> (the article cannot be seen without username and password).

- *Deliverables published on websites (except administrative/project management deliverables).*

-

- *Development of a joint branding and marketing strategy (e.g. common logo, communication materials) and activities promoting the visibility of the Partnership.*

A project logo, templates in word and ppt, dissemination outreach and communication plan has been created by SPK and has been adopted by all partners. See in an attachment.

Also, Social media accounts for the Project PERCY as Facebook account and LinkedIn account and are used by all partners.

A PowerPoint template has been developed by WFG in preparation of the online workshops (cf. WP 2) and will be used throughout the project.

9. Continuity: steps taken (or envisaged) to ensure the exploitation of project results in the medium and long term (if applicable):

- *Measures and actions taken to ensure a continuation of activities of the partnership after the end of the EU funding:*

Continued existence of the PERCY website.

- *Multiplier effects from the actions carried out (including replication and extension of project outcomes, etc.)*

-

10. Please provide testimonials from clusters and / or SMEs, if applicable:

APPENDIX A: WP5 - PERCY DISSEMINATION, OUTREACH AND COMMUNICATION PLAN

Note:

L= Local, R=Regional, N=National, E=European, I=International / Outside Europe

Evidence - When an activity is implemented, you should try to collect evidence (photos of an event, copy of a media brief document, presentation slides, signed list of attendances, etc.).

Target Group - Check the proposal for the activities, target groups, indicators that must be kept.

Partner Institution	Slovenský plastikársky klaster (SPK)	Partner Country	Slovakia	Reporting Period	1. 01.09.2020 – 28.02.2021
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Date of event /Activity	Place / Channel / Pathway	Description of event / Activity	Dissemination level					Target Group	Number of participant/ Readers/ Audience	Impact / Results	Evidence
			L	R	N	E	I				
25.09.2020	Spravodaj (Periodical SPK) direct mailing, printing version, web version	Print and electronic version – Article	x	x	x			members and non-members of SPK - <i>direct mailing</i> , SMEs and other organization – <i>printing version</i> different website visitors – web version	50 50 1500	Awareness raising	link, PrSc e-mailing box, 1-piece printing version
29.09.2020	SPK Presidium Meeting	e-version - Presentation - meeting of the SPK Presidium - SPK activities from 30.06.2020 – 31.12.2020	x	x	x			Members and non-members of SPK	7	Awareness raising - possibility of further dissemination	PPT presentation
29.10.2020	Austrian-Slovak Cooperation Exchange - (Puchov, SR)	Full-time and / or in the case of COVID 19 SPK co-organizer	x	x	x	x		SMEs from SR and Austria	40	Information about SPK activities for other interested parties - the possibility of further involvement in the project	Information part of the PPT presentation on the activity Attendance list / or list of participants
19.10.2020	When plastic waste is not waste	In person/or in the case of COVID 19 measures electronically SPK main organizer	x	x	x	x		SMEs and school representatives from Slovakia and the Czech Republic	40	Increased interest from participants in project activities	Information part of the PPT presentation on the activity - Attendance list / or list of participants

		students of the 2nd year II presented online. degree of study at the Institute of Natural and Synthetic Polymers FCFT STU Bratislava									
October - December 2020	Information material - in the e-version and in the printed version - about the project	Print and e-version, print version in the number of 50 pcs	x	x	x	x		SMEs and other organizations	50 pieces – printing version	Increased interest from participants in project activities	e-version (PDF) printing version – 1 piece
18.- 20.11.2020	Smart Manufacturing Matchmaking (SMM2020) 18. - 20.11. 2020	Active presentation at the conference - member of SPK	x	x	x	x	x	SMM participants	-----	Raising awareness and obtaining current information from the Slovak Republic	Recording/abstract of the performance
Media LinkedIn + Website, + other media+ others + websites SOPK etc.											
31.12.2020	Spravodaj (Periodical SPK) direct mailing, printing version, web version	Print and electronic version – Article	x	x	x						https://portal.spklaster.sk/images/spravodaj/Spravodaj-4-2020.pdf
29.12.2020	Ai magazine page 14.	Print and electronic version – Article Interview with Katarína Ikrényiová, Executive Director of SPK on page 14	x	x	x	x		MAGAZINE ADDRESSEES Top and middle management of companies in the automotive industry, mechanical engineering and the affected industries, manufacturers, subcontractors, designers, technologists, managers, university and secondary school teachers, students and	5000 pieces – printing version		https://www.leaderpress.sk/pdf/archiv/aimagazine_06_2020.pdf

								doctoral students of universities, secondary and apprenticeship vocational education, public administration institutions, advisory, educational and training organizations, unions and associations operating in the industry sector, chambers of commerce, other business, professional and lay public			
04.12.2020	Final conference of the project „ Training on Plastic Mould Making“ č. projektu 2018-1-SK01-KA202-046367	CEO of SPK presentation on cross-sectoral cooperation in the program - on-line version	x	x	x			managers, teachers at VS, representatives of innovative smaller companies	25 participants		in attachment
12.10.2020	Zoom meeting - Meeting of the experts under the leadership of the Union of experts	In the Miscellaneous section – Executive Director presented experiences with international calls and projects as a response to international calls for projects	x	x	x			directors and statutes of clusters	13 clusters and 2 representatives of UKS		see annex minutes - all representatives are also listed there
15.12.2020	Online meeting of the Sectoral Council for Chemistry and Pharmacy	CEO of SPK as a full member of the Sector Council and a representative for SPK. In the discussion section, she informed everyone about the EPIC project, the content of which is directly related to the update "Strategies for the development of human	x	x	x			appointed representatives see list https://www.sustavapovolani.sk/sektorova_rada-11 (companies, schools, associations, research institutes, etc.)	29 representatives of organizations		see Minutes annexed

		resources in the chemical and pharmaceutical sector", which will be updated from 03/2021 to 08/2021 The Sectoral Council for Chemistry and Pharmacy is an advisory body to the government on sectoral solutions and the creation of national employment standards.									
28.1.2021	UKS online meeting - clusters	According to the program, we should talk about foreign projects and those from the MHSR if it will be a patch, I will also send and add where I made the presentation	x	x	x			members of UKS	15	Awareness raising - possibility of further dissemination	Minutes from the meeting
February 2021	Plasticportal - Newsletter	A series of information on the Plastic portal, every week about one project, Newsletter	x	x	x	x	x	SMEs and other organizations		Awareness raising - possibility of further dissemination. Information about SPK activities for other interested parties - the possibility of further involvement in the project.	PlasticPortal.sk - Portál pre plastikársky a gumárenský priemysel - https://www.plasticportal.sk/sk

Partner Institution	Plast Center Danmark	Partner Country	Denmark	Reporting Period	1. 01.09.2020 – 28.02.2021
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Date of event / Activity	Place / Channel / Pathway	Description of event / Activity	Dissemination level					Target Group	Number of participants/ Readers / Audience	Impact / Results	Evidence
			L	R	N	E	I				
2021.01.04	European Cluster Collaboration Platform	Submitted Percy Profile				E		European clusters and SME's with interest in polymer recycling		Increased awareness of the project	Take a look at the website
2021.01.19	E-mail	1. e-mail about PERCY survey sent out			x			DMN member and other prospects	2.000	Good response to the survey from Danish side - 66 replies	See survey on PERCY website
2021.01.28	E-mail	2. e-mail about PERCY survey sent out			x			DMN member and other prospects	2.000	Good response to the survey from Danish side – 66 replies	See survey on PERCY website
	Telephone conversations	Personal contact to 3 members about participation in PERCY			x			DMN members	3	Good response to the survey from Danish side – 66 replies	See survey on PERCY website
2021.01.29	WWW.dmn-net.com	Added description of PERCY to the DMN website			x			DMN members and other prospects	175	Increased awareness of the project	Take a look at the website

Partner Institution	POLYMERIS	Partner Country	France	Reporting Period	1. 01.09.2020 – 28.02.2021
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Date of event / Activity	Place / Channel / Pathway	Description of event / Activity	Dissemination level					Target Group	Number of participants / Readers / Audience	Impact / Results	Evidence
			L	R	N	E	I				
23/12/20	Elastopole's website: www.elastopole.com	Article on our website to announce the project kick-off			X			Accessible to everyone	Website = 897 users	NA	http://www.elastopole.com/Le-projet-PERCY-est-lance
12/01/21	December 2020 Elastopole newsletter	Article in the newsletter to announce the project kick-off			X			Elastopole's network (members+ partners)	3200 contacts	NA	
18/01/21	mailing	1st Mailing for promotion of the WP2 survey						Members	105 members	NA	
04/02/21	mailing	2 nd Mailing for promotion of the WP2 survey			X			Members	105 members (ex-elastopole) + 180 members (ex-plastipolis)	NA	
04/02/21	LinkedIn	2 Articles for promotion of the WP2 survey			X			Members		NA	https://www.linkedin.com/feed/update/urn:li:activity:6763120892789694464 + https://www.linkedin.com/feed/update/urn:li:activity:6763377381940977664

Partner Institution	Wirtschaftsförderung Raum Heilbronn GmbH	Partner Country	Germany	Reporting Period	1. 01.09.2020 – 28.02.2021
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Date of event / Activity	Place / Channel / Pathway	Description of event / Activity	Dissemination level					Target Group	Number of participants / Readers / Audience	Impact / Results	Evidence
			L	R	N	E	I				
12/11/2020	Zoom Meeting	Exchange with other cluster (Italy and France)				x		Cluster manager	3	awareness	Zoom Link
18/11/2020	Zoom Meeting	WFG Shareholders Meeting	X					Shareholders of the WFG	46	awareness	ZoomLink/Presentation
26/11/2020	Zoom Meeting	Fachbeirat der WHF		x				Shareholders of the regional development agency	8	Awareness	-
17/12/2020	MS Teams Meeting	Project partner "EVOLUTE"				x		European Cluster Manager	7	Awareness	-
18/01/21	mailing	1st Mailing for promotion of the WP2 survey		x				Members and other SME	300	awareness	Mail
19/01/21	LinkedIn	Published the Survey Link in a Group of polymer companies		x				Polymer companies	75	awareness	LinkedIn Post: https://www.linkedin.com/groups/8845030/
04/02/21	mailing	2 nd Mailing for promotion of the WP2 survey		x				Members and other SME	250	awareness	Mail

Annex 1.	Use of resources - Overview Person-Day Status (cumulative from the beginning of the project)																		
Workpackage	WP1			WP2			WP3			WP4			WP5			TOTAL per Beneficiary			Comments
	Actual	Planned	% (actual vs planned)	Actual	Planned	% (actual vs planned)	Actual	Planned	% (actual vs planned)	Actual	Planned	% (actual vs planned)	Actual	Planned	% (actual vs planned)	Actual total	Planned total	% (actual vs planned)	
PCD (Coordinator)	27,19	53,63	50,70%	5,94	26,81	22,14%	0,00	62,56	0,00%	0,00	44,69	0,00%	0,00	17,88	0,00%	33,13	205,56	16,11%	
Elastopole	6,28	17,88	35,10%	1,16	53,63	2,16%	0,00	76,86	0,00%	0,00	71,50	0,00%	0,00	35,75	0,00%	7,43	255,61	2,91%	
SPK	3,94	13,41	29,37%	15,00	26,81	55,94%	0,00	35,75	0,00%	0,00	26,81	0,00%	6,31	17,88	35,31%	25,25	120,66	20,93%	
WFG	11,38	17,88	63,64%	21,50	26,81	80,19%	0,00	62,56	0,00%	0,00	44,69	0,00%	0,00	17,88	0,00%	32,88	169,81	19,36%	
TOTAL	48,78	102,78	47,46%	43,59	134,06	32,52%	0,00	237,74	0,00%	0,00	187,69	0,00%	6,31	89,38	7,06%	98,68	751,64	13,13%	

Actual = number of person days consumed from the beginning of the project to the end of this period

Planned = total effort planned for the project in the latest version of the description of work - annex I to the grant agreement.

Please add columns and rows in order to reflect your project (beneficiary X etc, WP X etc).