



Get started! Seminar Agenda

23-24 June 2026 | Salzburg

In this seminar, we will give lead partners all the information they need to implement their project. We will answer your questions, give you tips, provide you with concrete examples and exercises and offer you individual consultations with tailored advice for your project.

- 📄 **We expect all participants to have carefully read the [programme manual](#) and guidance documents relevant [to the project lifecycle](#) before the meeting.**

Venue

NH Collection Salzburg City

Franz-Josef-Straße 26

5020 Salzburg



Agenda

Day 1 - Tuesday 23 June 2026

10:00 - 12:00 **Project consultations**

- ✔ Individual consultation slots with project officers and ACPs will be provided to lead partners according to their availability.

Registration opens at 12:00. A light lunch will be served from 12:15 to 13:30

13:30 - 13:45 **Opening**

- ✔ Opening words by the Managing Authority and the Joint Secretariat

13:45 - 15:00 **Essential information to get started - Part 1**

- ✔ Project management responsibilities, tools and available support from the programme.
- ✔ Joint Electronic Monitoring System (Jems).
- ✔ Project reporting and changes: all you need to know.

This section of the seminar will be supported by the testimonial of expert Lead Partners.

15:00 - 15:30 **Coffee break**

15:30 - 17:00 **Essential information to get started - Part 2**

- ✔ National Control Systems: information by the Alpine Contact Points.
- ✔ Financial management, eligibility rules and staff assignment: what to keep in mind.
- ✔ Most common procurement errors and how to avoid them.

This section of the seminar will be supported by the testimonial of expert Lead Partners.

17:00 - 18:00 **Communication workshop**

18:00 **End of Day 1**

19:00 - 21:00 **Networking dinner**

Braurestaurant IMLAUER, Rainerstrasse 14, 5020 Salzburg



Day 2 - Wednesday 24 June

08:30 - 09:00 Welcome coffee

09:00 - 09:45 LPs breakfast

- ✔ Lead Partners from new, ongoing and concluded projects join in groups and relay their project management experience.

09:45 - 10:30 Welcome EUSALP and Alpine Convention

- ✔ Plenary with EUSALP, EUSALP Youth and Alpine Convention representatives aimed at building synergies.

10:30 - 11:00 Coffee break and informal networking

11:00 - 12:15 Synergy tables

- ✔ Structured conversations hosted at thematic tables with projects, EUSALP and Alpine Convention representatives.

12:15 - 12:30 Closing of the seminar and next steps

12:30 - 13:30 Lunch and informal networking

13:30 - 16:00 Project consultations

- ✔ Individual consultation slots with project officers and ACPs will be provided to lead partners according to their availability.

16:00 End of Day 2