

**AGENDA**

of the Second TPM for Erasmus+

Cooperation partnerships in adult education

**TRAINING OF EDUCATORS FOR TRANSFER OF**

**TRANSVERSAL SKILLS - improving competences for real**

**Social Inclusion of people with cognitive disabilities**

**(TETRA-S)**

**2021-1-BE02-KA220-ADU-000026913**

**11-12 JANUARY 2023,**

**Plovdiv, Bulgaria**

**Attendees:**

|  |  |
| --- | --- |
| Vzw Ubuntu Achtkanter | 1. Loes Van Cluysen2. Johan Warnez |
| Universidade de Evora | 1. 2. |
| Instituto Valenciano de Atención Social-Sanitaria | 1. 2. |
| Narhu | 1. Petya Grudeva2. Zlatka Ivanova |
| G.M. Eurocy  | 1.2. |
| ENSA – European Network of Social Authority | 1.2. |

**11th January 2023 (Wednesday) - First Meeting Day**

**12th January 2022 (Thursday) – Second Meeting Day**

**Venue: Early Child Development Centre “Patechka” Address: ul. "Saedinenie" 27a, 4110 Kapitan Burago, Plovdiv**

**11th January 2023 (Wednesday) - First Meeting Day**

| **Time** | **Activity** | **Lead by** |
| --- | --- | --- |
| 09:00 – 09:30 | Welcome and a brief introduction by host partner | NARHU  |
| 09:30 – 10:30  | **Project management and implementation*** General management issues
* Status of the project
* Time planning
* Financial issues/ invoices
* Reports (b.o. mid term report)
* Need to decide on the LTT Activity
* 3rd TPM details
 | lead by Groep Ubuntu |
| 10:30 – 10:50 | *Coffee Break* |  |
| 10:50 – 12:30 | **Overview of PRs 1- 4*** PR1 presentation, discussion, reflections and final comments to finalise
* PR2 presentation, discussion, reflections and final comments to finalise – to do: translations, etc.
* PR3
* PR4 to define the content/index
* Who – what – by what time
 | lead by Groep Ubuntu |
| *12:30 – 13:30*  | *Lunch*  |  |
| 13:30 – 16:30  | **Overview of PRs 5-15** * Defining content
* Distribution of tasks
* Anything else…
 | University of Evora |
| 16:30 – 17:00  | Recap and closure of first day meeting  |  |
| 19:30 -  | Social Dinner at …  |  |

**12th January 2022 (Thursday) – Second Meeting Day**

| **Time** | **Activity** | **Lead by** |
| --- | --- | --- |
| 9:30 – 10:15  | **Quality Assurance Team Meeting**  | Narhu |
| *10:15 -10:30*  | *Coffee break* |  |
| 10:30 – 11:30  | **Communication/Dissemination*** Newsletter 1 and 2, Distribution flyer, Websites, Concrete plan, deadlines
* Short verbal reports by all partners on realised dissemination activities
 | ENSA |
| 11:30 -11:45  | Green item for reflection  | Narhu |
| 11:45 – 12:30  | Presentation of the activities of Early Child Development Centre “Patechka”  |  |
| 12:30 – 13:30  | *Lunch*  |  |
| 13:30 – 16:00  | **Group sessions on the content PRs 5-15**  | All involved partners |
| 16:00 -  | **Recap of TPM Plovdiv*** Conclusions, evaluation, next (online) meeting(s)
 | All partners |