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SPACHE

SPORTS AND PHYSICAL ACTIVITY
IN CULTURAL HERITAGE ENVIRONMENTS

TRANSNATIONAL MEETING | PIRAN, SLOVENIA

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10th June

AGENDA

SPACHE Transnational meeting

14:30 – 14:45	**Welcome by host and lead partner (OCS-ASF and Tempo Livre)**
14:45 – 15:15	**Project Coordination and Implementation** General information. Monitoring and reporting activities. Mid-term evaluation of project tasks.
15:15 – 15:45	**Pilot Programmes – presentation (Portugal)** Activities implemented, description, characteristics. Main difficulties, challenges and solutions found. Initial lessons learnt.
16:15 – 16:45	**Pilot Programmes – presentation (Netherlands)** Activities implemented, description, characteristics. Main difficulties, challenges and solutions found. Initial lessons learnt.
16:45 – 17:00	**Coffee Break**
17:00 – 17:30	**Pilot Programmes – presentation (Slovenia)** Activities implemented, description, characteristics. Main difficulties, challenges and solutions found. Initial lessons learnt.
17:30 – 18:00	**Pilot Programmes – presentation (Italy)** Activities implemented, description, characteristics. Main difficulties, challenges and solutions found. Initial lessons learnt.
18:00 – 18:30	**Social Impact Plan (IRS)** Presentation. Discussion and Data collection.
18:30 – 19:00	**Next steps and activities** Next steps and tasks. Scheduling next transnational meeting.

SPACH PLAN | 2021-2023

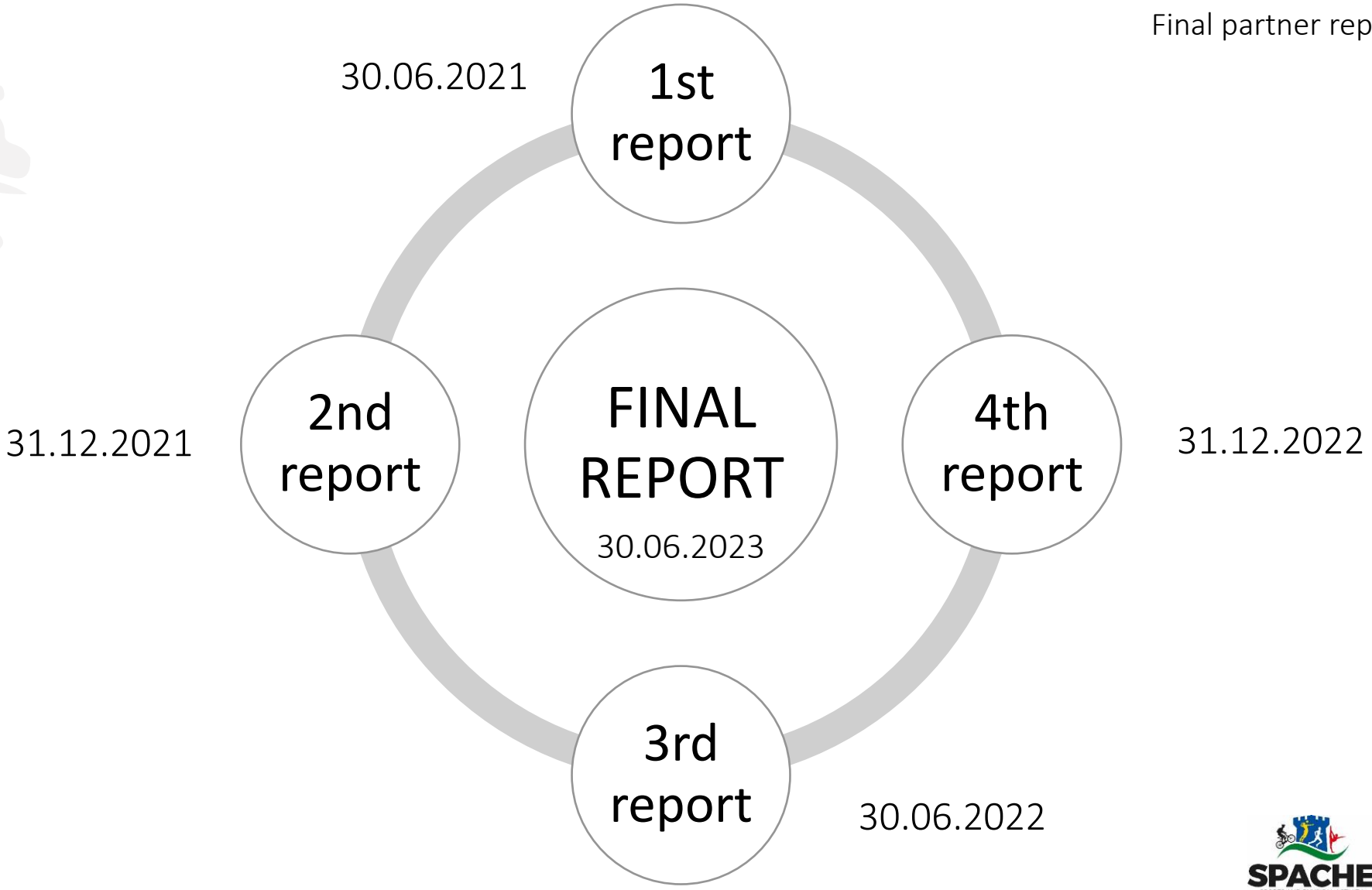
WP1	WP2	WP3	WP4	WP5	WP6
• Literature Review • Good Practices • Analysis GP • International Workshop • Drafting guidelines	• Design template of PP • Mapping of the local resources • Organization of a local workshop with policymakers and stakeholders • Drafting PP • Participatory Action	• Testing Pilot Programmes	• Design the Social Impact Assessment Plan for PP • Implementing the Social Impact Plan for PP	• Creation of educational modules • Piloting educational modules: non-formal online / in person training workshop	• Drafting the Fostering sport/physical activity for all through cultural heritage. Handbook and Special Journal Edition.

WP7 – Project management | Monitoring & Evaluation – 4 synthese and 1 final monitoring and evaluation | Communication and Dissemination

M1 – M30

Deadline for report delivering

Final partner report: **10.07.2023**



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REPORTING AND PAYMENT TIMELINE

Procedure	Instalment	Payment
1st Instalment	40%	Signature of the partnership agreement
2nd Instalment	20%	15.08.2021
3rd Instalment	10%	15.08.2022
Final Instalment	30%	Acording to the result of the final assessment

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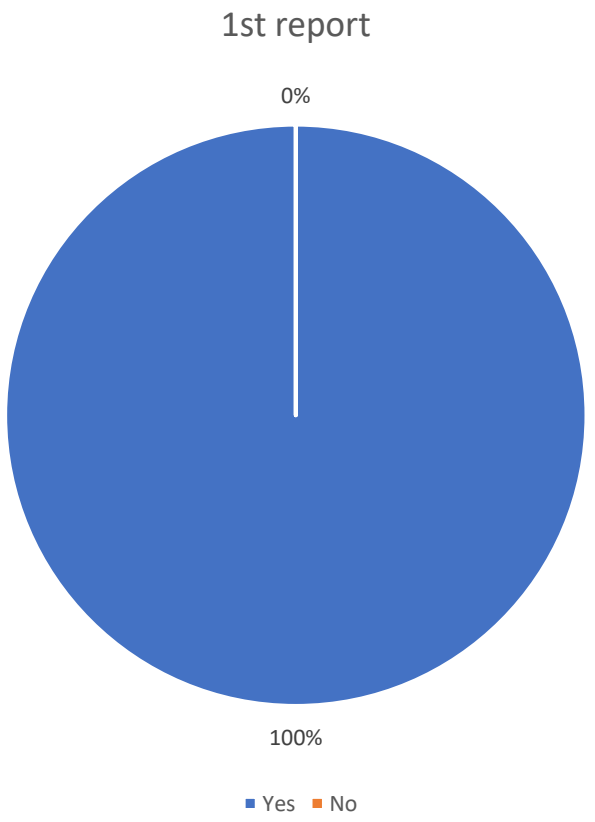
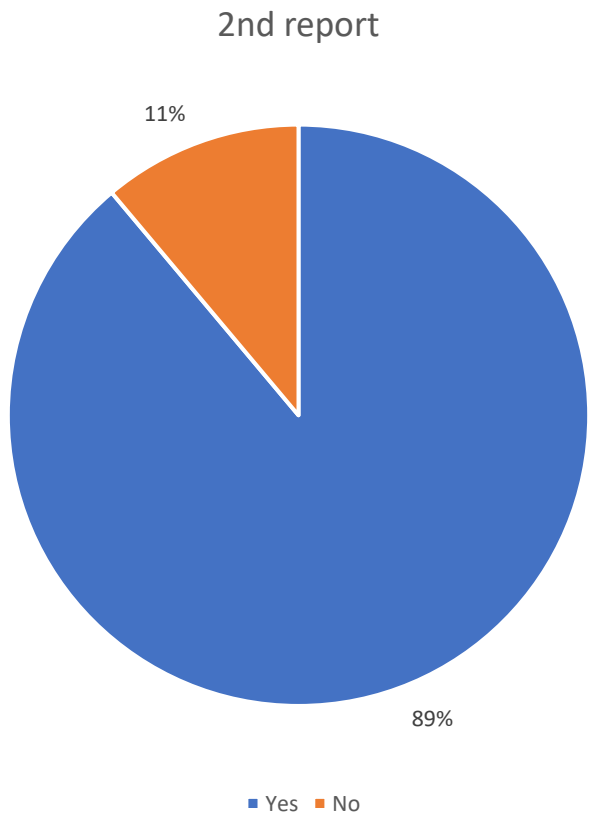
REPORTS - TIMESHEETS





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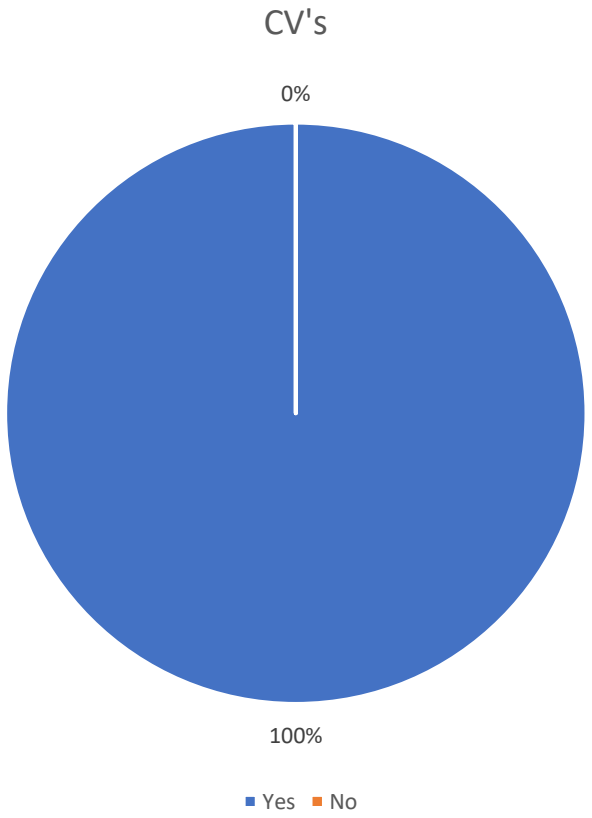
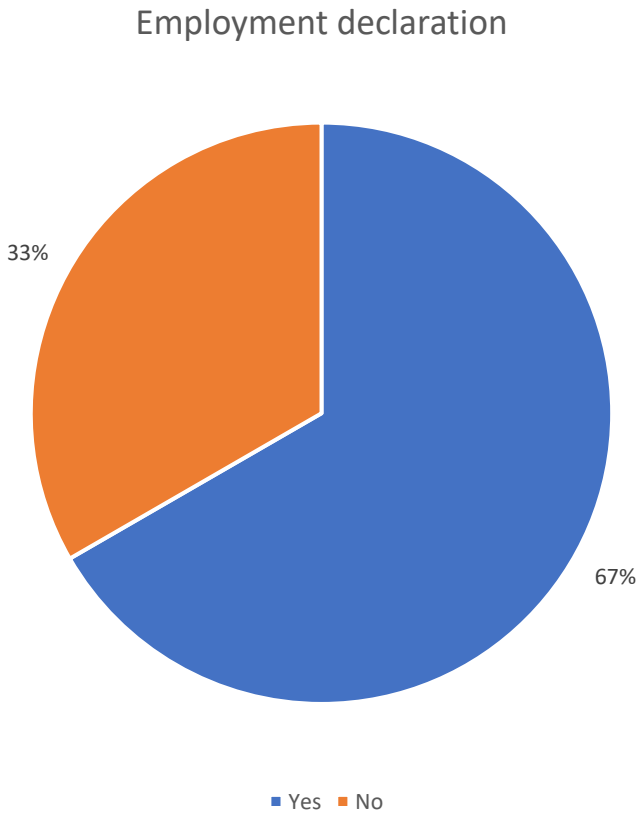
CV'S | EMPLOYMENT DECLARATION





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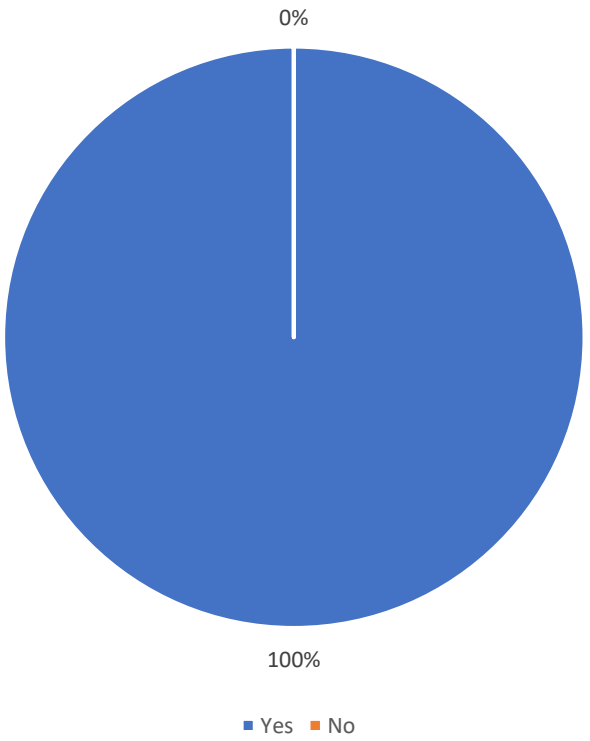
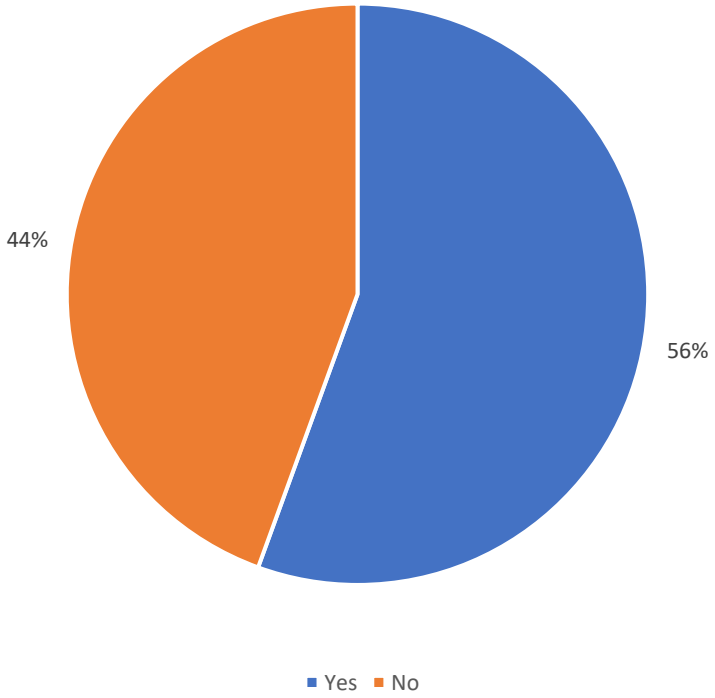
REQUEST FOR PAYMENT

Request for 1st payment



Request for 2nd payment



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Reports

- It is possible to change days between manager and trainer or researcher?

  This is possible indeed, since the total amount remains lower than estimated.

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COMMUNICATION AND DISSEMINATION PLAN

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CORPORATE IMAGE | LOGO

WEBSITE

TRADITIONAL MEDIA

NEW MEDIA

PRESS RELEASES

SOCIAL MEDIA POSTS

PRINTED MATERIAL

5 NEWSLETTERS

6 MULTIPLIER EVENTS

400 LEAFLETS

April 2021

October 2021

April 2022

5 NEWSLETTERS

5 newsletters dissiminated to 2500 policymakers

?

#4 October 2022

?

#5 April 2023

6 MULTIPLIER EVENTS

TAFISA

Piran (Slovenia) M10 » M18	Umbria (Italy) M21	Gargnano (Italy) M29
Guimarães (Portugal) M29	Heerenveen (Netherlands) M30	Brussels (Belgium) M30

Sport & Citizenship

COMMUNICATION AND DISSEMINATION: LOCAL AND INTERNATIONAL PARTICIPANTS

Multiplier Sport Event Report

Name of the event:

IOs covered:

Date:

Venue:

Leading Organisation:

Total Number of Participants:

Number of Participants eligible for funding:
- *National:*
- *International:*

Number of Participant Organisations:

Brief description of the Event:

(briefly describe any applicable and relevant logistic and organizational issues, session's development, most relevant debates or questions discussed, most relevant results for promoters and for participants, estimated impact of the Event,…)

Evaluation of the Event:

(in a simple way collect participant's opinions in order to get information about the organization and the impact of the event; ask questions such as:
- Organization of the Event
- Conduction of the Event
- Quality of presented speeches
- Quality of the used means and media (room, video system, audio)
- Interest of the event to the participant's professional area
- Relevance/quality/… of the Intellectual Outputs covered
- Most positive remarks of the event
- Most negative remarks of the event

List of Annexes (indicative)

Annex 1 - Event publicizing poster and/or other media
Annex 2 - Photos taken during the event
Annex 3 - Presence sheets (compulsory)
Annex 4 - Evaluation Template used
Annex 5 - Evaluation Results
Annex 6 - Example of Certificate of Participation granted to participants
Annex 7 - Print Screens of further dissemination actions about the event (website, Social Media posts, etc…)

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Multiplier Events

- Can the partners attend the MSE and include costs?

  This part of the grant is meant to cover costs such as the rental of the venue, catering, etc. for the target groups. The idea here is that the target groups are mainly local participants.

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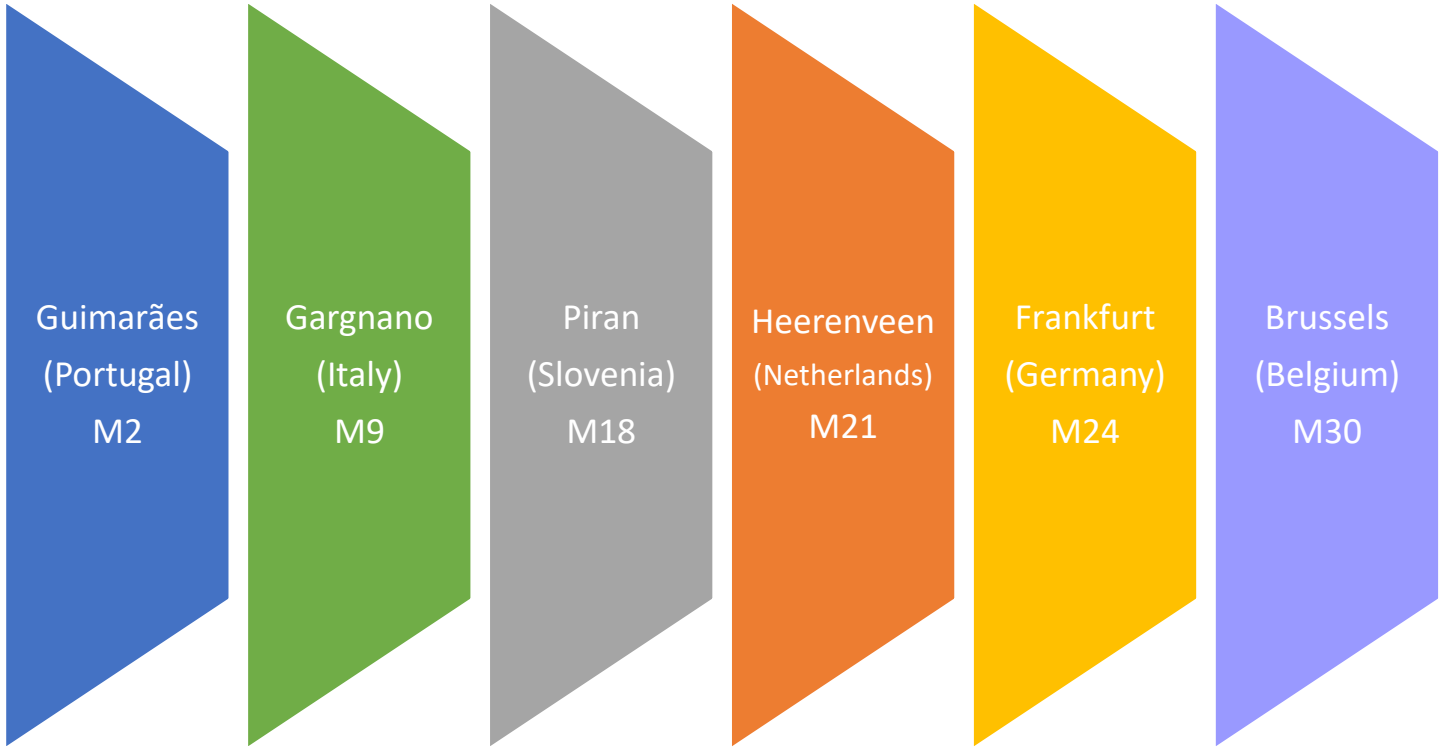
6 TRANSNATIONAL MEETINGS



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Transnational Meetings - online

- Can the partners attend online and include costs?

  Only participants attending meetings/events physically can be included in the final budget. Online participants cannot be included. This is because the budget is meant to cover the costs related to their participation, and there will not really be any major costs for online participants.

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Transnational Meetings – own transport

- Can the partners use his own bus/transport to attend a meeting? Can the fuel and the tolls be included in transnational meeting category?

Yes, it possible. Partners should keep the fuel/tolls and other invoices to proof their costs.

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Exceptional Costs

- Videos, APP, podcasts, photography services, digital communication support services, can these supports be declared in exceptional costs?

  If these tools are used for the pilot programmes, it is indeed possible to include these costs in the exceptional costs.

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Exceptional Costs

- Is proofreading recognized as an exceptional cost?

  It is possible to include such proofreading if concerns intellectual outputs (and not proofreading of general items that would concern the general management of the project).

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Questions?

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