



Project	MINERVA
Ref. nr.	597912-EPP-1-2018-1-MD-EPPKA2-CBHE-SP
WP / Deliverable/ Action	WP7/ D7.1/A7.1.3 – Consortium meetings
Project partner (s)	P1- P16
Place/ Date	Yerevan, ARMENIA / 01 OCTOBER 2022

## 10<sup>th</sup> CONSORTIUM MEETING

### PROGRAMME

FRIDAY, 1st April 2022

09:00 – 09:30	<i>Registration of the participants</i>
09:30 – 10:00	<i>Welcome message and Programme overview</i> Dr. Olesea SIRBU, Vice-Rector, Academy of Economic Studies of Moldova, MINERVA Project Coordinator
10:00 – 11:00	<i>MINERVA project`s results: quality assurance of the results by Partner Institution per Work Package</i> Dr. Olesea SIRBU, Vice-Rector, Academy of Economic Studies of Moldova, MINERVA Project Coordinator
11:00 – 12:00	<i>MINERVA project Deliverable Plan: overview by partner, presentation of results and missing points</i> Dr. Olesea SIRBU, Vice-Rector, Academy of Economic Studies of Moldova, MINERVA Project Coordinator
12:00 – 13:00	<b>LUNCH &amp; NETWORKING</b>
13:00 – 13:30	<i>FINANCIAL MANAGEMENT: Presentation of the MINERVA project`s overall financial situation at the moment by Partner institution;</i> Dr. Olesea SIRBU, MINERVA Project Coordinator (P1-ASEM) Anna Madan, MINERVA financial manager
13:30- 15.00	<i>FINANCIAL REPORTING: Review of the intermediate reports submitted and accepted; Workshop on elaboration of the reporting documents (e.g timesheets, joint declarations, etc.)</i> Dr. Olesea SIRBU, MINERVA Project Coordinator (P1-ASEM) Anna Madan, MINERVA financial manager
15.00 – 15.30	<i>Coffee break</i>
15.30 – 16:30	<i>PREPARATION FOR THE FINAL REPORT: financial reporting rules and limitation, table of achieved results;</i> Dr. Olesea SIRBU, MINERVA Project Coordinator (P1-ASEM)
16:30 – 17:00	<i>Closing and discussions</i>