

DACTIVE



disability and active citizenship



Education and Culture DG

Lifelong Learning Programme

MINUTES

DACTIVE Kick-off meeting

12th-13th of November 2010 – Florence

(ITALY)



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Participants

P1	IT/Consorzio CO&SO Firenze	Ms Patrizia Giorio Ms Bettina Bussi Ms Elisa Palagini Mr Antonio Palagini Mr Alessandro Piattoli Mr Marco Zaghetto
P2	IT/Comune di Firenze	Mr Duilio Borselli Ms Marina Bosio Mr Giovanni Billi
P3	IT/Regione Veneto	Ms Arianna Gionimi
P4	FR/Conseil Général du Val de Marne	Ms Julie Tiberti - Mallegol Mr Freddy Leroy
P5	DE/INIT Development	Mr Michael Schwaiger
P 6	RO/University of Pitesti	Mr Dumitru Chirlesan Ms Georgeta Chirlesan
P 7	ES/IVADIS	Mr Julian Iniesta Ms Maria Sorzano
P 8	AT/JAW	Mr Walerich Berger Mr Walter Perl
P 9	EL/TEDKNA	Ms Marilena Ivraakis

12th of November (9:00 - 17:00)

Official opening of DACTIVE project and partner presentations

Following the official opening of the project by Patrizia Giorio/CO&SO, the participants introduce themselves in a quick round table presentation. Thereafter Patrizia Giorio presents the kickoff meeting agenda.

A. Palagini (IT) : Presents the CSE, a centre with 40 disabled people, with 3 psychologists. He works with families and does supervision, the other 2 psychologists and him try to find a special pattern for each “guest” of the centre and their families, having so a full background of the people. Without working with the family there are no good results. Matrix made a lots of projects for the free time of the people with disabilities.

W. Perl (AT) : Asks the age of the people who live there.

A. Palagini (IT): Explains that it is a day centre, with people from 20 years up to 50 years. The centre is the union of 2 centres.

P. Giorio (IT): Presents Focus Europe, a magazine to disseminate EU projects . She will send it to all the partners every 6 months.

W. Perl (AT): What does the centre do with the relatives of the centre “guests”?



A. Palagini (IT) : They started with groups of self-help, but relatives didn't want to collaborate. So they created thematic group, ex: health emergency, legal problem. After 1 year and half they do individual interview with parents and they make them meeting together and talk.

Visit to CSE (Centre for People with disabilities)

A. Serrai (IT) presents the CSE, a centre that organises many activities during the morning and the afternoon, inside (ex: music therapy) and outside the building (ex: swimming pool, gym, trip to the city of Florence, to museums). The centre is a public service, financed by Florence municipality, and is managed by two cooperatives, that are private; that's why there is a municipality office and a cooperative one.

A. Gionimi (IT): How does the private and the public work together? In Veneto the two parts needs to make an agreement to work together.

A. Serrai : Using the cooperatives.

J. Mallegol (FR): How old are the people in the centre?

A. Serrai : The average age is 45.

Visiting the lunch room Ms Anna Borretti (CSE) explains that the food come from outside, and that the centre is divided in 7 groups, each one made by the disabled people and operators.

G. Chirlesan (RO): Who can apply to the social service?

D. Borselli (IT): Everybody can apply and it is free.

A. Gionimi (IT): What about transports?

D. Borselli (IT): The centre has 5 buses at disposal.

Visit to the music therapy room, ceramics lab (the disabled people make portraits and work on human figures, with their products the operators can understand better the disabled people).

D. Borselli (IT): The teachers don't make interferences in the guests work, in this way they can go back in the time.

Visit to the DIY(do it your self – bricolage) room.

M.Ivrakis (GR) : How important is the role of the teacher?

A. Serrai: It depends on the workshop, but for the DIY the teacher gives the main steps.

Visit to the dance therapy room.

M. Mordini (Municipality of Florence) presents the Florence Municipality and Sipario, the restaurant we will see on Saturday.

Presentation of each partner organisation

The project partners present their organisations, activities and previous EU projects linked to DACTIVE project:

Patrizia Giorio (IT/P1) presents Co&SO and ALTRE MANI projects.

Giovanni Billi (IT/P2) presents Florence Municipality and projects related to the social sector.

Arianna Gionimi (IT/P3) introduces Veneto Region (ICF).

Julie Tiberti-Mallegol (FR/P4) presents the Conseil Général du Val de Marne and the ENSA Network.

P. Giorio suggests to have a meeting concerning the ENSA network.

Freddy Leroy (FR/P4) presents the Conseil Général du Val de Marne, the importance of the individual LIFE PROJECT and the SAVS – support for people with psychic disability.

Michael Schwaiger (DE/P5) gives a presentation of the INIT DEV.

Dumitru Chirlesan (RO/P6) presents the University of Pitesti (UPIT), the Group for European Integration - GIE (as an association created by the University of Pitesti) and the projects implemented by UPIT.

Maria Sorzano (ES/P7) presents IVADIS, and its departments for social affair.

Julian Iniesta (ES/P7) explains as ICF is used and can be used in IVADIS services.

Walerich Berger (AT/P8) presents Jugend am werk.

Walter Perl (AT/P8) presents JAW.

Marilena Ivraakis (GR/P9) presents TEDKNA.

Presentation of DACTIVE activities

Patrizia Giorio/CO&SO presents the main aspects of the DACTIVE project:

- Basic project data

Duration	The project start-up is the 1th November 2010 The duration is 24 months, from 1st of November 2010 to 31 of October 2012.
Budget	€399.976



Partnership P1, P2,P3,P4,P5,P6,P7,P8,P9.

Aims To fostering active citizenship and learning among particular adult target group: persons with intellectual disability.

- General objectives
 - ✓ Developing innovative learning approaches to foster social inclusion.
 - ✓ Promoting learning opportunities based on participation in activities in the local community.
 - ✓ Developing systems allowing the sharing of good practices in the field of disadvantaged /people with disabilities.
- Target groups: Persons with intellectual disability
- Language used: English
- Work Packages
 - WP1 Management: (P1)
1/11/2010- 31/10/2012
EN
 - WP2: Research Report (P2)
1/11/2010- 01/03/2011
EN
 - WP3: Catalogue of criteria (P4)
1/03/2011 -30/06/2011
EN and all partners' language
 - WP4: DACTIVE EDU Handbook (P8)
30/06/2011-30/10/2011
EN and all partners' language
 - WP5: DACTIVE EDU Pilots for educationalist (P1)
01/11/2011
EN and all partners' language
 - WP6: DACTIVE-CITY Handbook (P3)
30/04/2012
EN and all partners' language
 - WP7: DACTIVE-CITY Pilots for people with disabilities (P7)
30/05/2012
EN and all partners' language
 - WP 8 Quality and Evaluation Plan (P 5)
1/11/2010- 31/10/2012
EN
 - WP9 Dissemination (P 6)
1/11/2010- 31/10/2012
EN and all partners' language

P. Giorio (IT) outlines the methodology working out from ICF and the European Guidelines on Competences. She shows the associated partners list and the timetable and we agree to involve much more associated partners than those included in the project submitted.

WP2 - Reasearch Report (P3 and P9 not involved)

D. Borselli, A. Piattoli, M. Zaghetti presented WP2. Main problem met in care about disabled people is relations with family and the other people that forms the life contest.

Borselli outlines main criteria/value on which is based the research (listening method, awareness of changes, psychic compensation, socialization as a relevant dimension, focus on crisis event, etc.).Then he explains the main services offered by convention.

Piattoli starts presenting the research: a relevant prospective, some disabled person identify themselves with disability, some other don't have the perception.

- Aims of the research report:
 - ✓ Use of ICF as a common classification about disability and environmental barriers/facilitators



- ✓ Use of Clinical Assessment tools for educational aims
- ✓ Use WHO's Family Tools to focus on a Standardized Assessment of Disabilities and Quality of Life
- ✓ Assess the Burden of caregivers as the most important "environmental" factor influencing the lives of the people with disabilities
- ✓ Use our Structured Caregivers Role Relation Interview (Ca.R.R.I.) to point how the relationship between caregivers and care receivers and their deep emotional aspects play a relevant role in improving or worsening the Quality of life of people with disabilities.
- ✓ Select 20 (for each country) People with disabilities whose features should let us to identify (WP7) a group of 10 that will participate in the phase of training:
 - Mild Mental Retardation (WAISr QI from 50-55 to 70)
 - Under 40 years
 - Able to learn
 - Able to participate
- ICF Checklist
 - To use the WhoDas2
 - Compiler should be a case manager
 - Compiler will report on ICF_DACTIVE.xls file
 - Compiler will take about 20 minutes assessing WhoDas2 to a Proxy and 40 min compiling ICF
- Tools
 - WhoQoL
 - Ca.R.R.I.
 - Care giver Burden Inventory
- Time:
 - Start administration: 20th November 2010
 - End administration: 20th January 2011
- Output
 - Research report - EN

Discussion

J. Iniesta (ES): Asks to detail the persons who will be involved in the research report.

Case manager: educator, social worker, someone that knows very well the user.

Why 20 subjects? By literature it needs 25 to predict, this number is recommended.

20 is a choice that comes out by research is not main outcome of the DACTIVE project .

Every interviews will take 2 hours for each person.

D. Chirlesan (RO): Due to the fact that currently in RO the job of care giver is severely restricted because of financial regulations (only the persons with severe disability are allowed to have a care giver financially supported by the state) it would be very difficult to find 20 care givers to whom to apply the research instruments of the project. That's why we will try to find as many care givers as possible and to communicate the final number, in due time, to the coordinator. He also emphasized that the extension of the concept of "care giver" to the proxies is not possible, at least because the research instruments are focusing in different ways to these two categories (care givers and proxies).

W.Perl (AT): Asks about number of interviews and relation between caregiver and users, Piattoli and Zaghetto explain it.

J. Mallegol (FR): Asks about privacy on users datas.

P. Giorio (IT): as it is a new partnership, as there are to many interviews and datas collected will be a lot, she asks to partnership to postpone the deadline for the final version of the research report and its publication on the website the first week of April to have a very good product with the full contributions of all partners. Ps agree.

November 13th 2010 9:30 - 13:00

Contractual, financial and administrative issues

Bettina Bussi/CO&SO discusses the following aspects in regard to the contractual, financial and administrative part of DACTIVE project:

- Partner agreements



Sign and stamp two printed contracts and send both copies by post to CO&SO Formazione network. Once Co&So sign and stamp one copy will be sent back to the partner. As soon as the contracts duly signed are in our office we will transfer the money of the first tranche the partner bank account.

- Payment rules
 - ✓ 1st payment : partner contract signed and received in original
 - ✓ 2nd payment: interim report approved and fulfilment of the obligations according with annex II of Partner Agreement
 - ✓ Final payment: final report approved and transfer to Co&So of the balance and fulfilment of the obligations according with annex II of Partner Agreement
- Financial documentation
 - VAT declaration
 - Financial reports must be signed; copy of invoices must be attached.
- Eligible costs
 - ✓ Staff costs
 - ✓ Costs arising directly from the project activities
 - ✓ Travel and subsistence costs:
 - For subsistence cost there are three different possibilities:
 1. Actual costs occurred for subsistence (hotel, meals, local travel)
 2. Daily rates valid for and used in your organisation
 3. Maximum daily rates given by the European Commission
 - Project partners will have to choose one option (Co&SO will send out a declaration form)
 - In regard to subsistence costs, not the number of days but the number of nights you spend at an event counts.
 - Do not forget to provide copies of your boarding passes.
 - ✓ Subcontracting
 - Invoices for subcontracting costs must contain project name and number, name of subcontractor, amount to be paid, service subcontracted, date and location of signature.
 - ✓ Other costs

The new financial handbook has not released by the EACEA yet, in case of different rules , Co&So will inform the whole partnership.

All the administrative and financial report must be sent to cooperazione@formazione.net and giorio@formazione.net

WP9 - Dissemination activity and impact

University of Pitesti /P6 presents the way in which they will carry out the WP 9-Dissemination: concept, strategy, definitions, target group: innovators, early adopters and early majority. Who are the potential users of the project? Dissemination plus communication: what message for which end users and what channel. Evaluations from end users.

Activation of networks by TEDKNA/P9. This partner is also in charge for the dissemination activities.

University of Pitesti has already registered the domain of the website: www.dactivelp.eu and shows how it will work. It is decided to use English as language plus the description of the project in all partners languages.

INIT/P5 Consider C-enter strategy for dissemination; wait for the instruments recommended by the EACEA.

Presentation of the website: all languages but not all texts need to be translated. 2 parts: private and public. All Ps can access with PSW. Some others users can access in the website for certain activities.

JAW/P8 asks to add the flag of Austria.

P. Giorio/P1 presents 6 logos and all partnership votes for: the logo named 2.1

Dissemination tools:

- ✓ Project website
- ✓ Poster
- ✓ Flyer
- ✓ D-ACTIVE newsletter
- ✓ D-ACTIVE USB
- ✓ D-ACTIVE Final conference
- ✓ D-ACTIVE Workshop



WP 10 – Evaluation; Evaluation plan ; Communication strategy

M. Schwaiger/INIT present the WP 10, the evaluation process (with P1), product, impact (with P6 and P9).

G. Chirlesan (RO): Proposes that all WPs work into the variance analysis.

Ps agree to publish the variance analysis in the private section of website.

All the presentations regarding the meeting could be downloaded by the website.

Decisions

The second meeting will take place in Créteil /FR on 25-26 of May 2011 in a hotel managed by disabled.

The third meeting will take place in Valencia/ES.

The deadline for the final version of Research Report has been postponed to 04/04/2011.

We close officially the meeting at 13,00 and we have the final lunch at restaurant Sipario managed by people with disabilities.