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## KICKOFF PROJECT MEETING

### PROJECT TITLE

Mini EcoSystem Regional Networks

### PROJECT NUMBER

2021-1-BGO1-KA220-ADU-000033670

### EU PROGRAMME

Erasmus+ Programme - KA220-ADU - Cooperation partnerships in adult education

**Date:** Tuesday, 7 December 2021

**Meeting place:** Online ZOOM conference

### Meeting Agenda

9.30 - Welcome by Host Partner & Project leader (NAMCB and KBS)

10.00 - Presentation of project teams from each of the partners (CEIPES, UCTE, INCLUDE)

10.30 - Project presentation (KBS)

11.00 – Project Result 1: Course "Business education for entrepreneurs": curriculum design and development" (NAMCB)

11.20 - Project Result 2: Massive Open On-line Course "Entrepreneurship for all": design, development and implementation (UCTE)

11.40 - Project Result 3: Specialized educational online platform "International Training and Consulting Centre": design, development and implementation (CEIPES)

12.00 - Discussing the financial and accounting aspects of the project

- Project finance management

- Project financial monitoring and next reporting deadlines (NAMCB)

13.00 - Break

14.00 - Discussing project management/quality assurance and dissemination activities (discussing communication rules, place of storage of documents online, who is who in the project, starting of the fb/subwebsite and other technicalities) (NAMCB)

14.30 - Approval of kick-off meeting documents:

- Project management methodology, Risk management plan (NAMCB)

- Communication plan, dissemination plan (KBS);

- List of proposals for project impact assessment, Quality Plan (UCTE);

- List of the main functions of the ICT infrastructure, list of indicators to assess project performance (CEIPES);

- Presentation on the main challenges that arise in the development of social innovation initiatives for rural youth and people aged 50+ (INCLUDE).

16.00 - meeting feedback session and evaluation of the meeting (INCLUDE).

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