**PRODESA**

**5th Plenary Meeting**

**28 May 2019**

**Venue: KEDE**

**65 Akadimias str. & Gennadiou str. 106 78 Athens**

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| **Tuesday 28 May** |
| ITEM | 9:00 | Arrival  |  |
| **1** | 9:30 | **Welcome to KEDE – Coordination of the meeting** | **Ms.Chamakioti Despoina***International Relations**European Project W.G* |
| **2** | 09:35 | **WP1 ‘Coordination and management’** | WP leader Alimos |
|  |  | Overview of the activities and results in the past 6-months* Overview of the assessment of the Interim Report
* Project planning for the next period

Discussion, conclusions and action list | PMS |
| **3** | 09:55 | **WP2 ‘Finalisation of energy efficiency projects’** | Euditi |
| **3.1** | 09:55 | **Task 2.1 ‘Detailed design of the energy efficiency projects’** * Overall work performed in the last period
* Progress and/or results of the energy efficient refurbishment design in buildings and streetlighting – Presentations by each municipality
* Planning of the remaining work

Discussion, conclusions, action list | EuditiCity of AAK, Ag. Dimitrios, GlyfadaVVV(changes and updates if any),Alimos (changes and updates if any)Euditi / AllAll |
| **3.2** | 10:25 | **Task 2.2 ‘Economic appraisal of projects’*** Updating of the economic appraisal tool
* Cost Benefit Analysis - Key features, results for Partner 1 and 4, Planning

Discussion, conclusions, action list | EnfinityEnfinityCRESAll |
| **3.3** | 10:55 | **Task 2.3 ‘Capacity building activities’*** Overview of the work performed
* Planning for the next workshop

Discussion, action list | EuditiCRES, Euditi |
| **3.4** | 11:05 | WP2 – Discussion, conclusions, Action list | Euditi |
|  | 11:10 | **Coffee Break** |  |
| **4** | 11:25 | **WP3 ‘Comparative assessments of available financing sources’** | CRES |
| **4.1** | 11:25 | **Task 3.1 ‘Analysis of the complementary funding sources’**Overview of the financing schemeDiscussion – Action list | EnfinityEnfinityAll |
| **4.2** | 11:35 | **Task 3.2 ‘Preparation and launching of crowdfunding campaigns’**Overview of the work performed – Work to be doneDiscussion, conclusions, action list | ECN – Francesca PasseriAlimosCity of AAKVVVGlyfadaAll |
| **4.3** | 12:15 | **Task 3.3 ‘ESCO dialogue’**Work performed and planning of the 2nd ESCO dialogue (issues to be discussed, expected feedback from the ESCOs, where (venue), when(date))Discussion, action list | CRESAll |
| **4.4** | 12:35 | WP3 – Discussion, conclusions, action list | CRES |
| **5** | 12:45 | **WP4 ‘Financing schemes and identification of suitable tendering procedures’** | CRES |
| **5.1** | 12:45 | **Task 4.1 ‘Project bundling and organisation of financing schemes’**Progress performed – Preliminary financing schemes for Partner 1, 4 and 5Discussion, action list | EnfinityEUDITI, CRESAll |
| **5.2** | 13:15 | **Task 4.2 ‘Identification of suitable tendering procedures’**Report on work performed Discussion, action list | CRESAll |
|  | **13:35** | **Lunch** |  |
| **5.3** | 14:20 | **Task 4.3 ‘Coaching activities to municipalities on tendering and ESCO contracting’**Work performed for Partners 1 and 4 | CRES |
| **5.4** | 14:50 | WP4 – Discussion, conclusions, Action list | CRES |
| **6** | 15:00 | **WP5 ‘Tender launching and contract signing’** | Alimos / CRES |
|  | 15:00 | Planning for the tasks Discussion, conclusions, action list | Alimos, CRESAll |
| **7** | 15:10 | **WP6 ‘Replication’** | Euditi |
| **7.1** | 15:10 | **Task 6.1 ‘Replication plan for two municipalities’** – Overview of the work performed by the two municipalities replicatorsDiscussion, conclusions, action list  | EuditiPalio Faliro, Amaroussion All |
| **7.2** | 15:40 | **Task 6.2 ‘General Plan for Replication during and post PRODESA periods’**Overview of the work performedDiscussion, conclusions, action list | EuditiAll |
|  | 15:50 | **Coffee Break** |  |
| **7.3** | 16:05 | **Task 6.3 ‘Network of replicators’**Planning and overview of the work performedDiscussion, conclusions, action list | EuditiAll |
| **7.4** | 16:15 | **Task 6.4 ‘Capacity building webinars’**Planning and overview of the work performedDiscussion, conclusions, action list | EuditiAll |
| **8** | 16:25 | **WP7 ‘Communication, Dissemination and Exploitation’** | Euditi |
| **8.1** | 16:25 | **Task 7.1 ‘Presentation of the communication plan and activities performed’*** Overview of the dissemination activities performed
* Presentation of the draft project leaflet
* Discussion on the municipal dissemination plans

Discussion, conclusions, action list | EuditiAllEuditiAll municipalitiesAll |
| **8.2** | 16:40 | **Task 7.2 ‘National and international events of local authorities in which PRODESA can be presented’*** Planning of the PRODESA Conference
* Suggestions on National and/or Interna-tional events suitable for promoting the project

Discussion, conclusion action list | KEDEKEDEKEDEAll |
| **8.3** | 16:55 | Discussion / Action list | Euditi |
|  | **17:00** | **End of the 5th Plenary Meeting** |  |