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FEMALE ENTREPRENEUR

5th Transnational Project Meeting

28th – 29th March 2023

Bruxelles – Belgium

Agenda of the meeting

BEING A FEMALE ENTREPRENEUR: Project No. 2020-1-ES01-KA204-081956

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Venue

CBE - Coopération Bancaire pour l'Europe premises

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Brussels, Belgium

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Agenda

Tuesday, 28th March 2023

- 09:00 – 09:15** **Reception and Registration**
Arrival of the participants to the project meeting. Signing of the participants list.
- 09:15 – 10:00** **Welcome by CBE and CCIS. Presentation of the agenda**

Welcoming words Presentation & confirmation of the agenda of the meeting.
- 10:00 – 10:30** **Status of the project**
What have we achieved so far? Where are we according to the work plan of the project? **(All partners)**
- 10:30 – 10:45** **Coffee break**
- 10:45 – 12:30** **Output 4: Online course aimed at women: aspiring or new cultural entrepreneurs**
Presentation of the pilot courses results and the document in which detail all the measures to be taken in order to improve the online course. **(Lead. AGRRR, technical partner DOMSPAIN, All partners)**
- 12:30 – 13:00** **Presentation of the Qualitative and Quantitative Indicators (All partners)**
- 13:00 – 14:00** **Lunch at l'Atelier en Ville**
- 14:00 – 15:45** **Project management: Dissemination activities**
- Dissemination reports – evidences by all partners

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- Newsletters
- Website news
- Partners and project social media

(AGRRA)

15:45 – 16:00 Summing up

Short presentation of the results of the 1st day of the meeting. **(CCIS)**

16:00 End of the day

16:00 – 19:00 Free time

19:00 – 20:00 Apère in Place Fernand Cocq

20:00 Dinner (traditional food & others) at Volle Gas, Pl. Fernand Cocq 21, 1050 Ixelles

Wednesday, 29th March 2023

09:00 – 09:15 Reception and Registration

Arrival of the participants to the project meeting. Signing of the participants list.

09:15 – 09:30 Conclusions of yesterday's meeting

Presentation of the conclusions and confirmation among partners. **(CCIS)**

09:30 – 11:15 Project management: Monitoring

Project Reports, Interim Report, Timesheets, Project Monitoring. **(CCIS)**

Presentation of the final budget and draft of the narrative final report to be submitted in the Mobility Tool+. **(CCIS and all the partners)**

11.15 – 11:30 Coffee break

11:30 – 12.30 QA final report

Presentation of the quality assurance results **(CBE)**

12:30 – 13.00 Work plan - Next steps: what we need to do

- Next Online Meeting – fixing days
- Table of what we need to do, next steps - Confirmation among partners

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(CCIS)

13:00 – 13:15 Assessment of the meeting

Assessment by all participants
(CBE)

13:15 – 13:30 Conclusions of the meeting

- Short presentation of the conclusions of the project meeting
- Delivery of certificates to the participants **(CCIS)**

13:30 End of the meeting

14.00 Free Lunch in the surroundings of CBE

15.00 Cultural visits