

## PlanToConnect project kick-off meeting

Ljubljana, 30. – 31. 01. 2023

### Agenda (Version 19. 01. 2023)

The **aims** of the kick-off meeting are to:

- get to know each other and learn about the interests and motivations/expectations and priorities of all project partners
- discuss the PlanToConnect management structure and set up the project steering group (M)
- present and discuss project finances related topics (M)
- present a proposal for the approach of the analysis in activities 1.1 and 2.1, discuss some obstacles/issues/open questions and agree on next steps (WP 1, WP 2), coordinate between work packages, e.g., how can the pilot sites contribute to a coherent ecological network in the Alpine Space?
- understand the competences of the project partners, e. g., does every partner have GIS competences or do we have to reserve budget for external expertise for this? (WP 1, WP 2)
- discuss and decide about the further steps in addressing the communication related tasks (C)

### Programme

#### **Day 1 – Monday, 30. 01. 2023**

When?	What?	Who?
12:00	Lunch buffet	
13:00	<b>Welcome and introduction to the meeting</b> Welcome address by the director of UIRS Mr Igor Bizjak Overview of the meeting programme Project partners/meeting participants introduce themselves (5 min/project partner)	UIRS

14:00	<b>PlanToConnect management structure</b> Discussion of the principles/values for the PlanToConnect project implementation Presenting and discussing the project management structure (bodies, set up, tasks, working methods) Setting up the PlanToConnect project steering group	UIRS
15:15	<i>Coffee break (15 min)</i>	
15:30	<b>Work package 1 – Knowledge base for green and blue infrastructure connectivity planning</b> Overview of WP1 (15 min) Presentation of a proposal for the approach of the analysis in activity 1.1 (30 min) Discussion on existing material, synergies of existing projects, obstacles, and open questions (30 min) Agreement and sum up on next steps, responsibilities, and deadlines within A1.1 (15 min)	EURAC
17:00	<b>Management – financial topics</b> <b>Project budget overview</b> <ul style="list-style-type: none"> <li>▪ Project budget per fund (project partner/fund)</li> <li>▪ Project budget per project partner/calculation option</li> </ul> <b>Project reporting</b> <ul style="list-style-type: none"> <li>▪ Project reports</li> <li>▪ Reporting periods</li> <li>▪ Reporting procedures (deadlines, communication, JEMS)</li> <li>▪ Reporting for real costs/flat rate costs</li> </ul> <b>Public procurement rules</b> <ul style="list-style-type: none"> <li>▪ Overview of the Alpine Space programme rules</li> </ul> <b>National control systems</b> <ul style="list-style-type: none"> <li>▪ Status review</li> </ul>	UIRS
18:00	<i>End of meeting day 1</i>	
19:30	<i>Common dinner</i>	

## Day 2 – Tuesday, 31. 01. 2023

When?	What?	Who?
08:30	<i>Welcome coffee</i>	
09:00	<p><b>WP 2 – Implementing green and blue infrastructure networks for connectivity</b></p> <ul style="list-style-type: none"> <li>▪ Output 2.1 - Case studies (10 min)</li> <li>▪ Project partners' case studies and pilot sites (9 PPs x 15 min)</li> <li>▪ Inputs for case studies (A2.1) - Spatial planning of GBI infrastructures for connectivity - Survey on current practices, good practices and potential in PP countries and pilot sites (25 min)</li> <li>▪ Definition of tasks, responsibilities, deadlines period 1 (04/2023) (A2.1, AL EURAC &amp; ALPARC, all PPs) (30 min)</li> </ul>	RV
10:25	<i>Coffee break (10 min)</i>	
12:30	<i>Lunch buffet (60 min)</i>	
13:30	<p><b>WP 3 – Capacity building, training and knowledge transfer</b></p> <p><b>A3.1: Regional connectivity working groups (RCWGs), capacity building and active involvement...</b></p> <ul style="list-style-type: none"> <li>▪ Exact role of RCWGs (especially in A2.2-A2.6 activities) and flexibility depending on the specific situation in the pilot site</li> <li>▪ Proposals for composition of RCGWs</li> <li>▪ Content and due date for workplans</li> <li>▪ Clarification of expectations towards RCWGs involvement</li> </ul> <p><b>A3.2: Hands-on training modules...</b></p> <ul style="list-style-type: none"> <li>▪ Important milestones in the elaboration process (also in relation to other activities)</li> <li>▪ Multipliers and stakeholders to be involved</li> </ul> <p><b>A3.3: Transnational expert working group on ecological connectivity within the AlpPlan network</b></p> <ul style="list-style-type: none"> <li>▪ Scope, timeline and objectives: first proposal</li> <li>▪ Suggestions for composition (PPs suggest experts and key multipliers)</li> <li>▪ Definition of exchange formats with key multipliers</li> <li>▪ Envisaged date for 2-days mid-term transnational workshop 2024</li> <li>▪ Clarification of distinctions with RCWGs and potential overlaps</li> </ul>	JMU

15:00	<b>Communication</b> Discussing issues related to communication, such as the PlanToConnect project target groups, types of communication, communication tools (website) and deciding about further steps	UIRS
16:15	<b>Summary and next steps</b> Overview of the process, feedback of participants	UIRS
16:30	<i>End of the meeting</i>	
17:00	<i>Guided tour of the center of Ljubljana (optional)</i>	