



Deliverable D.1.1

Work Package No: WP1

“Project Management Plan”

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

Call	HORIZON-MISS-2022-OCEAN-01
Project ID	101112815
Project Acroynm	SHORE
Type of Action	Horizon-CSA
Service	CINEA/C/01
Project Coordinator	Yildiz Technical University
Duration	36 months
Start Date	01.08.2023

November 2023

1 Executive Summary

SHORE project's structure and procedures are outlined in this document, which summarises the main rules, conventions, and approaches to be used by the partners.

All administrative and financial aspects of the project will be monitored, controlled, and executed according to this document by the project partners, ensuring adherence to the schedule, resources, and plan. Gantt charts and Work Breakdown Structures (WBS) are included in the document, along with a schedule, responsible partners, and dependencies.

The purpose of this document is to:

- Ensuring that the work plan is followed correctly, including the adaptation to unexpected needs;
- Ensure that all project activities are coordinated among the partners;
- Lead the project steering process with the objective of ensuring that the project is implemented in a smooth and consolidated manner, involving internal and external partners;
- Providing timely reporting to the European Commission and managing the project's administrative and financial aspects.

In addition, this report outlines the approach to project monitoring, supervision, reporting, and review. There are procedures for reporting on activities and effort expenditures periodically by all partners to the Project Coordinator (PC) as well as for the preparation of management and financial reports. Instruments are developed to track the progress of activities and deliverables. It also explains the consortium structure, decision-making procedures, roles, and responsibilities, in addition to the key provisions of the Consortium and Grant Agreements.