



KICK OFF MEETING
Alicante, 18th & 19th November, 2013

Project Acronym: EPIC
Full Project Title: Renewable energy in Pacific islands: Developing Skills
and Capacity
Contract Number: FED/2013/320-282

Meeting dates: 18th and 19th November, 2013
Venue: Alicante (Spain)





Meeting Objectives:

Meeting participants: Partners from the following newly approved EDULINK projects coordinated by the University of Alicante:

SUCCEED Network, IP4GROWTH, CAP4INNO, CAPACITY4FOOD, FISHERMAN, and EPIC (Africa, Caribbean and Pacific regions).

Meeting responsible: UA Team. Contacts:

+ 34 965 90 97 18 (Office)

+ 34 600 97 86 44 (Mobile – Spike Tang)

Objectives: The kick-off event and subsequent project meetings have two-fold objectives. To provide networking opportunities between the different EDULINK projects coordinated by the University of Alicante, as well as provide a space to discuss the different activities and project regulation. The meeting shall be divided into two sessions over two days:

Day 1, morning session: A plenary session in which all six projects will work together, examining the common regulation and providing discussion opportunities on key issues such as exploitation and dissemination, and quality. Networking and social opportunities shall be provided for contact building.

Day 1 afternoon session, and Day 2: Each project shall have individual meetings with their coordinators at UA with a view to deepening the understanding of the distinct activities, outputs and results expected. This will provide the chance to resolve doubts and set the next steps.

Expected Results: Following the meeting it is hoped and expected that:

- partners understand fully their obligations within the project;
- partners may provide feedback and suggestions to the project methodologies;
- all doubts and pending issues (technical and administrative) may be resolved;
- a rapport and working atmosphere between partners can be built up with a first face-to-face contact;
- new contacts and partnerships may be constructed with other world regions.



18/11/2013 (MONDAY)			Venue: Auditorio Villa Universitaria
From	To	Duration	
08.45	09.00	15'	Arrival of the participants. Registration.
09.00	09.40	40'	Welcome and Meeting Objectives / Programme. Overview of the projects. <i>Joaquin Marhuenda, Director of Institutional Projects (UA)</i> <i>Roberto Escarré, Director, OGPI</i>
09.40	10.30	50'	Reporting and Financial Regulations – EDULINK projects <i>Virginia Ferrer</i>
10.30	11.00	30'	An Overview of the Project Website Structure and Functioning of the Extranet <i>Francisco Gallego, OGPI IT Coordinator</i>
			Coffee Break and Networking Administrative issues: per diems' distribution to partners during the coffee break.
12.00	12.30	30	Dissemination and sustainability in EDULINK projects – planning and activities <i>Michelle Grindle</i>
12.30	13.00	30	Quality in EDULINK projects <i>Ester Boldrini</i>
13.00	13.15	15	Closing Session – Questions & Answers. Proceeding agendas.
			Lunch Break
TRANSFER TO INDIVIDUAL MEETING ROOMS AFTER TOUR. VENUE: ED/0-11			
14.00	15.00	60	Campus Tour
15.00	15.30	30	Project overview: Basic information & Objectives <i>Andrés Fullana</i>
15.30	16.00	30	Presentation (15mins) by each partner <i>Relevant expertise, expectations, synergies.</i>
16.00	16.15	15	Methodology on analytical assessment <i>Denise Galvin</i>
16.15	17.00	30	Discussion: synergies with other initiatives, methodology etc.
END OF FIRST DAY SESSIONS			
18.00 – Hotel pick-up			
20.30 Dinner			



19/11/2013 (TUESDAY)			Venue: ED/0-06
From	To	Duration	
09.00	09.20	20'	Budget and financial aspects of the project. <i>Marielos Chavez</i>
09.00	10.00	60'	In-depth overview of the project. Workpackage by Workpackage & role per partner. <i>Spike Tang</i>
10.00	10.30	30'	Questions and answers
			Coffee Break and Networking
11.00	12.00	60'	Focus on 1st six month activities – establishing the methodologies Project Calendar <i>Spike Tang</i>
12.00	13.00	60'	Open discussion on methodological aspects <i>All participants (facilitated by project manager)</i>
			Lunch Break
			Possible afternoon session

List of participants:

Syed Ghani	University of Fiji
Ramendra Prasad	University of Fiji
Chalapan Kaluwin	The University of Papua New Guinea
Noel Mobiha	The University of Papua New Guinea
Andrés Fullana	University of Alicante
Spike Tang	University of Alicante
Denise Galvin	University of Alicante
Marielos Chavez	University of Alicante