

## Annex 2: Detailed Work Plan – Phase II

Tasks	Tasks & Activities	Lead partner	Contributing partners	Tools & Deliverables	Timing
<b>Task 1 – Consolidating the information basis</b>				<b>Tools in blue, Deliverables in black</b>	
1.1	<p><b>Developing programmes of measures</b></p> <ul style="list-style-type: none"> <li>- 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)</li> <li>- 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).</li> <li>- 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</li> <li>- The resulting list of coordinated measures and related costs and effects, will be used as a basis for sectorial consultations (see Task 2)</li> </ul>	ARCADIS	.	<ul style="list-style-type: none"> <li>• Template factsheet PoM</li> <li>• Short report on consultation process for BG &amp; RO</li> <li>• Overview tables comparative analysis (Article 8, 9, 10 and 11) (step 1)</li> <li>• Long list of measures (existing and new) structured according to the environmental targets defined by Bulgaria and Romania.</li> <li>• Shortlist of proposed candidates for joint or coordinated PoM</li> <li>• Factsheets of proposed joint or coordinated measures</li> <li>• Draft joint or coordinated PoMs showing a clear interrelation towards the GES and targets defined by Bulgaria and Romania (in English; translated in BG &amp; RO) (prior to consultation)</li> <li>• A final draft joint or coordinated PoM (in English; translated in BG &amp; RO) (including remarks of public consultation)</li> </ul>	<ul style="list-style-type: none"> <li>• Feb 2014</li> <li>• Feb-March 2015</li> <li>• Feb March 2015</li> <li>• Feb March 2015</li> <li>• April 2015</li> <li>• April July 2015</li> <li>• July (in English); August (BG, RO)</li> <li>• <b>Public consultation (outside scope of contract) August, September 2015</b></li> <li>• October 2015</li> </ul>
1.2	<p><b>Maintaining the information exchange platform</b></p> <ul style="list-style-type: none"> <li>- ensuring that information is up-to-date</li> </ul>	ARCADIS	Support delivery documents by all partners	<ul style="list-style-type: none"> <li>• Up-to-date webpage (during course of the project)</li> </ul>	<ul style="list-style-type: none"> <li>• Project duration</li> </ul>

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1.3	<b>Support PoM implementation</b> <ul style="list-style-type: none"> <li>- Overview of the needs identified for the Black Sea region</li> <li>- Defining future PoM implementation needs for BG &amp; RO</li> <li>- Setting appropriate time-scales and selection of priority needs for BG &amp; RO</li> <li>- Drafting document on the PoM implementation needs for the future</li> <li>- Assessment of the required financial means to address these needs</li> <li>- Appropriate consultation and finalisation of document</li> <li>-</li> </ul>			<ul style="list-style-type: none"> <li>• Template needs PoM implementation (incl. work plan)</li> <li>• Draft document PoM implementation needs</li> <li>• CBE: Review and prioritization PoM implementation needs BG &amp; RO (Task 2)</li> <li>• CBE: Financial assessment needs &amp; potential funding opportunities to address identified needs BG &amp; RO (Task 2)</li> <li>• CBE: Finalisation document PoM implementation needs (Task 2)</li> <li>• Final document PoM implementation needs</li> </ul>	<ul style="list-style-type: none"> <li>• February 2015</li> <li>• April 2015</li> <li>• July 2017</li> </ul>
1.4	<b>Further develop a public webpage</b> <ul style="list-style-type: none"> <li>- Ensuring that further website development is continuing</li> </ul>	ARCADIS	In close cooperation with the national focal contact points  If needed, support by project partners (e.g. documents, translation, etc.)	<ul style="list-style-type: none"> <li>• Draft structure public webpage (extension towards PoM)</li> <li>• Agreed document on hosting/maintenance by BG &amp; RO</li> <li>• Operational public web page</li> </ul>	<ul style="list-style-type: none"> <li>• Project duration</li> </ul>
<b>Task 2 – Capacity Building Events (CBE)</b>					
2.1	<b>Drafting the list of capacity building events BG &amp; RO</b>	ARCADIS	ALL partners	<ul style="list-style-type: none"> <li>• Final list of CBE events (planning)</li> </ul>	<ul style="list-style-type: none"> <li>• February 2015</li> </ul>
2.2	<b>Identifying pool of experts/stakeholders relevant for the CBE</b>	ARCADIS	All partners	<ul style="list-style-type: none"> <li>• Matrix pool of experts</li> </ul>	<ul style="list-style-type: none"> <li>• February 2015</li> </ul>

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2.3	<b>Organisation of the CBE</b> <ul style="list-style-type: none"> <li>- Selecting date, venue, location</li> <li>- Selecting pool of experts</li> <li>- Sending invitation</li> <li>- Practical organisation (venue)</li> <li>- Background doc (if relevant)</li> <li>- Reimbursement</li> </ul>	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.	<ul style="list-style-type: none"> <li>• <a href="#">Template invitation</a></li> <li>• <a href="#">Guidelines on CBEs and steering group meetings organisation</a></li> <li>• <a href="#">Calendar other relevant meetings (synergies)</a></li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">February 2015</a></li> </ul>
2.4	<b>Attendance CBE event</b> <ul style="list-style-type: none"> <li>- CBE 1 - FEB: brainstorm long list/gap analysis</li> <li>- CBE 2 - MARCH: brainstorm short list / selection criteria</li> <li>- CBE 3 - MAY: review and prioritization PoM implementation needs BG &amp; RO</li> <li>- CBE4 - MAY: finance &amp; funding</li> <li>- CBE5 – MAY: CEA PoMs</li> <li>- CBE6 – JUNE: sectorial consultation</li> <li>- CBE7 – JUNE: finalisation PoM</li> <li>- CBE8: to be further defined</li> </ul>				<ul style="list-style-type: none"> <li>• Project duration</li> </ul>
2.5	<b>Reimbursement of the CBE</b>			<ul style="list-style-type: none"> <li>• <a href="#">Reimbursement template</a></li> </ul>	<ul style="list-style-type: none"> <li>• Project duration</li> </ul>
<b>Reporting</b>					
<i>Inception report</i>					<ul style="list-style-type: none"> <li>• Draft: mid Jan</li> <li>• Final: 1<sup>st</sup> week Feb</li> </ul>
<i>Interim report</i>					<ul style="list-style-type: none"> <li>• Draft: end Feb</li> <li>• Final: end March</li> </ul>

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	<i>Progress reports/ Steering Group meetings</i>				<ul style="list-style-type: none"> <li>• January (SGM1)</li> <li>• May (SGM2)</li> <li>• September (SGM3)</li> </ul>
	<i>Draft Final report</i>				<ul style="list-style-type: none"> <li>• End September</li> </ul>
	<i>Final report</i>				<ul style="list-style-type: none"> <li>• End October</li> </ul>