



Erasmus+



Erasmus+ Programme – Strategic Partnership , Project Nr: 2019-1-RO01-KA204-063537

**PROGRAM of “WORD of EMOTIONS” project MEETING in ANKARA,TURKEY**

**01<sup>st</sup>-02<sup>nd</sup> of November 2019**

**Host organisation: Ankara Aile,Çalışma ve Sosyal Hizmetler İl Müdürlüğü**

31/10	01/11	02/11	03/11
Arrival	09:00: Pick up in your hotel by staff of host organization 09:00-09:30: Introduction by the Provincial Director of Ankara AÇSHM 09:30- 10:40: Presentation of the partner institution.Every partner will present their city and institution (aim,expertise,projects, specific activities ) in a Power Point presentation (10 minutes minimum every institution) 10,40:-11,15: Presentation of the project (description objectives, activities, results )	9:00: Pick up in your hotel by staff of host organization  -9,00-10,00 Presentation of the tasks and deadlines for activities that will be developed by partner institutions. -10,00-10,15 Presenting the yahoo group of the project by Alzira partner -10,15-10,45- Presenting the website of the project by Italian partner. 10,45 -11,15 -Establish tasks, deadlines and responsibilities for next period of the project	Departure
	11:15-11:30 <b>Coffee Break</b>	11:15-11:30 <b>Coffee Break</b>	
Arrival	11,30-13:30 Technical Visit to The course for refugees	- Share information, best practice and talk about activities at local / international level of the project. <b>Evaluation of the meeting</b> <b>- Certificates</b>	
	13:30-15:00 <b>LUNCH</b> ( lunch is our treat on first day)	13:30-15:00 <b>LUNCH</b>	
Arrival	15,00 -16,00: Presentation of financial rules of the project by coordinating institution	15,00 -17,00 Cultural programme Visit to Archeological Ankara Museum	Departure
Arrival	16,00-17,00: Signing of the financial contract in original - by coordinator - & with partner institutions (every institution will take 2 contracts +2 Mandate letter signed / stamped in original+decisions+declarations)	Cultural programme	Departure
	17:30--18,30: Guided tour of Hamamönü, Castle of Ankara		
	Social Dinner ( restaurant is very near to the Castle)		