

Programme Interreg Italy – Croatia

**Project EFFICIENTN2K****KICK-OFF MEETING**

October 3rd, 2023

Udruga Sunce, Obala HNP 7/3, Split

<b>AGENDA</b>		
10:00	10:10	Welcome note
10:10	10:30	Project implementation rules <i>(presentation by Project Officer – Mr. Marin Miletić)</i>
10:30	10:50	Presentations – introduction of partners
10:50	11:30	Project management: <ul style="list-style-type: none"> <li>• Day-to-day management and coordination,</li> <li>• Financial management,</li> <li>• Monitoring and evaluation,</li> <li>• Project team and Steering committee</li> </ul>
11:30	12:10	Project communication: <ul style="list-style-type: none"> <li>• Internal communication set up,</li> <li>• Editorial Plan</li> </ul>
<i>12:10</i>	<i>12:40</i>	<i>Coffee break</i>
12:40	13:00	WPs – presentation, time plan, deliverables, outputs, and results
13:00	13:40	Discussion on WP1, A1.1 - steps to be undertaken
13:40	14:00	Wrap up (upcoming deadlines, setting up timeframe for next meetings, etc.)