



UNIVERSIDAD DE CÓRDOBA

WP9

The UCO TEAM



WP9 (M1-M60)

Project Coordination and Management



Tasks WP9

- Task 9.1 Consortium operating procedures definition & quality assurance (M1-M60)
- Task 9.2 Project coordination and day-to-day management (M1-M60)
- Task 9.3 Consortium meetings (M1-M60)
- Task 9.4 Clustering and interactions with other projects (M1-M60)
- Task 9.5 Ethics and data management (M1-M60)
- Task 9.6 Grounding responsible research and innovation practices in cities (M1-M60)

Deliverables WP9

D9.1 Handbook on management, UCO, R. CO, M3 (**SUBMITTED**)

D9.2 Initial Data Management Plan, UCO, R. CO, M6 (**SUBMITTED**)

D9.3 Ethics requirements, UCO, R. CO, M6 (**SUBMITTED**)

D9.4 Common Action Plan on clustering activities, UCO, R. PU, M6 (**SUBMITTED**)

D9.5 Midterm Data Management Plan, UCO, R. CO, M24

D9.6 Policy Report, UCO, R. PU, M28

D9.7 Final Clustering Report, UCO, R. PU, M48

D9.8 Final Data Management Plan, UCO, ORDP CO, M60

D9.9 Factors enabling and blocking cross-consortia networks, UCO, R. PU, M55

D9.10 Good RRI practices for cities, UCO, R. PU, M58

IN-HABIT Data Repositories

- IN-HABIT Data Repository (UCO):
 - safe data exchange and storage repository on Teams;
 - 2 licenses for project partners linked to a UCO email;
 - directories with open or restricted access, depending on type of data and their sensitiveness
 - personal data collected at city level, anonymised
 - specific protocols for data transfer outside the EU (UK or Colombia)
 - useful also for collaborative documents
- IN-HABIT Website (BOT): restricted area to PPs
- IN-HABIT Platform (WTG)

New Project Adviser and Proposal for Project Amendment

- New Project Adviser: Emanuela De Menna, Project Adviser EASME, Executive Agency for Small and Medium-sized Enterprises, EC
- Proposal for Project Amendment: changing the GA

Clustering Activities

- 30 June 2021. Joint timeline for planned events for 2021. Brendan Keegan (GO GREEN ROUTES)
- 30 June 2021. List of common indicators for health and well-being. Leading partners on health and well-being
- Beginning of July - tbc (first meeting). Synergies with the three IAs funded under SC5 20. VARCITIES
- Beginning of September. Common glossary of terms. UREAD in cooperation with TSR (IN HABIT); Federico Aili, ISOCARP, for revisions
- 6 September 2021. Common strategy for inclusive communication and dissemination. WP leaders on communication and dissemination
- 6 September 2021. Skeleton for the Joint Manifesto. All 4 projects' coordinators
- Common strategy to define the set of personal characteristics. GDE&I managers
- Second week of September 2021. Training for the four projects. GDE&I managers
- December 2021. Joint deliverable on co-creation in cities facing the COVID-19 pandemic. WP leaders on Co-creation
- 2022. Joint deliverable on GDE&I toolkit for health and wellbeing in cities. GDE&I managers
- Second Reporting Period. Joint deliverable/ positioning paper on AI and GDE&I. euPOLIS

Specific Roles: UAB (TSR) and EAB (UCO)

- UAB: represents all the stakeholders of the IN-HUBs that are not direct consortium partners (meeting each year in each IN-HUB); functioning rules?
- EAB: 4-5 external independent experts, selected by the consortium, to closely monitor and directly provide advice to significant issues and decisions to be made?

Publications and presentation of results

- A draft of Guidelines for authorship will be prepared by UCO
- The Guidelines will include the following:
 - General information on authorship;
 - Roles and responsibilities of authors, contributors, reviewers, editors, publishers and owners (Vancouver Convention??? and project's norms of publication);
 - Results and data sharing (based on the CA).
- Agreed procedures and guidelines to be incorporated in the Management Handbook?

The logo features a central white circle containing the text 'IN-HABIT' in a bold, white, sans-serif font. The 'IN' is positioned inside the circle, while '-HABIT' extends to the right. Four white lines radiate from the central circle to four smaller white circles, one in each quadrant (top-left, top-right, bottom-left, bottom-right), creating a network-like structure.

IN-HABIT

