

A.S.P.I. Agile Sustainability Practices and Innovation

2023-3-HR01-KA210-YOU-000180491

ATHNS MEETING AGENDA

8TH AND 9TH OCTOBER 2024

AGENDA	EXPLANATION	TIME
	DAY 1	
Welcome to the partners (AfCS)	Welcome to partners and information about the day's agenda	10:00-10:45
Management (IPMA & all partners)	Status quo of the project in overall, activities implemented, roadmap of the project and administrative, managerial elements of the project to be discussed	10:45-12:00
Coffee Break	In this part we will talk about each partner's responsibilities and obligations in the project. Shortly we will discuss transnational meetings and go through the partner agreements.	12:00-12:30
Timeline, milestones and important dates of the project	Go through and verify the presented timeline of the project and set important date and discuss milestones and indicators.	12:30-13:45
Lunch Break		13:45-15:15
Financial Management	Discuss the spending and the needed information for reporting (timesheets etc) of the partnership	15:15-15:45
Research with NGOs	See final version of the task from all partners to ensure the needed material for reporting are available in the correct formatting	15:45-17:00

DAY 2 -

Welcome to the partners (AfCS)	Welcome to partners and information about the day's agenda	10:00-10:45
Guidebook	Status of the guidebook, needed actions and distribution. Discussion among partners	10:45-13:00
Lunch Break	In this part we will set up evaluation methods throughout the project, inform partners about the Youthpass and reflect on the meeting itself.	13:00-14:30
Agile Laboratories for NGOs	Discussion of roadmap for the activity and agree on actions needed to be made from the partnership	14:30-15:30
Dissemination	See dissemination actions and material created and set goals for the coming period	15:30-16:30
Q/A and closing		16:30-17:00