Meeting agenda

Csíkszereda – 20th of June till 21th of June 2013

PROJECT T-EST

AGREEMENT NUMBER - **LLP-LDV-TOI-12-AT-0011**
PROJECT NUMBER - 2012-1-AT1-LEO05-06976

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1) Basic Information

Location of accommodation and meeting:

Hunguest Hotel Fenyő
Csíkszereda/Miercurea Ciuc, N. Bălcescu nr. 11
Tel.: +40 266 311 493, fax: +40 0266 372 181
E-mail: reserve@hunguest-fenyo.ro, marketing@hunguest-fenyo.ro
http://www.hunguest-fenyo.ro/en/index.php

Contacts

Elekes Zoltán
+40 747 114917
E-mail: elekes.zoltan@dgaspchr.ro

Gál Katalin
+40 734 854636
E-mail: galkata@gmail.com

Payments:

- Please keep in mind to save all your receipts (travel, accommodation, dinner, beverages).

Participants

Name	Organization	Partner
ELEKES Zoltán	DGASPC Harghita (RO)	P5
GÀL Katalin	DGASPC Harghita (RO)	P5
De GROOTE Zeger	EASDP (BE)	P1
GÜNGÖR Günay	Konak District Governorship (TR)	P6
INAL Celal	Sixpoint Blind Association Ankara Branch (TR)	P7
JOBBAGY Sofia	Formazione Coeso (IT)	P4
KOÇALİ M. Kaan	Sixpoint Blind Association Ankara Branch (TR)	P7
LAZAROV Andrean	Marie Curie Association (BG)	P3
MEIER Michaela	Jugend am Werk (AT)	P0
PILZ Christine	Jugend am Werk (AT)	P0
STOYANOVA Vesselina	Chamber of Commerce and Industry (BG)	P2
STOYANOV Svetlozar	Chamber of Commerce and Industry (BG)	P2

Meeting Agenda

2nd Transnational Meeting
20th - 21th of June 2013, Csíkszereda

19th June 2013 – Arrival

Welcome dinner at the hotel of accommodation

Day 1, 20th of June 2013

09:00 – 09:15 a.m.	**Welcome & organisational information** *P5 – DGASPC* *P0 – JaW*
09:15 – 09:30 a.m.	**Meeting Agenda: Overview of the goals of the next two days** *P0 – JaW* **Short overview by each partner-organisation:** **How I am and the issues we have worked on** *P0 – JaW, P1 – EASPD, P2 – Chamber of Commerce Dobrich, P3 – Marie Curie Association, P4 – FormAzione Co&So Network, P5 – DGASPC, P6 – Konak District Governorship, P7 – Altinokta Körler*
09:30 – 11:00 a.m.	**Presentation of the outputs: Stakeholder analysis** *P6 – Konak District Governorship* On the basic of this input by P6 the further aim should be an exchange between all project partners and the elaboration of the following questions: - What do the results mean for the project? - What these findings mean for RO,BG, TR in particular? - How are the results to be interpreted in relation to the Toolkit? In fact, which type of **organisation, target groups and multiplicators** we have to bring on board? - To decide who they (*P3 – Marie Curie Association, P5 – DGASPC, P7 – Altinokta Körler* K) are going to send to the coaches training workshop in Austria in September 2013?

11:00 – 11:20 a.m.	Coffee break
11:20 – 12:20 a.m.	**Services for people with disabilities in Csíkszereda** Visit of the local organisation “Szent Agoston” day centre for people with disabilities and the Association of physically disabled of Harghita County.
12:30-01:30 p.m.	Lunch
01:30 – 02:10 p.m.	**Presentation of the results of the 1st Project Management Evaluation Report** **and a brief-information to the T-EST Quality Management Handbook** *P4 – FormAzione Co&So Network* All partners are invited to contribute suggestions for improvement of the project
02:10 – 03:00 p.m.	**Dissemination in action** *P0 – JaW* **Brief-presentation of the specific dissemination action plan and strategy on European level and beyond** *P1 – EASPD* Important topics: - Leaflets, poster, Information-transfer T-EST Webpage (uploads internal area…), Facebook, E.N.T.E.R, Awareness raising campaign, Press coverage All partners are invited to give a short overview about dissemination activities during the project period
03:00 – 03:10 p.m.	Coffe break
03:10 – 05:00 p.m.	**Presentation of the summary results “Adaptation potential summary report”** *P5 – DGASPC* - Summary outcomes of the interviews - Summary of the potential analysis grid **Set up 3 workgroups to consider the following matters**: Analysis and final definition of the target group? What is useful and useable for the **adaptation of the Toolkit** in BG, RO and TK? Based on the results, what exactly could be used for **implementation** of Supported Employment?

From 06:00 p.m **- Outdoor-event organized** by *P5 – DGASPC*

Dinner at the open air (summerhouse) with traditional delicates at the hillside of the Harghita Mountain. The region is well known for its spa and medical baths, where the mineral water is used for several medical complaints. On the fresh air you'll have the opportunity to see how one of the most cherished Hungarian (Sekler) dish, the 'Kürtős kalács' is made, and maybe try it yourself.

Bring some warm clothing!
Participation of all partners is needed! ☺

Day 2, 21th of June 2013

09:00-09:30 a.m.	**The Toolkit chapters in detail** *P0 – JaW*
09:30-12:00 a.m.	**Set up 3 workgroups to develop the content of the thematic areas on needs-based for adaptation the Toolkit** *All partners*
12:00-12:30 p.m.	**Presentation of the first outcomes by the 3 workgroups**
12:30-01:30 p.m.	Lunch
01:30-03:00 p.m.	**Combining of the results and agreement by the partners – defining the next steps for the draft version of Toolkit until November 2013** *P0 – JaW* All partners
03:00-03:20 p.m.	Break
03:20-04:00 p.m.	**Reporting: Financial issues and Administrative aspects** *P0 – JaW* All partners are invited to contribute suggestions for improvement and ask open questions
04:00-05:00 p.m.	**Deadlines & next steps** *P0 – JaW* All partners Topics: 3rd partner-meeting in Bulgaria – 11-12/2013 Training workshop for implementation coaches in Austria – 09-10/2013 The next objectives we need to prepare?

Farewell dinner at the Várdomb Guesthouse and Restaurant in Csíksomlyó (Şumuleu) on a hillside next to the Kis-Somlyó Mountain with an epic view to the city and its surroundings. The restaurant is just a pleasant 5-6 minutes walk away from the monumental baroque church of Csíksomlyó, the centre of the biggest pilgrimage in East Europe.

22th June 2013 – Departure