

## Work And Budget Plan

FP1405 Grant Agreement Period 4

01/05/2018 to 19/03/2019

### 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 Andrea Tortajada

#### Participating COST Members:

	ITC		Non-ITC		Total
	Number		Number		
COST Members (countries) having accepted the MoU	Number	17	Number	17	34
	% of ITC in Action	50%	% of non-ITC in Action	50%	
	% of all ITC	80.95%	% of all non-ITC	100%	
Number of Action MC members	30		32		62

COST Member and Acceptance Date		
AT 17/12/2014	HU 28/11/2014	RO 30/01/2015
BE 10/02/2015	IS 10/04/2017	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	LV 27/10/2016	SE 26/01/2015
CZ 16/02/2015	LT 13/04/2015	CH 16/03/2015
DK 05/12/2014	LU 08/12/2014	TR 16/03/2015
FI 09/12/2014	NL 24/11/2014	UK 18/11/2014
FR 03/12/2014	NO 23/03/2015	MK 22/11/2016

DE 05/12/2014  
EL 16/02/2015

	PL 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 WG members
WG1	Development/Innovation	Prof Selçuk Yildirim	136
WG2	Industrialisation/Market introduction	Dr Johanna Lahti	59
WG3	LCA/Sustainability issues, health and safety	Mr Grzegorz Ganczewski	33
WG4	Knowledge transfer and dissemination	Dr David Ravnjak	43

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

### Action Objectives from MoU

Aim/primary Objective
<p>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.</p>
Secondary objectives
<ol style="list-style-type: none"> <li>1. 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.</li> <li>2. To identify market demands, possibilities and any obstacles to market introduction of active and intelligent fibre-based packaging.</li> <li>3. Identify the technical limits and opportunities for development of active and intelligent fibre-based packaging.</li> <li>4. Identify market demands and supply chain challenges to ensure easy introduction of smart packaging.</li> <li>5. Identify sustainability, health and safety issues.</li> <li>6. Disseminate knowledge to industry and society.</li> </ol>

### Grant Agreement Period

Grant Agreement Period Start Date	01/05/2018	Grant Agreement Period End Date	19/03/2019
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### Grant Agreement Period Goals

Number	Grant Agreement Period Goal	MoU Objective(s) it relates to
GAPG 1	Finalisation of all deliverables of all Working Groups, including the roadmaps to direct future innovations and developments.	<ul style="list-style-type: none"> <li>• Aim/Primary objective</li> <li>• Secondary objective 3</li> <li>• Secondary objective 4</li> <li>• Secondary objective 5</li> <li>• Secondary objective 6</li> </ul>
GAPG 2	Dissemination and communication of Action's results and activities to spread the gathered knowledge, further grow the network, celebrate success stories, and finally show the potential and opportunities of Active and Intelligent Packaging to industry and general public.	<ul style="list-style-type: none"> <li>• Aim/Primary objective</li> <li>• Secondary objective 6</li> </ul>
GAPG 3	Identification of activities to sustain network/partnerships/activities to be able to move forward and further progress towards market implementation.	<ul style="list-style-type: none"> <li>• Secondary objective 1</li> <li>• Secondary objective 2</li> </ul>

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

### Work and Budget Plan Summary

<b>A. COST Networking Tools</b>	EUR
(1) Meetings	133,468.57
(2) Training Schools	19,734.34
(3) Short Term Scientific Missions (STSM)	18,600.00
(4) ITC Conference Grant	0.00
(5) COST Action Dissemination	4,250.00
(6) Other Expenses Related to Scientific Activities (OERSA)	404.00
<b>B. Total Science Expenditure (sum of (1) to (6))</b>	176,456.91
<b>C. Financial and Scientific Administration and Coordination (FSAC) (max. of 15% of B)</b>	26,468.54
<b>Total Grant (B+C)</b>	202,925.45

## Meetings

### Overview

Meeting Title	Meeting Type	Dates	Location	ITC	Total Cost(EUR)
WG meeting - Latest developments in active and intelligent packaging and Opportunities for communication of ActInPak	Working Group Meeting, Core Group Meeting	04/06/2018 - 06/06/2018	Riga (Latvia)	Yes	34,511.46
21st IAPRI World Conference on Packaging	Dissemination Meeting	19/06/2018 - 22/06/2018	Zhuhai (China)	No	2,517.11
Final Conference and MC meeting	Management Committee Meeting, Workshops/Conferences, Final meeting	21/11/2018 - 22/11/2018	Vienna (Austria)	No	64,100.00
Final meeting	Workshops/Conferences	21/11/2018 - 21/11/2018	Vienna (Austria)	No	25,240.00
SG Meeting	Core Group Meeting	23/01/2019 - 23/01/2019	Brussels (Belgium)	No	7,100.00
				Total	133,468.57

### Details

Meeting Type	Working Group Meeting, Core Group Meeting		
Title of the Meeting	WG meeting - Latest developments in active and intelligent packaging and Opportunities for communication of ActInPak		
Grant Period Goal(s) it will address	Finalisation of all deliverables of all Working Groups, including the roadmaps to direct future innovations and developments.		
Description	Working Group meetings to follow up on previous meetings and work and finalise all deliverables such as roadmaps and leaflets.		
Output(s)	all outstanding deliverables finalised		
Location	Riga (Latvia)	ITC	Yes
Start Date	2018-06-04 14:00:00	End Date	2018-06-06 18:00:00
Duration	3 days		
Number of expected total participants	50	Number of participants to be reimbursed from COST funds	49
Average reimbursement(per participant)(EUR)	602.28	Total Reimbursement costs (EUR)	29,511.72
Local Organiser Support (EUR)	4,999.74		
Total cost of the meeting (EUR)	34,511.46		

Meeting Type	Dissemination Meeting		
Title of the Meeting	21st IAPRI World Conference on Packaging		
Grant Period Goal(s) it will address	Dissemination and communication of Action's results and activities to spread the gathered knowledge, further grow the network, celebrate success stories, and finally show the potential and opportunities of Active and Intelligent Packaging to industry and general public.		
Description	IAPRI (International association of packaging research institutes ) is an international membership association to promote and advance packaging research and education. It enables researchers in organisations from all over the world to communicate and develop ideas, exchange experiences and in many cases reduce duplication of effort. AIPRI World conferences provide an opportunity for packaging researchers to meet and exchange views and present the latest findings in their areas of expertise. In 2018 the 21st IAPRI World Conference on Packaging will be hosted by Jinan University and Hunan University of Technology 19-22 June, Zhuhai, China. "Packaging: Driving a Sustainable Future". Information at <a href="http://www.2018iapriconference.org/">http://www.2018iapriconference.org/</a> . Active & intelligent packaging is one of the key conference topics. WG1 Leader and MC Member Selcuk Yildirim will present a presentation titled "Major technical challenges to overcome for successful exploitation of active and intelligent packaging technologies". In this presentation, the results of the COST Action activities with regard to the identification of the most promising AIP technologies and the technical challenges to overcome for successful exploitation these technologies will be presented. Note to SO: Justification of Total Travel Costs (incl. conference fee and visa costs) and the Abstract will be send separately.		
Output(s)	Dissemination of action's results // awareness creation		
Location	Zhuhai (China)	ITC	No
Start Date	2018-06-19 09:00:00	End Date	2018-06-22 17:00:00
Duration	4 days		
Number of expected total participants	300	Number of participants to be reimbursed from COST funds	1
Average reimbursement(per participant)(EUR)	2,517.11	Total Reimbursement costs (EUR)	2,517.11
Local Organiser Support (EUR)	0.00		
Total cost of the meeting (EUR)	2,517.11		

Meeting Type	Management Committee Meeting,Workshops/Conferences,Final meeting		
Title of the Meeting	Final Conference and MC meeting		
Grant Period Goal(s) it will address	Dissemination and communication of Action's results and activities to spread the gathered knowledge, further grow the network, celebrate success stories, and finally show the potential and opportunities of Active and Intelligent Packaging to industry and general public.,Identification of activities to sustain network/partnerships/activities to be able to move forward and further progress towards market implementation.		
Description	Final Conference and MC meeting. Based on previous successful network meetings, the program will be as follows: 20-11 14:00-17:00 ActInPak session during Austrian Packaging Day (see below for more info on this co-location) //		



	21-11 9:00 to 17:00 Final Conference with a focus on final dissemination // 22-11 9:00 to 12:00 Final Management Committee Meeting // 22-11 14:00 to 17:00 STSM presentations Within this meeting also STSM students will be invited to present their work. Furthermore, industry will be gathered and actively invited to participate. ActInPak will benefit from the co-location with the Austrian Packaging Day (on 20/11/2018) as this way we will be able to communicate the Final Conference to a wide audience (ActInPak will participate and present during the Austrian Packaging Day, and attendees of Austrian Packaging Day are invited to attend ActInPak conference), and also have a venue free of charge. The Local Organiser is involved in the organisation of the Packaging Day; all ActInPak participants can join the Packaging Day free of charge as well. This link leads to a report on the past Packaging Day: <a href="https://www.fh-campuswien.ac.at/die-fh/veranstaltungen/oesterreichischer-verpackungstag-2016.html">https://www.fh-campuswien.ac.at/die-fh/veranstaltungen/oesterreichischer-verpackungstag-2016.html</a>		
Output(s)	Workshop and conference presentations and proceedings (in electronic format) // Awareness amongst industry // Follow-up steps (MC meeting output)		
Location	Vienna (Austria)	ITC	No
Start Date	2018-11-21 09:00:00	End Date	2018-11-22 17:00:00
Duration	2 days		
Number of expected total participants	100	Number of participants to be reimbursed from COST funds	80
Average reimbursement(per participant)(EUR)	770.00	Total Reimbursement costs (EUR)	61,600.00
Local Organiser Support (EUR)	2,500.00		
Total cost of the meeting (EUR)	64,100.00		

Meeting Type	Workshops/Conferences		
Title of the Meeting	Final meeting		
Grant Period Goal(s) it will address	Finalisation of all deliverables of all Working Groups, including the roadmaps to direct future innovations and developments.,Dissemination and communication of Action's results and activities to spread the gathered knowledge, further grow the network, celebrate success stories, and finally show the potential and opportunities of Active and Intelligent Packaging to industry and general public.,Identification of activities to sustain network/partnerships/activities to be able to move forward and further progress towards market implementation.		
Description	Extra budget for the Vienna meeting		
Output(s)	Additional participants for the Vienna meeting. Outputs as mentioned in the Vienna meeting.		
Location	Vienna (Austria)	ITC	No
Start Date	2018-11-21 09:00:00	End Date	2018-11-21 18:00:00
Duration	1 day		
Number of expected total participants	80	Number of participants to be reimbursed from COST funds	28
Average reimbursement(per participant)(EUR)	730.00	Total Reimbursement costs (EUR)	20,440.00

Local Organiser Support (EUR)	4,800.00
Total cost of the meeting (EUR)	25,240.00

Meeting Type	Core Group Meeting		
Title of the Meeting	SG Meeting		
Grant Period Goal(s) it will address	Finalisation of all deliverables of all Working Groups, including the roadmaps to direct future innovations and developments.,Dissemination and communication of Action's results and activities to spread the gathered knowledge, further grow the network, celebrate success stories, and finally show the potential and opportunities of Active and Intelligent Packaging to industry and general public.,Identification of activities to sustain network/partnerships/activities to be able to move forward and further progress towards market implementation.		
Description	Steering Group meeting to finalise and evaluate GP4, finalise Progress Report. If necessary, draft further work for dissemination and follow-up activities.		
Output(s)	Evaluation of GP4 // Progress Monitoring Report		
Location	Brussels (Belgium)	ITC	No
Start Date	2019-01-23 09:00:00	End Date	2019-01-23 17:00:00
Duration	1 day		
Number of expected total participants	10	Number of participants to be reimbursed from COST funds	10
Average reimbursement(per participant)(EUR)	710.00	Total Reimbursement costs (EUR)	7,100.00
Local Organiser Support (EUR)	0.00		
Total cost of the meeting (EUR)	7,100.00		

## Training Schools

### Overview

Title of the Training School	Dates	Location	ITC	Total Cost(EUR)
Business Development for Active and Intelligent Packaging	24/09/2018 - 27/09/2018	Grenoble (France)	No	19,734.34
			Total	19,734.34

### Details

Title of the Training School	Business Development for Active and Intelligent Packaging		
Grant Period Goal(s) it will address	Finalisation of all deliverables of all Working Groups, including the roadmaps to direct future innovations and developments.		
Description	Business Development, focus on end of Value Chain to end our search 'how to fill the gap between science and industry'. Group trainees to learn how to develop and advertise concepts. They bring their own concept to the TS and prepare some input beforehand.		
Output(s)	Better understanding of how to create a viable business case and what boundary conditions are important when creating innovations for the market		
Location	Grenoble (France)	ITC	No
Start Date	2018-09-24 10:00:00	End Date	2018-09-27 18:00:00
Number of trainers	10	Number of trainees	25
Number of trainers to be reimbursed	1	Number of trainees to be reimbursed	24
Average trainer Reimbursement(EUR)	1,234.34	Average reimbursement per trainee(EUR)	700.00
Total trainer Reimbursement(EUR)	1,234.34	Total trainee Grant(EUR)	16,800.00
Local Organiser Support (EUR)	1,700.00		
Total cost of the Training School(EUR)	19,734.34		

### Short Term Scientific Missions (STSM)

Number	Average cost per STSM(EUR)	Total cost(EUR)
12	1,550.00	18,600.00
Grant Period Goal(s) it will address	Finalisation of all deliverables of all Working Groups, including the roadmaps to direct future innovations and developments., Identification of activities to sustain network/partnerships/activities to be able to move forward and further progress towards market implementation.	
Description	At least 6 STSMs should be executed by the end of GP4, preferably from science to industry or v.v. and focused towards the three demonstrators as targeted by the different Working Groups.	
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)
Final Video	Multi-media	SignTech, Duntesiela 34, Rīga, Latvija, LV-1005	31/12/2018	1,000.00
Grant Period Goal(s) it will address	Finalisation of all deliverables of all Working Groups, including the roadmaps to direct future innovations and developments.,Dissemination and communication of Action's results and activities to spread the gathered knowledge, further grow the network, celebrate success stories, and finally show the potential and opportunities of Active and Intelligent Packaging to industry and general public.			
Description	Shooting and processing of video of the final meeting.			
Output(s)	Movie of the final meeting, showing the demonstrating materials (results of the Action).			

Title	Type	Publisher/provider	Expected date of Release	Cost(EUR)
Papercode cards	Printed publication	Wereld van Papier, The Netherlands	21/11/2018	3,250.00
Grant Period Goal(s) it will address	Finalisation of all deliverables of all Working Groups, including the roadmaps to direct future innovations and developments.,Dissemination and communication of Action's results and activities to spread the gathered knowledge, further grow the network, celebrate success stories, and finally show the potential and opportunities of Active and Intelligent Packaging to industry and general public.			
Description	Papercode cards: a card deck with intelligent technologies to disseminate all deliverables (roadmaps, leaflets, videos, STSM reports, ...). This way, we can provide all attendees (at least 100pc) of the Final Meeting one final deliverable that gives them direct access to all deliverables that will be digitally available. The card deck itself will demonstrate active and intelligent features to the recipients and thus be a deliverable itself too.			
Output(s)	Dissemination of the Action results, but also demonstrating technologies on fibre-based products.			

Total Disseminations	4,250.00
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**Other Expenses Related to Scientific Activities (OERSA)**

Item	Cost(EUR)
Bank costs	300.00
Bank costs after IFR	104.00