



Final Trans-National Meeting for the Clarity Transfer of Innovation project

Marseille, 24th and 25th May 2011

Minutes from the meeting

See also separate "Action Points" document

Overview

Simon welcomed the group, introduced Sofia and Mathieu. Mathieu said that he would be joining the group in the morning on both days.

Bertrand welcomed everyone to Marseille and outlined the programme for the two days. He explained that he would be taking the group to experience the Asian restaurant they had been working with at lunchtime.

Simon's overview – Levi hasn't received 3rd payment, being resolved. Monitoring calls ok. Final report seminar in June, Kim and Simon. Budget changes needed at this meeting. Project review in May. Overview of work packages – pilot testing extended. Wp 2 & 3 completed. He asked the partners to report on their own progress.

Partner reports

Italy

Now 5 migrants receiving training and also mediator participating. Outlined process - Found solutions to cultural problems by considering what they have in common, in this way it will be easier to gain accreditation for the methodology, also helps to integrate more. training started – technical part on road safety; pedagogical part on perceptions of risk and behaviour on streets. It had been difficult to find a suitable tutor, but they did. It had been a challenging experience, but good. Good relationships have been formed. Currently preparing application for accreditation, sits more with health and welfare sector.

Luisa raised the issue that it would not be possible to market the material in Italy once the project had finished, Simon said this is not a failure, it is not a normal situation in LLL. He praised Luisa for the work that CESIE had done. Benefits to participants more important.

Simon addressed accreditation issue – this is an ideal, but not necessary, it is hard to achieve even in UK. Registration is enough, it's a good result.

Pistes Solidaires

Bertrand updated the partners on progress so far with the training and the methodology they had followed. Mathieu said about expose on hygiene in Asian restaurants – TV show – how they came to choose migrants – Simon said to put in report. As a result of the training one migrant had opened up a restaurant, also going for Asian Quality Label, an independent standard for Asian restaurants in France. Training delivered in Cambodian and French and also some Chinese support through an interpreter for Chinese worker, material produced in French and Cambodian. The restaurant owners would be recruiting other participants through their staff.

They were not sure about accreditation, maybe do some sort of registration through the Asian Quality Label organisation. Also will approach chamber of commerce re Marseille being cultural city of Europe in 2013. Simon reiterated that accreditation was not compulsory, just try to get it.

Trebag

In Hungary less than 2% migrants, so different situation. Have chosen building sector with Romanians as this is low paid area, also this group speak Hungarian and Romanian. Small companies headed by Hungarian/Romanians employing Romanian/Romanians. Need support. Trying to reduce costs to employers, normally this kind of training done through an interpreter which is expensive. Handbook also useful regarding cultural differences, which can be problematic between the two peoples, helps integration.

Working with a professional in work safety, as Trebag do not have the expertise, but cultural aspect new to him. Also bi-lingual educational expert. These 2 help to develop material. Material in Hungarian and Romanian.

Clarity A – training employers – is more important in Hungary than clarity b. Now ready for clarity B. Not a formal training course to be a trainer as in Hungary this takes 2 years. More informal, looking at challenges in the sector and how to overcome them.

Clarity b ongoing. Time is an issue for employees, as employers can't always release them. The partners discussed how to work round this issue, maybe have short sessions out of hours or in lunch time. Also unstable sector at the moment.

Point Europa

Simon updated the partners on the situation in the UK – photos of Clarity A migrants. He explained the accreditation system in UK and how Point Europa were trying to achieve accreditation. Doing hygiene for food processing in factories producing food for retail or catering. He explained how they had obtained additional funding for training and accreditation of migrants.

The partners questioned not having a connection to accrediting body due to costs involved. They hadn't realised they could try to obtain additional funding to do this. Simon explained that Point Europa were able to go down this route because of additional external financing and also because of commercial prospects. Michael

confirmed that this would be ok, but Simon has to make sure that he confirms the additional money was for expenditure not anticipated at the beginning of the project.

Ariadne

Held a workshop for migrant women, Autumn 2010 – 2 evenings – helping them to develop skills for getting a job, such as CV, applications – how to make the most of skills they have and also what other skills they might need. Explained Swiss education system, how to enter, it what is available etc. Can also complete a profile builder on the web that is accredited with schools. Raising self confidence, recognition of prior learning, accrediting skills. Participants receive a portfolio at end of workshop outlining skills and competencies etc.

Spring 2011 – used existing mentoring program for immigrant parents – evening course – two Tamil mothers with background in teaching and translated were motivated to translate material, 1 third migrant background attended. Already received train the trainers training on a separate occasion. These women would now like to further their education formally.

Received co-financing from community funding.

Taught migrants and natives together with translation, as no opportunity in Switzerland to get co-financing for own language teaching.

Eniko – interesting to see that validation of non-formal education works, couldn't do this in Hungary.

Simon – thanked everyone. Highlighted extra benefit – bringing migrants together for mutual benefit, new connections, networking opportunities etc

Work packages I

WP4 Pilot testing

The partners discussed the evaluation forms for the pilot testing and clarified which areas they covered.

Luisa agreed that she would produce a comparative report of the evaluation comparing the process.

2 activities remaining – evaluation report and changes to the handbook.

Eniko suggested a common template for partners to present a summary of clarity B for their migrants. Led on to a general discussion about European aspects of clarity, see below.

Agreed - WP4 clarity B – common structure – cover with logo, intro to individual partners + institution, summary about project; specific training material; common conclusion – thank you for attending, introducing evaluation form

Eniko to draft a common structure for the template and the handbook within the week

Simon asked if partners have any new material to add to the handbook so far. He has some information re using commercial material. No-one had any extra material at this stage.

The partners discussed translation of the handbook

Printing – Partners agreed to print a minimum number of copies of the handbook, ie 20/30 copies, any further copies should be printed digitally.

Deadlines for completion of clarity b and passing on evaluation forms

30th June – evaluation forms to CESIE, specific modifications to Simon

15th July – final English version of handbook produced including any changes from evaluation

31st august – handbook translated, pdf sent to Point Europa

Sept – published on website, printed

Deadline for clarity b local material on website (should be pdfs)

31st august – send local training materials to Point Europa for website

Michael raised the issue that there was limited common thread in the project, with inadequate explanation on the EU-level value, no clear pedagogical concept or link to mutual – need to emphasise common European linkage in general overview report. Bertrand suggested improving integration of immigrants and changing lives in new country, also moving away from didactic policy of learning host language, for people to learn quickly, they must have education in their own language, decreasing risk by improving communication.

Simon suggested common format for documents

Work packages II

Website

Simon showed the partners the new website design and the partners agreed the following modifications:

- links to email contact details underneath partner logo
- Modifications to short text translations in early September
- Partners to send photos to point europa, with captions – simon to check if captions for photos can be in migrant languages
- Links – to go to a separate page showing all links in all languages
- Eniko to send translation of welcome to clarity in Hungarian
- Simon to ensure Ariadne logo added in the appropriate languages

WP5 links to VET structures

Must show effort and evidence of trying to achieve accreditation, do not have to show success

Show evidence of contacting organisations and copies of letters and replies

Core Partners to update info on accreditation process in their own countries and forward to Simon by 30th June

Final event

Now September due to delays, before the end of september

PE planning a dissemination dinner, 40-60 attendees, full dinner, speeches, presentations, cost maybe 1000 Euros

Partners need to plan what they are going to do and let Simon know

Send all correspondence to Levi, invitations, emails, letters, photos everything, a big dissemination event

Cesie - Unsure at the moment

Trebag – joined network of living lab, will organise an event linked to this

France – will contact chamber of industry and maybe organise an event at one of the asian restaurants

Costs to come out of other budget

Impact study

New requirement by UK NA, what was the impact of clarity

Simon presented the strategy

- Number of people
- Improved employability
- Focus on measurables
- Use existing PE report

Simon to circulate report to partners/ send request for info from partners

WP6 Quality assurance

Michael circulated the latest snapshot analysis

Resolved issue of whether material now useful to core partners, pilots going well, can see relevance, despite partners adapting the material to their own need

Final report should reflect some linking between partners, branding of products

Website – pleased that promoter had recognised need for changes, languages, identity etc. Websites now crucial in this kind of project, centre of project for NAs, quality standards rising. Michael suggested using more interesting photos.

Snapshot – not regularly disseminating through ENTER, Simon to do

Highlighted activities not yet completed, esp non-completion of handbook – mistake on simon's part, should have been a draft completed, he should make an official change with the NA to application

Core products not completed, this is why we got orange status

Evaluation of the pilot – this is not an evaluation of the handbook, but the process of application, evaluation of the handbook is only part of this, the partners are continuously evaluating the handbook content. The evaluation of pilot should be a nice interesting document, diagrams, pictures.

WP7 Dissemination

What expectations for non-core partners? – (Christina and Michael) – create press release and send to media contacts

Levi to send link to web job portal (get name from Levi)

Agreed only English facebook site – partners to send Levi photos from clarity a and b so that he can upload them

Levi presented his report to the partners and updated them on activities.

He requested partners to use the dissemination table as it is, as it is in a format so that the activities can be analysed.

He gave an overview of how partners could undertake dissemination inside and outside their organisation

Partners discussed the difficulties they were experiencing with the table re formatting and text wrap in cells and levi agreed to re-circulate it with the formatting they requested.

Wait until after final report seminar to make any major changes to the table re sectors\ categories etc

If something doesn't fit, put it in other, do not change table

Have to upgrade leaflet to include contact details – Levi to add clarity website address + PE clarity email + websites for partners under logos

Corporate design for documents – Levi volunteered to produce a design and to format the project products, the partners agreed he should. Levi and Simon will request documents from partners and will return them before 15th july.

More company contacts requested

Clarity forum – this doesn't work well, bi-lateral discussions are more common– Simon will explain that this is not a successful part of the project. Immigrant organisations do not have same interests as business organisations. Managers do not have time to meet and discuss, would rather discuss direct with partners on the phone. Have to demonstrate that external people looked at content and evaluated, partners should report that product was shown to xxx people and this is what they said. Simon to send partners 1 or 2 questions to complete on this.

Printing overview report – simon and levi to discuss how to do this separately.

Simon to register with eve database – only promoter can do this – send info on enter registration

Finances and final report

Identify budget transfers between sections - If over 10% will require NA approval – it is certain we will pass 10% and PE will get agreement

Subcontracting (translation) – if partners think they will need this let simon know as soon

as possible – France says yes already. No last minute spending. UK final report seminar
– PE will let partners know if any changes

Transfer of budget – explain why it is necessary, give exact amounts, do it soon by 30th
June or sooner - Simon will circulate a table to partners to complete by 17th June

Final report

No activity after 30th sept, if we complete quickly we get paid earlier

Try to complete 95% in September, add minor bits at the end

Payment of invoice after 30th, maybe – better not to

Deadline 30th Nov, NA will evaluate, maybe ask for more info, payment May 12 or after

Future projects

Future Mapping – NA like clarity, would like the model developed further into another
project – could be other sectors, other geography, a particular concept within the training
Maybe reducing risk could be a new concept

Simon invited partners to voice their ideas – partners discussed IAG possibly??

Developing integration processes for migrants – routes into employment

AOB

WP2 – SOTA – should be translated in partner languages – partners to translate
summary document only by 31st august – Christina to email the correct version to
partners