



AGENDA

Day 1 – 01/10/2015

10am – 10.30am Introductions/Presentations

10.30am – 1pm MESAP Programme

1. Programme – overview
2. Programme dates
3. Transnationals – 2 & 3 – dates, locations
4. Delivery Plan – review
 - a. Enterprising the Youth Sector - Youth Worker training
 - b. Youth Enterprise Skills (6 weeks)
 - c. Youth Social Action projects (6 weeks)
 - d. Digitalising Enterprise - Youth Exchange

2.15pm - 4.30pm – cont.

5. Delivery
 - a. Hosting
 - b. Accommodation
 - c. Facilities
 - d. Timetable deadlines
6. Youth Worker & Participant selection
7. Stakeholder & Strategic contacts engagement

4.30pm – 5pm Reflections of the day

Agenda



Day 2 – 02/10/2015

10am – 10.30am Review/Feedback from yesterday

10.30am – 1pm – Outputs & Finance

8. Intellectual Outputs
 - a. Enterprising the Youth Sector
 - b. Digitalising Enterprise
 - c. MESAP Final Manual
9. Finances/Budget
 - a. Financial Tracker
 - b. Receipting
 - c. Tools Training

2.15pm – 4.15pm – Management, Impact & Dissemination

10. Programme Management
 - a. Trello Training
 - b. Staffing & Roles
11. Risk, Quality & Health & Safety. Insurance
12. Impact assessment & Evaluation
13. Exit Strategy
14. Dissemination & Marketing & Communications
 - a. Project
 - b. Activities
 - c. Intellectual Outputs
 - d. E-Films
 - e. Channels
 - f. Translation

4.15pm – 4.30pm - Any other business

4.30pm – 5pm – Reflection of the Transnational

