



Progetto EU.FOR.ME

Formazione turistica per un'utenza ampliata

**Partners' Meeting Assisi
15th June 2006
Minutes**



Minutes

Transnational Partners' Meeting EU.FOR.ME Project

Date: 15th June 2006
Place: Assisi
Present: **Tandem Coop.:** Annagrazia Laura, Francesca Tulli, Giuseppina Carella, Emiliano Deferrari, Maurizio Panzironi
CST: Maria Stella Minuti, Sonia Vissani
UTC: Elena Cherubini, Annalisa Mandoloni, Francesco Di Giacomo, Carla Del Gaio
YAP: Adina Pop, Roberto Braga
Info-Handicap: Fabienne Feller, Chris Rehlinger, Candido Laporta, Marc Pauly, Ken Hoss, Andrea Delvaux
IPF : Ana Maria Pacheco
Neumannconsult: Peter Neumann, Andrea Mallas, Andra Emrich, Anja Stehling, Hartmut Smikac
Turism for Alla: Lilian Muller, Rasmus Isaksson
Participants to the "Training for Trainers Course": Monica De Santis, Samanta Stolfi, Lucilla Morelli, Marta Nocco, Chrysoula Alyfanti, Davide Catena

Thursday 15 June 2006

09.30 a.m Working Session opening and presentation of the final products of the project :

By Tandem

- Introduction

By CST

- Results of the Project Works
- Results of the Teaching Test made by the trainees

By UTC

- Transferability Criteria
- Report on the Teaching tests
- Dissemination activities Report

GENERAL DISCUSSION

11.00 a.m. Coffee break

- 11.20 a.m. Open discussion on the future perspectives of :**
- the project results utilisation
 - implementation of the project idea (new projects, types of cooperation etc.)
 - consortium agreements

1.00 p.m. Lunch

11.20 a.m. Separate session of the Youth Panel

2.00 p.m. Steering Committee

By Tandem

- Closing of the Project and reporting procedures
- Reporting documentation

Discussion and contribution by all partners

4.00 p.m. Coffee Break

4.20 p.m. Plenary Session

All Partners

- Preparation for the Public Event
- Youth Panel reports
- Open discussion

6.00 p.m. End of the meeting

AGENDA YOUTH PANEL

Thursday 15 June 2006

11.20 a.m. **Separate session of the Youth Panel**

The students of the training course have been invited to take part to this session.

- 11.20 a.m** **Welcome of the participants.**
Introduction to the programme.
Presentation of the youth panel report (By Tandem and Yap).
- Discussion and contribution by all partners.**
- The experiences of the students concerning the testing phases.**

1.00 p.m. Lunch

2.20 p.m. Youth Panel session

Presentation of the speeches of youth panel members for the Public Event

Open discussion on the future perspectives of :

- the project results utilisation;**
- implementation of the project idea (new projects, types of cooperation etc.).**

Any other business.

Evaluation.

Plenary report.



MINUTES

Thursday 15th June

The Agenda was approved.

In the welcoming address the programme for the two days working is described and agreed upon by the partners.

1° Item

Maria Stella Minuti presented:

a) the results of the work done on the Project Works. The four project works are now complete in the Italian version and the English translation will be completed within the end of the project. The Project works will be then available on the Project's website in both versions.

Then a presentation is made of the long distance tutoring action, based on the report of all transnational partners.

Pros and Cons were examined and discussed and the suggestions, experiences and the lessons learned from the EUFORME experience would be described in the final document and put forward as a guidance for future similar actions.

b) the results of the teaching tests, made by the trainees in two different situations: the first within the CST/University in Assisi, with students from other courses attending as well as representatives of stakeholders; the second within a working situation, at the Superabile Call Centre in Rome with operators attending. In the first situation, being the final test of the training course, there was also an evaluating commission to verify the level of adequacy/ knowledge/ competences in a teaching situation of the trainees.

2° item

UTC presented the state of the art of two documents:

- a) Transferability Criteria
- b) Dissemination activities report

For the Transferability Criteria all partners were invited to send within the 10th of July their planning for the use of the Project's product in their country.

For the Dissemination activities all partners were requested to have a look at the already provided information and confirm/modify them in order to finalise the document.

The deadline for the filling in of the dissemination forms was agreed at the 10th of July.

Everyone was aware of the fact that June and July are also holidays months, but there was a generalised commitment to provide data within the agreed deadline, in order to allow UTC to complete their reports within the end of July.





Then a summary of the situation of the Project monitoring was made: UTC pointed out that some questionnaires to complete the evaluation are still missing. They will be sending every partner the list of questionnaires to be completed by each one. The forms have to be sent back within the 30th of June.

Finally they presented the Monitoring report on the Training Course. Some comments were finalised to improve the layout in terms of higher visibility of the data in the graphs and tabs.

The next item was focused on the future perspective of the Project. Tandem informed all partners that the Project website will be maintained for two more years after the official closing date. From the discussion, also with the support of the representative from Natko, Mr. Helmut Smikac, the need to maintain the result, to further develop them was clearly identified. The project concept has to be further financed and , for this reason, all partners are invited to look at funding possibilities, either at national and/or at international level.

To make this task easier, it will also be necessary to further disseminate the project's results, in any occasion where the possibility to reach the stakeholders will be offered.

a) Funding opportunities

As far as funding opportunities are concerned, the suggestion were to look at the following programmes, also in the framework of their new structure from year 2007:

- Leonardo Mobility programme
- Erasmus
- Grundtvig
- The 7th framework programme, also is this programme will require a higher funding commitment from the partners

b) Dissemination opportunities

It was deemed necessary to self finance a meeting towards the end of the year 2006, early 2007, to have a clearer situation of the European programmes in order to plan for the future.

In the discussion the idea was outlined to organise a conference on the issues of Training, mainstreaming and tourism for all in Berlin, taking advantage of the ITB.





Several possibilities were examined and the partnership committed to look for sponsorships and /or combination with other already financed event. (EIDD Seminar, Luxembourg event in January?)

c) Use of the Products

Many proposals were put on the table, such as:

- ❑ the modification of the training modules into a WBT, in order to make it more attractive for people already working in the tourism sector, who might not have time to follow a class course
- ❑ the organisation of summer courses
- ❑ the setting up of a system for the recognition of the course's attendance and qualification
- ❑ the exchange of students

These proposals may also become part of the objectives for additional applications to be presented for funding.

2nd Working Session

The afternoon session was mostly focused on the administrative issues related to the end of the project and the need to submit the final report,

The rules and deadlines, set by the Commission, are as follows:

- The beneficiary on behalf of all the organisations participating in the project submits the Final Report. The declaration on the following page confirms that a process of consultation and approval has been carried out throughout the partnership. It is therefore important that the required information should be collected in good time before the deadline for submission of the Final Report.
- The Report must be submitted in one of the **eleven official languages** of the European Union (see Annex 1 of this form).
- **Four copies of the Report** must be sent **no later than two months (as per postmark)** after the end of the eligibility period
- You have to attach to your Report, **three copies of all project products and results**. This should include all products and results listed in the summary table in Part 2C (like reports, studies, CDs, conference programmes, etc).





- **Please note that a late submission of the Report may result in penalties or even cancellation of the Agreement, in accordance with the general conditions of the Agreement.**

In consideration of the above, all partners are invited to start collecting all relevant documents and to make sure that, by the 31st of July, all expenses related to the project **have been processed within each organisation** so that TRUE COPIES OF THE ORIGINALS can be mailed to Tandem.

The Final Report format has been examined, in each table, and partners were required to fill in the forms where a description of their activities is required. Moreover they have to provide financial data and they have to make sure that the copies of the invoices/receipts/financial statements are coherent with all declared amount. The Commission allows to move a MAXIMUM OF 10% of the approved budget from one cost item to the other, excluding administration costs. Each partner should notify the Promoter with the description and amounts moved within this rule.

Everyone agreed to send documents and the completed forms within the 31st of July in order to allow Tandem to finalise the report (August is a Holiday month!!) and mail it within the 20th of September.

Due to other commitments of Tandem, it will be impossible to wait for the end of September.

Report from the Youth Panel

The Youth Panel representative Sonia Vissani made a short summary of the working session of the Panel, pointing out that there was a proposal, from the Coordinator, to maintain the newsletter which has reached a very high number of addressees and is very well appreciated. This proposal however hasn't been accepted by the majority of the Youth Panel members, due to the difficulties already encountered in finding news to be disseminated via this means. This result was further discussed within the Steering Committee but with no significant changes in the final decision.

Only some partners declared their willingness to continue to cooperate with the News letter.

Before the end of the meeting all Youth Panel Members were given a certificate with thanks for their active participation and work within the Youth Panel, signed and delivered by the Youth Panel Responsible Ms. Francesca Tulli.

Tandem thanked all partners for the hard work done in the two years of the project, for their constructive and positive attitude and expressed the wish to work together soon and again.

End of the Meeting





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YOUTH PANEL REPORT

Assisi 15th June 2006



Participants

Adina Pop	YOUTH ACTION FOR PEACE
Chris Rehlinger	INFO-HANDICAP
Candido La porta	INFO-HANDICAP
Marc Pauly	INFO-HANDICAP
Ken Hoss	INFO-HANDICAP
Andrea Delvaux	INFO-HANDICAP
Andra Emrich	NEUMANNCONSULT
Anja Stehlinger	NEUMANNCONSULT
Francesca Tulli	TANDEM SOCIETÀ COOP. SOCIALE INTEGRATA
Rasmus Isaksson	TURISM FOR ALLA
Sonia Vissani	CENTRO STUDI SUPERIORI PER IL TURISMO

Students of the Assisi's training course for "trainers specialised in the topics of accessible tourism".

INTRODUCTION

The youth panel session of the 15th June had the following objectives:

- discussion and contribution about the youth panel final report;
- the experiences of the students concerning the testing phases;
- open discussion on the future perspectives of :
 - the project results utilisation;
 - implementation of the project idea (new projects, types of cooperation etc.);
- evaluation of the youth panel work.

CONTRIBUTION TO PREPARE THE YOUTH PANEL FINAL REPORT

The panel decided Sonia would have spoken to make the youth panel report during the plenary session.

In this session we discussed the draft of the Youth Panel Report in order to collect inputs about all the experience.

Andra said: "It has been very interesting to do all things we did for this Youth Panel. There have been many improvements within the work group. The project was helpful, we spoke a lot about the project to many people. People asked many questions about the project."

Chris said: "It has been a really nice experience. Especially because it could open the doors to other projects taking care of the different aspects of the life of people with disabilities when they move.

Question: Something that helped your life/work/study, something that now you do thanks to EU.FOR.ME?). Chris – Now I can say a lot of things about the project to my colleagues.

Question: how many people did you involve in the project in Luxembourg?). Chris - A lot. I cannot say how many, but a lot of contacts.

Andrea said: "I have travelled a lot in Europe. It wasn't always very accessible. Sometimes the organisation said "Everything is ok!" but it wasn't so!. It is the first time I participate in this experience."

Marc said: "the themes are very interesting. It is important to meet people and to share the experience."

Sonia said: "I had the possibility to meet new people, not only with disabilities like me. It has been a very interesting experience also at the professional level, not only for my personal life."

Adina said: "it has been the first time in my life to work with people with disabilities. It has been extremely enriching to know all particular needs of accessibility. I will transmit all this knowledge in my volunteers association."

Francesca said: "thanks to the dissemination of the newsletters I received many important feedbacks. The first newsletter was difficult to release (especially collecting information), then we found a better way to communicate."

I wish to thank you the students for their work and I would like to ask them to tell us how did they live their experience within the project and their different roles of students and teachers.

Rasmus said: "I always mention this project to people, it has been very important for my job and my other interests."

THE EXPERIENCES OF THE STUDENTS

Student1: the experience was very important at the professional and personal level. It has been a very important personal growth.

It has been a great experience to teach for the first time.

Student 2: a very difficult experience. The challenge was trying to teach many important things in few hours. Professionally great and exciting.

Student 3: very nice experience , day by day more and more interesting. I felt I was doing something important. People were interested in this subject. But, anyway, it is difficult to make people without disabilities interested in the themes of accessibility.

Student 4: The teaching experience has been important. For me it is a beginning, not an end.

Student 5: I always wanted to be a teacher. In these cases you understand the importance of your role, which is convincing people that the themes of accessibility are so important for the creation of a better society, and also a way of making business!! I hope to continue working in this field.

Student 6: It is very difficult to be a teacher. I would like to continue disseminating this information. We still have a close mentality, therefore I would like to give my contribution.

EVALUATION OF THE YOUTH PANEL WORK

Adina and Francesca asked to the youth panel members how they saw the role of the Youth Panel within the project and if they the panel reached the objective stated.

According the panel the youth had two important challenges:

- 1) understanding the needs of people with disabilities
- 2) implement the exchange of information between different countries.

The panel also added to the project a different methodological approach. The attitude of young people is different (“we believe that it is possible and we change it!!”).

Over more EU.FOR.ME allowed the target group of the project to express itself, and the discussion of young people helped to demystify some features. The needs of people can be very simple and “real” (going to disco, sport... we want to have the same opportunity of everybody on holyday!).

A Question by a student: I have some problems in combining together the two important issues of the project: the needs of people with disabilities and the business potential.

Francesca answered: All training course and the 4 project works showed the link: the needs of people with disabilities are at the same time rights to respect and demands to supply! More over “tourism for all” doesn’t only increase the quality of the offer for a target group, but everyone is better off with a more accessible tourism.

Students: the most important thing for the success of the themes of accessibility is working at the cultural level.

People is scared of travelling because even a law without a cultural background can fail. (for example, accessible rooms at FLOOR – 2!!).

Rasmus: people working in the tourist sector often look at accessibility as a cost and not as an investment. I bring the experience of Sweden, where some important public works gave the example to private owners to renew their facilities following accessibility criteria.

After the lunch Francesca and Chris presented the contents of her presentation to the panel. The panel asks Chris to add some more words about the personal experience of the Youth Panel in Luxembourg.

FUTURE PERSPECTIVES

Andrea: We want to involve other people in these themes. There is a project going on in September.

Francesca: are we going on with the newsletter (only on a voluntary basis)?

Candido: yes, I want to keep on.

Andra: it could be great, but I have problems in finding material.

Chris: Ok, but we haven't got many things going on!

Rasmus: We have problems in finding material, it could be instead good to keep on with the forum of www.euforme.net.

Sonia: Sorry if I haven't been present in the Forum and in the newsletter, I am very busy! But I hope this won't be the last project of tourism for all.

Francesca underlined her regret about the decision to cut the newsletter; it has been very important to share news and it was the first "EUROPEAN NEWSLETTER. "I am sorry because at the end we found the right balance to collect and release the news."

The youth panel members decided to continue their contacts using the forum and if other futures project will allow them to cooperate again, they will be glad of this.