FFH – Final Transnational Meeting at the Centre Forestier (4ᵗʰ – 6ᵗʰ of July 2023)

Day 1: Tuesday the 4ᵗʰ

I / Greetings: **9:30-9:40**
Facilitator: CF

II / Administrative matter: 9:40-10:20
-   Administrative follow-up / making sure all documents are rightfully filled before the end of project (Budget consumption, Timesheets, Retroplanning, Monitoring)
-   The Final Report : format, objectives, tasks, information needed
Facilitator: CF

III / IO3 & IO4: Final check-up and approval of the Moodle platform / Coordination of the last steps: **10:20-11:20**
Before the meeting, partners will be asked to give their opinion on a shared document, and we will work on the comments integration during the meeting.
Facilitator: CF, CTFC

*Coffee break: **11:20-11:40***

IV / IO3 & IO4 : Transfer to own eLearning platforms & translations : tips, tricks & deadlines: **11:40 – 12:30**

*Lunch time**: 12:30-14:00***

V / Discovery of the Centre Forestier, its surroundings and its activities: **14:00 - 14:30**

VI / IO5: Final check of the IO5 report**: 14:30 – 15:00**
Verification of the comments made by partners on the IO5 report
Facilitator: CF, BFW

VII / IO5: Exchanges on the final tests of the training course : the LTTAs 2 to 4: **15:00 – 16:00**
Feedback from the French LTTA, tips for the coming LTTA, …
Facilitator: CF

VIII / FFH certification ceremony: 16:00 – 16:30
Intern event to celebrate the first official FFH certificates.

IX / Conclusion of the first day: **16:30-16:45**

EVENING PROGRAMM: Discovery of a typical Provençal village: Ansouis

Day 2: Wednesday the 5th

I / Greetings and recap of the last day : 9:30 – 9:45
Recap of the last decisions we took concerning IO4 and IO5.
Facilitator: CF

II / Final check-up of IO1, IO2, IO3 for coherence: 9:45-10:30
Verification of the coherence between written and implemented activities. Partners prepare before coming to France : the idea is to make sure that IO are coherent between each other.
Facilitator: CF

III / Communication : tips & tricks for our Multiplier Events: 10:30 – 11:00
Past ME have to be integrated on the Monitoring tool / Coming ME can be discussed with feedback from the ones already done.
Facilitator: CF

Coffee break **: 11:00-11:20**

IV / Final check-up of the certification process with partners**: 11:20-12:00**
Verification of the coherence of the certification process: what is the process to be followed and how far can it be adapted in national structures/how is the eLearning part evaluated or how to make sure the candidates went through the online course before the face to face training/are the eLearning and face to face training complementar/…

V / IO6: Final check for validation of IO6: **12:00 – 12:30**
Facilitator: CF

Lunch time : ***12:30-14:00***

VI / What's next for FFH in our organisations? 14:00 – 15:00
What will be the cost of the training/What is the strategy to implement FFH/How will we guarantee the quality standards when the FFH certificate spreads and the number of certificating structures and coaches increases?

VII / What's next for the partnership? **15:00-15:15**

VIII / Feedback from partners on the project: 15:15-16:15
Opinion on subjected linked to the final report, opinion on the role held by the project coordinator, opinion on the role as a participant

IX / Few words concerning the ME of the next day: **16:15-16:30**

X / Conclusion of the day: **16:30-16:45**

EVENING PROGRAMM: Discovery of a typical Provençal village: Lourmarin

Day 3: Thursday the 6ᵗʰ

Multiplier Event of the Centre Forestier with on-site partners: **9:30 – 12:00**

Expected participants :

-European partners of the project

-Local representatives and Members of the Parliament

-Sector professionals interested in the project

We will take advantage of this event to shot videos/photos in order to create some promotional material to be used by every partner.

Presentation of the project results**: 9:30-10:15**

Coffee break: **10:15 – 10:30**

Demonstrations of activities designed to show the effects of the forest on well-being: **10:30-12:30**

Lunch with every participant: **12:30**

End of the meeting