



D7.1 Project kick-off meeting report (minutes)



Beneficial Microbes to Optimize pest control in Sustainable Tomato production

BeMOST

HFRI-FM17-50

Category	Category I
Scientific area:	Agricultural Sciences – Food Science & Technology
Principal Investigator (PI):	Maria Pappa
Host Institution:	Democritus University of Thrace
Cooperative Organizations:	1. University of Thessaly 2. University Hohenheim 3. German Centre for Integrative Biodiversity Research
Project duration:	42 months (08/01/2020-07/07/2023)

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Deliverable:	D7.1
Work Package	WP7. Project Management
Month of Delivery:	M1
Dissemination Level:	Public
Completion:	100%



The research project was supported by the Hellenic Foundation for Research and Innovation (H.F.R.I.) under the "1st Call for H.F.R.I. Research Projects to support Faculty Members & Researchers and the Procurement of High-and the procurement of high-cost research equipment grant" (Project Number: 50).

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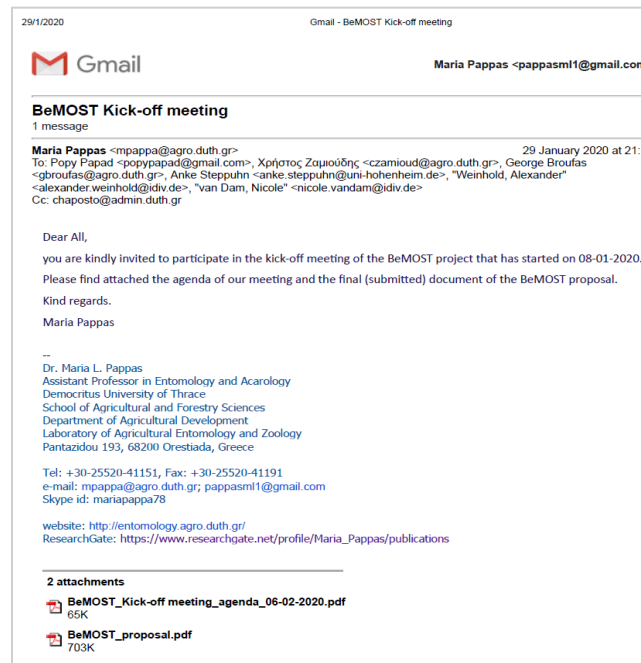
Summary

D7.1 is a deliverable of WP7 which consists of all management and coordination tasks of the project. Specific objectives are to: (i) coordinate the various activities of the project, providing oversight of technical and financial activities; (ii) manage communication within the research group and external partners ensuring effective collaboration; (iii) ensure that reporting is performed on a periodic basis according to HFRI guidelines and (iv) anticipate problems, manage risks and recommend corrective actions as necessary.

In the context of the WP7 objectives, D7.1 reports on preparatory actions, the agenda and the minutes of the Kick-off meeting of the project that was held on 06-02-2020.

Meeting Preparation Actions

The PI, Maria Pappas has organized the agenda of the meeting well in advance and asked the BeMOST partners for their availability to participate to the kick-off meeting by the end of the first month of the project (08-02-2020). An invitation was sent to all partners and the date was set to 06-02-2020. On January 29, 2020 the PI sent an official invitation by email to all partners (cc'ed to Chrysa Apostoloumi, the DUTH's Research Committee responsible person for BeMOST) attaching the submitted BeMOST proposal as well as the kick-off meeting's agenda (see below).



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In addition, the PI prepared a presentation that was available to all partners during the meeting via sharing her screen. The meeting was performed via video-conference (Skype) for those partners that could not travel to Democritus University of Thrace (DUTH). George Broufas (DUTH) was appointed to take minutes during the meeting. All partners have reviewed and agreed upon the final version of the minutes.



Kick-off Meeting Agenda

Project name	Beneficial Microbes to Optimize pest control in Sustainable Tomato production (BeMOST)
Kick-off date	06-02-2020, 09:00-11:00 (CET)
Place	Orestiada, Greece & Skype

Annex: BeMOST proposal

Agenda:

09:00-09:05	Welcome
09:05-09:45	Presentation of BeMOST & description of Work Packages 1-7 (5 min per WP) (Info)
09:45-10:00	Presentation of the BeMOST Group (Info)
10:00-10:20	BeMOST Timeplan (Info & Discussion point)
10:20-10:40	Training Scheme (Info & Discussion point)
10:40-10:50	Financial Issues (Info)
10:50-11:00	AOB

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Minutes

Present: Maria Pappas (PI), George Broufas & Christos Zamioudis (DUTH), Kalliope Papadopoulou (University of Thessaly, UTH), Anke Steppuhn (University of Hohenheim, UH) and Alexander Weinhold (German Centre for Integrative Biodiversity Research (iDiv) Halle-Jena-Leipzig).

▪ **Welcome**

Maria Pappas (PI) started by thanking all partners for their availability to participate to the kick-off meeting. She briefly presented the meeting's agenda and mentioned that she would begin by sharing her screen to those on Skype so that everybody could follow the presentation she had prepared for the meeting. The PI noted the addition of George Broufas to the BeMOST group. Alexander Weinhold informed the participants that Nicole van Dam could not join the meeting due to teaching duties. In addition, the PI informed the partners that all required administrative actions with both the HFRI and the Research Committee of DUTH have been/are in progress to be completed.

▪ **Presentation of BeMOST and its Work Packages (WP)**

The PI gave an overall presentation of the BeMOST project, its objectives and goals as well as the project's expected outcomes. Afterwards, she talked about each of the 7 WP of the project by mentioning their specific aims, objectives, tasks, deliverables and milestones. In addition, she briefly described the methodology to be used per WP/Task. Kalliope Papadopoulou and Christos Zamioudis referred to the beneficial microbe strains (fungi and bacteria, respectively) they could bring into the project. The PI briefly reminded all partners about the arthropod species that BeMOST will study. She also mentioned that MTA agreements should be

signed among DUTH and the organizations offering the microbes for the experiments to be performed at DUTH.

▪ **Presentation of the BeMOST group**

The PI briefly presented the group and afterwards asked each partner to briefly present themselves to the other partners. All partners described their expertise and involvement to the BeMOST project. The PI reminded all partners that the BeMOST group will include 3 more members, two PhD students and one postdoctoral researcher who will be hired soon. All members of BeMOST (10 in total) are expected to be present during the next meeting of the project.

▪ **Timeplan**

The PI continued with the presentation of the timeplan of the project. She briefly referred to the Gantt chart that was submitted in the proposal and commented on the duration of each WP. The partners discussed the actions that need to be taken during the first year of the project so as to ensure the smooth continuation to the tasks of the second and third years. The PI mentioned that an open call is soon to be launched with the job openings for the two PhD students that can be hired for 31 months each. She explained that although she had asked for 36 months per student, the evaluation committee had proceeded to budget cuttings.

▪ **Training scheme**

The project foresees short-term training of the young researchers to the labs of the partners. All partners discussed the timeplan of the visits as well as practical matters regarding the respective deliverables and milestones.

▪ **Financial Issues**

The PI informed all partners about the budget that was eventually approved by HFRI. She mentioned that the 20.000,00 euro cutting was subtracted by the salaries of the PhD students (62 person months were approved instead of 72), the consumables and travel costs. In addition, The PI informed Anke Steppuhn and Alexander Weinhold about the developments/necessity regarding the personal data required by the Research Committee of DUTH in order to have them on board and be able to cover their travel costs to a physical meeting of the project in Greece if possible.

▪ **Dissemination & Communication Plan**

The PI presented a draft of the Dissemination and Communication Plan of the project. The partners discussed about the target groups and suggested routes for the dissemination of the project's results and main outcomes. All partners approved the DCP after the proposed amendments. The DCP will be updated in months 12, 24 and the final version will be submitted at month 36 of the project.

▪ **Data Management Plan**

A data management plan was discussed with the aim to maximize the dissemination of non-confidential data. In particular, the partners discussed how they will collect, store and use data within the project. IPR issues will be discussed upon occurrence and mechanisms will be agreed at that occasion to protect IPR prior to disclosure. Risk management-related tasks will be discussed during meetings.

▪ **Wrap-up and end of meeting**

The PI summarized the conclusions of the above discussions. She also mentioned that she is currently setting up the project's website (<https://bemost.agro.duth.gr/>) as well as a Twitter account. As no other matter was brought up, she acknowledged once again the availability of all partners for this meeting and for their collaboration in the project and asked the partners for their permission to take a photo for the project's website and the minutes of the meeting. All partners agreed.



Action plan

- The PI will send a doodle invitation for arranging the next meeting.
- The PI will soon ask the partners for their CV and photos to be uploaded on the project's website.
- The PI will inform the partners as soon as the two PhD students will be recruited by the project. This is expected to be done by the end of March-early April.
- The PI will add a summary of the kick-off meeting on the 'News' of the project's website.
- The PI will create a Twitter account for the project. The partners will be requested to post useful information about the project's topic, their news, dissemination activities etc., also to share the news of the project to their profiles.
- The PI and George Broufas will design the project's logo and ask the partners for their feedback.
- MTA agreements should be signed as regards the microbial strains that will be used for the experiments at DUTH.

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Delays & Difficulties

No delays or difficulties were recorded.