



Holy Monastery of Strofadia and Saint Dionysus of Zakynthos

		Data Meeting	2.10.12 c/o JWT
LIPU	E. D'Andrea M. Filippucci U. Gallo Orsi C. Celada A. Mazza	HOS	M. Koberti E. Sarantou
		SEO	P. Vera

**LIFE11 INF/IT/253 Safe Haven for Wild Birds + Project start up meeting**

***Aim of the meeting were:***

- *to meet face to face the main players of the project*
- *to reach a common understanding of the administrative and reporting requirement.*

JWT could not attend the meeting. This was not a problem as SEO and HOS have met the vast majority of the JWT team the day before (see specific meeting report) and LIPU and IPS has met and discussed the administrative requirements during the meeting on 4/09 with the JWT project Manager (M. Bonetti) and the JWT CFO (G. Lopopolo)

HOS, SEO and LIPU have direct experience in LIFE projects in various roles, but this is the first LIFE+ INF any of the partners have been involved.

SEO, HOS and LIPU presentations (see attached PPTs) highlighted the extent of the illegal killing problem they are facing in their countries, the methods used and the attitudes of local communities toward these illegal, because are unsustainable, activities which are locally considered 'traditional and as such acceptable. The project aims to change this attitude. Each presentation described the planned actions and expected results as well as the challenges ahead.



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The IPS explained the contractual arrangements required, explained the Common Provision and article by article the contents of the Partnership Agreements. Also the project monitoring procedure was detailed and agreed.

The Partners will report by the end of each month on the activities carried out and deliverables and outputs developed. Every second month an each partner will provide the IPS with an updated statement of expenditures, using the format supplied by the EU and electronic copies of the supporting documents.

LIPU, HOS and SEO provided their NIP and Budgets which as requested are more detailed than the budget in the project proposal as this allows a better monitoring of expenditures and forecast of cash flow..

Each partner was given a copy of the Partnership Agreement for their inputs/comments.

HOS will met with HMSD to facilitate contact with LIPU, but on the medium term HMSD needs to be able to interface directly with LIPU.

#### Decision / Action Points

<i>What</i>	<i>When</i>	<i>Where/who</i>
<i>IPS to provide format for monthly activity reporting</i>	<i>by 20 /10</i>	<i>IPS</i>
<i>Return the partnership Agreement ready for signing</i>	<i>by end of October</i>	<i>HOS, SEO, HMSD</i>