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

2014-1-RO01-KA200-002745

Erasmus Plus Program, Strategic Partnerships

TRANSNATIONAL PROJECT MEETING MADRID SPAIN

Date	15 June 2015
Location	TRABE Association Office - Duque de Fernan Nuñez 2- 1st floor, Madrid, Spain
Participants	Association Pro Refugiu Romania (project coordinator organization): Mrs. Silvia Berbec project manager and trainer and Mrs. Ionescu Gabriela trainer Association TRABE (Spanish partner organization): Mrs. Cristina Fernández project manager and Mr. Pedro Ara financial manager
15.00-16.00	Financial Discussions (financial evidence of costs, double entry bookkeeping, budget, reporting)

Date	16 June 2015
Location	TRABE Association –Conception Arenal Centre – Cardenal Solis 3, Madrid, Spain
Participants	Association Pro Refugiu Romania (project coordinator organization): Mrs. Silvia Berbec project manager and trainer and Mrs. Ionescu Gabriela trainer Association TRABE (Spanish partner organization): Mrs. Cristina Fernández Project manager and trainers Mrs. Clara Fova, Mrs. Itxaso Sasiain and Mrs. Penelope Piñera Caritas Prague (Czech partner organization): Mrs. Svetlana Porche Project manager and Mrs. Anna Zemkova trainer



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9.30 – 10.30	Output 1 Online Platform (uploading materials by partners, maintenance)
10.30 – 11.30	Output 2 Training Manual -coordinator and partners tasks in developing the manual; - analyze the information developed for the manual in the first months of 2015; -agreements upon further partners' responsibilities in developing the manual / transnational and print it.
11.30 -11.45	Coffee Break
11.45 – 13.30	Output 2 Training Manual –continuing discussions upon -coordinator and partners tasks in developing the manual; - analyze the information developed for the manual in the first months of 2015; -agreements upon further partners' responsibilities in developing the manual / transnational and print it.
13.30 – 14.30	Lunch
14.30 -15.30	Joint Staff Training Events in Romania, Czech Republic and Spain -fix dates for the joint staff training events -main themes to be approached / each event -coordinator and partners tasks in organizing the events
15.30 -15.45	Coffee Break
15.45 – 17.00	Discussions upon first interim financial and activity report. Budget (costs made and further costs / year 2015)