



22.10.2019 / hjv

Version 2 - approved

Minutes

from third meeting in Copenhagen, 11 - 12 October 2019 (WP8)

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Time and place

Time: Friday, 11 Oct, 16:30 – 17:30 and a common dinner afterwards.**Saturday, 12 Oct, 9:00 – 13:00 with a common lunch afterwards, 13 - 14****Place: At Vartov, Farvergade 27 D, 3rd, DK-1463 Copenhagen K**

Aims and key activities of this third meeting

The overall aim of the meeting is to plan the remaining part of the project, which include

- Report and evaluate the National pilot courses in Sept (WP6);
- Evaluate the European pilot course, 9 -11 Oct in Copenhagen (WP7)
- Plan the Curricula report, English PDF-ed. to be published in November (WP 9)
- Plan the national conferences/multiplier events also in November (WP 10) or later?
- Plan the final dissemination, Dec – Jan 2020 (WP 11)
- Plan the needed project evaluation (WP 12)

We end the project ultimo Jan 2020, and Interfolk has 2 months after for the final reporting in the mobility+ tool, output portal and Epale, and hopefully we then get the final 20 pct of the grant latest 2 months after and we all can get the last payments.

Appendices:

Approved minutes from the 4th Skype meeting, Tuesday, 3rd September 2019

Participants

Aron Weigl, Educult (AT); Angela Wieser, Educult (AT); Kati Nurmi, SKS (FI); Bente von Schindel, DFKS (DK); and Hans Jørgen Vodsgaard, IF (DK).

Minutes

1. Formalities

Bente was appointed as moderator and Angela as reporter of item 2 and Hans as reporter of the remaining agenda.

The agenda, v1 of 30.09.2019 was approved.

The Attendance List was signed.

2. Evaluation of WP 07: 3-day European pilot course, 9 – 11 Oct in Copenhagen

2a) Evaluation of the course, by all

2b) Clarify follow-up evaluation

2c) Clarify follow-up tasks, including contacts to participants etc.

2d) Schedule remaining tasks

3. Evaluation of WP 06: Complete national pilot courses in Sept - Oct.

3a) Reporting the courses, by Kati, Aron and Bente

FI: Kati told the course took place 6th Sept in Lahti (1 hour from Helsinki).

The course was a 4 hours afternoon event with no lunch, but only coffee and snacks; and the participants paid their travel costs themselves – due to the cancellation of the support from exceptional costs.

The course included a short introduction by Kati on what co-creation is in FI, AT and DK. Thereafter a presentation by specialist in co-creation from University and product design, fee 450 euro

A success, Good evaluation.

DK: Bente told the course was planned as a workshop that was part of a bigger 3-day cultural conference. Thereby there was no extra cost for the travel and subsistence costs.

The workshop had 16 participants that represented a mix group of civil servant and culture volunteers. The main speaker was Bjarne Ipsen, a civil society researcher from SDU. A key question in the presentation and the group debates was the differences and varied values of co-creation contra more independent self-managed voluntary associations.

AT: Aron told the course took place 4th October at Museumsplatz 1/e-1.6 in Vienna. The minor group of participants included the 3 persons that also participated at the cross-national pilot course in

Copenhagen, 9 – 11 October. The course included definitions of the key concept, presentation of good practice examples and debate about the challenges for co-creation in an Austrian context.

3c) Schedule possible remaining work

Kati has sent the materials and needed documentation from the Finnish course.

Aron and Bente must send ASAP the key material from their courses (programme in own language and an English translation plus participants lists and possible presentations, reports and photos from the courses.

4. Planning of WP 09: The Curricula Report, English PDF-ed. Nov 2019

4a) Clarify the report frame, by Hans

Hans told the outline of the Curricula Report will follow the description in the application; and thereby it can be an elaboration of the initial Curricula Guidelines.

The budget for this output is only 4 days for the editor, 3 days for SKS and 2 days for EC and DFKS, so we need to keep the task simple and not too time consuming.

4b) Clarify filling-in query with recommendations from course providers

The query for recommendations from the course providers can help to gain extra feeds for the elaboration of the Report.

4c) Schedule the task plan

Hans will Monday, 14.10.2019 send the final query, which the partners must fill-in and send latest 25th October 2019.

Hans can provide the draft report primo November and then the partners have a week to read and comment, so the final English report can be published medio November.

5. Planning of WP 10: National multiplier events in Nov 2019 - Jan 2020

5a) Clarify frame for content, budget, etc., by Hans

Hans referred to the approved application text and application text and summarised:

- It is planned as a 1-day conference or rather a multiplier event, which means that it can also be an afternoon event or combined with other events to gain an increased dissemination, or even two minor events at different time and places.
- It can take place in Nov (after the Curricula report is delivered 7 Nov), but also later in December or even in January, before the project ends 31 January.
- The total support per national event is thereby 20 persons of 100 euro, like max 2000 euro.
- The needed documentation is 1) The event programme in own language and in English; 2) a signed participant list (with at least 20 signatures if you wish to get the max support of 2000 euro); 3) possible pr-material for the event; 4) possible presentations at the event; and 5) possible follow-up dissemination materials and reviews from the event.

NB: Only point 1 and 2 is obligatory.

5b) Present planned events, by all

No partners had planned their events yet.

Aron mentioned EDUCULT properly would plan an event in January in St. Pölten, which properly will be European Cultural City in 2024. Here they have good contacts from the good practice research and the participants at the pilot courses.

Kati mentioned that she would try to combine the event with some of the key meetings in KSD in January 2019, and it may even take place as two different events.

Bente would properly have the event in combination with a bigger cultural conference, 29-30 November in Odense, or alternatively in January 2020.

5c) Schedule the task plan

All partners send the draft programme of their event as soon as it is planned and latest 15 November 2019.

6. Status of WP 12: Dissemination and website.

6a) Status of dissemination ex website, by Bente and partners

Bente will prepare a template to report the dissemination Activities in the last third period from Sept 2019 – Jan 2020.

The template must be distributed latest 10th January and filled-in and reported by partners latest 31 Jan 2020.

6b) Status of website, by Hans

The website is currently updated. Next tasks are to present the national pilot courses and the cross-national course in Copenhagen, latest primo November. Thereafter the Curricula Report will be presented medio November.

7. Status of WP 13: Progress evaluation.

7a) Status of work, by Kati

Kati has prepared and all filled-in the online evaluation forms until WP5: Develop Curricula Guidelines.

7b) Clarify work schedule. Who does what and when?

Kati will refine the online evaluation form for the participants at the cross-national pilot course in Copenhagen and send it latest 15 October (before her trip to a partner meeting in Spain).

Kati will also latest 25th October provide the online forms for WP6: The national pilot courses; WP 7: The European pilot course; and WP 8: Third partner meeting.

The partners must then answer latest 1st Nov.

8. Status of WP 14: The financial management.

8a) Status of financial reporting and payments, by Hans

Hans mentioned that all can get the reporting templates up to and including WP 5. Develop Curricula Guidelines.

8b) Schedule for remaining payments

Hans will ASAP send the reporting templates for WP 6: salary for national pilot course; WP 7: Salary for the cross-national pilot course plus templates for refunding of net travel and subsistence unit support; and WP 8: Third meeting, net unit support.

Hereby the partners can report their costs and get cost refunding already the week after the pilot course.

9. Discuss possible Erasmus+ follow-up project

9a) Preliminary ideas for a bigger follow-up Erasmus+ project, Sept 2020 – Aug 2022

Hans mentioned that he intended to have a break from fund-raising / EU application work the coming rounds. He hoped other partners would try instead to plan possible follow-up projects.

Aron mentioned that co-creation is an interesting topic, and he hoped to find ways to go on. He also mentioned that the success-rate in Austria was extreme high, but maybe we can find partners from other countries with a better success rate that would submit a prepared application.

9b) Schedule further work

Aron would look more on the possibilities with the Erasmus+ programme, the Creative Europe programme, Horizon 2020, Interreg, etc. – and inform the partners about his findings later in the year.

10. Next Skype meetings

We decided to have a Skype meeting, Friday, 29th November, 12 CET.
Hans will send the draft agenda latest a week before the meeting.

11. Concluding evaluation rounds

11a) Oral evaluation round of this third meeting

Kati: A short meeting, so not much to say.

Aron: It has been a short, but effective meeting. Good to have opportunity to discuss content issues, too.

Hans: Thought it has been a short and good meeting.

Bente: Agreed.

12. A.O.B. (any other business)

Nothing to mention.