



Administration

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Connecting cities
Building successes



Time schedule – next project workshops

- 2011
 - Notodden
 - Leoben
 - Eberswalde

- 2012
 - Heerlen
 - Altena

- 2013
 - Leoben (Final Event)



Local Support Group Meetings

- Communicate dates of your LSG meetings
- Send meeting reports and attendance lists to lead partner
 - [Legazpi LSG meeting report](#)
- Report important outputs of LSG meetings to local media and lead partner
- Prepare information for progress report
 - Number of attendance (number of female and male)
 - Topics that have been discussed



Transparency/Team rules



› **Commitment**

- We accept the responsibility and accountability along with the authority given to us.
- We emphasize balanced participation of all team members.
- We will emphasize collaboration and use consensus for important decisions and issues.
- We will mutually commit to our team's objectives.

› **Communication**

- We share important information with ALL project partners ALWAYS and on a regular basis.
- We share important outputs with all project partners.
- The Lead partner will forward all relevant and important information from the URBACT secretariat to the project partners.
- We emphasize open and honest communication - there are no hidden agendas.
- We value constructive feedback. We will avoid being defensive and give feedback in a constructive manner.

› **Deadlines and timely feedback**

- We will keep the assigned deadlines.
- We will reply to emails on time.
- We will inform the lead partner and project partners about absence (> 7 days).

Co-operations

› Co-operations in other projects

- EU-Projects like CIVITAS
- Music school – children´s chorus
 - Exchange programme
 - 35-40 children share experiences with other children´s chorus
 - Stay with families
 - Joint concerts and performances
 - Duration 3 to 4 days
- Youth projects
 - Promoting cultural activities for young people
 - Experiences with youth projects in partner cities



Grazie Thanks
Danke **Merci** Gracias
Ευχαριστώ multumesc
Takk dziękuję dakujem hvala
Obrigado dziękować
tänan kiitos köszönöm aciu
Tack děkuji paldies
nizžik ħajr dank u wel