



PROJECT MANAGEMENT PLAN

D10.4 – Project Management Plan (M4)

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Abstract

Research and development long-term projects carried out by contractors distributed all around Europe requires a clear definition of the scope of the project and internal coordination mechanisms.

The project management plan defines the schedule of the tasks that will be executed within the USER-CHI project, providing a summarized framework of the project and its purpose. The management plans represent the foundations for executing the project, including (i) project work plan together with PERT chart and Gantt chart; (ii) work breakdown structure (WBS) detailing tasks, schedule, responsible partners and related deliverables; and (iii) required project efforts in person-months per work package and task.

Keywords

Gantt chart, Work breakdown, Schedule, Task, Deliverables, Project Management, Project Plan

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Executive summary

The Project Management Plan is produced in order to outline a clear picture of the structure of the project, the work plan, and the overall management approach, to ensure that tasks are completed on time, resources are allocated appropriately, and to help measure the project performance.

The Project Management Plan defines the schedule of the tasks that will be executed within the USER-CHI project, providing a summarized framework of the project and its purpose. The management plans represent the foundations for executing the project, including (i) project work plan together with PERT chart and Gantt chart; (ii) work breakdown structure (WBS) detailing tasks, schedule, responsible partners and related deliverables; and (iii) required project efforts in person-months per work package and task.

The aim of this report is, therefore, to provide the needed information, schedules, responsible partner for every task and subtasks for the whole development of the tasks defined in Part B of the USER-CHI Grant Agreement in order to ensure the achievement of the deadlines and milestones of the project.

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1 Introduction

1.1 Purpose of the document

This document establishes the foundation for the project management processes providing a clear route to success. It covers from a basic description of the scope of the project any party involved in the project should be aware of, to the most detailed schedules of each subtask of the project.

The Project Management Plan contains relevant information to facilitate the execution and control of the different tasks of the project and it may be considered key for the overall success of USER-CHI. In addition, it will ensure that the consortium meets all the requirements related to the contract with the European Commission (EC), controlling that the tasks start and finish according to the project work plan and that the project deliverables are submitted in due time.

1.2 Scope of the document

This deliverable, D10.4 is produced within the Project Management work package (WP10) in order to outline a clear picture of the structure of the project, the work plan and the overall management approach to ensure that tasks are completed on time, resources are allocated appropriately, and to help measure project performance.

The document will provide a clear vision of how and when project's objectives are to be achieved to the team leaders, researchers and administrative responsible in each organization by showing the list of work packages and tasks, the timing, the deadlines, the responsible partners and resources required for the project execution.

As any other document in the project, but with particular interest to D10.4, this deliverable should not contradict the project contract and, in particular, the provisions made at the DoA with regards to project schedule and efforts allocated.

1.3 Structure of the document

The document includes a first section with a basic summary of the project key facts and expected results. The following sections are specific tools to facilitate the execution and control of the project including project work plan together with a PERT chart and a Gantt chart; work breakdown structure (WBS) detailing tasks, schedule, responsible partners and related deliverables; and required project efforts in person-months per work package and per task. The Project Management procedures –i.e. reporting, quality and risk management, communication and dissemination guidelines, etc. – will be included in the D10.1 Project Handbook.

2 Project summary

2.1 USER-CHI Key Facts

Topic: LC-GV-03-2019 - User centric charging infrastructure

Type of Action: Innovation Action.

Project start: 1st February 2020.

Duration: 48 months from **01.02.2020** to **31.01.2024** (Article 3 GA).

Project Coordinator: ETRA INVESTIGACIÓN y DESARROLLO S.A.

Consortium: 24 organizations (+2 linked third parties) from six countries.

2.2 USER-CHI in short

The need for a **dense European interoperable and publicly accessible charging infrastructure network** is one of the main challenges faced by the EU today. Lack of charging infrastructure, insufficient vehicle autonomy, and the long time required for recharging are considered the main drawbacks that differentiate electric vehicles from traditional combustion vehicles with regard to the user experience.

USER-CHI will address this challenge by unlocking the massive potential of electromobility in Europe. This will be achieved by integrating different innovative charging technologies with a holistic perspective, putting the user at the center and empowering it. USER-CHI will exploit the synergies between electromobility and the process of greening and stratification of the grid, integrating the technological tools, business models and regulatory measures, which will transform the elements, cited above into an actual, working ecosystem. This will improve the user experience of EV drivers beyond the current levels of Internal Combustion Engine (ICE) vehicles drivers, whilst making the large-scale deployment of Europe's required user-centric charging infrastructure financially attractive for the relevant private and public actors.

The strategic goal will be achieved through **active collaboration between industry, cities and citizens** in order to co-create and demonstrate a set of solutions and tools to foster the massive deployment and market acceptance of electric vehicles in Europe.

USER-CHI will boost a large-scale e-Mobility market take-up in Europe, by means of developing integrated smart solutions, novel business models and new regulatory framework conditions, which will be **demonstrated and validated in five urban areas all along with the European territory: Barcelona metropolitan area (Spain), Rome (Italy), Berlin (Germany), Budapest (Hungary), and Turku (Finland).**

2.3 Objectives of the project

USER-CHI focuses on User-centric Charging Infrastructure solutions, and its six objectives O1 to O6 can be summarised around two main categories:

- **Technical user-centric objectives (O1-O4):** information and communication technology (ICT) tools and end-user services demonstrated in the project.
- **Business, regulation, and replication objectives (O5-O6):** non-technical objectives needed to overcome existing barriers and increase the impact of the project.

O1. Design optimization of charging networks with a user-centric approach: USER-CHI will analyze the citizens' and users' decision influences, concerns and habits to optimize the design and planning of charging infrastructure networks in order to increase users' acceptance and convenience, thus accelerating the massive usage of EVs. It will be materialized in the USER-CHI Products P1, P2 and P3:

- **Product 1: CLICK – Charging Location and Holistic Planning Kit.**
- **Product 2: 'Station of the Future' Handbook.**
- **Product 3: eMoBest – e-Mobility Replication and Best Practices Cluster.**

O2. Deployment of an interoperability framework and -platform to support roaming and improve users' accessibility to charging infrastructure in cities and TEN-T corridors: With this objective in mind, three products will be developed during the project:

- **Product 4: INFRA – Interoperability Framework.**
- **Product 5: INCAR – Interoperability, Charging and Parking Platform**

O3. Enhance scalable infrastructure roll out with minimum grid impact by means of smart grid integration: USER-CHI will facilitate EVSE large-scale deployment by demonstrating smart grid services that smoothly integrate EVSEs in the grid, thus reducing infrastructure impacts and costs, while offering flexibility and stabilization benefits. **Product 6: SMAC – Smart Charging Tool**, will support scalable and replicable solutions for demand management and V2X services, both based on slow and ultrafast charging technology.

O4. Development of innovative and highly convenient charging systems for higher market acceptance. The charging systems will be based on the citizens' research and users' preferences collected in Product 2: 'Station of the Future' Handbook and it will lead to the following products:

- **Product 7: INSOC – Integrated Solar DC-Charging for LEVs**
- **Product 8: INDUCAR – Inductive Charging for e-Cars**

O5. Co-design and demonstration of novel and sustainable business and market models to foster investments and enable replication. Based on the user research of O1, and all the project solutions, technologies and tools, USER-CHI will co-design and demonstrate novel, sustainable and collaborative business and market models, together with all involved stakeholders and considering citizens' needs and habits.

O6. Definition of legal and regulatory recommendations for a massive electric vehicle deployment. An exhaustive analysis of the national regulatory and legal frameworks relevant for charging infrastructure will be conducted in comparison with the targets, e. g. interoperability and non-discriminatory access as described in RL 2014/94/EU [1]. All the recommendations and analyses conducted will be collected in:

- **Product 2: 'Station of the Future' Handbook**
- **Product 3: eMoBest – e-Mobility Replication and Best Practices Cluster**

The following Figure 1 summarizes the above-mentioned project objectives, products and pilot sites in one picture.

	BARCELONA	BERLIN	BUDAPEST	ROME	TURKU
O1 OPTIMISE THE DESIGN AND PLANNING OF DISRUPTIVE CHARGING INFRASTRUCTURE	P1: CLICK – CHARGING LOCATION AND HOLISTIC PLANNING KIT				
	P2: 'STATION OF THE FUTURE' HANDBOOK				
	P3: EMOBEST – E-MOBILITY REPLICATION AND BEST PRACTICES CLUSTER				
O2 INTEROPERABILITY FRAMEWORK AND PLATFORM	P4: INFRA – INTEROPERABILITY FRAMEWORK				
	P5: INCAR – INTEROPERABILITY, CHARGING AND PARKING PLATFORM				
O3 SMART GRID INTEGRATION	P6: SMAC – SMART CHARGING TOOL				
	V2G	DEMAND MANAGEMENT	V2G		DEMAND MANAGEMENT
	STORAGE SYSTEMS		RES INTEGRATION	STORAGE SYSTEMS	
	ULTRAFAST CHARGING			ULTRAFAST CHARGING	
O4 UNPRECEDENTED CHARGING SYSTEMS	P7: INSOC INTEGRATED SOLAR DC-CHARGING FOR LEVS		P7: INSOC – Integrated Solar DC-Charging for LEVs		
	P8: INDUCAR – INDUCTIVE CHARGING FOR E-CARS				
O5 NOVEL AND SUSTAINABLE BUSINESS MODELS	P2: 'STATION OF THE FUTURE' HANDBOOK				
	P3: EMOBEST – E-MOBILITY REPLICATION AND BEST PRACTICES CLUSTER				
	SC1 – LOGISTICS HUBS	SC3 – CITIZENS E-MOBILITY STATIONS			SC2 – E-TAXIS
	SC2 – E-TAXIS STOPS	SC4 – CITY CENTRE (PARK&CHARGE)		SC5 – SPECIAL EVENTS	
O6 ADVANCED SOLUTIONS FOR OVERCOMING LEGAL BARRIERS	P2: 'STATION OF THE FUTURE' HANDBOOK				
	P3: EMOBEST – E-MOBILITY REPLICATION AND BEST PRACTICES CLUSTER				

FIGURE 1: USER-CHI STRATEGIC OBJECTIVES, MAIN PRODUCTS AND DEMO SITES

2.4 USER-CHI Consortium

2.4.1 Partners

USER-CHI consortium comprises 24 partners from six different countries. It is composed of a balanced team of complementary organizations, covering the overall value chain of the project: research, technology providers and final users.

Their names and short names are listed in Table 1.

TABLE 1: LIST OF USER-CHI PARTNERS^[1]

Nº	Participant organization name	Country	Short Name	Main Role in the project
1	ETRA INVESTIGACIÓN Y DESARROLLO S.A.	ES	ETRA	Coordinator and technology provider
2	INSTITUTO DE BIOMECÁNICA DE VALENCIA	ES	IBV	Social research center (experts in transport and mobility)
3	AREA METROPOLITANA DE BARCELONA	ES	AMB	Public administration of the metropolitan territory of Barcelona; Barcelona demo site
4	MUNICIPALITY OF THE CITY OF BUDAPEST	HU	BUD	Public administration of the City of Budapest; Budapest demo site
5	GWEOBAG WOHNUNGSBAUAKTIENGESELLSCHAFT BERLIN	DE	GEW	Housing company; e-carsharing service provider
6	VMZ BERLIN BETREIBERGESELLSCHAFT MBH	DE	VMZ	The operator of the Berlin Traffic Information Center; Consulting Company; Technology Provider
7	INSTITUT FÜR KLIMASCHUTZ, ENERGIE UND MOBILITÄT	DE	IKEM	Institute of the scientific community /regulatory and legal experts
8	EUROCITIES	BE	EUR	EU cities network for sharing knowledge and exchanging ideas
9	ROMA SERVIZI PER LA MOBILITÀ S.R.L.	IT	RSM	Public body owned by the city of Rome for supporting public mobility. Rome demo site
10	FIT CONSULTING	IT	FIT	Consulting company experts in e-Mobility

N°	Participant organization name	Country	Short Name	Main Role in the project
11	AGENZIA NAZIONALE PER LE NUOVE TECNOLOGIE, L'ENERGIA E LO SVILUPPO ECONOMICO SOSTENIBILE	IT	ENEA	National research center; Supports the integration of EVSE with smart grid and RES
12	DIGITAL SYSTEM INTEGRATOR S.R.L.	IT	DSI	Innovative start-up in sustainable mobility; Support e-charging infrastructure solutions development and execution
13	ENEL X SRL	IT	ENEL	Multinational energy services company
14	IPT TECHNOLOGY GMBH	DE	IPT	Inductive power transfer solutions for electric mobility applications
15	CITY OF TURKU	FIN	TUR	Public administration of the City of Turku; Turku demo site
16	TURKU ENERGIA	FIN	ENER	DSO; operator of local/district energy grids
17	TVT ASUNNOT OY	FIN	TVT	Turku housing cooperative; charging service provider
18	VARSINAIS-SUOMEN ASUMISOIKEUS OY	FIN	VASO	Turku housing cooperative; charging service provider
19	CIRCONTROL	ES	CIR	E-charging infrastructure provider
20	QWICC GMBH	DE	QWI	Charging point operator and manufacturer
21	COMUNE DI FIRENZE	IT	FLO	Replication city
22	MUNICIPALITY OF MURCIA	ES	MUR	Replication city
23	ASOCIACIÓN ESPAÑOLA DE NORMALIZACIÓN	ES	UNE	National Standardization Body of Spain
24	CITIES FORUM SLU	ES	CIT	EU cities network related to sustainable urban development

2.4.2 Linked Third Parties

Two beneficiaries have incorporated Linked Third Parties to the project extended consortium. Their names and short names are listed in Table 2.

TABLE 2: LIST OF USER-CHI LINKED THIRD PARTIES

Nº	Participant organization name	Country	Short Name	Main Role in the project
4.1	BKK BUDAPESTI KOZLEKEDESI KOZPONT ZARTKORUEN MUKODO RESZVENYTARSASAG	HU	BKK	Public transport company; Support for Budapest demo site
7.1	BECKER BUTTNER HELD PARTNERSCHAFT	DE	BBH	Law firm; Ethical legal advice

The three parties are fully integrated in the consortium with a clear allocation of resources (see section 5) and participation in the USER-CHI meetings.

2.4.3 Project Coordination Details

TABLE 3: USER-CHI PROJECT COORDINATOR DETAILS

USER-CHI contact details	
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2.5 Milestones and deliverables

2.5.1 List of USER-CHI Milestones

Table 4 shows the milestones or control points defined in USER-CHI that will help to chart the progress of the project.

TABLE 4: USER-CHI MILESTONES

Nr	Milestone title	Resp	Due date (in month)
MS1	Definition of users' and citizen' needs and requirements	IBV	12
MS2	Development of INFRA and INCAR	ETRA	24
MS3	Development of SMAC	ETRA	26
MS4	Development of INSOC and INDUCAR	IPT	27
MS5	Sites demonstration ready to start	VMZ	30
MS6	USER-CHI replication roadmap prepared	EUR	42
MS7	USER-CHI demonstration execution, evaluation and impact assessment	VMZ	48

2.5.2 List of USER-CHI Deliverables

Table 5 shows the complete list of deliverables that must be produced at each of the given moment (Due Date) during the action.

TABLE 5: USER-CHI LIST OF DELIVERABLES

Deliverable number	Deliverable Title	WP number	Lead Beneficiary	Type	Dissemination level	Due Date (in months)
D1.1	User requirements for USER-CHI solutions	WP1	2 - IBV	Report	Public	9
D1.2	Usage scenarios for validating low-medium and high range charging system	WP1	2 - IBV	Report	Public	12
D1.3	Technical and legal requirements for USER-CHI solutions	WP1	7 - IKEM	Report	Public	12
D2.1	CLICK requirements and targets	WP2	6 - VMZ	Report	Public	12
D2.2	CLICK high level architecture and specification	WP2	6 - VMZ	Report	Confidential	18
D2.3	CLICK software prototype integration report and demonstrator	WP2	6 - VMZ	Demonstrator	Public	30
D2.4	User Support Material	WP2	7 - IKEM	Websites, patents filling, etc.	Public	32
D2.5	Test result report	WP2	7 - IKEM	Report	Public	38
D3.1	Design and Specification of interoperability and roaming services	WP3	1 - ETRA	Report	Public	9

Deliverable number	Deliverable Title	WP number	Lead Beneficiary	Type	Dissemination level	Due Date (in months)
D3.2	INFRA – Interoperability Framework implementation	WP3	7 - IKEM	Report	Public	15
D3.3	INCAR – Interoperability, Charging and Parking Platform development and lab-testing	WP3	1 - ETRA	Report	Public	24
D4.1	EV batteries and charging solutions models	WP4	11 - ENEA	Report	Public	14
D4.2	Smart grid services design	WP4	1 - ETRA	Report	Public	16
D4.3	Smart grid services implementation and lab-testing	WP4	1 - ETRA	Report	Public	26
D5.1	INSOC system design	WP5	12 - DSI	Report	Public	12
D5.2	INSOC system hardware development and lab-testing	WP5	13 - ENEL	Report	Public	27
D5.3	INDUCAR system design	WP5	14 - IPT	Report	Public	12
D5.4	INDUCAR development and lab- testing	WP5	14 - IPT	Report	Public	27
D6.1	Demonstration Concept and Implementation Plan	WP6	6 - VMZ	Report	Public	27
D6.2	Implementation Report and Demonstration Outcome	WP6	10 - FIT	Report	Public	48
D7.1	Cross-site Evaluation Manual – preliminary	WP7	10 - FIT	Report	Public	20

Deliverable number	Deliverable Title	WP number	Lead Beneficiary	Type	Dissemination level	Due Date (in months)
D7.2	Cross-site Evaluation Manual – final	WP7	10 - FIT	Report	Public	32
D7.3	Local and cross-site evaluation – friendly user test and end user test	WP7	10 - FIT	Report	Public	46
D7.4	Impact Assessment Report	WP7	7 - IKEM	Report	Public	48
D8.1	Webinars	WP8	8 - EUR	Websites, patents filling, etc.	Public	48
D8.2	Peer learning visits and replication workshops	WP8	8 - EUR	Websites, patents filling, etc.	Public	36
D8.3	City baseline fingerprints	WP8	8 - EUR	Report	Public	6
D8.4	Replication strategy	WP8	8 - EUR	Report	Public	12
D8.5	Implementation roadmap	WP8	8 - EUR	Report	Public	42
D8.6	Policy and research recommendations	WP8	8 - EUR	Report	Public	42
D8.7	Replication manual	WP8	8 - EUR	Websites, patents filling, etc.	Public	45
D8.8	Business model validation results (I)	WP8	10 - FIT	Report	Public	24
D8.9	Business model validation results (II)	WP8	10 - FIT	Report	Public	36
D8.10	Exploitation plans	WP8	1 - ETRA	Report	Confidential*	48
D8.11	Report on the standardization landscape	WP8	23 - UNE	Report	Public	6

Deliverable number	Deliverable Title	WP number	Lead Beneficiary	Type	Dissemination level	Due Date (in months)
D8.12	Report on the contribution to standardization (I)	WP8	23 - UNE	Report	Public	12
D8.13	Report on the contribution to standardization (II)	WP8	23 - UNE	Report	Public	30
D8.14	Report on the contribution to standardization (III)	WP8	23 - UNE	Report	Public	48
D9.1	Communication and dissemination strategy	WP9	8 - EUR	Report	Public	6
D9.2	Visual identity toolkit and Communication material	WP9	8 - EUR	Websites, patents filling, etc.	Public	6
D9.3	Videos	WP9	8 - EUR	Websites, patents filling, etc.	Public	12
D9.4	Media material and publications	WP9	8 - EUR	Websites, patents filling, etc.	Public	48
D9.5	RDI projects and European initiatives cooperation activities	WP9	8 - EUR	Report	Public	48
D10.1	Project handbook	WP10	1 - ETRA	Report	Public	6
D10.2	Risk assessment report (I)	WP10	1 - ETRA	Report	Public	6
D10.3	Risk assessment report (II)	WP10	1 - ETRA	Report	Public	48
D10.4	Project Management Plan	WP10	1 - ETRA	Report	Public	4
D11.1	Ethics monitoring report	WP11	7 - IKEM	Report	Public	12

Deliverable number	Deliverable Title	WP number	Lead Beneficiary	Type	Dissemination level	Due Date (in months)
D11.2	Research participants involvement report	WP11	7 - IKEM	Report	Public	3
D11.3	Data Management plan	WP11	7 - IKEM	ORDP: Open Research Data Pilot	Public	6
D11.4	Protection of personal data report	WP11	7 - IKEM	Report	Public	3
D11.5	Ethics Advisor report	WP11	7 - IKEM	Report	Public	12
D12.1	H - Requirement No. 1	WP12	13 - ENEL	Ethics	Confidential*	3
D12.2	POPD - Requirement No. 2	WP12	13 - ENEL	Ethics	Confidential*	3

*Confidential: only for members of the consortium (including the Commission Services)

3 USER-CHI Work Plan

The USER-CHI project is structured in twelve different Work Packages. Four technical work packages are directly linked to the products developed within the project, three work packages are dedicated to the foundations of the project, deployment and transferability of results, and two horizontal work packages give support to the consortium on coordination and use of foreground. Hence, **WP10 Project Management** will tackle all project activities in order to ensure the proper achievement of the project objectives and **WP9 Communication and dissemination** will cover the promotion of the project results and further transfer of these products to marketable and profitable solutions.

The project will start with defining the **foundations** in **WP1 - Analysis of user needs and patterns for requirement definition**. Results generated along this WP will integrate the '**Station of the Future**' Handbook, USER-CHI product 2. The outcome of **WP1** will feed most of the project following tasks, mainly WP2, WP3, WP4, WP5 and WP6, by proposing a holistic framework for the definition of USER-CHI solutions and products: **CLICK (WP2)**, **INFRA (WP3)**, **INCAR (WP3)**, **SMAC (WP4)**, **INSOC (WP5)** and **INDUCAR (WP5)**. The tasks identified in these WPs will not be performed in an isolated way but **will run in parallel to interact with each other**. This means that the different WPs will share a common infrastructure to promote interoperability and a user-centric approach. The **WP6 Demonstration in Demo Sites and TEN-T nodes** will put together all the solutions of user-centric charging infrastructure technologies and validate them in real conditions in the five pilot sites. The **WP7 Cross-site Evaluation and Impact Assessment** will monitor and assess the impact generated by USER-CHI products against the overall project objectives. The **WP8 Replication plans, scale-up and business model analysis** will build a community of practice with the demonstrator cities, replicator cities, local experts and stakeholders to exchange knowledge, to communicate the successful measures and policies to a wider group of cities, develop novel and sustainable business models for the take-up of electromobility solutions and to enable replication. The **WP11 Privacy, data management and ethics requirement** and **WP12 Ethics Requirements** will assure the alignment of the project and all the actions developed in it with the European and national regulations on ethics requirements.

Following the agile approach of the USER-CHI project, resources have been allocated to all relevant tasks to allow end-users to actively collaborate on the adaptation of USER-CHI results. This leads to the involvement of necessary stakeholders in all stages of the project, especially in the demonstrations. As oppose to demo silos involving only one technology and one end-user, USER-CHI is always addressing the cross-border collaboration challenges, with a high demand for collaboration among all partners in all WPs.

3.1 USER-CHI PERT DIAGRAM

The following Figure 2 shows the USER-CHI PERT diagram, summarizing the Work Packages and Products and their horizontal/vertical connection.

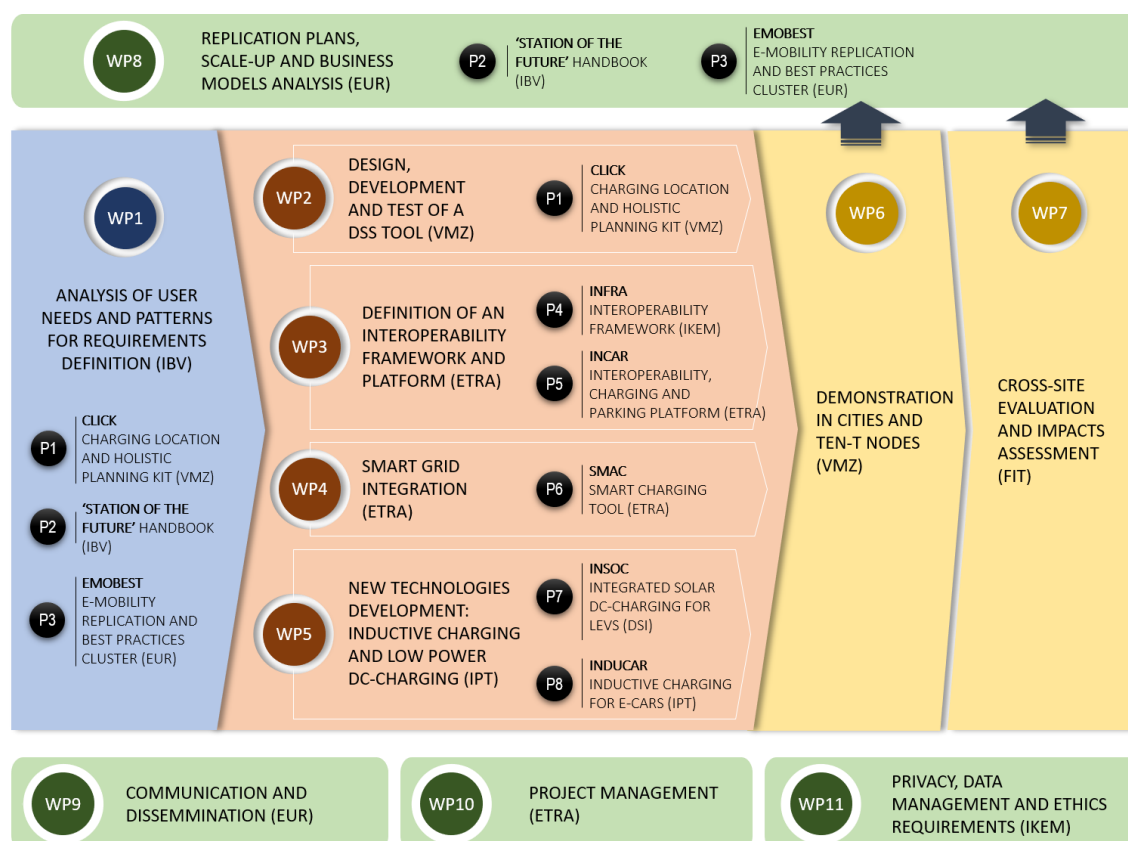


FIGURE 2: USER-CHI PERT DIAGRAM

3.2 USER-CHI GANTT

The following Figure 3 depicts the USER-CHI Project timeline in GANTT-format, showing the execution times of each work package and task throughout the four-year project duration.



FIGURE 3: USER-CHI GANTT DIAGRAM

4 Work Breakdown Structure (WBS)

The following chapter shows the Work Breakdown Structure of the USER-CHI project. It contains for each work package information on all tasks, involved partners, related deliverables, deliverable responsible and due dates. In the Figure 6 is shown the general WBS of USER-CHI and, the description of the tasks, deliverables and responsible partners are broken down per Work Package in the next subchapters.

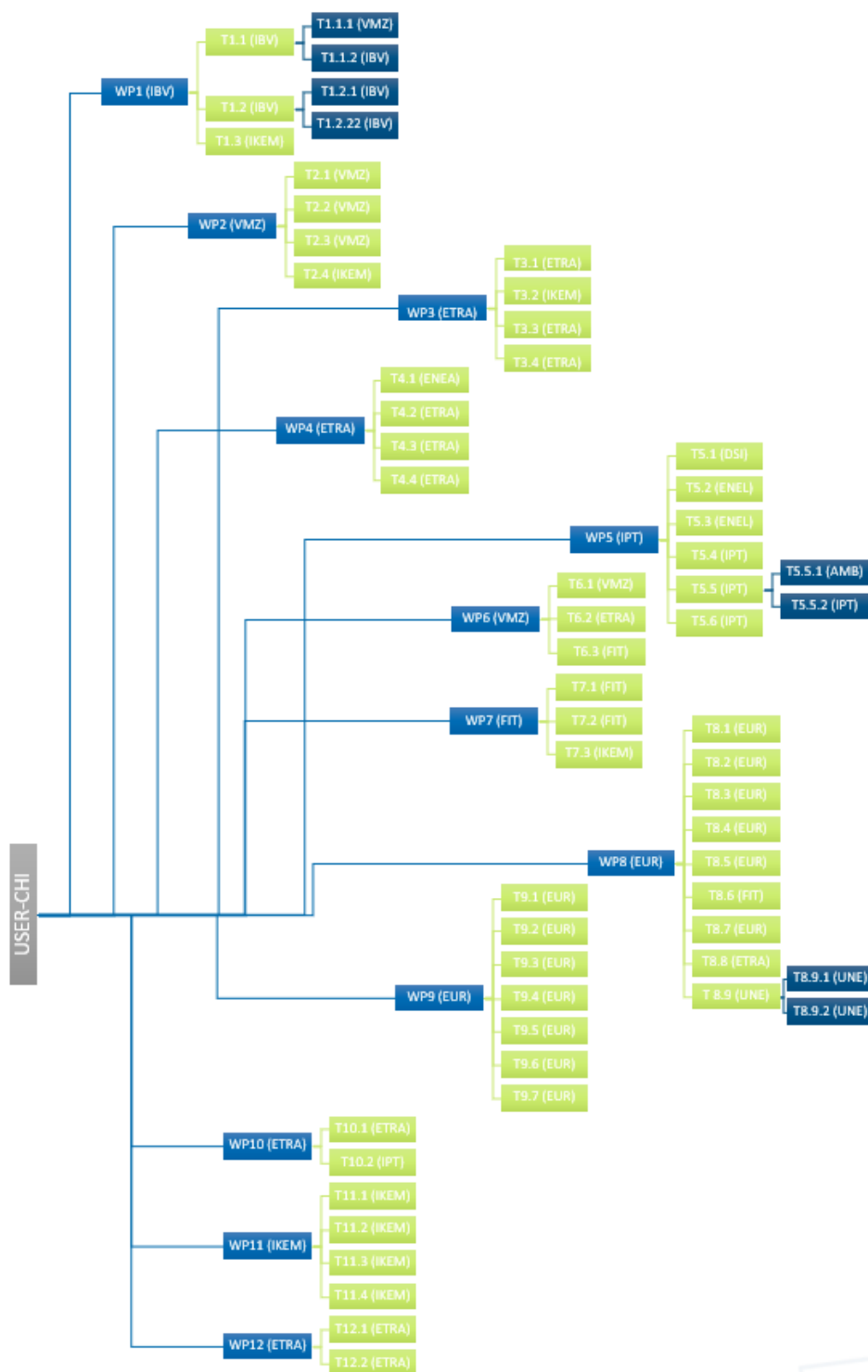


FIGURE 4: USER-CHI WORK BREAKDOWN STRUCTURE

4.1 WP1: Analysis of user needs and patterns for requirements definition

WP	Task	Involved Partners	Del Rel. No	Title	Lead Beneficiary	Nature	Dissemination Level	Est. Del. Date
WP1: Analysis of user needs and patterns for requirements definition (M1-M12)	T1.1. User Requirements	IBV, all ¹ ,	D1.1	User requirements for USER-CHI solutions	IBV	Report	Public	Oct 2020 (M9)
			x	T1.1.1 Big Data Analysis	VMZ	Subtask		Oct 2020 (M9)
			x	T1.1.2 User-Driven Innovation Approach	IBV	Subtask		Oct 2020 (M9)
	T1.2. Usage scenarios	IBV, all ² ,	D1.2	Usage scenarios for validating charging systems	IBV	Report	Public	Jan 2021 (M12)
			x	T1.2.1 Low-medium range charging	IBV	Subtask		Jan 2021 (M12)
			x	T1.2.2 High range charging	IBV	Subtask	Public	Jan 2021 (M12)

¹ FLO, MUR and CIT not involved

² GEW, DSI, FLO, MUR and CIT not involved

WP	Task	Involved Partners	Del Rel. No	Title	Lead Beneficiary	Nature	Dissemination Level	Est. Del. Date
	T1.3. Technical and legal requirements	IKEM, all ³ ,	D1.3	Technical and legal requirements for USER-CHI solutions	IKEM	Report	Public	Jan 2021 (M12)

³ DSI, FLO, MUR and CIT not involved

4.2 WP2: Design, Development and Test of a DSS Tool

WP	Task	Involved Partners	Del Rel. No	Title	Lead Beneficiary	Nature	Dissemination Level	Est. Del. Date
WP2: Design, Development and Test of a DSS Tool (M6-M38)	T2.1 Requirements and targets	VMZ, all ⁴	D2.1	CLICK requirements and targets	VMZ	Report	Public	Jan 2021 (M12)
	T2.2 Specifications of CLICK	VMZ, all ⁵	D2.2	CLICK high-level architecture and specification	VMZ	Report	Confidential	Jul 2021 (M18)
	T2.3. Development of CLICK backend and frontend	VMZ	x	CLICK Product	VMZ	Product		Jul 2022 (M30)
	T2.4. Integration & Testing	IKEM ETRA, IBV, AMB BUD GEW VMZ EUR RSM ENEA, DSI TUR, ENER	D2.3	User Support Material	IKEM	Website, patents, filling	Public	Sep 2022 (M32)
			D2.4	Test result report	IKEM	Report	Public	Mar 2023 (M38)

⁴ RSM, FIT, IPT, VASO, FLO, MUR and UNE not involved

⁵ RSM, EUR, IPT, VASO, CIR, FLO, MUR and CIT not involved

4.3 WP3: Definition of an Interoperability Framework and Platform

WP	Task	Involved Partners	Del Rel. No	Title	Lead Beneficiary	Nature	Dissemination Level	Est. Del. Date
WP3: Definition of an Interoperability Framework and Platform (M4-M24)	T3.1 Design and specification of services	ETRA, all ⁶	D3.1	Design and Specification of interoperability and roaming services	ETRA	Report	Public	Oct 2020 (M9)
	T3.2. INFRA Interoperability Framework implementation	IKEM, ETRA, VMZ, EUR, IPT, TUR	D3.2	INFRA – Interoperability Framework	IKEM	Report	Public	Apr 2021 (M15)
	T3.3. INCAR Interoperability, Charging and Parking Platform development	ETRA, VMZ	D3.3	INCAR Development and lab testing	ETRA	Report	Public	Jan 2022 (M24)
	T3.4. Integration and testing	ETRA, IBV, AMB, BUD, GEW, VMZ, ENEL, TUR, ENER, TVT, VASO, CIR, QWI	D3.3	INCAR Development and lab testing	ETRA	Report	Public	Jan 2022 (M24)

⁶ IBV, EUR, FIT, RSM, FLO, MUR, UNE and CIT not involved

4.4 WP4: Smart grid integration services for charging infrastructure

WP	Task	Involved Partners	Del Rel. No	Title	Lead Beneficiary	Nature	Dissemination Level	Est. Del. Date
WP4: Smart grid integration services for charging infrastructure (M4-M26)	T4.1. Modelling of EV batteries and charging solutions	ENEA, ETRA, AMB, BUD DSI, ENEL, ENER, TVT, VASO, CIR QWI	D4.1	EV batteries and charging solutions models	ENEA	Report	Public	Mar 2021 (M14)
	T4.2. Smart grid services design	ETRA, AMB, BUD GEW IKEM, ENEA, DSI, ENEL, TUR ENER, TVT VASO, CIR, QWI	D4.2	Smart grid services design	ETRA	Report	Public	May 2021 (M16)
	T4.3. Smart grid integration module development	ETRA	D4.3	Smart grid services implementation and lab testing	ETRA	Report	Public	Mar 2022 (M26)
	T4.4. Smart grid services lab-testing and refinement	ETRA, AMB, BUD ENEA, DSI, ENER, TVT VASO, CIR, QWI	D4.3					

4.5 WP5: New technologies development: Inductive charging and low power DC-charging

WP	Task	Involved Partners	Del Rel. No	Title	Lead Beneficiary	Nature	Dissemination Level	Est. Del. Date
WP5: New technologies development: Inductive charging and low power DC-charging (M6-M27)	T5.1 Design and specification of services	DSI, ETRA, AMB, BUD RSM, ENEA ENEL, TUR ENER, TVT, CIR	D5.1	INSOC system design	DSI	Report	Public	Jan 2021 (M12)
	T5.2. Development of the low power-DC charging (INSOC)	ENEL, ETRA, ENEA, DSI, CIR	D5.2	INSOC system hardware development and lab-testing	ENEL	Report	Public	Apr 2022 (M27)
	T5.3. Testing and refinement of INSOC	ENEL, AMB, BUD, RSM, DSI, TUR, ENER, TVT, CIR						
	T5.4. Design of services and specs of INDUCAR	IPT, AMB	D5.3	INDUCAR system design	IPT	Report	Public	Jan 2022 (M12)
	T5.5. Development of the	IPT, AMB	D5.4	INDUCAR development and lab-testing	IPT	Report	Public	Apr 2022 (M27)

WP	Task	Involved Partners	Del Rel. No	Title	Lead Beneficiary	Nature	Dissemination Level	Est. Del. Date
	inductive automated wireless charging system		X	T5.5.1. Retrofitting the cars with wireless charging capability	AMB	Subtask	X	
			X	T5.5.2. Installation of the charging stations	IPT	Subtask	X	
	T5.6. Testing and refinement of the inductive automated wireless charging system	IPT, AMB	D5.4	INDUCAR development and lab-testing	IPT	Report	Public	Apr 2022 (M27)

4.6 WP6: Demonstration in Demo Sites and TEN-T nodes

WP	Task	Involved Partners	Del Rel. No	Title	Lead Beneficiary	Nature	Dissemination Level	Est. Del. Date
WP6: Demonstration in Demo Sites and TEN-T nodes (M24-M48)	T6.1: Demonstration Concept and Implementation Plan	VMZ, all ⁷	D6.1	Demonstration Concept and Implementation Plan	VMZ	Report	Public	Apr 2022 (M27)
	T6.2: Tech, Platforms and User Applications implementation	ETRA, all ⁸	X	X	X	X	X	X
	T6.3 Demonstration on Execution	FIT, all ⁹	D6.2	Implementation Report and Demonstration Outcome	ETRA	Report	Public	Jan 2024 (M48)

⁷ FLO, MUR, UNE and CIT not involved

⁸ IKEM, RSM, FIT, FLO, MUR, UNE and CIT not involved

⁹ ENEA, FLO, MUR, UNE and CIT not involved

4.7 WP7: Cross-site Evaluation and Impacts Assessment

WP	Task	Involved Partners	Del Rel. No	Title	Lead Beneficiary	Nature	Dissemination Level	Est. Del. Date
WP7: Cross-site Evaluation and Impacts Assessment (M12-M48)	T7.1: Cross-site evaluation methodology and plan	FIT, all ¹⁰	D7.1	Cross-site Evaluation Manual – preliminary	FIT	Report	Public	Sep 2021 (M20)
			D7.2	Cross-site Evaluation Manual – final	FIT	Report	Public	Sep 2022 (M32)
	T7.2: Local and cross-site evaluation	FIT, all ¹⁰	D7.3	Local and cross-site evaluation – friendly user test and end user test	FIT	Report	Public	Nov 2023 (M46)
	T7.3: Impact assessment	IKEM, ETRA, IBV, GEW, VMZ, EUR, FIT, ENEA IPT, TUR	D7.4	Impact Assessment Report	IKEM	Report	Public	Jan 2024 (M48)

¹⁰ FLO, MUR, UNE and CIT not involved

4.8 WP8: Replication plans, scale-up and business model analysis

WP	Task	Involved Partners	Del Rel. No	Title	Lead Beneficiary	Nature	Dissemination Level	Est. Del. Date
WP8: Replication plans, scale-up and business model analysis (M1-M48)	T8.1 Community of practice and capacity building activities	EUR, AMB, BUD GEW, RSM, DSI TUR, FLO, MUR, CIT	D8.1	Webinars	EUR	Websites patents, fillings, etc.	Public	(M48)
	T8.2 Replication and implementation	EUR, AMB, BUD GEW, RSM DSI, TUR, FLO, MUR CIT	D8.2	Peer learning visits and replication workshops	EUR	Websites patents, fillings, etc.	Public	(M48)
			D8.3	City baseline fingerprints	EUR	Report	Public	(M6)
			D8.4	Replication strategy	EUR	Report	Public	(M12)
			D8.5	Implementation roadmap	EUR	Report	Public	(M42)
	T8.3 Policy and further research recommendations	EUR, ETRA, AMB BUD, GEW, IKEM RSM, FIT, IPT, TUR, FLO, MUR, UNE, CIT	D8.6	Policy and research recommendations	EUR	Report	Public	(M42)
	T8.4 Replication booklet	EUR, ETRA, AMB BUD, GEW, VMZ, IKEM, RSM, FIT, DSI, TUR, FLO, MUR, CIT	D8.7	Replication manual	EUR	Websites patents, fillings, etc.	Public	(M45)
	T8.5 Project Stakeholder	EUR, AMB, BUD	X	X	X	X	X	X

WP	Task	Involved Partners	Del Rel. No	Title	Lead Beneficiary	Nature	Dissemination Level	Est. Del. Date
	Advisory Group	GEW, RSM, DSI, TUR, CIT						
	T8.6 Business model analysis	FIT, all ¹¹	D8.8	Business model validation results (I)	FIT			(M24)
			D8.9	Business model validation results (II)	FIT	Report	Public	(M36)
	T8.7 Targeted dialogue with key stakeholders	EUR, CIT	X	X	X	X	X	X
	T8.8 Exploitation plans	ETRA, all	D 8.10	Exploitation plans	ETRA	Report	Confidential, only for CM	(M48)
	T8.9 Standardization activities	UNE	D 8.11	Report on the contribution to standardization landscape	UNE	Report	Public	(M6)
			D 8.12	Report on the contribution to standardization (I)	UNE	Report	Public	(M12)
			D 8.13	Report on the contribution to standardization (II)	UNE	Report	Public	(M30)
			D 8.14	Report on the contribution	UNE	Report	Public	(M48)

¹¹ IBV, MUR, FLO and UNE not involved

WP	Task	Involved Partners	Del Rel. No	Title	Lead Beneficiary	Nature	Dissemination Level	Est. Del. Date
				to standardization (III)				

4.9 WP9: Communication and dissemination

WP	Task	Involved Partners	Del Rel. No	Title	Lead Beneficiary	Nature	Dissemination Level	Est. Del. Date
WP9: Communication and dissemination (M1-M48)	T9.1 Communication and Dissemination strategy	EUR, all	D9.1	Communication and dissemination strategy	EUR	Report	Public	(M6)
	T9.2 Visual identity toolkit	EUR, ETRA, CIT	D9.2	Visual id toolkit and Communication material	EUR	Websites patents filling, etc	Public	(M6)
			D9.4	Media material and publications	EUR	Websites patents filling, etc	Public	(M48)
	T9.3 Promotion tools	EUR, ETRA, AMB BUD, GEW, RSM, TUR, TVT, VASO FLO, MUR, CIT	D8.6	Videos	EUR	Websites patents filling, etc.	Public	(M12)
	T9.4 Digital communication tools	EUR, ETRA, AMB BUD, GEW, RSM, DSI, TUR, TVT, VASO, FLO, MUR, CIT	D8.7	Replication manual	EUR	Websites patents filling, etc.	Public	(M45)

WP	Task	Involved Partners	Del Rel. No	Title	Lead Beneficiary	Nature	Dissemination Level	Est. Del. Date
	T9.5 Publications/ media presence	EUR, all ¹²	D9.5	RDI projects and European initiatives cooperation activities	EUR	Report	Public	(M48)

4.10 WP10: Project Management

WP	Task	Involved Partners	Del Rel. No	Title	Lead Beneficiary	Nature	Dissemination Level	Est. Del. Date
WP10: Project Management (M1-M48)	T10.1 Administrative and financial management	ETRA, all	D 10.1	Project handbook	ETRA	Report	Public	(M6)
			D 10.4	Project Management Plan	ETRA	Report	Public	(M4)
	T10.2 Technical coordination, risk management and innovation management	ETRA, IPT, EUR, IBV, AMB, BUD, GEW, VMZ, EUR, RSM, ENEA, DSI, TUR	D 10.2	Risk assessment report (I)	ETRA	Report	Public	(M6)
			D 10.3	Risk assessment report (II)	ETRA	Report	Public	(M48)

¹² UNE is not involved

4.11 WP11: Privacy, data management and ethics requirements

WP	Task	Involved Partners	Del Rel. No	Title	Lead Beneficiary	Nature	Dissemination Level	Est. Del. Date
WP11: Privacy, data management and ethics requirements (M1-M48)	T11.1 Ethics monitoring and Responsible Research & Innovation	ETRA , all	D 11.1	Ethics monitoring report	IKEM	Report	Public	(M12)
	T11.2 Ethics analysis on the involvement of research participants	ETRA , IPT, EUR, IBV, AMB, BUD, GEW, VMZ, EUR, RSM, ENEA, DSI, TUR	D 11.2	Research participants involvement report	ETRA	Report	Public	(M3)
	T11.3 Data Management and Protection and IPR strategy	IKEM , ETRA, AMB, BUD, GEW, RSM, TUR	D 11.3	Data Management plan	IKEM	ORDP: Open Research Data Pilot	Public	(M6)
	T11.4 Ethics Advisor assessment	IKEM	D 11.4	Protection of personal data report	IKEM	Report	Public	(M3)
		IKEM	D 11.5	Ethics advisor report	IKEM	Report	Public	(M12)

4.12 WP12: Ethics requirements

WP	Task	Involved Partners	Del Rel. No	Title	Lead Beneficiary	Nature	Dissemination Level	Est. Del. Date
WP12: Ethics requirements (M1-M48)	T12.1 H-Requirement N°1	ETRA, all	D 12.1	Ethics monitoring report	ETRA	Ethics	Confidential	(M3)
	T12.2 POPD – Requirement N°2	ETRA, IPT, EUR, IBV, AMB, BUD, GEW, VMZ, EUR, RSM, ENEA, DSI, TUR	D 12.2	Research participants involvement report	ETRA	Ethics	Confidential	(M3)

5 Project effort in Person-Month

5.1 Extended PM Breakdown (per task)

The following Figure 5 and Figure 6 show the extended PM breakdown. Leaders of tasks and WPs are shown in the column LEADER.

		LEADER	ETRA	IBV	AMB	BUD	BKK	GEW	VMZ	IKEM	BBH	EUR	RSM	FIT	ENEA	DSI	ENEL	IPT	TUR	ENER	TVT	VASO	CIR	QWI	FLO	MUR	UNE	CIT	TOTAL
WP 1	Analysis of user needs and patterns for requirements definition	IBV	16	35	6	10	3	12	16	16	6	2	1	2	3	3	3	4	4	3	3	3	7	14	0	0	2	0	174
1.1	User requirements	IBV	4	15	2	3	1	6	8	4			1	1	1	1	1	2	1	1	1	2	8					63	
1.2	Usage scenarios	IBV	2	15	2	5	1	4	2	2		2		1	1	1	1	1	1	1	1	1	2					47	
1.3	Technical and legal requirements	IKEM	10	5	2	2	1	2	6	10	6				1	1	1	3	1	1	1	1	4	4			2	64	
WP 2	Design, development and test of a DSS tool	VMZ	6	7	4	7	3	12	48	12	0	4	1	2	3	3	2	0	6	4	2	0	2	5	0	0	0	2	135
2.1	Requirements and Targets	VMZ																										0	
2.1	Requirements and Targets	VMZ	2	2	1	3	1	4	12	2		2			1	1	1		2	1	1		2	3			2	43	
2.2	Specification of CLICK	VMZ	2	1	1	3	1	4	12	2				2	1	1	1		2	1	1		2					37	
2.3	Development of CLICK backend and frontend	VMZ							16																			16	
2.4	Integration and testing in all Pilot Sites	IKEM	2	4	2	1	1	4	8	8		2	1		1	1			2	2								39	
	Definition of an interoperability framework and platform																												
WP 3		ETRA	66	6	3	5	2	5	40	20	0	2	0	0	1	2	3	4	5	3	3	3	8	8	0	0	0	0	189
3.1	Design and specification services	ETRA	10		1	3	2	3	8	8					1	2	1	2	3	2	2	2	5	5				60	
3.2	INFRA - Interoperability Framework implementation	IKEM	10						2	12		2						2										28	
3.3	INCAR – Interoperability, Charging and Parking Platform development	ETRA	38						24																			62	
3.4	Integration and initial testing	ETRA	8	6	2	2		2	6								2		2	1	1	1	3	3				39	
WP 4	Smart grid integration	ETRA	50	0	4	7	3	2	0	2	0	0	0	0	20	4	4	0	1	5	3	5	8	4	0	0	0	0	122
4.1	Modelling of EV batteries and charging solutions	ENEA	2		1	1	1								15	1	1		1	1	1	3	1					29	
4.2	Smart grid services design	ETRA	8		1	4	1	2		2					4	1	3		1	3	1	2	3	2				38	
4.3	Smart grid integration module development	ETRA	30																									30	
4.4	Smart grid services lab-testing and refinement	ETRA	10		2	2	1								1	2			1	1	2	2	1					25	
WP 5	New technologies development	IPT	9	0	8	4	2	0	0	0	0	0	1	0	3	16	32	50	5	2	4	0	0	0	0	0	0	0	136
	Design of services and specifications of the low power-DC charging with RES integration and antitheft proof parking system		2		2	2	2						1		2	9	7		3	1	2							33	
5.1		DSI																											
5.2	Development of the low power-DC charging with RES integration and antitheft proof parking system	ENEL	5												1	4	16											26	
	Testing and refinement of low power-DC charging with RES integration and antitheft proof parking system				2	2										3	9		2	1	2							21	
5.3		ENEL																											
5.4	Design of services and specifications of the inductive automated wireless charging system	IPT	2		2													10										14	
5.5	Development of the inductive automated wireless charging system	IPT																30										30	
5.6	Testing and refinement of the inductive automated wireless charging system	IPT			2													10										12	
WP 6	Demonstration in demo sites and TEN-T nodes	VMZ	40	29	8	22	5	22	44	2	0	8	2	31	2	4	12	10	12	4	6	7	14	14	0	0	0	0	298
6.1	Demonstration Concept and Implementation Plan	VMZ	6	6	2	8	1	8	20	1		4	1	1	1	1	4	4	2	1	2	2	2	2				79	
	Implementation of Demonstrator Technologies, Platforms and End User Applications																												
6.2		ETRA	26	4	2	4	1	8	14						1	1	4	3	4	1	2	2	4	4				85	
6.3	Demonstration Execution	FIT	8	19	4	10	3	6	10	1		4	1	30		2	4	3	6	2	2	3	8	8				134	

FIGURE 5: PROJECT EFFORT PER PARTNER IN PERSON-MONTH (WP1-WP6)

		LEADER	ETRA	IBV	AMB	BUD	BKK	GEW	VMZ	IKEM	BBH	EUR	RSM	FIT	ENEA	DSI	ENEL	IPT	TUR	ENER	TVT	VASO	CIR	QWI	FLO	MUR	UNE	CIT	TOTAL
WP 7	Cross-site evaluation and impacts assessment	FIT	12	4	4	10	4	8	4	16	0	6	2	30	3	3	1	6	6	4	4	4	4	4	0	0	0	0	139
7.1	Cross-site evaluation methodology and plan	FIT	2	1	2	5	2	2	1	1		2	1	12	1	2		2	2	2	2	2	2	2					48
7.2	Local and cross-site evaluation	FIT	4	1	2	5	2	2	1	3		2	1	12	1	1	1	2	2	2	2	2	2	2					52
7.3	Impact assessment	IKEM	6	2				4	2	12		2		6	1			2	2										39
WP 8	Replications plans, scale-up and business models analysis	EUR	10	1	19	19	3	17	3	4	0	48	11	26	2	7	2	5	16	2	2	2	3	5	27	27	19	21	301
8.1	Community of practice and capacity building activities	EUR			3	3		3				5	1			1			3						2	2		2	25
8.2	Replication and implementation	EUR			4	4	1	4				14	2			2			4						20	20		4	79
8.3	Policy and further research recommendations	EUR	1		3	3		2		1		8	3	1				2	3				1	1	2	2	6	4	43
8.4	Replication booklet	EUR	2		3	3		2	1	1		8	2	4		1			3						2	2		4	38
8.5	Project Stakeholder Advisory Group	EUR			1	1		1				8	1			1			1									4	18
8.6	Business model analysis	FIT	1		4	4	1	4	1	1		2	1	20	1	1	1	2	1	1	1	1	1	3				1	53
8.7	Targeted dialogue with key stakeholders market influencers, financiers	EUR										2																1	3
8.8	Exploitation plans	ETRA	6	1	1	1	1	1	1	1		1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	3	1	32
8.9	Standardization activities	UNE																								10		10	
WP 9	Communication and dissemination	EUR	19	6	9	17	3	15	4	3	0	58	8	3	3	6	3	3	12	3	5	5	3	3	7	7	2	14	221
9.1	Communication and Dissemination strategy (&local dissemination strategies)	EUR	4	3	4	6	1	6	1	1		12	2	1	1	2	1	1	4	1	1	1	1	1	2	2	1	4	64
9.2	Visual identity toolkit	EUR	2									6																2	10
9.3	Promotion tools	EUR	2		1	2		2				6	1						2		1	1			1	1		2	22
9.4	Digital communication tools	EUR	2		1	2		2				8	1			1			2		1	1			1	1		2	25
9.5	Publications / media presence	EUR	2	2	1	3	1	2	1	1		8	1	1	1	1	1	1	2	1	1	1	1	1	1	1	1	2	38
9.6	Project events	EUR	2	1	1	3	1	2	2	1		8	2	1	1	2	1	1	1	1	1	1	1	1	2	2	1	2	42
9.7	Similar projects and initiatives coordination activities	EUR	5		1	1		1				10	1						1										20
WP 10	Project management	ETRA	40	2	4	5	2	4	4	1	0	2	2	1	2	2	1	9	4	1	1	1	1	1	1	1	1	1	94
10.1	Administrative and financial management	ETRA	25	1	3	4	2	3	1	1		1	1	1	1	1	1	1	3	1	1	1	1	1	1	1	1	1	59
10.2	Technical coordination, risk management and innovation management	ETRA	15	1	1	1		1	3			1	1		1	1		8	1										35
WP 11	Privacy, data management and ethics requirements	IKEM	4	0	2	2	0	2	0	24	0	0	2	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	38
11.1	Ethics monitoring and Responsible Research & Innovation	IKEM							2																				2
11.2	Ethics analysis on the involvement of research participants	IKEM			1	1		1		2			1						1										7
11.3	Data Management and Protection and IPR strategy	IKEM	4		1	1		1		18			1						1										27
11.4	Independent Ethics Advisor assessment	IKEM								2																			2

FIGURE 6: PROJECT EFFORT PER PARTNER IN PERSON-MONTH (WP7-WP12)

5.1.1 Summarised PM Breakdown (per Work Package)

	LEADER	ETRA	IBV	AMB	BUD	BKK	GEW	VMZ	IKEM	BBH	EUR	RSM	FIT	ENEA	DSI	ENEL	IPT	TUR	ENER	TVT	VAS	CIR	QWI	FLO	MUR	UNE	CIT	TOTAL	
WP1	IBV	16	35	6	10	3	12	16	16	6	2	1	2	3	3	3	4	4	3	3	3	3	7	14	0	0	2	0	174
WP2	VMZ	6	7	4	7	3	12	48	12	0	4	1	2	3	3	2	0	6	4	2	0	2	5	0	0	0	2	135	
WP3	ETRA	66	6	3	5	2	5	40	20	0	2	0	0	1	2	3	4	5	3	3	3	8	8	0	0	0	0	189	
WP4	ETRA	50	0	4	7	3	2	0	2	0	0	0	0	20	4	4	0	1	5	3	5	8	4	0	0	0	0	122	
WP5	IPT	9	0	8	4	2	0	0	0	0	0	1	0	3	16	32	50	5	2	4	0	0	0	0	0	0	0	136	
WP6	VMZ	40	29	8	22	5	22	44	2	0	8	2	31	2	4	12	10	12	4	6	7	14	14	0	0	0	0	298	
WP7	FIT	12	4	4	10	4	8	4	16	0	6	2	30	3	3	1	6	6	4	4	4	4	4	0	0	0	0	139	
WP8	EUR	10	1	19	19	3	17	3	4	0	48	11	26	2	7	2	5	16	2	2	2	3	5	27	27	19	21	301	
WP9	EUR	19	6	9	17	3	15	4	3	0	58	8	3	3	6	3	3	12	3	5	5	3	3	7	7	2	14	221	
WP10	ETRA	40	2	4	5	2	4	4	1	0	2	2	1	2	2	1	9	4	1	1	1	1	1	1	1	1	1	94	
WP11	IKEM	4	0	2	2	0	2	0	24	0	0	2	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	38	
TOTAL		272	90	71	108	30	99	163	100	6	130	30	95	42	50	63	91	73	31	33	30	50	58	35	35	24	38	1847	

FIGURE 7: SUMMARIZED PERSONNEL RESOURCES PER WP

6 Conclusions

USER-CHI relevant work structure and responsibilities are summarized in this document.

This Project Management Plan offers synthetic and integrated information for all partners involved in USER-CHI in order to facilitate and assure that all activities and resources are managed within the project are coherent and transparent.

The Deliverable acts as a starting point for project management and allows the controlling and continuous update throughout the project's lifetime.

References and acronyms

List of references

- [1] E. Commission, «USER-CHI Grant Agreement,» 2019.
- [2] E. C. R. 2014/94/eu, «Directive 2014/94/EU of the European Parliament and of the Council of 22 October 2014 on the deployment of alternative fuels infrastructure Text with EEA relevance,» [En línea]. Available: <https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=celex%3A32014L0094>.

List of acronyms

Acronym	Meaning
AMB	Àrea Metropolitana De Barcelona (Project partner)
BBH	Becker Buttner Held+B2:B26 Partnerschaft (Project linked third party)
BE	Belgium
BKK	Bkk Budapesti Közlekedési Központ Zártkörűen Működő Részvénytársaság (Project linked third party)
BUD	Municipality Of The City Of Budapest (Project partner)
CIR	Circontrol (Project partner)
CIT	Cities Forum Slu (Project partner)
CLICK	Charging Location and Holistic Planning Kit
D	Deliverable
DE	Deutschland / Germany
DoA	Description of Action

Acronym	Meaning
DSI	Digital System Integrator S.R.L. (Project partner)
EC	European Commission
eMoBest	e-Mobility Replication and Best Practices Cluster (Product of the project)
ENEA	Agenzia Nazionale Per Le Nuove Tecnologie, L'energia E Lo Sviluppo Economico Sostenibile . (Project partner)
ENEL	ENEL X SRL . (Project partner)
ENER	Turku Energia . (Project partner)
ES	España / Spain
ETRA	Etra Investigación Y Desarrollo S.A. (Project Coordinator)
EUR	EUROCITIES (Project Partner)
EV	Electric Vehicles
FIT	FIT Consulting . (Project partner)
FLO	Comune Di Firenze . (Project partner)
GA	Grant Agreement
GEW	Gweobag Wohnungsbauaktiengesellschaft Berlin (Project partner)
HU	Hungary
IBV	Instituto De Biomecánica De Valencia (Project partner)
ICE	Internal Combustion Engines
ICT	Information And Communication Technology
IKEM	Institut Für Klimaschutz, Energie Und Mobilität (Project partner)
INCAR	Interoperability, Charging and Parking Platform (Product of the project)
INDUCAR	Inductive Charging for e-Cars (Product of the project)
INFRA	Interoperability Framework (Product of the project)
INSOC	Integrated Solar DC-Charging for LEVs (Product of the project)
IPT	IPT TECHNOLOGY GMBH (Project partner)
IT	Italy
FIN	Finland

Acronym	Meaning
MUR	Municipality of Murcia (Project partner)
O	Objective
P	Product
PERT	Program Evaluation Review Technique
PM	Person Month
QWI	QWICC GMBH (Project partner)
RSM	Roma Servizi Per La Mobilità S.R.L. (Project partner)
SMAC	Smart Charging Tool (Product of the project)
T	Task
TUR	City Of Turku (Project partner)
TVT	Tvt Asunnot Oy (Project partner)
UNE	Asociación Española De Normalización (Project partner)
USER-CHI	Project Title: innovative solution for USER centric CHarging Infrastructure
VASO	Varsinais-Suomen Asumisoikeus Oy (Project partner)
VMZ	VMZ Berlin Betreibergesellschaft mbH (project partner)
WBS	Work Breakdown Strcuture
WP	Work Package

Figures and Tables

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Annexes

The annex contains the task plans for the individual work packages as they are worked out at the time of writing this deliverable. Below, for each work package, one work plan is presented.



WP1 Tasks planning

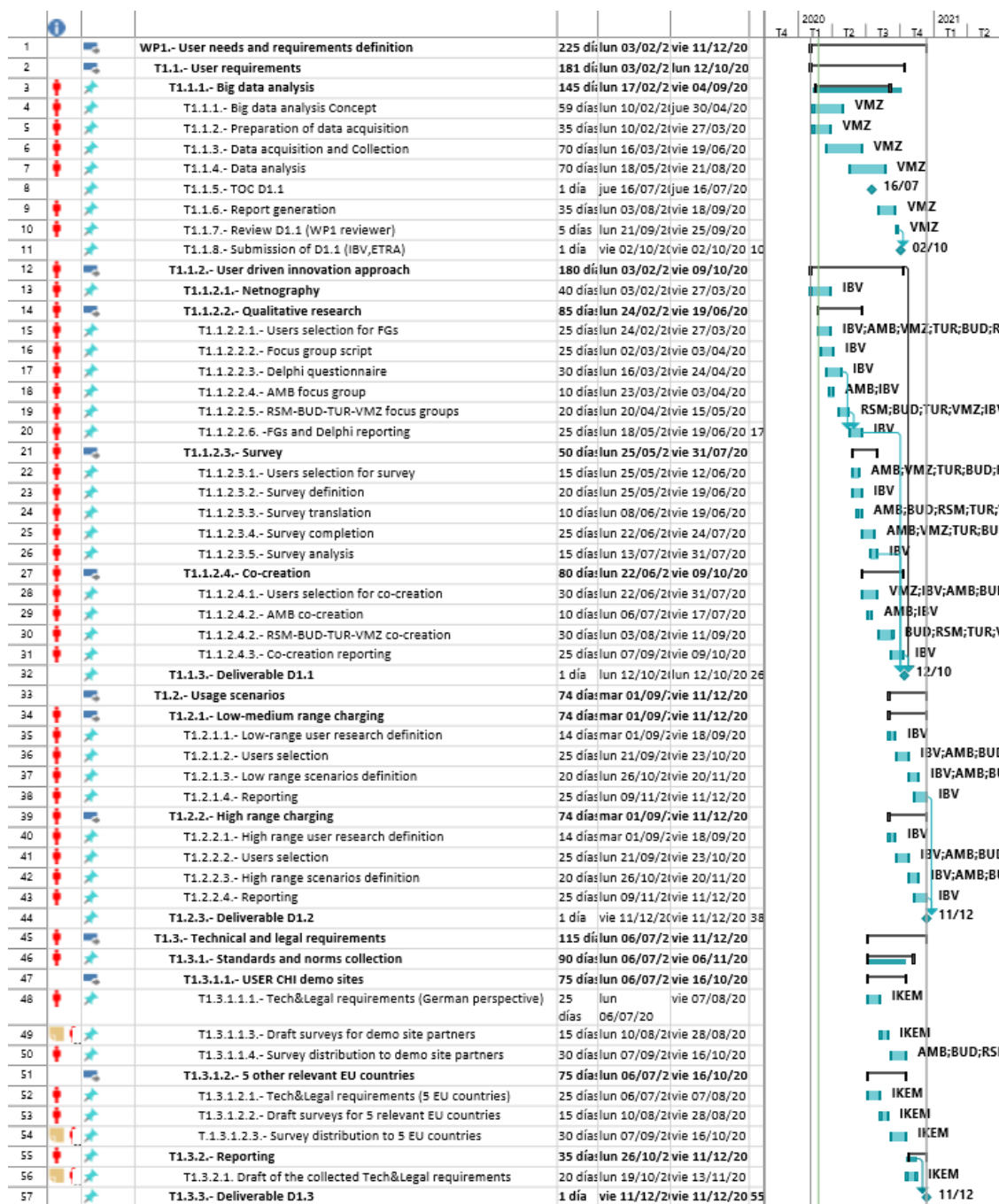


FIGURE 8: USER-CHI WP1 TASK BREAKDOWN

WP2 Task Planning

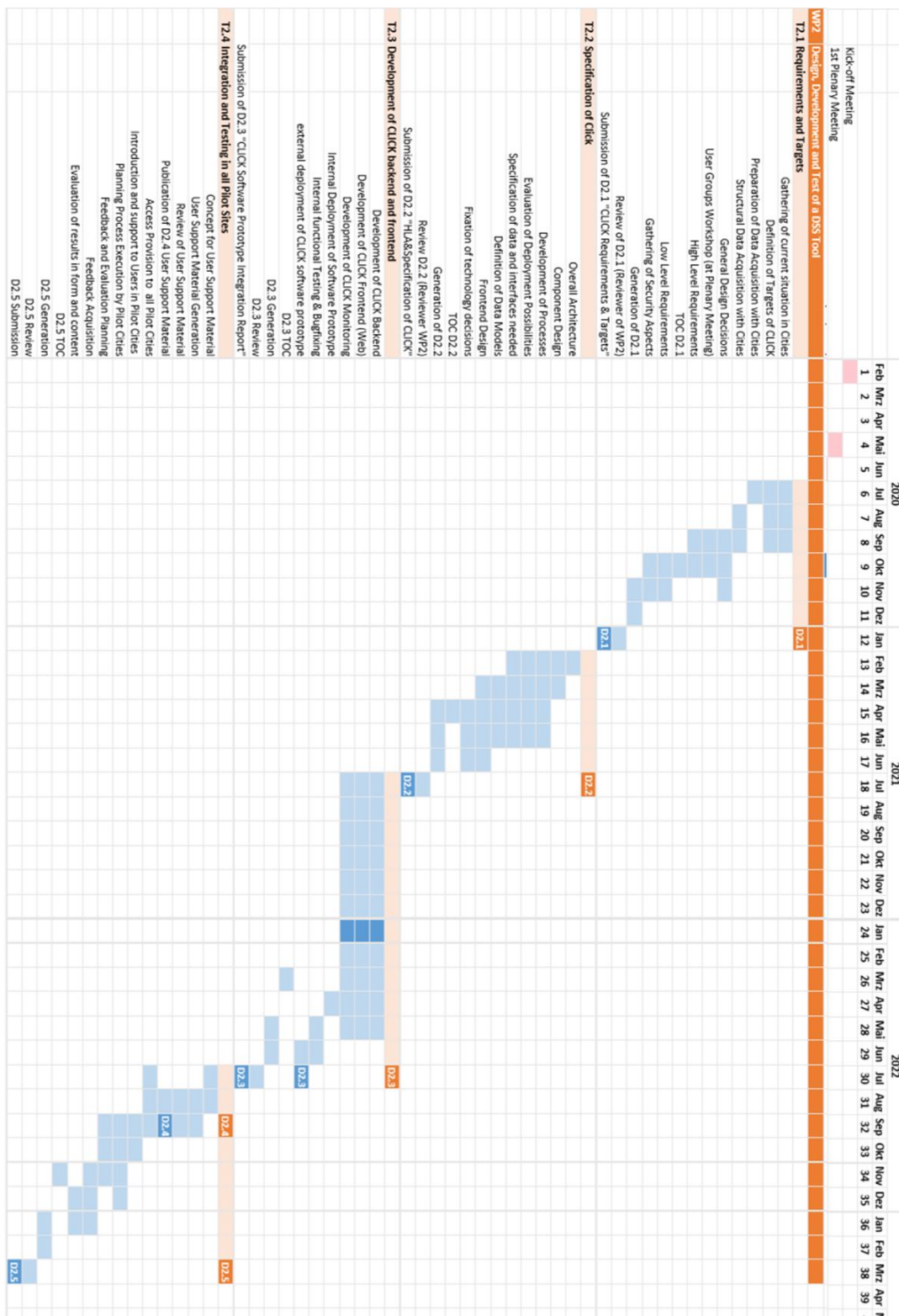


FIGURE 9: USER-CHI WP2 TASK BREAKDOWN

WP3 Task Planning

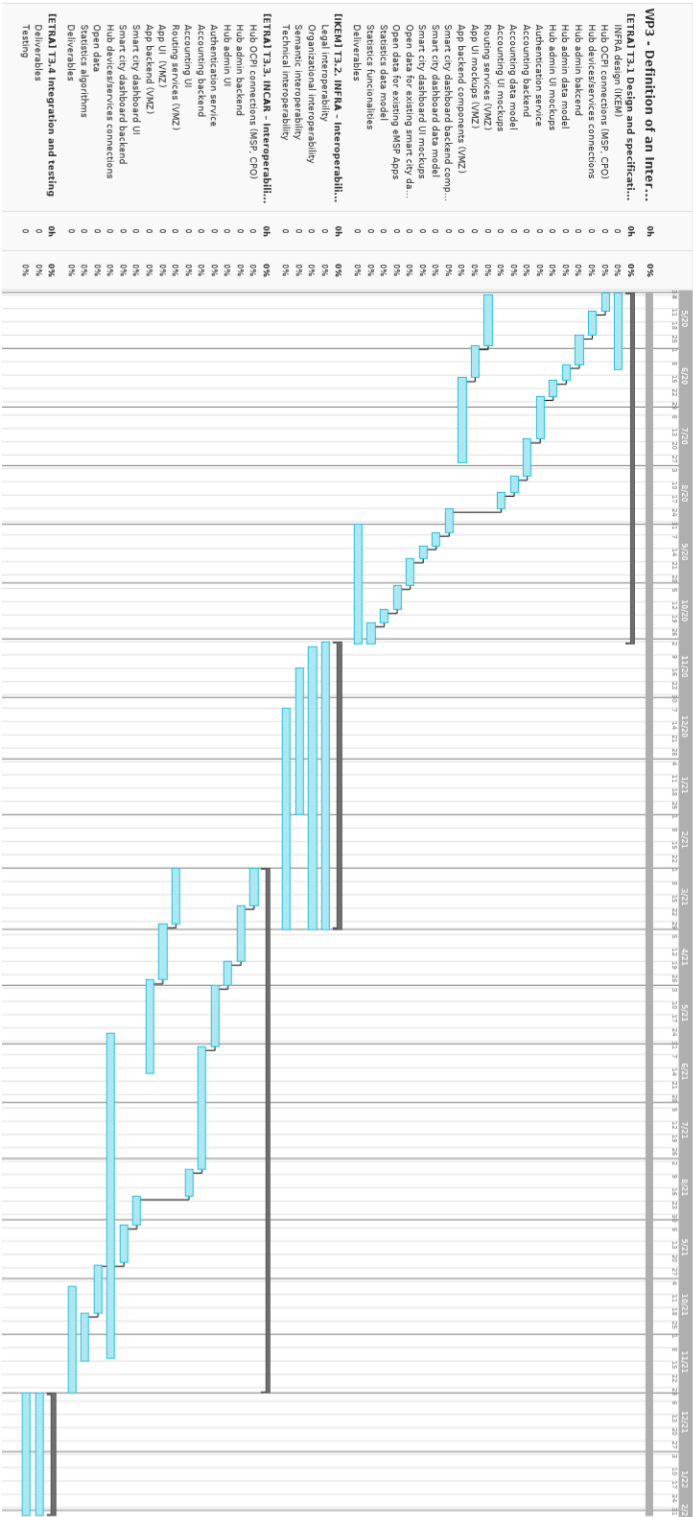
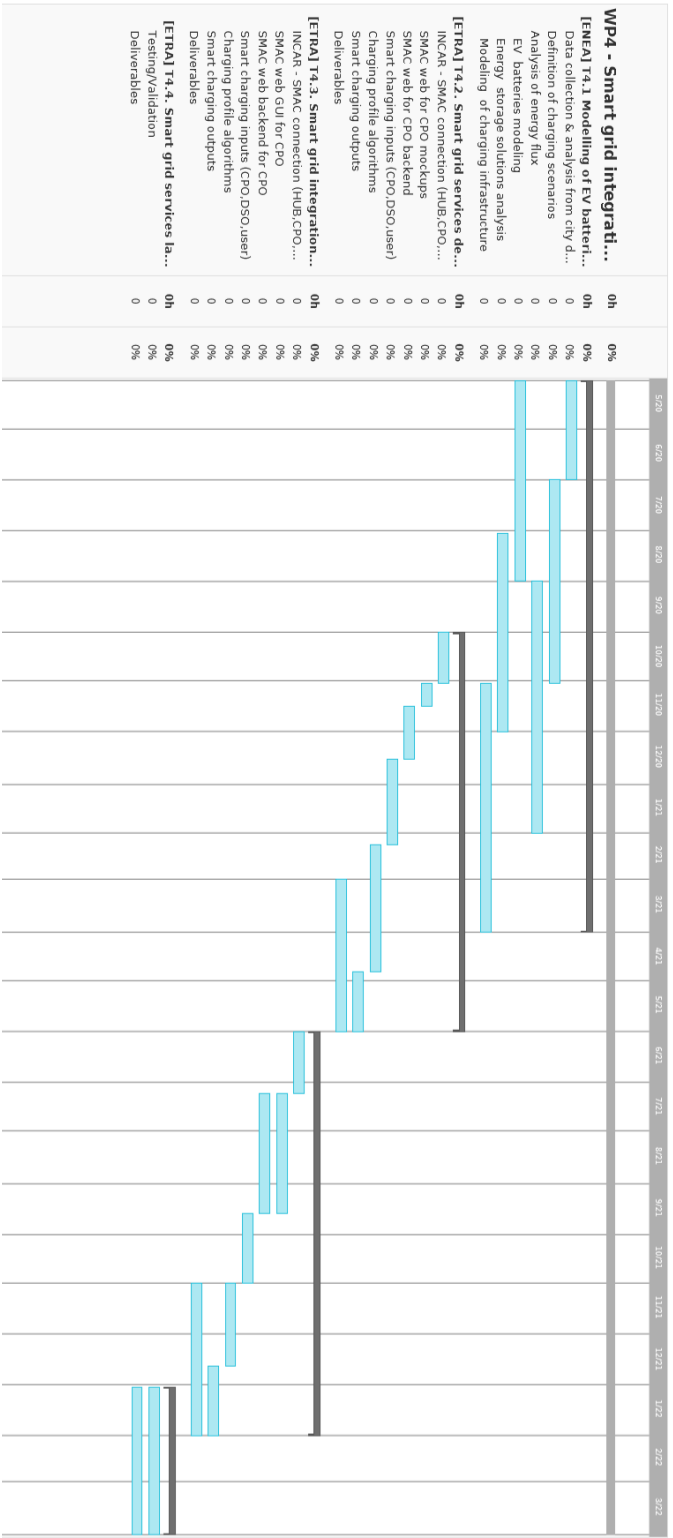


FIGURE 10: USER-CHI WP3 TASK BREAKDOWN

WP4 Tasks Planning

FIGURE 11 USER-CHI WP4 TASK BREAKDOWN



WP5 Tasks Planning

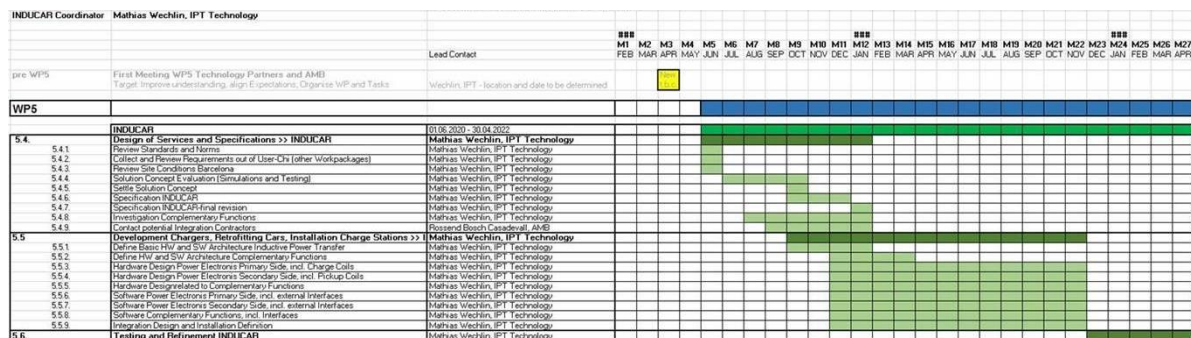


FIGURE 12: INDUCAR TASK BREAKDOWN

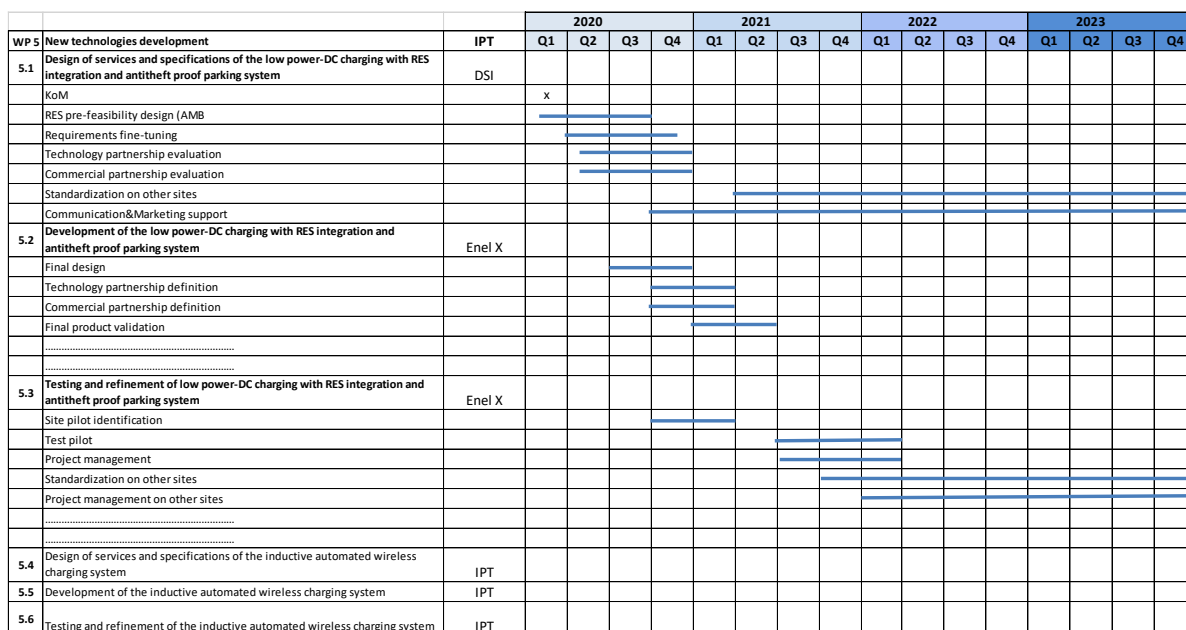


FIGURE 13: INSOC TASK BREAKDOWN

WP8 Tasks Planning

MONTH	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	
	February	March	April	May	June	July	August	September	October	November	December	January	February	March	April	May	June	
	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	
WP8																		
T8.1 Community of practice and capacity building activities (EUR)								Start planning for the capacity building activities			Technical webinar 1		Replication webinar 1	Peer learning visit 1	Peer learning webinar 1	Technical webinar 2	Replication webinar 2	Peer learning visit 2
T8.2 Replication and implementation (EUR)	Prepare city baseline fingerprint	Share CBF with cities and set-up interviews for clarifications				City baseline fingerprints completed 2 day		2 day replication training (TBC)	Prepare 1st draft replication strategy			Replication strategy completed						
T8.3 Policy and further research implementation (EUR)								Capture results from other WPs to feed into the recommendations -->					Draft recommendations to feed into the AFID revision TBD					
T8.4 Replication manual																		
T8.5 Project stakeholder advisory group (EUR)		Set-up concept and liaise with potential project stakeholder advisory group members								Yearly meeting of the PSAG TBC								
T8.6 Business model analysis (FIT)		Identification of Specific Use Cases with desk research, webinar involving competent project stakeholders (T8.7) and web surveys related to seven specific areas: 1. Logistics Hub, 2. E-taxi, 3. Citizens e-Mobility Stations, 4. City Centre (park&charge), 5. Special Events, 6. Mobile ChargeIn Stations, 7. E-trucks							Analysis of Use Cases with project stakeholders							Draft Business Models analysis. Discussion with financiers identified in Task 8.7 in order to define conditions to foster investors and enable successful replication		
T8.7 Targeted dialogue (EUR)		Identify target stakeholders and set-up meetings (continuous)																
T8.8 Exploitation plans (ETRA)																		
T8.9 Standardisation activities (UNE)	Analysis of the applicable standardization landscape -> Identification of key	Feedback on kiFeedback of the list of standards, projects at				Report on the	Follow up of TCs s				Report on the	Subsequent interaction with the standardization technical committees						
		Identification of a pre-Preliminary draft and distribution for peer review							Strategy for the contribution to standardization					Preliminary draft and distribution First contact with stand. technical committees				

MONTH	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	
	July	August	September	October	November	December	January	February	March	April	May	June	July	August	September	October	
	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	
WP8																	
T8.1 Community of practice and capacity building activities (EUR)			Peer learning webinar 2	Replication workshop 1		Technical webinar 3	Replication webinar 3	Peer learning visit 3	Peer learning webinar 3	Technical webinar 4	Replication webinar 4	Peer learning visit 4	Peer learning webinar 4		Replication webinar 5	Peer learning visit 5	Peer learning webinar 6
T8.2 Replication and implementation (EUR)																	
T8.3 Policy and further research implementation (EUR)																	
T8.4 Replication manual																	
T8.5 Project stakeholder advisory group (EUR)																	
T8.6 Business model analysis (FIT)						Business model validation I: during Technical	Draft Business Models modification and calibration after Validation I								Business models final		
T8.7 Targeted dialogue (EUR)																	
T8.8 Exploitation plans (ETRA)																	
T8.9 Standardisation activities (UNE)																	
	Elaboration of a preliminary												Report on the contribution to standardization (II) complete				
	Identification (Start Standardization process																

MONTH	35	36	#	#	#	#	#	42	#	#	#	46	47	48
	December	January	February	March	April	May	June	July	August	September	October	November	December	January
	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4
	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4
WP8														
T8.1 Community of practice and capacity building activities (EUR)	Replication workshop II	All peer learning visits/ workshops completed												
T8.2 Replication and implementation (EUR)								Implementation roadmaps completed						
T8.3 Policy and further research implementation (EUR)								Policy and research recommendations finalised						
T8.4 Replication manual		Start compilation of the replication manual -->									Replication Manual completed			
T8.5 Project stakeholder advisory group (EUR)														
T8.6 Business model analysis (FIT)		Business model validation II: face to face	Business models finalisation											
T8.7 Targeted dialogue (EUR)														
T8.8 Exploitation plans (ETRA)														
T8.9 Standardisation activities (UNE)											Elaboration of a preliminary draft and distribution for peer review		Report on the contribution to standardization (III) completed	

FIGURE 14: USER-CHI WP8 TASK BREAKDOWN

WP9 Tasks Planning

MONTH	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	February	March	April	May	June	July	August	September	October	November	December	January	February	March	April
	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w w w w 1 2 3 4	w w w w 1 2 3 4	w w w w 1 2 3 4	w w w w 1 2 3 4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4
WP9															
T9.1 Communication and dissemination strategy	Start preparation of the comm&dis strategy		1st draft comm&dis strategy ready for input		Communication training	Final draft of the comm&dis strategy ready	Cities to compile the local dissemination strategies					Local dissemination strategies completed			
T9.2 Visual identity toolkit	Start preparation of visual	Logo and templates ready				Visual ide									
T9.3 Promotion tools			Start preparation of roll-ups and leaflets			Roll-ups and leaflets ready									
T9.4 Digital communication tools	Start preparation of website		Set-up social media profiles		Start selection fo video makers	Website up and running	<- Videos production ->					Videos are ready			
T9.5 Publications/media presence		<- Continuous monitoring of relevant journals and media ->													
T9.6 Projects events		Decide on date and concept for the final event	Public launch event ->						<- Public launch event						
T9.7 Similar orjects and initiatives coordination activities		<- Continuous coordination with similar projects and initiatives ->													

MONTH	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35
	May	June	July	August	September	October	November	December	January	February	March	April	May	June	July	August	September	October	November	December
	w1 w w w 2 3 4	w1 w w w 2 3 4	w1 w w w 2 3 4	w1 w w w 2 3 4	w1 w w w 2 3 4	w1 w w w 2 3 4	w1 w w w 2 3 4	w1 w w w 2 3 4	w1 w w w 2 3 4	w1 w w w 2 3 4	w1 w w w 2 3 4	w1 w w w 2 3 4	w1 w w w 2 3 4	w1 w w w 2 3 4	w1 w w w 2 3 4	w1 w w w 2 3 4	w1 w w w 2 3 4	w1 w w w 2 3 4	w1 w w w 2 3 4	w1 w w w 2 3 4
WP9																				
T9.1 Communication and dissemination strategy																				
T9.2 Visual Identity toolkit																				
T9.3 Promotion tools																				
T9.4 Digital communication tools																				
T9.5 Publications/media presence																				
T9.6 Projects events					<- Mid-term project event -> M20-24															
T9.7 Similar orjects and initiatives coordination activities																				

MONTH	36	37	38	39	40	41	42	43	44	45	46	47	48
	January	February	March	April	May	June	July	August	September	October	November	December	January
	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4	w1 w2 w3 w4
WP9													
T9.1 Communication and dissemination strategy													
T9.2 Visual identity toolkit													
T9.3 Promotion tools													
T9.4 Digital communication tools													
T9.5 Publications/media presence													
T9.6 Projects events											<- Final conference -> M45-47		
T9.7 Similar orjects and initiatives coordination activities													

FIGURE 15: USER-CHI WP9 TASK BREAKDOWN

WP11 Tasks Planning



WP11 – Detailed Workplan

Deliverables D11.1-D11.5

1. Ethics Monitoring Report (D11.1)

Due: M12 – 29th of January 2021/Review period: Start – 4th of January 2021

1.1 Responsible Research and Innovation Strategy

Includes special care to the gender dimension of the project

Involves summaries/ results of (1.1.1) and (1.1.2)

Due: 30th of November 2020

1.1.1 For Women – involved in research

Introduction of Toolkit

If needed: Introductory Telco

Overview: Structural Change (GEAR Step-by-Step-guide³) and Concrete Examples (GEAR action toolbox²) (Based on – Publication European Institute for Gender Equality)

Due: 29th of May

Feedback rounds concerning ideas and applications: Ongoing from the 1st of June until the 31st of October 2020

1.1.2 For Women – involved as end-users

Related tasks: WP1.1.2 (IBV) – Qualitative Research, Survey and Co-Creation

- Webinar/Workshop “Do’s & Don’ts Research – *Diversity in Transport*” – representative research (representative user selection, etc.)
 - Gender dimension
 - Socio-demographic dimension
 - Socio-economic dimension
 - Mobility behavior dimension

Time frame: Between 15th of April and 18th of May 2020

1.2 Procedure to Manage Ethical Issues

Templates for Ethical Self-Assessment

Send to: (AMB, BUD, GEW, RSM, TUR)

Due: 31st of July 2020

1.2.1 If needed: Telco with Demo Site partners

Telco with demo site partners (AMB, BUD, GEW, RSM, TUR) in order to describe the Templates / Documents regarding the templates for ethical self-assessment

Send doodle to demo site partners

Time frame for Telco: Between 1st of September and 15th of September (Due to summer holidays)

1.2.2 Collection of the Templates for Ethical Self-Assessment

From project partners (AMB, BUD, GEW, RSM, TUR)

Due: 30th of October 2020

2. Research Participants Involvement Report (D11.2)

Due: M3 – 30th of April 2020 / Review Period: Start – 1st of April 2020

2.1 Document templates:

2.1.1 Development templates of the informed consent & information sheets (English and German) (*cooperation with law firm BBH – as this needs to be considered legal advice. In accordance with § 3 RDG IKEM, as a scientific Institute, is not allowed to provide legal advice*)

Three different variations of participation:

- a) through questionnaires
- b) through interviews
- c) through focus groups workshops

IKEM

Ask project partners to describe the types of participation they are planning to undertake

Due: 9th of March 2020

(Information is needed for analysis – 1.2)

- 2.1.2** Send Templates to demo-site partners for translation and adding the responsible contact person for data protection.

Check whether national laws – next to the GDPR – define additional/different data protection requirements (*cooperation with national lawyers/ national data protection supervisors*)

Due: 20th of March 2020

Preparation: IKEM

Translation provided by: (AMB, BUD, GEW, RSM, TUR)

- 2.1.3** Collection of translated and complemented informed consent & information sheets –

Due: 10th of April 2020

2.2 Analysis:

- Description of procedure of research participation of end-users. Involves the description of the criteria that are used to recruit the research participants
- Description of the informed consent procedure
- Analysis of the potential involvement of vulnerable groups and definition of the protection measures

Due: 31st of March 2020

3. Data Management Plan (D11.3)

Due: M6 – 31st of July 2020/Review period: Start – 1st July 2020

3.1 Report

Description of the life cycle of the collected data (WP1/WP6?/WP7)

Goal: Establish FAIR data principle

Due: 31st of May 2020

3.2 Question of requirement of declaration on compliance under national law

Involvement of demo site partners – (national lawyers) (**Due: 4th of May 2020**)

If (+) Development of the declaration of compliance (*involvement of the law firm BBH and USER-CHI city partners*) (**Due: 15th of May 2020**)

If (-) Statement from *Data Protection Officer* (**Due: 15th of May 2020**)



Information regarding requirements under national laws provided by: (AMB, BUD, GEW, RSM, TUR)

4. Protection of personal data report (D11.4)

Due: M3 – 30th of April 2020/Review period: Start – 10th of April 2020

4.1 Templates / Documents

Regarding the personal data usage

Send Templates to demo-site partners (AMB, BUD, GEW, RSM, TUR)

Due: 18th of March 2020

4.2 If needed: Telco with Demo Site partners

Telco with demo site partners (AMB, BUD, GEW, RSM, TUR) in order to describe the Templates / Documents regarding the personal data usage

Depending on the complexity

Send doodle to demo site partners

Time frame for Telco: Between 19th of March and 26th of March

4.3 Collection of filled out documents/ demo templates from demo site partners

Coordinate potential feedback loops between the 19th of March and the 9th of April

Due: 9th of April 2020

4.4 Report

From an ethical point of view – description of protection measures for data collection and processing process

Data Security – Overview of technical aspects

Due: 25th March 2020

5. Ethics Advisor Report (D11.5)

Due: M12 – 29th of January 2021/Review period: Start – 4th January 2021



5.1 Collaboration with IBV on ongoing data collection activities

Gain overview of the planned data collection processes from demo site partners (Qualitative research, survey, co-creation – **Related tasks: 1.1.2**) (AMB, BUD, GEW, RSM, TUR)

Ongoing: From the 1st of March 2021

5.2 Collecting Ethical Issues indicated by the project partners (AMB, BUD, GEW, RSM, TUR)

Ongoing – until the 4th January 2021

5.3 Report

Assessment report on the ethical dimension of the project and proposed actions by project partners

(Involvement of humans in research and protection of personal data)

Due: 30th November 2020

FIGURE 16: USER-CHI WP11 TASK BREAKDOWN