

# Kick-off meeting RF2.0

## Agenda

22 and 23 January 2024

### Meeting venue

**Venue:**

Karlsruhe Institute of Technology, Campus North,  
[Building 348, Seminar Room](#),  
Hermann-von-Helmholtz-Platz 1, 76344 Eggenstein-Leopoldshafen

### Monday, 22 January 2024

| Time                 | Item  | Partner   |
|----------------------|---|---|
| 12:00                | <b>Arrival at venue KIT</b> <i>Arrival lunch</i>  |   |
| 12:45-13:00          | <b>Welcome and greetings</b>  | KIT, Giovanni de Carne  |
| 13:00-13:45          | <b>Partners get to know each other</b> (3`/partner) <ul style="list-style-type: none"><li>- Overview of the organisation, research teams and major tasks within the RF2.0 project (1-2 slides per partner)</li></ul>  | all partners  |
| 13:45-14:00          | <b>Monitoring, Reporting and Cross-cutting aspects</b> of the Horizon Europe RIA (Lump Sum Grant)   | PO<br>Elena Garbarino<br>(European Research Executive Agency) |
| 14:00-14:30          | <b>Project overview RF2.0</b> <ul style="list-style-type: none"><li>- Objectives, background, description of work</li><li>- KIT will make a short introduction to the project</li></ul>   | KIT, de Carne   |
| 14:30                | <i>Coffee break</i>   |   |
| <b>15:00 – 18:00</b> | <b>Overview of the Work Package activities</b>  |   |
| 15:00-15:40          | <b>WP 7+8</b> (40minutes) <ul style="list-style-type: none"><li>- Introduction of RF2.0 project management team</li><li>- Management structure and current topics</li><li>- Collaboration tools</li><li>- Overview of dissemination, exploitation and dissemination</li></ul> | KIT,<br>Giovanni de Carne,<br>Annekathrin Erk                 |

|             |  |      |
|-------------|--|------|
| 15:40-16:00 | <b>WP 1</b> (20 minutes) <ul style="list-style-type: none"> <li>- Presentation of the WP1 summarizing objectives, proposed processes, milestones, deliverables and timeline</li> <li>- Presentation of individual WP1 Tasks</li> <li>- Discussion</li> </ul> | DESY |
| 16:00-16:20 | <b>WP 2</b> (20 minutes) <ul style="list-style-type: none"> <li>- Presentation of the WP2 summarizing objectives, proposed processes, milestones, deliverables and timeline</li> <li>- Presentation of individual WP2 Tasks</li> <li>- Discussion</li> </ul> | HZB  |
| 16:20       | <i>Coffee break</i>  |      |
| 16:40-17:00 | <b>WP 3</b> <ul style="list-style-type: none"> <li>- Presentation of the WP3 summarizing objectives, proposed processes, milestones, deliverables and timeline</li> <li>- Presentation of individual WP3 Tasks</li> <li>- Discussion</li> </ul>              | DESY |
| 17:00-17:20 | <b>WP 4</b> <ul style="list-style-type: none"> <li>- Presentation of the WP4 summarizing objectives, proposed processes, milestones, deliverables and timeline</li> <li>- Presentation of individual WP4 Tasks</li> <li>- Discussion</li> </ul>              | CERN |
| 17:20-17:40 | <b>WP 5</b> <ul style="list-style-type: none"> <li>- Presentation of the WP5 summarizing objectives, proposed processes, milestones, deliverables and timeline</li> <li>- Presentation of individual WP5 Tasks</li> <li>- Discussion</li> </ul>              | KIT  |
| 17:40-18:00 | <b>WP 6</b> <ul style="list-style-type: none"> <li>- Presentation of the WP6 summarizing objectives, proposed processes, milestones, deliverables and timeline</li> <li>- Presentation of individual WP6 Tasks</li> <li>- Discussion</li> </ul>              | ALBA |
| 18:00       | <i>End of day 1</i>  |      |
| 19:30       | <b>Dinner (Social event) – Restaurant Ludwigs</b>  |      |

Tuesday, 23 January 2023

| <b>Time</b> | <b>Item</b>   | <b>Partner</b>           |
|-------------|---|--------------------------|
| 08:30       | <b>Welcome Coffee</b>   |                          |
| 09:00-10:45 | <b>Break-out WP sessions</b><br>Each WP (1-4) will break out in different sessions to discuss the following points: <ul style="list-style-type: none"> <li>- Definition of sub-tasks and role assignment</li> <li>- Timeline of the activities</li> <li>- Identification of potential issues &amp; challenges</li> <li>- Procurement of material and investments</li> </ul> | Moderation by WP leaders |
| 10:45       | <i>Coffee break</i>   |                          |
| 11:00-12:00 | <b>Presentation of results WP break-out sessions</b><br>Each WP leader will present the results of the discussions, highlighting the main points (10 minutes/WP) <ul style="list-style-type: none"> <li>- Focus on strengths and challenges</li> <li>- Identification of concrete actions</li> </ul>  | WP leaders               |
| 12:00       | <b>Summary and next steps</b>   | KIT                      |
| 12:30       | <i>Lunch break</i>  |                          |
| 14:00-16:00 | <b>Energy Lab tour</b>  | KIT                      |
| 16:00       | <i>End of day 2</i>   |                          |