

Project Title:

Promotion of Modern Financial Instruments in the Cross-border area

Project Acronym:

FINANCIAL INSTRUMENTS

Work Package (WP)1: Project Management & Coordination

Deliverable 1.2.2: Preparation & organization of 1 Project Coordination Meeting in Komotini-Greece

Delivered by Democritus University of Thrace - (DUTH)

Main conductor: Attitude M.E.Π.Ε.

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1 Actions before the event

1.1 Purpose and Initial actions of potential investors

On Thursday, March 9, 2023, a Project Coordination Meeting was held in Komotini, Greece with the participation of the project partners both from Greece and Bulgaria. The meeting aimed at an effective way of disseminating information and communicating with the project team/partners. Through the meeting, it was sought to deal with issues, propose ideas and solve any problems of the project. The organization of the project was undertaken by the partner PP2 – Democritus University of Thrace with the support of the Rodopi Development mainly in the part of technical support.

The Project Coordination Meeting aimed at the facilitation, cooperation and decision-making of top quality and the dynamic contact of the Greek and Bulgarian partners. Also, with the meeting we managed to demonstrate to the partners both the good progress of the project and the success of holding such a meeting. This Project Coordination Meeting was the key to developing agendas where they covered all the required topics without going off course.

The main primary action of the Project Coordination Meeting was to inform and ensure from all partners their availability on the specific date.

After the day and time of the Project Coordination Meeting was secured by everyone, the project team of Democritus University of Thrace, as responsible for the specific deliverable, were led to the following actions:

- designing the invitation and agenda of the Project Coordination Meeting
- sending the online invitation to all project partners
- banner, folder, block and pen design, according to project guidelines.
- book meeting venue, buffet and lunch after the meeting
- daily communication with the partners for the efficient organization of the meeting

1.2 Sending the online invitation to all project partners

Development of an e-mail to inform about the Project Coordination Meeting to the list of project partners. The following pictures show the invitation email that send to all partner.

Financial Instruments - Invitation

4 μηνύματα

Konstantina Zlatini <konszlat@gmail.com> 2 Μαρτίου 2023 στις 5:51 μ.μ.
Προς: anro@anro.gr, Vasiliki Athanasiadou <athanasiadou.vasiliki@gmail.com>, dosemetzi@gmail.com, sthkom@gmail.com, P.Raidis@euroconsultants.com.gr, t.papotis@euroconsultants.com.gr, rc@duth.gr, v.drimpetas@gmail.com, tpoufinas@gmail.com, George Galanos <georgegalanos3@gmail.com>, Γιάννης Χατζόπουλος <i_chatzopoulos@yahoo.gr>, d.delchev@bfgroup.eu, kmp@bfgroup.eu, miroslav.tonchev@bia-bg.com, m.dimova@bfgroup.eu, plamenpvt@gmail.com, unixtrade@abv.bg, r.draganova@euroconsultants.com.gr, eivanov@euroconsultants.com.gr, Danai Koloniari <d.koloniari@euroconsultants.com.gr>

Dear partners,

The Democritus University of Thrace- Special Account for Research Funds, Project Beneficiary 2 (PB2) of the "Financial Instruments" project, invites you to participate in the **Project Coordination Meeting** of the "Financial Instruments" project, financed by the Interreg VA "Greece- Bulgaria 2014- 2020" Cooperation Programme on **09.03.2023 (Thursday) at 11:00 am**.

The Meeting is taking place in **Komotini-Greece** (Address: 53 Aghialou str. Komotini, Anatolia Hotel Komotini).

Please, find the draft of the **invitation and the agenda** for the meeting.

We are at your disposal for any further information.

Best regards,

--

Zlatini Konstantina,
PhD Student | Business & Economics Research Associate
International and European Studies
University of Piraeus
Te: 6988349794
email: konszlat@unipi.gr
Athens, Greece

2 συνημμένα αρχεία



Invitation.jpg
244K



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Vasiliki Athanasiadou
προς εγώ ▾

3:12 μ.μ. (πριν από 9 λεπτά) ☆ ↶

Vasiliki Athanasiadou

----- Forwarded message -----

Από: **Vasiliki Athanasiadou** <athanasiadou.vasiliki@gmail.com>

Date: Τρί 7 Μαρ 2023, 10:30

Subject: Fwd: Financial Instruments - Invitation

Το: ΠΟΣΕΙΔΩΝΟΣ ΠΕΡΙΚΛΗΣ (PERIKLIS POSEIDONOS) <poseidonos@mou.gr>

Κύριε Ποσειδώνας, καλή σας ημέρα.

Σας ενημερώνω ότι την Πέμπτη 09/03/2023 πρόκειται να διοργανωθεί εκ μέρους του ΠΒ2 (Δημοκρίτειο Πανεπιστήμιο Θράκης) η πρώτη διά ζώσης συνάντηση του εταιρικού σχήματος στην Κομοτηνή, προκειμένου να συζητηθούν θέματα που αφορούν την υλοποίηση του έργου "Financial Instruments".

Συνημμένα, μπορείτε να βρείτε την πρόσκληση και το πρόγραμμα της συνάντησης.

Θα ήταν μεγάλη μας τιμή να παρευρεθείτε, ωστόσο, σε περίπτωση που κάτι τέτοιο δεν είναι εφικτό, σας στέλνουμε τον σχετικό σύνδεσμο.

<https://us02web.zoom.us/j/6932543676>

Με εκτίμηση

On behalf of the LB
Vasiliki Athanasiadou

1.3 List of recipients of Project Coordination Meeting invitation information letter

The following list was sent an information letter and the detailed invitation with the agenda for the meeting.

1	anro@anro.gr,
2	athanasiadou.vasiliki@gmail.com
3	dosemetzi@gmail.com,
4	stskom@gmail.com,
5	P.Raidis@euroconsultants.com.gr,
6	t.papotis@euroconsultants.com.gr,
7	rc@duth.gr,
8	v.drimpetas@gmail.com,
9	tpoufinas@gmail.com,
10	georgegalanos3@gmail.com,
11	i_chatzopoulos@yahoo.gr,
12	d.delchev@bfgroup.eu,
13	kmp@bfgroup.eu,
14	miroslav.tonchev@bia-bg.com,
15	m.dimova@bfgroup.eu,
16	plamenpvt@gmail.com,
17	unixtrade@abv.bg,
18	r.draganova@euroconsultants.com.gr,
19	e.ivanov@euroconsultants.com.gr,

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20	d.koloniari@euroconsultants.com.gr
21	pposeidonos@mou.gr

1.4 Creation of electronic invitation and agenda for project partners

Following it is presented the invitation and agenda that partner design with printer contribution.



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AGENDA

**Promotion of
Modern Financial
Instruments in the
Cross-border area**
Project Coordination Meeting

**09.03
2023**

Time: 11:00 am

Place: **Anatolia Hotel Komotini**
53 Aghialou str. Komotini 691 33



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AGENDA



PROJECT TITLE:
Promotion of Modern Financial Instruments in the Cross-border area

ACRONYM:
Financial Instruments

Project Coordination Meeting




<p>11:00 - 11:15 Registration</p> <p>11:15 - 11:30 Opening of the FINANCIAL INSTRUMENTS project Meeting and Welcome Speeches</p> <ul style="list-style-type: none"> • Mr. Evangelos Dribetas/Thomas Poufinas, Democritus University of Thrace • Mr. Efstathios KEFALIDIS, General Director of the Regional Development Agency of Rodopi S.A. • Representatives from All Project Beneficiaries 	<p>11:30 – 12:00 Wp1: Project Management & Coordination</p> <ul style="list-style-type: none"> • General Overview Presentation by Lead Partner • Presentations by all Partners (updates regarding project & financial management: project teams, contracts, payments, certifications, etc.) <p>12:00 – 12:30 Wp2: Communication & Dissemination</p> <ul style="list-style-type: none"> • Presentation of project's Communication Plan, Communication Material & project's website/platform by Lead Partner • Presentations by all Partners (what has been done so far, next steps & obligations) <p>12:30 – 13:30 Wp3: Identification of Current Status in the Cross-Border Area/Networking Activities</p> <ul style="list-style-type: none"> • Presentation of Guidelines, Methodology & Timetable for WP3 Deliverables D. 3.1 & D.3.2 by Lead Partner • Presentations by all Partners (what has been done so far, next steps & obligations) <p>13:30 – 14:00 Planning of all Project's Outputs & Deliverables until the end of the project – Final Discussion & Commitments - End of the Project Meeting</p>
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1.5 Creation of folders, blocks and pens for the participating partners: Graphic design and notebook printing for participants

The communication strategy involves a whole set of activities and promotional activities, such as the production of printed material, publications etc. Furthermore, direct communication measures include the participation of project Beneficiaries at events and conferences where the project results are presented, in this case the Project Coordination Meeting.

Promotional Material (folders, blocks, pens and banners) to FINANCIAL INSTRUMENTS project and guidelines for their use, based on the programme's Guidebook were achieved.

In the following sections presented in detail the promotional material for correct use of the communication tools based on the INTERREG V-A "Greece-Bulgaria 2014-2020" Cooperation Programme Guidebook.

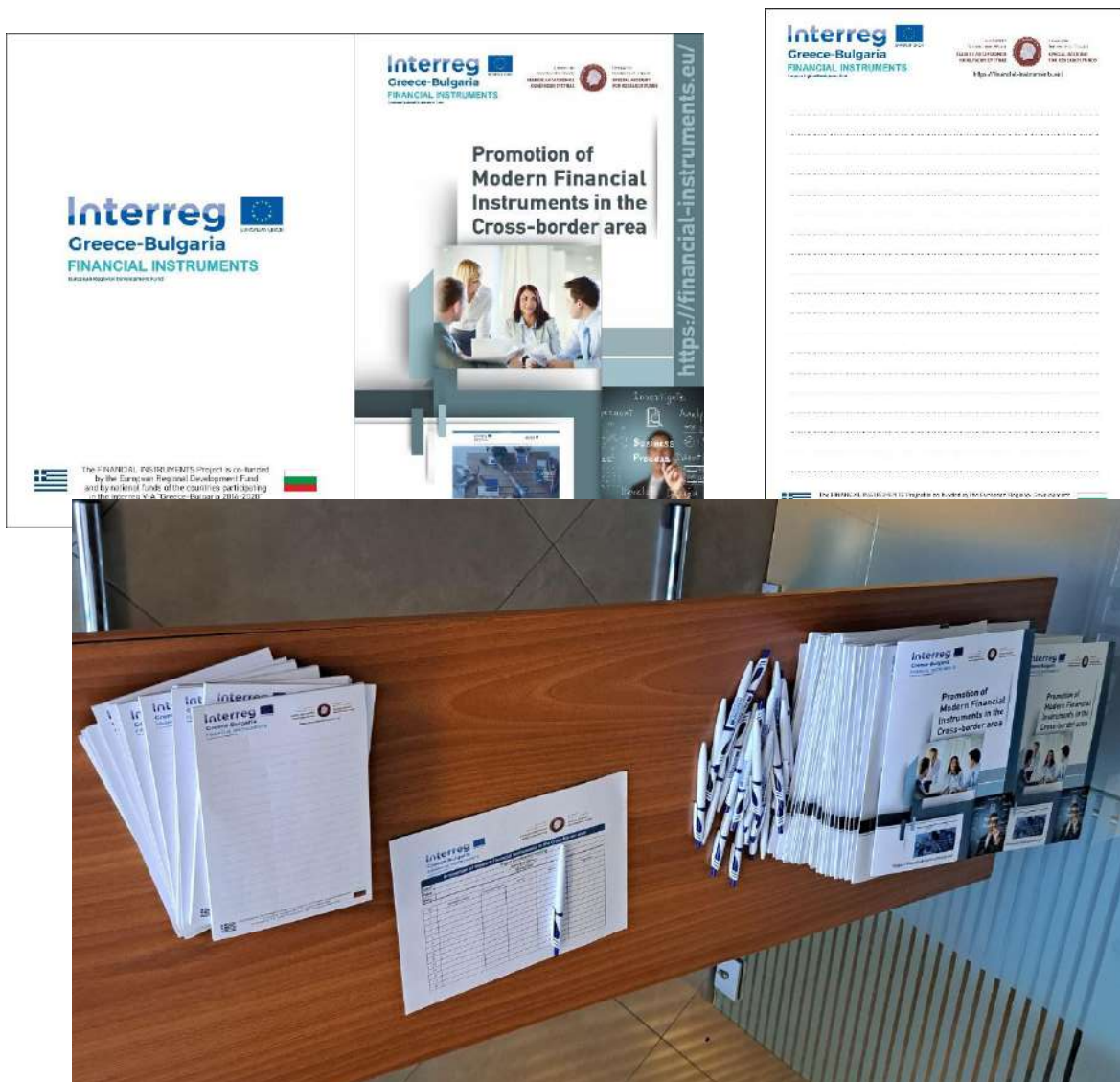
The project FINANCIAL INSTRUMENTS is co-funded by the European Regional Development Fund (ERDF) and by national funds of the countries participating in the Interreg V-A "Greece-Bulgaria 2014-2020" Cooperation Programme.

Folders

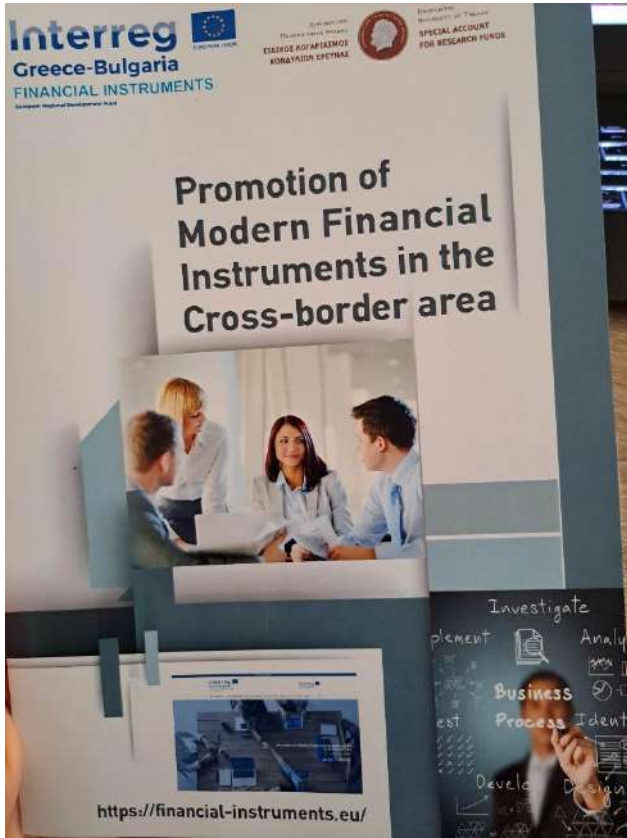
Regarding FINANCIAL INSTRUMENTS project guidelines, there is no specific guidance regarding the format of stationary sets. However, they contain the following:

- The Interreg project logo and slogan (in case of existence).
- The textual reference to the sources of financing.

The number of folders and blocks that product are 100. The folder and block of the meeting presented at the following image.



The project FINANCIAL INSTRUMENTS is co-funded by the European Regional Development Fund (ERDF) and by national funds of the countries participating in the Interreg V-A “Greece-Bulgaria 2014-2020” Cooperation Programme.



Pen

On promotional item (pen) where it is not possible to include all information, at least the EU flag appear. The number of pens that product are 100. The pen of the meeting presented at the following image.



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Graphic design and banner printing

According to Interreg V-A “Greece-Bulgaria 2014-2020” Cooperation Programme guidelines, banner of the meeting contain the following on

- The Interreg project logo and slogan (in case of existence).
- The textual reference to the sources of financing “The Project is co-funded by the European Regional Development Fund (ERDF) and by national funds of the countries participating in the Interreg V-A “Greece-Bulgaria 2014-2020” Cooperation Programme” with the flags of EU and the two participating countries.
- The link to the project website.

The number of banner that product are two (2) which were placed, one inside the meeting room and one outside. The banner of the meeting presented at the following image.

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Interreg 
Greece-Bulgaria
FINANCIAL INSTRUMENTS
 European Regional Development Fund

ΔΗΜΟΚΡΙΤΕΙΟ ΠΑΝΕΠΙΣΤΗΜΙΟ ΘΡΑΚΗΣ
 ΕΙΔΙΚΟΣ ΛΟΓΑΡΙΑΣΜΟΣ ΚΟΝΔΥΛΙΩΝ ΕΡΕΥΝΑΣ

DEMOCRITUS UNIVERSITY OF THRACE
 SPECIAL ACCOUNT FOR RESEARCH FUNDS

Promotion of Modern Financial Instruments in the Cross-border area




<https://financial-instruments.eu/>

Interreg 
Greece-Bulgaria
FINANCIAL INSTRUMENTS
 European Regional Development Fund



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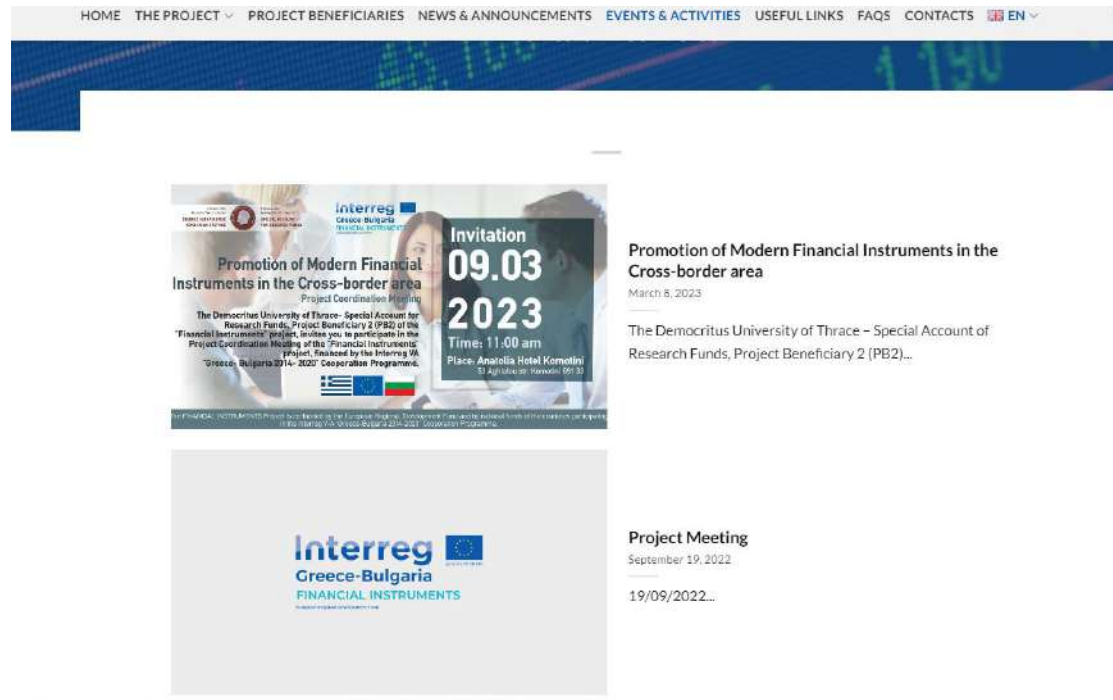


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1.6 The creation of a Micro website for the event on the website

The Project Coordination Meeting posted on the project’s website (<https://financial-instruments.eu/>).



HOME THE PROJECT PROJECT BENEFICIARIES NEWS & ANNOUNCEMENTS **EVENTS & ACTIVITIES** USEFUL LINKS FAQs CONTACTS EN

Promotion of Modern Financial Instruments in the Cross-border area
Project Coordination Meeting

The Democritus University of Thrace - Special Account for Research Funds, Project Beneficiary 2 (PB2) of the "Financial Instruments" project, invites you to participate in the Project Coordination Meeting of the "Financial Instruments" project, financed by the Interreg V-A "Greece-Bulgaria 2014-2020" Cooperation Programme.

Invitation
09.03
2023
Time: 11:00 am
Place: Anatolia Hotel Komotini
51 Agioukiri, Komotini 691 33

Promotion of Modern Financial Instruments in the Cross-border area
March 6, 2023
The Democritus University of Thrace – Special Account of Research Funds, Project Beneficiary 2 (PB2)...

Project Meeting
September 19, 2022
19/09/2022...

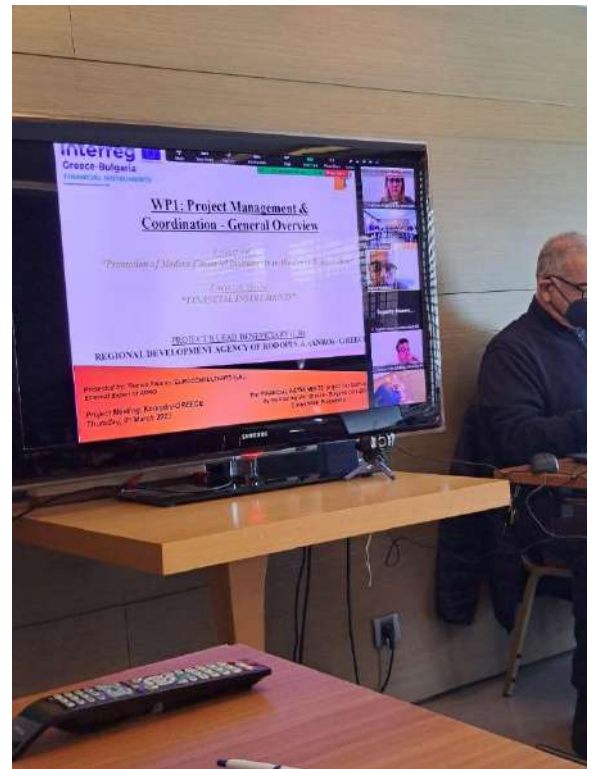
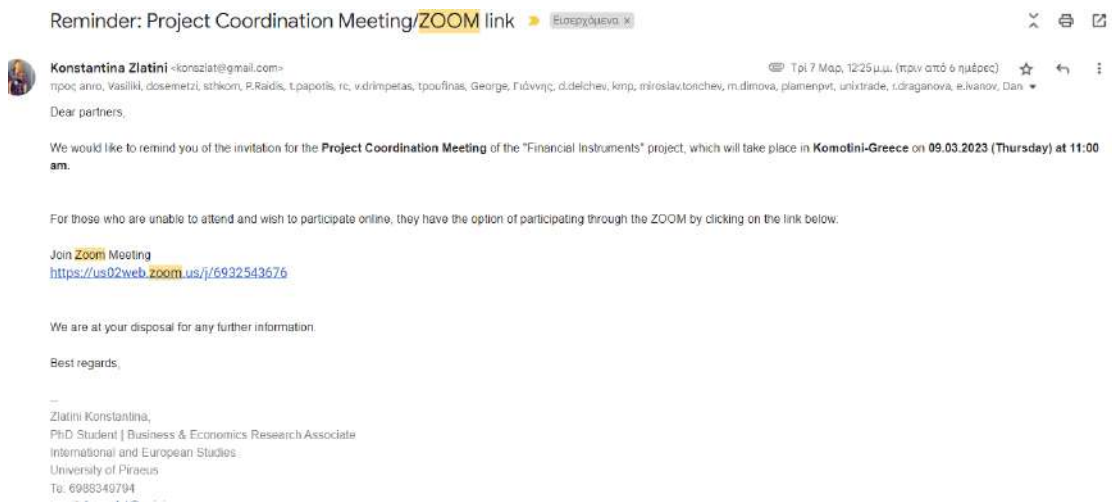
The event presented at the following link : <https://financial-instruments.eu/the-democritus-university-of-thrace/>

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1.7 Organization of the online meeting

The meeting was also shown via zoom for those members who were unable to attend. So, everyone was sent an informative email with the zoom link, as presented to the following image.



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In zoom meeting participated 5 partners as it is presented below.

Zoom list

- | | |
|---|---|
| 1 | Thomas Poufinas <tpoufinas@gmail.com> |
| 2 | George Galanos <georgegalanos3@gmail.com> |
| 3 | e.ivanov@euroconsultants.com.gr, |
| 4 | PERIKLIS POSEIDONOS) <pposeidonos@mou.gr> |
| 5 | George Geronikolaou |

2 The conduct and presentation of the meeting

2.1 Time and manner of meeting

The meeting took place on 03/09/2023 live in the "Nymphaea" room, at the Anatolia



Hotel, in Komotini - Greece. The start time was 12:00, as due to an unexpected situation it did not take place at 11:00 as previously scheduled. Its duration was until 14:00 and the number of participants was 12 people in meeting place and 5 from zoom meeting. In total 17 partners participated. The meeting also provided a small

buffet with coffee, juices, cake and cookies to cover the needs of the partners during the meeting. Afterwards, lunch followed in the hotel restaurant.

The Democritus University of Thrace was responsible for the smooth running and flow of the meeting program, with Mr. Drybetas Evagelos fully coordinating the agenda and organizing the order and process of the meeting. The aim was to provide all the necessary material (Laptop, cables, usp) with the help of members of the Rodopi Development and the support of the other partners in Greece and Bulgaria.

Opening of the FINANCIAL INSTRUMENTS project Meeting and Welcome Speeches

The meeting did not deviate from the original agenda. Initially, the beginning of the meeting was initiated by Mr. Drybetas Evagelos from the University of Thrace, that he welcomed all partners from both Greece and Bulgaria. In this context, some time was spent to introduce all the partners.

Then, Thanos Papotis (EUROCONSULTANTS S.A.), External Expert of ANRO presented a general overview of “WP1: Project Management & Coordination” focusing at first at the duration and the extension that project has already receive, and the budget and payments in this session.

As the discussion focused quite a bit on the timelines of the deliverers, Mr Kefalidis Efstathios emphasized that *“Before the end of 31 of December all partners have to complete everything and the payments too.”*

Then, Mr. Popotis continued presenting all packages of the project, and specifically he focused on WP4, mentioned that *“WP4 Establishment of a flexible Private Finance Support Mechanism is going to stay into after the end of the project so we are very proud of this and in this way everything is going to be implemented all the results that we are going to have and can be communicate and transfer into the end of the project”*

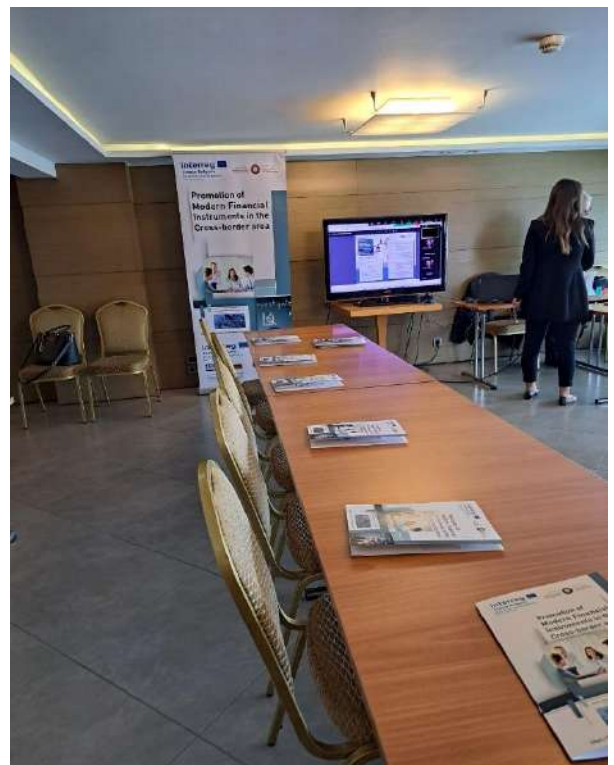
Afterwards, Mr. George Galanos from Democritus University focus on the two serves of the project. He mentioned that *“First of all, the main core of the project is to analyze the financial instruments that now we have in our capacity in both countries (Greece and Bulgarian).(...) At the end of the project the aim is to create the mechanism to easily identify the form of the financial instruments that enterprises need and to give them the solutions and to also to have same policy making to the local government”*

Subsequently, the partner of Sandanski present his presentation their project. He reported the tasks that they have already achieved in 2022. Also, he referred the survey for collection of information that was conducted with 30 respondents – local

SMEs, questionnaire was provided to the partners. Finally, the project that is going to happen is the 1st round of consultations that it will take place on March 14, 2023 in Sandanski.

The presentation about WP2: Communication & Dissemination presented by Mrs. Danai Koloniari (EUROCONSULTANTS S.A.), External Expert of ANRO who give information about Publicity Guidebook for Project Beneficiaries. Mrs. Danai Koloniari made a review of the project website and then a detailed description of the deliverable “Communication Plan”.

The final presentation is about Guidelines, Methodology & Timetable for WP3: Identification of Current Status in the Cross-Border Area/Networking Activities by Mr. Raidis Panagiotis (EUROCONSULTANTS S.A.), External Expert of ANRO . Mr. Raidis Mr. Raidis reviewed the deliverable, its contents and chapters, focusing on Financial tools, how to receive them and do the survey.



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2.2 Snapshots of the event

Below are some snapshots from a meeting with all the partners who attended the meeting.



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