



Education and Culture DG

Lifelong Learning Programme



## Project InterGen: UK/10/LLP-LdV/TOI-317

**Minutes of the transnational Kick-off meeting  
17<sup>th</sup> – 18<sup>th</sup> November 2010, University of Malmo, Sweden**

Participants:

Regina Egger	Volkshilfe Connect	AT
Heidi Fürntrath	Volkshilfe Connect	AT
Gerd Zimmer	pro-kompetenz	DE
Itziar Gómez	Inveslan	ES
Carina Sild Lönroth	Malmö University	SE
Lubica Gálisova	Fórum	SK
Michaela Földesiová	Fórum	SK
Simon Ryan	Point Europa	UK

### **17th Nov. 2010**

#### **Introduction and presentation of partner organisations**

Descriptions of each partner's experience and interests. Detailed presentation of both projects which will be transferred by the Swedish and Austrian partners. We agreed that there are really good resources in these projects – the challenge will be to carefully check how to bring in the results into the InterGen project.

#### **Wider issues - why do InterGen?**

Discussion on wider aims of the project:

- Consilium project – fully separated but parallel Grundtvig Learning Partnership, some common partners with InterGen, plus others. Opportunities for international visits for mentors, also staff.
- International contact by the participants (trainees, mentors and children). Useful element, important to the UK NA – how to achieve it? Agreed that

visits are not viable with this project's budget. Several partners did similar participant linking in the MPC project - videoconferencing, internet forums, exchange of materials and photos (scrapbooks).

- Expectations from all: Learn from others, create something new. Make InterGen work for our community, Create a long term service. Full description on revised presentations, see PowerPoint.

### **Partner Objectives and priorities**

Long, detailed discussion on the priorities of each partner as regards content, and generation of practical value. Draft suggestions made on possible timetable changes (see minutes for next day, below, for final decisions)

### **Identification of participants**

A key question:

- Vital to avoid stigma (identification of children as “needy”). SE invites all pupils at a school, and then interviews
- Best idea is to work with schools – immediate contact with a lot of children. Very good knowledge on their needs
- Interview process for mentors. This will be part of the InterGen handbook work.
- Important that girls are mentored by women, not men.

### **International communication by participants**

We discussed how to achieve this. The parallel “Consilium” Learning Partnership may be useful for participating partners, but is fully separate – no cross-over of funding. There is no budget for participant travel in InterGen, so the options are:

- Use video-links, as in the MPC project (several InterGen partners were involved). It successfully trialled participant contact by webcam, so we can use their methods

- Check for any common participant languages across the partnership, especially migrant languages – put people in contact by e-mail and letter
- Provide an activity for the Tandems (mentor pairs) based on contacts with their counterparts in other countries. Examples: photos; create games; small gifts.

## **18<sup>th</sup> Nov. 2010**

The day started with a summary of discussion from the day before (see presentation by Simon, PE)

### **Reorganisation of Pilot Training**

After discussion, in particular identification by the Swedish partner of the need to run a full 6-month pilot mentoring cycle, we agreed to request the following timing change to the UK NA, to improve the impact and viability of the training:

Activity	New timing
Have draft Transfer materials ready (earlier than existing plan)	For June partner meeting
Identify trainers and 5 children	Sept 11
Start Trainee training	October 11
Identify Seniors/children tandems	Nov/Dec. 11
Start Senior training (Trainee Trainers practical work)	End Jan 12
Mentoring continues 6 months (extended on original timing)	Jan 12 – June 2012

## **Discussion on the work packages**

**WP1** – Coordination. Point Europa. The website will include all partner presentations at meetings – please give/send to Point Europa. Volkshilfe have possible photos for website and leaflet.

**WP2** - Initial Research “State of the Art”. Template for the Initial Report to be sent in Dec. 10 by Carina. We want a tool that can be of further use in the project. 15<sup>th</sup> Dec. 10 deadline for sending the template

**WP3** – Links to VET structures. Point Europa will send out ideas and information, and a template for reporting.

**WP4** - Training Course. Regina suggested that we should have the draft training material developed before the partner meeting in June, deadline 31 May 11

**WP5** – Pilot Testing. FORUM will coordinate, also provide template for piloting plan and evaluation of the feedback from trainers, mentors, children

**WP6** - Quality Management plan - Presentation and agreement on Quality Management plan (Gerd, pro-kompetenz). Discussions:

- Gerd discussed the Application requirement for quarterly reporting, and recommended that this be changed, to give less frequent and more in-depth activities. All partners agreed, PE to request to UK NA that the reporting changes to six-monthly, to match partner meetings (and which match work packages).
- External Evaluation. No budget in the project, to be done by the InterGen groups, focused on outcomes and value to the target groups, while Gerd focuses on structure. PE will send out a template on this.

**WP7** - Dissemination plan - see presentation Itziar Gómez, Inveslan. Discussion:

- Itziar will send questionnaires to all partners.
- All partners agreed to create national language Facebook pages – INVESLAN to coordinate
- Project leaflet. Point Europa has a method for bulk printing of only the covers, logos, photos and partner contact details – the text in each national language can then be printed by each partner, directly onto their “blank” copies. Saves paper, much more flexible,

can be used to produce migrant-language versions and updated versions, at very low cost.

- Reporting on Dissemination activities to NA. The reports to the National Agency currently use a really difficult, complicated reporting structure, asking for sectors and types of contact. UK and ES to look at this, propose asking partners to report using this format, as it is very difficult otherwise.

### **Financial Issues**

Presentation on financial issues (Simon, PE) for details see presentation

### **Agreed Meeting dates:**

#### ***Rostock meeting***

28 June arrival, 29/30 June meeting, 1<sup>st</sup> July departure

#### ***Graz***

6 Dec 11, travel. 7/8 Meeting, 9 Travel back

#### ***Cawsand***

5<sup>th</sup> June Travel (Given the long distance, PE will try to arrange group airport transfers, probably Stansted and Heathrow pick-ups). 6/7 meeting, 8 travel back

### **Intellectual Property Rights**

All partners agreed to offer all InterGen products freely, no copyright – but ask users to reference the project. PE will send out a template for this declaration.