**618843-EPP-1-2020-1-IT-EPPKA2-CBHE-JP**

Capacity Building in Sustainability for Architectural Heritage

*Kick off meeting – University of L’Aquila, Zoom platform*

2021, 16th / 17th February

**Day 1, Tuesday 16th February 2021 – 9:30 a.m. CET / 11:30 a.m. Moscow**

<https://zoom.us/j/94680038201?pwd=SzVWM3ZwUTJ2bWtBMVNyTm1oSzdWdz09>

**Meeting ID: 946 8003 8201  
Access code: 723845**

AGENDA

9:15 – 9:30*Entering the virtual meeting room*

9:30 – 9:45 **Welcome and Meeting Opening**

* **Professor Edoardo Alesse**, *Rector of the University of L’Aquila*
* **Mr. Artur Martirosyan**, *Deputy Minister of the Ministry of Research, Education, Culture and Sport of Republic of Armenia*
* **Mr. David Avakian**, *EU Delegation in Armenia*

9.45 – 10.00 **Introduction and Recommendations**

* **Mr. Andrea Murzi,** *EACEA*
* **Dr. Lana Karlova,** *Coordinator National Erasmus Office Armenia*
* **Dr. Anna Murayeva,** *Coordinator National Erasmus Office Russian Federation*

10:00 – 11:00 **Short presentation of SAH project Teams**

|  |  |
| --- | --- |
| **EU Institutions:**   * UNIVAQ Teams (L’Aquila, IT) * RWTH Teams (Aachen, DE) * NTUA Teams (Athens, GR)   **Russian Federation Institutions:**   * KSUAE Teams (Kazan) * MGSU Teams (Moscow) * NArFU Teams (Arkhangelsk) * SSTU Teams (Samara) | **Armenian Institutions:**   * NUACA Teams (Yerevan) * GU Teams (Goris) * CARA Teams (Yerevan)   **Iranian Institutions:**   * UT Teams (Tehran) * TIAU Teams (Tabriz) |

11:00 – 11:15 *BREAK*

11:15 – 12:00**Project overview and workplan**

* **Aims and expected results,** *Professor Anna Tozzi, project coordinator (UNIVAQ)*
* **Working Packages description***, Mr. Massimiliano D’Innocenzo (UNIVAQ Coordination Team)*

12:00 – 12:45 **Documents and project structure**

* **The Partnership Agreement**, *Mr. Marco Calabrese (UNIVAQ Coordination Team)*
* **The Working Groups**, all Partners

12:45 – 13:15 **Q&A Session**

13:15 ***End Day 1***

**This Project has been funded with support from the European Commission.**

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*Kick off meeting – University of L’Aquila, Zoom platform*

2021, 16th / 17th February

**Day 2, Wednesday 17th February 2021 – 9:30 a.m. CET / 11:30 a.m. Moscow**

<https://zoom.us/j/99191227567?pwd=dDVnSHplS09ER0tJY2d2NmdwbGFCdz09>

**Meeting ID:  991 9122 7567  
Access code: 079278**

AGENDA

9:15 – 9:30*Entering the virtual meeting room*

9:30 – 10:45 **Financial Management Rules**

* **SAH Management Structure and Financial administration,** *Mr.**Marco Calabrese**(UNIVAQ Coordination Team)*
* **Budget lines,** *Mr. Marco Calabrese and Mr. Massimiliano D’Innocenzo (UNIVAQ Coordination Team)*
* **Financial reporting documents – Part 1***, Mr. Marco Calabrese and Mr. Massimiliano D’Innocenzo (UNIVAQ Coordination Team)*

10:45 – 11:00 *BREAK*

11:00 – 11:45 **Financial Management Rules**

* **Equipment and VAT,** *Mr. Marco Calabrese and Mr. Massimiliano D’Innocenzo (UNIVAQ Coordination Team)*
* **Subcontracting,** *Mr. Marco Calabrese and Mr. Massimiliano D’Innocenzo (UNIVAQ Coordination Team)*
* **Financial reporting documents – Part 2***, Mr. Marco Calabrese and Mr. Massimiliano D’Innocenzo (UNIVAQ Coordination Team)*

11:45 – 12:15 **Q&A Session**

12:15 – 12:30 **Decision taken and Closing Remarks**

12:30 ***End of the Meeting***

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