



**ENGINEERS EUROPE ADVISORY GROUP
MEETING OF 16 January 2019
Minutes**

Background:

Purpose of the meeting between FEANI (represented by the SG), Schuman Associates (represented by Mr. G. Mc NAMARA and Mr. D.DAGDEVERENIS), Mr. P. Van der HIJDEN and Mr. D. KOKKALIS , was to determine a course of action in developing and drafting a proposal under the Knowledge Alliances of ERASMUS+, based on the first draft - including three Work Packages - which had been prepared by Mr. P. VAN DER HIJDEN as a result of the meeting with the Engineers Europe Advisory Group (EEAG) stakeholders on 12 December 2018.

Discussion points:

FEANI expressed the wish to obtain and combine the expertise of both consulting teams about the three major tasks to be accomplished in drafting such a proposal:

1/ Coordination and Surveillance of the Application Package (keeping an e-file with all drafts and related documents uploaded; fill in the e-form, collect and fill in the partner data, calculate and fill in the Budget, collate e-forma and annexes, final lay-out of all documents, ensure formal submission two days before the deadline).

2/ Drafting and Editing of the Work Packages (first draft, second draft and third final version of the proposal; input from the Lead Partners and Co-Leaders of each WP and of other partners) after draft one and after draft 2; provision and delivery of the first draft of the proposal by 4 February 2019 by Mr. P. Van der Hijden and Mr. D. Kokkalis; inviting the EEAG stakeholders in writing for comments in writing by 8 February 2019.

3/ Drafting and editing of the answers to the Open Questions (relating to the various drafts, considering and/or including the input from the partners after draft 1 and after draft 2; half day workshop on 14 February 2019 with other EEAG stakeholders. Green light of partners to submit the Application Package).

As regards the management of the project and especially the monitoring and evaluation of its content and quality, both consulting parties presented their potential roles, approaches and preferences. Schuman Associates would prefer a bottom-up approach in collecting the data, whereas Mr. VAN DER HIJDEN believed that for reasons of consistency in the provision of data, the style in which the proposal would be written, etc. it was preferable to take a top-down approach. He agreed to prepare such a standard form which would then be sent to all partners that would be involved.

Schuman Associates did not see much benefit in undertaking the above task 1, but would be willing to assist in quality control, the implementation, facilitating the implementation of the project, giving visibility to the project outcomes and organizing events around it. Eventually Schuman Associates could be a partner in the consortium of the project.

Concluding remarks and next steps:

- Mr. P. Van der HIJDEN and Mr. D. KOKKALIS will re-write the WPs: specific and focused.
- About WP1 item d, clearly a FEANI-issue, the SG proposed to address his National Members from Sweden, Ireland, Germany, France, Italy and Portugal as the ability to deliver was not only important, but also large markets from various geographic areas would be representative for the outcome. “Mapping” is an important element appreciated by the EU.
- At the same time, he would contact other stakeholders to search for appropriate partners (KU Leuven, SME Europe, Universities in Eastern Europe, VDI, etc.). SEFI had already mentioned to join the consortium. As it was about “alliance” building, partners in the consortium would need to be found from industry, universities and professional organizations, all embracing the common benefit of the proposal.
- The SG referred to the specific chapter on the “Engineers Europe Advisory Group” on the FEANI-homepage : <https://www.feani.org/feani/engineers-europe-advisory-group> - a consortium as such already existed, it was however at this stage not yet sure which of the signatories would sign up as a partner in the consortium. The SG then delivered an overview of the feedback received from the different signatories to the draft WPs. This overview is added as an Annex to this report.
- Draft proposal to be provided by **4 February 2019** for comments by 8 February 2019.
- Half-day Workshop Meeting with other interested partners on **14 February 2019** (13-17.00 hrs.)
- Next meeting of the EEAG is scheduled to take place on **7 March 2019** (18-21.00 hrs.).