

# Project Deliverable Report

## DELIVERABLE 9.5

### UPDATED PROJECT MANAGEMENT PLAN

**WORK PACKAGE NUMBER: 9**

**WORK PACKAGE TITLE: PROJECT MANAGEMENT**

**TYPE: REPORT**

**AUTHORS: BASMA MAJADLEY, ESTHER MAGADLEY, RAYMOND SLAUGHTER**

REGACE Action Information	
Action full title	Responsive Greenhouse Agrivoltaics System with CO2 Enrichment for Higher Yields
Action acronym	REGACE
Grant agreement number	101096056
Project coordinator	Prof. Ibrahim Yehia
Project start date and duration	1 February 2023, 36 months
Project website	<a href="https://regaceproject.com/">https://regaceproject.com/</a>

Deliverable Information	
Work package number	WP 9
Work package title	Project Management
Deliverable number	D9.5
Deliverable title	Project Management Plan
Description	Updated Gantt charts and work breakdown structures
Lead beneficiary	Alzahrawy
Lead Author(s)	Raymond Slaughter
Contributor(s)	Basma Majadley, Esther Magadley
Revision number	1.0
Revision Date	2024.09.25
Status (Final (F), Draft (D), Revised Draft (RV))	F - Final
Dissemination level (Public (PU), Restricted to other program participants (PP), Restricted to group specified by consortium (RE), Confidential for consortium members only (CO))	PU - Public

Document History			
Revision	Date	Modification	Author
0.1	2024.08.30	Modified Gantt and WBS	Majadley
0.2	2024.09.23	Completed draft	Slaughter
1.0	2024.09.27	Final version	Slaughter

Approvals				
	Name	Organisation	Date	Signature (initials)
Coordinator	Prof. Ibrahim Yehia	Alzahrawy Society	2024.09.30	IH
WP Leaders	Raymond Slaughter	Agora Partners	2024.09.30	RS



## Table of Contents

Introduction	4
Project Management	4
Internal Communication	4
Online Project Collaboration Software	4
This Deliverable	5
1. WP 1 Potentials of the synergies of innovative and intelligent agrivoltaic systems	6
WP Leader University of Thessaly	6
2. WP 2 Implementation	7
WP Leader Trisolar - Innowadi Group Ltd.	7
3. WP 3 Testing	8
WP Leader University of Natural Resources & Life Sciences, Vienna	8
4. WP 4 Modelling and Digital Twins	9
WP Leader University of Rome Tor Vergata	9
5. WP 5 Validation Develop	10
WP Leader Alzahrawy Society	10
6. WP 6 Sustainability (Environmental, economic and social)	11
WP Leader University of Rome Tor Vergata	11
7. WP 7 Innovation Management	12
WP Leader Agora Partners	12
8. WP 8 Dissemination & Visibility	13
WP Leader Interteam	13
9. WP 9 Project Management	14
WP Leader Alzahrawy Society	14
Appendix	15

## Introduction

### Project Management

The responsibility for REGACE project management lies mainly with the Coordinator, the Project Manager and members of Work Package 9 – Project Management, which forms the Coordination Team, and they are supported by all Work Package leaders.

The Coordination Team carries out the necessary activities for the effective and efficient implementation of the project in terms of administrative, financial and quality assessment duties. It manages internal communication among the partners of the consortium, as well as communication with the European Commission and between the consortium and the Commission. The execution of project tasks, the submission of quality deliverables and the achievement of the overall project objectives are the key activities of project management.

### Internal Communication

To properly manage the project, effective communication and collaboration are necessary across all levels of the consortium. The internal meeting structure is as follows.

**Yearly General Assembly Meetings.** In-person General Assembly meetings with all consortium partners are planned for approximately once per year.

**Quarterly Consortium Meetings.** Online consortium meetings with all consortium partners are planned for approximately every quarter.

**Monthly Update Meetings.** The work package leaders and testing site leaders meet approximately monthly to discuss task and deliverable progress. Additional work package and site meetings are held as needed to plan and execute tasks.

**Weekly Coordination Team Meetings.** The coordination team meets approximately weekly to discuss day-to-day project management and WP9 activities.

**Ad Hoc Meetings.** On an as-needed basis, meetings on cross-cutting or special topics such as data management or crop protocols or newly arising issues are held with the involved parties and partners.

### Online Project Collaboration Software

To support project management, the consortium utilises an online project collaboration software called monday.com. The online platform offers a comprehensive set of project management features designed to streamline workflows and enhance team collaboration.

There are multiple useful project management features of monday.com:



- Customizable Boards: Users can create boards tailored to specific projects or workflows, allowing for flexible organization of tasks and information.
- Gantt Charts: These visual timelines help teams plan project schedules, set milestones, and manage dependencies between tasks.
- Task Assignment: Users can easily assign tasks to team members, set due dates, and track progress and completion, also with automated reminders to be sent via email.
- Work Breakdown Structures: Tasks can be reduced into smaller, more manageable components and visually represented in a hierarchical format.

It has been found that too much detail and too many automated reminders are not appreciated nor helpful to the consortium members. Basic task, deliverable and timeline overviews with reminders only for high priority activities are more useful for tracking and monitoring progress and for supporting the general project management.

The process of developing and regularly updating this work plan involves four stages:

1. Entering the various tasks outlined in the Description of the Action of the Grant Agreement into the monday.com platform;
2. Work by the coordination team to expand these tasks into subtasks and other items with timelines and deadlines;
3. An initial process of dialogue between the coordination team and each of the partners to discuss both the tasks in which they are directly involved and tasks that have impact or dependency on their tasks;
4. A continuous process of internal communication meetings as listed above to discuss ongoing progress, issues and day-to-day project management and regularly revising the information on monday.com to maintain up-to-date project plans.

### This Deliverable

This deliverable, D9.5 – Updated Project Management Plan, is mainly a snapshot of a regular revision of the project tasks, deliverables, Gantt charts and work breakdown structures after consultations with partners in regular meetings. This deliverable simply contains representative example excerpts from the online project plan, since many of these are too large to adequately show in this document.

# 1. WP 1 Potentials of the synergies of innovative and intelligent agrivoltaic systems

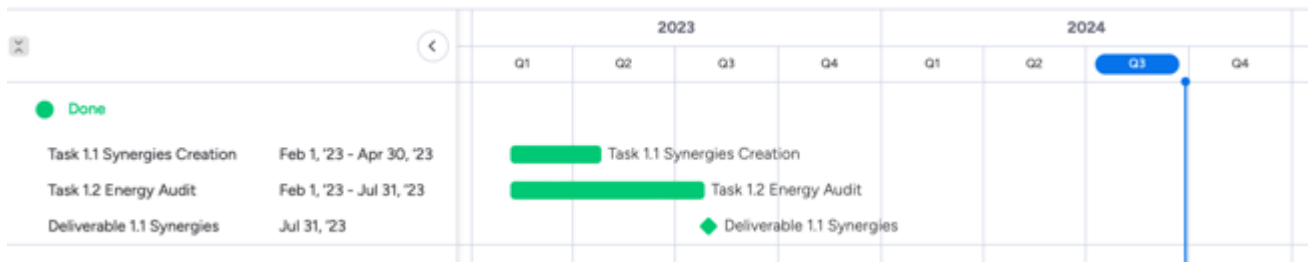
WP Leader University of Thessaly

## ▼ WP1- Synergies

<input type="checkbox"/>	Task		Status	Timeline	Priority
<input type="checkbox"/>	> Task 1.1 Synergies Creation <sup>2</sup>	⊕	Done	Feb 1, '23 - Apr 30, '23	
<input type="checkbox"/>	Task 1.2 Energy Audit	⊕	Done	Feb 1, '23 - Jul 31, '23	
<input type="checkbox"/>	Deliverable 1.1 Synergies	⊕	Done	Jul 31, '23	High
<input type="checkbox"/>	+ Add task				

<input type="checkbox"/>			Done	Feb 1, '23 - Jul 31, '23	
--------------------------	--	--	------	--------------------------	--



## 2. WP 2 Implementation

WP Leader Trisolar - Innowadi Group Ltd.

### WP 2 Implementation

<input type="checkbox"/>	Task		Status	Timeline	Priority
<input type="checkbox"/>	> 2.1 Design Adaptation 6	⊕	Done	Feb 1, '23 - Jan 31, '26	
<input type="checkbox"/>	> 2.2 CO2 enrichment systems 3	⊕	Working on it	Feb 1, '23 - Jan 31, '26	
<input type="checkbox"/>	Deliverable 2.1 Initial design and installation g...	⊕	Done	Sep 30, '23	High
<input type="checkbox"/>	Deliverable 2.2 CO2 enrichment systems	⊕	Working on it	Jan 31, '26	High
<input type="checkbox"/>	Deliverable 2.3 Final design and installation g...	⊕	Working on it	Jan 31, '26	High
<input type="checkbox"/>	+ Add task				



### 3. WP 3 Testing

WP Leader University of Natural Resources & Life Sciences, Vienna

▼ WP 3 Testing

<input type="checkbox"/>	Task		Status	Timeline	Priority
<input type="checkbox"/>	3.1 Bifacial PV characterization	⊕	Working on it	Jul 1, '23 - Nov 30, '25	
<input type="checkbox"/>	> 3.2 PV Electrical monitoring in greenhouses 4	⊕	Working on it	Jul 1, '23 - Nov 30, '25	
<input type="checkbox"/>	> 3.3 Greenhouse microclimate measureme... 3	⊕	Working on it	Jul 1, '23 - Nov 30, '25	
<input type="checkbox"/>	> 3.4 Crop Monitoring 5	⊕	Working on it	Jul 1, '23 - Nov 30, '25	
<input type="checkbox"/>	> 3.5 Greenhouse Water efficiency 2	⊕	Working on it	Jul 1, '23 - Nov 30, '25	
<input type="checkbox"/>	> 3.6 CO2 enrichment 2	⊕	Working on it	Jul 1, '23 - Nov 30, '25	
<input type="checkbox"/>	3.7 Additional lighting	⊕	Working on it	Sep 1, '23 - Nov 30, '25	
<input type="checkbox"/>	Deliverable 3.1 Test protocols	⊕	Done	30 Sep	High
<input type="checkbox"/>	Deliverable 3.2 Testing results	⊕	Working on it	Nov 30, '25	High
<input type="checkbox"/>	+ Add task				



## 4. WP 4 Modelling and Digital Twins

WP Leader University of Rome Tor Vergata

### WP 4 Modeling and Digital Twins

<input type="checkbox"/>	Task		Status	Timeline	Priority
<input type="checkbox"/>	4.1 Dynamic Modeling	+	Working on it	Feb 1, '23 - Jan 31, '26	
<input type="checkbox"/>	4.2 CFD modeling	+	Working on it	Feb 1, '23 - Jan 31, '26	
<input type="checkbox"/>	4.3 PV modeling	+	Working on it	Feb 1, '23 - Jan 31, '26	
<input type="checkbox"/>	4.4 Water efficiency modeling	+	Working on it	Feb 1, '23 - Jul 31, '25	
<input type="checkbox"/>	4.5 Digital twins	+	Working on it	Feb 1, '23 - Jan 31, '26	
<input type="checkbox"/>	Deliverable 4.1 calibration of model	+	Done	31 Jul	High
<input type="checkbox"/>	Deliverable 4.2 Predictive simulation model	+	Not Started	Jan 31, '26	High
<input type="checkbox"/>	Deliverable 4.3 Digital twins	+	Not Started	Jan 31, '26	High
<input type="checkbox"/>	+ Add task				



## 5. WP 5 Validation Develop WP Leader Alzahrawy Society

### WP5 Validation

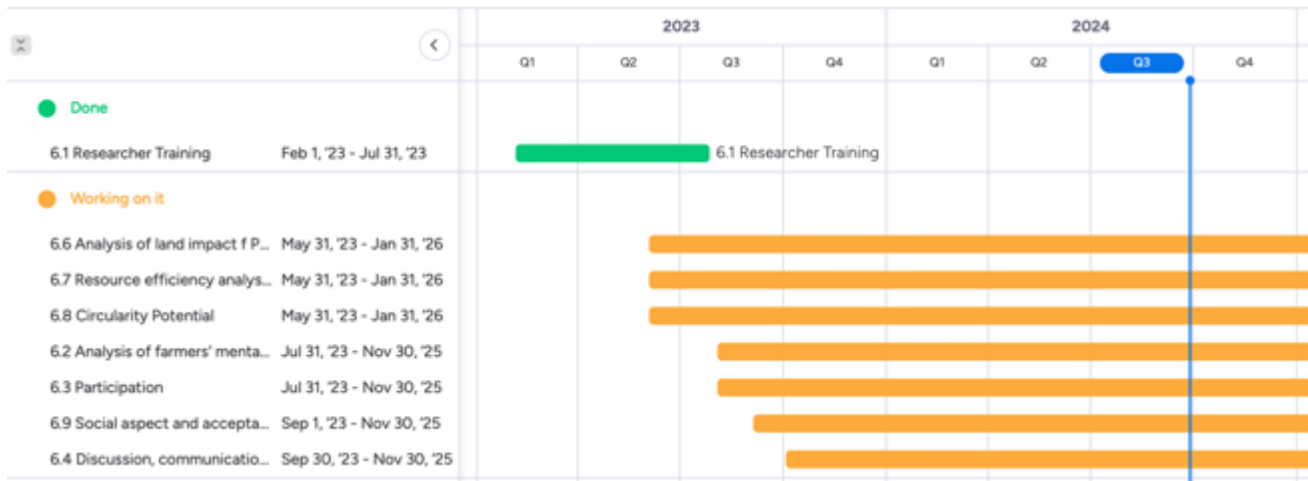
<input type="checkbox"/>	Task		Status	Timeline	Priority
<input type="checkbox"/>	5.1 Evaluation procedure methodology	+	Not Started	Oct 1, '24 - Jan 31, '25	
<input type="checkbox"/>	5.2 Evaluation from and end user perspective	+	Not Started	Jan 31, '25 - Jan 31, '26	
<input type="checkbox"/>	5.3 Evaluation using KPIs	+	Not Started	Jan 31, '25 - Jan 31, '26	
<input type="checkbox"/>	5.4 Technical potools	+	Not Started	Jul 1, '25 - Jan 31, '26	
<input type="checkbox"/>	Deliverable 5.1 common manual	+	Not Started	Jan 31, '25	High
<input type="checkbox"/>	Deliverable 5.2 technecal protocols	+	Not Started	Jan 31, '26	High
<input type="checkbox"/>	Deliverable 5.3 System Evaluation	+	Not Started	Jan 31, '26	High
<input type="checkbox"/>	+ Add task				
				Oct 1, '24 - Jan 31, '26	



## 6. WP 6 Sustainability (Environmental, economic and social) WP Leader University of Rome Tor Vergata

WP 6 Sustainability

Task	Status	Timeline	Priority
6.1 Researcher Training	Done	Feb 1, '23 - Jul 31, '23	
> 6.2 Analysis of farmers' mental and social r... 3	Working on it	Jul 31, '23 - Nov 30, '25	
> 6.3 Participation 2	Working on it	Jul 31, '23 - Nov 30, '25	
> 6.4 Discussion, communication and disse... 3	Working on it	Sep 30, '23 - Nov 30, '25	
> 6.5 Evaluation Of change in mental and so... 2	Not Started	Jul 31, '25 - Nov 30, '25	
6.6 Analysis of land impact f PV systems	Working on it	May 31, '23 - Jan 31, '26	
> 6.7 Resource efficiency analysis 2	Working on it	May 31, '23 - Jan 31, '26	
6.8 Circularity Potential	Working on it	May 31, '23 - Jan 31, '26	
6.9 Social aspect and acceptance of fist user	Working on it	Sep 1, '23 - Nov 30, '25	
Deliverable 6.1 Environment impact report	Not Started	Nov 30, '25	High
Deliverable 6.2 Farmers Dialogue report	Not Started	Aug 31, '25	High
+ Add task			

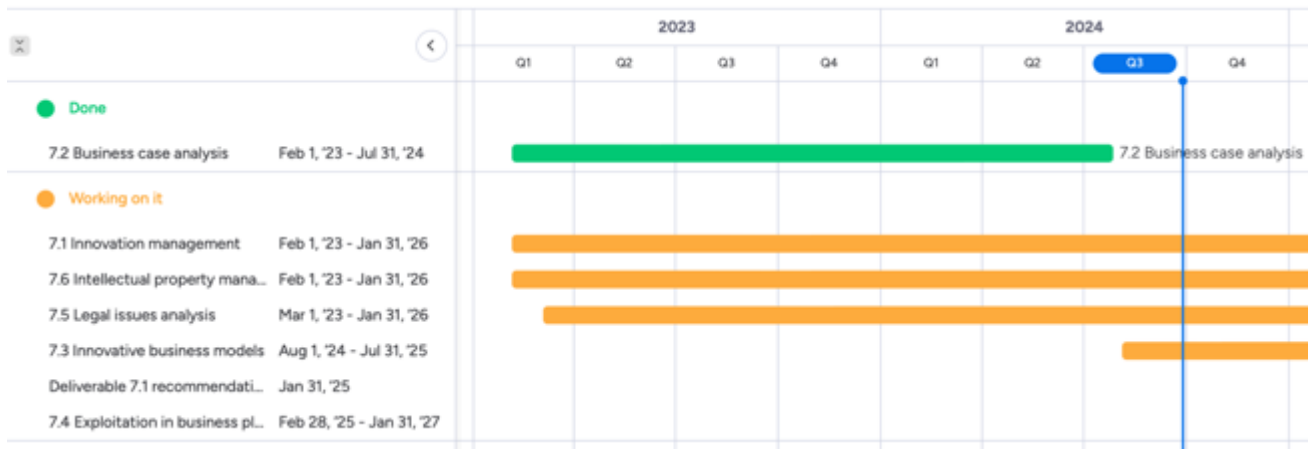


## 7. WP 7 Innovation Management

### WP Leader Agora Partners

#### WP 7 innovation Management and Business Planning

<input type="checkbox"/>	Task		Status	Timeline	Priority
<input type="checkbox"/>	7.1 Innovation management	+	Working on it	Feb 1, '23 - Jan 31, '26	
<input type="checkbox"/>	7.2 Business case analysis	+	Done	Feb 1, '23 - Jul 31, '24	
<input type="checkbox"/>	7.3 Innovative business models	+	Working on it	Aug 1, '24 - Jul 31, '25	
<input type="checkbox"/>	7.4 Exploitation in business plan	+	Working on it	Feb 28, '25 - Jan 31, '27	
<input type="checkbox"/>	7.5 Legal issues analysis	+	Working on it	Mar 1, '23 - Jan 31, '26	
<input type="checkbox"/>	7.6 Intellectual property management	+	Working on it	Feb 1, '23 - Jan 31, '26	
<input type="checkbox"/>	Deliverable 7.1 recommendations for improve...	+	Working on it	Jan 31, '25	High
<input type="checkbox"/>	Deliverable 7.2 Business plan	+	Not Started	Jan 31, '26	High
<input type="checkbox"/>	Deliverable 7.3 Roadmap for achieving TRL9	+	Not Started	Jan 31, '26	High
<input type="checkbox"/>	+ Add task				



## 8. WP 8 Dissemination & Visibility

### WP Leader InterTEAM

#### WP 8 Dissemination and Visibility

<input type="checkbox"/>	Task		Status	Timeline	Priority
<input type="checkbox"/>	8.1 Design and development of project identi...	+	Done	Feb 1, '23 - Jul 31, '23	
<input type="checkbox"/>	8.2 The development of a comprehensive Ou...	+	Working on it	Feb 1, '23 - Jan 31, '26	
<input type="checkbox"/>	8.3: Graphics and communications materials ...	+	Working on it	Feb 1, '23 - Jan 31, '26	
<input type="checkbox"/>	8.4: Communication plan for promoting agriv...	+	Not Started	Aug 1, '25 - Jan 31, '26	
<input type="checkbox"/>	8.5: Networking & Clustering	+	Working on it	Feb 1, '23 - Jan 31, '26	
<input type="checkbox"/>	8.6: Final conference	+	Not Started	Aug 1, '25 - Jan 31, '26	
<input type="checkbox"/>	Deliverable 8.1 D&E plan	+	Done	Jan 31, '26	High
<input type="checkbox"/>	+ Add task				

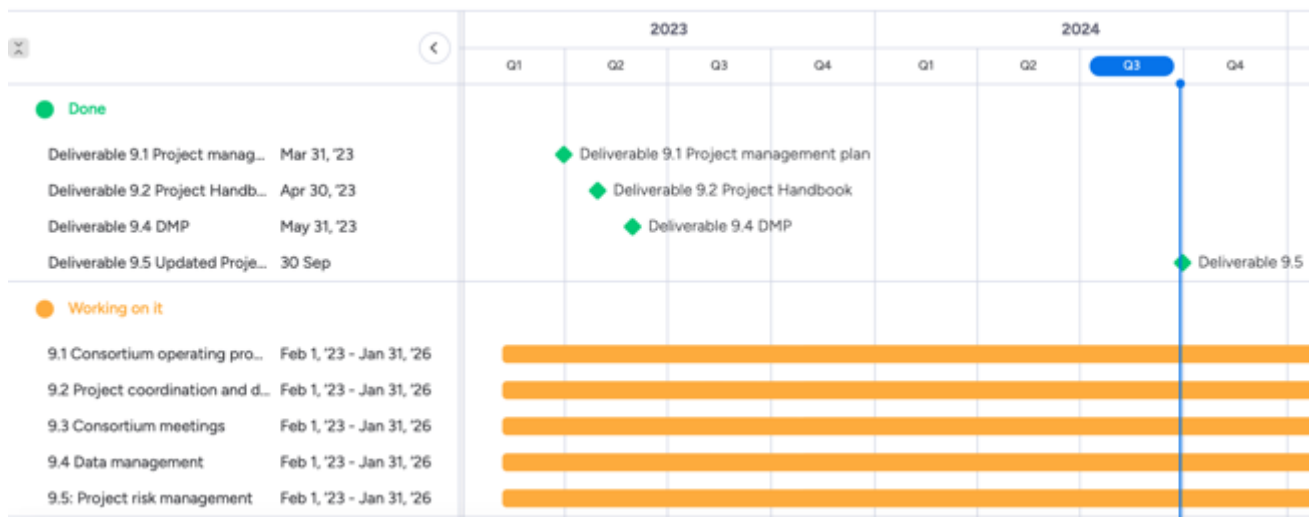


## 9. WP 9 Project Management

### WP Leader Alzahrawy Society

#### WP9 Project Management

Task	Status	Timeline	Priority
9.1 Consortium operating procedures definiti...	Working on it	Feb 1, '23 - Jan 31, '26	
9.2 Project coordination and day-to-day man...	Working on it	Feb 1, '23 - Jan 31, '26	
9.3 Consortium meetings	Working on it	Feb 1, '23 - Jan 31, '26	
9.4 Data management	Working on it	Feb 1, '23 - Jan 31, '26	
9.5: Project risk management	Working on it	Feb 1, '23 - Jan 31, '26	
Deliverable 9.1 Project management plan	Done	Mar 31, '23	High
Deliverable 9.2 Project Handbook	Done	Apr 30, '23	High
Deliverable 9.3 Consortium meetings	Not Started	Jan 31, '26	High
Deliverable 9.4 DMP	Done	May 31, '23	High
Deliverable 9.5 Updated Project Managemen...	Done	31 May	High
Deliverable 9.6 Final Project Plan	Not Started	Nov 30, '25	High
+ Add task			



## Appendix

### Further example excerpts from the online project plan

