



Partnership agreement for the project #C050 Climate-4-CAST of Interreg Baltic Sea Region

Having regard to

- REGULATION (EU) 2021/1059 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 24 June 2021, Article 26(1),
- The Interreg Programme “Interreg Baltic Sea Region” (CCI 2021TC16FFTN003), hereinafter referred to as **Programme**,
- The Interreg Baltic Sea Region Programme Manual, hereinafter referred to as **Programme Manual**,
- The written acceptances according to Article 22(1), subparagraph 4, of REGULATION (EU) 2021/1059 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 24 June 2021 addressed by countries outside the Programme area to the IB.SH,
- The subsidy contract for the project #C050 Climate-4-CAST of Interreg Baltic Sea Region (hereinafter referred to as **subsidy contract**), in particular Article 6(3) thereof,
- The approved project data (hereinafter referred to as **project data**) available in the electronic data exchange system of the Programme (hereinafter referred to as **BAMOS+**). These project data derive from the original application and its attachments (e.g. contact and bank information) selected by the Monitoring Committee and comprise subsequent changes to the original project setup as referred to in Article 5 of the subsidy contract.

the following partnership agreement (hereinafter referred to as **agreement**) is concluded between

HafenCity Universität Hamburg / HafenCity University Hamburg

with its official address at Henning-Voscherau-Platz 1, 20427 Hamburg, Germany

and represented by Stephanie Egerland

hereinafter referred to as **lead partner**. The lead partner is listed in the project data as **project partner no° 1**.

and

Tampereen kaupunki / City of Tampere

with its official address at P.O. Box 487, 33101 Tampere, Finland

represented by Kari Kankaala

and listed in the project data as **project partner no° 2**

Aarhus Kommune / Aarhus Municipality

with its official address at Rådhuspladsen 2, 8000 Aarhus C, Denmark



represented by Eddie Dydensborg; Henrik Seiding
and listed in the project data as **project partner no° 3**

Rīgas valstspilsētas pašvaldība / City of Riga
with its official address at Rātslaukums 1, LV-1050 Riga, Latvia
represented by Jānis Ikaunieks
and listed in the project data as **project partner no° 4**

Kausal Oy / Kausal Ltd
with its official address at Väinö Auerin katu 7 E 65, 00560 Helsinki, Finland
represented by Juha Yrjölä
and listed in the project data as **project partner no° 5**

Itämeren kaupunkien liiton Kestävien kaupunkien komissio c/o Turun kaupunki / Union of the Baltic
Cities Sustainable Cities Commission c/o City of Turku
with its official address at Vanha Suurtori 7, 20500 Turku, Finland
represented by Björn Grönholm
and listed in the project data as **project partner no° 6**

Uppsala universitet / Uppsala University
with its official address at Villavägen 16, 752 36 Uppsala, Sweden
represented by Ian Snowball
and listed in the project data as **project partner no° 7**

Östersunds kommun / Municipality of Östersund
with its official address at Rådhusgatan 21, 831 35 Östersunds kommun, Sweden
represented by Anders Wennerberg
and listed in the project data as **project partner no° 8**

Stadt Norderstedt - Die Oberbürgermeisterin / City of Norderstedt - The Lord Mayor
with its official address at Rathausallee 50, D-22846 Norderstedt, Germany
represented by Herbert Brüning
and listed in the project data as **project partner no° 9**

Miasto Bytom / City of Bytom
with its official address at 2, Parkowa Street, 41-902 Bytom, Poland
represented by Mariusz Wołosz
and listed in the project data as **project partner no° 10**

- each hereinafter referred to as **project partner**, all project partners named above hereinafter referred to as **project partners**,



for the project #C050 Climate-4-CAST selected by the Monitoring Committee of Interreg Baltic Sea Region on 20/06/2023 (hereinafter referred to as **project**).

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Article 1

Subject of the agreement

1. Subject of this agreement is organising the partnership and stipulating provisions to ensure proper implementation of the project.
2. The subsidy contract between the IB.SH (acting as Managing Authority and Joint Secretariat of Interreg Baltic Sea Region) and the lead partner dated 05/09/2023, as well as the body of rules and regulations it is based on and refers to, is considered to be an integral part of this agreement. The subsidy contract shall be attached to this agreement as **Annex I**.

Article 2

Duration of the agreement

1. This agreement shall take effect retrospectively from the date the subsidy contract entered into force (cf. Article 17(1) of the subsidy contract), i.e. from 05/09/2023. In case project activities are carried out in an eligible project phase but before the entry into force of the subsidy contract and this agreement, the provisions of this agreement shall already apply to that phase.
2. This agreement will remain in force as long as the lead partner or the project partners have to fulfil obligations arising from this agreement, the subsidy contract and/or the provisions it is based on (cf. Article 1 of the subsidy contract).

Article 3

Project objectives, project partnership

1. The lead partner and the project partners commit themselves to do everything reasonably in their power to implement the project jointly according to the project data and to support one another with the aim to reach the project's objectives.
2. The project partners entitle the lead partner to represent the project partners in the project. They commit themselves to undertake all steps reasonably necessary to support the lead partner in fulfilling its obligations specified in the subsidy contract and this agreement.

Article 4

Obligations of the lead partner

1. The lead partner shall be responsible for the overall coordination, management and implementation of the project. It shall fulfil all obligations arising to the lead partner from Article 26(1) and (2) of REGULATION (EU) 2021/1059 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 24 June 2021, the subsidy contract including the body of rules and regulations it bases on and refers to, as well as the Programme Manual. That means in particular:
 - a) following the Programme's reporting procedures, requesting and receiving payments from IB.SH, in accordance with Article 4 of the subsidy contract,



- b) complying with the obligations defined in Articles 5 and 6 of the subsidy contract,
 - c) warranting that any person acting as a user with read, write and submit rights on project level is employed by the lead partner and at all times duly authorised to represent the lead partner and to act on its behalf in BAMOS+, in accordance with Article 7 of the subsidy contract,
 - d) maintaining the project's subpage hosted at the Programme portal, contributing to the communication activities of the Programme and complying with the visibility requirements, in accordance with Article 8 of the subsidy contract,
 - e) complying with the rules on ownership and use of deliverables and outputs, as specified in Article 9 of the subsidy contract,
 - f) assisting any audit or evaluation and retaining all files, documents and data related to the project, in accordance with Article 10 of the subsidy contract,
 - g) ensuring that any recovery is made in accordance with Article 11 of the subsidy contract,
 - h) complying with the rules on assignment, liability, data protection, dispute settlement and communication as determined in Articles 13 to 17 of the subsidy contract.
2. In addition to the responsibilities of the lead partner stipulated in this article, specific obligations of the project partners (cf. Article 5 of this agreement) also apply to the lead partner.

Article 5

Obligations of the project partners

1. Each project partner undertakes to comply with the body of rules and regulations referred to in Article 1 of the subsidy contract as well as relevant national regulations and all other rules applicable to the project partner. That means in particular:
- a) complying with the rules on eligibility of expenditure as stipulated in Article 3 of the subsidy contract and laid down in the Programme Manual,
 - b) completing all activities, deliverables and outputs as set out in the detailed work plan (cf. Article 8 of this agreement),
 - c) respecting the rules on ownership, title, industrial and intellectual property rights, as well as the use of deliverables and outputs laid down in Article 9 of this agreement,
 - d) guaranteeing sound financial management of its budget as indicated in the project data,
 - e) in accordance with Article 12 of this agreement, following the reporting procedures defined in the Programme Manual and submitting partner progress reports in time and via BAMOS+,
 - f) complying with the Programme's communication and visibility rules as outlined in Article 13 of this agreement,
 - g) assuming responsibility in the event of any irregularity in the expenditure it has declared,
 - h) repaying the lead partner any amounts unduly paid and complying with any request for recovery by the IB.SH and/or the lead partner based on Article 11 of the subsidy contract and Article 17 of this agreement,



- i) keeping available all its documents related to the project in line with the requirements of the Programme Manual. This obligation shall persist even if the project partner is excluded from the project or the project partner has withdrawn from the project (cf. Article 15(1), 18(1) of this agreement),
 - j) comply with the responsibilities laid down for project partners in the Programme Manual.
2. By signing this agreement, each project partner declares that it:
- a) is familiar with and adheres to the content of the subsidy contract and the provisions it bases on and refers to; this includes the rules defined in Articles 2(5), 11 and 12 of the subsidy contract, which entitle the IB.SH to reduce the amounts of Programme co-financing awarded to the project, to terminate the subsidy contract, to withhold payments, to recover Programme co-financing unduly paid and/or to suspend payments,
 - b) is familiar with and adheres to the project data,
 - c) undertakes to inform the lead partner immediately about all circumstances that delay, hinder or make impossible the realisation of the project as well as all circumstances that mean a change of the disbursement conditions or which would entitle the IB.SH to suspend payments, to reduce the amounts of Programme co-financing awarded, to recover co-financing unduly paid (cf. Article 11 of the subsidy contract) or to terminate the subsidy contract in full or in part (cf. Article 12 of the subsidy contract).

Article 6

Project Steering Committee

1. In accordance with the description of the strategic project management in the project data, the LP, in agreement with the PPs, shall set up a Project Steering Committee (hereinafter referred to as PSC) responsible for monitoring the implementation of the project. The PSC shall be set up within 10 months after the decision of the Monitoring Committee of Interreg Baltic Sea Region on project selection. The establishment of the PSC shall be without prejudice to the obligations of the LP and the PPs as determined in this agreement.
2. The PSC shall be chaired by the LP. Further matters regarding the set-up and proceedings of the PSC such as its composition, tasks, competencies, co-chairmanship, frequency of meetings, decision making procedures, etc. shall be regulated in rules of procedure of the PSC. The rules of procedure of the PSC shall be agreed by the LP and the PPs and approved by the PSC during its first meeting.
3. The PSC can decide to set up task forces in order to support the work of the PSC and facilitate the implementation of the project.

Article 7

Co-operation with third parties

1. If a party to this agreement cooperates with third parties, including external service providers, it shall remain solely responsible concerning compliance with its obligations as set out in this agreement. Any project partner shall inform the lead partner about the subject and party of any contract concluded with such a third party.



2. No party to this agreement is entitled to assign its rights and obligations under this agreement without the prior consent of the other parties to this agreement and the approval of the IB.SH (cf. Article 13 of the subsidy contract).
3. Co-operation with third parties shall follow the public procurement procedures and State aid rules determined in the Programme Manual and national and EU legislation.

Article 8

Detailed work plan, objectives, results, outputs and deliverables

1. Based on the work plan included in the project data, the lead partner and the project partners have developed a detailed work plan, including the operational structure and responsibility for the different work packages and their administration. The detailed work plan shows how the planned activities lead to the deliverables and outputs as listed in the project data. The detailed work plan is attached to this agreement as **Annex II**.
2. Each project activity is assigned to the lead partner or one of the project partners by the attached detailed work plan. The lead partner and the project partners adhere to this plan.
3. The lead partner and all project partners are aware that the IB.SH will check whether the lead partner and project partners reached the objectives, results and outputs planned in the project data. In case the planned objectives, results and outputs are not reached, the IB.SH is entitled to terminate the subsidy contract in accordance with Article 12(1)(e) of the subsidy contract and/or to recover Programme co-financing in accordance with Article 11 of the subsidy contract.
4. The lead partner and the project partners shall agree on any amendment of the detailed work plan. The project partners shall inform the lead partner immediately if any need for an amendment occurs. The partnership will observe the rules on project changes as determined in the Programme Manual and Article 5 of the subsidy contract.
5. Each project partner shall inform the lead partner immediately about any factors that could lead to any deviation in the detailed work plan, especially those that could cause temporary or final discontinuation of the project.

Article 9

Ownership, use of deliverables and outputs

1. Ownership, title and industrial and intellectual property rights in the deliverables and outputs of the project, as well as the reports and other documents relating to it shall, depending on the applicable national law and this partnership agreement, belong to the lead partner and/or project partners. Details on ownership, title and industrial and intellectual property rights in each deliverable and output produced by the project are laid down in **Annex III** to this agreement.
2. The ownership of investments in infrastructure or productive investments realised within the project must remain with the lead partner and/or project partners according to the timeframe as well as under the



conditions set in the Programme Manual. The project partners shall inform the lead partner immediately when any of the conditions set by the Programme Manual are not met at a certain point in time.

3. In the spirit of cooperation and exchange, the lead partner and project partners shall ensure that all deliverables and outputs produced by the project are in the public interest and publicly available. They should be fully accessible and available to the general public in a usable format. The IB.SH and any other relevant programme, EU and national body can use them for information and communication purposes in the framework of the Programme.
4. Each project partner shall ensure that it has all rights to use any pre-existing intellectual property rights, if necessary for the implementation of the project.
5. If any sensitive or confidential information or any pre-existing intellectual property right related to the project must be respected, the respective project partner shall inform the lead partner in advance. The lead partner shall then agree with the IB.SH how to handle the situation.

Article 10

Detailed project budget, lead partners and project partners contributions

1. The project partners accept the detailed project budget determined in the project data, as well as the amount and composition of the earmarked Programme co-financing (non-repayable grant) awarded to the lead partner in the subsidy contract (cf. Article 2(1) to (3) thereof). Each project partner commits itself to provide its own contribution to the total project budget.
2. The detailed project budget in the project data provides detailed financial data for the lead partner and each project partner per cost category.
3. The IB.SH will calculate the co-financing from the Programme funds based on reported eligible expenditure only (cf. Article 2(4) in conjunction with Article 3 of the subsidy contract). The lead partner will pay the Programme co-financing to the project partners on the same basis.
4. The lead partner shall disburse the Programme co-financing subject to the condition that the IB.SH makes the funds available. Save for any rights available under Article 14 of this agreement, if the IB.SH does not make the funds available, any claim by a project partner against the lead partner for whatever reason is excluded.
5. The project partners shall inform the lead partner immediately when they need a change of the project budget. The project partners shall authorise any change of the project budget as laid down in the project data before the lead partner submits the change request to the IB.SH. The partnership will observe the rules on project changes as determined in the Programme Manual and Article 5 of the subsidy contract.





Article 11 Detailed spending plan

1. Based on the spending plan for project expenditure included in the project data and corresponding to the detailed work plan (cf. Article 8 of this agreement), the lead partner and the project partners have agreed on a detailed spending plan attached to this agreement as **Annex IV**.
2. All project partners declare that they will request payments according to the timeframe established in Article 12 of this agreement and at least to the extent defined in the spending plan (Annex IV). Payments not requested in time and in full as indicated in the spending plan may be lost. Moreover, the maximum amount of ERDF co-financing approved (cf. Article 2(1) of the subsidy contract) might be reduced if the actual payment requests are less than the expected payment requests. The Programme Manual provides further details on financial planning and de-commitment.

Article 12 Request for payments, reporting

1. The project partners are aware that expenditures incurred by implementing project activities are reimbursed retrospectively. Therefore, each project partner shall apply relevant measures to maintain a sufficient level of financial liquidity to cover the project-related expenditures.
2. The project partners are entitled to request payments by following the reporting procedures defined in the Programme Manual.
3. The lead partner and project partners shall report via BAMOS+. Each project partner shall respect the terms and conditions for the use of BAMOS+. In particular, each project partner shall warrant that any person acting on its behalf as a user with read, write and submit rights is employed by the project partner and at all times duly authorised to represent the project partner in relation to all project partner responsibilities in BAMOS+ and to submit data and documents via BAMOS+ on behalf of the project partner organisation.
4. The following submission dates apply for each project partner to enable the lead partner to meet the deadlines for submission of progress reports according to Article 4(2) of the subsidy contract:

Partner progress report	Reporting period		Deadline for submission of PP reports to LP (via BAMOS+)	Final Deadline for submission of all reports by the LP to the MA/JS (via BAMOS+)
	Start date	End date		
1	01/11/2023	30/04/2024	15/05/2024	01/06/2024
2	01/05/2024	31/10/2024	15/11/2024	01/12/2024
3	01/11/2024	30/04/2025	15/05/2025	01/06/2025
4	01/05/2025	31/10/2025	15/11/2025	01/12/2025
5	01/11/2025	30/04/2026	15/05/2026	01/06/2026
6	01/05/2026	31/10/2026	30/11/2026	01/02/2027

5. If a project partner ascertains it will be behind schedule with its contribution to the progress report as defined in Article 4(2) of the subsidy contract, it shall immediately inform the lead partner. The project partner must





not submit such information later than the actual deadline for submission of the given partner report. The project partner concerned and the lead partner, supported by the other parties to this agreement, shall collectively sort out the problem causative for the default. If necessary, the lead partner shall submit a request for postponement of the submission deadline of the progress report to the IB.SH.

6. If a project partner does not comply with the requirement to inform the lead partner, does not sort out any problem causative for the default, is responsible for not meeting a deadline, or the IB.SH does not approve a postponement of the submission deadline, the lead partner shall be entitled to exclude the partner report from the progress report the lead partner is obliged to submit to the IB.SH according to the subsidy contract.
7. Each project partner must provide additional information if the lead partner or the IB.SH deem that necessary. If the IB.SH asked for further information the lead partner shall collect and send it within the time frame demanded by the IB.SH.
8. Similar to the right of the IB.SH as laid down in Article 4(3) of the subsidy contract, the lead partner reserves the right not to accept – in part or in full – reported expenditure if – due to the results of the lead partner's checks and/or controls or audits performed by another authority– the validation or the facts stated therein prove to be incorrect or if the underlying activities or expenditure are not in line with the body of rules and regulations as set out in Article 1 of the subsidy contract.
9. The lead partner shall redistribute the co-financing paid to its account between the relevant project partners. The lead partner shall not make any deduction or retention or levy further specific charges that would reduce the amount claimed by a project partner in accordance with these rules. Project partners whose currency is other than Euro shall bear any exchange rate risk.

Article 13

Communication and visibility

1. Each project partner shall ensure compliance with the communication and visibility obligations specified in the Programme Manual.
2. Upon request of the lead partner, each project partner shall support the lead partner in maintaining the project subpage hosted at the Programme portal in accordance with the rules laid down in the Programme Manual.
3. Upon request of the lead partner, each project partner shall contribute to the communication activities of the Programme as outlined in the Programme Manual. If requested by the lead partner, the project partners shall assist the lead partner in preparing and publishing a set of pre-defined communication products on the project subpage as listed and defined in the Programme Manual.
4. By signing this agreement, each project partner confirms that the IB.SH is authorised to publish information about the project as defined in Article 8(4) of the subsidy contract.
5. Each project partner authorises the lead partner to use communication and visibility material produced by the project or project partners to showcase how the Programme co-financing is used. Furthermore, each project partner authorises the lead partner to forward this material to the IB.SH, other programme authorities, programme promoters at the national level, as well as Union institutions, bodies, offices or



agencies. For this purpose, each project partner ensures that a royalty-free, non-exclusive and irrevocable licence to use such material and any pre-existing rights attached to it is granted to the aforementioned Programme and Union bodies in accordance with the Programme Manual.

6. In accordance with Article 8(6) of the subsidy contract, each project partner takes full responsibility for the content of any audio, visual or audiovisual notice, publication, deliverable, output or communication and visibility material provided to the lead partner which has been developed by the project partner or third parties on behalf of the project partner. The project partner is liable in case a third party claims compensation for damages (e.g. due to an infringement of intellectual property rights or personal data protection rights). The project partner will indemnify the lead partner in case the lead partner suffers any damage because of the content of the said material.

Article 14 Liability

1. Within the partnership, each party to this agreement shall hold harmless the other parties and indemnify them from liabilities, damages and costs resulting from the non-compliance of its duties and obligations as outlined in this agreement and its annexes.
2. The lead partner and each project partner are solely liable for the statements/commitments made in its partner declaration attached to the latest project data.
3. No party to this agreement shall be held liable for not complying with obligations ensuing from this agreement and its annexes in case of force majeure. In such a case, the party concerned must announce this immediately in writing to the other parties to this agreement.
4. No Party shall be responsible to any other Party for any indirect or consequential loss or similar damage such as, but not limited to, loss of profit, loss of revenue or loss of contracts.
5. The liability of a Party towards the other Parties only in the case of negligence shall be limited to EUR 50,000 for each incident of damage or loss and a Party's total aggregate liability towards the other Parties collectively shall be limited to once the Party's share of the total costs of the Project, as identified in Annex IV.
6. A Party's liability shall not be limited under either of the two foregoing sections to the extent such damage was caused by a wilful act to the extent that such limitation is not permitted by law.

Article 15 Non-fulfilment of obligations

1. If a project partner repeatedly does not fulfil its obligations stipulated in the subsidy contract or this agreement (incl. its annexes), the lead partner may exclude the project partner from the project. The lead partner shall follow the rules of the Programme Manual. The lead partner shall inform the IB.SH of such decision without delay. The exclusion has to be approved by the Programme body stipulated in the Programme Manual. In case the exclusion is approved, the project partner is obliged to refund to the lead partner any Programme co-financing received by the day of exclusion for which it cannot prove that it was used for the implementation of the project according to the rules of eligibility of expenditure.



2. In case of non-fulfilment of obligations of a project partner having financial consequences for the entire project co-financing, the lead partner may demand compensation to cover the sum involved.

Article 16

Audit rights, availability of documents, evaluation

1. The responsible auditing bodies of the EU and, within their responsibility, the auditing bodies of the participating countries or other national public auditing bodies or an external auditor designated by the IB.SH, as well as the Audit Authority of the Programme, the Group of Auditors of the Programme and the IB.SH are entitled to audit the project and the proper use of the awarded Programme co-financing by the lead partner and the project partners or to arrange for such an audit to be carried out by authorised persons.
2. Each project partner shall provide all documents and information required for the audit and give access to its business premises, as well as project-related locations.
3. Each project partner is obliged to keep for audit purposes all supporting documents related to the project in accordance with the requirements of the Programme Manual.
4. Each project partner shall assist authorised evaluators and provide them with documents or information necessary for Programme or project evaluations.

Article 17

Recovery of amounts unduly paid

1. In case the IB.SH recovers Programme co-financing unduly paid from the lead partner in accordance with Article 11 of the subsidy contract, the lead partner shall recover the unduly paid Programme co-financing from the respective project partner in line with the procedure for irregularities of the Programme Manual.
2. The project partner involved shall repay the lead partner any amounts unduly paid in accordance with the procedure for irregularities of the Programme Manual.
3. If the IB.SH suspends payments, the lead partner will do so accordingly, and the project partners shall have no claims to payment of the remaining amount. If the IB.SH deducts a recovery amount from an open payment request, the lead partner is also entitled to deduct the recovery amount from payment claims of the project partners. In addition, if the IB.SH deducts unduly paid co-financing that the lead partner or a project partner had to return in another project funded by Interreg Baltic Sea Region, the lead partner has the right to deduct the corresponding Programme co-financing to the project partner in question from any open payment request in the present project.

Article 18

Withdrawal from the partnership

1. The lead partner and each project partner agree not to withdraw from the project unless there are unavoidable reasons for it. If this were nonetheless to happen, the lead partner and the remaining project



partners shall endeavour to cover the contribution of the withdrawing project partner either by directly assuming its tasks or by asking one or more new third organisations to join the partnership.

2. The parties to this agreement are aware that the IB.SH is entitled to terminate the subsidy contract if the number of project partners falls below the minimum number of partners that is set in the Programme Manual (cf. Article 12(1)(b) of the subsidy contract).
3. In case of change in the partnership, the parties to this agreement will adhere to the provisions on project changes as determined in the Programme Manual.

Article 19

Applicable law and dispute settlement

1. Without prejudice to both the applicable European law and Article 16(1) of the subsidy contract, this agreement shall be governed by and construed in accordance with German law, being the law of the country of the lead partner.
2. The lead partner and the project partners sign this agreement with the intention to cooperate amicably. Should a dispute arise between the lead partner and the project partners or between the project partners in connection with this agreement, the parties concerned will endeavour to work towards a mutually acceptable settlement. Such disputes shall be referred to the project Steering Committee according to Article 6 of this agreement in order to reach settlement.
3. If the amicable settlement method was ineffective and the disagreement persists in spite of all efforts being made in this respect, the dispute shall be finally decided by the courts. The place of jurisdiction is Hamburg, Germany at the seat of the lead partner.
4. The provisions of this Article shall not affect the recovery of amounts unduly paid laid as down in Article 17 of this agreement. Thus, neither a procedure for amicable settlement according to paragraph 2 nor a court procedure according to paragraph 3 shall have a suspensive effect on any recovery of amounts unduly paid.

Article 20

Data protection

1. In accordance with Article 4 of REGULATION (EU) 2021/1060 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 24 June 2021, the lead partner, the IB.SH, other programme bodies (e.g. the Audit Authority, the Monitoring Committee), controllers, responsible national authorities (e.g. auditors, Approbation Authorities), evaluators and the European Commission are allowed to process personal data only where necessary for the purpose of carrying out their respective obligations under the body of rules and regulations referred to in Article 1 of the subsidy contract, in particular for monitoring, reporting, communication, publication, evaluation, financial management, verifications and audits. The personal data shall be processed in accordance with REGULATION (EU) 2016/679 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 27 April 2016 (General Data Protection Regulation).





Article 21

Confidentiality requirements

1. The LP and the PPs agree that any information that they will obtain during the execution of this agreement or exchange with the Monitoring Committee, the IB.SH or other bodies involved in the implementation of the Cooperation Programme or the implementation of the project, is confidential, provided that a party to this agreement or one of the bodies mentioned above explicitly so requests. The same applies, without any such request, to all information or documentation marked with “confidential”.
2. The LP and the PPs commit to ensuring that all staff members involved in the implementation of the project respect the confidential nature of information, and do not disseminate it, pass it on to third parties or use it without prior written consent of the institution that provided the information.
3. This confidentiality clause shall remain in force for 2 years following the termination of this agreement.
4. The abovementioned rules on confidentiality shall not affect LPs and the PPs’ obligation to make all outputs and results of the project available to the public and to secure public access to the project results (cf. Article 9 of this agreement). They shall also not affect the obligations stipulated in Article 9 of the subsidy contract.
5. The abovementioned rules on confidentiality shall not apply for disclosure or use of confidential information, if and in so far as the recipient can show that:
 - I. the confidential information has become or becomes publicly available by means other than a breach of the recipient’s confidentiality obligations;
 - II. the disclosing Party subsequently informs the recipient that the confidential information is no longer confidential;
 - III. the confidential information is communicated to the recipient without any obligation of confidentiality by a third party who is to the best knowledge of the recipient in lawful possession thereof and under no obligation of confidentiality to the disclosing Party;
 - IV. the disclosure or communication of the confidential information is foreseen by provisions of the subsidy contract;
 - V. the confidential information, at any time, was developed by the recipient completely independently of any such disclosure by the disclosing Party;
 - VI. the confidential information was already known to the recipient prior to disclosure, or
 - VII. the recipient is required to disclose the confidential information in order to comply with applicable laws or regulations or with a court or administrative order.

Article 22

Concluding provisions

1. This agreement is concluded in English. In case of translation of this document and its annexes into another language, the English version shall be binding.
2. The working language of the project shall be English.



Accordingly, any written communication between the lead partner and the project partners related to this agreement and the implementation of the project shall be in English and state the number and short name of the project.

3. Should any provision in this agreement become wholly or partly ineffective, the remaining provisions remain binding for the parties. The parties to this agreement undertake to replace the ineffective provision with an effective provision that comes as close as possible to the purpose of the ineffective provision.
4. Amendments and supplements to this agreement and/or to its annexes must be set out in an addendum, duly signed by all partners.



For the lead partner:

Stephanie Egerland

Name

Name

Chancellor

Title

Title

Signature and stamp

Signature and stamp

Place, date

Place, date





For the project partner no° 2: City of Tampere

Kari Kankaala

Name

Director of Environment and
Development

Title

Signature and stamp (if available)

Place, date

Name

Title

Signature and stamp (if available)

Place, date

This agreement shall enter into force and be definitively binding on the City of Tampere only after the decision concerning it has entered into force and the agreement has been signed.





For the project partner no° 3: Aarhus Municipality

Eddie Dydensborg

Name

Director of Economics and Finance

Title

Signature and stamp (if available)

Place, date

Henrik Seiding

Name

Director of Technical Dept. and the Environment

Title

Signature and stamp (if available)

Place, date





For the project partner no° 4: City of Riga

Jānis Ikaunieks

Name

Name

Director of the Riga Energy Agency

Title

Title

Signature and stamp (if available)

Signature and stamp (if available)

Place, date

Place, date





For the project partner no° 5: Kausal Ltd

Juha Yrjölä

Name

Name

Chief Technical Officer

Title

Title

Signature and stamp (if available)

Signature and stamp (if available)

Place, date

Place, date





For the project partner no° 6: Union of the Baltic Cities Sustainable Cities Commission c/o City of Turku

Björn Grönholm

Name

Name

Director, Strategic projects

Title

Title

Signature and stamp (if available)

Signature and stamp (if available)

Place, date

Place, date





For the project partner no° 7: Uppsala University

Ian Snowball

Name

Name

Head of Department

Title

Title

Signature and stamp (if available)

Signature and stamp (if available)

Place, date

Place, date





For the project partner no° 8: Municipality of Östersund

Anders Wennerberg

Name

Name

Municipal Chief Executive

Title

Title

Signature and stamp (if available)

Signature and stamp (if available)

Place, date

Place, date





For the project partner no° 9: City of Norderstedt – The Lord Mayor

Herbert Brüning

Name

Name

Head of the Norderstedt Sustainable
Development Office

Title

Title

Signature and stamp (if available)

Signature and stamp (if available)

Place, date

Place, date





For the project partner no° 10: City of Bytom

Mariusz Wołosz

Name

Mayor

Title

Signature and stamp (if available)

Place, date

Name

Title

Signature and stamp (if available)

Place, date





Annexes

- I. Subsidy contract for the project #C050 Climate-4-CAST of Interreg Baltic Sea Region
- II. Detailed work plan according to Article 8 in its latest version
- III. Ownership of deliverables and outputs according to Article 9 in its latest version
- IV. Detailed spending plan according to Article 11 in its latest version



Annex I
Subsidy contract for the project #C050 Climate-4-CAST of Interreg Baltic Sea Region

Subsidy contract for the project #C050 Climate-4-CAST of Interreg Baltic Sea Region | v.2.0 of 04.10.2022



**Subsidy contract for the project
#C050 Climate-4-CAST
of Interreg Baltic Sea Region**

concluded between

Investitionsbank Schleswig-Holstein, Zur Helling 5-6, 24143 Kiel, Germany,
- acting as **Managing Authority** and Joint Secretariat of Interreg Baltic Sea Region, hereinafter referred to as **IB.SH** -

and

HafenCity Universität Hamburg, Henning-Voscherau-Platz 1, 20427 Hamburg, Germany
- hereinafter referred to as **lead partner**.

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Article 1 Contractual basis

The following legal provisions and documents constitute the contractual basis of this subsidy contract and the body of rules and regulations for the implementation of the above-named project:

- REGULATION (EU) 2021/1060 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 24 June 2021 laying down common provisions on the European Regional Development Fund, the European Social Fund Plus, the Cohesion Fund, the Just Transition Fund and the European Maritime, Fisheries and Aquaculture Fund and financial rules for those and for the Asylum, Migration and Integration Fund, the Internal Security Fund and the Instrument for Financial Support for Border Management and Visa Policy, hereinafter referred to as **Common Provisions Regulation**,
- REGULATION (EU) 2021/1059 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 24 June 2021 on specific provisions for the European territorial cooperation goal (Interreg) supported by the European Regional Development Fund and external financing instruments, hereinafter referred to as **Interreg Regulation**,
- REGULATION (EU) 2021/1058 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 24 June 2021 on the European Regional Development Fund and on the Cohesion Fund, hereinafter referred to as **ERDF Regulation**,
- REGULATION (EU, Euratom) 2018/1046 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 18 July 2018 on the financial rules applicable to the general budget of the Union, amending Regulations (EU) No 1296/2013, (EU) No 1301/2013, (EU) No 1303/2013, (EU) No 1304/2013, (EU) No 1309/2013, (EU) No 1316/2013, (EU) No 223/2014, (EU) No 283/2014, and Decision No 541/2014/EU and repealing Regulation (EU, Euratom) No 966/2012, hereinafter referred to as **Financial Regulation**,
- Articles 107 and 108 of the Treaty on the Functioning of the European Union,
- COMMISSION REGULATION (EU) No 1407/2013 of 18 December 2013 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to de minimis aid, hereinafter referred to as **de minimis Regulation**,
- COMMISSION REGULATION (EU) No 651/2014 of 17 June 2014 declaring certain categories of aid compatible with the internal market in application of Articles 107 and 108 of the Treaty, hereinafter referred to as **General Block Exemption Regulation**,
- REGULATION (EU) 2016/679 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC, hereinafter referred to as **General Data Protection Regulation (GDPR)**,
- Implementing acts and delegated acts adopted in accordance with the aforementioned legislation,
- The Interreg Programme "Interreg Baltic Sea Region" (CCI 2021TC16FFTN003), hereinafter referred to as **Programme**,
- The decision of the European Commission according to Article 18(4) of the Interreg Regulation approving the Programme (Decision C(2022) 3769 of 2 June 2022),
- The Interreg Baltic Sea Region Programme Manual, hereinafter referred to as **Programme Manual**,
- The written acceptances according to Article 22(1), subparagraph 4, of the Interreg Regulation addressed by countries outside the Programme area to the IB.SH,





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- The approved project data (hereinafter referred to as **project data**) available in the electronic data exchange system of the Programme (hereinafter referred to as **BAMOS+**). These project data derive from the original application and its attachments (e.g. contact and bank information) selected by the Monitoring Committee and comprise subsequent changes to the original project setup as referred to in Article 5.

Should the above-mentioned legal provisions and documents be amended or repealed, the latest binding legal provisions and documents shall apply.

Article 2 Award of co-financing and general conditions

1. Based on the selection decision by the Monitoring Committee of 20/06/2023, an earmarked co-financing (non-repayable grant) is awarded to the lead partner for the project #C050 Climate-4-CAST from Programme funds as follows:

ERDF co-financing	3,019,179.57
Amount of EU partners' contribution	754,794.91
Total ERDF budget	3,773,974.48
Norwegian co-financing	0.00
Amount of Norwegian partners' contribution	0.00
Total Norwegian budget	0.00
TOTAL project budget	3,773,974.48

The total project budget is understood as being the sum of the amount of co-financing awarded from the European Regional Development Fund (ERDF) and, if relevant, from Norwegian funds and the total amount of eligible contribution, coming from the lead partner and the project partners.

2. The Programme co-financing is awarded exclusively for the project as described by the project data available in BAMOS+ as defined in Article 1 of this subsidy contract.
3. In case the IB.SH and/or the Monitoring Committee approve changes of the amounts stated in paragraph 1 of this Article, the actual amounts are stipulated in section 7.2 of the application being part of the project data available in BAMOS+.
4. The actual amounts of co-financing from the Programme funds will be calculated on the basis of eligible expenditure only (cf. Article 3).
5. Disbursement of the Programme co-financing is subject to the condition that the European Commission and, if



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Norwegian partners are participating in the project, the Kingdom of Norway make the funds available to the IB.SH.

In case of non-availability of the funds due to reasons outside of the sphere of influence of the IB.SH (e.g. due to de-commitment), the IB.SH is entitled to reduce the maximum amounts of co-financing awarded from the Programme funds and/or to (partly) terminate this subsidy contract. In this case, any claim by the lead partner against the IB.SH for whatever reason is excluded. The IB.SH will duly notify the lead partner and guide the lead partner on the respective steps to be taken.

In case of delayed availability of funds due to reasons outside of the sphere of influence of the IB.SH, the IB.SH is entitled to withhold payment until the funds are made available by the European Commission and/or the Kingdom of Norway. In this case, the IB.SH cannot be deemed responsible for late payments and any claim by the lead partner against the IB.SH for whatever reason is excluded.

6. Without prejudice to the provisions of paragraph 5 of this Article, Programme co-financing to project partners located in EU Member States outside the Programme area can be made available only if the IB.SH has obtained the signed written acceptances according to Article 22(1), subparagraph 4, of the Interreg Regulation from the countries where the project partners are located not later than 31/10/2023. This rule shall not apply to project partners located in German regions outside the Programme area.

Article 3 Eligibility of expenditure

1. Expenditure that qualifies for co-financing from the Programme funds consists exclusively of eligible expenditure. Rules for eligibility are laid down in the Programme Manual.
2. The eligible project phases for expenditure generated and paid by the project are laid down in the project data and defined in the Programme Manual.

Article 4 Reporting obligations and payment

1. The lead partner is entitled to request payments from the IB.SH by following the reporting procedures defined in the Programme Manual.
2. The lead partner must request payments according to the timeframe established in the project data and at least to the extent defined in the spending plan. Co-financing not requested in time and in full as indicated in the spending plan may be lost. Further details on financial planning and de-commitment are provided in the Programme Manual.
3. The IB.SH reserves the right not to accept – in part or in full – reported expenditure if – as a result of its checks and/or controls or audits performed by another authority – the validation or the facts stated therein prove to be incorrect or if the underlying activities or expenditure are not in line with the body of rules and regulations as set out in Article 1 of this subsidy contract.
4. Subject to fulfilment of the conditions laid down in Articles 2(5) and 2(6) of this subsidy contract, Programme co-financing will be disbursed by the IB.SH upon satisfactory completion of reporting in accordance with the



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payment procedures stipulated in the Programme Manual.

5. If the lead partner requested Programme co-financing for reimbursement of preparation costs in the application being part of the project data, the approved lump sum will be automatically transferred to the lead partner on the account indicated in the project data when this subsidy contract entered into force (cf. Article 17 of this subsidy contract) and the conditions laid down in Articles 2(5) and 2(6) of this subsidy contract are fulfilled.

Article 5 Project changes

1. The lead partner shall introduce changes to the project according to the rules and procedures stated in the Programme Manual. To come into effect, major changes must be approved by the IB.SH and/or the Monitoring Committee in accordance with the Programme Manual.

Article 6 Obligations of the Lead Partner

1. The lead partner undertakes to comply with the body of rules and regulations referred to in Article 1 of this subsidy contract (including any amendments made to these rules and regulations) as well as relevant national regulations and all other rules applicable to the lead partner.
2. The lead partner shall assume all responsibilities laid down in the Programme Manual, in particular the main responsibilities of the lead partner.
3. The lead partner shall lay down the arrangements for its relations with the project partners in a partnership agreement that is based on this subsidy contract and fulfils the minimum requirements stipulated in the Programme Manual.
4. The lead partner shall take measures ensuring that all project partners comply with the responsibilities laid down in this subsidy contract and the Programme Manual, in particular the main responsibilities of the project partners.
5. The lead partner undertakes to inform the IB.SH immediately about all circumstances that delay, hinder or make impossible the realisation of the project as well as all circumstances that mean a change of the disbursement conditions or which would entitle the IB.SH to suspend payments or to reduce the amounts of Programme co-financing awarded or to recover the Programme co-financing unduly paid (cf. Article 11 of this subsidy contract) or to terminate this subsidy contract in full or in part (cf. Article 12 of this subsidy contract).
6. The lead partner is responsible for providing the IB.SH with any information required and requested in relation to the project without delay.



Article 7 BAMOS+

1. The exchange of documents, information and data between the IB.SH and the lead partner shall be done via BAMOS+.
2. The lead partner shall respect the terms and conditions for the use of BAMOS+. In particular, the lead partner shall warrant that any person acting as a user with read, write and submit rights on project level is employed by the lead partner. Any such person has to be at all times duly authorised to represent the lead partner in relation to all lead partner responsibilities in BAMOS+ and to submit data, documents and information via BAMOS+ on behalf of the lead partner organisation.

Article 8 Communication and visibility

1. The lead partner shall ensure compliance with the communication and visibility obligations specified in the Programme Manual.
2. The lead partner shall maintain and keep updated a project subpage hosted at the Programme portal in accordance with the rules laid down in the Programme Manual.
3. The lead partner shall contribute to the communication activities of the Programme as outlined in the Programme Manual. Among others, the lead partner undertakes to prepare and publish on the project subpage a set of pre-defined communication products as listed and defined in the Programme Manual.
4. The IB.SH shall be authorised to publish, in whatever form and on or by whatever medium, including the Internet, (parts of) the project data in order to fulfil its reporting, communication and visibility obligations arising from the body of rules and regulations listed in Article 1. Personal data shall be processed in line with the GDPR (cf. Article 15 of this subsidy contract).
5. The lead partner authorises the IB.SH to use communication and visibility material produced by the project or project partners to showcase how the Programme co-financing is used. Furthermore, the lead partner authorises the IB.SH to forward this material to other Programme authorities, Programme promoters at the national level, as well as Union institutions, bodies, offices or agencies. For this purpose, the lead partner ensures that a royalty-free, non-exclusive and irrevocable licence to use such material and any pre-existing rights attached to it is granted to the aforementioned Programme and Union bodies in accordance with the Programme Manual.
6. The lead partner takes full responsibility for the content of any audio, visual or audiovisual notice, publication, deliverable, output or communication and visibility material that has been developed by the lead partner, any of the project partners or third parties on behalf of the lead partner or the project partners and is provided to the IB.SH or published on the project subpage hosted at the Programme portal. Should a third party claim compensation for damages (e.g. due to an infringement of intellectual property rights or personal data protection rights), the lead partner will indemnify the IB.SH in case the IB.SH suffers any damage because of the content of the said material.



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Article 9 Ownership, use of deliverables and outputs

1. Ownership, title and industrial and intellectual property rights in the deliverables and outputs of the project, as well as the reports and other documents relating to it shall, depending on the applicable national law and/or the partnership agreement, belong to the lead partner and/or its project partners. The project partnership is entitled to establish the property rights of the products deriving from the project.
2. The ownership of investments in infrastructure or productive investments realised within the project must remain with the lead partner and/or project partners according to the timeframe as well as under the conditions set in the Programme Manual. The lead partner shall inform the IB.SH immediately when any of the conditions set by the Programme Manual are not met at a certain point in time.
3. In the spirit of cooperation and exchange, the lead partner and the project partners shall ensure that all deliverables and outputs produced by the project are in the public interest and publicly available. They should be fully accessible and available to the general public in a usable format. The IB.SH and any other relevant Programme, EU and national body can use them for information and communication purposes in the framework of the Programme.
4. The lead partner shall ensure that it has all rights to use any pre-existing intellectual property rights, if necessary for the implementation of the project.
5. If any sensitive or confidential information or any pre-existing intellectual property right related to the project must be respected, the lead partner shall inform the IB.SH in advance and agree with the IB.SH how to handle the situation.

Article 10 Audit rights, availability of documents, evaluation

1. The responsible auditing bodies of the EU and, within their responsibility, the auditing bodies of the participating countries or other national public auditing bodies or an external auditor designated by the IB.SH, as well as the Audit Authority of the Programme, the Group of Auditors of the Programme and the IB.SH are entitled to audit the project and the proper use of the awarded Programme co-financing by the lead partner and the project partners or to arrange for such an audit to be carried out by authorised persons.
2. The lead partner shall provide all documents and information required for the audit and give access to its business premises, as well as project-related locations.
3. The lead partner is obliged to keep for audit purposes all supporting documents related to the project in accordance with the requirements of the Programme Manual.
4. The lead partner shall assist authorised evaluators and provide them with documents or information necessary for Programme or project evaluations.
5. If this subsidy contract is terminated, the rights and duties stipulated in this Article shall persist.



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Article 11 Recoveries

1. If any Programme body, national body or any relevant EU body discovers any unduly paid out Programme co-financing, or if the IB.SH is notified of such cases, or if the IB.SH terminates this subsidy contract based on Article 12(1), the IB.SH shall recover the unduly paid Programme co-financing from the lead partner in line with the procedure for irregularities of the Programme Manual.
2. The lead partner shall ensure that the project partner involved repays the lead partner any amounts unduly paid in accordance with the partnership agreement and the procedure for irregularities of the Programme Manual.
3. If the IB.SH demands recovery, offsetting by the lead partner is excluded unless the claim of the lead partner against the IB.SH is undisputed or recognised by judgement.
4. If any of the circumstances indicated in section 1 occurs before the total amount of the Programme co-financing awarded has been paid to the lead partner, the IB.SH may suspend payments and there shall be no claims of the lead partner and the project partners to payment of the remaining amount. The IB.SH is also entitled to deduct a recovery amount according to paragraph 1 of this Article from a payment request referred to in Article 4 of this subsidy contract. In addition, if the lead partner or a project partner has to return unduly paid Programme co-financing in another project funded by Interreg Baltic Sea Region, the IB.SH has the right to deduct the corresponding Programme co-financing to the lead partner or project partner in question from any open payment request in the present project.
5. Any further legal claims shall remain unaffected by the above provisions.

Article 12 Termination of the subsidy contract

1. In addition to the right of termination laid down in Article 2(5) of this subsidy contract, the IB.SH is entitled to terminate this subsidy contract, in full or in part, if:
 - a) the lead partner or project partners have obtained the Programme co-financing through false or incomplete statements or provide reports that do not reflect reality; or
 - b) a precondition for the approval of the project is lost; or
 - c) the project has not been or cannot be fully implemented, or it has not been or cannot be implemented in due time; or
 - d) the lead partner has failed to immediately report events delaying or preventing the implementation of the project, or any circumstances leading to its modification; or
 - e) the project significantly failed to reach the objectives, results and outputs planned in the application being part of the project data; or



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- f) the lead partner or project partners made it impossible for the IB.SH to verify that a progress report is correct and that the project is eligible for co-financing from the Programme, for example, because the lead partner has failed to submit required reports, proofs or necessary information within the set deadline, provided that the lead partner has received at least one reminder via BAMOS+ setting another deadline and specifying the legal consequences of a failure to comply with requirements, and has also failed to meet this new deadline; or
- g) the lead partner or project partners have impeded or prevented controls, audits or evaluations; or
- h) the Programme co-financing awarded has been partially or entirely misapplied for purposes other than those stipulated by this subsidy contract and the body of rules and regulations it is based on (cf. Article 1 of this subsidy contract); or
- i) the lead partner or project partners are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended their business activities, are the subject of proceedings concerning those matters or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations; or
- j) the lead partner or a project partner is an undertaking in difficulty within the meaning of Article 2, point 18 of the General Block Exemption Regulation; or
- k) the lead partner or project partners have been convicted of an offence concerning professional conduct by a judgement which has the force of res judicata or are guilty of grave professional misconduct proven by any justified means; or
- l) the lead partner or project partners engage in any act of fraud or corruption or are involved in a criminal organisation or any other illegal activity detrimental to the European Union's financial interests; or
- m) the lead partner or project partners have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established; or
- n) without prejudice to Article 13(2) of this subsidy contract, the lead partner or project partners wholly or partly sell, lease or let the project to a third party; or
- o) the lead partner or project partners did not comply with the durability requirements to productive investments or investments in infrastructure as specified in the Programme Manual; or
- p) it is impossible for the IB.SH to pay the first reimbursement of a progress report within two years of the Monitoring Committee's decision to select the project; or
- q) the lead partner or project partners have failed to fulfil any other condition or requirement stipulated in this subsidy contract and/or the body of rules and regulations it is based on (cf. Article 1 of this subsidy contract), notably if this condition or requirement is meant to guarantee the successful implementation of the Programme and the achievement of its objectives; or



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- r) it has become definitely impossible for the IB.SH to co-finance the project and to fulfil its obligations stipulated in this subsidy contract due to legal reasons or factual reasons the IB.SH has no impact on (force majeure).
2. Upon termination of this contract by the IB.SH, the lead partner shall receive a notice with necessary instruction regarding the full or partial closure of the project.
3. The right of the lead partner to terminate this subsidy contract by extraordinary notice of termination shall remain unaffected. In particular, the lead partner shall be entitled to terminate this subsidy contract in case it has become impossible for the lead partner to implement the project and to fulfil its obligations stipulated in this subsidy contract due to legal reasons or factual reasons the lead partner has no impact on (force majeure). Before exercising its right to terminate the subsidy contract, the lead partner shall carefully examine with the IB.SH any possibilities to assign its duties under this subsidy contract to a project partner or any third party (cf. Article 13(2) of this subsidy contract).

Article 13 Assignment

1. The IB.SH is entitled at any time to assign its rights under this subsidy contract to a third party. In case of assignment, the IB.SH will inform the lead partner without delay.
2. The lead partner is allowed to assign its duties and rights under this subsidy contract to a third party only after the prior written consent of the IB.SH.

Article 14 Liability

1. The IB.SH cannot under any circumstances or for any reason whatsoever be held liable for damage or injury sustained by the staff or property of the lead partner or the project partners as a consequence of the project. The IB.SH cannot, therefore, accept any claim for compensation or increases in payment in connection with such damage or injury.
2. The lead partner shall discharge the IB.SH of all liability arising from any claim or action brought as a result of an infringement of rules and regulations by the lead partner or the lead partner's employees or individuals for whom those employees are responsible, or as a result of a violation of a third party's right.

Article 15 Data protection

1. In accordance with Article 4 of the Common Provisions Regulation, the IB.SH, other Programme bodies (e.g. the Audit Authority, the Monitoring Committee), controllers, responsible national authorities (e.g. auditors, designation bodies), evaluators and the European Commission are allowed to process personal data only where necessary for carrying out their respective obligations under the body of rules and regulations referred to in



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Article 1, in particular for monitoring, reporting, communication, publication, evaluation, financial management, verifications and audits. The personal data shall be processed in accordance with the GDPR.

Article 16 Applicable law and dispute settlement

1. Without prejudice to the applicable European law, this subsidy contract shall be governed by and construed in accordance with German law.
2. Should a dispute arise between the IB.SH and the lead partner, the procedure for resolution of complaints and dispute settlement as laid down in the Programme Manual shall be followed.
3. In the event of submission of the dispute to the courts, the place of jurisdiction is Kiel, Germany. Proceedings shall be in German.

Article 17 Concluding provisions

1. This subsidy contract shall enter into force on the date the last of its two parties, IB.SH or lead partner, signs. In case of project activities carried out in an eligible project phase (cf. Article 3(2) of this subsidy contract), but before the entry into force of this subsidy contract, the provisions of this subsidy contract shall already apply to that phase. This subsidy contract shall remain valid as long as the IB.SH or the lead partner have to fulfil obligations arising from this subsidy contract and/or the body of rules and regulations it is based on (cf. Article 1 of this subsidy contract).
2. Except for a court procedure (cf. Article 16(3) of this subsidy contract), all correspondence with the IB.SH must be in the English language.
3. Should any provision in this subsidy contract become wholly or partly ineffective, the parties to the subsidy contract undertake to replace the ineffective provision with an effective provision that comes as close as possible to the purpose of the ineffective provision.
4. Two executed copies of this subsidy contract shall be signed both by the IB.SH and the lead partner. Each party shall keep one copy.



Subsidy contract for the project #C050 Climate-4-CAST of Interreg Baltic Sea Region | v.2.0 of 04.10.2023



For the Investitionsbank Schleswig-Holstein (IB.SH):

Name **Thomas Weber**
Finances and Administration

Name **Ronald Lieske**
Director

Title
Thomas Weber

Title
R. Lieske

Signature and stamp
Thomas Weber


Signature and stamp
Ronald Lieske


Rostock, *05.09.2023*
Place, date

Rostock, *05.09.2023*
Place, date

Interreg Baltic Sea Region
Managing Authority/Joint Sponsors
IB.SH - Investitionsbank Schleswig-Holstein
Grubenstrasse 20
18055 Rostock, Germany

For the lead partner:

Stephanie Egerland

Name

Name

Chancellor

Title **HafenCity Universität Hamburg**
Kanzlerin
Henning-Vescherau-Platz 1
20147 Hamburg

Title

S. Egerland

Signature and stamp (if available)

Signature and stamp (if available)

Hamburg, 31.08.2023

Place, date

Place, date



Annex II
Detailed work plan according to Article 8 in its latest version

Overview Work Packages

- Work Package 1: Preparing solutions
- Work Package 2: Piloting and evaluating solutions
- Work Package 3: Transferring solutions

Work Package 1: Preparing solutions		
Leader: PP2 – City of Tampere		Budget: 15 %
Group of Activities 1.1 (GoA 1.1)		
Leader: PP2 – City of Tampere		
Title	Activities	Output
Establishing transnational cooperation and co-developing the tool	<p>In GoA 1.1 the partners will jointly develop the framework for the decision support tool for future emissions and cost-benefit analysis. GoA 1.1 will kick-off the project actions overall with, first, a one-day workshop at the first partner meeting in Hamburg (month 1), bringing together all Project partners (PP). Here, the basic framework for tool co-development will be co-defined by all PPs, so that it can be further elaborated by Tampere in the following months.</p> <p>The actions build off of Tampere’s existing visualisation prototype tool, which offers some emissions scenario functionality but lacks the necessary financial aspects to support decision-making. Expanded capabilities and applications (for example including economic modelling to enable comparison and prioritisation of actions) will be developed in an iterative process to produce a transferrable solution for climate budgeting (closely linked with GoA 1.2). Tool functions will be co-developed with a transnational group of PP and AO cities in order to respond to their key needs for climate governance. Thus, the digital and open source tool will support local authorities in improving their decision-making processes to reach their climate budget goals, to show them planned and possible measures, their emissions contributions/climate impact and timeline in a visual and easy-to-understand way.</p> <p>Tampere will:</p> <ul style="list-style-type: none"> • present the frame of their existing tool and first outline of concept for expansion • prepare the first workshop at the consortium meeting in Hamburg (M1) to collect PP cities tool needs and demands 	D1.1: Tool design schematic for financial aspects’ integration



	<ul style="list-style-type: none"> • further develop the key tool design and development framework • organise a Tool Co-Design Workshop (M3-4), presenting elaborated design considerations and co-producing tool with other PP and AO cities • prepare D1.1 Tool design schematic in M5 <p>Other PP cities will:</p> <ul style="list-style-type: none"> • collect and share the needed information about local budgeting processes, data access and usability, key user target groups and their demands as requested by Tampere. This will include meeting locally with the relevant actors and departments to establish the necessary communication to ensure the needs of, e.g. climate specialists, financial departments, urban data teams, etc., are represented in the tool design. This also includes discussions with national agencies and other institutions to identify available climate impact data. • provide feedback to the overall design framework and active input at Co-Design Workshop • provide expert input on carbon budgeting, climate governance <p>AO cities will:</p> <ul style="list-style-type: none"> • be invited to join the tool Co-design Workshop. Funding is foreseen to cover travel costs for 2-3 AO cities. • share insights from their own climate budgeting and climate action planning processes in order to broaden the perspectives and input for the tool design. 	
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Group of Activities 1.2 (GoA 1.2)

Leader: PP5 – Kausal Ltd

Title	Activities	Output
Setting up the technical functions of the tool	In GoA 1.2 the partners will prepare the technical implementation of the tool. Expanded capabilities and tool functionalities developed in GoA 1.1 (closely linked) will be implemented in an iterative process to produce a transferrable and scalable solution for climate budgeting. PP and AO cities have the possibility to give feedback on the first implementation draft. In a digital workshop and by making available the further developed prototype, the transnational group of PP and AO cities will advise and contribute to the tool initial set-up before the piloting phase, where the functionalities are implemented and tested for feasibility and broad applicability in cities.	D1.2: Code package and user instructions for the tool



	<p>Kausal Ltd. will take on the lead role in technical implementation of the tool:</p> <ul style="list-style-type: none"> • takes over the technical implementation of the jointly developed solution, in close collaboration with the partners • attends the Tool Co-design Workshop (M3-4) to build an understanding of the cities’ capacities and needs for the tool • builds on D1.1 to identify key operable points for tool functionality and code these functions • presents the tool implementation process for PP and AO cities’ feedback (digital discussions M4-6) and updates the tool software code accordingly • presents the final tool technical development at the Consortium Meeting in Aarhus (M6) • publish D1.2 by M7, the tool code package and instructions for use to be taken up by the PP cities in the pilots (WP2) <p>PP cities will:</p> <ul style="list-style-type: none"> • coordinate closely with Kausal during GoA1.1 to ensure achievability of tool design in the production of D1.1 (especially Tampere, to share its experience on tool implementation) • test and provide feedback on the tool programme in the technical development phase, where necessary bringing in their local technical or digital teams for insight on systems integration needs and capacity (M4-6) • test the tool interface ‘live’ at the Consortium Meeting in Aarhus (M6) <p>AO public authorities will:</p> <ul style="list-style-type: none"> • be invited to an online-exchange to test the tool functionalities (results of the co-design workshop GoA1.1) to give their external perspective on technical tool functionalities (M4-6) 	
<p>Group of Activities 1.3 (GoA 1.3)</p>		
<p>Leader: PP1 – HafenCity University Hamburg</p>		
<p>Title</p>	<p>Activities</p>	<p>Output</p>



<p>Co-creating the operationalization framework</p>	<p>To improve the operationalization of the tool and its integration into local decision-making processes, the partners will co-develop an innovative governance framework that aims to support local authorities in implementing the tool and to facilitate the local coordination processes. Based on the workshops in Hamburg (M1) and Aarhus (M6), overarching key indicators for climate budget work are identified and serve as the basis for the preparation of city specific action plans. HCU will support the cities on the identification of potential governance obstacles or potentials and associated strategies to mitigate or take advantage of these.</p> <p>HCU will take on the lead of the operationalization framework:</p> <ul style="list-style-type: none"> • carrying out tasks in close collaboration with and using feedback from the PP cities, including individual exchange and within the group as part of the PP workshops • identifying overarching governance factors and key indicators for climate budget work, that support / hinder the tool implementation and climate-responsive decision-making • organising a workshop session at the 1st consortium meeting (M1, Hamburg) with PPs: Preliminary mapping of budgeting and climate decision-making stakeholders and processes together with each PP to visualise climate governance processes • building on the governance mapping to develop an outline of the operationalisation framework as an action plan for each pilot city and collaborate with pilot city PPs to expand this for the specific local context • organising a workshop session at the 2nd consortium meeting (M6, Aarhus) with PP cities: Identification of key stakeholders (individuals in the local PP governance context) to be targeted during the piloting phases, collaboration with all PPs to confirm governance potentials and develop strategies to overcome identified obstacles and to validate the key indicators for pilot assessment (GoA 2.2) • summarising PP cities’ action plans in D1.3 by M7, as a model for pilot implementation. <p>Uppsala University, as well as Kausal Ltd. and UBC will support the development of the framework with their respective experience in carbon budgeting, municipal tool implementation and climate change and green governance.</p> <p>PP cities will:</p> <ul style="list-style-type: none"> • provide information on local stakeholder structures and decision-making processes 	<p>D1.3: Co-developed action plans for the pilot cities</p>
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	<ul style="list-style-type: none"> though the transnational exchange with other pilot PPs and AOs in GoA1.1, especially, they can gather insights on other municipal governance contexts (e.g. small versus larger cities, country-specific differences) draft individual pilot action plans to implement the tool in their city, based on the outline provided by HCU and the key indicators. 	
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Work Package 1: Timeline						
	Period 1 01/11/2023 – 30/04/2024	Period 2 01/05/2024 – 31/10/2024	Period 3 01/11/2024 – 30/04/2025	Period 4 01/05/2025 – 31/10/2025	Period 5 01/11/2025 – 30/04/2026	Period 6 01/05/2026 – 31/10/2026
GoA 1.1						
Output 1.1	D 1.1					
GoA 1.2						
Output 1.2		D 1.2				
GoA 1.3						
Output 1.3		D 1.3				



Work Package 2: Piloting and evaluating solutions		
Leader: PP3 – Aarhus Municipality, PP4 – City of Riga		Budget: 55 %
Group of Activities 2.1 (GoA 2.1)		
Leader: PP3 – Aarhus Municipality		
Title	Activities	Output
1st tool iteration piloting	<p>The piloting in the different BSR cities in Denmark, Finland, Germany, Latvia, Poland and Sweden, will provide overall insight on the transferability of the tool and its uses among diverse stakeholder groups. After preparing the action plans, the pilots will begin directly with tool implementation. The first pilot phase is led by Aarhus and is planned for M 6-12.</p> <p>Examples of pilot activities in GoA 2.1 include:</p> <ul style="list-style-type: none"> • Set up of the tool with pilot city data (measures, timelines, emissions data, economic data) • Testing tool and interface with budget process stakeholders (financial departments, planning departments, environmental, transportation and further relevant sectoral departments) in sprints and other interactive use test formats/workshops, e.g. producing scenarios, comparing measures, etc. • Presentation and discussion of tool products with decision-makers in budgetary processes • Development of recommendations for improvements and updates to tool for second pilot round <p>Kausal will support the pilot cities with operational questions and concerns or technical issues with the tool. The pilot cities will report on progress, concerns, questions or further potentials of the tool within regular project internal exchanges during the pilot phase, to share experiences at an early stage and to identify potential problems.</p> <p>Aarhus will, as lead for GoA 2.1:</p> <ul style="list-style-type: none"> • ensure readiness for piloting phase during check in with PPs as part of consortium meeting in M6 • ensure communication between pilots and technical service provider Kausal • organise at least three Q&A exchange sessions (online) to allow for transnational exchange 	D2.1: 1st Pilot case reports



	<p>between pilots and identify problems early on during the pilot phase</p> <ul style="list-style-type: none"> • oversee and monitor pilot progress in all PP cities, identifying any challenges or delays and supporting PPs to address them • as a pilot city: set up and implement their own pilot according to Aarhus action plan and integrate the tool as a pilot in municipal process • develop the pilot case reports outline, together with Riga, to be used by the PP cities and publish D2.1 (M12) <p>Other PP cities will:</p> <ul style="list-style-type: none"> • collect needed data or using own data and inputting it into the tool • set up the tool locally, integrate it as a pilot in municipal process • execute their own pilots according to the action plans, e.g. organising the use of the tool with the key target stakeholders based on the local needs and goals • take part in Q&A sessions organised by Aarhus • document their progress, any obstacles and their mitigation strategies, and pilot successes in preparation of their pilot case reports (D 2.1) <p>HCU and Uppsala University will follow along the pilot phase in accordance with the evaluation activities (GoA 2.2). UBC will support communication efforts through the dissemination of pilot experiences and progress in transnational channels and among its member cities.</p>	
Group of Activities 2.2 (GoA 2.2)		
Leader: PP7 – Uppsala University		
Title	Activities	Output
Co-evaluation and tool iteration	Uppsala University and HCU will develop a framework to evaluate the piloting process - based on the identified piloting goals, governance obstacles, emissions estimation and technical performance (GoA 1.3) and conduct the evaluation as the pilots are implemented. The monitoring and evaluation will take place involving the PPs and AOs, including the analysis of tool implementation and performance. The early evaluation and exchange process contributes to knowledge-building on climate budget factors.	D2.2: Evaluation report and improvement recommendations for tool design & operationalisation



	<p>In the 1st and 2nd pilot phases, interviews with the PPs and key stakeholders in the pilot cities will be conducted to learn more about the experiences, strengths and weaknesses of the tool from a practical perspective. Longitudinal monitoring of progress and observations will take place during the consortium meetings (held alternately in different pilot cities) and digital Q&A pilot sessions (GoA2.1, 2.3). The co-evaluation and pilot reflection workshops - which are specifically aimed at both PPs and AOs, to include external perspectives - are planned directly after both pilot phases, in month 12 (pilot phase 1) at the third consortium meeting in Östersund and in month 23-24 in combination with the regional summit (pilot phase 2).</p> <p>The evaluation workshops with PPs and AOs will ensure the transnational value of the developed tool and its further transferability. Furthermore, the 2nd reflection workshop at the regional summit (WP3, GoA 3.1) will provide an opportunity for a larger and more diverse group of representatives of local, regional and national public authorities to give feedback and input on the operationalisation and standardisation of the tool. Collected input will be incorporated into D2.2 and thus into O2.4.</p> <p>Uppsala University will, as lead for GoA 2.2:</p> <ul style="list-style-type: none"> • develop guidelines for the evaluation framework, including interviews and surveys, with support from HCU • organise the analysis and monitoring process, incl. the first reflection workshop (M12, Östersund) and the second reflection workshop (at regional summit) • together with HCU, conduct stakeholder interviews and surveys, observe the workshops, analyse the collected data, etc. • document the results and recommendations for improvement in two evaluation reports (D 2.2) <p>PP cities will:</p> <ul style="list-style-type: none"> • provide input to the operationalization guidelines as general recommendations for new BSR cities as future tool users • update their action plans in preparation of their 2nd pilot phase, based on their 1st pilot case report and the results from the first reflection workshop <p>AOs will attend reflection workshops, giving external feedback and further transnational perspective on tool</p>	
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	<p>functionalities and development based on own core issues, thus information on potential use after the project end.</p> <p>Kausal will use the results of the evaluation in D2.2 to shape technical improvements to the tool and, together with Tampere, its design before the beginning of the second pilot phase in M17.</p>	
Group of Activities 2.3 (GoA 2.3)		
Leader: PP4 – City of Riga		
Title	Activities	Output
2nd tool iteration piloting	<p>A 2nd pilot phase will serve to validate the application of the revised tool. The improvements that were agreed upon during the first evaluation will be practice tested again, led by the City of Riga, from M17-M23.</p> <p>Examples of pilot activities in GoA 2.3 include:</p> <ul style="list-style-type: none"> • Feed the tool with updated pilot city data (measures, timelines, updated emissions data, further economic data) • Testing tool and interface with budget process stakeholders (financial departments, planning departments, environmental, transportation and further relevant sectoral departments) in sprints and other interactive use test formats/workshops, e.g. producing scenarios, comparing measures, etc. • Integration of tool products in budgetary processes (use of calculations, visualisations, budget drafting and review functions within the decision-making process) and summary assessment workshop with decision-makers and users • Development of recommendations for improvements and updates to tool for final release <p>Kausal will again support the pilots with technical questions and concerns. The pilot cities will report on progress, concerns, questions or further potentials of the tool within regular project internal exchanges during the pilot phase, to share their experiences with the adjustments.</p> <p>Riga will, as lead for GoA 2.3:</p> <ul style="list-style-type: none"> • ensure readiness for piloting phase during check in with PPs as part of consortium meeting in M18 in Riga 	D2.3: 2nd Pilot case reports



	<ul style="list-style-type: none"> • ensure communication between pilots and technical service provider Kausal who will support the pilots with procedural questions and concerns • organise at least three Q&A sessions (online) to allow for transnational exchange between pilots • oversee and monitor pilot progress in all PP cities, identifying any challenges or delays and supporting PPs to address them • as a pilot city: set up and implement their own 2nd pilot phase according to Riga’s action plan • update the pilot case reports outline, to be used by the PP cities, and publish D2.3 (M23) <p>Other PP cities will:</p> <ul style="list-style-type: none"> • collect needed data or using own data and inputting it into the tool • execute their own pilots according to the updated action plans, e.g. organising the use of the tool with the key target stakeholders based on the local needs and goals • take part in Q&A sessions, organised by Riga • document their progress, any obstacles and their mitigation strategies, and pilot successes in preparation of their pilot case reports (D 2.3) <p>HCU and Uppsala University will follow along the pilot phase in accordance with the evaluation activities (GoA 2.2). UBC will support communication efforts through the dissemination of pilot experiences and progress in transnational channels and among its member cities.</p>	
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Group of Activities 2.4 (GoA 2.4)

Leader: PP4 – City of Tampere

Title	Activities	Output
Finalising the decision-support tool and operationalisation guidelines	<p>GoA 2.4 will bring together the findings from the previous GoAs on tool development and implementation, to elaborate the final solution. Building on GoA 2.1, 2.2. and 2.3 the results will be incorporated into the final technical tool code package including guidelines for tool operationalization as main output.</p> <p>Tampere will take on the lead, coordinating the combination of work results with the help of the respective pilot lead partners, Aarhus and Riga. This will include close cooperation with technical partner Kausal, to ensure that</p>	O2.4: Final tool code package and operationalisation guidelines



	<p>the results of technical piloting and needs of the cities will be reflected in the final tool code package and user instructions. HCU and Uppsala will support with updates to the governance indicators and finalisation of the operationalisation guidelines, based on learnings gathered and validated in GoA2.2. Results from transnational exchange, especially regarding regional and national public authority target groups at the regional summit (GoA3.1), will be contributed by UBC via the preliminary version of D3.1.</p> <p>The draft of the finalised output will be reviewed and confirmed by all PPs, as well as shared with AOs for validation before final publication.</p>	
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Work Package 2: Timeline						
	Period 1 01/11/2023 – 30/04/2024	Period 2 01/05/2024 – 31/10/2024	Period 3 01/11/2024 – 30/04/2025	Period 4 01/05/2025 – 31/10/2025	Period 5 01/11/2025 – 30/04/2026	Period 6 01/05/2026 – 31/10/2026
GoA 2.1						
Output 2.1		D 2.1				
GoA 2.2						
Output 2.2			D 2.2		D 2.2	
GoA 2.3						
Output 2.3				D 2.3		
GoA 2.4						
Output 2.4					O 2.4	



Work Package 3: Transferring solutions		
Leader: PP6 – Union of the Baltic Cities Sustainable Cities Commission c/o City of Turku		Budget: 20 %
Group of Activities 3.1 (GoA 3.1)		
Leader: PP6 – Union of the Baltic Cities Sustainable Cities Commission c/o City of Turku		
Title	Activities	Output
Regional and internationally focused Climate Budget Summits	<p>To increase awareness, inform and train practitioners, reach out to decision-makers, and through those actions ensure the transfer of the project output further in the region, we plan a range of transfer activities ongoing throughout the project. WP3 will start in parallel to WP2, led by UBC SCC. GoA 3.1 will focus on organising 2 comprehensive Climate Budget Summits.</p> <p>The first Climate Budget Summit is held in year 2 with a regional scope, for experts and decision-makers from the BSR to present and inform on latest developments and good practices for reducing GHG emissions and reaching climate neutrality. The climate budget tool, developed by that point of the project implementation, will be the key transfer element, as the project will introduce it to the summit participants informing them on when to expect its final version for further uptake. As part of the summit, a separate session will be dedicated to the final stage of collecting external feedback for the tool validation (content part of the GoA 2.2 evaluation). It will support the future uptake of the tool unlocking the understanding of the shared ownership among the cities invited for providing input. Another important factor would be informing and proving the easiness of the uptake of the tool thus lowering the threshold of the uptake by introducing the tool to the local experts who might directly use it in their work.</p> <p>The 1st CB Summit will be organised back-to-back with another regional event (provisionally, UBC event for member cities; planned for late 2025) to ensure a wider active participation of the BSR cities with the focus on small and medium cities, which might not be very active due to their limited resources.</p> <p>The 2nd Climate Budget Summit will focus on promoting international exchange and creating visibility in the BSR and beyond (by the end of the project). The 2nd Summit</p>	D3.1: Summary reports of regional and international summits



	<p>will expand into the larger international scope, targeted at BSR, but also other European cities through the European Climate Adaptation Platform Climate-ADAPT and knowledge-sharing platform ClimateScan.</p> <p>The invitation to this summit will be also shared with the cities of the EU Mission on 100 climate-neutral and smart cities by 2030, for the topical relevance and mutual interest, attracting cities that have already committed to action, which makes the potential tool uptake easier. UBC will spread the information to its member cities involved in the EU Missions, as well as exchange with the NetZeroCities project and other organisations supporting the Cities Mission (e.g. Viable Cities network) for the multiplication effect to spread the information about the project outputs further.</p> <p>The 2nd CB Summit will be organised back-to-back with a large regional event, e.g. EUSBSR Annual Forum, Urban Future conference or the European Climate Conference being planned in Aarhus in 2026, which targets 500-1000 guests incl. politicians, EU Commission, practitioners from ambitious local governments, and researchers.</p>	
<p>Group of Activities 3.2 (GoA 3.2)</p>		
<p>Leader: PP6 – Union of the Baltic Cities Sustainable Cities Commission c/o City of Turku</p>		
Title	Activities	Output
<p>Climate Budget transnational professionals’ training course</p>	<p>To complement the transfer activities, a transnational training course for local experts will be launched in GoA 3.2, led by UBC. This course will be organised for local authorities, especially the Associated Organisations (AOs), to ensure the active uptake of the tool in cities by a lowered threshold through the familiarisation of identified local experts to the tool.</p> <p>The course will be developed based on the project output produced in the project: the tool and the guideline for applying it both from the technical, as well as strategic point of view. The course will include several elements considering the various stages of the cities potentially uptaking it: general information about the climate budget, insights on economic aspects and benefits, hints on addressing the strategic level and political discourse, and local experiences in climate budget, in addition to the tool itself and how to use it. The training course will include a moderated space for mentoring support, providing a space for twinning activities where cities with more experience in applying</p>	<p>D3.2: Training course materials</p>



	<p>climate budget exchange and support cities that are only start launching it.</p> <p>The course will include both online and offline elements. After the first project workshops in WP1-2, the concrete sequence of the training course events will be planned based on the established level of needs of the cities in the consortium. Participants of the full course will be issued participation certificates upon its completion.</p> <p>A rough plan for the workshop series could be as follows:</p> <ul style="list-style-type: none"> • Late 2025: Session at 1st summit for launching the training program/call for participants; possible on-the-spot feedback into tool development; possible mentoring exchange session for PPs and AOs. • End 2025: General webinar about the project, climate budget, the tool and the pilot cities' experiences (for training program participants + open for public; potentially another call for participants). • Early 2026: Online workshop that focuses on communication / narratives, how to convince decision-makers to use the tool, typical counter-arguments and obstacles, how to show the advantages. • Mid 2026: Online training on practical application of the tool (presentations about the tool, breakout room discussions for twinning and city-to-city mentoring). • Late 2026: Session at 2nd summit with formal conclusion of the course / sharing best practices from cities and promoting compiled materials used during training (recordings, presentations, factsheets, press articles). Issuing the certificates. <p>The training course will be targeted at local authorities from the BSR, esp. at the local experts working with the climate and finance aspects. AOs will be involved in this process as the primary group. Moreover, cities beyond the consortium will be invited to the training course, for that different networks will be used, incl. UBC network of 70 cities, EU Mission Cities, national-level associations and networks.</p>	
<p>Group of Activities 3.3 (GoA 3.3)</p>		
<p>Leader: PP9 – City of Norderstedt - The Lord Mayor</p>		



Title	Activities	Output
<p>Review of tool for transfer and use case expansion</p>	<p>GoA 3.3 is based on the main output: The open source tool package and guidelines. In WP2 the tool was piloted in two iterations in 6 cities to provide overall insight on the transferability of the tool and its uses among diverse stakeholder groups. After finalising the solution including internal and external perspective from local public authorities, further dissemination of the tool is aimed to promote piloting in further BSR cities and regions. Based on the transfer/exchange in WP3, additional recommendations for further development of the tool will be collected to show the expansion potential and gather more feedback.</p> <p>Norderstedt will, as lead of GoA 3.3:</p> <ul style="list-style-type: none"> • organise, together with Kausal, a session at the consortium meeting in Bytom (M30) for planning of review activities, the workshop and the online survey with input from all PPs • organise, together with Bytom, a final validation workshop at the international summit, if possible, or digitally: all PPs and invited AOs (as future potential tool users) will take part in thematic sessions to exchange on further tool use-cases, and on criteria for tool use in further BSR cities and network opportunities (incl. UBC, Viable Cities, etc.) • issue D3.3, the Report on tool expansion potential and recommendations for new functions, drawing on the results of these exchanges and of the survey distributed by UBC <p>Other PPs will:</p> <ul style="list-style-type: none"> • provide input to further expansion potential, such as other functionalities, to formulate tool recommendations for new BSR cities as future tool users • help disseminate the tool through own channels, such as social media, website, personal contacts/networks <p>AOs will:</p> <ul style="list-style-type: none"> • provide input to further expansion potential, such as other functionalities, to formulate tool recommendations for new BSR cities as future tool users 	<p>D3.3: Report on tool expansion potential and recommendations for new functions</p>



	<ul style="list-style-type: none"> • help disseminate the tool through own channels, such as social media, website, personal contacts/networks <p>UBC supports these validation activities through the dissemination of an online survey on the applicability of the tool / feedback / future use among the 70 UBC member cities, potentially also as part of the international summit.</p>	
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Work Package 3: Timeline						
	Period 1 01/11/2023 – 30/04/2024	Period 2 01/05/2024 – 31/10/2024	Period 3 01/11/2024 – 30/04/2025	Period 4 01/05/2025 – 31/10/2025	Period 5 01/11/2025 – 30/04/2026	Period 6 01/05/2026 – 31/10/2026
GoA 3.1						
Output 3.1					D 3.1	D 3.1
GoA 3.2						
Output 3.2						D 3.2
GoA 3.3						
Output 3.3						D 3.3



Annex III
Ownership of deliverables and outputs according to Article 9 in its latest version

Outputs and deliverables overview			
Code	Title	Leading PP	Ownership, including industrial and intellectual property rights
D 1.1	Tool design schematic for financial aspects' integration	PP2 - City of Tampere	Ownership of project deliverables and outputs, including industrial and intellectual property rights, is by default assigned to the partner responsible for the delivery of that output or deliverable. Subject to the requirements of the funding authority regarding public availability requirements as in Article 9(3) of this partnership agreement, the lead partner and project partners shall ensure that all deliverables and outputs produced by the project are in the public interest and publicly available. They should be fully accessible and available to the general public in a usable format. Project partners shall be entitled to use these results for non-commercial research and teaching activities on a royalty-free basis, and without requiring prior consent. In cases where more than one partner is the originator of a project result, at the request of at least one of the partners involved in any capacity in the output and/or deliverable or concerned in any form therein, including the Leading PP, joint ownership, including industrial and intellectual property rights, of any specific output or deliverable shall be established and agreed (in written) prior to the submission of this output or deliverable to the MA/JS via BAMOS+. All partners will ensure that all conditions set by the Programme Manual are met.
D 1.2	Code package and user instructions for the tool	PP5 – Kausal Ltd	
D 1.3	Co-developed action plans for the pilot cities	PP1 - HafenCity University Hamburg	
D 2.1	1st Pilot case reports	PP3 - Aarhus Municipality	
D 2.2	Evaluation report and improvement recommendations for tool design & operationalisation	PP7 - Uppsala University	
D 2.3	2nd Pilot case reports	PP4 - City of Riga	
O 2.4	Final tool code package and operationalisation guidelines	PP2 - City of Tampere	
D 3.1	Summary reports of regional and international summits	PP6 - UBC	
D 3.2	Training course materials	PP6 - UBC	
D 3.3	Report on tool expansion potential and recommendations for new functions	PP9 - City of Norderstedt	



Annex IV
Detailed spending plan according to Article 11 in its latest version

PROJECT PARTNER		REPORTING PERIODS						Total (EUR)
		Reporting period 1 (01/11/2023 – 30/04/2024)	Reporting period 2 (01/05/2024 – 31/10/2024)	Reporting period 3 (01/11/2024 – 30/04/2025)	Reporting period 4 (01/05/2025 – 31/10/2025)	Reporting period 5 (01/11/2025 – 30/04/2026)	Reporting period 6 (01/05/2026 – 31/10/2026)	
		EUR	EUR	EUR	EUR	EUR	EUR	
LP	HafenCity University Hamburg	116.879,12	116.123,20	118.359,20	107.805,28	107.711,52	83.119,84	649,998.16
PP 2	City of Tampere	94.324,80	85.824,80	50.824,80	50.824,80	50.824,80	50.824,80	383,448.80
PP 3	Aarhus Municipality	65.942,95	99.942,96	80.942,96	67.442,95	65.942,95	37.174,06	417,388.83
PP 4	City of Riga	35.294,40	71.486,40	58.986,40	41.486,40	41.486,40	18.782,40	267,522.40
PP 5	Kausal Ltd	80.000,00	90.000,00	50.000,00	50.000,00	59.000,00	35.000,00	364,000.00
PP 6	Union of the Baltic Cities Sustainable Cities Commission c/o City of Turku	56.347,20	56.347,20	61.347,20	81.347,20	66.347,20	76.347,20	398,083.20
PP 7	Uppsala University	51.014,00	72.200,00	48.148,00	48.148,00	48.148,00	24.099,20	291,757.20
PP 8	Municipality of Östersund	50.645,87	96.275,04	75.775,04	60.775,04	60.775,04	35.452,12	379,698.15
PP 9	City of Norderstedt - The Lord Mayor	55.364,40	94.773,60	78.273,60	64.773,60	63.273,60	54.228,00	410,686.80
PP 10	City of Bytom	26.171,50	58.352,46	43.352,46	28.352,46	33.352,46	21.809,60	211,390.94
TOTAL		631,984.24	841,325.66	666,009.66	600,955.73	596,861.97	436,837.22	3.773.974,48

All amounts are total expenditure in EUR, i.e. the sum of ERDF co-financing and partners' contributions.