

Agenda for Interim meeting

Tirana, Albania, 1st of November 2018, Hotel Mondial conference room

Time	Topic
10.00 – 10.30	Registration of participants
10.30 – 12.30	<p>Opening session SMEINNOBOOST Project progress from 1st of August,2017 till 30thof October, 2018 Every PP is presenting the status quo per BMP country</p> <p>Power Point Presentation including:</p> <ul style="list-style-type: none"> - Activities performed; - Procurement plan progress; - Achieved results/deliverables; - Faced problems/solutions <p>8 minutes per PP /up-date of PPP from Thessaloniki/.</p> <p>Overall Budget Implementation/paid and verified expenditures/ – Presenting LP</p> <p>SMEINNOBOOST Communication strategy implementation – presentation by LP and PP6</p>
12.30 – 13.45	Lunch break
13.45-14.30	<p>Second session</p> <ul style="list-style-type: none"> - SAT developments – presentation by LP - Statistical information/survey for benchmarking – Presenting PP2, PP3, PP4 - Benchmark for SAT – presentation by PP8 - Transnational Innovation Clustersprogress – presentation by PP7
14.30 – 14.45	Coffee break
14.45 – 16.15	<p>Third session Project management and reporting – every PP reports about the process;</p> <p>QUESTIONS AND ANSWERS</p>