



Housing: an educational European ROad towards civil rights

Project Meeting in Croatia

Project ID: 2016-1-IT02-KA204-024078

5th - 7th July 2017

Venue: Zagreb - Hotel International
Miramarska cesta 24, 10000, Zagreb, Croazia

PROPOSED OBJECTIVES OF THE MEETING

1. To meet users and their families (Croatian Partner) in order to take part in co-production activities
2. To discuss and evaluate the data from the review and focus activities
3. To discuss and evaluate the content of the IO1, toolkit
4. To discuss the training needs questionnaire data
5. To familiarize with the project's IO2 activities
6. To design the Curriculum structure
7. To update the work plan and the dissemination plan
8. To discuss the communication, monitoring and reporting procedures
9. To remind partners about the financial and contractual rules and reporting deadlines
10. To discuss the web and social media presence of the project.
11. To design the work plan of the Intellectual Output no.2
12. To update the dissemination, communication and evaluation activities before the III Meeting

PROPOSED RESULTS

1. Report: Introductory session with local users and their families as experts by experience
2. PPT Review and focus reports approved
3. IO1 – e--book approved
4. Training needs questionnaire data - discussed
5. Curriculum structure - approved
6. Work plan until next meeting in Belgium - approved
7. Dissemination plan – up to date and approved
8. A list of stakeholders (150 at national level and 10 at UE level for each partner)
9. List of Website contents for each partner - approved
10. Communication, monitoring and reporting plan, until next meeting - updated
11. Action plan until next meeting - approved
12. Dissemination plan until next meeting - approved



AGENDA

First DAY – 5th July 2017

	WELCOME & CHECK-IN
9.30-10.00	Welcoming and Check-in - Psihijatrijska Bolnica Vrapce
10.00-11.30	<i>Introductive session (IS)</i>
	It is led by the hosting partner with users and their families (3-5) from its local community.
11.30-12.00	COFFEE BREAK
	PROJECT OVERVIEW
12.00-13.00	Ppt Reports by each partner on the already completed activities and the products - All
13.00- 13.30	Ppt presentation about the achievements and the progress of HERO with discussion and clarification: what we have done, what we still have to do - ASL Roma2
13.30 – 14.30	Lunch
	OUTPUT PRESENTATION
14.30-15.00	Data from the review - ASL Roma2
15.00-15.30	Data from focus groups - ASL Roma2
15.30-16.00	COFFEE BREAK
16.00-16.30	Ppt presentation of the Quality Indicators Tool kit – e-book - ASL Roma2
16.30-17.30	Ppt presentation of the results from the training needs survey - MEH
	QUALITY ASSURANCE
17.30-18.00	Information on: Monitoring data - Monitoring procedure. Evaluation strategy. Communication procedure - ASL Roma2
	PROJECT MANAGEMENT
18.00-18.30	Timesheets and financial reports; Internal Reporting - ASL Roma2
20.00	Dinner together



Second DAY – 6th July 2017

	THE PROJECT OUTPUTS
9.00-11.00	Action plan for Intellectual Output no. 2 (a) Workshop – working group activities Modules and units' contents for each target (goals, methods, assessment tools, valorisation strategy).
11.00-11.30	Coffee break
	WRAP-UP SESSION
11.30 - 13	Questions/remarks. - <i>ALL</i>
13,00 -14,30	Lunch
	PROJECT MANAGEMENT
14.30-15.30	Action plan for Intellectual Output no. 2 (b) detailed activities; key functions; tasks will be assigned to each partner.
	DISSEMINATION
15.30-16.00	Workshops - working group activities Dissemination plan for Output no. 1 and 2
16.00-16.30	Presentation of the Dissemination activities for the next months before next meeting in Belgium - Pegode/Pepsaee
16.30-17.00	Coffee break
	COMMUNICATION
17.00-17,30	The project website - Di Liegro
18.00-19.30	Social media presence of the project - Pepsaee
20.30	Dinner



Third DAY - 7th July 2017

	BREAKDOWN OF WORK/PROJECT SCHEDULE
9.00-9.30	Updating of the partners' team, resources and strategy of implementation of the project (IO2) - <i>ALL</i>
9.30 - 10	Detailed Presentation of the Work plan and updated project schedule till the next meeting in Belgium -ASL Roma2
	WRAP-UP SESSION
	Questions/remarks. - <i>ALL</i>
	NEXT STEPS
10.00-10.30	Activities and objectives to be included in the III meeting - <i>ALL</i>
	Next steps and actions. Meeting minute. - ASL ROMA2
	CLOSING SESSION
10.30-11.30	Closing remarks - <i>ALL</i>
11.30-12.00	Evaluation of the three days - <i>ALL</i>
12.00-12.30	Final remarks. Certificates
13.00	End of meeting