

Summary of the meeting SG1
Hijar/Zaragoza: 09.07-11.07.2019

1. Timetable – planning of the two years

- a. item 2: Changes to the project - EACEA approval:
 - i. Logo, name of the project; Thematic Seminar dates and responsible partners - as those are now different to the project application
 - ii. FJH address as the response to the Brexit issues - whether it helps
Deadline: end of August 2019 (name; TS schedule); logo-once ready
Responsibility: MIK

- b. item 3: Dissemination
 - i. MIK will prepare to communicate about the project and it will be shared on partners own pages, etc:- DL: After logo, name of the project agreed with EACEA
 - ii. all media, press releases, articles will be sent to MIK or added to the Google Drive folders. The folder will be circulated by the Coordinator
 - iii. **Each project partner (Steering Group member) will organize a local advocacy group for the sake of project dissemination**
(broader than TS working group)

- c. item 6: First project evaluation - date moved to 31st January 2020 - due to the Worms Thematic Seminar outputs

- d. item 10: Thematic Seminar 4 - Date to be confirmed - current date set as 12-13.11.2020

- e. item 13: Thematic Seminar 5 - Date will be confirmed - currently provisionally discussed as in April 2021

Google Calendar will be created with project timeline and activities. Other events in regards Jewish Heritage that are going on around, will be added informatively to the calendar too.

Deadline: end of July 2019

Responsibility: MIK, Project coordinator

2. Budget:

- a. [Budget rules](#) were discussed highlighting the qualified costs in the projects as well as the reporting financial documents necessary to be sent to the project coordinator
- b. Partner need to spend all their funding in their project plus they have to show 10% merged funding (their own contribution to the project costs):
 - i. 10% of the total amount of funding they are given for the project activities

- ii. 10% could involve the cost of the hiring venue: if it is provided free from the project partner, the statement should be provided to prove what would be the actual cost/contribution; it may be signed by the partner's accountant or director of the association/foundation/
- c. In terms of the cost of accommodation for Thematic Seminars, it was decided that:
 - i. Host partner for Thematic Seminar will pay for the accommodation of the SG
 - ii. **Each SG group member can take maximum of 3 people for the Thematic Seminar**
 - iii. Guests invited for the Thematic Seminars will cover their own cost of accommodation and travel unless Project partner responsible for the Thematic Seminar will have a budget and agreed with SG to spend it towards subsidizing Thematic Seminar guest/prospective Network partner.

3. Logo and website

- a. it was we decided that our official name will be "Moreshet" (comes from Hebrew word *morasha* - heritage). It includes word *reshet*-network.
- b. The motto of the project "places of Jewish Heritage" or "Moreshet|Connecting Jewish Heritage Places" will still be discussed still at the nearest SG skype call.
- c. Further discussion on logo has been raised after the meeting. Proposal from the graphic designer will be circulated.
- d. Website:
 - i. main page in English
 - ii. Project partner languages will only be presented in short project description; links to their websites will be added here
 - iii. Thematic seminars will be shown on the web, including their outputs - description of case studies (chosen by the project seminar to discuss at the Thematic Seminar), etc.
 - iv. The database will be created starting from the experts from the Thematic Seminars, however, criteria for publishing other experts must be still discussed by the SG
 - v. Interview with Thematic Seminar experts will be published on the website (could be an article or video)
 - vi. For further discussion: recommendations of projects, websites and articles for publication must be still agreed
- e. it was agreed that we do not create a social media website
- f. Details of the website will still need to be prepared by the project coordinator, including a description of the target group (to be discussed with the Steering Group)

4. Presentation about other networks

working in the field of Jewish Heritage will be shared with project partners.

It was also emphasized that our network has a unique character because of the involvement of public administration bodies (or links with them) and should provide local authorities with guidance how to deal with various aspects of Jewish heritage - as it is financed from “Network of Towns” sources.

5. Partners

- a. It was noted that Project partners should be distinguished from prospective network partners. Project partners are members of the Steering Group for the project - therefore the project partners are called the Steering Group members.
- b. Prospective network partners can be invited to join the Thematic Seminars as guests as of the Worms Thematic Seminar.
- c. Each Steering Group member can suggest two prospective network partners. Deadline 17.07.2019 - it will be discussed at the next Skype meeting on 23.07.2019 at 10 am (9.00 UK time).
- d. As the prospective network partner could be invited:
 - i. local authority and public institution representing local government
 - ii. organisations with links to the public administration
 - iii. big organisations/network - such as AEPJ or Discover can join Thematic Seminar as the advisory partners (host of the Thematic Seminar decides whether there is such a need)

6. Experts – rules for their project participation

- a. The host of the Thematic Seminar will invite experts from their own local area/country first to create Working Group
- b. The host of the Thematic Seminar (TS) will prepare suggestion of experts with their bio to the Steering Group (SG) with a sufficient amount of time prior to the meeting. SG has to approve.
- c. **It was decided that after solving issues around the Worms TS, next TS will be discussed straight away, including involved experts and potential network partners.** Next TS to be discussed shortly is Wrocław.

7. Guests at the Thematic Seminars (TS)

It has been decided, according to the project application, that the minimum amount of participants at each TS must be 30 with the exception of the TS in FJH/Amsterdam that minimum number is 40.

8. How to organise the Thematic Seminar

- a. All topics must refer to the Jewish Heritage theme. Topics are already agreed and assigned to the Steering Group members.
- b. The topic can be more detailed, however, it must be discussed at the SG meeting.
- c. The host chooses cases studies (three to four) and experts to work on them (experts relate to their case studies)

- d. It was discussed that the possibility to organise a Steering Group members meeting one day ahead of the Thematic Seminar will be explored. The project coordinator will ask for checking the possible flights - Deadline 26th July 2019