1. Identification

Call	Date of submission
C1	26/04/2022

1.1. Full name of the project

Sohjoa 4.0 - Baltic Sea Region transitioning into sustainable automated last mile transportation

96 / 250 characters

1.2. Short name of the project

Sohjoa 4.0

10 / 20 characters

1.3. Programme priority

3. Climate-neutral societies

1.4. Programme objective

3.3 Smart green mobility

1.6. Project duration

Contracting start	22/09/2022	**Contracting end**	31/12/2022
Implementation start	01/01/2023	**Implementation end**	31/12/2025
		Duration of implementation phase (months)	36
Closure start	01/01/2026	**Closure end**	31/03/2026

1.7. Project summary

This project addresses some of the challenges that have been recognized to exist in the realm of automated mobility, especially regarding the uptake of solutions. In many of the previous projects, such as Sohjoa Baltic and Sohjoa Last Mile and others, it has been noticed that there exists a knowledge disparity between member states of European Union regarding the readiness of uptaking modern automated mobility solutions. This disparity has a fairly high contrast between the states in the Baltic Sea region. In this project we create a Sohjoa Academy to better connect the automated mobility solutions to real world use cases, and increasing the knowledge of our target groups about these mobility solutions. Our target groups include national and municipal authorities, who are making decisions and future planning of public traffic and logistics solutions, companies who seek to increase their logistical effectiveness and to decrease their environmental effect, and transport and logistics providers who aim to invest in new technologies. All of these goals aim ultimately increasing the quality of life of the citizens. Currently, the automated mobility technology is still fairly new, and large capital investments in these technologies may prove to be impossible for most target groups. This is why we validate the Sohjoa Academy via ambitious logistics and transport piloting, while engaging the stakeholders in multi-faceted discussions of development.

1,466 / 1,500 characters

1.8. Summary of the partnership

The composition of the Sohjoa 4.0 partnership derives from previous experiences in Sohjoa projects. Via this partnership, we represent the key goal behind the Sohjoa Academy, which is to connect the automated mobility development to real life use cases and to decrease the knowledge disparity between the actors in the Baltic Sea area. In the partnership we have project partners with varying degree of knowledge and experience in automated mobility research, development and innovation, ranging from partners in Norway, Finland and Estonia, where automated mobility services and development are well established, to partners from Poland and Latvia, where the first automated mobility pilots have yielded very positive results but still need further confirmation all the way to partner in Lithuania with no experience in automated mobility solutions to start with.

Partners in the group are:

Metropolia University of Applied Sciences, Finland
Lead partner. Metropolia has been leading the previous projects in the series (Sohjoa Baltic and Sohjoa Last Mile) with mostly the same consortium partners. Metropolia has experience on piloting automated vehicles, automation technologies, user acceptance and business case studies as well as integration into public transport. Metropolia will also offer experience in test evaluation and dissemination.

The City of Gdansk, Poland
The City of Gdansk (GDANSK) will do one of the pilots in the project and share their competence of forming partnerships and effectively building competence to implement automated last mile transport locally.

Zemgale Planning Region, Latvia
Zemgale Planning Region (ZEMGALE) will do pilots in the region, ensure the city involvement and co-operation with city public transportation and city area development.

Applied Autonomy AS, Norway
Applied Autonomy will lead one of the logistics pilots, thus contributing to WP1 (preparation) and WP2 (execution). In particular, Applied Autonomy will ensure the connection between the vehicle and the ordering system.

Grønn Reise AS, Norway
Grønn Reise will assist with the planning and execution of the pilot involving an autonomous guided vehicle for goods delivery at the Norefjell Ski&Spa hotel.

Tallinn University of Technology, Estonia
Tallinn University of Technology (TalTech) will help to develop the design of the pilot; measure KPI-s; provide technical support; procure and if necessary, rebuild a modular unit used as a delivery hub; and will help to run the pilot.

City of Tallinn, Estonia.
City of Tallinn will procure the vehicle for the pilot. In addition, it provides the necessary support in setting up the pilot (exact logistics chain) and helps to find partners among the local businesses for the pilot.

City of Birzai, Lithuania
City seeks to find usable solutions to develop local transportation options and study the investment opportunities to implement these into regular usage after pilot period.

2,945 / 3,000 characters

1.11. Project Budget Summary

Financial resources [in EUR]		Preparation costs	Planned project budget
ERDF	ERDF co-financing	0.00	2,234,994.08
	Own contribution ERDF	0.00	558,748.52
	ERDF budget	0.00	2,793,742.60
NO	NO co-financing	0.00	261,750.00
	Own contribution NO	0.00	261,750.00
	NO budget	0.00	523,500.00
NDICI	NDICI co-financing	0.00	0.00
	Own contribution NDICI	0.00	0.00
	NDICI budget	0.00	0.00
RU	RU co-financing	0.00	0.00
	Own contribution RU	0.00	0.00
	RU budget	0.00	0.00
TOTAL	**Total Programme co-financing**	0.00	2,496,744.08
	Total own contribution	0.00	820,498.52
	Total budget	0.00	3,317,242.60

2. Partnership

2.1. Overview: Project Partnership

2.1.1 Project Partners

No.	LP/PP	Organisation (English)	Organisation (Original)	Country	Type of partner	Legal status	Partner budget in the project	Active/inactive	
								Status	from
1	LP	Metropolia University of Applied Sciences	Metropolia Ammattikorkeakoulu Oy	FI	Higher education and research institution	a)	590,273.60 €	Active	22/09/2022
2	PP	Municipality of Gdańsk- The Municipal Office of Gdansk	Gmina Miasta Gdańska - Urząd Miejski w Gdańsku	PL	Local public authority	a)	486,400.00 €	Active	22/09/2022
3	PP	Tallinn University of Technology	Tallinna Tehnikaülikool	EE	Higher education and research institution	a)	437,064.00 €	Active	22/09/2022
4	PP	Birzai district municipality administration	Biržų rajono savivaldybės administracija	LT	Local public authority	a)	474,325.00 €	Active	22/09/2022
5	PP	Applied Autonomy AS	Applied Autonomy AS	NO	Small and medium enterprise	b)	412,000.00 €	Active	22/09/2022
6	PP	Grønn Reise AS	Grønn Reise AS	NO	Small and medium enterprise	b)	111,500.00 €	Active	22/09/2022
7	PP	Zemgale Planning Region	Zemgales plānošanas reģions	LV	Regional public authority	a)	399,680.00 €	Active	22/09/2022
8	PP	City of Tallinn	Tallinna linn	EE	Local public authority	a)	406,000.00 €	Active	22/09/2022

2.1.2 Associated Organisations

No associated organisations found

2.2 Project Partner Details - Partner 1

LP/PP Lead Partner

Partner Status Active

Active from 22/09/2022 **Inactive from**

Partner name:

Organisation in original language Metropolia Ammattikorkeakoulu Oy

32 / 250 characters

Organisation in English Metropolia University of Applied Sciences

41 / 250 characters

Department in original language Ajoneuvo- ja konetekniikka

26 / 250 characters

Department in English School of Automotive and Mechanical Engineering

47 / 250 characters

Partner location and website:

Address Leiritie 1

10 / 250 characters

Country Finland

Postal Code	01600 (5 / 250 characters)	**NUTS1 code**	Manner-Suomi
Town	Vantaa (6 / 250 characters)	**NUTS2 code**	Helsinki-Uusimaa
Website	www.metropolia.fi/en (20 / 100 characters)	**NUTS3 code**	Helsinki-Uusimaa

Partner ID:

Organisation ID type	Business Identity Code (Y-tunnus)
Organisation ID	2094551-1
VAT Number Format	FI + 8 digits
VAT Number	N/A ☐ FI20945511 (10 / 50 characters)
PIC	n/a (3 / 9 characters)

Partner type:

Legal status	a) Public	
Type of partner	Higher education and research instituti	University faculty, college, research institution, RTD facility, research cluster, etc.
Sector (NACE)	85.42 - Tertiary education	

Partner financial data:

Is your organisation entitled to recover VAT related to the EU funded project activities? No

Role of the partner organisation in this project:

Lead partner, WP3 lead, GoA leads: 1.3, 1.4, 2.3, 2.4.

54 / 1,000 characters

Has this organisation ever been a partner in the project(s) implemented in the Interreg Baltic Sea Region Programme?

○ Yes ○ No

State aid relevance

For the partner type selected, the Programme sees a medium to high risk for implementing State aid relevant activities. If the partner is of the opinion that its activities are not State aid relevant, it can ask the MA/JS for a plausibility check on the State aid relevance. Does the partner want to do this?

○ Yes ○ No

Justification why the partner's activities are not State aid relevant

We ask for a plausibility check on the state aid relevance.

We think that the activities of Metropolia University of Applied Sciences in this project are not state aid relevant. We don't carry out economic activities that could be sold in the market by a private operator with the view to making profit.

We also refer to what is said about Universities of Applied Sciences and education in these documents:

The Universities of Applied Sciences Act in Finland (Ammattikorkeakoululaki 14.11.2014/932)

"Universities of applied Sciences are part of the system of higher education. Universities of applied sciences and universities together constitute the system of higher education. "
"Universities of applied sciences are legal entities in the form of limited liability companies (university of applied sciences as a limited liability company) governed by the Limited Liability Companies Act (624/2006), unless otherwise provided in this Act."
"The purpose of the activities of universities of applied sciences as limited liability companies may not be profit seeking, and they may not distribute dividends or generate other financial gain for shareholders or other actors taking part in the activities."

Comission Notice on the notion of State aid as referred to in Article 107(1) of the Treaty on the Functioning of the European Union 2016/C 262/01

"2.5 Education and research activities

Public education organised within the national educational system funded and supervised by the State may be considered as a non-economic activity. The Court of Justice held that the State: 'by establishing and maintaining such a system of public education and financed entirely or mainly by public funds and not by pupils or their parents [...] does not intend to become involved in activities for remuneration, but carries out its task towards its population in the social, cultural and educational areas'. "

1,908 / 3,000 characters

2.2 Project Partner Details - Partner 2

LP/PP Project Partner

Partner Status Active

Active from 22/09/2022 **Inactive from**

Partner name:

Organisation in original language Gmina Miasta Gdańska - Urząd Miejski w Gdańsku

46 / 250 characters

Organisation in English Municipality of Gdańsk- The Municipal Office of Gdansk

54 / 250 characters

Department in original language Wydział Gospodarki Komunalnej - Referat Mobilności Aktywnej

59 / 250 characters

Department in English The Municipal Services Management - The Active Mobility Unit

60 / 250 characters

Partner location and website:

Address ul. Nowe Ogrody 8/12

20 / 250 characters

Country Poland

Postal Code	80-803 (6 / 250 characters)	**NUTS1 code**	Makroregion północny
Town	Gdańsk (6 / 250 characters)	**NUTS2 code**	Pomorskie
Website	www.gdansk.pl (13 / 100 characters)	**NUTS3 code**	Gdański

Partner ID:

Organisation ID type	Tax identification number (NIP)
Organisation ID	5830011969
VAT Number Format	PL + 10 digits
VAT Number	N/A ☐ PL5830011969 (12 / 50 characters)
PIC	986156418 (9 / 9 characters)

Partner type:

Legal status	a) Public	
Type of partner	Local public authority	Municipality, city, etc.
Sector (NACE)	84.11 - General public administration activities	

Partner financial data:

Is your organisation entitled to recover VAT related to the EU funded project activities? No

Role of the partner organisation in this project:

The City of Gdansk will implement one of the pilots in the project (a logistic one) and share experience of forming partnerships and competence building to implement automated last mile transport locally. The Municipality will lead on Work Package 1, which aim is to coordinate components for the solution to be tested in WP2. WP1 activities will involve developing the pilots' design; mapping the potential pilot routes and technical requirements; analysing the exact logistics chain; preparing to measure the Key Performance Indicators; obtaining the necessary permissions, procurement of services/vehicles, and associated organisations and target group involvement. The PP will also focus on checking the state of the art for autonomous last mile delivery, its legal aspects and building the competence locally.

814 / 1,000 characters

Has this organisation ever been a partner in the project(s) implemented in the Interreg Baltic Sea Region Programme?

○ Yes ○ No

2.2 Project Partner Details - Partner 3

LP/PP	Project Partner		
Partner Status	Active		
Active from	22/09/2022	**Inactive from**	

Partner name:

Organisation in original language	Tallinna Tehnikaülikool (23 / 250 characters)
Organisation in English	Tallinn University of Technology (32 / 250 characters)

Department in original language	Tallinna Tehnikaülikool (23 / 250 characters)
Department in English	Tallinn University of Technology (32 / 250 characters)

Partner location and website:

Address	Ehitajate tee 5 (15 / 250 characters)	**Country**	Estonia
Postal Code	19086 (5 / 250 characters)	**NUTS1 code**	Eesti
Town	Tallinn (7 / 250 characters)	**NUTS2 code**	Eesti
Website	www.taltech.ee/en/ (18 / 100 characters)	**NUTS3 code**	Põhja-Eesti

Partner ID:

Organisation ID type	Registration code (Registrikood)
Organisation ID	74000323
VAT Number Format	EE + 9 digits
VAT Number	**N/A** ☐ EE100224841 (11 / 50 characters)
PIC	999842536 (9 / 9 characters)

Partner type:

Legal status	a) Public	
Type of partner	Higher education and research instituti	University faculty, college, research institution, RTD facility, research cluster, etc.
Sector (NACE)	85.42 - Tertiary education	

Partner financial data:

Is your organisation entitled to recover VAT related to the EU funded project activities? No

Role of the partner organisation in this project:

Tallinn University of Technology (TalTech) will help to develop the design of the pilot; measure KPI-s; provide technical support; procure and if necessary, rebuild a modular unit used as a delivery hub; and will help to run the pilot. In addition, Tallinn University of Technology will lead WP2.

296 / 1,000 characters

Has this organisation ever been a partner in the project(s) implemented in the Interreg Baltic Sea Region Programme?

○ Yes ○ No

State aid relevance

For the partner type selected, the Programme sees a medium to high risk for implementing State aid relevant activities. If the partner is of the opinion that its activities are not State aid relevant, it can ask the MA/JS for a plausibility check on the State aid relevance. Does the partner want to do this?

○ Yes ○ No

Justification why the partner's activities are not State aid relevant

The aid received does not meet these 4 conditions:

- aid is granted from state, city or rural municipality funds (not granted);

- the aid measure is selective in nature, i.e it is targeted at a specific undertaking, group of undertakings or for the production of certain goods (this is not the case);

- the aid measure confers an advantage on the recipient (does not confer an advantage, it is in the public interest);

- the aid measure distorts or threatens to distort competition and trade between EU countries

520 / 3,000 characters

2.2 Project Partner Details - Partner 4

LP/PP	Project Partner
Partner Status	Active
Active from	22/09/2022
Inactive from	

Partner name:

Organisation in original language	Biržų rajono savivaldybės administracija (40 / 250 characters)
Organisation in English	Birzai district municipality administration (43 / 250 characters)
Department in original language	Strateginio planavimo ir turto valdymo skyrius (46 / 250 characters)
Department in English	Department of the Strategical Planning and Property Management (62 / 250 characters)

Partner location and website:

Address	Vytauto street 38 (17 / 250 characters)
Postal Code	LT-41143 (8 / 250 characters)
Town	Biržai (6 / 250 characters)
Website	www.birzai.lt (13 / 100 characters)
Country	Lithuania
NUTS1 code	Lietuva
NUTS2 code	Vidurio ir vakarų Lietuvos regionas
NUTS3 code	Panevėžio apskritis

Partner ID:

Organisation ID type	Legal person's code (Juridinio asmens kodas)
Organisation ID	188642660
VAT Number Format	Please select
VAT Number	N/A ☑
PIC	941221265

0 / 50 characters

9 / 9 characters

Partner type:

Legal status	a) Public	
Type of partner	Local public authority	Municipality, city, etc.
Sector (NACE)	84.11 - General public administration activities	

Partner financial data:

Is your organisation entitled to recover VAT related to the EU funded project activities? No

Role of the partner organisation in this project:

Birzai district municipality administration (BDMA) is a newcommer in this Programme and Project activities. It is the first touch to the phenomenon of the authonomous vehicles and the introduction to the benefit such transport may give to the city and inhabitants. BDMA will collect the best practise of the more experienced project partners, implement pilotting activities and will use this data and practises improving local public transportation service. BDMA seeks to find usable solutions to develop local transportation options and study the investment opportunities to implement these into regular usage after pilot period.

630 / 1,000 characters

Has this organisation ever been a partner in the project(s) implemented in the Interreg Baltic Sea Region Programme?

○ Yes ○ No

2.2 Project Partner Details - Partner 5

LP/PP	Project Partner		
Partner Status	Active		
	Active from 22/09/2022	**Inactive from**	

Partner name:

Organisation in original language	Applied Autonomy AS
Organisation in English	Applied Autonomy AS
Department in original language	Applied Autonomy AS
Department in English	Applied Autonomy AS

19 / 250 characters

19 / 250 characters

19 / 250 characters

19 / 250 characters

Partner location and website:

Address	Kirkegårdsveien 45 18 / 250 characters	**Country**	Norway
Postal Code	3616 4 / 250 characters	**NUTS1 code**	Norge
Town	Kongsberg 9 / 250 characters	**NUTS2 code**	Oslo og Viken
Website	www.appliedautonomy.no 22 / 100 characters	**NUTS3 code**	Viken

Partner ID:

Organisation ID type	Organisation number (Organisasjonsnummer)
Organisation ID	918843493
VAT Number Format	NO + 9 digits + MVA
VAT Number	**N/A** ☐ NO918843493MVA 14 / 50 characters
PIC	908570483 9 / 9 characters

Partner type:

Legal status	b) Private	
Type of partner	Small and medium enterprise	Micro, small, medium enterprises < 250 employees, ≤ EUR 50 million turnover or ≤ EUR 43 million balance sheet total
Sector (NACE)	62.09 - Other information technology and computer service activities	

Partner financial data:

Is your organisation entitled to recover VAT related to the EU funded project activities? Yes

Financial data	**Reference period**	01/01/2021 –	31/12/2021
	Staff headcount [in annual work units (AWU)]		11.0
	Employees [in AWU]		11.0
	Persons working for the organisation being subordinated to it and considered to be employees under national law [in AWU]		0.0
	Owner-managers [in AWU]		0.0
	Partners engaged in a regular activity in the organisation and benefiting from financial advantages from the organisation [in AWU]		0.0
	Annual turnover [in EUR]		1,660,000.00
	Annual balance sheet total [in EUR]		1,100,000.00
	Operating profit [in EUR]		220,000.00

Role of the partner organisation in this project:

Applied Autonomy will lead one of the logistics pilots, thus contributing to WP1 (preparation) and WP2 (execution). In particular, Applied Autonomy will ensure the connection between the vehicle and the ordering system.

219 / 1,000 characters

Has this organisation ever been a partner in the project(s) implemented in the Interreg Baltic Sea Region Programme?

○ Yes ○ No

2.2 Project Partner Details - Partner 6

LP/PP	Project Partner
Partner Status	Active
Active from	22/09/2022
Inactive from	

Partner name:

Organisation in original language	Grønn Reise AS (14 / 250 characters)
Organisation in English	Grønn Reise AS (14 / 250 characters)
Department in original language	Grønn Reise AS (14 / 250 characters)
Department in English	Grønn Reise AS (14 / 250 characters)

Partner location and website:

Address	Ulbergsveien 175 (16 / 250 characters)	**Country**	Norway
Postal Code	N-3358 (6 / 250 characters)	**NUTS1 code**	Norge
Town	Nedre Eggedal (13 / 250 characters)	**NUTS2 code**	Oslo og Viken
Website	www.gronnreise.no (17 / 100 characters)	**NUTS3 code**	Viken

Partner ID:

Organisation ID type	Organisation number (Organisasjonsnummer)
Organisation ID	927047497
VAT Number Format	NO + 9 digits + MVA
VAT Number	**N/A** ☐ NO927047497MVA (14 / 50 characters)
PIC	n/a (3 / 9 characters)

Partner type:

Legal status	b) Private	
Type of partner	Small and medium enterprise	Micro, small, medium enterprises < 250 employees, ≤ EUR 50 million turnover or ≤ EUR 43 million balance sheet total
Sector (NACE)	52.29 - Other transportation support activities	

Partner financial data:

Is your organisation entitled to recover VAT related to the EU funded project activities?	Yes

Financial data

Reference period	01/01/2021 –	31/12/2021
Staff headcount [in annual work units (AWU)]		2.0
Employees [in AWU]		0.0
Persons working for the organisation being subordinated to it and considered to be employees under national law [in AWU]		0.0
Owner-managers [in AWU]		2.0
Partners engaged in a regular activity in the organisation and benefiting from financial advantages from the organisation [in AWU]		0.0
Annual turnover [in EUR]		100,000.00
Annual balance sheet total [in EUR]		5,000.00
Operating profit [in EUR]		4,000.00

Role of the partner organisation in this project:

Grønn Reise will assist with the planning and execution of the pilot involving an autonomous guided vehicle for goods delivery at the Norefjell Ski&Spa hotel.

158 / 1,000 characters

Has this organisation ever been a partner in the project(s) implemented in the Interreg Baltic Sea Region Programme?

○ Yes ○ No

2.2 Project Partner Details - Partner 7

LP/PP	Project Partner		
Partner Status	Active		
Active from	22/09/2022	**Inactive from**	

Partner name:

Organisation in original language	Zemgales plānošanas reģions (27 / 250 characters)
Organisation in English	Zemgale Planning Region (23 / 250 characters)
Department in original language	Attīstības nodaļa (17 / 250 characters)
Department in English	Development Department (22 / 250 characters)

Partner location and website:

Address	Katolu iela 2b (14 / 250 characters)	**Country**	Latvia
Postal Code	LV3001 (6 / 250 characters)	**NUTS1 code**	Latvija
Town	Jelgava (7 / 250 characters)	**NUTS2 code**	Latvija
Website	www.zemgale.lv (14 / 100 characters)	**NUTS3 code**	Zemgale

Partner ID:

Organisation ID type	Unified registration number (Vienotais reģistrācijas numurs)
Organisation ID	90002182529
VAT Number Format	LV + 11 digits
VAT Number	N/A ☐ LV90002182529 (13 / 50 characters)
PIC	950629877 (9 / 9 characters)

Partner type:

Legal status	a) Public
Type of partner	Regional public authority — Regional council, etc.
Sector (NACE)	84.11 - General public administration activities

Partner financial data:

Is your organisation entitled to recover VAT related to the EU funded project activities?	No

Role of the partner organisation in this project:

The partner is a regional organization and represents all the municipalities in the region. The partner participates in all joint project activities, ensures their implementation in the Zemgale region. The partner is responsible for pilot demonstrations in Latvia, 3 municipalities of Zemgale region, as well as dissemination of the results of the project.

356 / 1,000 characters

Has this organisation ever been a partner in the project(s) implemented in the Interreg Baltic Sea Region Programme?

○ Yes ○ No

2.2 Project Partner Details - Partner 8

LP/PP	Project Partner		
Partner Status	Active		
Active from	22/09/2022	**Inactive from**	

Partner name:

Organisation in original language	Tallinna linn (13 / 250 characters)
Organisation in English	City of Tallinn (15 / 250 characters)
Department in original language	Välisprojektide kompetentsikeskus (33 / 250 characters)
Department in English	Smart city competence center (28 / 250 characters)

Partner location and website:

Address	Vabaduse väljak 7 (18 / 250 characters)	**Country**	Estonia

Postal Code	15199 5 / 250 characters	**NUTS1 code**	Eesti
Town	Tallinn 7 / 250 characters	**NUTS2 code**	Eesti
Website	www.tallinn.ee/est/ 19 / 100 characters	**NUTS3 code**	Põhja-Eesti

Partner ID:

Organisation ID type	Registration code (Registrikood)
Organisation ID	75023817
VAT Number Format	EE + 9 digits
VAT Number	**N/A** ☐ EE100224841 11 / 50 characters
PIC	986128482 9 / 9 characters

Partner type:

Legal status	a) Public	
Type of partner	Local public authority	Municipality, city, etc.
Sector (NACE)	84.11 - General public administration activities	

Partner financial data:

Is your organisation entitled to recover VAT related to the EU funded project activities? No

Role of the partner organisation in this project:

City of Tallinn is responsible for one of the pilots (Logistics) were self-driving technology is tested in the old Town where there are lot of logistic problems.

161 / 1,000 characters

Has this organisation ever been a partner in the project(s) implemented in the Interreg Baltic Sea Region Programme?

◉ Yes ○ No

3. Relevance

3.1 Context and challenge

The requirements for cities' and regions' living and working environments are changing. For example, the Covid-19 pandemic has changed the daily mobility habits of people and thus the delivery of goods, particularly in the urban areas. The pandemic has dramatically impacted many economic sectors, including transport, travel and mobility (Lozzi & al (2020)).

At the same time, the discussion on how to achieve a significant reduction of the mobility sector's greenhouse gas emissions in both urban and rural areas accelerates. During the previous Sohjoa projects, the consortium members have identified the following four main challenges:
-Technology and the market of automated vehicles matures gradually to support the users' demands fully.
-The need for sustainable mobility solutions in cities grows.
-The fluctuation of cities' demand and the supply of service providers restrain the growth.

Simultaneously, there is a need to raise awareness of new automated solutions that support organizing smooth and seamless mobility of people and goods in and across urban and rural areas; improve the practical skills required in the mobility sector to promote these solutions, and boost the capacity to collaborate in actualizing the Green Deal objectives in everyday mobility needs.

The project tackles these questions by organizing practical pilots in different locations and surroundings. Concurrently with the piloting activities the project supports the change making process by facilitating cross-border knowledge sharing.

The project will provide educational tools to enhance the capacities of local/regional authorities, transport operators and service providers in planning, procuring and implementing new solutions and co-create more sustainable and environmentally friendly practices for cities, decision-makers and mobility service providers in the Baltic Sea Region.

1,882 / 2,000 characters

3.2 Transnational value of the project

The pace of development and deployment of green and intelligent mobility solutions varies widely across Europe due to different approaches to mobility and transport, differences in knowledge and material resources, and legislative differences. Therefore, international cooperation is justified for exchanging knowledge in this field and building up local competencies. In the previous international Sohjoa-projects, it has been shown that while the challenges and needs of developing new mobility solutions are very similar throughout Europe, there are a lot of national viewpoints and variations to approach the issue. Even though these national variations may seem like a challenge, solving these issues in a transnational group has been shown to bring light to problems that had not been taken into account previously in other areas. We can use the varying backgrounds of people as a resource to solve complex challenges, which are most often than not, applicable to all parties across Europe in one way or form.

Transnational cooperation is important also in engaging our stakeholders and communities: partners in the project have varying networks of stakeholders and cooperation is the only way to utilize the networks to their full potential, in order to achieve the maximum reach of the project's solutions.

Countries that are covered in the partnership are a logical mix of competences, having varying degrees of experience in automated mobility solutions and offer an interesting set of use cases for piloting. The Sohjoa Academy will be well suited to match needs of all the participating countries.

1,612 / 2,000 characters

3.3 Target groups

Target group	Sector and geographical coverage	Its role and needs
Local public authority	Municipalities, city officials / planners. Capital area Finland, Gdansk Poland, Zemgale region Latvia, Kongsberg, Sigdal and Krødsherad Norway, Tallinn Estonia, Birzai Lithuania. 178 / 500 characters	To reach an mutual understanding between users and providers of logistics services and public authorities and introduce the new technological services in logistics to make a better and safer living environment. Local public authorities are also aiming to reduce congestion and pollution in their areas. The project works with close cooperation with municipalities by having them as project partners and transferring the knowledge to other municipalities via Sohjoa Academy. 476 / 1,000 characters
Infrastructure and public service provid	Public transportation authorities and operators. Capital area Finland, Gdansk Poland, Zemgale region Latvia, Norefjell Norway, Tallinn Estonia, Birzai Lithuania. 161 / 500 characters	They are learning how the infrastructure should be adjusted to meet the needs of new technologies and that will help to tackle the challenges in the future. There is a need to have common understanding 202 / 1,000 characters
National public authority	Ministries, traffic safety authorities, road authorities. Finland, Poland, Latvia, Norway, Estonia, Lithuania. 111 / 500 characters	Ministries, traffic safety authorities, police and road authorities are involved in the piloting and supporting with the arrangements. The ministries are also helping to adopt the new technologies in long term by adjusting the legislation. In order to fulfill their role as harmonizing and overseeing bodies, national authorities have a need to learn whether current legislation provides adequate support for adapting new technology and transport/delivery models involving autonomous vehicles. 493 / 1,000 characters
Small and medium enterprise	Local business owners (shop owners, restaurants and tourist attractions). Logistics and transport operators. Capital area Finland, Gdansk Poland, Zemgale region Latvia, Norefjell Norway, Tallinn Estonia, Birzai Lithuania. 221 / 500 characters	They are participating by using the logistic services piloted in the project. Both sending and receiving the goods. Observe and experience the pilots to fulfill their need to evaluate state of the art technology and adopt new business models based on this technology. This especially with a view towards the customer-driven need to provide safe, efficient and environmentally friendly services 393 / 1,000 characters

3.4 Project objective

Your project objective should contribute to:

Smart green mobility

The goal of smart green mobility is to enhance the capacity of public authorities to introduce green and intelligent mobility solutions to reduce pollution. This project will provide piloted knowledge and implement educational tools for capacity building of local/regional authorities, transport operators and service providers in planning, procuring and implementing new solutions.

The target groups of the project will benefit e.g. in following ways:
- will be able to help shape a future model of deliveries to the area of their operation
- will benefit from cross marketing and publicity generated by the project as business/ institutions that are eco friendly not intimidate by progress and eager to use smart mobility options
- throughout the project target groups will be able to test new automated solutions without investing in those.
- Target groups will benefit from the international project partnership which includes almost all the countries of the Baltic Sea Region by getting experience from different countries, areas, cultures and size of the piloting locations.

1,082 / 2,000 characters

3.5 Project's contribution to the EU Strategy for the Baltic Sea Region

Please indicate whether your project contributes to the implementation of the Action Plan of the EU Strategy for the Baltic Sea Region (EUSBSR).

(•) Yes ( ) No

Please select which Policy Area of the EUSBSR your project contributes to most.

PA Transport

Please list the action of this Policy Area that your project contributes to and explain how.

Sohjoa 4.0 supports the PA Transport Action 3: Facilitate innovative technologies & solutions in the Baltic Sea Region by developing ways for knowledge sharing and spreading the benefits of new technologies to the Baltic Sea region. Combined with pilots the project will develop and test educational material which will be available for any organization interested in utilizing automated vehicles, but in need of working knowledge about how it can be done in practice. Easy availability of such material and links to forerunner cities and regions will make it easier for less experienced to introduce automated transport and logistic solutions. This will prepare the way for wide use of low emission automated transport in the BSR, thus contributing to the Action 2. Development of measures towards climate-neutral and zero pollution transport as well as the SDGs 11 and 13.

876 / 1,500 characters

If applicable, please describe which other Policy Areas of the EUSBSR your project contributes to and how.

N/A.

4 / 1,500 characters

3.6 Other political and strategic background of the project

Strategic documents

The European Green Deal aims to climate neutral Europe. To get there we need to reduce emissions and 25% of EU's total greenhouse gas emissions come from transport. Sohjoa 4.0 supports the transition to cleaner, greener, and smarter mobility by educating, guiding and giving tools for those who want to use automated transport and logistic solutions.

350 / 500 characters

Regional strategies in the BSR aim for carbon neutrality. E.g. in Helsinki-Uusimaa one of the priorities in the "Well Ahead – Helsinki-Uusimaa Regional Programme 2022−2025" is "Promoting sustainable mobility". Regional RIS3 "Resource wise Helsinki-Uusimaa Region - Smart specialisation strategy for Helsinki-Uusimaa Region" aims to Climate neutrality and the implementation of the strategy is built on competencies and co-operation. Implementing Sohjoa Academy brings well together all these.

494 / 500 characters

3.7 Seed money support

Please indicate whether your project is based on a seed money project implemented in the Interreg Baltic Sea Region Programme 2014-2020.

( ) Yes (•) No

3.8 Other projects: use of results and planned cooperation

Full name of the project	Funding Source	Use of the project outcomes and/or planned cooperation
Sohjoa - Baltic Sea Region transitioning into eco-friendly autonomous last mile public transportation 101 / 200 characters	Interreg Baltic Sea Region 26 / 200 characters	Sohjoa Baltic was the base camp for Automated Electric Shuttles into Public Transport in Baltic Sea Region in form of piloting robotbuses and learning experience. The consortium members compiled a publication series providing current knowledge on 2017-2020, studying: 1) The Legal Framework- the relevant legal information for implementation and provides policy recommendations for the future. 2) Technology and safety requirements - What are the current relevant technological and safety challenges to be taken into consideration in the implementation of automated shuttle buses? 3) Starting Your Own Pilot - How to deploy an automated vehicle pilot in a city? A practical toolkit with recommendations based on the experiences from pilots in Norway, Poland, Finland, Estonia, Latvia and Denmark. 4) Procurement Challenges - focusing on the markets and 5) User experience and impact on public transport - How and why should cities prepare to implement automated public transport? 979 / 1,000 characters
Sohjoa Last Mile - Baltic Sea Region transitioning into eco-friendly autonomous last mile public transportation 111 / 200 characters	Interreg Baltic Sea Region 26 / 200 characters	Sohjoa Last Mile was the next leg on the journey to the next level automated driving without the safety operator onboard. Project consortium members implemented three automated electric shuttle (robot bus) remote operating pilots. This and previous project provide Sohjoa 4.0 the ground level to continue to study the possibilities of automated technologies in cities and providing know-how to new consortium member in Lithuania as well as any cities in the Baltic Sea region by Academy activities to compile fresh self-study and expertise material disseminated openly online - helps to avoid the hindering compared to starting the development from scratch. 657 / 1,000 characters

3.10 Horizontal principles

Horizontal principles	Projects's direct impact
Sustainable development	positive
Non-discrimination including accessibility	positive
Equality between men and women	neutral

4. Management

Allocated budget 10%

4.1 Project management

☑ **Please confirm that the lead partner and all project partners will comply with the rules for the project management as described in the Programme Manual.**

If relevant, please indicate any other important aspects of the project management, e.g. external entity supporting the lead partner in the management of the project, advisory board, steering committee, any other relevant working groups, etc.

LP is going to appoint PM with 100% working time to the project.

64 / 500 characters

4.2 Project financial management

☑ **Please confirm that the lead partner and all project partners will comply with the rules for the financial management and control as described in the Programme Manual.**

If relevant, please indicate any other important aspects of the financial management, e.g. external entity supporting the lead partner, positions planned for financial management, involvement of special financial experts (e.g. for public procurement), etc.

LP is going to appoint FM with 20% working time to the project. She will be managing the project financial issues for the whole consortia.

138 / 500 characters

4.3 Input to Programme communication

☑ **Please confirm that you are aware of the obligatory inputs to Programme communication that must be submitted along the pre-defined progress reports, as described in the Programme Manual.**

If relevant, please describe other important aspects of project communication that you plan to introduce, e.g. a communication plan, opening and closing events, social media channel(s) etc.

LP is going to appoint CM with 100% working time to the project. 50% will be used for regular project communication activities and 50% for the Academy described in WP3.

168 / 500 characters

4.4 Cooperation criteria

Please select the cooperation criteria that apply to your project. In your project you need to apply at least three cooperation criteria. Joint development and joint implementation are the obligatory ones you need to fulfill in your project.

Cooperation criteria	
Joint Development	☑
Joint Implementation	☑
Joint Staffing	☑
Joint Financing	☑

5. Work Plan

Number	Work Package Name
1	WP1 Preparing solutions

Number	Group of Activity Name
1.1	Preparing the logistic pilots
1.2	Preparing of the public transport pilots
1.3	Drafting out the Sohjoa Academy

Number	Work Package Name
2	WP2 Piloting and evaluating solutions

Number	Group of Activity Name
2.1	Logistic pilots
2.2	Public transport pilots
2.3	Iterative development of the Sohjoa Academy

Number	Work Package Name
3	WP3 Transferring solutions

Number	Group of Activity Name
3.1	Project communications, dissemination and exploitation
3.2	Transferring knowledge with Sohjoa Academy webinar series and self-learning material

Work plan overview

Period:	1	2	3	4	5	6	Leader
WP.1: WP1 Preparing solutions							**PP2**
A.1.1: Preparing the logistic pilots							PP2
D.1.1: Automated logistics pilot concept		D					
A.1.2: Preparing of the public transport pilots							PP2
D.1.2: Piloting plan and concept for automated transport pilots contributing to Sohjoa Academy		D					
A.1.3: Drafting out the Sohjoa Academy							PP1
WP.2: WP2 Piloting and evaluating solutions							**PP3**
A.2.1: Logistic pilots							PP3
O.2.1: Conclusions and guidelines based on the piloted automated logistics concept					O		
A.2.2: Public transport pilots							PP3
D.2.2: Public Transport Pilot evaluation and recommendations report					D		
A.2.3: Iterative development of the Sohjoa Academy							PP1
O.2.3: Sohjoa Academy					O	O	
WP.3: WP3 Transferring solutions							**PP1**
A.3.1: Project communications, dissemination and exploitation							PP1
A.3.2: Transferring knowledge with Sohjoa Academy webinar series and self-learning material							PP1
D.3.2: Sohjoa Academy webinar series and self-learning material				D	D	D	

Outputs and deliverables overview

Code	Title	Description	Contribution to the output	Output/ deliverable contains an investment
D 1.1	Automated logistics pilot concept	Automated logistics pilot concept will be created and later piloted during GoA 2.1. The aim is to solve practical challenges that the three pilot sites experience related to logistics by creating and later testing and adjusting a concept that can be transferred to other locations for use. The consept will be properly documented and shared for wider use. This ensures the knowledge dissemination between the partners and other interested parties in the form of Sohjoa Academy.	O 2.1	

D 1.2	Piloting plan and concept for automated transport pilots contributing to Sohjoa Academy	The pilots mold the structure for a real-life model of green transport functioning in various circumstances, which will serve cities, municipalities and regions as a basis for future decisions of introduction and maintenance of Green and Intelligent Transport solutions. The Preparation of Pilots' deliverable is a guideline to help partners to transferring information, experience, and knowledge to each others in Sohjoa Academy. This deliverable will include the detailed description of: - Selection method of each route with specifications, including also the reasoning for excluding some routes during the selection process - Procurement specifications for the vehicles and services and reasoning behind selecting these specifications. - Solving the supporting challenges - How the preparation process workflow was realized and how it should be improved still - Target group, stakeholder and user engagement plan during the piloting phase and beyond that - Initial viewpoints on how the Sohjoa Academy information dissemination has worked during the pilot preparation	O 2.3	
O 2.1	Conclusions and guidelines based on the piloted automated logistics concept	The aim of the pilots is to try to solve practical challenges that the three pilot sites experience related to logistics. The automated logistics concept developed in GoA 1.1 is piloted during GoA 2.1. The results are then properly documented and shared for wider public together with additional conclusions and guidelines. This ensures the knowledge dissemination between the partners and other interested parties in the form of Sohjoa Academy and enables to see which logistics-related challenges could actually be solved with the piloted solution contributing to later adoption.		
D 2.2	Public Transport Pilot evaluation and recommendations report	The comprehensive report explains what information, experience, and knowledge partners have transferred to each other and the target groups and further ecosystems during the pilots. The target groups are part of evaluation process via their direct involvement in piloting processes and steering committees. Target groups will collectively effect on formulating the recommendations. This deliverable will present the recommendation for further development locally, regionally and transnationally. The reporting includes detailed description of: - Successes and failures of passenger pilot routes with SWOT analysis. - Best practices and guidance for procurement management. - Description of the preparation and implementation process workflow and suggested improvement needs - User engagement and feedback analysis - Recommendations for further development of Sohjoa Academy, based on experiences during the pilot preparations and deployment operations	O 2.3	
O 2.3	Sohjoa Academy	Sohjoa Academy is a tool and evolving knowledge-sharing platform for Sohjoa 4.0 target groups that provides content in the form of self-learning materials and webinar/seminar series. The content draws from the Sohjoa 4.0 piloting experiences in different locations to provide up-to-date knowledge from practical experiments in automated human transportation and goods delivery logistics. Sohjoa Academy can be used as an instrument for - sharing practical knowledge from pilots and co-creating learning materials - creating micro-and peer learning opportunities via webinars/seminars - improving the proficiency levels of professionals and decision-makers - accelerating acceptance of automation of transportation and logistics - raising awareness of processes behind automated solutions in cities Sohjoa Academy's content is thematically divided into four proficiency categories: 1. Technical and infrastructure 2. Legislative and directive 3. Monetary and business 4. User experience and security It is recommended that the closest main target groups choose to utilize all of Sohjoa Academy's content and actions, including self-learning materials and participating in webinars series. It is valuable to understand how constructing the cities' automation ecosystems impacts the city and service planning and regional, national and eventually transnational competitiveness. However, for raising awareness or gaining higher proficiency in the selected topics, many individuals benefit from focusing on one or more categories of Sohjoa Academy, depending on their professional role.		
D 3.2	Sohjoa Academy webinar series and self-learning material	A series of webinars on selected topics related to planning, setting up and running the pilots. Presented by specialists and experts of the topic per chapter. These topics, or subject lines of each webinar, on general level include but are not limited to: - automated mobility legislation and permissions - service route planning in cities - technology of automated vehicles - public procurement issues. Depending on the budget number of webinar chapters are decided and if budget allows, webinars are recorded and edited into accessible videos for open access use. Sohjoa Academy self-learning material is - compilation of text-based materials - and/or audiovisual practical tutorials created based on the fresh and focused on the selected topics related to planning, setting up and running the pilots. These topics on general level include but are not limited to legislation, permissions, route planning in cities, technology of automated vehicles, public procurement issues. The content is created during the project, in collaboration with partners and intertwined with their pilot experiences. All materials will be released on platforms available to public with open access.	O2.3	

Work package 1

5.1 WP1 Preparing solutions

5.2 Aim of the work package

The aim of this work package is to prepare solutions to help address the identified challenge. You can either develop entirely new solutions or adapt existing solutions to the needs of your target groups. Prepare your solutions in a way that you can pilot them in Work Package 2. Consider how you involve your target groups in preparation of the solutions.
Organise your activities in up to five groups of activities to present the actions you plan to implement. Describe the deliverables and outputs as well as present the timeline.

5.3 Work package leader

Work package leader 1	PP 2 - Municipality of Gdańsk- The Municipal Office of Gdansk
Work package leader 2	Please select

5.4 Work package budget

Work package budget	20%

5.5 Target groups

	Target group	How do you plan to reach out to and engage the target group?
1	Local public authority Municipalities, city officials / planners. Capital area Finland, Gdansk Poland, Zemgale region Latvia, Kongsberg, Sigdal and Krødsherad Norway, Tallinn Estonia, Birzai Lithuania. 178 / 500 characters	These target groups are reached out during the actions. The engagement of these target groups is essential for success of the piloting, and all of the consortium members have existing, strong ties to these target groups already in place. 237 / 1,000 characters
2	Infrastructure and public service provider Public transportation authorities and operators. Capital area Finland, Gdansk Poland, Zemgale region Latvia, Norefjell Norway, Tallinn Estonia, Birzai Lithuania. 161 / 500 characters	Public transportation authorities and operators are local actors that the consortium has strong connections, from previous projects and other actions, and they will be engaged during this WP via workshops and one-on-one discussions and planning sessions. 254 / 1,000 characters
3	National public authority Ministries, traffic safety authorities, road authorities. Finland, Poland, Latvia, Norway, Estonia, Lithuania. 111 / 500 characters	National public authorities are reached out to in this phase whenever necessary. Traffic safety authorities and road authorities play a key role in the facilitating and regulating of the pilots, so engaging these actors as needed is important. Piloting plans and results will be communicated with the national public authorities before, during and after the actual piloting phase. 381 / 1,000 characters
4	Small and medium enterprise Local business owners (shop owners, restaurants and tourist attractions). Logistics and transport operators. Capital area Finland, Gdansk Poland, Zemgale region Latvia, Norefjell Norway, Tallinn Estonia, Birzai Lithuania. 221 / 500 characters	Small and medium enterprises are the primus motors behind the real-life challenges that the automated mobility solutions are developed for. In the piloting areas, the local business owners are thoroughly reached out to via extensive marketing and communications and market consultation is conducted to update the situational awareness of the nature of the challenges and possibilities that arise from the automated mobility solutions. Businesses will be involved via workshops, market consultations, round table discussions, one-to-one palavers and some of them will be involved in the preparation of the pilots, as well as the piloting itself. 644 / 1,000 characters

5.6 Activities, deliverables, outputs and timeline

No.	Name
1.1	**Preparing the logistic pilots**
1.2	**Preparing of the public transport pilots**
1.3	**Drafting out the Sohjoa Academy**

WP 1 Group of activities 1.1

5.6.1 Group of activities leader

Group of activities leader PP 2 - Municipality of Gdańsk- The Municipal Office of Gdansk

A 1.1

5.6.2 Title of the group of activities

Preparing the logistic pilots

29 / 100 characters

5.6.3 Description of the group of activities

Knowledge sharing is crucial to success, and GoA 1.1 facilitates access to learnings from former autonomous mobility projects. The project partners' level of knowledge and experience in organising pilots varies. Within the initial communication, the current awareness and competence within the partnership, the learning needs, and the best possible ways to satisfy those needs are assessed. Thus within GoA 1.1, the WP leader facilitates and enables less experienced project partners to learn from the previous experiences of the more experienced ones. For the same reason, the experienced partners run the first pilots so that the less experienced can learn throughout the project and make justified adjustments in their piloting.

Within WP1, partners assess the accuracy of former findings and re-examine the state of the art of the autonomous minibuses, the legal aspects and administrative procedures in countries that have representation in the consortium, and the market research of available vehicles and related IT solutions.

The experienced project partners broaden their piloting activities to deliveries of goods (Norway Tallinn, Gdansk). In less experienced areas (Zemgale region, Birzai), the focus is on citizens and tourists to discover sustainable and innovative transport by setting the pilot site within reach of more people. The input from target groups is collected via local project partners and their Associated Organisations.

The project partnership has existing collaboration networks with the local mobility sectors and the actors engaged in developing the services and industry. The pilot sites selected for project actions represent a diversity of contexts and approaches for the future of mobility, involving local actors, decision-makers, and representatives of target groups.

The planned activities involve networking, workshops, getting to know the starting point of each project partner, and gaining the knowledge of their needs and the legal situation and organisational set up. This knowledge is vital for undertaking adequate actions and implementing successful pilots.

Transnationally combined effort makes the piloting process development widely usable in the European context. In addition, the partners have experience in transdisciplinary partnerships.

WP1 prepares the components for the solution to be tested in WP2. GoA1.1. activities are divided into two groups, below:

- Group 1: developing the design of the pilot. It includes mapping the potential pilot routes, technical requirements (the solutions to be developed and tested), thinking through the logistics chain (Tallinn, Gdansk, Norefjell), and preparations for measuring the KPIs.

- Group 2: obtaining the necessary permissions, procurement of services/vehicles, target group involvement and reporting of the findings.

The initial set-up is networking within the consortium and with Associated Organizations to set up working relationships and map the consortium's competence.

2,990 / 3,000 characters

5.6.4 This group of activities leads to the development of a deliverable ✔

D 1.1

Title of the deliverable

Automated logistics pilot concept

33 / 100 characters

Description of the deliverable

Automated logistics pilot concept will be created and later piloted during GoA 2.1. The aim is to solve practical challenges that the three pilot sites experience related to logistics by creating and later testing and adjusting a concept that can be transferred to other locations for use. The consept will be properly documented and shared for wider use. This ensures the knowledge dissemination between the partners and other interested parties in the form of Sohjoa Academy.

480 / 2,000 characters

Which output does this deliverable contribute to?

O 2.1

5 / 100 characters

5.6.6 Timeline

Period:	1	2	3	4	5	6
WP.1: WP1 Preparing solutions						
A.1.1: Preparing the logistic pilots						
D.1.1: Automated logistics pilot concept						

5.6.7 This deliverable/output contains productive or infrastructure investment

☐

WP 1 Group of activities 1.2

5.6.1 Group of activities leader

Group of activities leader PP 2 - Municipality of Gdańsk- The Municipal Office of Gdansk

A 1.2

5.6.2 Title of the group of activities

Preparing of the public transport pilots

40 / 100 characters

5.6.3 Description of the group of activities

The project partners will vary in level of knowledge on autonomous mobility as well in terms of experience of organising pilots. Therefore the WP leader facilitates the knowledge sharing and enables less experienced project partners to learn from previous experiences of the more experienced ones. Within the initial communication it should be assessed what is the current state of the art and awareness and what are the learning needs.

The initial set up is to network within the consortium to set up working relationships and to then map the competence within the consortium. The partners that now aim to implement logistic pilots, already have the experience of running the Public Transport pilots and will share this knowledge and assist on the way of preparing the PT pilots in Zemgale, Birzai.

The input from target groups is collected via local project partners and their associated organizations. The workshops for representatives of target groups are organised, to make them aware of the project's objectives and get them involved in pilot planning activities e.g. the piloting route choice.

Preparing the solutions for the public transport pilot leads the piloting partners through the pilot preparation process and gives them tools and autonomous mobility related knowledge to successfully implement the pilot.

The GoA 1.2. feeds into the WP2's GoA 2.2 and is divided into similar groups than GoA1.1:

- Group 1: Designing the pilot. This includes mapping the potential pilot routes, technical requirements (the solutions to be developed and tested), solving the supporting challenges (storing of the vehicles, traffic arrangements, bus stops, etc.)

- Group 2: obtaining the necessary permissions, procurement of services/vehicles, and target group involvement, and reporting.

1,795 / 3,000 characters

5.6.4 This group of activities leads to the development of a deliverable ✔

D 1.2

Title of the deliverable

Piloting plan and concept for automated transport pilots contributing to Sohjoa Academy

87 / 100 characters

Description of the deliverable

The pilots mold the structure for a real-life model of green transport functioning in various circumstances, which will serve cities, municipalities and regions as a basis for future decisions of introduction and maintenance of Green and Intelligent Transport solutions. The Preparation of Pilots' deliverable is a guideline to help partners to transferring information, experience, and knowledge to each others in Sohjoa Academy.

This deliverable will include the detailed description of:
- Selection method of each route with specifications, including also the reasoning for excluding some routes during the selection process
- Procurement specifications for the vehicles and services and reasoning behind selecting these specifications.
- Solving the supporting challenges
- How the preparation process workflow was realized and how it should be improved still
- Target group, stakeholder and user engagement plan during the piloting phase and beyond that
- Initial viewpoints on how the Sohjoa Academy information dissemination has worked during the pilot preparation

1,072 / 2,000 characters

Which output does this deliverable contribute to?

O 2.3

5 / 100 characters

5.6.6 Timeline

Period:	1	2	3	4	5	6
WP.1: WP1 Preparing solutions						
A.1.2: Preparing of the public transport pilots						
D.1.2: Piloting plan and concept for automated transport pilots contributing to Sohjoa Academy						

5.6.7 This deliverable/output contains productive or infrastructure investment ☐

WP 1 Group of activities 1.3

5.6.1 Group of activities leader

Group of activities leader PP 1 - Metropolia University of Applied Sciences

A 1.3

5.6.2 Title of the group of activities

Drafting out the Sohjoa Academy

31 / 100 characters

5.6.3 Description of the group of activities

During Sohjoa 4.0, the WP1 GoA 1.3, the creation of Sohjoa Academy is led by the Lead Partner, and all Project Partners take part in collaborative drafting, creating and evaluating the outcome.

In the automation of all daily operating environments, it is necessary to recognize how the decision-makers' knowledge base and workforce's skills are renewed to match the developing new technologies. Keeping the skills and level of knowledge relevant is always a work in progress. There is a need to raise the learning dexterity of cities officials and technical staff working with these matters. The Sohjoa Academy must meet partners' needs to attract critical target groups to participate. This requires collaborative planning and designing of mentioned academy content, structure and means to participate in Academy activities. With a renewal mindset, the regional and transnational knowledge and skills stay relevant in a globally highly competitive environment.

Below there are five steps into the production of Sohjoa Academy:

Phase 1 - Assemble a multidisciplinary team and launch a collaboration for Sohjoa Academy production. Use Service Design methods or alike to draft the first version of Sohjoa Academy's structure and drafts per each chosen content block. First, start crowd-sourcing with an agile evaluation survey of current knowledge levels. Then, identify the learning needs per target group. All materials will be produced/translated to English to allow transnational use.

Phase 2 - Create a shared vision for the core target groups; what are the desired, shared learning outcomes? What type of outcome can be transferred to broader target groups transnationally?

Phase 3 - Agree on the collaborative methods to collect the new data from pilots and how to use it as the basis for guidance to be shared with Academy participants per topic.

Phase 4 - Test the chosen methods in practice and deploy the Academy content creation during the first pilot: collecting data and evaluating the results.

Phase 5 - Adapt the methods based on evaluation and scale up the model to be used in all the pilots.

During the pilots, the following measures are taken:
- Preparation of data collection (survey forms, template for reporting, delegation of tasks)
- Editing collected data into usable information per pilot into the Sohjoa Academy's content block (practical guidance, example, tutorial)
- Potentially translating material into English
- Using the created content in Sohjoa Academy
- Collecting feedback

2,519 / 3,000 characters

5.6.4 This group of activities leads to the development of a deliverable ☐

5.6.6 Timeline

Period:	1	2	3	4	5	6
WP.1: WP1 Preparing solutions						
A.1.3: Drafting out the Sohjoa Academy						

Work package 2

5.1 WP2 Piloting and evaluating solutions

5.2 Aim of the work package

The aim of this work package is to pilot, evaluate and adjust solutions. Plan one or several pilots to validate the usefulness of the solutions prepared in Work Package 1. Start Work Package 2 early enough to have time to pilot, evaluate and adjust solutions, together with your target groups. By the end of this work package implementation the solutions should be ready to be transferred to your target groups in Work Package 3.
The piloted and adjusted solution should be presented in one project output.
Organise your activities in up to five groups of activities. Describe the deliverables and outputs as well as present the timeline.

5.3 Work package leader

Work package leader 1	PP 3 - Tallinn University of Technology
Work package leader 2	Please select

5.4 Work package budget

Work package budget	50%

5.4.1 Number of pilots

Number of pilots	3

5.5 Target groups

	Target group	How do you plan to reach out to and engage the target group?
1	Local public authority Municipalities, city officials / planners. Capital area Finland, Gdansk Poland, Zemgale region Latvia, Kongsberg, Sigdal and Krødsherad Norway, Tallinn Estonia, Birzai Lithuania. 178 / 500 characters	Providing various participation methods for engaging this target group. Using focused tools from personal invitations to discussions, meetings, participating Sohjoa Academy webinars / seminars and other direct calls to action via project partners' networks during the preparation and implementation of local pilots. 315 / 1,000 characters
2	Infrastructure and public service provider Public transportation authorities and operators. Capital area Finland, Gdansk Poland, Zemgale region Latvia, Norefjell Norway, Tallinn Estonia, Birzai Lithuania. 161 / 500 characters	Providing various participation methods for engaging this target group. Using personal invitations to participate Sohjoa Academy webinars / seminars and direct calls to action via project partners' networks during the preparation and implementation of local pilots. 265 / 1,000 characters
3	National public authority Ministries, traffic safety authorities, road authorities. Finland, Poland, Latvia, Norway, Estonia, Lithuania. 111 / 500 characters	Selected participation methods for engaging these stakeholders in varying degrees. 82 / 1,000 characters
4	Small and medium enterprise Local business owners (shop owners, restaurants and tourist attractions). Logistics and transport operators. Capital area Finland, Gdansk Poland, Zemgale region Latvia, Norefjell Norway, Tallinn Estonia, Birzai Lithuania. 221 / 500 characters	Selected participation methods for engaging stakeholders in varying degrees. Presenting invitations for the opportunity to take part in activities during the preparation and implementation of local pilots and Sohjoa Academy webinars / seminars. 244 / 1,000 characters

5.6 Activities, deliverables, outputs and timeline

No.	Name
2.1	**Logistic pilots**
2.2	**Public transport pilots**
2.3	**Iterative development of the Sohjoa Academy**

WP 2 Group of activities 2.1

5.6.1 Group of activities leader

Group of activities leader PP 3 - Tallinn University of Technology

A 2.1

5.6.2 Title of the group of activities

Logistic pilots

15 / 100 characters

5.6.3 Description of the group of activities

Project has five piloting areas with two distinct orientations:
1. Automated logistic pilots for goods with electric vehicles in cities (Tallinn, Estonia, Gdansk, Poland and Norefjell region, Norway). The solutions aim for less congestion, reduce CO2 emissions, noise pollution and better coordination of deliveries.
2. Public transport pilots with automated and electric passenger vehicles in Birzai Lithuania and Zemgale region Latvia.

The success of first pilots is evaluated and remaining pilots adjusted. Pilots are organised and implemented by the respective local partner(s) in cooperation with the service providers. Partners support and advise each other transnationally with guidance related to planning and managing the pilot.

The pilot partners develop a set of key performance indicators (KPIs) for evaluation. The KPIs assess the benefits of the pilot and the tested solutions. For comparative data, some KPIs are measured before the pilots. The results are documented to enable knowledge dissemination and comparison between the pilots. Pilots start by experienced partners (Applied Autonomy, TalTech, Gdansk) and ends by the first-timer Birzai. This way, Birzai has more time to set up the pilot and receive the latest best practices.

The involvement of target groups (TG)

- In Norway, Applied Autonomy and Grønn Reise work in collaboration with the Norefjell Ski&Spa hotel. The hotel is looking forward to test an AGV for delivery purposes. The TGs include the hotels staff and guests in general, and local businesses requiring small ad-hoc deliveries. In addition, the pilot is observed by three municipalities (Krødsherad, Sigdal and Kongsberg), who assist to ensure the achievements are transferable to other business contexts.

- In Gdansk, the Municipality works with Associated Organisations Gdansk Roads and Greenery and The Municipal Road Safety Council to plan and organize the pilot. With Gdansk Tourism Organisation's and the downtown area manager's help, the local entrepreneurs, shop owners, hoteliers and restaurateurs mainly in the old town area (restricted access zone), are engaged to activities. They get informed of the plans and invited to workshops to decide pilot route or routes, operational model, volume, and frequency of deliveries. A steering committee is established to continue cooperation through the project.

- Tallinn pilot TGs in Old Town are the bars and restaurants, primary users of logistics services in the area. They are supplied daily with products in standardised containers. The pilot aims to bring supplies to the old town with an automated robot vehicle.

All the piloted solutions are assessed. The analyses help to find recommendations for best practices. The identified development needs are shared with the vehicle manufacturers, service or software providers. Finally, an operational model for a logistic pilot can be developed as a legacy of the project.

2,928 / 3,000 characters

5.6.4 This group of activities leads to the development of a deliverable

O 2.1

Title of the output

Conclusions and guidelines based on the piloted automated logistics concept

75 / 100 characters

Description of the output

The aim of the pilots is to try to solve practical challenges that the three pilot sites experience related to logistics. The automated logistics concept developed in GoA 1.1 is piloted during GoA 2.1. The results are then properly documented and shared for wider public together with additional conclusions and guidelines. This ensures the knowledge dissemination between the partners and other interested parties in the form of Sohjoa Academy and enables to see which logistics-related challenges could actually be solved with the piloted solution contributing to later adoption.

581 / 3,000 characters

Target groups and uptake of the solution presented in this output

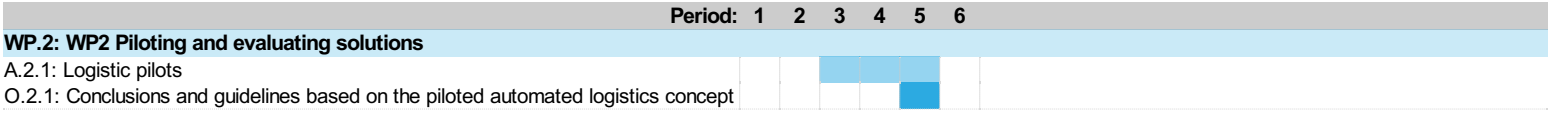
Target groups	How will this target group apply the output in its daily work?
Target group 1 Local public authority Municipalities, city officials / planners. Capital area Finland, Gdansk Poland, Zemgale region Latvia, Kongsberg, Sigdal and Krødsherad Norway, Tallinn Estonia, Birzai Lithuania.	The local public authority will use the output as a tool to facilitate the uptake of automated mobility solutions in their respective areas. These guidelines and conclusion will help the local public authorities to not only offer better support for companies and organizations in the area to use automated mobility solutions, but also steers and guides the future policy-making within their jurisdiction. This output also is related to the Sohjoa Academy, which supports in achieving these goals. 496 / 1,000 characters
Target group 2 National public authority Ministries, traffic safety authorities, road authorities. Finland, Poland, Latvia, Norway, Estonia, Lithuania.	National public authorities use this output in their daily work in similar fashion than the local public authorities, as they can not only offer better support for local authorities and other organisations and companies via referring to these conclusions and guidelines, but can also make better regulatory decisions in their day-to-day policy-making work. 356 / 1,000 characters
Target group 3 Infrastructure and public service provider Public transportation authorities and operators. Capital area Finland, Gdansk Poland, Zemgale region Latvia, Norefjell Norway, Tallinn Estonia, Birzai Lithuania.	Public transportation authorities and operators will benefit from this output in their daily work by reflecting the conclusions and guidelines in their investment planning and strategy development. They will also benefit from having increased knowledge of the state-of-the art of automated mobility solutions so that they are able to better include these into their development roadmaps. 387 / 1,000 characters

Durability of the output

This output has a nature that does not need major financial upkeep. Institutionally this output is managed via the core group of the consortium members, each one of the members disseminating the output to their relevant local stakeholders, including the target groups. The consortium will gather together regularly after the project to update their collective findings on the subject and share knowledge on how the dissemination is going. Lifetime of this output varies from topic to topic, quick advancements in the automated vehicle technology will make some parts of the output obsolete faster than others, such as the conclusions regarding design of the street space and city planning.

690 / 1,000 characters

5.6.6 Timeline



5.6.7 This deliverable/output contains productive or infrastructure investment

WP 2 Group of activities 2.2

5.6.1 Group of activities leader

Group of activities leader PP 3 - Tallinn University of Technology

A 2.2

5.6.2 Title of the group of activities

Public transport pilots

23 / 100 characters

5.6.3 Description of the group of activities

The public transport pilots with automated and electric passenger vehicles are implemented in Birzai, Lithuania and Zemgale region, Latvia. The solution aims for less congested cities, with reduced CO2 emissions and noise pollution. The pilots help build a more positive and smart public transport image and awareness amongst users and decision-makers. Pilots are organized and implemented by the respective local partner(s) in cooperation with the provider of the automated bus. Partners from other pilot locations exchange information actively. TalTech is responsible for providing additional advice as the lead of WP2. Both TalTech and Tallinn Transport Department provide guidance related to technical requirements, procurement etc.

Responsible authorities will directly use the collected data to prepare future actions and activities in the sphere of environmental protection, climate change, and the welfare of the inhabitants and guests of the town. The project results are transferred to a real-life model of green transport functioning in specific circumstances, which will serve municipalities as a basis for future decisions on the introduction and maintenance of such transport in the city. These are Green and Intelligent Transport solutions, information, experience, and knowledge that will be disseminated in Zemgale region and Latvia, Birzai district municipality and Lithuania, but transferrable to the broader Baltic Sea region.

In the Zemgale region, the piloting activities are divided into three pilots, each lasting one month in different municipality. This approach brings wider impact on the sustainable transport. Pilots are set up at tourist attractions and allow to study the division between local and tourist users. The national-level authorities, such as the Ministries of Transport and Environmental Protection and Regional Development, the Road Safety Directorate, and universities and NGOs, are invited along.

In Birzai, there is a lack of interest in public transport. The pilot raises awareness by showing a more attractive, sustainable and user-friendly solution for public transport and the last mile transport. Due to the Republic of Lithuania legislation, the Ministry of Transport and Communication and the Ministry of the Environment protection and State Enterprise Lithuanian Road Administration will be involved in the preparation and implementation of the piloting activities. In Birzai, the Municipal administration and the Municipal council are the project's target groups.

Assessing the success, local project coordinators form local steering committees with representatives of different sectors and user groups are engaged to evaluate the experience and prepare a report. A universal Sohjoa Academy pilot evaluation template helps to collect data and facilitate the comparison of pilots in different locations.

2,862 / 3,000 characters

5.6.4 This group of activities leads to the development of a deliverable ✔

D 2.2

Title of the deliverable

Public Transport Pilot evaluation and recommendations report

60 / 100 characters

Description of the deliverable

The comprehensive report explains what information, experience, and knowledge partners have transferred to each other and the target groups and further ecosystems during the pilots. The target groups are part of evaluation process via their direct involvement in piloting processes and steering committees. Target groups will collectively effect on formulating the recommendations.

This deliverable will present the recommendation for further development locally, regionally and transnationally.
The reporting includes detailed description of:
- Successes and failures of passenger pilot routes with SWOT analysis.
- Best practices and guidance for procurement management.
- Description of the preparation and implementation process workflow and suggested improvement needs
- User engagement and feedback analysis
- Recommendations for further development of Sohjoa Academy, based on experiences during the pilot preparations and deployment operations

952 / 2,000 characters

Which output does this deliverable contribute to?

O 2.3

5 / 100 characters

5.6.6 Timeline

Period:	1	2	3	4	5	6
WP.2: WP2 Piloting and evaluating solutions						
A.2.2: Public transport pilots						
D.2.2: Public Transport Pilot evaluation and recommendations report						

5.6.7 This deliverable/output contains productive or infrastructure investment

☐

WP 2 Group of activities 2.3

5.6.1 Group of activities leader

Group of activities leader PP 1 - Metropolia University of Applied Sciences

A 2.3

5.6.2 Title of the group of activities

Iterative development of the Sohjoa Academy

43 / 100 characters

5.6.3 Description of the group of activities

The creation process of Sohjoa Academy engages the project partners, their local networks and ecosystems, and the projects' target groups as described by phases 1-5 below.

1. Planning and preparing Sohjoa Academy content, collecting data and conclusions from local pilots to be iterated into Academy's content and structure.
2. Using multiple participation methods for inviting and engaging target groups to participate in the planning, preparation and completion of Sohjoa Academy.
3. Producing and publishing the Sohjoa Academy self-learning materials for target groups and assessing the further feedback.
4. Refining the Sohjoa Academy webinar series based on received feedback, producing and conducting the event series.
5. Agreeing on the responsibilities, ownership and further development of Sohjoa Academy into an evolving forum for knowledge-sharing platform and expanding network.

Phase 1
- Defining and deciding collectively with project partners and WP leaders the content needed for self-learning materials and the measures for collecting the needed data (such as feedback survey forms).
- Agreeing how to document and edit information systematically from workshops and pilots, to include reporting, conclusions, recommendations and practical guidance for further usage.
- Editing the Sohjoa Academy creation work plan and deciding on the final structure of self-learning material.
- Identifying relevant target group members who are invited to participate in Sohjoa Academy.

Phase 2
- Organizing workshops locally for target groups in pilot cities to
* evaluate the usability of planned self-learning materials (authors, content, media form: written text/audiovisual, publication platform)
* collect feedback, analyzing and selecting the final content for production
* map the needs for webinar series, aiming to find shared questions the transnational audience may find important, to bring transnational benefits.
* asking revisions from selected target groups for material design, suitable for different profession groups (length of tutorial videos, style and tone of written text, usage of information graphics)

- Identifying the potential presenters of each selected topic for self-learning audiovisual materials and webinar speakers.

Phase 3
- Self-learning materials are published as soon as produced.
- Materials related to the pilot activities such as tutorial videos filmed on-site are published last.
- Collecting feedback; re-editing of text based materials is possible, audiovisual materials are not. Using feedback to decide on webinar series topics and expert speakers.

Phase 4
- Organizing the live webinar series
- Collecting feedback and organizing the participants' self-assessment: has their proficiency in the selected thematic subjects increased? Have they found other value in participating Sohjoa Academy?

Phase 5
- Publishing the webinar series recordings with the self-learning material on open platform for wider audience to use.

2,977 / 3,000 characters

5.6.4 This group of activities leads to the development of a deliverable

☐

O 2.3

Title of the output

Sohjoa Academy

14 / 100 characters

Description of the output

Sohjoa Academy is a tool and evolving knowledge-sharing platform for Sohjoa 4.0 target groups that provides content in the form of self-learning materials and webinar/seminar series. The content draws from the Sohjoa 4.0 piloting experiences in different locations to provide up-to-date knowledge from practical experiments in automated human transportation and goods delivery logistics.

Sohjoa Academy can be used as an instrument for
- sharing practical knowledge from pilots and co-creating learning materials
- creating micro-and peer learning opportunities via webinars/seminars
- improving the proficiency levels of professionals and decision-makers
- accelerating acceptance of automation of transportation and logistics
- raising awareness of processes behind automated solutions in cities

Sohjoa Academy's content is thematically divided into four proficiency categories:
1. Technical and infrastructure
2. Legislative and directive
3. Monetary and business
4. User experience and security

It is recommended that the closest main target groups choose to utilize all of Sohjoa Academy's content and actions, including self-learning materials and participating in webinars series. It is valuable to understand how constructing the cities' automation ecosystems impacts the city and service planning and regional, national and eventually transnational competitiveness.

However, for raising awareness or gaining higher proficiency in the selected topics, many individuals benefit from focusing on one or more categories of Sohjoa Academy, depending on their professional role.

1,588 / 3,000 characters

Target groups and uptake of the solution presented in this output

Target groups	How will this target group apply the output in its daily work?
Target group 1 Local public authority Municipalities, city officials / planners. Capital area Finland, Gdansk Poland, Zemgale region Latvia, Kongsberg, Sigdal and Krødsherad Norway, Tallinn Estonia, Birzai Lithuania.	We aim to support the automated transport/logistics decision-making processes in the cities by providing the target group tools for self-educating, microlearning, peer-learning and thus reaching a higher proficiency level in these topics in the current, fast-evolving environments. 281 / 1,000 characters
Target group 2 Infrastructure and public service provider Public transportation authorities and operators. Capital area Finland, Gdansk Poland, Zemgale region Latvia, Norefjell Norway, Tallinn Estonia, Birzai Lithuania.	We aim to support the automated transport/logistics decision-making processes in the cities by providing the target group tools for self-educating, microlearning, peer-learning and thus reaching a higher proficiency level in these topics in the current, fast-evolving and competitive environments. 297 / 1,000 characters
Target group 3 National public authority Ministries, traffic safety authorities, road authorities. Finland, Poland, Latvia, Norway, Estonia, Lithuania.	We aim to support the decision-making processes being harmonious and educated at the national and transnational levels by providing the target group tools for updating their proficiency in the relevant topics. 209 / 1,000 characters
Target group 4 Small and medium enterprise Local business owners (shop owners, restaurants and tourist attractions). Logistics and transport operators. Capital area Finland, Gdansk Poland, Zemgale region Latvia, Norefjell Norway, Tallinn Estonia, Birzai Lithuania.	We aim to support the competitiveness of the regions by providing the target group tools for self-educating, microlearning, peer-learning and thus reaching a higher proficiency level in these topics in the current, fast-evolving environments. 242 / 1,000 characters

Durability of the output

The Sohjoa Academy materials consist of written and audiovisual items. The content and items are created collaboratively with the consortium members and external expert speakers during the project. The materials will stay available also after the project without financial support.

Lead Partner's lawyer services create the output ownership agreement for the consortium to avoid copyright infringements in the post-project period. The use and access of the material is online on an open access platform, such as webpage, or Massive Open Online Course (MOOC) platform.

The output is disseminated during the project on the selected platform. The project website platform provided by the funder is an option, but it's usability is unfamiliar to the Lead Partner's Communications Manager at the time of writing the plan. Links to materials are disseminated freely on partners' communications channels and websites.

912 / 1,000 characters

5.6.6 Timeline

Period:	1	2	3	4	5	6
WP.2: WP2 Piloting and evaluating solutions						
A.2.3: Iterative development of the Sohjoa Academy						
O.2.3: Sohjoa Academy						

5.6.7 This deliverable/output contains productive or infrastructure investment

Work package 3

5.1 WP3 Transferring solutions

5.2 Aim of the work package

In Work Package 3, communicate and transfer the ready solutions to your target groups. Plan at least one year for this work package to transfer your solutions to the target groups, considering their respective needs. Select suitable activities to encourage your target groups to use the solutions in their daily work.
Organise your activities in up to five groups of activities. Describe the deliverables and outputs as well as present the timeline.

5.3 Work package leader

Work package leader 1 PP 1 - Metropolia University of Applied Sciences

Work package leader 2 Please select

5.4 Work package budget

Work package budget 20%

5.5 Target groups

	Target group	How do you plan to reach out to and engage the target group?
1	Local public authority Municipalities, city officials / planners. Capital area Finland, Gdansk Poland, Zemgale region Latvia, Kongsberg, Sigdal and Krødsherad Norway, Tallinn Estonia, Birzai Lithuania. 178 / 500 characters	Steering group membership invitation to selected target group members. Professional networking events. Educational networking events. Visitations to pilot sites. Invitation to attend Sohjoa Academy webinars. 209 / 1,000 characters
2	Infrastructure and public service provider Public transportation authorities and operators. Capital area Finland, Gdansk Poland, Zemgale region Latvia, Norefjell Norway, Tallinn Estonia, Birzai Lithuania. 161 / 500 characters	Professional networking events. Educational networking events. Collaboration with planning and permitting pilot sites. Visitations to pilot sites. Invitation to speak at Sohjoa Academy webinars. 195 / 1,000 characters
3	National public authority Ministries, traffic safety authorities, road authorities. Finland, Poland, Latvia, Norway, Estonia, Lithuania. 111 / 500 characters	Professional networking events. Collaboration with planning and permitting pilot sites. Invitation to speak at Sohjoa Academy webinars. 136 / 1,000 characters
4	Small and medium enterprise Local business owners (shop owners, restaurants and tourist attractions). Logistics and transport operators. Capital area Finland, Gdansk Poland, Zemgale region Latvia, Norefjell Norway, Tallinn Estonia, Birzai Lithuania. 221 / 500 characters	Professional networking events. Educational networking events. Visitations to pilot sites. Invitation to attend Sohjoa Academy webinars. 137 / 1,000 characters

5.6 Activities, deliverables, outputs and timeline

No.	Name
3.1	**Project communications, dissemination and exploitation**
3.2	**Transferring knowledge with Sohjoa Academy webinar series and self-learning material**

WP 3 Group of activities 3.1

5.6.1 Group of activities leader

Group of activities leader PP 1 - Metropolia University of Applied Sciences

A 3.1

5.6.2 Title of the group of activities

Project communications, dissemination and exploitation

54 / 100 characters

5.6.3 Description of the group of activities

The project sets collaboration with project partners early on. The partners' local/regional communication activities are supported by the Communications Manager nominated by the Lead Partner, and all activities follow the funder's guidance. The project benefits from the previous collaborations, and even there is one new country included, most of the project partners have knowledge and access to their local communication forums and channels, which are used to inform the public about the upcoming pilot activities. In addition, partners have contacts in their local ecosystems involved in the project's thematic field, which helps identify and reach the desired target groups.

Primary activities include but are not limited to
- Communicating the value of project activities to target groups (and broader audiences)
- Raising awareness and engaging target groups to follow the progress of the project as well as participate in dialogue in a professional setting (seminars, webinars, visits to pilot sites, public events)
- Disseminating results from a transnational perspective to the European audience.

The Communications Manager coordinates the work, creates edited content for selected platforms, and creates a more detailed communications plan collaborating with project partners.
CM is responsible for advising partners on the funder's visibility rules and sparring them in their PR or communication questions related to their local pilot planning.

CM follows the proceeding of each pilot, and adjusts the communications, dissemination and exploitation work plan accordingly, as the work is linked to collecting and creating the materials in WP GoA 3.2 Sohjoa Academy: transferring knowledge with self-learning material and webinar series.

1,755 / 3,000 characters

5.6.4 This group of activities leads to the development of a deliverable ☐

5.6.6 Timeline

Period:	1	2	3	4	5	6
WP.3: WP3 Transferring solutions						
A.3.1: Project communications, dissemination and exploitation						

WP 3 Group of activities 3.2

5.6.1 Group of activities leader

Group of activities leader PP 1 - Metropolia University of Applied Sciences

A 3.2

5.6.2 Title of the group of activities

Transferring knowledge with Sohjoa Academy webinar series and self-learning material

84 / 100 characters

5.6.3 Description of the group of activities

The Sohjoa Academy serves as a tool to answer the need to transfer knowledge and solutions in the Baltic Sea region from the experienced piloting cities to inexperienced but curious ones. During Sohjoa 4.0 project, two sets of educational, open content are created in collaboration with project partners and external experts:

1. Self-learning material: instruction videos and material for target groups (production in English, accessible, open online distribution).
2. Webinar series is a set of educational live online events to provide target groups knowledge, hands-on solutions and a possibility to ask the expert. In addition, the webinar series aims to target group members interested in learning more about the piloting-related topics.

The content planning process starts immediately. The material creation is coordinated by LP's CM in close collaboration with the project partners' specialists and experts of different disciplines.

There are dependencies between collecting the data and new knowledge from pilots, as the production of Academy content and material aligns with the pilot activities. The simple production plan follows three phases:

A) Creating new knowledge: discovering the best practices and identifying the problems such as know-how gaps or operational restrictions between countries, based on the consortium members' fresh experiences focused on the specified topics. Content creation involves all partners.
> This phase is ongoing until most pilots are at least started, as the main core content can be extracted from the practicalities of pilot preparations, not so much for completed piloting.

B) Designing and packaging the compiled knowledge into a transferable product through webinars and self-learning materials. The editing of final products involves a smaller group of project partners and some outsourced services (graphic design, video editing, translations, accessibility checks, subtitles).
> This phase starts when all the pilots have started and have a production deadline in the first half of the final project implementation period.

C) Disseminating the Academy content to target groups by organizing the webinar series and providing the published self-learning materials on open access online channels.
> This phase takes place during the final implementation period.

The Communications Manager coordinates the overall work and creates a more detailed work plan, including selecting topics collaborating with PM and other WP leaders.

2,493 / 3,000 characters

5.6.4 This group of activities leads to the development of a deliverable ✔

D 3.2

Title of the deliverable

Sohjoa Academy webinar series and self-learning material

56 / 100 characters

Description of the deliverable

A series of webinars on selected topics related to planning, setting up and running the pilots. Presented by specialists and experts of the topic per chapter.

These topics, or subject lines of each webinar, on general level include but are not limited to:
- automated mobility legislation and permissions
- service route planning in cities
- technology of automated vehicles
- public procurement issues.

Depending on the budget number of webinar chapters are decided and if budget allows, webinars are recorded and edited into accessible videos for open access use.

Sohjoa Academy self-learning material is
- compilation of text-based materials
- and/or audiovisual practical tutorials
created based on the fresh and focused on the selected topics related to planning, setting up and running the pilots.

These topics on general level include but are not limited to legislation, permissions, route planning in cities, technology of automated vehicles, public procurement issues.
The content is created during the project, in collaboration with partners and intertwined with their pilot experiences.

All materials will be released on platforms available to public with open access.

1,189 / 2,000 characters

Which output does this deliverable contribute to?

O2.3

4 / 100 characters

5.6.6 Timeline

Period:	1	2	3	4	5	6
WP.3: WP3 Transferring solutions						
A.3.2: Transferring knowledge with Sohjoa Academy webinar series and self-learning material						
D.3.2: Sohjoa Academy webinar series and self-learning material						

5.6.7 This deliverable/output contains productive or infrastructure investment ☐

6. Indicators

Indicators

Output indicators

Output indicators	Total target value in number	Project outputs	Please explain how the solution presented in this output serves the target group(s).
RCO 84 – Pilot actions developed jointly and implemented in projects	3	N/A	N/A
RCO 116 – Jointly developed solutions	2	O.2.1: Conclusions and guidelines based on the piloted automated logistics concept	These conclusions and guidelines give the target groups the understanding of which logistics-related challenges could actually be solved with the piloted solution contributing to later adoption. This output ensures the knowledge dissemination between the partners and other interested parties and supports peer-to-peer learning. 329 / 1,000 characters
		O.2.3: Sohjoa Academy	Sohjoa Academy shares practical knowledge from different pilots and improves the proficiency level of professionals and decision-makers. This will be done by seminars, webinars and self learning materials. Sohjoa Academy also helps in accelerating acceptance of automation of transportation and logistics and raising awareness of processes behind automated solutions in cities. 379 / 1,000 characters

Result indicators

Result indicator	Total target value in number	Please explain how organisations in the target groups within or outside the partnership will take up or upscale each solution.
RCR 104 - Solutions taken up or up-scaled by organisations	2	The conclusions and guidelines of O2.1 will be shared in Sohjoa Academy. Sohjoa Academy self learning materials will be used by the municipalities who will implement or pilot automated transport. Detailed instructions and case examples lower the threshold for planning, purchasing, testing and implementing solutions of automated transport and ease the processes. It also shares the experience of what can and can't or shouldn't be done e.g. when asking for tenders of automated transport. SMEs planning to participate in tendering for automated transport will use the Sohjoa Academy material to more broadly understand the needs and limitations of public transport and logistics. This helps them in providing better and more appropriate services. 750 / 2,000 characters

Output indicators

Output indicator	Total target value in number
RCO 87 - Organisations cooperating across borders	8

Result indicators

Result indicator	Total target value in number	Please describe what types of organisations are planned to actively participate in the project. Explain how this participation will increase their institutional capacity. These types of organisations should be in line with the target groups you have defined for your project.	
PSR 1 - Organisations with increased institutional capacity due to their participation in cooperation activities across borders	20	Project partners and associated organisations	Municipal and regional administrations will have improved skills on implementing and procuring new (automated) technologies for logistics. Companies will learn about important practicalities when tendering and providing mobility services with new technologies. Educational organisations will learn which are the most important issues to understand, share knowledge about and educate in different regions with different entry levels of competences when they aim to jointly develop regional urban mobility. 509 / 1,500 characters
		Other organisations	Public authorities, SMEs and infrastructure and public service providers on the partnering regions will improve their skills in matters relating to automated vehicles in mobility services. This competence will be gained both in the on site events of the practical pilots and in the Sohjoa Academy. 297 / 1,500 characters

7. Budget

7.0 Preparation costs

Preparation Costs

Would you like to apply for reimbursement of the preparation costs?	Yes

Other EU support of preparatory cost

Did you receive any other EU funds specifically designated to the development of this project application?	No

7.1 Breakdown of planned project expenditure per cost category & per partner

No. & role	Partner name	Partner status	CAT0 - Preparation costs	CAT1 - Staff	CAT2 - Office & administration
1 - LP	Metropolia University of Applied Sciences	Active 22/09/2022	3,000.00	408,672.00	61,300.80
2 - PP	Municipality of Gdańsk- The Municipal Office of Gdansk	Active 22/09/2022	3,000.00	180,000.00	27,000.00
3 - PP	Tallinn University of Technology	Active 22/09/2022	3,000.00	299,280.00	44,892.00
4 - PP	Birzai district municipality administration	Active 22/09/2022	3,000.00	170,250.00	25,537.50
5 - PP	Applied Autonomy AS	Active 22/09/2022	3,000.00	130,000.00	19,500.00
6 - PP	Grønn Reise AS	Active 22/09/2022	3,000.00	45,000.00	6,750.00
7 - PP	Zemgale Planning Region	Active 22/09/2022	3,000.00	93,600.00	14,040.00
8 - PP	City of Tallinn	Active 22/09/2022	3,000.00	210,000.00	31,500.00
Total			24,000.00	1,536,802.00	230,520.30

No. & role	Partner name	CAT3 - Travel & accommodation	CAT4 - External expertise & services	CAT5 - Equipment	Total partner budget
1 - LP	Metropolia University of	61,300.80	56,000.00	0.00	590,273.60
2 - PP	Municipality of Gdańsk- T	27,000.00	249,400.00	0.00	486,400.00
3 - PP	Tallinn University of Tech	44,892.00	0.00	45,000.00	437,064.00
4 - PP	Birzai district municipality	25,537.50	250,000.00	0.00	474,325.00
5 - PP	Applied Autonomy AS	19,500.00	140,000.00	100,000.00	412,000.00
6 - PP	Grønn Reise AS	6,750.00	50,000.00	0.00	111,500.00
7 - PP	Zemgale Planning Region	14,040.00	265,000.00	10,000.00	399,680.00
8 - PP	City of Tallinn	31,500.00	10,000.00	120,000.00	406,000.00
Total		230,520.30	1,020,400.00	275,000.00	3,317,242.60

7.1.1 External expertise and services

Contracting partner	Group of expenditure	Item no.	Specification	Investment item?	Group of activities no.	Planned contract value	
1. Metropolia Unive	Communication	CAT4-PP1-C-0	Sohjoa Academy self-study video series (max 10 videos) technical production costs. 82 / 100 characters	No	3.2	30,000.00	
1. Metropolia Unive	Communication	CAT4-PP1-C-0	Sohjoa Academy self-study online material graphic design (accessible items: charts etc) costs. 94 / 100 characters	No	3.2	5,000.00	
1. Metropolia Unive	Events/meetings	CAT4-PP1-A-0	Sohjoa Academy collaborative content production: national workshops' external facilitator costs. 96 / 100 characters	No	2.3 3.2	12,000.00	
1. Metropolia Unive	Events/meetings	CAT4-PP1-A-0	Sohjoa Academy webinar series marketing and production costs. 61 / 100 characters	No	3.2	2,000.00	
1. Metropolia Unive	Specialist support	CAT4-PP1-E-0	GDPR consultation. 18 / 100 characters	No	N/A	5,000.00	
1. Metropolia Unive	Events/meetings	CAT4-PP1-A-0	Kick-off and/or final event. 28 / 100 characters	No	N/A	2,000.00	
2. Municipality of G	Specialist support	CAT4-PP2-E-0	Organisation of the logistic autonomous last mile pilot. 56 / 100 characters	No	1.1 2.1	200,000.00	
2. Municipality of G	Other	CAT4-PP2-G-0	Coordination of communication, meetings and specialist services alongside the pilot. 84 / 100 characters	No	1.1 2.1	49,400.00	
4. Birzai district mu	National control	CAT4-PP4-F-0	First level control 19 / 100 characters	No	N/A	20,000.00	
4. Birzai district mu	Specialist support	CAT4-PP4-E-1	Organisation of the automated last mile pilot. 46 / 100 characters	No	2.2	200,000.00	
4. Birzai district mu	Specialist support	CAT4-PP4-E-1	Coordination of communication, meetings and specialist services alongside the pilot. 84 / 100 characters	No	2.2	30,000.00	
	Total					1,020,400.00	

Contracting partner	Group of expenditure	Item no.	Specification	Investment item?	Group of activities no.	Planned contract value	
5. Applied Autonom	IT	CAT4-PP5-B-1	Autonomous guided vehicle services: set-up, testing, support. 61 / 100 characters	No	2.1	30,000.00	
5. Applied Autonom	Communication	CAT4-PP5-C-1	Advertising and communication around the pilot on Norefjell. 60 / 100 characters	No	N/A	20,000.00	
5. Applied Autonom	IT	CAT4-PP5-B-1	Support with integration of the autonomous guided vehicle and the logistics system. 83 / 100 characters	No	2.1	70,000.00	
5. Applied Autonom	Specialist support	CAT4-PP5-E-1	Specialist support for pilot preparations to ensure maximum impact of the pilot. 80 / 100 characters	No	1.1	20,000.00	
6. Grønn Reise AS	Specialist support	CAT4-PP6-E-1	Specialist expertise from local actors in order to ensure optimal implementation of the pilot. 94 / 100 characters	No	1.1 2.1	45,000.00	
6. Grønn Reise AS	Communication	CAT4-PP6-C-1	Services relating to the organisation and implementation of events or meetings. 79 / 100 characters	No	N/A	5,000.00	
7. Zemgale Plannin	Specialist support	CAT4-PP7-E-1	3 pilot demonstrations. 23 / 100 characters	No	2.2	250,000.00	
7. Zemgale Plannin	Other	CAT4-PP7-G-1	Organising and support activities for 3 pilot demonstrations. 61 / 100 characters	No	1.2 2.2	15,000.00	
8. City of Tallinn	Events/meetings	CAT4-PP8-A-2	Meetings for pilot communication. 33 / 100 characters	No	N/A	10,000.00	
	Total					1,020,400.00	

7.1.2 Equipment

Contracting partner	Group of expenditure	Item no.	Specification	Investment item?	Group of activities no.	Planned contract value	
3. Tallinn University	Other specific equip	CAT5-PP3-H-0	A sea container or similar + necessary refitting for pilot storage. 67 / 100 characters	No	2.1	45,000.00	
5. Applied Autonom	Machines and instru	CAT5-PP5-E-0	Rent of autonomous guided vehicle (at least one, two if possible within budget). 80 / 100 characters	No	2.1	100,000.00	
7. Zemgale Plannin	Other specific equip	CAT5-PP7-H-0	Info stands, signs, barriers, other equipment for 3 pilot demonstrations. 73 / 100 characters	No	1.2 2.2	10,000.00	
8. City of Tallinn	Vehicles	CAT5-PP8-G-0	Rent for the self-driving vehicle. 35 / 100 characters	No	2.1	120,000.00	
	Total					275,000.00	

7.1.3 Infrastructure and works

Contracting partner	Group of expenditure	Item no.	Specification	Investment item?	Group of activities no.	Planned contract value	
Please select	Please select	CAT6-PP--01	0 / 100 characters	Please select		0.00	
	Total					0.00	

7.2 Planned project budget per funding source & per partner

No. & role	Partner name	Partner status	Country	Funding source	Co-financing rate [in %]	Total [in EUR]	Programme co-financing [in EUR]	Own contribution [in EUR]	State aid instrument
1-LP	Metropolia University of Applied Sciences	Active 22/09/2022	FI	ERDF	80.00 %	590,273.60	472,218.88	118,054.72	For each partner, the State aid relevance and applied aid measure are defined in the **State aid section**
2-PP	Municipality of Gdańsk- The Municipal Office of Gdansk	Active 22/09/2022	PL	ERDF	80.00 %	486,400.00	389,120.00	97,280.00	
3-PP	Tallinn University of Technology	Active 22/09/2022	EE	ERDF	80.00 %	437,064.00	349,651.20	87,412.80	
4-PP	Birzai district municipality administration	Active 22/09/2022	LT	ERDF	80.00 %	474,325.00	379,460.00	94,865.00	
5-PP	Applied Autonomy AS	Active 22/09/2022	NO	Norway	50.00 %	412,000.00	206,000.00	206,000.00	
6-PP	Grønn Reise AS	Active 22/09/2022	NO	Norway	50.00 %	111,500.00	55,750.00	55,750.00	
7-PP	Zemgale Planning Region	Active 22/09/2022	LV	ERDF	80.00 %	399,680.00	319,744.00	79,936.00	
8-PP	City of Tallinn	Active 22/09/2022	EE	ERDF	80.00 %	406,000.00	324,800.00	81,200.00	
Total ERDF						2,793,742.60	2,234,994.08	558,748.52	
Total Norway						523,500.00	261,750.00	261,750.00	
Total						3,317,242.60	2,496,744.08	820,498.52	

7.3 Spending plan per reporting period

	EU partners (ERDF)		Norwegian partners (Norway)		Total	
	Total	Programme co-financing	Total	Programme co-financing	Total	Programme co-financing
Preparation costs	18,000.00	14,400.00	6,000.00	3,000.00	24,000.00	17,400.00
Period 1	324,972.60	259,978.08	37,916.00	18,958.00	362,888.60	278,936.08
Period 2	381,974.00	305,579.20	77,916.00	38,958.00	459,890.00	344,537.20
Period 3	512,974.00	410,379.20	127,916.00	63,958.00	640,890.00	474,337.20
Period 4	612,374.00	489,899.20	142,916.00	71,458.00	755,290.00	561,357.20
Period 5	590,474.00	472,379.20	92,916.00	46,458.00	683,390.00	518,837.20
Period 6	352,974.00	282,379.20	37,920.00	18,960.00	390,894.00	301,339.20
Total	2,793,742.60	2,234,994.08	523,500.00	261,750.00	3,317,242.60	2,496,744.08