

Detailed time plan for Launch of the European Astrobiology Institute

The following time plan was suggested:

June 2018: Finalising the Action Plan (eventually with personal meeting). Launch of website and communication with the astrobiology community.

July - August 2018: Discussion of the EAI Action Plan with **the whole** Astrobiology Community.

Early September 2018: Amendments and extension if necessary.

Late September 2018: Presentation of the EAI plans at the ESPSC and EANA workshop

October-November 2018: Information days about the EAI in different countries

November 2018: Event with European Members of Parliament

Autumn 2018 and Winter 2018/2019: Recruitment of Institutions

Spring 2019: Launch of EAI and first General Assembly. Approval of plans for 2019 and 2020 as well as Statutes and Budget. Election of Management Committee, Chair and Vice Chair(s). First constituting meeting of elected Management Committee members and Board of Trustees.

Autumn 2019: Drafting of plans for 2021. Board and Management Committee meeting

January 2020: Assessment of number of contributions of participating institutions and core organisations for 2021 and estimate of budget for 2021 by ESF.

Spring 2020: Major EAI conference (Iceland). Second General Assembly. Approval of reports, budget and Action Plan for 2021.

Autumn 2020: Drafting of Action Plan for 2022. Board and Management Committee meeting (face to face)

Spring 2021: Third General Assembly. Approval of reports, budget and Action Plan for 2022.

This scheme will then continue in an analogous way after 2021.