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AGENDA

Advance Inclusion for Students with Disabilities on Higher Education in Rwanda

ANSWER project Kick-off meeting

6 & 7 June 2023

Grand Legacy Hotel

Kigali, Rwanda



Objectives

- Partners have a clear understanding of the Erasmus+ CBHE Programme expectations
- Partners get to know each other better to ensure a smooth project implementation
- Partners understand project workflow and organisation
- Partners discuss work packages, the deliverables /outputs expected and their respective responsibilities
- To develop action plans specific to the work packages for the next six-month period
- To explore administrative/financial reporting

Target group

- Devoted exclusively to the ANSWER project partners, given that we will be discussing specific matters related to the project implementation

ANSWER Kick-off meeting agenda

Day 1 - Tuesday, 6 th June 2023		
Venue: Grand Legacy Hotel		
FROM	TO	CONTENT
08:30		Registration of participants
09:00	09:15	Welcome and presentation of the agenda <ul style="list-style-type: none"> Alex Karara, University of Rwanda Ms. Noelia López, Senior Project Manager, University of Alicante
09:15	09:45	ANSWER Project Overview Ms. Noelia López, Senior Project Manager, University of Alicante
09:45	10:00	Icebreaker activity All partners
10:00	10:45	Partners' presentations (5 minutes per partner) <ul style="list-style-type: none"> Presentation on partner's universities, support to students with disabilities, staff involved in ANSWER and expectations from this project All partners
10:45	11:15	COFFEE BREAK
11:15	12:00	Erasmus+ Financial Management <ul style="list-style-type: none"> Financial/Administrative project management Ms. Alexandra Patrut, Administrative Project Manager, University of Alicante
12:00	12:30	WP1 – Project Management <ul style="list-style-type: none"> Technical coordination Ms. Gabriela Castillo, Project Manager, University of Alicante
12:30	13:00	WP2 – Project Launch <ul style="list-style-type: none"> ANSWER Management & Communication Manual/platform (UA) ANSWER Project Launch (UoR) Gonzague Habinshuti, University of Rwanda Ms. Gabriela Castillo, Project Manager, University of Alicante
13:00	14:00	LUNCH BREAK

Day 1 - Tuesday, 6 th June 2023		
Venue: Grand Legacy Hotel		
14:00	14:30	WP3 – Needs Analysis <ul style="list-style-type: none"> • Institutional Needs Analysis Methodology & tools • Data collection: Quantitative & qualitative • Institutional Needs Analysis Report Oswald Tuyizere, National Council of People with disability, Rwanda
14:30	15:00	WP4 - Assistive Technology purchase Ms. Gabriela Castillo, Project Manager, University of Alicante Ms. Alexandra Patrut, Administrative Project Manager, University of Alicante
15:00	15:30	WP5 – EU Study Visits Dr. Lefkothea Kartasidou, Professor of Special Education, University of Macedonia
15:30	16:00	WP6 – Capacity Building – blended learning Ms. Esther Gallego, Disability and employment technician, University of Alicante
16:00		FAREWELL TEA
End of the day		

Day 2 - Wednesday, 7 th June 2023		
Venue: Grand Legacy Hotel		
FROM	TO	CONTENT
08:30		Registration of participants
09:00	09:30	WP7 – Institutional Building <ul style="list-style-type: none"> • Formal establishment /update Support Centres for students • 3-Year strategic planning for the Support Centres • Pilot training by Support Centres Munyaneza Eustache, INES-Ruhengeri
09:30	10:00	WP8 – Systemic Impact <ul style="list-style-type: none"> • Identification of stakeholders & multi-stakeholders working groups & meetings • National Policy analysis

Day 2 - Wednesday, 7th June 2023			
Venue: Grand Legacy Hotel			
		<ul style="list-style-type: none"> • Multi-stakeholder forums & recommendations • Proposal of National Strategy for Effective Implementation & Monitoring Disability Inclusion in HE Mary Kobusingye, MINEDUC	
10:00	10:30	WP9 – Disability Industry Internship <ul style="list-style-type: none"> • Outreach campaign towards companies, private business, SMEs, associations & NGOs • Internship program with disability-inclusive approach & signature of agreements with companies Bahati Omari, UWEZO	
10:30	11:00	COFFEE BREAK	
11:00	11:30	WP10 – Quality Control <ul style="list-style-type: none"> • Quality Assurance Plan & tools • Internal & External evaluation Dickson Mugabe, EAUR	
11:30	12:00	WP11 – Dissemination Structure <ul style="list-style-type: none"> • ANSWER project visual identity & website • ANSWER project social media communication strategy & tools Ms. Gabriela Castillo, Project Manager, University of Alicante Ms. Alexandra Patrut, Administrative Project Manager, University of Alicante	
12:00	12:30	WP12 – On-going dissemination <ul style="list-style-type: none"> • Dissemination events • Social media actions: awareness raising campaigns • Sustainability strategy Habinshuti Gonzague, University of Rwanda	
12:30	13:30	LUNCH BREAK	
13:30	15:30	Working session on Needs Analysis (WP3) NCPD & all partners (technical)	Workshop on Assistive Technology purchase (WP4) UA & all partners (admin/financial)
15:30	16:00	Workplan for first 6 months	

Day 2 - Wednesday, 7th June 2023		
Venue: Grand Legacy Hotel		
		Ms. Noelia López, Senior Project Manager, University of Alicante
16:00	16:15	Kick-off wrap-up - Questions & Answers All partners
16:15		FAREWELL TEA
17: 30		JOINT DINNER FOR ALL PARTICIPANTS AT GRAND LEGACY HOTEL

Participants

No	ACRONYM	PARTNER NAME	TYPE	COUNTRY
P1	UA	University of Alicante	Public	Spain
P2	UoM	University of Macedonia	Public	Greece
P3	UR	University of Rwanda	Public	Rwanda
P4	INES	INES-Ruhengeri	Private	Rwanda
P5	EAUR	East African University	Private	Rwanda
P6	NCPD	National Council of People with disability	Public	Rwanda
P7	MINEDUC	Ministry of Education	Public	Rwanda
P8	UWEZO	UWEZO Youth Empowerment	Private	Rwanda