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| **Some practical notes** |
| **Hotel:** |
| **Meeting Venue:** |
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| **Practical Information** – please see separate document sent |
| **Contacts** – Laila Balga, EAPN Latvia, and Magda Tancau, EAPN Secretariat (00 32 485 127 656) |
| There is **no interpretation** at this meeting |
| Please note that the meeting room is not in the hotel. On the first day, we will meet in the lobby of the hotel at 8.50 and make this journey together as a group. |

**AGENDA**

**PeP National Coordinators Meeting**

**Thursday 30 March**

**09.00 - 10.30 Introductory session and Evaluation of the 2016 Meeting**

* Welcome by Laila Balga and Leo Williams
* Introductions
* Overview and background to the meeting
* Evaluation and lessons learned from the 2016 Meeting
  + Group work

*10.30 – 11.00 Tea/Coffee break*

**11.00 – 12.45 Evaluation of the meeting. Follow up of the 2016 Meeting**

* Evaluation of the collective action
* Feedback session on Key Messages
* Key Messages from the 2016 Meeting – using them as an advocacy tool

*12.45 – 14.00 Lunch break*

**14.00 – 15.30 Follow up of the 2016 and preparation for the 2017 meeting**

* Advocacy work around the PeP 2016 meeting
* Communication activities in preparation of the 2017 meeting

*15.30 – 16.00 Tea/Coffee break*

**16.00 – 17.30 Planning of the 2017 meeting. Evaluation of the day**

* Presentation of logistics possible within the budget allocated by the EC
* Identifying topics for the 2017 meeting
* Closing of the day

Please see the practical information document for information about evening programme.

**Friday 31 March**

**9.00 – 10.30 Planning the 2017 meeting**

* Visual Communication around the PeP meeting
* Preparatory work at national level
* Structural elements for the organisation of the PeP meeting: country hosting the National Coordinators Meeting, steering committee for the organisation of the PeP meeting

*10.30 – 11.00 Tea/coffee break*

**11.30 – 13.00 Exchange of practices and experiences on participative methods at national level. Evaluation of the meeting**

* Participative methods presented by different members
* Evaluation

*13.00 – 14.00 Lunch break*

Note our blog highlighting the meetings and the participation theme:

<http://voicesofpoverty-eu.net/>