



## The 3rd Meeting

### April 19<sup>th</sup>, 2012

Location: Conference Room c/o ASEV (Empoli, IT) <i>Minute taker provided by ASEV</i>		
9.30	Welcome and Conference Schedule	ASEV
9.45	Introduction to the meeting <ul style="list-style-type: none"> <li>▪ 3 rd project meeting statement of purpose</li> <li>▪ Introduction of the CIVICO project: the partnership, the challenges, the state of the art</li> </ul>	ASEV
	WP1 The Guide <ul style="list-style-type: none"> <li>▪ Presentation of SWS and its contribution to the project implementation</li> <li>▪ The Guide on fostering civic competence – the progress of the Guide, the partners' contribution, the results, the expected impact.</li> </ul>	SWS
11.00	<i>Coffee break</i>	
11.15	WP2 The pilot <ul style="list-style-type: none"> <li>▪ Presentation of VIA and its contribution to the project implementation</li> <li>▪ The experience of the pilot – remarks and results</li> </ul>	VIA
	WP3 The web site <ul style="list-style-type: none"> <li>▪ The website development and content</li> <li>▪ Work group on the FAQ</li> </ul>	SWS
13.00	<i>Lunch</i>	
14.00	WP4 The dissemination <ul style="list-style-type: none"> <li>▪ Presentation of PF and its contribution to the project implementation</li> <li>▪ The dissemination activity: process and result</li> <li>▪ The partners' contribution</li> </ul>	PF
	WP5 The exploitation <ul style="list-style-type: none"> <li>▪ The exploitation activity: process and result</li> <li>▪ The organisation of the workshops</li> </ul>	PF
15.30	<i>Coffee</i>	
16.15	WP6 the management <ul style="list-style-type: none"> <li>▪ Presentation of ASEV and its contribution to the project</li> <li>▪ Tools and process of the Project Management</li> </ul>	ASEV
17.30	Review and close	ASEV

**19.30 Typical Tuscan Dinner in Empoli**



## The 3rd Meeting

### April 20<sup>th</sup>, 2012

Location: Conference Room c/o ASEV <i>Minute taker provided by ASEV</i>		
9.30	Day Two Conference Schedule	ASEV
9.45	WP7 the quality <ul style="list-style-type: none"> <li>▪ The evaluation system: instrument and procedures</li> </ul>	PF
	The financial report <ul style="list-style-type: none"> <li>▪ The financial management: tools and method</li> </ul>	ASEV
11.00	Coffee	
11.15	The financial report <ul style="list-style-type: none"> <li>▪ The current status</li> <li>▪ Changes at the budget</li> </ul>	ASEV + all the partners
	What next? <ul style="list-style-type: none"> <li>▪ Future steps and duties</li> <li>▪ Open Issue</li> <li>▪ Next meeting</li> <li>▪ Meeting questionnaire distribution</li> </ul>	ASEV
12.45	Close of the 3 <sup>rd</sup> CIVICO partnership meeting	
13.00	Lunch	
14.30	ASEV and EACEA meeting	ASEV + EACEA
17.00	Close of the Meeting	