

INVITATION

TO THE STEERING COMMITTEE MEETING NO. 4 PARTNER MEETING NO. 7

Steering Committee Meeting No. 4: 4th July 2019 || 13:30-16:30 CET

Partner Meeting No. 7: 4th July 2019 || 09:00-12:30 & 5th July 2019 || 10:00-17:00 CET

Dear Colleagues and Friends,

On behalf of the EU Project "CTCC – Creative Traditional Companies Cooperation", acting as a Lead Partner – Hochschule Wismar, University of Applied Sciences: Technology, Business and Design (Germany) – we would like to invite you to the CTCC Project internal events: Steering Committee Meeting (SCM) and Partner Meeting (PM) in the frame of the South Baltic Programme 2014-2020 (ERDF part-financed). The purpose of the meeting is to discuss further implementation after the Mid-Term Review, project prolongation and any other administrative and technical issues. Furthermore, the project partnership will discuss WP5 implementation.

- 1) Participation in STC – 10 Members of the SCM, 1 / Project Partner (please update your SCM Members, in case you have not done this yet. The rest of the partners' representatives are free to make sightseeing and / or resting before the dinner
<https://docs.google.com/spreadsheets/d/1QvG5uTF7dPXgebL2CPXKmVhBZvIPqbhxSjVHx4Shlp0/edit?userstoinv#gid=1869575747>)
- 2) Participation in the PP Meeting – all responsible project managers, WP Leaders, Task Leaders and External Experts.

REGISTRATION to the meeting is done [HERE](#)

For any technical and administrative details, please refer to the agenda and practical details.

On behalf of the Lead Partner

Christopher & Laima – the LP



CTCC STEERING COMMITTEE MEETING No. 4

MID-TERM REVIEW & ACTION PLAN JULY 2019 – JUNE 2020 || 4th July 2019

Start / End	Theme	Location
Arrival, 3 rd July 2019		Wismar
08:30 – 09:00	Coffee & Registration	HSW, Building I, Room 118
09:00 – 11:30	WP5 - Achievements & Action Plan Moderated by PP7 – MD – Monika Tomczyk Inputs – Responsible WP5.1 – W5.10 Task Leaders	HSW, Building I, Room 118
11:30 – 12:30	WP2 – Communication & Reach-out to the Target Groups <ul style="list-style-type: none"> ▪ Reporting Discipline & Obligations, especially WP2.2. – Redistribution of Partners' Obligations & Budgets ▪ Recap of WP2.1-WP2.9 & Action Plan Jul< 2019 – June 2020 ▪ Collecting Transferring Best Practices – Success Storytelling Moderated by LP – HSW – Christopher Meyer & WP2.2. Task Leader – PP6 – KSTP	HSW, Building I, Room 118
12:30 – 13:30	Lunch & Networking	HSW Canteen

CTCC PARTNER MEETING No. 7

WP5 & Detailed Action Plan || 4-5th July 2019

Start / End	Theme	Location
<i>Note for Non-SCM Members: Free time for your disposal until city tour</i>		
13:30 – 16:30	Steering Committee Meeting No. 4 <ul style="list-style-type: none"> ▪ CTCC Mid-Term Evaluation ▪ CTCC WP5 Prototyping & Legal Issues ▪ CTCC Prolongation ▪ CTCC Reporting ▪ Partner Responsibilities & Action Plan July 2019 – June 2020 ▪ Shifting Partner Needs – Academia, Business & Policy (Trainings) ▪ Budget Spending & New Budget Breakdowns ▪ 10 Steering Committee Delegates ONLY. ▪ Decision Making (voting) & Minutes of the SCM No. 4 Moderated by LP – HSW – Laima Gerlitz & Christopher Meyer; support – WP Leaders	HSW, Building I, Room 118

Start / End	Theme	Location
16:30	17:00	Comeback to the hotels
17:45	City Tour on Feet – On the traits of the Hanseatic Culture. Meeting Point: St.-Georgen-Church (Address: St.-Georgen-Kirchhof 1, 23966 Wismar)	
19:00	Dinner & Networking (invited by the Lead Partner)	Kaminstube Wismar, Bademutterstraße 19, 23966 Wismar
22:00	END of DAY 1	

CTCC PARTNER MEETING No. 7 || DAY 2: WP4-WPI || 5th July 2019

Start / End	Theme	Location
09:30	10:00	Coffee & Registration
	WPI – CTCC Management & Quality	
10:00	12:00	<ul style="list-style-type: none"> Budget Reallocation and Budget New Forecasts CTCC Quality & Monitoring Reporting Discipline + Reimbursement
	<i>Moderated by LP – HSW – Laima Gerlitz & Christopher Meyer</i>	HSW, Building 1, Room 118
12:00	13:00	Lunch & Networking
	WP4 – Evaluation & Remaining Activities in 2019	
13:00	15:00	<ul style="list-style-type: none"> Wrapping Up & Evaluating WP4.9 – Testing of Creative Audit Tool in Gdynia (WP4.10) Knowledge gathered & Lessons learnt Back-up of WP4.6 Basic Online Trainings Docking up to WP5 – Interlinks & Cross-Collaboration
	<i>Moderated by PP10 – BTH – Lawrence Henesey + PP7 – MD – Monika Tomczyk</i>	HSW, Building 1, Room 118
	<i>Inputs – Responsible WP4.1 – WP4.10 Task Leaders</i>	
15:00	15:30	Coffee Break
15:30	16:30	Question & Answer Session on all WPs & Further Actions
16:30	17:30	Visit of the Faculty of Architecture with Dean Prof. Hack

Start / End	Theme	Location
18:00 22:00	Opening of the Annual Exhibition DIA'19 (powered by Creative Industries) https://fg.hs-wismar.de/fakultaet/aktuelles/nachrichten-detail/n/programm-jahresausstellung-dia19-47657/	Building 7a, HSW
	END of DAY I	
	Dinner (self-paid basis) for staying partners until 6 th July 2019	No specific place
6 th July 2019	Departure Wismar	

NOTES