

ACTing: Social Agents Promoting Active Aging through ICT

4th coordination meeting Agenda

Bucharest, 16th / 17th April 2015

Hotel IBIS- Palatul Parlamentului - 82-84 Izvor Street, BUCHAREST

Day 1 (16th Apr) - 09.00 – 17.00

Time	Topic	Responsible Partner
09:00 – 9.30	Welcome and Agenda Review	AEPMR FUNDETEC + FE
9.30 – 10:30	State of the art: Where we are (in the Work-Plan) <ul style="list-style-type: none"> • Sept2014-April2015 period review • Last 6 months challenges and milestones • Discussion 	FE + FUNDETEC
10.30 – 11.00	Coffee Break	
11.00 – 12:00	WP5 - Social Agents Training <ul style="list-style-type: none"> • State of the art by country • Difficulties found and solutions provided • Needs and commitments for the last phase • Discussion 	All partners FUNDETEC+FE
12.00 – 13.00	Lunch break	
13.00 – 14:30	WP6 - Pilot testing: Singular Initiatives (del.14) <ul style="list-style-type: none"> • State of the art by country • Registration and documentation process • How to use the platform at this point • Singular initiatives requirements • Foreseeable difficulties and suggested solutions • Discussion 	All partners AEPMR+FUNDETEC+FE

14.30 – 15.30	WP6 – Pilot testing: Best Practices Catalogue (del.15) <ul style="list-style-type: none"> • Selection process • Documentation process • Complementary recommendations about ICT and active aging • Discussion 	AEPMR + FUNDETEC + FE
15.30 –16.30	WP7 – Monitoring and evaluation <ul style="list-style-type: none"> • State of the art • Milestones for the last phase • ...? • Discussion 	FMD
17:00	<i>End of the 1st day</i>	

Optional: (to be completed by the hosting partner)

Joint dinner

Day 2 (17th Apr) - 09.00 – 14.00

Time	Topic	Responsible Partner / Moderators
09.00 – 10:30	WP8 – Dissemination and visibility <ul style="list-style-type: none"> • State of the art (global and local) – Presentation of actions and events including impacts from Sept14 to April15 per country • Global dissemination strategy for the last 6 months • Dissemination activities planned from Apr15 to Sept15 per country • Impacts to achieve • International contest and final conference in Genève – draft approach • Discussion 	ICV (+all partners)
10.30 - 11:00	WP9 – Sustainability and Exploitation <ul style="list-style-type: none"> • ACTing Exploitation Plan – state of the art • Strategies to reach the stakeholders at the global and local level • Platform and website – how to use them for this goal • Transferring guidelines approach • Discussion 	AEPMR
11.00 – 11.30	<i>Coffee Break</i>	
11.30 – 13.00	WP1 – Management <ul style="list-style-type: none"> • Interim report, allegations and 2nd payment state of the art (<i>just a brief review of the information already shared by email</i>) • Financial difficulties (<i>every partner to inform the rest of the consortium of their foreseeable difficulties</i>) • Final report: review of the Agency comments and recommendations to the Interim Report + Challenges and deliverables to achieve by September 2015 (<i>according to Work Plan</i>) • Discussion 	FUNDETEC + FE
13.00 – 13.30	Next steps + Agreements + Last remarks	FUNDETEC + FE + AEPMR
13.30	End of the meeting + Lunch	