1st Partnership Meeting

MINUTES

Rome (IT), 2015 November 26th and 27th

CRE8IVE

"Creative Approach to Key Competence Building for Marginalised Young Adults"

PROJECT CODE: 2015–2–RO01–KA205-015354

Hosting partner

SPEHA FRESIA (P2)
Elisabetta Cannova
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WORKING VENUE

At SPEHA FRESIA
Piazza Fernando de Lucia, 20

***Rome** – Italy*

The Agenda followed the planned activities written in the Application Form:
The 1°PM was held in Italy (Rome) and we; (1) facilitate partner introductions and provide an insight into youth-at-risk in each partner country; allow a detailed project examination clarifying roles, responsibilities and the scheduling of all project activities; (2) project administrative and financial management, quality assurance and quality planning guidelines, a research framework, principles for engagement of target group members through local sub-groups, parameters for an effective dissemination strategy; (3) development work to agree a project branding concept, a framework for the train-the-trainer course-ware and the suite of the web-based platforms proposed.
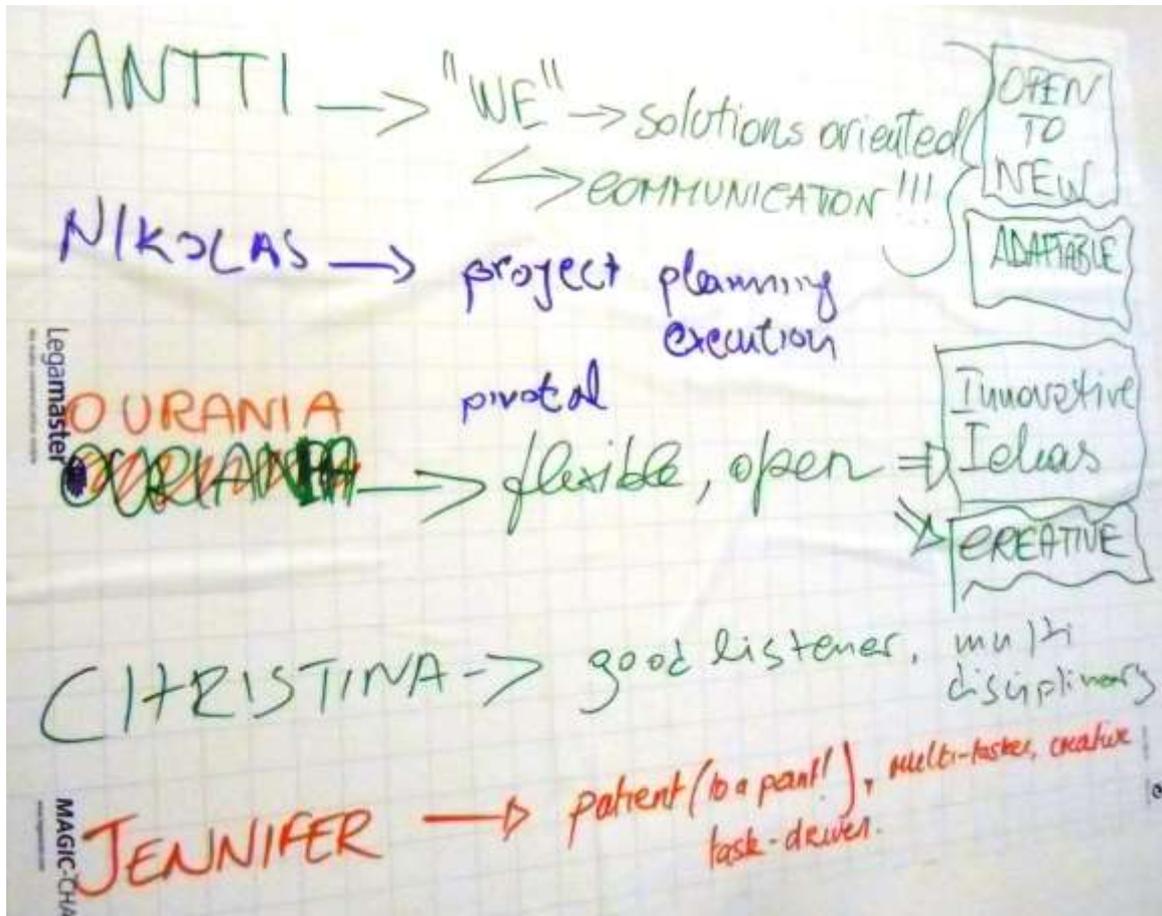
Thursday 26th September
Morning session
Ice-breaking activity for introducing each other's about; (1) the expected outcomes from the project; and (2) which personal qualities we can offer to the partnership.
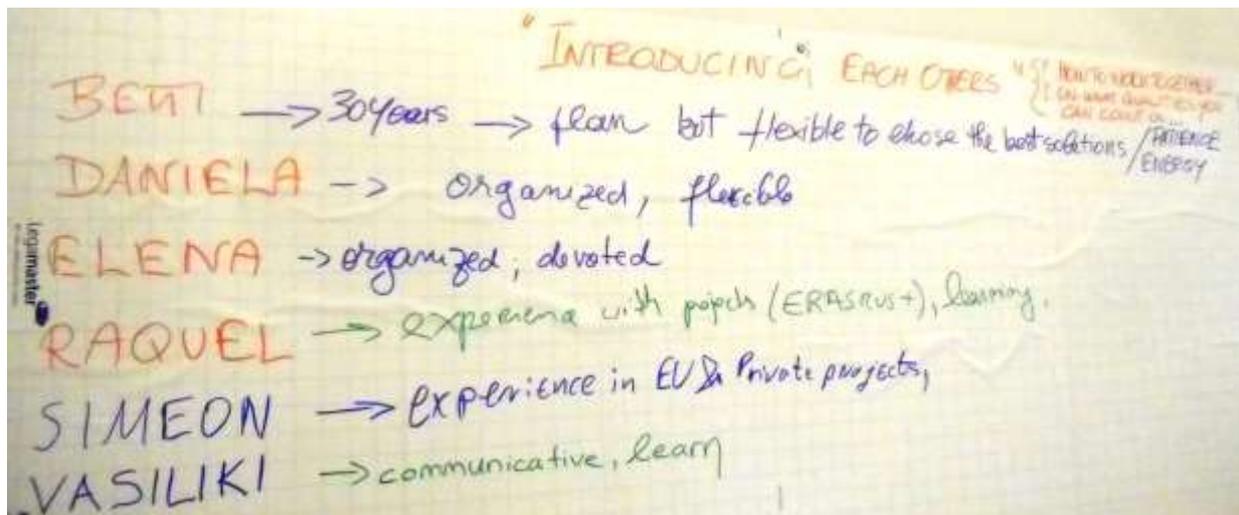
**Partners' presentations** will be uploaded on the project website.

Project website presentation and discussion among partners: www.cre8iveproject.eu

1. O2 Web-based Platforms – INNOVENTUM

Partners confirmed their decision about the project logo (the one already used for this first meeting) and go through the different functions of the website and the e-learning/discussion platforms.
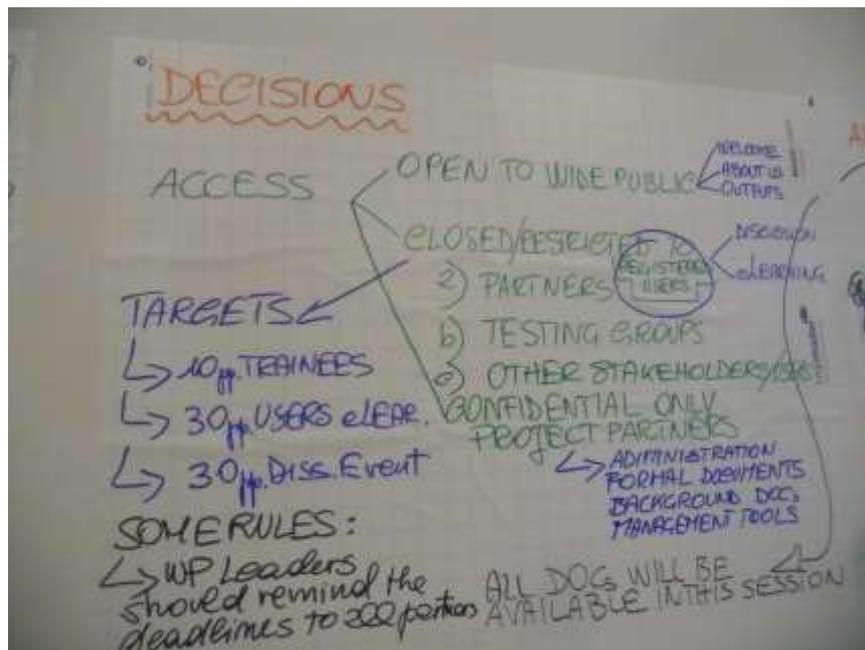
Afternoon session

Dissemination Plan presentation (BDA), see the PowerPoint presented by Simeon (to be uploaded on the Confidential session of the website).

The development of:

- **National Dissemination Plan**s, to be prepared on the basis of a template sent by Simeon, who is going to collect in the overall one (Project Dissemination and Valorisation Plan).
- **Newsletters** (total n.4, each 6 months, translated in all national languages), no more than one page, linked to the website, and the first one should be at the end of the survey phase.
- **Facebook Page** (and not Group!) and the national project managers will be the administrators (only one page multi-languages).

Quality Assurance Plan (CARDET) see the PowerPoint presented by Vasiliki (to be uploaded on the Confidential session of the website).
The external evaluation was not funded and for this reason we will have only internal assessment procedures with the key involvement of final users.

- Templates of questionnaires and evaluation forms will be send by CARDET.
- We should plan to have also an assessment form after each partners' meeting (AESD) and the partners' assessment will be add to the summative qualitative Report provided by CARDET.

Project Action Plan: breakdown of the activities, expected outputs/outcomes, deadlines, and responsibilities:
                    2. O1 Summary Research Report – ISQ
Proposal by Raquel:

- Best practice for train-the trainers
- Individual resources to support the acquisition of key competences

First question: desk and/or field research? BOTH!
About the field research we could be very flexible: questionnaires submission, or direct/online interviews, or focus group meetings (a mix of methods could be applied).

2° Partnership meeting on 30th and 31st of March in Thessaloniki;
3° Partnership meeting on 20th and 21st of September in Sofia

Different art forms:

- Story telling
- Digital media
- Music
- Drama
- Painting
- Dance

About the key competences, on which we should focus on, we will have this output from the Research (**which needs have a priority for the trainers/youth workers?**).

Friday 27th November

Morning session
Roundtable assessment of the work done the day before, and we take into account the suggestions of Vasiliki and Raquel, about the confirmation of the deadlines by all partners (e.g. don't be in silence if on delay); of Christina, about the need to have an overview about the project, as yesterday we segmented each Action/WP, and maybe we lost the hole vision.
Jennifer and Antti explained how we are going to implement the "Common Repository" (next week we could complete the collection of documents).
Jennifer made an overview about the project analysing together the Gantt Diagram.
Very important the difference between "dissemination activities" (included in the project management) and the "dissemination events", which must be a Public Event with a minimum of 30 participants, and should be multipurpose: to show the final products to practitioners and policy

makers, to provide evidences for the further exploitation of the project outputs (letters of interest to apply our tools in their daily practices).

Questions for the research: see the google+ file implemented together.
Nikolaos proposal: to prepare a Form where practitioners can compile their priorities about the 8 key competences.
Roundtable for the qualitative evaluation of the meeting and implementation of a common "To Do List" until the next partnership meeting.

Participants' List

1. Elisabetta Cannova (Project manager Speha Fresia - IT)
2. Giuseppa Rozzo (President Speha Fresia – IT)
3. Raquel Almeida (IQS – PT)
4. Jennifer Land (Meath Partnership - IE)
5. Vasiliki Anastasi (CARDET – CY)
6. Ourania Miliou (CARDET – CY)
7. Simeon Toptchiyski (BDA – BG)
8. Nikolaos Tsoniotis (UoP – EL)
9. Christina Karamanidou (UoP – EL)
10. Antti Kanes (Innoventum - FI)
11. Daniela Tican (AESD – RO)
12. Elena Constantin (AESD – RO)

Other **Speha Fresia staff** involved in the project and to add to the common mailing list:
- Mr Fulvio Campa, technician (fulviocampa@speha-fresia.it)
- Mrs Nadia Mancini, junior researcher and project accountability (nadiamancini@speha-fresia.it)