

Well-being4you: Sport & Mediterranean Diet

**WB4-SMD**

**Project 101089938**

**THE FIRST INTERNATIONAL PROJECT MEETING**

**Well-being4you: Sport & Mediterranean Diet**

**7<sup>TH</sup> - 11<sup>TH</sup> DECEMBER 2023, KAVALA/GREECE**



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**FORMAL INVITATION**  
**FOR THE FIRST INTERNATIONAL PROJECT MEETING**

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Dear partners:

It is our great pleasure to formally invite your institution to participate in the first international meeting of Erasmus+ sport project: 101089938 “WELL BEING 4 YOU: SPORT & MEDITERRANEAN DIET” to be held in KAVALA, GREECE from the 7<sup>th</sup> to the 11<sup>th</sup> of December 2023.

Details of the Agenda of this meeting are listed in the pages which follow.

We are looking forward to hearing from you soon, and sincerely hope to see you in our project meeting.

Sincerely yours

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## **1<sup>st</sup> International Project Meeting Minutes**

# **WELL BEING 4 YOU: SPORT & MEDITERRANEAN DIET**

**Project: 101089938**

**Date: 7<sup>th</sup>-11<sup>th</sup> December 2023**

**Venue:** Vocational Educational Center “PROTAGORAS”/ Kavala

**Participating partners:**

- SYLLOGOS EKPAIDEFSIS KAI ANAPTIXIS ATOMON ME IDIKES ANGKES (ASEDDEDIPE), Kavala/ Greece
- GIMNASTICKI KLUB KNIN, Knin/ Croatia
- AKADEMI KULTUR VE EGITIM DERNEGI (AKED), Kastamonu/ Turkey

**Head of meeting:** George Konsoulas, Project Coordinator of Applicant Organisation, Greece

**Minute takers:** All Project coordinators

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## MEETING AGENDA, 7<sup>th</sup>- 11<sup>th</sup> December 2023 in Kavala/Greece

7 <sup>th</sup> December	8th December	9th December	10th December	11th December
<b>Arrivals</b>	<p><b>08:45-9:00</b> -Registration</p> <p><b>09:00-10:30</b> -Welcome &amp; Opening Statement -Review of Objectives -Agreement on Agenda -Introducing participants</p> <p><b>10:30-11:00</b> -Coffee Break</p> <p><b>11.00-12:30 Working session 1</b> -Project Success Overview -Review Project Goals &amp; Objectives -Review Project Completion and Success Criteria</p> <p><b>12:30-14:00</b> - Lunch</p> <p><b>14:00-15:30 Working session 2</b> -Sharing responsibilities and the establishment of cooperation among the partners -Deciding on Work Packages &amp; Implementation of the project activities</p> <p><b>15:30- 16:00</b> - Coffee Break</p> <p><b>16:00-18:00 Working Session 3</b> - Project Management</p>	<p><b>09:00-10:30 Working Session 4</b> - Erasmus+ Administrative Guidelines</p> <p><b>10:30-11:00</b> -Coffee Break</p> <p><b>11.00-12:30 Working Session 5</b> - Guidelines for the implementation of the theoretical workshops</p> <p><b>12:30-14:00</b> - Lunch</p> <p><b>14:00-16:00 Working session 6</b> -Guidelines for the implementation of the practical workshops</p> <p><b>16:00</b> -Visit the old town, Castle of Kavala</p>	<p><b>09:00-10:30 Working Session 7</b> - Budget and Economy. Questions &amp; Answers</p> <p><b>10:30-11:00</b> -Coffee Break</p> <p><b>11.00-12:30 working session 8</b> -Dissemination plan and activities -Detailed planning of the next project meeting -Discussion and Final Remarks</p> <p><b>12:30-14:00</b> - Lunch</p> <p><b>14:00-15:30 Working session 9</b> -Feedback questionnaires and goodbye session -Evaluation of the meeting</p> <p><b>15:30</b> -Visit the archeological sightseen "PHILIPPOI"</p>	<b>Departures</b>

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