



NGEnvironment

# NGEnvironment

## Foster European Active Citizenship and Sustainability Through Ecological Thinking by NGOs

Project Number: 2018-1-DE02-KA204-005014

The 6<sup>th</sup> NGEnvironment Steering Committee Meeting

14<sup>th</sup> of July 2021, 9a.m. to 10a.m. (CEST)

### Meeting Minutes

- Project Title:** Foster European Active Citizenship and Sustainability  
Through Ecological Thinking by NGOs
- Acronym:** NGEnvironment
- Reference number:** 2018-1-DE02-KA204-005014
- Project partners:**
- P1 University Paderborn (UPB), DE
  - P2 Right Challenge (RC), PT
  - P3 EPEK – Society for Environmental Education of Korinthia (EPEK), GR
  - P4 Across Limits Ltd. (AL), MT
  - P5 Future in Perspective (FIPL), IRL
  - P6 Asociación cultural y medioambiental Permacultura Cantabria (PC), ES
  - P7 SINERGIE Soc. Cons. a r.l. (SIN), IT
  - P8 Grupul Pentru Integrare Europeana Romania (GIE), RO
- Host:** University of Paderborn, GER
- Venue:** Online



## MINUTES OF THE 6<sup>TH</sup> NGENVIRONMENT STEERING COMMITTEE MEETING

The 6<sup>th</sup> Steering Committee Meeting was held online via Zoom. We had a great time with productive discussions and excellent results. These results are fixed in these minutes.

### Agenda

#### 1) Upcoming tasks until the project end on 31/08/2021

- ❖ IOs
- ❖ Multiplier Events
- ❖ Financial Report materials

### Next Steps

- ❖ IO7:
  - ❖ Translation of Survival guide (deadline 31/07/2021)
- ❖ IO9:
  - ❖ One Pager (deadline: 30/06/2021)
  - ❖ Writing of Layman Report
  - ❖ Translation of Layman Report

### Multiplier Events

- ❖ Deadline: July 2021
- ❖ N= 30 persons
- ❖ Presenting all IOs of the project
- ❖ Evidences:
  - ❖ participation list
  - ❖ pictures
  - ❖ certifications of attendance
  - ❖ Presentation / Agenda
- ❖ Please upload all documents to our project folder in NextCloud latest until 05/08/2021!



## Final Report Materials

- ❖ Some materials are missing as:
  - ❖ (Zero)-Timesheets !!! Please create your Timesheets in PROM !! (latest until 10/08/2021)
  - ❖ Signature on the Travel Cost records
  - ❖ Evidences of the travels as invoices etc.
  - ❖ Employee contracts
  - ❖ VAT-Declarations etc.

## General aspects

- ❖ Declaration of Attendance of M4 / M5 / M6 / Final Conference
  - ❖ Original documents via post
  - ❖ Scanned documents
- ❖ Participation lists of Steering Committees
  - ❖ send by post to all partners to receive original signatures
  - ❖ Status? Who has the list at the moment?

**Project end: 31/08/2021**



**Impressions:**



The banner features a light beige background with a green arrow pointing right on the left side. A large green arc contains the text "Welcome to our Online Meeting!". In the center is the NGEnvironment logo. To the right is a globe surrounded by icons representing various environmental and social themes. Below the arc, the text "6<sup>th</sup> Steering Committee Meeting" is displayed in a large, bold, green font. At the bottom, the meeting details are listed: "NGEnvironment", "6<sup>th</sup> Steering Committee Meeting via ZOOM", "14th of July 2021, 9a.m. to 10a.m. (CEST)", and "Project Number: 2018-1-DE02-KA204-005014". A small Erasmus+ logo is in the bottom right corner.

**Welcome to our Online Meeting!**



NGEnvironment

**6<sup>th</sup> Steering Committee Meeting**

NGEnvironment  
6<sup>th</sup> Steering Committee Meeting via ZOOM  
14th of July 2021, 9a.m. to 10a.m. (CEST)  
Project Number: 2018-1-DE02-KA204-005014

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