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**CHANCE AND CHALLENGE – IMPROVE THE ASSISTANCE FOR CHILDREN AND YOUTH VICTIMS OF HUMAN TRAFFICKING BY DEVELOPING INNOVATIVE SUPPORT PROGRAMS**

**Erasmus Plus, Strategic Partnerships**

**TRANSNATIONAL PROJECT MEETING PRAGUE CZECH REPUBLIC**

**27 NOVEMBER 2015**

**AGENDA**

9.30 -11.00	Verification of reports, financial documents elaborated by Caritas Prague in relation with project implementation
11.00 – 12.30	Dissemination of project results
12.30 -13.45	Lunch
13.45 – 15.00	Plan next joint staff training event
15.00 – 15.15	Coffee break
15.15 -17.00	Budget -financial reporting -future costs / next joint staff training event /translation of project outputs / staff costs -exceptional costs



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**REPORT**

At the transnational project meeting in Prague on 27 November 2015 attended project managers of Association Pro Refugiu, Caritas Prague and Association Trabe Iniciativas para la Economía Social y Solidaria.

The first half of the day was allocated for verification of documents issued by Caritas Prague in relation with the activities implemented (activity reports, financial documents, timesheets) and their compliance with the Erasmus guidelines. The verification was performed by the Association Pro Refugiu project manager. Also discussions were focused on the dissemination process of project output 1 and output 2 towards local stakeholders; identification of relevant institutions and organizations to be informed on the development and usefulness of these outputs.

The second part of the day was allocated to agree on major topics that will be approached during the next joint staff training event in Spain that will be focused on peer to peer as innovative methods to support victims of human trafficking. Also further financial discussions took place among the managers on planning further costs under the project budget in relation with payment of staff, exceptional costs, joint staff training event in Spain.