

INTERNAL MEETING

SALZBURG OCTOBER 23 2009



Agenda

- ⑩ Reflection and review of the conference and workshop
- ⑩ Review of P1 and P2 focussing on compliance with the project plan and needs for corrective action
- ⑩ Financial reporting – open issues and lessons learned so far
- ⑩ Next steps – actions and meetings
- ⑩ Next study trip and reflections on the UK study trip
- ⑩ SC-meeting – if needed

Reflection and review of the conference and workshop

Review of P1 and P2

Activities M1 - M12	When	Resp.	Status
Partnership agreement	End of Nov.	LP	Done
6-monthly progress reports		LP + PPs	On-going
6-monthly financial reports		LP + PPs	On-going
Updated web-site	Each quarter	All PPs	On-going
Communication plan	End of Nov.	LP + PPs	Done
Launch conference	Mid Nov.	PP3	Done

Review of P1 and P2

Activities M1 - M12	When	Resp.	Status
Project web-site and knowledge management directory	End of Nov.	LP	On-going
Documentation/description of relevant policies, policy documents and RTT strategies	Cont. until M9	All	Done
Documentation/description of existing policy instruments supporting RTT	Cont. until M9	All	Done
Documentation/description of relevant RTT-models / networks / structures including their achievements	Cont. until M10	All	Done
Policy Seminar	M13	PP5	Done
Good practice cases of Central Europe models for RTT	M12	PP8	Done
Profiles of organisations active in technology transfer	M12	LP	Done

Review of P1 and P2

Activities M1 - M12	When	Resp.	Status
Learning workshop 1	Mid Dec.	PP8	Done (at launch conference)
Learning workshop 2	M8	PP2	Done (UK study trip)
Visits to successful regional tech transfer models	M7	PP2	Done
A jointly developed Self Assessment Tool available and functioning on web site	M10	PP8	Done
1st self assessment exercise + 1st peer review + 1st SA-report	M10-M12	All	On-going? Lagging?
Information events targeting researchers	M1 - M20	All	On-going? Lagging?
Bilateral discussions with researchers	M1 - M20	All	On-going? Lagging?

Alert list activities

- ⑩ Information events targeting researchers
- ⑩ Bilateral discussions with researchers
- ⑩ 1st self assessment + peer review + report

Financial reporting and stuff

Up-coming activities (P3-P4)

On-going activities and activities starting M12 - M24			
	Availability	Resp.	To Dos
1st self assessment exercise + 1st peer review + 1st SA-report	M10-M12	All	On-going? Lagging?
Communication activities	Continuous	all	Press, TV, etc as according to individual communication plan
Learning workshop 3	During US study trip (M19)	PP2	Preparations
Learning workshop 4	M24	PP8	Preparations
US study trip	M19	PP2	Preparations
Reporting RP3	March 2010	all	
Study visit reports	M20	PP2	Write and publish reports

Up-coming activities (P3-P4)

On-going activities and activities starting M12 -

M24	Availability	Resp.	To Dos
Information events targeting researchers	M1 - M20	All	2 events per partner
Bilateral discussions with researchers	M1 - M20	All	10-20 meetings per partner
Policy guidelines	M20	PP8	Communication material available in each partner region
Researchers provide MoE or similar to the project partners.	M20	all	The partners identifies a group of researchers (approx.100) per region constituting the core target group of coming activities. Approx. 1,000 researchers are connected to the project
Meetings and interviews with researchers	M22	all	At least 500 meetings/contacts. At least 100 meetings by joint teams.
Filtered ideas and feed back	M29	all	Ca. 100 ideas left after first filter. Involved researchers given feedback.
Structuring of teams and meetings	M30	all	1 team of 3-5 persons/idea. 1 general meeting including case team meetings.

Next study trip and reflections on the UK study trip