

CAP4INNO

KICK OFF MEETING AND STUDY VISIT
Alicante, 18th & 19th November, 2013
Goteborg, 21st & 22nd November, 2013

Project Acronym: CAP4INNO

Full Project Title: Knowledge transfer capacity building for enhanced energy access & efficiency in the Caribbean

Contract Number: FED/2013/320-272

Meeting dates: 18th – 22nd November 2014

Venue: Alicante (Spain) and Goteborg (Sweden)

KICK-OFF MEETING OBJECTIVES - ALICANTE

Meeting participants day 1, morning session: Partners from the following newly approved EDULINK projects coordinated by the University of Alicante: SUCCEED Network, IP4GROWTH, CAP4INNO, CAPACITY4FOOD, FISHERMAN, and EPIC (Africa, Caribbean and Pacific regions).

Meeting participants following days:

Sari Scheinberg, Chalmers University of Technology, Sweden

Paul W. Ivey, University of Technology, Jamaica

Ruth Potopsingh, University of Technology, Jamaica

Cándido Quintana Pérez, Instituto Tecnológico de Santo Domingo, Dominican Republic

Danny Guillermo Ocrela, Instituto Tecnológico de Santo Domingo, Dominican Republic

Basil Wayne Hunte, University of the West Indies, Barbados

Natasha Ayodele Corbin, University of the West Indies, Barbados

Marissa Longsworth, Jamaica Intellectual Property Office, Jamaica

María Ayalivis García Medrano, Oficina Nacional de la Propiedad Industrial, Dominican Republic

Alexandra Mayr, University of Alicante

Noelia López, University of Alicante

Meeting responsible: UA Team. Contacts:

Alexandra Mayr, Mobile Number: +34 662109616

Objectives: The kick-off event and subsequent project meetings have two-fold objectives. To provide newtorking opportunities between the different EDULINK projects coordinated by the University of Alicante, as well as provide a space to discuss the different activities and project regulation. The meeting shall be divided into two sessions over two days:

Day 1, morning session: A plenary session in which all six projects will work together, examining the common regulation and providing discussion opportunities on key issues such as exploitation and dissemination, and quality. Networking and social opportunities shall be provided for contact building.

Day 1 afternoon session, and Day 2: Each project shall have individual meetings with their coordinators at UA with a view to deepening the understanding of the distinct activities, outputs and results expected. This will provide the chance to resolve doubts and set the next steps.

Expected Results: Following the meeting it is hoped and expected that:

- partners understand fully their obligations within the project;
- partners may provide feedback and suggestions to the project methodologies;
- all doubts and pending issues (technical and administrative) may be resolved;
- a rapport and working atmosphere between partners can be built up with a first face-to-face contact;
- new contacts and partnerships may be constructed with other world regions.

18/11/2013 (MONDAY)			Venue: Villa Universitaria - Auditorium.
08.45	09.00	15'	Arrival of the participants. Registration.
09.00	09.40	40'	Welcome and Meeting Objectives & An Overview of the 6 EDULINK Projects. Presentation of UA Staff <i>Joaquin Marhuenda, Director of Institutional Projects (UA)</i> <i>Roberto Escarré, Head of the International Project Management Office - OGPI</i>
09.40	10.30	50'	Reporting and Financial Regulations – EDULINK projects <i>Virginia Ferrer – Administrative Manager at OGPI</i>
10.30	11.00	30'	An Overview of the Project Website Structure and Functioning of the Extranet <i>Francisco Gallego, OGPI IT Coordinator</i>
			Coffee Break and Networking Administrative issues: per diems' distribution to partners during the coffee break.
12.00	12.30	30	Dissemination and sustainability in EDULINK projects – planning and activities <i>Michelle Grindle, Deputy of the International Project Management Office - OPGI</i>
12.30	13.00	30	Quality in EDULINK projects <i>Ester Boldrini, Project Manager at OGPI</i>
13.00	13.15	15	Closing Session Questions & Answers. Proceeding agendas.
			Lunch Break - Invitation
TRANSFER TO INDIVIDUAL MEETING ROOMS. VENUE: Aulario I, 2nd floor, Room 65S			
14.00	15.00	60	Campus Tour
15:00	16:00	60	CAP4INNO Project overview. Background and Rationale. Objectives. IPICA (ACP S&T II) and other relevant projects - synergies.
16:00	17:15	75	Presentation (10') by each partner & associate – Tour de Table / Presentations (4 partners, 3 associates) Relevant expertise, expectations, synergies. 5-10 min /partner
17:15	17:30	15	Discussion: synergies with other initiatives, methodology etc.
END OF FIRST DAY SESSIONS			
18:00 -22:30 SOCIAL ACTIVITY: pick up at the Hotel, Visit to Castle Santa Barbara, Dinner at Alicante Port (Restaurante Aldebarán), transfer to the hotel			

19/11/2013 (TUESDAY)			Venue: Aulario I, 1 st floor, Room 47S
From	To	Duration	
09.00	10.30	90'	In-depth overview of the CAP4INNO project: 1. Action Plan: Workpackage by Workpackage. Alexandra Mayr
			Coffee Break and Networking
11.00	12.00	60'	2. Budget and financial aspects of the project. Noelia López
12.00	13.00	60'	Action plan -1 st year activities – establishing methodologies
			Lunch Break
14:30	16:00	90'	Action plan -1 st year activities – establishing methodologies

STUDY VISIT OBJECTIVES - SWEDEN

Meeting participants:

Paul W. Ivey, University of Technology, Jamaica
Ruth Potopsingh, University of Technology, Jamaica
Cándido Quintana Pérez, Instituto Tecnológico de Santo Domingo, Dominican Republic
Danny Guillermo Ocrela, Instituto Tecnológico de Santo Domingo, Dominican Republic
Natasha Ayodele Corbin, University of the West Indies, Barbados
Marissa Longsworth, Jamaica Intellectual Property Office, Jamaica
María Ayalivis García Medrano, Oficina Nacional de la Propiedad Industrial, Dominican Republic
Alexandra Mayr, University of Alicante

Meeting responsible: Sari Scheinberg. Contact:

Objectives:

To benchmark good practice from EU and other countries in S&T study programmes, learning contents & competences delivered to students in the field of innovation, IP (and in relation to renewable energy). To reinforce commitment of partner HEI leaders for the project and envisaged changes.

Expected Results:

* Enhanced awareness and commitment in partner HEIs about necessary improvements in S&T curricula; Study-visit benchmarking report to be created just after the study visit among the partners.

20/11/2013 (WEDNESDAY)			TRANSFER TO SWEDEN
From	To	Duration	
14:30			TRANSFER TO THE AIRPORT
16:35	22:20		TRAVEL TO SWEDEN
22:30			TRANSFER TO THE HOTEL IN SWEDEN

21/11/2013 (THURSDAY)			SWEDEN - Venue: TO BE CONFIRMED
From	To	Duration	
09:00			Pick-up at the Hotel
09:30			Welcome to Chalmers – (international relations department?)
10:00			Visit to the Entrepreneurship School <ul style="list-style-type: none"> - Presentation by Professor Mats Lindqvist – leader of the Entrepreneurship program - Presentations by others: teachers, students
11:00			Visit to the Encubator <ul style="list-style-type: none"> - Presentation by a leader of the Encubator - Meet some students
			Lunch
13:00	15:30		Visit to the Department Innovation <ul style="list-style-type: none"> - Presentation by Professor Sverker Alänge - Courses and programs in innovation - Projects in innovation - Presentation by Prof Sverker Alänge and students - Chalmers link and cooperation with companies
15:30	16:00		Discussion and Group Reflection
			Group Dinner

22/11/2013 (FRIDAY)			SWEDEN - Venue: TO BE CONFIRMED
From	To	Duration	
09:00	11:00	120'	Focus on Renewable Energy initiatives and programmes Presentations by professors, students <ul style="list-style-type: none"> - Programs, curriculum, courses - Projects Presentation by authorities <ul style="list-style-type: none"> - Programs - Cooperation Presentations by entrepreneurs <ul style="list-style-type: none"> - Start up, experience, etc
			Free Time.
15:00			TRANSFER TO THE AIRPORT
17:35			FLIGHT TAKES OFF