



## MINUTES MOB GAE KICK OFF MEETING Florence 24-25 January 2014

### ➤ *Dates and venue*

The meeting was held in CSD Foresteria Valdese, Via dei Serragli, 49 Florence – Italy, the 24 and 25 of January 2014.

### ➤ *Partners attending the meeting*

Organisation	Participants	Email
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➤ **Topics addressed during the 2 days meetings:**

**24 January 2014**

Getting to know each other:

After the official welcome to the meeting by AeF, the partners started to get to know each other throughout non formal methods. The participants were divided in groups and they had to “research about the others” on different topics.

The groups had different topics to deal with, such as:

- Partners and countries: defining the MOB GAE map of Europe
- Partners and experiences in mobility and research: mapping the experiences of the partners
- Partners and their roles/activities: mapping the partnership
- Previous co-operation among partners
- Partners and communication styles and preferred tools: mapping communication needs and abilities
- Partners and Gossip: all what you would like to know about the partners and you have never asked before

The working groups were very productive (see annexes to the minutes) and contributed to create a trustful and pleasant working atmosphere.

Participants Expectations:

After the first activity, participants expressed their expectations towards the project and towards the meeting. Mainly participants expected to clarify the aim and objectives of the project, to have a clear view on the different WP, to understand their roles and responsibilities, to understand rules for financial management, to define our communication styles and procedures.

After the session on expectations, Silvia Volpi from AEF introduced the project, project objectives and main workpackages (see annexes).

After that presentation, Xavi Aspas and Rachel Nelson from DEP introduced the Website, the Blog, the internal forum and dropbox. They received also feedback from partners and comments. Everyone was grateful to have a partner with specific ICT competences to care about information and visibility of the project.

**25 January 2014**

The second day was devoted to define the details for better plan the WP.

Participants were divided in groups and they were proposing reflections, ideas, elements for structuring the following activities:

- Research
- Dissemination: local events and newsletters
- Flash Mob and pre-departure preparation training modules
- Blog - Stories

➤ **Conclusions and results on the main deliverables**

**Research**



The working group, revising the aims of the WP, came out with three main leading questions, to understand the focus of the research itself:

- In which way can participating in a mobility action, impact on individual, personal growth?
- How EU programmes contribute to the personal and professional growth, EU citizenship awareness?
- How can mobility experience improve our professional skills, personal development and awareness of EU citizenship?

The working group, started to brainstorm on the research and revise its aims and objectives starting from the following questions:

According to EU mobilities actors, to what extent a mobility experience has an impact and is an added value for the p & p growth of pax (and can influence EU citizenship) ?

What is the relationship between mobilities and finding a job ?

In which way can participating in a mobility impact on individuals' personal growth, professional development and sense of EU citizenship ?

How do the mobility programmes contribute to personal development, social cultural integration and employability?

Do mobilities enhance self-confidence of a person in searching for a job in another european ?

How can mobility experience improve your professional skills, personal development, and awareness about EU citizenship ?

Does mobility experience improve....

Who decided the sample for the qualitative research ?

What are the criteria for selection ?

What is the role/purpose of the focus groups in the research ?

Who will participate in the focus groups ?

How will the data collection be developed?

What are the steps for implementation ?

What will we measure about personal/professional /EU citizenship dimension ?

Who is responsible ?

What is the format ?

What is the purpose ?

What are the concepts behind ?

How can we measure concepts like growth, autonomy, employability?

What would the sample for qualitative research ?

What will the languages of the questionnaires be ?

How will we approach the target in order for people to participate in the research ?

Who is the target group (nationality, profiles, ..) ?

Do we want diversity/balance between target ?

Do we want every kind of mobility ?

### **AIM/PURPOSE**

- to discover in which way the fact of none participating in a mobility has a impact in a set of skills,



knowledge and behaviors that makes a person employable, socially integrated, etc.

- to find out if participating in a mobility enhances people's opportunities to .....
- to support the quality of the mobilities
- to evaluate in which way, if the EU policies operated by us had an impact in social cohesion and employability

(is it working ?)

- to find out how the mobility influenced next steps in participants' life.

They precised that, despite the definition of leaders and partners in the WP, the whole partnership is responsible to achieve the expected results in term of quantity and quality.

Inducar will coordinate the WP which foresees creation of guidelines and tools for researching.

IIT, Inducar and AEF will lead the implementation of the research and the analysis of data.

All partners are responsible to:

- Give feedback to Inducar and IIT proposals for guidelines and tools
- Collect data for the research throughout the defined and agreed tools
- Give feedback to Inducar and IIT draft research

Target group of the research are 2000-2013 former participants to a mobility experience – preferably in the frame of EU programmes.

The tools foreseen for the research are:

- Online questionnaire (2500 persons)
- Individual interviews/story telling (eventually 20 interviews per partner?)
- Focus groups. The leading team is reflecting if it is worth having focus group also with stakeholders which were supporting mobility experiences in order to have complementary information for the research. They will clarify this issue in the guidelines. The number of focus group and people to be reached will be clarified in the guidelines.

The possible action plan (to be reconfirmed after the kick meeting in Brussels) for research is the following:

- ✓ 1 April 2014: First draft of guidelines and tools
- ✓ 15 April 2014: Feedback from partners, pre-test online questionnaire, check proper EN translation, technicalities and functioning of the online tools
- ✓ 30 June 2014: Final guidelines and tools
- ✓ 1 July starting to collect data
- ✓ 30 December 2014: Final research published

In the guidelines the main concepts of the research such as growth, autonomy, employability, will be clarified in order to set a common ground. Those concepts should be also clarified in the introduction of the research.

**Open questions:**

- How to establish how many former participants each partner have to reach?
- Equal numbers for each partner such as 140 persons/questionnaires per partners?
- On the basis of the % of mobilities activated per country per year (on the basis of different EU programmes)?
- Other criteria?



Partners agree that it is useful to have a **grid** in which all partners register the average of mobilities they activate (sending, hosting, consultant) per year, in which field (professional, study, non formal training EVS, youth exchanges, other), which countries are involved in their projects

As for the online questionnaire, it is important to:

- have closed answers to better elaborate data
- participant precises most relevant mobility experience, in case s/he was attending more than one project
- participant precises how many mobilities s/he took part in
- have a feedback on the EN version of the questionnaire by the native English speakers of the partnership

Dep will investigate about the possibility to make the questionnaire accessible in all languages (maybe making the link with a sample translate in own language)

#### **How do we reach people?**

- Spreading the information everywhere
- Newsletters
- Website
- FB
- Inviting people we are still in contact
- Face to face meetings
- Inviting external partners, associated partners to join the research

#### **Flash Mob**

The working group started showing a video of a FlashMOB run by SEMPER AVANTI. They showed also the link – SCARPE ROSSE FLASH MOB and 1 Billion rising for Justice

Other links that can inspire the partners to build a strategy for FlashMOB and inspire Nexes to define the plan and tools are:

<http://www.youtube.com/watch?v=316AzLYfAzw>

- the European inn of Beethoven by street orchestra (2013)

<http://www.youtube.com/watch?v=bhMrYzjYPCU>

- Antwerp station (2009) inspired to mary poppins

<http://www.youtube.com/watch?v=bQLCZOG202k>

- heatrow airport welcome

<http://www.youtube.com/watch?v=ZMG2vNVq0ww>

this is one of the best example, it collects different images from many local actions in different countries of the world, for the campaign against violence to the women

- <http://www.youtube.com/watch?v=gl2AO-7Vlzk>



here the pictures concerning the artistic installation for the campaign stop violence against women

<https://www.google.it/search?q=scarpe+rosse+femminicidio&tbm=isch&tbo=u&source=univ&sa=X&ei=XZ7vUuKfAoeK7Aaeq4CIaw&ved=0CCoQsAQ&biw=1024&bih=437>

The school of dance in cracow

- <http://www.youtube.com/watch?v=z4q6W4inJqk>

Opera at the S.Ambrogio market in Florence

- [http://www.youtube.com/watch?v=Tp1pbDMt1\\_g](http://www.youtube.com/watch?v=Tp1pbDMt1_g)

the nohatespeech campaign of the council of europe, as a good practice of communication with young people

<http://blog.nohatespeechmovement.org/>

- <http://www.youtube.com/watch?v=C2MBTfyDGw8>

To run a Flashmob is important to remember to:

Creative interaction

Use different types of artistic expressions can be used

That a convocation is organized throughout social network

To idea is to share everywhere the convocation

It can be at the same moment, use a symbol, in a symbolic place

Free to choose the way we want to run the FLASH MOB

Elements to be considered to elaborate the guidelines:

- Maintain the date 9-05-2015
- Liberty to each country to organize it in his way
- Common aim
- Common message
- Freedom to choose the slogan
- Freedom to choose the contents
- Involve other local organizations to get more people (i.e EVS association, Erasmus organisation)
- For intermediate meeting to have a draft idea from the partners
- Communicate with social media
- Important to find a symbolic place (for mobility). It can airport/market/train station/installation for small villages
- Each partner is in charge to edit own video
- FLASH is a tool to communicate the results of the research
- Give something to people (i.e postcard)

### **Dissemination-visibility**

#### **Newsletter – international**

- DEP is sending the guidelines to upload a newsletter
- DEP is sending a common template for national and international newsletter
- WE are not asking people to subscribe but it is going to be possible to un-subscribe
- 3 international newsletters: 1 newsletter by the end of MARCH,



- Every partner is free to choose how to spread the newsletter (IN ENGLISH or translate)
- Every partner is free to maintain his own data-base
- Every partners should constantly update own website and media on MOBGAE project
- DEP is sending a copyright contract (for images/stories on the website,....and so on so for) – COPYRIGHT RULES IN DROPBOX
- Solidarity principles to reach as many people as possible
- Local newsletters: up to each partner to set dates and to communicate to DEP
- Local newsletters can serve to invite people to the local dissemination events
- Local meetings: 90 participants for partners in 3 meetings (or less people and more meetings)
- For each meeting: attendance record, report, evaluation, pictures agenda
- NWA will prepare a template and guidelines. Partners should decide if they translate or not the docs.
- NWA will provide hint how to run the local dissemination, elaborating guidelines and tools
- Target group can be: stakeholders, young people, trainers, educators
- At the interim meeting: everyone is coming with the plan.
- Visibility actions: send the articles/pictures to DEP; post in FB/Twitter

## BLOG\_STORIES

- BLOG should be complementary to the research and should serve for dissemination purpose and visibility of the project. The Blog should collect stories from ex-beneficiaries of any mobility process/project.
- Each partner is supposed to collect at least 18 stories in 2 year time. Cap Ulysse is in charge to verify the stories and to publish them.
- The stories should have a length (written document) of 1300 characters and (if video) 1 minute and 30 seconds.
- The stories should be written in own language+EN translation
- The stories will have the following elements:
- Name and country of origin of the beneficiary, country in which s/he realized the mobility project, kind of mobility (professional, education, volunteering, non formal training/adult training, youth exchanges).
- A Blog that may inspire MOB GAE blog is [www.accenti.giovanisi.it](http://www.accenti.giovanisi.it)
- The stories of the tutors/mentors and hosting companies should also be taken into consideration, as written in the project proposal.
- The tools for tutors/mentors and hosting companies for running mobility project should be located in a specific box of the website (TOOLS x mobility management for instance).
- The stories can be mentioned in the final research as a complement of information.
- FIRST STORY: AEF in FEBRUARY 2014
- Freedom in translation in English/Own language
- Nationality of participants as a key to access
- Moderation rules (not insulting,....)





- Supporting each other giving contacts
- Guidelines to be clarified: is it possible to accept to have 5 pictures+ short texts? Can we consider to have a variety of possibility

After the report of the working groups, the financial rules were introduced (see annex) saying that the official manual of the EU has not yet been published and that more information will be sent after the Brussels meeting.

#### Next meeting and communication among the partners

INTERIM MEETING 2015 – 22-23 January in Praha – Organised by VUSTE ENVIS

FINAL MEETING November 2015

Partners decided to communicate by skype once every two months

They prefer to use FORUM and EMAIL, SKYPE

To use the Internal Forum to update each other on the WP and also on feelings

Dropbox should be used to collect information/doc

#### ➤ *Evaluation of the meeting*

At the end of the meeting, the participants decided to fill in the questionnaire online and to have a round of comments on the meeting and their feelings.

Mainly the participants declared to be tired because of the two days intensive works, but with a clear vision on the project. Some participants were very optimistic and excited, others were worrying to be able to reach the expected results, especially the quantitative ones.

Hereafter the comments in details:

- o It was very intensive. I'm worrying about the real possibility to reach the quantitative expected results, especially those related to the local dissemination (90 persons for 3 local meetings). I like very much the idea of the BLOG. I am very happy that we have a partner devoted to the communication and expert in ICT;
- o I feel good and ready to work;
- o I appreciated the work done. Ready to work;
- o I have a clear overall idea of the project. I am a bit concerned for the Flash Mob organization at local level;
- o The overall idea is clear. I am very happy with the BLOG idea and to be the leader of the Blog WP. I am a bit worried to be able to reach the expected results, especially 90 persons for local meetings. I disappointed not to be able to remember all names at the end of the meeting;
- o I feel confident and optimistic. I have already ideas for the dissemination activities;
- o I feel challenged and motivated to be strategic in the definition and decision of the dissemination plan. The challenge I see it is more related to the planning than to the results;
- o I feel good, with a lot of homework. I am overwhelmed and excited to start the project;
- o I feel exhausted and motivated. I have a big trust on the partnership and coordination of the project. I liked very much DEP contribution. I would like to see in the FORUM also a box to share frustrations, feelings, victories;
- o I feel more confident with a lot of responsibilities. Some fears are still there I appreciated the project because of the impact it may have;





- It has been one of the clearest kick of meeting. I have no doubt. The numbers we have to reach, will be reached with a good strategy and plan;
- Positive and motivated to go on;
- My expectations have been met. I feel challenged and motivated at the same time;
- It has been very intensive. I have now a clear mind about the project. Everything very well organised;
- I feel tired. It may be a challenge because of the diverse partnership.

➤ **Annexes**

Annex 1: Previous partners co-operation

Annex 2: Partners and their experiences/roles

Annex 3: TO DO LIST JANUARY-MARCH 2014

Annex 4: Gantt-MOB GAE project

Annex 5: Slides on project and WP

Annex 6: Partners representatives-Profiles

Annex 7: Slides on Financial management

Annex 8: Headpaper to be used for communication within MOB GAE project

Annex 9: EU Logo to be used in every publication