



Lifelong
Learning
Programme

'New Flavour of Your Life': Promoting Active Citizenship and Health Awareness through Gardening in Towns and Cities

Project Meeting Report

Subject	1st international project meeting	Date	4th-8th October 2013
Hosts	Dodo ry. Maria Nordlund, Becky Hastings	Time	various
Location	Helsinki, Finland	Scribe	Becky Hastings

Participants	<p>Partner Institution 1 (coordinator) - Pakruojis Adult and Youth Education Centre, Lithuania 3 persons: Rima Leimontienė, Rima Juozapavičienė, Dolina Ražauskienė</p> <p>Partner Institution 2 - Toroslar Public Education Centre, Turkey 3 persons: Nilgün Çitak, Yusuf Gülgen, Mehtap Gül Gülgen,</p> <p>Partner Institution 3 (host) - Dodo ry., Finland 2 persons: Maria Nordlund, Becky Hastings</p> <p>Partner Institution 4 - Messzelato Association, Hungary 3 persons: Tünde Udvarnoki, Ferenc Kling, Viktoria Kling</p> <p>Partner Institution 5 - Balvi Further Education Centre, Latvia 4 persons: Lauma Raciborska, Maruta Castrova, Renata Gavenyte, Sandra Kindzule</p>
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Plan of Activities

Friday 4th October - ARRIVAL DAY

16.00 Check in at SATO HotelHome
20.00 Welcome dinner at Restaurant Savu

Saturday 5th October - MEETING DAY 1

08.00 - 09.00 Breakfast at Dodo Office
09.15 - 10.00 Session 1: Welcome from Dodo, Dodo Office
10.45 - 12.15 Session 2: Partner presentations at OOO (Otavan Opiston Osuuskunta)
12.15 - 13.15 LUNCH at OOO
13.30 - 16.15 TOUR A: Urban Gardens of Helsinki, visiting Freer Helsinki event, coffee in the park, garden presentations by Maria Nordlund, Katja Sorvali and Liisa Girard

16.30 - 19.00 WÄRK:fest - maker faire, presentation of the event by Nuppu Stenros
19.30 - 21.00 DINNER at Allotria

Sunday 6th October - MEETING DAY 2

08.45 - 09.30 Breakfast Session 3: Rules for cooperation & communication at OOO
09.45 - 10.30 Session 5: Introduction to Permaculture by Karri Takko, OOO
10.45 - 11.30 Session 6 & 7: Intro to Partnership Activities World Cafe - Homepage, logo & guidebook, OOO
11.15 - 12.30 Session 7: Partnership Activities & Mobilities - expected results; Schedule, OOO
12.30 - 13.30 LUNCH at OOO
13.30 - 14.15 Travel together to Kääntöpöytä (Turntable)
14.15 - 14.45 TOUR B: Kääntöpöytä (Turntable) - Dodo's Urban Gardeners greenhouse by Kirmo Kivelä
14.45 - 16.15 Talkoot - Work party at Kääntöpöytä guided by Jaakko Lehtonen (Turntable)
16.15 - 16.30 BREAK
16.30 - 17.15 Session 8: Building teacher & Learner teams, Kääntöpöytä (Turntable)
17.30 -19.30 DINNER at Kääntöpöytä (Turntable) with self made pizza and music by Ulla Kolla

Monday 7th October - MEETING DAY 3

08.30 - 09.15 Breakfast at OOO
09.30 - 10.15 Session 9: How to Start an Urban Gardening Project by Pinja Sipari, OOO
10.30 - 11.00 Summary World Cafe results
11.45 - 12.30 Permaculture Part 2: How to use permaculture in this project- a taster.
12.30 - 13.15 Travel together to Kääntöpöytä (Turntable)
13.15 - 14.15 LUNCH at Kääntöpöytä (Turntable)
14.30 - 15.15 Evaluation Methods, Kääntöpöytä (Turntable)
15.30 - 20.00 FREE TIME
20.00 - 22.00 FAREWELL DINNER & certificate ceremony at restaurant Kolme Kruunua

Tuesday 8th October - DEPARTURE DAY

11.00 Check out

Project Meeting Results

1. Rules for Cooperation & Communication

Items on the Session 3 document that Rima had distributed amongst partners prior to the meeting were numbered, discussed and added onto a mindmap. *Photo of mindmap available on G-Drive*

- Becky will update the document, based on the discussion results, and turn it into a 'Communication & Cooperation Guide' which will be shared on the G-Drive and can be added to if necessary
Responsible: FINLAND

2. Partnership Activities & Mobilities

Rima introduced the topic, and a mindmap was drawn up for both Common Tasks and Tasks Per Country. These tasks have appear in this report under their relevant headings. *Photo of mindmap available on G-Drive*

- Number of mobilities to be the same as stated in the application form
- For consistency, it was suggested that one person (the same person) from each institution should attend all international meetings. This however might not be possible for all and so was not agreed as a rule.
- The following items were discussed in World Cafe style discussion groups: Homepage, visual identity, Guidebook. These have their own topic summaries further on in this document. *Photos of the mindmaps available on G-Drive*
- The number of academic hours for courses is up to each institution and the needs of their learner groups
- The result of the 'Starting and Developing Urban Garden Projects' course should be an established garden
Responsible: ALL PARTNERS
- Finland will be creating the course guidebook for the 'Starting and Developing Urban Garden Projects' course . An outline based on the World Cafe session will be uploaded onto the Google Drive and shared with everybody by mid-November 2013
Responsible: FINLAND
- 1st course to have started by beginning of December 2013 (even if just the first meeting with learners)
Responsible: ALL PARTNERS

3. Building teacher & learner teams

A discussion was had about 'People on the Project'. Most countries have already formed their project coordination groups. *Photo of mindmap 'People on the Project' available on G-Drive*. Some key points for ALL PARTNERS:

- Learner groups need to be formed by mid-November 2013
Responsible: ALL PARTNERS
- Ideally keep same learner group throughout project

4. Evaluation methods

We discussed the different aspects and stages of the project that need to be evaluated. Some different forms of evaluation were suggested but not in too much detail at this point. Ideas can be added to a specially created document called 'Evaluation Methods' on the G-Drive. *Photo of mindmap 'Evaluation Methods' available on G-Drive*.

- Evaluation of international meeting to be done 2 weeks after the meeting is over, using recommended project form - each country to complete 1 form and send to Rima. One country, chosen at each meeting, to then gather all the forms and create one overall evaluation for the meeting. Each country will take it in turns to be responsible for this.

- Evaluating learners needs - Learners' needs should be evaluated prior to the course. This can take the form of interviews (filmed or otherwise), questionnaires, discussions, events.
- Evaluating courses - this will be based on feedback from learners using questionnaires, videos, or other methods.
- Evaluating learners ongoing progress during the courses
- Evaluating learners final progress/ achievement/ development
- Evaluation of Project - to be discussed further at the next meeting

5. International Meeting Schedule Changes

- February 2014 – Skype Meeting (to be organised by Lithuania)
- 16-21 June 2014 – Latvia Meeting
- Sept (early-mid 2014) – Hungary Meeting
- April 2015 (beginning) – Turkey Meeting
- June 2015 (beginning) – Lithuania Meeting

6. Visual identity & logo

This was discussed during the world cafe session. Printouts of the logo, colour scheme, font and icons were laid out on the table and each partner groups discussed and added their comments. *Photo of mindmap available on G-Drive*

- Font will be Open Sans
- The final logo, font & icons will be made available on the G-Drive for all partners to use on the 2 weeks after this meeting

Responsible: FINLAND

7. Course Guidebook for “Starting & Developing Urban Garden Projects”

This was discussed during world cafe session. Ideas were shared regarding content of the guidebook. *Photo of mindmap available on G-Drive*

- An editable outline of the guidebook will be uploaded onto the G-Drive by mid-November. Approximate length to be 10 pages.

Responsible: FINLAND

8. Project Website

This was discussed during world cafe session. *Photo of mindmap available on G-Drive*

- 1st version to be shown to partners by beginning of December

Responsible: LITHUANIA

9. Flyers about project and partners

It was discussed that not all countries want printed flyers sent to them due to their environmental policy. Therefore it was decided that each country will inform Latvia how many copies they want printed, if any. All countries will be sent a PDF version.

- 1st version of flyer to be shown to partners by mid-February 2014
- Final version to be ready by the end of March 2014

Responsible: LATVIA

10. Poster advertising Restaurant Day

- Hungary to create a draft of the poster, leaving blank space for extra information, and bring to Latvia meeting in June

Responsible: HUNGARY

11. Redistribution of Tasks

As Austria did not get approved by their National Agency and consequently are not involved in the project, the tasks that were their responsibility in the original application form have been redistributed as follows:

- DESIGNING THE LAYOUT OF THE PROJECT BOOKLET (32 pages): This will now be done by Finland. Deadline not decided.
- CREATING A FACEBOOK PAGE: This will now be done by Hungary. Deadline not recorded.

12. Next Meetings

- February 2014 - Skype meeting. To be organised by Lithuania. Opportunity for partners to ask Finland questions about gardening preparations for Spring
Responsible: LITHUANIA
- 16-21 June 2014 - Latvia Meeting
Responsible: LATVIA

13. Preparation for Latvia Meeting

ALL PARTNERS to prepare the following for the Latvia meeting in June 2014

- Presentation on activities on this project so far
- Material used for course – to share
- The curriculum of the course ‘Starting and Developing Urban Garden Projects’
- 3 or 4 Recipes – for preserving food from each county (traditional but can be modified)
- Short Presentation on Harvest traditions