

AGENDA – FALEFOS 3. Project Meeting

Date of meeting: 29/09/2014 – 01/10/2014

Meeting location: Universität Siegen

Participants: P1 (AT), Elke Maurer, Sabine Prettenhofer
 P2 (CH), Miriam Hess
 P3 (DE), Sabine Wehn
 P4 (HR), Ivana Durkovic, Mirela Miharija
 P5 (IT), Sofia Jobbagy
 P6 (PL),
 P7 (RO), Katalin Gal

Agenda of the meeting

Thursday 30/09/2014

9:00 – 9:15	Welcome	All participants
9:15 – 9:30	Review of the project	P1 JAW
9:30 – 10:30	Needs Analyses WP2 <ul style="list-style-type: none"> • presentation • feedback • suggestions for improvement and changes • 	P6
10:30 -11:00	Coffee break	
11:00 – 12:00	WP2 – Focus Group Results <ul style="list-style-type: none"> • presentation of the summary • exchange of experiences 	P5 All participants

12:00 – 13:00 Lunch break – Ars mundi

13:00 – 14:30	WP3 – Workshop development <ul style="list-style-type: none"> • keynote speech Uni Siegen concerning workshops for biological parents, foster parents, social workers 	P3
14:30-15:00	Coffee break	
15:00 – 17:30	WP3 – Workshop development <ul style="list-style-type: none"> • curriculum structure • workgroups • contents of the curricula 	All participants

19:00 Dinner

Wednesday 01/10/2014

9:00 – 11:00	WP3 – Workshop development <ul style="list-style-type: none"> • presentation of work group results • next steps and responsibilities 	P3 All participants
11:00 – 11:30	Coffee break	
11:30 – 12:00	WP3 Practical Guidebook <ul style="list-style-type: none"> • presentation • discussion 	P2
12:00 – 13:00	WP1 – Project Management <ul style="list-style-type: none"> • Next Meetings • To do list 	P1

13:00 Lunch

To-do list for the meeting

Action (WHAT)	Responsible (WHO)	Deadline (WHEN)	Comments
Send reservation form	P6	a.s.a.p.	
Short reports on Needs Analyses	P6	Until meeting	
Short reports on Focus Group results	All participants	Until meeting	
Presentation of the filled in template concerning workshop development	WS Biological Parents: P1 WS Social Worker: P4 WS Foster Parents: P6	Until meeting	

Next Meetings

Zagreb / HR	
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