

# CONCERTO

## Project kick-off meeting

21-22 January 2025

*BASE Milano\**

(V. Ambrogio Bergognone da Fossano, 34)

### *DRAFT AGENDA*

Ref	Topic	Time
Day 1		11:00 - 18:00
Welcome coffee and registration		11:00 – 11:30
1	Opening Project coordinator, CMCC scientific director and programme director	11:30 – 11:50
2	Administrative and financial rules (European Commission – Project officer)	11:50 – 12:10
3	WP8 presentation – CMCC Financial & admin management & internal communication (Presentation + discussion Q&As)	12:10 – 12:45
Lunch break		12:45 – 13:45
4	Consortium partners' presentation (5 mins <i>Elevator pitch</i> for each partner)	13:45 – 14.45
5	WP 1 presentation – MEE0 (Presentation 20' + discussion Q&As 15')	14:45 – 15:20
Coffee Break		15:20 – 15:45
6	WP 2 presentation – BSC (Presentation 20' + discussion Q&As 15')	15:45 – 16:20
7	WP 3 presentation – ECMWF (Presentation 20' + discussion Q&As 15')	16:20 – 16:55
Have a break, stretch your legs!		16:55 – 17:05
8	External advisory board (EAB) meeting – if necessary (Only for EAB members)  WP1 - WP8 Data management plan and user requirements (All partners)	17:05 – 17:45

9	Q&A on 1st day topics	17.45 – 18.00
Closure of day 1		
Social dinner		19:30

Day 2		9:00 – 16:00
Welcome coffee		9:00 – 9:30
10	WP 4 presentation – ICL (Presentation 20' + discussion Q&As 15')	9:30 – 10:05
11	WP 5 presentation – CMCC (Presentation 20' + discussion Q&As 15')	10:05 – 10:40
Coffee Break		10:40 – 11:00
12	WP 6 presentation – UREAD (Presentation 20' + discussion Q&As 15')	11:00 – 11:35
13	WP 7 presentation – PENSOFT (Presentation 20' + discussion Q&As 15')	11:35 – 12:10
Lunch Break		12:10 – 13:15
14	<p style="text-align: center;"><b>Kick-starting main activities</b> (Brainstorming on major issues e.g. regional coverage, use cases, etc. + discussion)</p> <hr/> <ul style="list-style-type: none"> <li>• Break out - parallel sessions per each WP</li> <li>• Break out - Fostering collaboration WP 2-4-5, WP 3-5-6, WP 7-8</li> <li>• Other groups according to needs</li> </ul>	<p>13:15 – 15:10 50'</p> <hr/> <p>55'</p>
15	1 <sup>st</sup> semester requirements - CMCC (Tasks/milestones/deliverables)	15:15 – 15:30
Have a break, stretch your legs!		15:30 – 15:40
16	Wrap up, final remarks and AOB	15:40 – 16:00
Closing of the meeting		16:00

\* VC meeting link will be provided