



RAYSE
Kick-Off Meeting
Amsterdam, 18th of January 2019

Time	Topic	Partner
9.00 – 9.15	Welcome and open coffee break	ILABOUR and TIA
9.15 – 10.15	RAYSE PROJECT: IMPORTANT NOTIFICATION EU COMMISSION COMMUNICATIONS and SIGN OF THE AGREEMENT	ALL
10.15 – 11.00	Partner presentation: profile, main experiences and projects – 5-7 mins each	TIA and ALL
11.00 – 11,30	Project management Guide	TIA
11.30 – 13,00	Call for Participants Selection, Planning Local Events and International Workshop	TIA and ALL
13.00 – 13,45	Lunch	ALL
13,45 – 14.45	Storytelling method	TIA and ALL
14,45 – 16.00	Financial and Administrative issues	TIA and ALL
16.00 – 17.00	Communication Plan, Logo, Website	TIA and ALL
17.00 – 18.00	Q+A and Certificates	ILABOUR, TIA and ALL