

NA Strategic Partnership on Quality Youth Work on Municipal Level

Meeting of the Steering Group

Agenda

Venue:	Bratislava, Hotel Tatra , Namestie 1. maja 5, Stare Mesto, 811 06 Bratislava, Slovakia
Date & Time:	23 September 2016, 9:30-14:00
Participants:	https://www.dropbox.com/s/yfq1dq133zuh16m/participant%20list.xlsx?dl=0
Facilitator / Chair:	Hans-Georg Wicke

Programme

Block	Theme (title + name of background files & link):	Presenter	Discussion points
9.30 – 11.00:	<ul style="list-style-type: none"> • Aims and objectives of the meeting • Brief introductory round of every participants: relation to the project, expectations about the day and the project • Creating a common understanding about the project: aims, structures, roles • Presentation and discussion of the action plan and the budget, discussing the project concept 	Chair Judit Balogh (PC)	<ul style="list-style-type: none"> - Aims and objectives of the project - Roles: coordination, monitoring, decision-making in the project, knowledge- and information-sharing among partners, approaching stakeholders outside the project - Linking other activities - Thematic 1eam sin the project
11.00– 11.15:	Coffee break		
11.15 – 12.45	<ul style="list-style-type: none"> • Activities foreseen for the first project year • Internal communication matters: brief presentation & feedback (Google, Dropbox, mailing list, intranet/newsletter; knowledge sharing and uploading files • External communication (layout, logo, branding, activities suggested) • The mapping exercise: questions, methods • National activities, action plans, meeting of the 	PC PC; CoE PC	<ul style="list-style-type: none"> - Handling offers for branding and layout - Templates; project descriptions and a presentation made by the coordinator - Using the common platforms - The main features of the research strand of the project - Themes of the mapping exercise - National activities – planning, sharing – a possible

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	Advisory Board		Advisory Board meeting this year
12.45 – 13.15	Lunch		
13.15 – 14.00	<ul style="list-style-type: none"> • The 1st Conference: state of play, main features (duration, number of participants, target groups, methods) • Concluding next steps 	NA SI; PC	<ul style="list-style-type: none"> - Main target group of the conference, venue, timing - The quarterly planning of the project