

## **“Access to Rights & Civil Dialogue for ALL”**

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### **Kick-off Meeting Milan – Minutes**

Thursday 24 March 2011 – Friday 25 March 2011

Milan (CGM–Via Marco Aurelio 8)

#### **Attendance list:**

PLS (BE) – Céline BRANDELEER and Denis STOKKINK

ICOSI (FR) – Arnaud BREUIL and François YENCE

CGM (IT) – Pierluca GHIBELLI

ISI (GR) – Dimitris MICHARIKOPOULOS

DIESIS (FR) – Gianluca PASTORELLI

CEPS (ES) – Juan PEDREGOSA and David DUEÑAS

#### **Day one: Thursday 24/03/2011**

##### **Opening**

The presentation of the meeting was prepared by PLS (*see ppt presentation for more details on what has been discussed.*)

First of all, the general objectives of the kick-off meeting were recalled:

- To define and approve the internal regulation, administrative and financial rules, and the communication strategy
- To review the project's objectives and planning
- To agree on the general work plan

Then each partner presented his/her organization in order to get a clear view of what everyone is doing and his role in the project.

## **Presentation of the project and its objectives**

As the project is part of a general framework program, the general objectives of the EU “Fundamental rights and citizenship” program were presented. These objectives form the backbone of our project “Access to rights and civil dialogue for All”. With that in mind, we reviewed the specific issues we will try to address in our project and the target groups it aims reaching.

We then cared for a common understanding of our project’s objectives and main activities (see schema at the end of this document).

## **Review and validation of the internal rules of the steering group**

In order to guarantee an optimal coordination of the project, we agreed on some internal rules on administrative, financial and organizational matters. Each partner agreed that a financial and activity report will be sent to PLS every four months in order to keep the coordinator up to date on the progress of the project at national level. The objective of these internal reports is to facilitate the coordinator’s task, to help the partners to manage the project by comparing their progress and to make them stay as close as possible to the initial objectives and budget. These reports will help writing the progress and final reports.

Then, general financial rules were explained to the partners and budget categories were reviewed. Specific attention was drawn on subcontracting rules and indirect costs. We referred to the guide for applicants of the Daphne III project for more specific information.

## **Evaluation strategy**

This part was presented by DIESIS. Gianluca Pastorelli recalled the general objective of the evaluation process. After this meeting, he will send a general evaluation questionnaire to the steering group to have the partner’s views and expectations, as well as a questionnaire evaluation for the meeting itself. Evaluation will also occur through the activities reports partners should submit every four months.

Then, as evaluation is also a tool to gather information, we discussed a first methodological framework for the activities evaluation (focus groups, trainings, meetings...). The idea is to come up with a common ground of evaluation to create some material which could be useful

for the final report. For example, questionnaires will have to be submitted to participants at the end of every workshop. It looks therefore important to agree on a template and to validate it together. But this is not as easy as it may look. Some partners stressed that the questionnaire would have to be translated into national language and that this process can sometimes be tricky. Therefore, we agreed that we would need rather simple questionnaires to avoid any misunderstanding on the meaning of the questions.

### **Communication strategy**

Each partner will be a key actor in spreading information on the project in his country. It was therefore important to agree on a general dissemination strategy. Communication aims at disseminating the project's results and evolutions, mainly through the partners' networks. Target groups of the communication and general dissemination activities were reviewed with the partners. To ensure the largest dissemination, a dedicated website will be set up with an electronic platform to share documents for the partners. Press releases and electronic newsletters will also be issued at national level. Finally we agreed that a new logo should be developed to give the project visual insight.

### **Research**

Two experts will play an important role all along the project. One in training and one on fundamental rights and migration. Experts will assist the partners in their research (desk analysis: methodology and validation) and in the elaboration of a curricula of trainings for associations of EU citizens residing in the partners' country. We discussed their role and why we chose those who have already been chosen.

Then, each partner explained the research done so far at the national level. There were discussions on whether two countries could choose the same community (eg: Spain and Italy willing to work with the Romanian community). After a short reflection time we agreed it could be even more interesting as the research aims at a comparative analysis.

Each partner explained why he decided to work with the chosen community. For example, in Spain, Romanian community is one of the most important minorities in Catalonia. Furthermore, more than 40% of them are young [15–29 years old]. This means that it can be easier to mobilise them for active participation, fundamental rights and civil dialogue. In Greece, the big migration waves began in the 1980's, mainly from the USSR. At that time

however, the Greek State was hardly able to welcome them in appropriate conditions, which led to many problems. Now, the migrants origins have changed: they mainly come from Iran, Iraq... through Turkey. Concerning EU migrants from new member states, integration and voting rights are still highly problematic in a political and social point of view. Many Greek people have the feeling they come to Greece to take advantage of the system (e.g. social security, pensions...). This difficult integration history and tensions between migrants and nationals make the study of the Bulgarian community even more interesting.

Finally, some partners asked specific questions such as expertise budget or budget categories, practical matters and timeline of the project.

### **Day two: Friday 25/03/2011**

In order to prepare the project's the next activities, we actively discussed the content of the desk analysis: what is the focus of the study, what has to be done at national level, how has the information to be gathered, who is the expert, who do we have to interview and how,... We also reviewed the general timeline of the project's main activities.

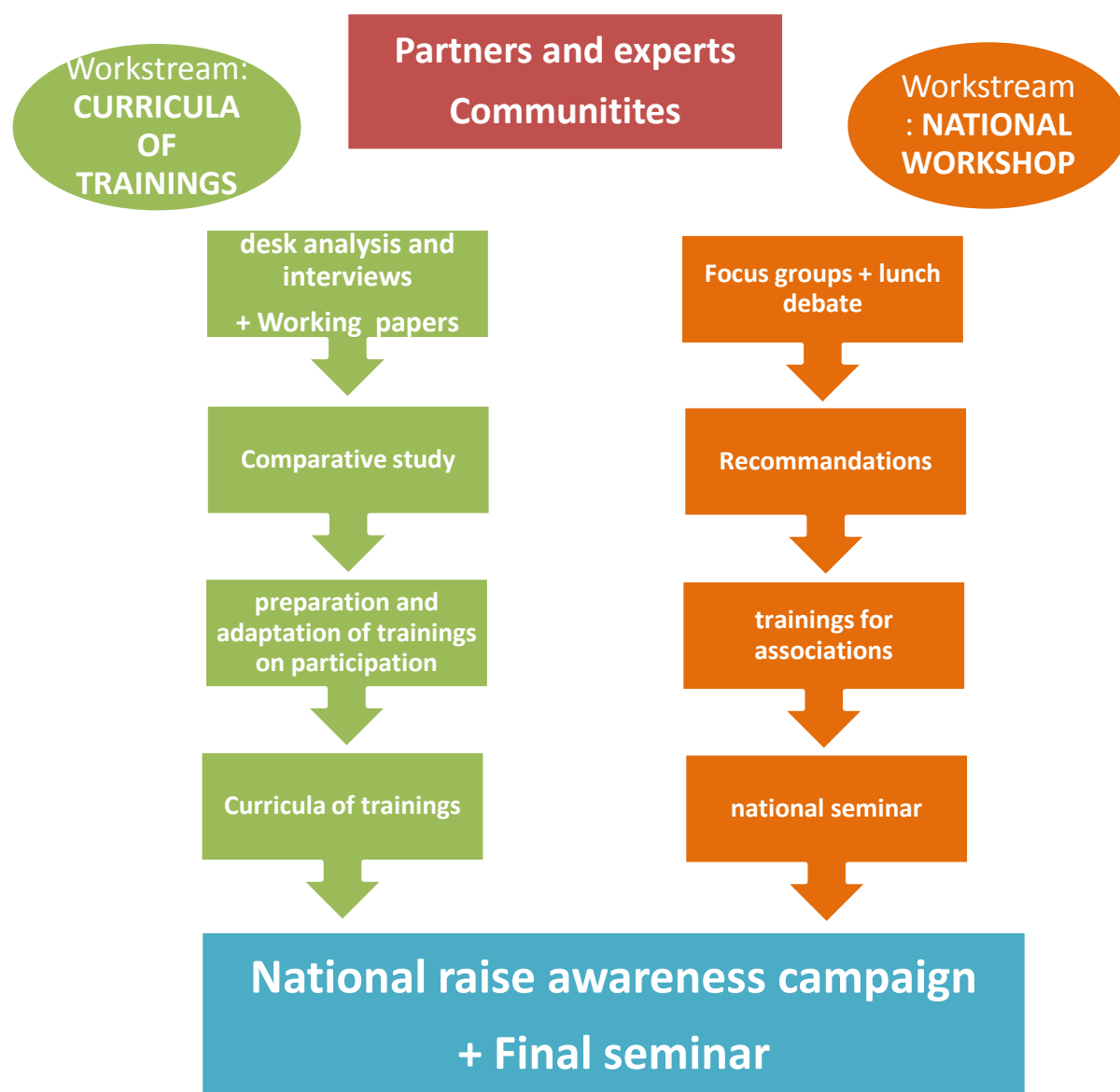
We agreed then that we need a common framework for the drafting of the working paper as they will constitute the basis of the comparative analysis. Some argued that we should not forget in our research that participation is broader than just participating in elections. A common template for the working papers will soon be adopted on the basis of these discussions.

The general purpose of the focus group and practical matters were then addressed. Then we discussed the broad questions that we will ask at the participants of the focus groups.

### **Discussion and concluding remarks**

Some partners asked extra questions and discussed together on some methodological matters. We then agreed that we should make the next video conference in May and the transnational meeting in Spain in October (5<sup>th</sup>–6<sup>th</sup> October).

### **Visit of the fair "Fa la cosa giusta"**



**Photos:**





