



# Minute Report of the 2<sup>nd</sup> Transnational Project Meeting

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*Hold from 9.00 on the 17<sup>th</sup> of October 2019 at the House of Sport, Rue Joseph II  
40, Brussels.*

**Attendees:**

Valerio di Tommaso (ECOS)

Stefano Moliterni (ECOS)

Jasna Lulić Drenjak (SSOI)

Zvonimir Brozić (SSOI)

Tatjana Udović (SSOI)

Fernando Cross-Villasana (TUM)

Sampsa Kivisto (HLU)

Johnnie Garside (EITC)

Lewis Garside (EitC)

Paul Sellars (CMU)

Diane Crone (CMU)

Alberto Bichi (EPSI)

Carlotta Giussani (EPSI)



### Status of the projects and budget review

An overview on the status of projects has been provided in order to clearly define the timeframe and contents for the 1<sup>st</sup> Multiplier Event, 3<sup>rd</sup> and 4<sup>th</sup> Transnational Project Meeting (TPM), as well as discussing the budget review. Accordingly, the following has been unanimously agreed:

1<sup>st</sup> Multiplier Event scheduled for the 18<sup>th</sup> and 19<sup>th</sup> of June 2020 (Week 25) in Liverpool, UK (EITC). This event will include:

- A Symposium (which will also involve external partners)
- A Friendly Football Match

3<sup>rd</sup> TPM scheduled for the 11<sup>th</sup> and 12<sup>th</sup> of March 2020 (Week 11) in Tampere, Finland (HLU). The following topics will be covered:

- Report on the Pilot Actions, including the evaluation process;
- Draft Scientific Review;
- Collection of data/footage for the SPHERE documentary;
- Planning of the Multiplier Event;
- Report on Status of Administration and Finances.

4<sup>th</sup> TPM scheduled for the 16<sup>th</sup> and 17<sup>th</sup> of September 2020 (Week 38) in Cardiff, UK (CMU). The following topics will be covered:

- Final Guidelines;
- Scientific Review;
- Evaluation Report of Pilot Actions (*1<sup>st</sup> draft for review*).

In terms of budget/finance matter, the following issues have been discussed:

- *Timesheets*: it has been discussed the importance to appropriately record the allocated number of working days per each output, as shown in the project description;
- *Next Instalments*: it has been requested to receive confirmation on the date of the next instalments;
- *Budget per partner*: it has been discussed the importance of better informing each partner regarding their available budget;

**ACTION 1:** ECOS to inform all partners regarding the date of the next instalment by the end of October 2019.

**ACTION 2:** ECOS to create spreadsheet/table with budget allocation per partner (*as shown during the TPM*) by the end of October 2019.

### Overview from project's partner

HLU: This has presented an overview of its pilot actions, as well as sharing its interest in developing coaching qualification and guidelines in terms of mental health and well-being, particularly for junior coaches working at the grassroots level. Furthermore, it has been mentioned the importance to further discuss and tackle the notion of 'stigma' in sports.

EitC: This has mentioned the importance of the SPHERE Training in order to appropriately design their pilot actions effectively.

CMU: This has provided an overview of the activities carried out, particularly in terms of protocol/scientific review. Furthermore, it has been mentioned the opportunity to present SPHERE at the [WHO HEPA EU \(Health Enhancing Physical Activity\) EU network and Annual Conference](#) which will be held in France in September 2020.

**ACTION 3:** CMU to provide relevant updates regarding the call for abstract and the WHO HEPA Conference, to all partners in due course.

SSOI: This has introduced its pilot actions, according with the knowledge acquired during the SPHERE Training. Furthermore, this has mentioned the importance to receive clear guidance in terms of evaluation tools for the pilot actions.



**ACTION 4:** CMU to provide relevant information regarding the demographic of the participants and the measures to evaluate the pilot actions, particularly in terms of BRPS and WEMWBS. This will be shared with ECOS by 25<sup>th</sup> of October 2019.

**ACTION 5:** ECOS to provide relevant information regarding the CGI, SF36/20 and MET, and to circulate all relevant information regarding the available measurements to evaluate the pilot actions by the end of October 2019.

EPSI: This has presented an overview of the status of the Monitoring and Evaluation (M&E), as well as discussing the next steps which will include the M&E of WP2 and a Mid-Project Monitoring Review. Furthermore, EPSI has mentioned its collaboration with the WHO regarding a position paper on health and sport.

**ACTION 6:** EPSI to circulate evaluation form for 2<sup>nd</sup> TPM by the 21<sup>st</sup> of October 2019.

### **Next steps and AoB**

#### SPHERE Documentary

It has been mentioned the importance to collect the footage from the pilot actions in order to be included in the SPHERE documentary.

**ACTION 7:** ECOS to define a script for the collection of footage from the pilot actions to circulate to all partners by the end of November 2019.

#### Communication/Dissemination Strategy

It has been discussed the importance to develop a shared communication and dissemination strategy in order to effectively communicate the aim, progresses and outcomes of the project.

**ACTION 8:** ECOS to define a communication/dissemination strategy, and to provide a template to record partner's dissemination activities by the end of November 2019.

#### Info-graphics

The importance to develop/create some info-graphics regarding the guidelines, pilot and outcomes of the project has been discussed. Furthermore, the target audiences for the guidelines have also been identified as: policy-makers/governmental authorities, health professionals, sport professionals and the general public.

**ACTION 9:** ECOS - with the support of all partners, to define key points/data and accordingly divide them per target audience/relevance by the end of November 2019.

**ACTION 10:** ECOS/EPSI to create/design the info-graphics accordingly with the progresses of the project.

#### Homeless World Cup

The Homeless WorldCup is schedule for June 2020 in Tampere, accordingly HLU will attend the event as part of the SPHERE dissemination strategy.

#### Translation of the Guidelines

The translation of the guidelines has been discussed, and it has been agreed to translate an Executive Summary of the guidelines in the main European languages, as follow:

- Italian (ECOS responsible),
- French (EPSI responsible),
- Croatian (SSOI responsible),
- Spanish and German (TUM responsible),
- Slovakian and Finnish (HLU responsible)

**ACTION 11:** TUM to finalise and circulate Executive Summary by 21<sup>st</sup> of October 2019.



Co-funded by the  
Erasmus+ Programme  
of the European Union

**ACTION 12:** Each partner to translate the Executive Summary in the requested language by the end of October 2019.

