

1st M_APP partnership meeting

Trim (IE)/January 12th-15th 2014

AGENDA

SUN, January 12 th		
Time	Activity	Partner(s) involved
All day	Trim Castle Hotel Castle Street; Trim, Co. Meath, IRELAND Tel: +353 (0)469483000 Fax: +353 (0)46 9483077 e-mail for booking: info@trimcastlehotel.com web: www.trimcastlehotel.com	all partners

MON, January 24 th		
	Activity	Partner(s) involved
MORNING	Trim Castle Hotel Castle Street; Trim, Co. Meath, IRELAND Tel: +353 (0)469483000 Fax: +353 (0)46 9483077 e-mail for booking: info@trimcastlehotel.com web: www.trimcastlehotel.com	all partners
13.00	Common lunch at the hotel	all partners
14.00	Official Welcome and opening the meeting	Meath partnership/ Auxilium
14.15	Short introduction of partner organisations (max. 5 minutes per partner, Powerpoint not required, however feel free to bring a few slides or other info material)	all partners
15.15	M_APP in a nutshell (presentation of the background of the project, philosophy behind, objectives, outcomes, milestones and crucial steps)	Auxilium
15:45	Coffee break	
16.15	Work package 5 – Exploration Study Part 1	Meath partnership and all partners
17.30	Summary of the first meeting day	Auxilium
18.00	End of first day	
19:30	<i>Common Dinner</i>	<i>All partners</i>

TUE, January 14 th		
Time	Activity	Partner(s) involved
09.00	Work package 5 – Exploration Study Part 2 <ul style="list-style-type: none"> • Further discussions and workshop work • Presentation of results and further steps 	Meath partnership All partners
10.00	Outlook to WP 6 – Development of an APP (what is possible, which technology, which OS, mobile application and web server technology)	Rapid Rabbit
10.30	Summary Work package 5 <ul style="list-style-type: none"> • Activities • Deadlines • Contributions 	Auxilium
11:00	<i>Coffee Break</i>	
11:30	Contractual, financial and administrative issues <ul style="list-style-type: none"> • Contracts • Payments • Budget, headings and its usage • Reporting etc. 	Auxilium
12:30	Lunch	
13.30	Dissemination, valorisation and impact strategy <ul style="list-style-type: none"> • Website • Dissemination/valorisation plan and activities • Potential and possibilities of partners 	SEC All partners
14.15	Exploitation and Sustainability <ul style="list-style-type: none"> • Round tables setup, working and documentation • Sustainability Strategy setup 	FFE All partners
15.15	Evaluation and quality assurance strategy <ul style="list-style-type: none"> • <i>Evaluation plan</i> • <i>Comments</i> and suggestions of partners • Communication strategy 	Auxilium All partners
15.45	Coffee Break	
16.15	Next project steps and developments and discussion of open questions (responsibilities, tasks, deadlines, next meeting etc.)	Auxilium
16.45	Summary and feedback day 2 Official closing of the meeting	Auxilium
20.00	Common dinner	All partners

WED, January 15 th		
Time	Activity	Partner(s) involved
All day	Departure of partners	all partners

List of Participants:

Organisation:	Name:
P1; Auxilium (AT) :	Michael Schwaiger Georg Müllner Karen Schreiner
P2; Rabid Rabbit (DE):	David Wulff
P3; FFE (ES):	Marta Palacio
P4; Meath Partnership (IE):	Jennifer Land Sarah Land
P5; SEC (RO):	Zsofia Pal Andrea Butyka
P6; UOG (SE):	n/a
P7; Karabaglar MEM (TR):	Ugur Celik