

# Updated timetable, work plan, protocols (and/or action plan) for all WPs

Deliverable 6.1

# GREENMEUP↑



Funded by  
the European Union

## Document control sheet

<b>Project</b>	GreenMeUp - Green biomethane market uptake
<b>Call identifier</b>	HORIZON-CL5-2021-D3-02: Sustainability and educational aspects for renewable energy and renewable fuel technologies
<b>Grant Agreement n°</b>	101075676
<b>Coordinator</b>	CRES - Centre for renewable energy sources and saving foundation
<b>Work package n°</b>	6
<b>Work package title</b>	Project Management
<b>Work package Leader</b>	CRES
<b>Document title</b>	Updated timetable, work plan, protocols (and/or action plan) for all WPs
<b>Author</b>	Myrsini Christou / CRES
<b>Reference period</b>	01/08/2022 - 30/04/2023
<b>Due date</b>	30/09/2022 (Month 2)

*Funded by the European Union, Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union. Neither the European Union nor the granting authority can be held responsible for them.*



## Table of contents

<b>Index</b> .....	Error! Bookmark not defined.
<b>Summary of the GreenMeUp project</b> .....	<b>5</b>
<b>Introduction</b> .....	<b>6</b>
<b>Chapter 1: Scope and objectives, consortium and project implementation</b> .....	<b>7</b>
1.1 Scope and objectives.....	7
1.2 Consortium partners .....	8
1.3 Project months in relation to calendar months .....	10
1.4 Coordination and Support Measures and project methodology .....	11
1.5 Deliverables, milestones .....	16
1.6 Gantt chart .....	22
<b>Chapter 2: Project Management</b> .....	<b>23</b>
2.1 Project management structures .....	23
2.2 Project management procedures .....	23
2.3 Project management tools.....	24
<b>Chapter 3: Project monitoring</b> .....	<b>25</b>
<b>Chapter 4: Critical risks and mitigation plans</b> .....	<b>29</b>



## Tables

Table 1. Project partners and team members .....	8
Table 2. Project months in relation to calendar months .....	10
Table 3. Work packages .....	13
Table 4. Partners’ involvement in the project WPs .....	13
Table 5. List of Tasks.....	14
Table 6. List of deliverables per WP .....	16
Table 7. List of Deliverables in chronological order .....	18
Table 8. List of milestones and related WPs .....	20
Table 9. Quantitative indicators of achievement.....	25
Table 10. Dissemination activities and KPIs .....	27
Table 11. Tools and KPIs.....	28
Table 12. Critical risks for implementation .....	29



## Summary of the GreenMeUp project

GreenMeUp – Green Biomethane Market Uptake is a Horizon Europe project that aims at providing a basis for policy-makers and stakeholders to develop more informed renewable energy policies and country-tailored market uptake measures, in order to improve and complement existing biomethane policy in Europe.

The core activity of GreenMeUp is to reduce the gap between countries with higher rates of biomethane production and countries with lower development rates, by analyzing and comparing their framework conditions and market dynamics and promote enabling policies and measures at country level. The project aims at providing societal acceptance of the biomethane value chain through science-based evidence and tools.



## Introduction

The GreenMeUp D6.1 provides an updated timetable, work plan, protocols and action plans for all Work Packages, as specified in Annex 1 of the Grant Agreement.

The overall aim of this report is to present in a concise format how the project will be carried out in order to achieve its objectives and expected results, outcomes and impacts.

Because of its nature, this deliverable is in most case repetitive to the Grant Agreement and Consortium Agreement context, while including the latest modifications as discussed during the kick-off meeting in Athens (22-23/9/2022) and the 2nd Progress meeting in Turin (15-16/3/2023).

The deliverable is articulated in the following Chapters:

Chapter 1 provides detailed information on the project scope and objectives, consortium and project implementation. Work plan, deliverables and milestones are listed.

Chapter 2 describes the project management structures, procedures and tools that are used to ensure a smooth project implementation and internal communication.

Chapter 3 presents the project monitoring through the set key performance indicators

Chapter 4 examines critical risks and mitigation plans



# Chapter 1: Scope and objectives, consortium and project implementation

## 1.1 Scope and objectives

Green gases biomethane and biohydrogen are expected to be key contributors towards the decarbonisation of the EU energy system, as renewable gases injected to the Natural Gas grid. Whatever way the energy system evolves over the coming decades, biomethane will remain on an exponential growth trajectory. Today it is already mostly transported and distributed through the existing gas infrastructure complying with existing standards; this offers flexibility and efficiency to deal with widely differing gas volumes. The extent of that growth strongly depends on the market and policy environment as well as on the societal acceptance.

Nowadays, almost all EU Member States (MS) have in place gas infrastructure and storage, a natural gas infrastructure for transport and gas quality regulations; all being important prerequisites for bioCH<sub>4</sub> deployment and growth. Nevertheless, there are only a limited number of MS where biogas upgrading into bioCH<sub>4</sub> and injection into the grid is supported.

When analysing the main drivers for biogas developments across the EU, the existence, stability and reliability of targeted policy and financial support is considered as the number one enabler in all countries, regardless of whether they already have a mature biogas market in place or not. Dedicated national targets are also identified as an important driver for the sector, as is the year-round availability of suitable feedstocks.

**The ultimate objective** of GreenMeUp is to facilitate the wider market uptake of biomethane in the European energy and transport sectors by strengthening the market in countries with slower market development policies

This will be achieved by bringing together:

- The European Biogas Association that will bring forward good practices and lessons learnt from countries having the highest market shares covering > 95% of the biomethane produced in Europe (Germany, UK, Denmark, France, The Netherlands, Italy, Sweden, Norway, Switzerland and Austria).
- a set of advanced countries (Germany and Italy) with improved biomethane market uptake and developed policy and institutional frameworks to actively participate in exchanging practical knowledge and experience
- a set of target countries with lower development rates in the respective issues (Greece, Spain, Poland, Latvia, Estonia and Czech Republic) which would benefit from stronger biomethane market and policy measures,
- the Danube Region, a specific area coinciding with the historical regions of Backa and Banat, nowadays part of Hungary, Romania, and Serbia will serve as a case for cross border opportunities in a bottom-up approach.
- a set of Mission Innovation countries (USA, Canada, China, Brazil and India) participating in the International Advisory Board (IAB) to assure an additional flow of information on biomethane production lessons-learnt, enablers and barriers.

**Specific objectives** are:

SO1: To evaluate the framework conditions and market dynamics of the biomethane in ten of the most advanced in biomethane market European (including Germany and Italy) and Mission Innovation countries.

SO2: To evaluate the framework conditions and market dynamics of biomethane production in Target Countries with low market development (Greece, Spain, Poland, Latvia, Estonia, Czech Republic, and the Danube Region)

SO3. To assure active engagement of stakeholders and societal acceptance with the involvement of actors representing all stages of the biomethane value chains through science-based evidence and tools.

SO4. To design a country-tailored set of market uptake policy measures that will refine, focus and complement existing policy (e.g regulations, financial mechanisms and actions related to increased awareness and improved public acceptance).

SO5. Dissemination, Communication, Exploitation

## 1.2 Consortium partners

In the following Table 1 project partners and team members involved are presented. The project started with 14 partners but from the 1<sup>st</sup> of April Dr. Kyriakos Maniatis, an international individual consultant joined the project as the 15<sup>th</sup> partner.

*Table 1. Project partners and team members*

No	Participant	Team members	E-mails
1	CRES	Myrsini Christou	<a href="mailto:mchrist@cres.gr">mchrist@cres.gr</a>
		Christos Zafiris	<a href="mailto:czafir@cres.gr">czafir@cres.gr</a>
		Christos Tourkolas	<a href="mailto:ctourkolas@cres.gr">ctourkolas@cres.gr</a>
		Spyros Karitsas	<a href="mailto:spkary@cres.gr">spkary@cres.gr</a>
		Ioanna Papamichael	<a href="mailto:ioannap@cres.gr">ioannap@cres.gr</a>
		Antonia Dimou	<a href="mailto:dimou@cres.gr">dimou@cres.gr</a>
		Elina Siapera	<a href="mailto:elsiap@cres.gr">elsiap@cres.gr</a>
2	EBA	Mieke Decorte	<a href="mailto:decorte@europeanbiogas.eu">decorte@europeanbiogas.eu</a>
		George Osei Owusu	<a href="mailto:owusu@europeanbiogas.eu">owusu@europeanbiogas.eu</a>
		Anthony Lorin	<a href="mailto:alorin@europeanbiogas.eu">alorin@europeanbiogas.eu</a>
		Angela Sainz	<a href="mailto:sainz@europeanbiogas.eu">sainz@europeanbiogas.eu</a>



		Anna Venturini	<a href="mailto:venturini@europeanbiogas.eu">venturini@europeanbiogas.eu</a>
3	DBFZ	Laura García Laverde	<a href="mailto:Laura.Garcia@dbfz.de">Laura.Garcia@dbfz.de</a>
		Nora Szarka	<a href="mailto:Nora.Szarka@dbfz.de">Nora.Szarka@dbfz.de</a>
		Ronja Wollnik	<a href="mailto:Ronja.Wollnik@dbfz.de">Ronja.Wollnik@dbfz.de</a>
4	ETA	Maurizio Cocchi	<a href="mailto:maurizio.cocchi@etaflorence.it">maurizio.cocchi@etaflorence.it</a>
		Teresa Ridolfi	<a href="mailto:teresa.ridolfi@etaflorence.it">teresa.ridolfi@etaflorence.it</a>
5	RECORD	Andrea Maria Rizzo	<a href="mailto:andreamaria.rizzo@re-cord.org">andreamaria.rizzo@re-cord.org</a>
		David Casini	<a href="mailto:David.casini@re-cord.org">David.casini@re-cord.org</a>
		David Chiaramonti	<a href="mailto:david.chiaramonti@polito.it">david.chiaramonti@polito.it</a>
6	BIOGEST	Katja Lyons	<a href="mailto:katja.lyons@biogest-biogas.com">katja.lyons@biogest-biogas.com</a>
		Sebastian Alber	<a href="mailto:s.alber@chello.at">s.alber@chello.at</a>
		Javier Lizasoain	<a href="mailto:javier.lizasoain@biogest.at">javier.lizasoain@biogest.at</a>
7	CIB	Lorenzo Maggioni	<a href="mailto:l.maggioni@consorziobiogas.it">l.maggioni@consorziobiogas.it</a>
		Carlo Pieroni	<a href="mailto:c.pieroni@consorziobiogas.it">c.pieroni@consorziobiogas.it</a>
8	PIGEOR	Beata Wiszniewska	<a href="mailto:beata.wiszniewska@pigeor.pl">beata.wiszniewska@pigeor.pl</a>
		Magdalena Rogulska	<a href="mailto:magro13@o2.pl">magro13@o2.pl</a>
		Sylwia Koch	<a href="mailto:sylwiakoch@gmail.com">sylwiakoch@gmail.com</a>
9	CEI	Peter Canciani	<a href="mailto:canciani@cei.int">canciani@cei.int</a>
		Ana Aligrudic	<a href="mailto:aligrudic@cei.int">aligrudic@cei.int</a>
10	LBA	Kristine Vegere	<a href="mailto:kristinevegere@gmail.com">kristinevegere@gmail.com</a>
		Baiba Brice	<a href="mailto:info@latvijasbiogaze.lv">info@latvijasbiogaze.lv</a>
11	CZBIOM	Adam Moravec	<a href="mailto:moravec@biom.cz">moravec@biom.cz</a>
		Vojtěch Pospíšil	<a href="mailto:Pospisil@biom.cz">Pospisil@biom.cz</a>
		Jan Habart	<a href="mailto:habart@biom.cz">habart@biom.cz</a>
		Martin Schwarz	<a href="mailto:schwarz@biom.cz">schwarz@biom.cz</a>
		Eva Siftova	<a href="mailto:sekretariat@biom.cz">sekretariat@biom.cz</a>

12	ESTBA	Ahto Oja	<a href="mailto:ahto.oja@baltibiometaan.ee">ahto.oja@baltibiometaan.ee</a>
		Lauri Jasmin	<a href="mailto:lauri@eestibiogaas.ee">lauri@eestibiogaas.ee</a>
		Tauno Trink	<a href="mailto:tauno.trink@gmail.com">tauno.trink@gmail.com</a>
		Lis-Ann Kärtna	<a href="mailto:lisann.kartna@gmail.com">lisann.kartna@gmail.com</a>
13	AEBIG	David Fernández	<a href="mailto:dfernandez@aebig.org">dfernandez@aebig.org</a>
		Francisco Repullo Almagro	<a href="mailto:dfernandez@aebig.org">dfernandez@aebig.org</a>
14	DEDA	Theodoros Terzopoulos	<a href="mailto:t.terzopoulos@deda.gr">t.terzopoulos@deda.gr</a>
		Manolis Zafeiris	<a href="mailto:m.zafeiris@deda.gr">m.zafeiris@deda.gr</a>
15	KM-IIC	Kyriakos Maniatis	<a href="mailto:Kyriakos.Maniatis@outlook.com">Kyriakos.Maniatis@outlook.com</a>

### 1.3 Project months in relation to calendar months

GreenMeUp started in August 2022 and will last 3 years. The relation of project months to calendar months is presented below (Table 2):

Table 2. Project months in relation to calendar months

1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year
M1: August 2022	M13: August 2023	M25: August 2024
M2: September 2022	M14: September 2023	M26: September 2024
M3: October 2022	M15: October 2023	M27: October 2024
M4: November 2022	M16: November 2023	M28: November 2024
M5: December 2022	M17: December 2023	M29: December 2024
M6: January 2023	M18: January 2024	M30: January 2025
M7: February 2023	M19: February 2024	M31: February 2025
M8: March 2023	M20: March 2024	M32: March 2025
M9: April 2023	M21: April 2024	M33: April 2025
M10: May 2023	M22: May 2024	M34: May 2025
M11: June 2023	M23: June 2024	M35: June 2025
M12: July 2023	M24: July 2024	M36: July 2025

## 1.4 Coordination and Support Measures and project methodology

**Coordination and Support Measures** are aligned and organized upon (Figure 1):

- Three pillars: **Market, Policy and Society**, running throughout :
- **Geographic and country-relevant specificities** in Europe and beyond (Advanced and Target European countries, MI countries) in
- **a two-fold approach:**
  - bottom-up, starting from 6 specific target countries and a selected region that will build a consolidated biomethane production/consumption network involving all interested stakeholders i.e farmers, biomass/biogas associations, gas distributors, gas consumers etc, that will assist in policy drafting and adoption of the produced solutions
  - and top-down, targeting markets that will draft and include in their portfolios tailored market uptake measures. Legal, institutional and financial frameworks at national level will be assessed in the advanced countries, to examining how, why and under what conditions these could act as barriers or enablers.

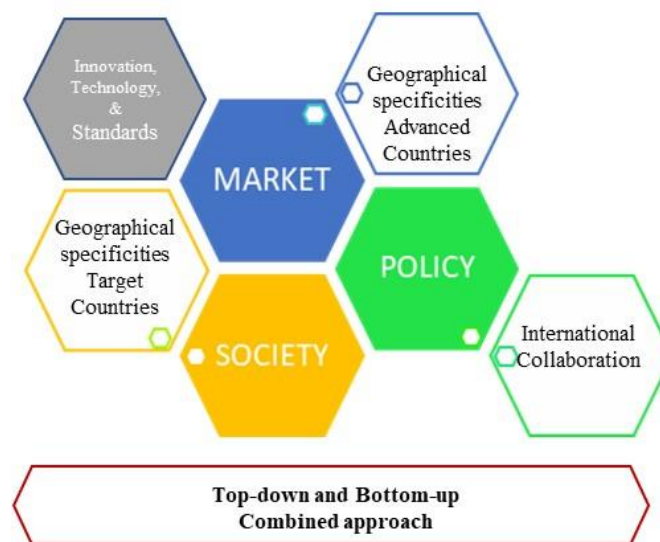


Figure 1. Market, Policy and Society Pillars with Geographic and country-relevant specificities in Europe and beyond in a two-fold approach

The project is structured over six **work packages** (WP) (Figure 2, Table 3). Partners’ involvement in each WP is presented in the following Table 4.

- **In WP1** framework conditions and market dynamics of the bioCH<sub>4</sub> will be analysed in the top 10 advanced European countries in terms of market development and in selected MI countries (Brazil, Canada, China, India and USA). In addition, enhancing the societal acceptance will be also targeted. Existing standards for biomethane for injection in the natural gas network and for automotive fuel specifications as well as ongoing work by the various CEN Technical Committees on biomethane and hydrogen will be analysed in WP1.

- Similar work will be carried out at national level for 7 selected European target countries (Greece, Spain, Poland, Latvia, Estonia, Czech Republic, and the Danube Region) with low developments in **WP2**. As a result, comprehensive overviews of the existing market situation and future market trends in Europe and in each of the selected target countries will be produced.
- **In WP3**, stakeholders engagement and societal acceptance will be assured, with the involvement of relevant actors representing all stages of the bioCH4 value chains (i.e. biomethane producers, technology providers, gas distributors, farmers, policy advisers), through science-based evidence and tools addressing misperception ideas from citizens
- **In WP4**, market uptake policy measures and respective financial frameworks will be designed, that will allow the biomethane markets to operate efficiently and incentive-compatible in the model countries, target countries and outreach countries where results could be replicated. Results from all WPs and exchange of information, experiences and lessons learnt from the advanced countries will be integrated and evaluated so that country-tailored policy and financial framework recommendations will be drafted. The policy measures and recommendations will be analysed considering their future applicability for biohydrogen.
- **In WP5**, dissemination, communication, exploitation measures will be taken aiming to reach all key policy and decision makers, market actors and the European citizen, at local, national and European level.
- **WP6** will be dedicated to the Coordination and Management of the project.

Each WP is further allocated to Tasks, according to Table 5.

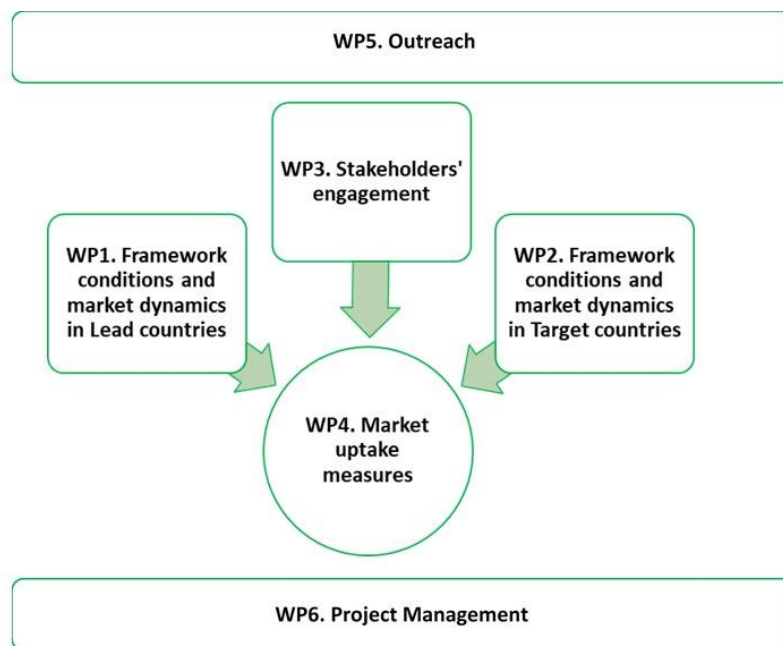


Figure 2. Methodology

Table 3. Work packages

WP No	Work Package Title	WP Leader	Start Month	End month
1	Market dynamics/ Framework conditions in advanced European countries and MI countries	EBA	1	30
2	Market dynamics/ Framework conditions in target countries	CRES	1	36
3	Stakeholders engagement	DBFZ	1	36
4	Market uptake measures	CRES	1	36
5	Outreach	ETA	1	36
6	Project Management	CRES	1	36

Table 4. Partners' involvement in the project WPs

Partner	WP1	WP2	WP3	WP4	WP5	WP6
1 CRES	x	x	x	x	x	x
2 EBA	x		x		x	x
3 DBFZ	x	x	x	x	x	x
4 ETA			x		x	x
5 RECORD	x	x		x	x	
6 BIOGEST	x	x	x	x	x	
7 CIB	x		x	x	x	
8 PIGEOR		x	x	x	x	
9 INCE		x	x	x	x	
10 LBA		x	x	x	x	
11 CZBIOM		x	x	x	x	
12 ESTBA		x	x	x	x	
13 AEBIG		x	x	x	x	

<b>14 DEDA</b>	x	x	x	x	x	
<b>15 KM-IIC</b>	x			x		x

Table 5. List of Tasks

Task No.	Task title	Lead partner	Start -End date	Input to	Output from	Related Deliverable
<b>T1.1</b>	Description of production routes and end-uses	EBA	M1	WP3, WP4, WP5		D1.1, D1.6
<b>T1.2</b>	Policy frameworks and market dynamics	EBA	M1	WP4, WP5		
<b>T1.3</b>	Midstream and downstream technological developments for biomethane and biohydrogen production and offtake	RE-CORD	M1	WP4, WP5		D1.2, D1.7
<b>T1.4</b>	Technological developments on feedstock and feedstock potentials	CRES	M1	WP4, WP5		D1.3, D1.8
<b>T1.5</b>	Standardization	EBA	M1	WP4, WP5		D1.4, D1.9
<b>T1.6</b>	Indicators for market integration	DBFZ	M1	WP2, WP4, WP5		D1.5
<b>T2.1</b>	Set-up teams in each target country	CRES	M1	WP3		Linked to WP3
<b>T2.2</b>	Analysis of the existing production routes and end uses	CRES	M1	WP4, WP5	WP1	D2.1, D2.4
<b>T2.3</b>	Policy frameworks and market dynamics	CRES	M1	WP4, WP5	WP1	
<b>T2.4</b>	SWOT analyses	DBFZ	M12	WP4, WP5	WP1	D2.2
<b>T2.5</b>	Business Missions and B2B meetings	CRES	M12		WP1	D2.3

<b>T3.1</b>	Mapping of stakeholders and establishment of stakeholder hubs	DBFZ	M1	WP2, WP4, WP5		D3.1
<b>T3.2</b>	Co-creation actions with engaged stakeholders in each Target-Country	DBFZ	M1	WP4, WP5	WP1, WP2	D3.2, D3.4
<b>T3.3</b>	Study of societal perspectives related to biomethane	CRES	M1	WP4, WP5	WP1, WP2	D3.3
<b>T4.1</b>	Policy aim and justification	CRES	M1	WP5	WP1, WP2, WP3	D4.1, D4.5
<b>T4.2</b>	Analysis and direction	CRES	M12	WP5	WP1, WP2, WP3	D4.2, D4.3, D4.6
<b>T4.3</b>	Design policy relevant market uptake measures	CRES	M12	WP5	WP1, WP2, WP3	
<b>T4.4</b>	Anticipating policy relevant market uptake measures for biohydrogen	KM-IIC	M30	WP5	WP1,	D4.4
<b>T5.1</b>	Dissemination, Communication, Exploitation plan and visual identity	ETA	M1		WP1, WP2, WP3, WP4	D5.1, D5.4, D5.6
<b>T5.2</b>	Dissemination, & Communication activities	ETA	M1		WP1, WP2, WP3, WP4	
<b>T5.3</b>	Events	ETA	M6	WP4	WP1, WP2, WP3, WP4	D5.2, D5.5, D5.7
<b>T5.4</b>	Publications	ETA	M6	WP4	WP1, WP2, WP3, WP4	D5.3
<b>T6.1</b>	Financial and administrative project management including reporting and monitoring	CRES	M1		WP1, WP2, WP3, WP4, WP5	D6.1
<b>T6.2</b>	General Assembly and Executive Board	CRES	M1			

<b>T6.3</b>	International Advisory Board	KM	M1			D6.2, D6.5, D6.6
<b>T6.4</b>	Data Management	CRES	M1			D6.3
<b>T6.5</b>	Ethics requirements	CRES	M1			D6.4

## 1.5 Deliverables, milestones

The project deliverables are presented in Table 6 and

Table 7, and the milestones in Table 8.

D6.1 due at M2 was delayed. At the kick-off meeting it was decided to include one more partner in the Consortium, thus D6.1 was decided to be submitted in its updated version –according to its title – soon as the acceptance from the Commission was received.

D1.1 due at M6 was also delayed for two reasons:

- 1) because the recruitment of Mr Antony Lorin from EBA started in October 2022, thus there was not sufficient time for the elaboration of D1.1 on time and
- 2) because of this delay D1.1 had the chance to be discussed by the partners during the 2<sup>nd</sup> project meeting in Turin and to also include some information from the Mission Innovation countries, namely Canada, China, India and USA, though the relevant persons of the International Advisory Board.

Table 8Error! Not a valid bookmark self-reference. Table 6. List of deliverables per WP

Del. No.	Deliverable name	WP	Lead partner	Type	Diss. level	Due date
<b>D1.1</b>	Overview of production and end-use routes	1	EBA	RE	PU	M6
<b>D1.2</b>	Midstream and downstream technological develop	1	RE-CORD	RE	PU	M18
<b>D1.3</b>	Feedstock supply developments	1	CRES	RE	PU	M18
<b>D1.4</b>	Development of standardisation processes	1	EBA	RE	PU	M18
<b>D1.5</b>	Indicators for market integration	1	DBFZ	RE	PU	M21
<b>D1.6</b>	Final overview of production routes and end-uses	1	EBA	RE	PU	M28



<b>D1.7</b>	Final overview of midstream and downstream technological developments	1	RE-CORD	RE	PU	M30
<b>D1.8</b>	Final overview of feedstock supply developments	1	CRES	RE	PU	M30
<b>D1.9</b>	Final overview of the development of Standardisation processes	1	EBA	RE	PU	M30
<b>D2.1</b>	Country reports	2	CRES	RE	PU	M10
<b>D2.2</b>	SWOT analyses in target countries	2	DBFZ	RE	PU	M24
<b>D2.3</b>	Business Mission and B2B meetings report	2	CRES	RE	PU	M36
<b>D2.4</b>	Country final reports on the existing production routes, end uses, policy frameworks and market dynamics	2	CRES	RE	PU	M28
<b>D3.1</b>	Report on policy, market and society hubs	3	DBFZ	RE	PU	M12
<b>D3.2</b>	Report on co-creation actions in 7 target countries	3	DBFZ	RE	PU	M18 (due M16)
<b>D3.3</b>	Recommendations societal perception	3	CRES	RE	PU	M36
<b>D3.4</b>	Final report on co-creation actions in the 7 target countries	3	DBFZ	RE	PU	M36
<b>D4.1</b>	Policy briefings	4	CRES	RE	PU	M12
<b>D4.2</b>	Market uptake measures at national level	4	CRES	RE	PU	M24
<b>D4.3</b>	Market uptake measures at EU level	4	CRES	RE	PU	M36
<b>D4.4</b>	Market uptake measures for biohydrogen	4	KM	RE	PU	M36
<b>D4.5</b>	Final policy briefings with key policy requirements for improved market uptake of biomethane	4	CRES	RE	PU	M32
<b>D4.6</b>	Final market uptake measures at national level	4	CRES	RE	PU	M34
<b>D5.1</b>	Dissemination, Communication, Exploitation plan	5	ETA	RE	PU	M4

<b>D5.2</b>	Report on the policy workshops	5	ETA	RE	PU	M14
<b>D5.3</b>	Final Project publication	5	ETA	RE	PU	M35
<b>D5.4</b>	Updated Dissemination, Communication and Exploitation plan.	5	ETA	RE	PU	M18
<b>D5.5</b>	Updated report on the policy workshops	5	ETA	RE	PU	M26
<b>D5.6</b>	Final Dissemination, Communication and Exploitation plan	5	ETA	RE	PU	M35
<b>D5.7</b>	Final report on the policy workshops	5	ETA	RE	PU	M36
<b>D6.1</b>	Updated timetable, work plan, protocols	6	CRES	RE	PU	M8 (due M2)
<b>D6.2</b>	Report on the IAB meetings	6	KM	RE	PU	M10
<b>D6.3</b>	Data Management Plan & Support Pack	6	CRES	RE	PU	M6
<b>D6.4</b>	Ethics requirements	6	CRES	RE	PU	M6
<b>D6.5</b>	Updated report of the International Advisory Board meetings	6	KM	RE	PU	M20
<b>D6.6</b>	Final report of the International Advisory Board meetings	6	KM	RE	PU	M35

Table 7. List of Deliverables in chronological order

Del. No.	Deliverable name	WP	Lead partner	Type	Diss. level	Due date
<b>YEAR 1</b>						
<b>D6.1</b>	Updated timetable, work plan, protocols	6	CRES	RE	PU	M8 (due M2)
<b>D5.1</b>	Dissemination, Communication, Exploitation plan	5	ETA	RE	PU	M4
<b>D6.3</b>	Data Management Plan & Support Pack	6	CRES	RE	PU	M6
<b>D6.4</b>	Ethics requirements	6	CRES	RE	PU	M6
<b>D1.1</b>	Overview of production and end-use routes	1	EBA	RE	PU	M6

<b>D2.1</b>	Country reports	2	CRES	RE	PU	M10
<b>D6.2</b>	Report on the IAB meetings	6	KM	RE	PU	M10
<b>D3.1</b>	Report on policy, market and society hubs	3	DBFZ	RE	PU	M12
<b>D4.1</b>	Policy briefings	4	CRES	RE	PU	M12
<b>YEAR 2</b>						
<b>D5.2</b>	Report on the policy workshops	5	ETA	RE	PU	M14
<b>D3.2</b>	Report on co-creation actions in 7 target countries	3	DBFZ	RE	PU	M18 (due M16)
<b>D1.2</b>	Midstream and downstream technological develop	1	RE-CORD	RE	PU	M18
<b>D1.3</b>	Feedstock supply developments	1	CRES	RE	PU	M18
<b>D1.4</b>	Development of standardisation processes	1	EBA	RE	PU	M18
<b>D5.4</b>	Updated Dissemination, Communication and Exploitation plan.	5	ETA	RE	PU	M18
<b>D6.5</b>	Updated report of the International Advisory Board meetings	6	KM	RE	PU	M20
<b>D2.2</b>	SWOT analyses in target countries	2	DBFZ	RE	PU	M24
<b>D4.2</b>	Market uptake measures at national level	4	CRES	RE	PU	M24
<b>YEAR 3</b>						
<b>D5.5</b>	Updated report on the policy workshops	5	ETA	RE	PU	M26
<b>D1.6</b>	Final overview of production routes and end-uses	1	EBA	RE	PU	M28
<b>D2.4</b>	Country final reports on the existing production routes, end uses, policy frameworks and market dynamics	2	CRES	RE	PU	M28
<b>D1.7</b>	Final overview of midstream and downstream technological developments	1	RE-CORD	RE	PU	M30

<b>D1.8</b>	Final overview of feedstock supply developments	1	CRES	RE	PU	M30
<b>D1.9</b>	Final overview of the development of Standardisation processes	1	EBA	RE	PU	M30
<b>D4.5</b>	Final policy briefings with key policy requirements for improved market uptake of biomethane	4	CRES	RE	PU	M32
<b>D4.6</b>	Final market uptake measures at national level	4	CRES	RE	PU	M34
<b>D5.3</b>	Final Project publication	5	ETA	RE	PU	M35
<b>D5.6</b>	Final Dissemination, Communication and Exploitation plan	5	ETA	RE	PU	M35
<b>D6.6</b>	Final report of the International Advisory Board meetings	6	KM	RE	PU	M35
<b>D2.3</b>	Business Mission and B2B meetings report	2	CRES	RE	PU	M36
<b>D3.3</b>	Recommendations societal perception	3	CRES	RE	PU	M36
<b>D3.4</b>	Final report on co-creation actions in the 7 target countries	3	DBFZ	RE	PU	M36
<b>D4.3</b>	Market uptake measures at EU level	4	CRES	RE	PU	M36
<b>D4.4</b>	Market uptake measures for biohydrogen	4	KM	RE	PU	M36
<b>D5.7</b>	Final report on the policy workshops	5	ETA	RE	PU	M36

Table 8. List of milestones and related WPs

Milestone number	Milestone name	Related WP(s)	Due date	Means of verification
<b>MS1</b>	Outline of framework conditions in advanced & MI countris	1	M4	Report
<b>MS2</b>	Outline of the framework conditions in the target countries	2	M8	Report
<b>MS3</b>	Stakeholder hubs created in each of 7 target countries	3	M9	Kick-off meeting

<b>MS4</b>	Workshops with hubs participants	3	M18, 36	Minutes
<b>MS5</b>	Surveys for societal acceptance	3	M6	Templates
<b>MS6</b>	Outline of major policy issues in EU & 7 target countries	4	M9	Report
<b>MS7</b>	Policy focus in EU & 7 target countries	4	M18	Report
<b>MS8</b>	Launch of the Project website	5	M4	website
<b>MS9</b>	Policy workshops held	5	M20, M30	Minutes

### 1.6 Gantt chart

		A	S	O	N	D	J	F	M	A	M	Jn	Jl	A	S	O	N	D	J	F	M	A	M	Jn	Jl	A	S	O	N	D	J	F	M	A	M	Jn	Jl		
<b>WP</b>	<b>ACTIVITIES</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>	<b>32</b>	<b>33</b>	<b>34</b>	<b>35</b>	<b>36</b>		
<b>WP1</b>	<b>Market dynamics/framework conditions in advanced Europe &amp; MI countries</b>																																						
<b>T1.1</b>	Description of production and end-use routes																																						
<b>T1.2</b>	Policy frameworks and market dynamics				MS1		D1.1																																
<b>T1.3</b>	Midstream and downstream technological developments for biomethane																																						
<b>T1.4</b>	Technological developments on feedstock and feedstock potentials																																						
<b>T1.5</b>	Standardization																																						
<b>T1.6</b>	Indicators for market integration																																						
<b>WP2</b>	<b>Market dynamics / Framework conditions in target countries</b>																																						
<b>T2.1</b>	Set-up teams in each target country																																						
<b>T2.2</b>	Analysis of the existing production routes and end uses																																						
<b>T2.3</b>	Policy frameworks and market dynamics routes																																						
<b>T2.4</b>	SWOT analyses																																						
<b>T2.5</b>	Business Mission and B2B meetings																																						
<b>WP3</b>	<b>Stakeholders' engagement</b>																																						
<b>T3.1</b>	Mapping of stakeholders and establishment of stakeholder hubs						M																																
<b>T3.2</b>	Co-creation actions with engaged stakeholders in each Target-Country																																						
<b>T3.3</b>	Study of societal perspectives related to biomethane and biohydrogen																																						
<b>WP4</b>	<b>Market uptake measures</b>																																						
<b>T4.1</b>	Policy aim and justification																																						
<b>T4.2</b>	Analysis and direction																																						
<b>T4.3</b>	Design policy relevant market uptake measures																																						
<b>T4.4</b>	Anticipating policy relevant market uptake measures for bioH2																																						
<b>WP5</b>	<b>Dissemination and communication</b>																																						
<b>T5.1</b>	D, C & E plan and visual identity																																						
<b>T5.2</b>	Dissemination & Communication activities																																						
<b>T5.3</b>	Events																																						
<b>T5.4</b>	Publications																																						
<b>WP6</b>	<b>Project management</b>																																						
<b>T6.1</b>	Financial and administrative project management including reporting and monitoring																																						
<b>T6.2</b>	General Assembly and Executive Board	M1	M1																																				
<b>T6.3</b>	International Advisory Board																																						
<b>T6.4</b>	Data Management																																						
<b>T6.5</b>	Ethics requirements																																						

D: Deliverable, M: Meeting, MS: Milestone, W: Workshop



## Chapter 2: Project Management

### 2.1 Project management structures

**The project coordinator (PC)** is responsible for the coordination of financial and administrative project management. This task involves both monitoring and reporting.

PC will be also responsible for timely and high quality technical and financial reports and statements to be submitted to EC. In addition, PC will be responsible for the coordination of legal issues and risk management. A Consortium Agreement, a single formal legal document which imposes a set of standard conditions for the partners, will be agreed and signed by all the parties.

**WP Leaders** are responsible for the technical coordination of each WP.

**The General Assembly (GA)** will ensure the successful operation of the project according to the timetable, the protocols, the milestones and the deliverables. It is the decision-making body of the project, composed by one representative per partner and chaired by the PC. The GA will be in charge of the operational management of all activities of the project and re-orientation whenever necessary, budget revision, ec. It will integrate recommendations from the Executive Board, the IAB and the Data and Open Science Manager.

**The Executive Board** is composed by the PC and the WP leaders and is assigned to monitor the work carried out in WPs and Tasks, manage potential deviations and revise the risks and mitigation plans. Together with the Executive Board, the PC monitors the progress of the project, including the on-time delivery of the scientific project deliverables and progress reports.

**The International Advisory Board** has been set up with representatives from Brazil, Canada, China, India, and USA that have been contacted from the stage of the proposal preparation and have confirmed their interest to participate. The International Advisory Board members cover the key aspects of the project, which is the policy, regulatory and financing mechanisms and market technology development in Brazil, Canada, China, India, and USA. Members will join up to three meetings, one at the beginning of the project (M9), one at the end (M34) and one in between (M19), physical or virtual, to allow a cross-fertilisation of findings and results.

### 2.2 Project management procedures

**Technical meetings of the General Assembly (GA)** held regularly, at 6 month intervals, with respect to the project planning and timetable, either physically or virtually. In order to keep a close management of the project, intermediate meetings of WP leaders every 2 months will be convened so as to allow immediate adjustments or refining of works because of i.e potential delays due to potential pandemic restrictions, slow progress of works in the stakeholder hubs, etc to name a few. PC will act as the liaison with the EC Services.

**Review meetings** with CINEA project Officer will be held, one in the project mid-term, at M18+ and the second at the end of the project at M36+.

### 2.3 Project management tools

For the internal project communication a specific online platform "GreenMeUp - Horizon Europe Project" on Dropbox has been created by ETA with restricted access only for the project partners. The platform allows storage and exchange of internal files and presentations among partners.





## Chapter 3: Project monitoring

A list of indicators of achievement have been set to monitor the progress of work and the achievement of the objectives (Table 9).

Table 9. Quantitative indicators of achievement

<b>SO1: To evaluate the framework conditions and market dynamics of the biomethane in ten of the most advanced in biomethane market European (including Germany and Italy) and Mission Innovation countries.</b>		
<b>Results / Deliverables</b>	<b>Indicators of achievement</b>	<b>Target value / Time to reach</b>
Overview of the most promising production routes and end-uses (D1.1, D1.6)	Min number of routes and end uses	3 per country / M6, update M28
Overview of the most promising policy and institutional frameworks (D1.1, D1.6)	Min number of policy and institutional frameworks	5 per country / M6, update M28
A comprehensive assessment of midstream and downstream technology developments and feedstock production developments (D1.2, D1.3, D1.7, D1.8)	Min number of sources (studies, articles, projects, position papers)	100 / M18, update M30
Overview for existing standards and identification of future needs (D1.4, D1.9)	Min number of sources	5 / M9, update M30
Indicators for market integration (D1.5)	Min number of indicators	6 / M21
Establishment of the IAB (D6.2, D6.5, D6.6)	Number of meetings	3 /M9, M19, M34

**SO2:** To evaluate the framework conditions and market dynamics of biomethane production in Target Countries with low market development (Greece, Spain, Poland, Latvia, Estonia, Czech Republic, and the Danube Region<sup>1</sup>)

Results / Deliverables	Indicators of achievement	Target value / Time to reach
A comprehensive overview of existing production routes and end uses (D2.1, D2.4)	Min no of routes and end uses	3 per country / M10, update M28
A comprehensive overview of existing policy frameworks (D2.1, D2.4)	Min number of policy and institutional frameworks	5 per country / M10, update M28
SWOT analysis (D2.2)	Min number of analyses	7 (1 per country) / M24

**SO3.** To assure active engagement of stakeholders and societal acceptance with the involvement of actors representing all stages of the biomethane value chains through science-based evidence and tools.

Results / Deliverables	Indicators of achievement	Target value / Time to reach
Establishment of a Policy, a Market and a Society Hub in each country, with regular meetings (D3.1)	<ul style="list-style-type: none"> <li>➤ Number of Hubs</li> <li>➤ Number of meetings</li> <li>➤ Min number of stakeholders</li> </ul>	<ul style="list-style-type: none"> <li>➤ 21 (3 per country) / M9</li> <li>➤ 5 / M9, 16, 22, 28, 34</li> <li>➤ 140 (20 per country)</li> </ul>
<ul style="list-style-type: none"> <li>➤ ‘World Café’ PESTEL Workshops</li> <li>➤ Final workshop (M34)</li> <li>➤ Expert interviews for replication potential</li> </ul> (D3.2, D3.4)	<ul style="list-style-type: none"> <li>➤ Number of workshops</li> <li>➤ ..//.</li> <li>➤ Min number of interviews</li> </ul>	<ul style="list-style-type: none"> <li>➤ 7 (1 per country) / M18</li> <li>➤ 1 / M36</li> <li>➤ 70 (10 per country) / M18</li> </ul>
<ul style="list-style-type: none"> <li>➤ Perspectives of socio-political &amp; market actors</li> <li>➤ Perspectives of the general public</li> <li>➤ Perspectives of actors on a community level</li> </ul> (D3.3)	Min number of interviews	<ul style="list-style-type: none"> <li>➤ 70 (10 per country) / M30</li> <li>➤ 1400 (200 / country) / M30</li> <li>➤ 70 (10 per country) / M30</li> </ul>

<sup>1</sup> To facilitate writing, the Danube Region will be addressed as a 7th ‘Target country’

**SO4.** To design a country-tailored set of market uptake policy measures that will refine, focus and complement existing policy (e.g regulations, financial mechanisms and actions related to increased awareness and improved public acceptance).

Results	Indicators of achievement	Target value/Time to reach
Policy requirements for improved market uptake (D4.1, D4.5)	No. of policy briefings	7 (1 per country) /M12
Market uptake measures at national level in European target countries and Europe as a whole (D4.2, D4.3, D4.6)	Min no. of market uptake measures	20 / M34-M36
Projection of Market uptake measures for biohydrogen in Europe as a whole (D4.4)	Min no. of market uptake measures	10 / M34-M36

**SO5.** Dissemination, Communication, Exploitation

Results	Indicators of achievement	Target value / Time to reach
Dissemination & Communication activities (D5.1, D5.2, D5.3, D5.4, D5.5, D5.6, D5.7)	Compliance with KPIs (Table 10, Table 11)	100% / M30
Exploitation plan and activities (D5.1, D5.4, D5.6)	../..	100% / M35

Table 10. Dissemination activities and KPIs

Dissemination activities	Audience	KPI	Target
<b>Organisation of events</b> (policy events, workshops /webinars)	All groups	No of events/ no of attendants	3 (M12-M36)/ <u>at least</u> 30
<b>Participation in trade fairs, events and conferences</b>	All groups	No of events	At least 10
<b>Networking with relevant projects</b>	All groups	No of projects	At least 10



Table 11. Tools and KPIs

Tool	Channel	KPI
Press release to announce the start of the project and its objectives. One at M24 and one at M36.	LinkedIn, Website	3 press releases during the project lifetime
Newsletter to report on project updates/progress	Website, Mailing list	2 newsletters/ year,
Factsheets series on biomethane production	Website, social media, Events	4 factsheets delivered
Short clips for social media sharing informing about key project results.	Website, social media, YouTube	Minimum 3 clips
Posts in social media	Website, social media	More than 50 posts by M36
Slide presentations and or article/paper presentation. Presentation at the European Biomass Conference and Exhibition (EUBCE)	Events, Conferences, Website	≥3 outreach articles in written media over 3 years and 1 public presentation delivered each year
Policy Event in Brussels	Hybrid Event	3 policy events held (1 per year)

## Chapter 4: Critical risks and mitigation plans

A number of critical risks, their likelihood and severity level, as well as the relevant mitigation plans have been listed in the following Table 12. The list will be updated in the course of the project.

Table 12. Critical risks for implementation

	Description of risk (likelihood /severity levels)	WP	Proposed risk-mitigation measures
#1	Health issues limiting the capacity of the coordinator to manage project, (L:low, S:medium)	6	CRES has extensive and experienced personnel in the departments of Biomass and Energy Policy Analysis to cover such eventuality
#2	Inadequate information to support robust country reports and consequently to draft realistic market uptake measures (L:low / S:medium)	2, 4	Core consortium partners like the biogas associations and other experts (P1, P7-P14) have long record track on this topic and a high number of key stakeholders as members to access complete, concise and of high quality information
#3	Key actors to engage in GreenMeUp activities and in the Market, Policy and Society hubs are not reached (L:low) (S: high)	2, 3, 4	Core consortium partners like the biogas associations and other experts (P1, P7-P14) have high number of key stakeholders as members and strong stakeholder networks, which guarantees the approach of relevant stakeholders
#4	Relevant key stakeholders to engage in policy dialogues and in the Policy hub are not reached (L:low) (S: high)	2, 3, 4	Core consortium partners like the biogas associations (P7-P13) and other experts (P1, P14, P15) with strong stakeholder networks, guarantees the participation of relevant stakeholders. As a mitigation measure the in-house expertise of partners will be used.
#5	Partners engaged in the analyses of the market dynamics and policies in the target countries discontinue participation (L: low / S:high)	2, 4	Partners are full consortium members and if they decide to leave the consortium replacements will be sought and secured. If no relevant or highly expert partner is found in a target country, the option of seeking the involvement of another European country with low biomethane uptake and high interest in working on that will be sought, with the assistance of P2.

#6	Hubs with low number of participants and low inputs received from them to support the planned analysis in WP2 and WP3 (L: low, S: high)	3	Core consortium partners like the biogas associations (P7-P13) and other experts (P1, P14) with strong stakeholder networks, guarantees the participation of a critical mass of stakeholders. As a mitigation measure the in-house expertise of partners will be used.
#7	Lack of interest from stakeholders to engage in policy dialogues and the various scheduled interviews  (L:low / S:low)	3, 4	Strategic and scientifically sound stakeholder mapping of all relevant groups will be achieved in all target countries. Substantial number of stakeholders will be approached. Mailing will be followed-up by phone contacts

