**NEW FINANCE Kick-off meeting**

*Zagreb, Croatia, 25-26 January 2017*

**DRAFT AGENDA**

**DAY 1 –** 25 January 2017

09:30 – 09:30 Welcome and coffee

09:30 – 10:10 Introduction of partners (7 mins each) – *ALL PARTNERS*

10:10 – 10:25 Presentation of NEW FINANCE project – *REGEA*

*10:25 – 10:30 Break*

**WP Project management**

10:30 – 11:00 Presentation of the work plan and spending plan

11:00 – 11:30 Group discussion and **adoption of the work plan and spending plan**

11:30 - 11:45 Presentation of templates for monitoring of activities and finances

11:45 – 12:15 Presentation of internal communication strategy

12:15 – 12:45 Group discussion and **adoption of internal communication strategy**

*12:45 – 13:45 Lunch and joint photograph*

13:45 – 14:15 Programme communication rules and NEW FINANCE branding - *REGEA*

14:15 – 14:30 Presentation of MEDNICE project – *EMUNI University (MEDNICE partner)*

**WP Communication**

14:30 – 15:00 Presentation of the **communication strategy and action plan**

15:00 – 16:00 Group discussion and inputs for the communication strategy and action plan

*@19:00 Dinner organized by REGEA*

**NEW FINANCE Kick-off meeting**

*Zagreb, Croatia, 25-26 January 2017*

**DRAFT AGENDA**

**DAY 2 –** 26 January 2017

**Special topic: transfer of know-how**

09:00 – 09:20 Report from EASME conference Finance Market Place – *REGEA*

**Special topic: synergy with other MED projects**

09:20 – 09:40 Presentation of SHERPA project and collaboration possibilities – *Government of Catalonia (SHERPA Lead Partner)*

**WP Capitalization**

09:40 – 10:10 Set-up of 5 new lighthouse EE projects – *ICAEN*

10:10 – 10:40 Exchange of experience and joint planning

*10:40 – 10:50 Break*

10:50 – 11:20 NEW FINANCE & ALLIANCE e-platform with 24 showcase projects– *KSSENA*

11:20 – 11:50 Exchange of experience and joint planning

11:50 – 12:20 BETTER ENERGY MANAGEMENT trainings – *MIEMA*

12:20 – 12:50 Exchange of experience and joint planning

12:50 – 13:00 Wrap up and conclusions

*@13:00 Lunch and farewell*