


EVENT DESCRIPTION SHEET

(To be filled in and uploaded as deliverable in the Portal Grant Management System, at the due date foreseen in the system.

 Please provide one sheet per event (one event = one workpackage = one lump sum).

PROJECT	
Project name and acronym:	[VOLUNTEU]
Participant:	[Municipality of Athienou]
PIC number:	907666928

EVENT DESCRIPTION	
Event number:	[1]
Event name:	[KICK OFF MEETING. VOLUNTEERING IN CRISIS TIMES]
Type:	[conference, workshop]
In situ/online:	[in-situ]
Location:	[Athienou], [Cyprus]
Date(s):	[June 5-8, 2022]
Website(s) (if any):	https://www.athienou.org.cy/o-dimos/dimotiko-symvoulio/evropaika-programmata/#toggle-id-24 https://www.athienou.org.cy/en/o-dimos/dimotiko-symvoulio/evropaika-programmata/#toggle-id-20
Participants	
Female:	40
Male:	25
Non-binary:	0
From country 1 [Cyprus]:	47
From country 2 [Spain]:	3
From country 3 [Italy]:	3
From country 4 [Greece]:	3
From country 5 [The Netherlands]:	3
From country 6 [Portugal]:	3
From country 7 [Croatia]:	2

From country 8 [Romania]	1		
Total number of participants:	65	From total number of countries:	8
Description			
<i>Provide a short description of the event and its activities.</i>			
<p>The first event, held on 6/6/2022 and 7/6/2022, marked the arrival of participants from partner delegations and commenced with a welcome dinner. The event aimed to introduce the beginning of a discussion and solutions about volunteering in crisis times. The target groups involved in the activities included representatives from partner organizations, volunteers and local citizens interested in volunteering initiatives.</p>			
5/6/2022			
Arrival of Participants from each partner delegation and welcome dinner.			
6/6/2022			
<p>The participants registered and then there was a welcome speech from the Mayor of the Municipality of Athienou, Mr. Kyriakos Kareklas, who made a small presentation about the Volunteering Cities+URBACT Transfer Network and the Good Practice of Volunteerism of Athienou.</p> <p>Afterwards, each Partner made a presentation about their city/organization and then there was a coffee break.</p> <p>The second part of the morning event was based on a coordination session with the following parts: project main topics, project calendar and cooperation agreements. This session was led by the Lead Partner.</p> <p>In the afternoon, the coordination session was continued, with the following parts: communication, dissemination and impact. The session was led by the Lead Partner.</p>			
COMMUNICATION PLAN			
Internal Communication			
<ul style="list-style-type: none"> • It was agreed between all partner organisations that the informal communications would be foreseen through the WhatsApp group in order to share photos/videos or to exchange words informally between the rest of the partners. • It was agreed between all partner organisations that the formal communications will be done through email exchanges, where partners will be informed about the following events, products or deliverables, material sent by partners (Agenda, Infopack) and any other kind of information relevant for the project VOLUNTEU. 			
External Communication			
<p>It was agreed between the partner organisations that two main social media channels would be used to spread the main objectives and the outcomes of the project: Facebook and Instagram. As one of the main target groups of the proposal is to involve youngsters into the main project actions, it was considered that these media are the most ideal to reach them.</p> <p>A project website will be developed by the Lead Partner Ayuntamiento de Altea with the information of the main objectives of the project, the description of the partner organisations involved, the products developed, etc.</p> <p>The logo of the proposal was approved between all partner organisations:</p> <p>Once participants discussed all these matters connected with the project communication plan, the</p>			

coordination meeting was concluded with questions and conclusions of the day.

7/6/2022

The participants registered for the second day. During the morning, they visited the various volunteering programs of Athienou and after they had their coffee break and presentation of the production of local cheese “Halloumi” and other dairy products, by volunteers.

Afterwards, they had a presentation of the Kallinikeio Municipal Museum, by the Curator Mrs Noni Papoui.

After lunch, they had an open debate with experts with the title: “COVID-19 and its social effects in Europe, how volunteering has reacted in order to face those effects”, with the involvement of volunteers from the Athienou Municipal Volunteering Council. Later on in the afternoon, they had an Intergenerational workshop and a Dialogue with elderly European citizens of Athienou with the title: “The response of Volunteering to COVID19 pandemy”. Exchanging points of view and experiences with participants.

The meeting closed with questions and conclusions of the day and a session full of the partners’ feelings during the two days of the meeting.

DATES FOR FURTHER EVENTS:

At the coordination meeting were agreed some of the upcoming events for the years 2022-2024:

- 10th - 13th October 2022 – Netherlands
- 30th November - 3rd December 2022 – Portugal
- 13th - 16th February 2023 – Italy
- 3rd - 6th May 2023 – Greece
- 12th - 15th September 2023 – Croatia
- December 2023 – Romania
- April 2024 – Spain

8/6/2022

Departure of all participants.

Summary and Conclusions:

During the coordination meeting, various topics were discussed, including project main topics, the project calendar, cooperation agreements, communication, dissemination and impact. A communication plan was agreed, involving internal communication through a WhatsApp group and formal communication via email exchanges. External communication would be carried out through Facebook, Instagram, and a project website developed by the Lead Partner. The meeting concluded with questions, conclusions and a session to share the partners' feelings throughout the two-day event.

Moving forward, several future events were agreed upon for the years 2022 to 2024, with each partner hosting the event in their respective countries. The upcoming events will serve as opportunities for further collaboration and progress within the VOLUNTEU project. The kick-off event in Athienou laid the foundation for fruitful discussions, successful networking and the exchange of experiences among participants.

HISTORY OF CHANGES		
VERSION	PUBLICATION DATE	CHANGE
1.0	30.6.2022	Initial version (new MFF).
2.0	23/06/2023	Second version