

Work And Budget Plan
FP1405 Grant Agreement Period 2
 01/05/2016 to 30/04/2017

Section I: Action Profile

Action General Information

Action Code	FP1405	MC Chair	Ms Sanne Tiekstra
Action Title	FP1405 - Active and intelligent fibre-based packaging - innovation and market introduction (ActInPak)		
MOU	099/14	Draft MOU	oc-2014-1-18987
CSO Approval Date	2014-11-13		
Action Start Date	2015-03-20	Action End Date	2019-03-19
Science Officer	Dr Fatima Bouchama	Administrative Officer	Ms Cassia Azevedo

Participating COST Member Countries and Cooperating State:

	ITC		Non-ITC		Total
	Number		Number		
Cost Countries having accepted the MOU	15		16		31
	% of all ITCs	48.39%	% of all non-ITCs	51.61%	
Number of MC Members	27		31		58

Country and Acceptance Date		
AT 17/12/2014	EL 16/02/2015	RO 30/01/2015
BE 10/02/2015	HU 28/11/2014	RS 20/02/2015
BA 26/02/2016	IE 07/04/2015	SK 15/03/2015
BG 10/12/2014	IL 18/12/2015	SI 24/11/2014
HR 12/01/2015	IT 30/01/2015	ES 10/12/2014
CY 25/05/2016	LT 13/04/2015	SE 26/01/2015
CZ 16/02/2015	LU 08/12/2014	CH 16/03/2015
DK 05/12/2014	NL 24/11/2014	TR 16/03/2015
FI 09/12/2014	NO 23/03/2015	UK 18/11/2014
FR 03/12/2014	PL 05/12/2014	
DE 05/12/2014	PT 04/02/2015	

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International cooperation

	NNC	IPC	Specific Organisation	Total
Number of entities formally approved to join Action	0	5	0	5
Number of countries	0	5	0	5

Working Groups

	WG Title	WG Leader	Number of Members
WG1	Development/Innovation	Prof Selçuk Yildirim	85
WG2	Industrialisation/Market introduction	Dr Johanna Lahti	40
WG3	LCA/Sustainability issues, health and safety	Mr Grzegorz Ganczewski	30
WG4	Knowledge transfer and dissemination	Dr David Ravnjak	27

Section II: MoU objectives and Grant Agreement Period Goals and Activities

Action Objectives from MoU

Aim/primary Objective	The main objective of the Action is to develop a knowledge-based network on sustainable, active and intelligent fibre-based packaging in order to overcome current technological, industrial, and social limitations that hinder the wide deployment of existing and newly developed solutions in market applications.
Secondary objectives	<ul style="list-style-type: none"> • To direct future innovations and contribute to existing development efforts into scientific/technical research into fibre-based materials, new additives and techniques for active and intelligent functions. • To identify market demands, possibilities and any obstacles to market introduction of active and intelligent fibre-based packaging. • Identify the technical limits and opportunities for development of active and intelligent fibre-based packaging. • Identify market demands and supply chain challenges to ensure easy introduction of smart packaging. • Identify sustainability, health and safety issues. • Disseminate knowledge to industry and society.

Grant Agreement Period

Grant Agreement Period Start Date	01/05/2016	Grant Agreement Period End Date	30/04/2017
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Grant Agreement Period Goals

Number	Grant Agreement Period Goal	MoU Objective(s) it relates to
GAPG 1	Exhaustive understanding of current situation in research and development (WG1, WG2, WG3)	<ul style="list-style-type: none"> • Aim/Primary objective • Secondary objective 1 • Secondary objective 2 • Secondary objective 3 • Secondary objective 4
GAPG 2	To increase awareness about active and intelligent packaging through whole value chain (WG4)	<ul style="list-style-type: none"> • Aim/Primary objective • Secondary objective 6
GAPG 3	Preliminary analysis of three demonstrator cases focusing on properties to be reached (WG1).	<ul style="list-style-type: none"> • Aim/Primary objective • Secondary objective 1 • Secondary objective 3
GAPG 4	Preliminary analysis of three demonstrator cases focusing on sustainability and safety issues (WG3).	<ul style="list-style-type: none"> • Aim/Primary objective • Secondary objective 1 • Secondary objective 5
GAPG 5	Preliminary analysis of three demonstrator cases focusing on successful market introduction (WG2).	<ul style="list-style-type: none"> • Aim/Primary objective • Secondary objective 1 • Secondary objective 2 • Secondary objective 4

Section IV: Work and Budget Plan for the Grant Agreement Period

Work and Budget Plan Summary

A. COST Networking Tools	EUR
(1) Meetings	89,310.00
(2) Training Schools	16,560.00
(3) Short Term Scientific Missions (STSM)	15,000.00
(4) COST Action Dissemination	1,500.00
(5) Other Expenses Related to Scientific Activities (OERSA)	200.00
B. Total Science Expenditure (sum of (1) to (5))	122,570.00
C. Financial and Scientific Administration and Coordination (FSAC) (max. of 15% of B)	18,385.50
D. Total Expenditure (B+C)	140,955.50

Meetings

Overview

Meeting Title	Meeting Type	Dates	Location	ITC	Total Cost(EUR)
COST WG1 session in Nanotec conference	Workshops/Conferences	26/09/2016 - 26/09/2016	Valencia (Spain)	No	7,650.00
SG meeting	Core Group Meeting	04/10/2016 - 04/10/2016	Amsterdam (Netherlands)	No	5,610.00
MCM3 / WGs	Management Committee Meeting, Working Group Meeting, Workshops/Conferences	21/11/2016 - 23/11/2016	Bled (Slovenia)	Yes	60,750.00
WG3 meeting	Working Group Meeting	12/12/2016 - 12/12/2016	Warsaw (Poland)	Yes	7,650.00
WG2 meeting	Working Group Meeting	20/02/2017 - 20/02/2017	Budapest (Hungary)	Yes	7,650.00
				Total	89,310.00

Details

Meeting Type	Workshops/Conferences
Title of the Meeting	COST WG1 session in Nanotec conference
Grant Period Goal(s) it will address	Exhaustive understanding of current situation in research and development (WG1, WG2, WG3), Preliminary analysis of three demonstrator cases focusing on properties to be reached (WG1).
Description	Co-organised COST session during the Nanotec conference (http://www.nanotec2016.com/ , 26-27 September 2016), dedicated to Working Group 1, with the goal to present and discuss technologies and to get feedback from the attending industry to incorporate in review papers as decided during the last GP1 meeting. This session will be completely integrated and advertised within the conference (so not a parallel session) to get as many industrial and other external participants as possible for the purpose of the feedback to Working Group 1. At time of writing, COST Action number and title are not yet advertised on the website of the conference as the program is not final yet, but the organisation will do so as soon as possible. ActInPak is already involved and represented by several MC members in the Scientific Committee of the Nanotec conference (Chair and the WG1 Leader). ActInPak participants that wish to attend the Nanotec conference will benefit from a reduced fee, and are aware that COST does not sponsor this fee. Reimbursement from COST is only eligible in case ActInPak participants are active in the Workshop as described. Presentation during Nanotec is not mandatory for reimbursement, but an added value.
Output(s)	Draft of review papers giving an up-to-date report of the research in the different areas of active and intelligent fibre-based packaging.

Location	Valencia (Spain)	ITC	No
Start Date	2016-09-26 13:00:00	End Date	2016-09-26 17:00:00
Duration	1 day		
Number of expected total participants	50	Number of participants to be reimbursed from COST funds	15
Average reimbursement(per participant)(EUR)	510.00	Total Reimbursement costs (EUR)	7,650.00
Local Organiser Support (EUR)	0.00		
Total cost of the meeting (EUR)	7,650.00		

Meeting Type	Core Group Meeting		
Title of the Meeting	SG meeting		
Grant Period Goal(s) it will address	Exhaustive understanding of current situation in research and development (WG1, WG2, WG3),To increase awareness about active and intelligent packaging through whole value chain (WG4),Preliminary analysis of three demonstrator cases focusing on properties to be reached (WG1).,Preliminary analysis of three demonstrator cases focusing on sustainability and safety issues (WG3).,Preliminary analysis of three demonstrator cases focusing on successful market introduction (WG2).		
Description	Steering Group meeting to prepare the next joint meeting planned for November 2016. If this is not necessary in person, this meeting will be moved towards the start of 2017 to evaluate GP2 and draft the WBP for GP3.		
Output(s)	Joint meeting in November 2016 // GP3 WBP draft // Evaluation of GP2		
Location	Amsterdam (Netherlands)	ITC	No
Start Date	2016-10-04 09:00:00	End Date	2016-10-04 17:00:00
Duration	1 day		
Number of expected total participants	11	Number of participants to be reimbursed from COST funds	11
Average reimbursement(per participant)(EUR)	510.00	Total Reimbursement costs (EUR)	5,610.00
Local Organiser Support (EUR)	0.00		
Total cost of the meeting (EUR)	5,610.00		

Meeting Type	Management Committee Meeting,Working Group Meeting,Workshops/Conferences
Title of the Meeting	MCM3 / WGs
Grant Period Goal(s) it	Exhaustive understanding of current situation in research and development

will address	(WG1, WG2, WG3),To increase awareness about active and intelligent packaging through whole value chain (WG4),Preliminary analysis of three demonstrator cases focusing on properties to be reached (WG1).,Preliminary analysis of three demonstrator cases focusing on sustainability and safety issues (WG3).,Preliminary analysis of three demonstrator cases focusing on successful market introduction (WG2).		
Description	21-11 from 13:00 to 17:00 workshop (invited speakers or presentations from partners.. to be decided) // 22-11 from 9:00 to 12:00 Management Committee Meeting // 22-11 from 13:00 to 17:00 Working Group Meetings (we could also start 22-11 with working groups, and then have the MC meeting in between, so that WG members can continue the work) // 23-11 from 9:00 to 15:00 Working Group Meetings // 23-11 from 15:00 to 18:00 COST session during Paper conference (see below). Reason for this venue and date is the co-organisation with Paper conference in Bled, Slovenia at 23-24 November 2016, see a.o. https://www.papermakerswiki.com/events/43rd-international-symposium-ditp-november-23-24-2016-bled-slovenia . This conference will join up with ActInPak for the Wednesday afternoon with a session consisting of ~6 presentations from ActInPak participants (no conference fee) to paper industry participants from Slovenia and Austria. All other ActInPak participants will be invited to join the Paper conference for highly reduced fee (for which COST reimbursement is not used). ActInPak benefits from this co-organisation by highly reduced prices for the location and hotel as it is the same location as the paper conference. Furthermore, WG4 will be able to valorise the results and disseminate to a very interested public related to the core of the Action: fibre-based industry. Details need to be agreed upon.		
Output(s)	Final drafts of review papers for WG1, WG2, WG3 and plan of approach for publication // Experiences and results from the 5 STSM researchers from GP1 // Valorisation of GP1 knowledge into action plans per Working Group and publishable results for the benefit of industry, by means of eg the review papers // Publication/dissemination of virtual showroom // Workshop and conference presentations and proceedings (in electronic format), preferably // Awareness amongst industry //		
Location	Bled (Slovenia)	ITC	Yes
Start Date	2016-11-21 13:00:00	End Date	2016-11-23 18:00:00
Duration	3 days		
Number of expected total participants	100	Number of participants to be reimbursed from COST funds	75
Average reimbursement(per participant)(EUR)	750.00	Total Reimbursement costs (EUR)	56,250.00
Local Organiser Support (EUR)	4,500.00		
Total cost of the meeting (EUR)	60,750.00		

Meeting Type	Working Group Meeting
Title of the Meeting	WG3 meeting

Grant Period Goal(s) it will address	Exhaustive understanding of current situation in research and development (WG1, WG2, WG3), Preliminary analysis of three demonstrator cases focusing on sustainability and safety issues (WG3).		
Description	Full day meeting for Working Group 3 members to work on actions beyond the review papers as decided during the last GP1 meeting.		
Output(s)	Draft of LCA analysis and corresponding publication on the -in GP1 chosen- three demonstrators.		
Location	Warsaw (Poland)	ITC	Yes
Start Date	2016-12-12 09:00:00	End Date	2016-12-12 17:00:00
Duration	1 day		
Number of expected total participants	15	Number of participants to be reimbursed from COST funds	15
Average reimbursement(per participant)(EUR)	510.00	Total Reimbursement costs (EUR)	7,650.00
Local Organiser Support (EUR)	0.00		
Total cost of the meeting (EUR)	7,650.00		

Meeting Type	Working Group Meeting		
Title of the Meeting	WG2 meeting		
Grant Period Goal(s) it will address	Exhaustive understanding of current situation in research and development (WG1, WG2, WG3), Preliminary analysis of three demonstrator cases focusing on successful market introduction (WG2).		
Description	Full day meeting for Working Group 2 members to work on actions beyond the review papers as decided during the last GP1 meeting.		
Output(s)	Draft of publication based on the executed questionnaire, as started in GP1, for the benefit of the industry as a route for action within ActInPak // Draft of workshop for industry including brainstorm towards challenges for the market implementation of active and intelligent packaging.		
Location	Budapest (Hungary)	ITC	Yes
Start Date	2017-02-20 09:00:00	End Date	2017-02-20 17:00:00
Duration	1 day		
Number of expected total participants	15	Number of participants to be reimbursed from COST funds	15
Average reimbursement(per participant)(EUR)	510.00	Total Reimbursement costs (EUR)	7,650.00
Local Organiser Support (EUR)	0.00		
Total cost of the meeting (EUR)	7,650.00		



Training Schools

Overview

Title of the Training School	Dates	Location	ITC	Total Cost(EUR)
Printing of functional applications	11/07/2016 - 15/07/2016	Swansea (United Kingdom)	No	16,560.00
			Total	16,560.00

Details

Title of the Training School	Printing of functional applications		
Grant Period Goal(s) it will address	Exhaustive understanding of current situation in research and development (WG1, WG2, WG3), To increase awareness about active and intelligent packaging through whole value chain (WG4)		
Description	5 days training school. This course brings together leading speakers from academia across Europe and Industry to deliver an introduction to printable electronics. The summer school takes place at the magnificent new 65 acre Bay Campus in Swansea and is located right on the beach on the eastern approach to Swansea City and is the home to the Welsh Centre for Printing and Coating based within the College of Engineering. The summer school is hosted by the Welsh Centre for Printing and Coating (WCPC), using its new comprehensively equipped laboratories. The course will cover: Design and applications, All major printing processes (flexo, screen, gravure, pad, offset and inkjet), Inks, Substrates, Curing technology, Characterisation technologies, Practical sessions. http://wcpcswansea.com/events/summer-school/2016/		
Output(s)	For trainees: better understanding of printed electronics (intelligent packaging) and how it works in industry. For the Action: awareness amongst and cooperation with industry participants.		
Location	Swansea (United Kingdom)	ITC	No
Start Date	2016-07-11 09:00:00	End Date	2016-07-15 13:00:00
Number of trainers	10	Number of trainees	30
Number of trainers to be reimbursed	6	Number of trainees to be reimbursed	15
Average trainer Reimbursement(EUR)	740.00	Average reimbursement per trainee(EUR)	700.00
Total trainer Reimbursement(EUR)	4,440.00	Total trainee Grant(EUR)	10,500.00
Local Organiser Support (EUR)	1,620.00		
Total cost of the Training School(EUR)	16,560.00		

Short Term Scientific Missions (STSM)

Number	Average cost per STSM(EUR)	Total cost(EUR)
6	2,500.00	15,000.00
Grant Period Goal(s) it will address	Exhaustive understanding of current situation in research and development (WG1, WG2, WG3), To increase awareness about active and intelligent packaging through whole value chain (WG4), Preliminary analysis of three demonstrator cases focusing on properties to be reached (WG1), Preliminary analysis of three demonstrator cases focusing on sustainability and safety issues (WG3), Preliminary analysis of three demonstrator cases focusing on successful market introduction (WG2).	
Description	At least 6 STSMs should be executed by the end of GP2, preferably from science to industry or v.v. and focused towards the three demonstrators as decided during the last meeting in GP1. The STSMs will be supported by the launch of a student contest in which students are invited to work on either a design or a business case.	
Output(s)	Contribution of experience in the analysis of state-of-the-art, boundary conditions, and most promising scientific developments // Initiation of collaboration between laboratories // Reports on the STSM activities, in the form of a presentation during the next meeting and a video to be uploaded on the Action website, LinkedIn page and other social media. //	

COST Action Dissemination

Title	Type	Publisher/provider	Expected date of Release	Cost(EUR)
Website update	Action Website	University of Ljubljana	30/04/2017	1,500.00
Grant Period Goal(s) it will address	To increase awareness about active and intelligent packaging through whole value chain (WG4)			
Description	to be added			
Output(s)	to be added			

Total Disseminations	1,500.00
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Other Expenses Related to Scientific Activities (OERSA)

Item	Cost(EUR)
Bank costs	200.00



WORKPLAN

Annex A - Work And Budget plan

FP1405

Active and intelligent fibre-based packaging - innovation and market introduction (ActInPak)

Grant Period from 01/05/2016 to 30/04/2017

Summary Budget

Instrument	Quant.	Budget
Meetings	5	89310.00 EUR
Training Schools	1	16560.00 EUR
Short Term Scientific Missions (STSM)	6	15000.00 EUR
COST Action Dissemination	1	1500.00 EUR
Other Expenses Related to Scientific Activities (OERSA)	1	200.00 EUR
		SCIENCE EXPENDITURE : 122570.00 EUR
Financial and Scientific Administration and Coordination (FSAC) - MAX. 15%	15%	18385.50 EUR
		TOTAL EXPENDITURE : 140955.50 EUR

Signature : _____

Date : _____



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Register of legal Entities Brussels: 0829090573

COST Association
Avenue Louise 149 | 1050 Brussels, Belgium
t: +32 (0)2 533 3800 | f: +32 (0)2 533 3890
office@cost.eu | www.cost.eu

Indicative Information

Details for Meetings

Meeting 1

Type :	Workshops/Conferences
Title :	COST WG1 session in Nanotec conference
Location :	Valencia (Spain)
Date :	26/09/2016 - 26/09/2016
Total Participants :	50
Total Reimbursed :	15
Travel Costs :	7650.00 EUR
Local Organiser Support :	0.00 EUR

Meeting 2

Type :	Core Group Meeting
Title :	SG meeting
Location :	Amsterdam (Netherlands)
Date :	04/10/2016 - 04/10/2016
Total Participants :	11
Total Reimbursed :	11
Travel Costs :	5610.00 EUR
Local Organiser Support :	0.00 EUR

Meeting 3

Type :	Management Committee Meeting, Working Group Meeting, Workshops/Conferences
Title :	MCM3 / WGs
Location :	Bled (Slovenia)
Date :	21/11/2016 - 23/11/2016
Total Participants :	100
Total Reimbursed :	75
Travel Costs :	56250.00 EUR
Local Organiser Support :	4500.00 EUR

Meeting 4

Type :	Working Group Meeting
Title :	WG3 meeting
Location :	Warsaw (Poland)
Date :	12/12/2016 - 12/12/2016
Total Participants :	15
Total Reimbursed :	15
Travel Costs :	7650.00 EUR
Local Organiser Support :	0.00 EUR

Meeting 5

Type :	Working Group Meeting
Title :	WG2 meeting
Location :	Budapest (Hungary)
Date :	20/02/2017 - 20/02/2017
Total Participants :	15
Total Reimbursed :	15
Travel Costs :	7650.00 EUR
Local Organiser Support :	0.00 EUR

Details for Training Schools

Training School 1

Title :	Printing of functional applications
Location :	Swansea (United Kingdom)
Date :	11/07/2016 - 15/07/2016
Number Of Trainers :	10
Number Of Trainees :	30
Travel Costs Trainers :	4440.00 EUR
Travel Costs Trainees :	10500.00 EUR
Local Organiser Support :	1620.00 EUR

Details for Short Term Scientific Missions (STSM)

STSM Summary

Number Of STSMs :	6
Amount Per STSM :	2500.00 EUR
Total Budget For STSMs :	15000.00 EUR

Details for COST Action Dissemination

Item 1

Title :	Website update
Expected Release Date :	30/04/2017
Publisher Or Supplier :	University of Ljubljana
Type :	Action Website
Amount :	1500.00 EUR

Details for Other Expenses Related to Scientific Activities (OERSA)

Expense 1

Title :	Bank costs
Amount :	200.00 EUR

