



ARCA 2nd Partnership Meeting
Friday, November 17—Sunday, November 19
Firenze, Italia

Goals of the Meeting

Now that we are half-way through the ARCA project, we would like to set aside this time in Florence to:

- ✚ Reconnect with each other on personal and professional levels;
- ✚ Recommit to the project and rekindle some fire of motivation for collaborating together;
- ✚ Provide space for working groups to develop the different outputs they are responsible for;
- ✚ Now that we have some concrete outputs, find ways together to disseminate our work;
- ✚ And celebrate life together.

Friday, November 17

**During working group times, partners who are not directly involved in the output are welcome to join a working group or can take the time for themselves. Working groups time together is subject to change depending on all partners' decision concerning the transformation of sessions of events to meet NP needs for training for field staff.*

Time	Topic	Needs from Partners
9:00-9:30	Welcome to the Partnership Meeting ✚ What are partners' needs and expectations for the meeting? <u>Facilitator:</u> Robert	
9:30-10:15	Session of Events Report on Lessons Learned from Marley Le Roi <u>Facilitators:</u> Chloe and Aurelien	✚ <u>Chloe and Aurelien:</u> Finish Report at least 1 week before meeting, send to partners, and then give a presentation and facilitate discussion about the event and things other partners can learn from
10:15-11:30	Plenary discussion on combining some of ARCA's sessions of events into an NP training for field staff <u>Facilitator:</u> Alessandro	
11:30-12:00	Coffee Break	
12:00-13:00	Working Groups No. 1: Sessions of Events ✚ Group: PATRIR, PDCS, NP (Everyone else off or can join working group if they want)	✚ <u>Kai:</u> Proposal for PATRIR event: Theme; Trainers; Dates; Content Breakdown
13:00-14:30	Lunch	
14:30-16:00	Working Groups Session No. 2 ✚ Group 1: IFAK, PDCS, BSV (and PWUK if AT wants) ✚ Group 2: WG4 minus Jan ✚ Group 3: ARCA Synergy with ALPICOM (Denisa, Bernardo and anyone else who would like)	✚ <u>IFAK & BSV:</u> Proposal for BSV event prepared beforehand: Theme; Trainers; Dates; Content Breakdown ✚ <u>WG4:</u> Have first draft of Chapters 1-3 written. At least 5 interviews completed for chapter 4.
16:00-16:30	Coffee Break	
16:30-18:00	Working Groups Session No. 3 ✚ Denisa, Aurelien, and Alessandro on Output 5 ✚ WG4 with Jan	✚ <u>Aurelien:</u> Integrate EN.CPS and NP proposals for Network of European Peace Educators and present to working group
18:00 or 19:00	Dinner	

Saturday, November 18

Time	Topic	Needs from Partners
9:00-9:15	Introduction to the day and agenda <u>Facilitator:</u> Robert	
9:15-9:45	Report from the Coordinators and presentation of External Evaluator to partners and vice versa <u>Facilitators:</u> Robert and Denisa	
9:45-11:00	Plenary Presentation and Dialogue concerning Output 1: Needs Analysis <u>Facilitator:</u> Outi	<ul style="list-style-type: none"> ✚ <u>Outi:</u> If possible, finish General Report and present findings ✚ Did it achieve what we hoped? What were the challenges? Where do we go now?
11:00-11:30	Coffee Break	
11:30-13:00	Plenary Presentation and Dialogue concerning Output 2: the remaining four sessions of events (Around 20 minutes for each) <u>Facilitator:</u> Chloe	<ul style="list-style-type: none"> ✚ <u>A representative from each working group:</u> Present to the all partners the theme, trainers, finalized time frame for the event, role of each partner in the session, content breakdown and content proposal. ✚ <u>Alessandro and Matteo:</u> though you will not be in Firenze on Friday, you will be responsible for giving a presentation on this also.
13:00-14:30	Lunch	
14:30-15:15	Plenary Presentation and Dialogue concerning Output 3: Webportal and Newsletter <u>Facilitator:</u> Matteo	<ul style="list-style-type: none"> ✚ <u>Matteo and Pau:</u> Create a 6 month strategic development plan for the webportal including what will be needed at each stage; Matteo presents this. ✚ Evaluation of NL and webportal and discussion on how to improve both.
15:15-16:00	Plenary Presentation and Dialogue concerning Output 4: Guide to Training Adults <u>Facilitator:</u> Frode	✚ <u>WG4:</u> Pull together everything and identify areas of challenge that rest of partners could help with
16:00-16:30	Coffee Break	
16:30-18:00	Administrative Questions <ul style="list-style-type: none"> ✚ Interim Report ✚ 2nd Installment of Staff Costs ✚ Next steps ✚ Open Question and Answer with Partners <u>Facilitator:</u> Denisa	✚ <u>All Partners:</u> Identify BEFORE arriving in Firenze the administrative questions you have that you would like addressed and email it to Denisa.
18:00 or 19:00	Dinner	✚

Sunday, November 19

Time	Topic	Needs from Partners
9:00-10:00	ARCA Dissemination Plan <u>Facilitator:</u> Denisa	✚ <u>Denisa:</u> Create detailed map of what needs to be disseminated, when, and who needs to do it
10:00-11:00	Internal Evaluation ✚ What is going well?	✚ <u>Gianni:</u> Develop a creative way of evaluating process so far

	<ul style="list-style-type: none"> ✚ What is missing? ✚ What are motivations or things inhibiting motivation in the project? ✚ What are partners' needs? <p><u>Facilitator:</u> Gianni</p>	
11:00-11:30	Coffee Break	
11:30-12:30	<p>External Evaluation and Dialogue about what partners expectations are of external evaluator and the presentation of the evaluation plan</p> <p><u>Facilitators:</u> Denisa and Anna Matveeva</p>	<ul style="list-style-type: none"> ✚ <u>Anna Matveeva and Denisa:</u> Presentation of plan
12:30-13:00	<p>Summary of the Partnership Meeting</p> <p><u>Facilitators:</u> Denisa and Robert</p>	
13:00-14:30	Lunch	
14:30-18:00	<p>Working Group Session, No. 4 (if desired) or space for extra topics desired by partners or (possibly) those partners not involved in working groups could leave to go back home</p> <ul style="list-style-type: none"> ✚ Extra Time for WG4 and/or Working Groups for the sessions of events to bring together what was done during the weekend. 	
18:00 or 19:00	Dinner	