

AGENDA

Lead Partner Seminar Agenda – Project Closure

Thursday March 19th, 2025 – 09:00 - 16:00

Location: Interreg NPA Secretariat, 91 Strandgade 4th floor, Copenhagen.

Find us [here](#)

09:00 - 09:10	Welcome and introduction
09:10 - 09:40	Project presentations achievements
09:45 – 11:00	<u>How to secure your project legacy</u> - Group Work <ul style="list-style-type: none">i. Why legacy mattersii. What is your legacy?
11:00 – 11:30	Refreshment break
11:30 – 12:30	<u>How to secure your project legacy</u> (continued) <ul style="list-style-type: none">iii. Identify relevant work to secure legacyiv. Know your takers
12:45 – 13:45	Lunch break <i>(The group will divide into two groups for the afternoon)</i>
13:45 – 15:00	<u>Final reporting for Lead partners</u> – Opal room <ul style="list-style-type: none">i. Tips and pitfalls from 1st call project managersii. Final claim: end of eligibility, how to handle final controller invoiceiii. Outputs and results reportingiv. Optimising project budget & preparing Jems for closurev. Obligations after the projectvi. Questions and Answers
13:45 – 15:00	<u>Exchange of practices for Communication managers</u> – Communication's office

Northern Periphery and Arctic

- i. How to effectively engage with end-users, takers and...partners
- ii. Website and social media for long-term use
- iii. Wrap your work
- iv. Requirements in a nutshell
- v. Peer discussion

15:00 – 15:15**Refreshment break**

15:15 – 16:00

Horizontal Principles – Opal room

- i. Exchange of practice
- ii. Analysis of reported HP practices
- iii. Peer discussion
- iv. Feedback

Communication officers – Communication's office

Peer discussion / Collaborative problem-solving session continues based on need.

16:00

AOB and Farewell

FYI

Before meeting on March 19th, we have booked dinner on March 18th at 18:30.
Join us at the restaurant - Le Petit Rouge on [Kristen Bernikows Gade 9, København](#)