

**Transnational cooperation project
„Air traffic and logistics development between the EU rural areas and China“**

Summary of the Zoom meeting on Tuesday, 16th July at 10:00-11:30 CET time.

Participants:

Kristiina (Estonia), Nicola (Italy), Heikki, Chen, Jukka (EU-China, Finland), Tasos (Greece).

Agenda of the meeting was following:

1. Overview about main changes related to work packages;
2. Principles of joint budget and separate activities;
3. Next steps related to TNC contract and budget drafting;
4. AOB

Summary of meeting by agenda points:

1. Overview about main changes related to the work packages

Kristiina briefly introduced the main changes, especially related to the WP 1 that we didn't discuss in Italy. The main aim is to keep the amount of the workload under WP 1 as low as possible and integrate some of the activities under other work packages. It was discussed and decided that monitoring and evaluation as well as fundraising will be transferred to other WPs. Kristiina will amend work packages accordingly.

Nicola also made proposal to find volumes about each indicator. It was agreed that Nicola prepares the Excel table with indicators and tries to put numbers behind indicators as necessary. Discussion continued with roles of partners - how to enable that each partner has role in the project? Can we have for each WP the Lead partner and associated partner? It was agreed that this is a good idea to have for each WP Lead partner and associated partner who could also take care of monitoring and evaluation of the WP.

2. Principles of joint budget and separate activities

Following questions were discussed concerning the budget:

- a) *Lead partners under each WP invest into management costs – how these partners who are not Lead partners can contribute? Can other partners invest more into expert fees and survey costs to enable more less equal distribution of budgetary obligations?*
- b) *How do we calculate the need for public procurement? Do we need to take into account also separate actions while drafting procurement plan?*

It was agreed that all partners send their project budget lines (joint and local costs) and amounts by e-mail to Kristiina by 20th of August. After that we can put together complete budget and start drafting procurement plan.

3. Next steps related to TNC contract and budget drafting

We need to sign TNC contract end of August due to project submissions in partner countries at the beginning of September. The next step is to work further with budget and volumes for indicators and to make final amendments into work packages.

4. AOB

Tasos from Greece joined the meeting and informed that they are going through the amendment process of local development strategy. He needs some additional information for state level negotiations and will have additional Skype meeting with Kristiina soon.

It was also discussed when it is good to involve Chinese partners and what type of partners we need from China. It was agreed that for project development it is good to involve similar type of partners like we have from European countries – university, business incubator, local government, airport, tourism associations etc. Potentially it would be good to have Chinese partner for each WP. It was also mentioned that for feasibility study we certainly need to involve Chinese university (or other relevant partner) nominated by public authorities. It was agreed that Jukka is drafting 1-pager about the activities, potential partners and timeline for Chinese involvement.

The next Zoom meeting will take place as needed. In September we should start preparing for the kick off meeting in November in Sweden.