



GIM Capacity Building

GIM Kick-Off Meeting - Cluj 15-20 April 2019						
Date						
Time	First Day 15 April	Second Day 16 Apr	Third day 17 Apr	Fourth day 18 Apr	Fifth day 19 Apr	Sixth day 20 Apr
7.30-9.00		Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
09:00-11:00	Arrivals	Presentation of the Project & Partner Organizations Activity for Core Team Development	Clarifying the project identity and communication strategy	Sharing Best Practices in The Field of Expertise Among Each Partner Organisation	Planning of Project Activities and Elaborating the Seminar Agenda	DEPARTURES
11:00-11:30		Coffee Break	Coffee Break	Coffee Break	Coffee Break	
11:30-13:00		Tasks and Responsibilities of Each Partner Within the Project	Developing the Project Facebook Page and Web Platform	Establishing and elaborating a document comprising good practices	Planning the Seminar Structure and Activities	
13.00-15.00		Having Lunch	Having Lunch	Having Lunch	Having Lunch	
15:00-16:30	Arrivals	Budget Arrangements and Allocation of Funding	Design a logo and producing a project Promo Video	Establish the Project's Evaluation Plan and the Evaluation Committee	Elaborating the Seminar Agenda	
16:30-17:00		Coffee Break	Coffee Break	Coffee Break	Coffee Break	
17:00-19:00	Team Meeting - GTKEO	Participants to Self-Organise Based on Matters That Arise and Need to be Discussed	Participants to Self-Organise Based on Matters That Arise and Need to be Discussed	Participants to Self-Organise Based on Matters That arise and Need to be discussed		
19:00-21:00	Having Dinner	Having Dinner	Having Dinner	Having Dinner	Having Dinner	

