DECART project

Final Project Meeting PM6 @ Vilnius University, Lithuania

7th 14:00 to 8th 17:30, July 2025

Location: Universiteto street 9, Faculty of Philosophy, Vilnius University
Auditorium: 208

Online ZOOM link:

https://cnrs.zoom.us/j/97647587909?pwd=ltLMfnNpELFuUI7XyCAdzvXXbE3D2N.1

All timings are Lithuanian time!

n Participants (n with x by visio sessions):

- VU: Valentina Dagienė, Eglė Jasutė, Vaidotas Kinčius, Živilė Dulkytė
- RWTH: Clara Lemke, late arrival 3PM on, Monday
- ITD: Arlinta Christy Barus
- UKZN: Macdonald Kanyangale, Cecile Gerwel
- IMTA: Siegfried Rouvrais, Roger Waldeck
- RU: Ásrún Matthíasdóttir, Haraldur Auðunsson

In this agenda:

- In red: starting and closing hours
- In green: breaks, lunches and dinners
- In orange: goal(s) and/or objective(s) of a session
- In blue: Workpackage
- In black: activities
- In grey italic: optional activity
- In purple: hybrid Visio conferencing
- Underlined: Animator / speaker

Agenda DAY 1

The goal of PM6 Day 1 is to guarantee that the DECART project reaches its intended conclusion successfully. The steering committee will review the project's final stages to confirm all deliverables are on track and that any remaining issues are addressed.

14:00 to 14:10 Welcome! Meet at the gates to Faculty of Philosophy Vilnius University, Universiteto str. 9 (**Valentina**)

- moving to the meeting room

Hybrid visio with all participants (all day)

14:10 – 14:40 - **WP0 Synthesis & budget KPI** (**Siegfried**)
The objective is to put the meeting into context of the project objectives

- Siegfried: WP0 activities & budget 10 mins
- Coraline Exceptional Costs 10 mins
- Chantal timesheets 10 mins

14:40 to 14:55 – **WP1 Curriculum Design Result Synthesis** (**Haraldur**)
The objective is to give some feedback on the curriculum design results

14:55 to 15:10 – **WP2 Curriculum Resilience Result Synthesis** (**Roger**)
The objective is to overview the serious game results

15:10 to 15:30 – **WP3 Curriculum Transformation Result Synthesis** (**Cecile**)
The objective is give some feedback on the curriculum transformation results

16:00 to 16:30 – **Deliverable Completion** (**Siegfried**)
The objective is overview the deliverables completion (achieved, not finished, missed)

16:30 – 17:00 Tea Break

17:00 to 17:30 – **WP linkage** (**Siegfried**)
The objective is put the meeting discussions into context of the last months

17:30 to 18:00 – **Results Transferable** (**Siegfried**)
The objective is discuss the results transferable

18:00 to 18:30 – **Collaborative edition for the final brochure** (**Siegfried**)
The objective is to discuss the final brochure

Dinner@ (19:00)

Agenda DAY 2:

The goal of PM6 Day 2 is to ensure successful project conclusion and transition

9:00 to 10:00 – KPI to validate project outcomes

- Members to assess whether the project has achieved its goals and objectives as fixed in the project application.
  - reviewing key performance indicators (KPIs
  - evaluating the overall impact of the project on the 6 organizations and networks

10:00 to 10:30 – Knowledge Transfer & Documentation

- **Finalize WP1-WP4 Documentation & materials:** ensure all necessary project documentation as serious games are complete and properly archived.

10:30 – 11:00 Tea Break

11:00 to 11:30 – Capture Lessons Learned

- an opportunity to document lessons learned throughout the project. This valuable information can inform future projects and improve organizational processes.

11:00 to 12:00 – AB & Stakeholder Management for Dissemination

- to re-energize and re-engage members, for comm & dissemination

12:00 to 12:30 – Communicate project closure

12:30 – 13:30 Lunch

13:30 to 14:30 – After the project's end

- **plan for benefit actions, post considerations**:
  - discuss how to track and measure the long-term benefits of the project, ensuring that the organization capitalizes on the project's outcomes. By focusing on these objectives, ensure a smooth, successful project conclusion that maximizes value for the organization.
- **follow-up actions:** identify and assign any or responsibilities that extend beyond the project's formal end date.

14:30 – 15:00 Tea Break

15:00 to 16:00 – Agency final evaluation questionnaire

- collaborative session on edition, essential for making final decisions and obtaining necessary approvals.

16:00 to 17:00 – Final Brochure (bis)

  - collaborative session on edition (example DAhoy brochure)

Dinner@ (18:30)