Annex 2: Detailed Work Plan – Phase II

| **Tasks** | **Tasks & Activities** | **Lead partner** | **Contributing partners** | **Tools & Deliverables** | **Timing** |
| --- | --- | --- | --- | --- | --- |
| **Task 1 – Consolidating the information basis** | | | | **Tools in blue, Deliverables in black** |  |
| **1.1** | **Developing programmes of measures**   * the assessment of previous tasks performed by BG and RO under MSFD, related to the current environmental status (Art. 8), GES (Art.9) and related targets (Art. 10) * draw up a long-list of (possible) measures aimed at different sectors, starting from the existing measures and complemented with new measures –both national and joined - to fill the gaps towards GES and targets (brainstorm). * a short-list will be compiled with existing and new measures - based on an initial set of selection criteria- that directly contribute to the achievement of the defined good environmental status by 2020, and for which – in case of new measures – the costs and effects should be further described * The resulting list of coordinated measures and related costs and effects, will be used as a basis for sectorial consultations (see Task 2) | ARCADIS | . | * Template factsheet PoM * Short report on consultation process for BG & RO * Overview tables comparative analysis (Article 8, 9, 10 and 11) (step 1) * Long list of measures (existing and new) structured according to the environmental targets defined by Bulgaria and Romania. * Shortlist of proposed candidates for joint or coordinated PoM * Factsheets of proposed joint or coordinated measures * Draft joint or coordinated PoMs showing a clear interrelation towards the GES and targets defined by Bulgaria and Romania (in English; translated in BG & RO) (prior to consultation) * A final draft joint or coordinated PoM (in English; translated in BG & RO) (including remarks of public consultation) | * Feb 2014 * Feb-March 2015 * Feb March 2015 * Feb March 2015 * April 2015 * April July 2015 * July (in English); August (BG, RO) * Public consultation (outside scope of contract) August, September 2015 * October 2015 |
| **1.2** | **Maintaining the information exchange platform**   * ensuring that information is up-to-date | ARCADIS | Support delivery documents by all partners | * Up-to-date webpage (during course of the project) | * Project duration |
| **1.3** | **Support PoM implementation**   * + Overview of the needs identified for the Black Sea region   + Defining future PoM implementation needs for BG & RO   + Setting appropriate time-scales and selection of priority needs for BG & RO   + Drafting document on the PoM implementation needs for the future   + Assessment of the required financial means to address these needs   + Appropriate consultation and finalisation of document |  |  | * Template needs PoM implementation (incl. work plan) * Draft document PoM implementation needs * CBE: Review and prioritization PoM implementation needs BG & RO (Task 2) * CBE: Financial assessment needs & potential funding opportunities to address identified needs BG & RO (Task 2) * CBE: Finalisation document PoM implementation needs (Task 2) * Final document PoM implementation needs | * February 2015 * April 2015 * July 2017 |
| **1.4** | **Further develop a public webpage**   * Ensuring that further website development is continuing | ARCADIS | In close cooperation with the national focal contact points  If needed, support by project partners (e.g. documents, translation, etc.) | * Draft structure public webpage (extension towards PoM) * Agreed document on hosting/ maintenance by BG & RO * Operational public web page | * Project duration |
| **Task 2 – Capacity Building Events (CBE)** | | | |  |  |
| **2.1** | **Drafting the list of capacity building events BG & RO** | ARCADIS | ALL partners | * Final list of CBE events (planning) | * February 2015 |
| **2.2** | **Identifying pool of experts/stakeholders relevant for the CBE** | ARCADIS | All partners | * Matrix pool of experts | * February 2015 |
| **2.3** | **Organisation of the CBE**   * Selecting date, venue, location * Selecting pool of experts * Sending invitation * Practical organisation (venue) * Background doc (if relevant) * Reimbursement | ARCADIS  BG&RO authorities | Organisation will be split between ARCADIS (max. 2 CBE) and National focal contact points/local PTE coordinators (remaining events).  Based on the CBE, support will be given by other PTE and pool of experts. | * Template invitation * Guidelines on CBEs and steering group meetings organisation * Calendar other relevant meetings (synergies) | * February 2015 |
| **2.4** | **Attendance CBE event**   * CBE 1 - FEB: brainstorm long list/gap analysis * CBE 2 - MARCH: brainstorm short list / selection criteria * CBE 3 - MAY: review and prioritization PoM implementation needs BG & RO * CBE4 - MAY: finance & funding * CBE5 – MAY: CEA PoMs * CBE6 – JUNE: sectorial consultation * CBE7 – JUNE: finalisation PoM * CBE8: to be further defined |  |  |  | * Project duration |
| **2.5** | **Reimbursement of the CBE** |  |  | * Reimbursement template | * Project duration |
| **Reporting** | | | |  |  |
| ***Inception report*** | | | |  | * Draft: mid Jan * Final: 1st week Feb |
| ***Interim report*** | | | |  | * Draft: end Feb * Final: end March |
| ***Progress reports/ Steering Group meetings*** | | | |  | * January (SGM1) * May (SGM2) * September (SGM3) |
| ***Draft Final report*** | | | |  | * End September |
| ***Final report*** | | | |  | * End October |