



# Minutes

## INTERACT Daily Management Group Meeting

9 November 2020  
Zoom, online meeting platform

---

**Participants:** Katharina Beckmann, Luisella Bianco, Terry Callaghan, Margareta Johansson, Morten Rasch, Elmer Topp Jørgensen, Kirsi Latola, Hannele Savela

### INTERACT 2 - Remaining tasks

We need to make a request to all partners about their accumulated cost. This is due to the prolongation of the project which is now 60 instead of 48 months. The deadline for submitting the information to EU is in the end of December, input deadline from partners is the 30 November.

There are some research groups that were awarded TA in summer 2020 that have already had costs due to for example sending equipment beforehand. To be able to cover these costs even if field work was never carried out we have contacted the EU and requested them to activate Article 51 for Force Majeure. We are waiting a response from the EU.

### INTERACT 3

#### *Quick progress overview*

All deliverables and milestones are ok. We are using a new system that keeps track of progress and that sends reminders to the responsible partner. Given that the coordinator Margareta needs time to read and edit deliverables, the partners are requested to submit their deliverables 14 days prior to the EU deadline. It is very important to keep deadlines.

#### *Integration between parallel SMF tasks, TA tasks and JRA's*

The need to better integrate parts of our project was raised. It was suggested that Work package 1 should invite all station managers to a "synergy seminar" to find a way of standardizing and finding out what type of integration is needed but also what level of integration (as it will not be the same requirements for all tasks in the project). It was also suggested to have regular meetings between all work package leaders, perhaps every 6 months (or more frequent if needed e.g. depending on deliverable deadlines). It was also suggested for our next face to face meeting to ensure that there is enough time to ensure that all WPs have time to meet



- WP1 will invite to a synergy seminar in the beginning of next year
- WP1 will invite WP leaders to regular meetings

### *INTERACT data systems*

INTERACT has three different data systems, the INTERACCESS (used for TA/RA applications and evaluations), the INTERACT GIS (with information about the research stations and research and monitoring being carried out there) and the INTERACT Virtual Access Single Entry Point (a meta-database with links to real data). INTERACCESS and VA single entry point is run by INKODE and INTERACT GIS is run by Umeå University. It is important that the three systems are harmonized as much as possible and to ensure that it feels like INTERACT systems. A data team consisting of all the partners involved and the data watch dog have been formed and are meeting on a regular bases to ensure as much harmonizing as possible and to avoid overlapping between the three systems.

- Make sure that the three data systems are presented on the main page on INTERACT web site.

### *Harmonization of products coming out of INTERACT*

The INTERACT publications are all harmonized as one graphic designer has made the lay-out for all. The question is if other products (such as our web site and data systems) could be more harmonized with a clear INTERACT brand. Colours, fonts, logotypes should be standardized as much as possible especially when it comes to the INTERACT Non-Profit Organisation. A suggestion was made to involve Martin Breum to enhance the communication strategy and to get some inspiration. He will be invited to the next daily management group meeting (when it is possible to meet in person again).

The INTERACT newsletter should contain a new section about Milestones & Deliverables, containing excerpts from the Publishable Executive Summary.

- Elmer will talk to Juana and provide the colour codes normally used for INTERACT products and then these should be incorporated in other INTERACT products where possible.
- Morten, Terry and Martin Breum will have a meeting to discuss communication strategy and also to discuss if Martin could write an article about INTERACT for Arctic Today.

### *Invitations to join other consortiums – INTERACT non-profit organisation*

INTERACT has been invited to participate in a Green Deal 10.3 citizen science, environment and observation project. It was discussed and Morten would gather more information about the potential contribution that INTERACT could make and get back to the DMG. It was decided that for all future invitations of this kind the following procedure should be followed:

- 1) Send details about the call and possible role for INPO to all members of DMG
- 2) Check if INPO has received any other invitations for a competing call
- 3) Decide among the DMG who should be the contact person



- Morten will check what potential role INTERACT can have in the proposed project and get back to DMG.

## INTERACT non-profit organisation

INTERACT non-profit organisation (INPO) has received its id number from the Swedish tax authorities. The next step is to open a bank account for the association. Due to strict Corona regulations, Margareta has not been able to visit the bank office yet, but will do as soon as possible. Luisella, Morten and Margareta are working on the internal documents that will establish the work procedures for INTERACT non-profit organization. INPO is a partner in the EU proposal Arctic-Passion. The decision whether the project is granted or not will be made by the latest on the 3<sup>rd</sup> of February 2021.

- Luisella, Morten and Margareta will continue to work on the internal documents and will distribute to the DMG as soon as a complete draft is prepared.

## Next DMG meeting

It was decided that the next DMG meeting will be held on the 30 November 2020 online on Zoom.