

Grants Committee Coordination Meeting

Istanbul – Yildiz, 14.03.– 18.03.2013

Grants Committee, grants@estiem.org

Minutes takers:

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European Students of Industrial Engineering and Management

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Industrial Engineering and Management

ESTIEM

Introduction

It was a work hard, play hard **ER** Coordination Meeting and it took place in the amazing city of Istanbul! During the event the participants had the chance to get a deeper insight on the Grants Committee's work, learn how to write a successful Grants application and have fun.. like a boss!

Many new people joined our awesome event and now we have a bigger and even more motivated GC team! Some structural developments and optimization of the processes was also achieved though the active participation of the whole group.

Read about this productive meeting in the following pages!

Participants List

Our Team

- Denitsa Simeonova, LG Sofia, Committee Leader
- Natalie Gyarfas, LG Budapest, Board Responsible
- Burak Aydogan, LG Istanbul-Yildiz, Organizer
- Ozge Cevni, LG Istanbul-Yildiz, Organizer
- Peter Bebek, LG Lappeenranta
- Gorkem Ozzeytin, LG Istanbul-Yildiz
- Pinar Satvan, LG Ankara-METU
- Erdem Cebeci, LG Ankara-METU
- Onur Simsek, LG Ankara-METU
- Eren Kushan, LG Istanbul- Bogazici
- Joris Hoogerdijk, LG Enschede
- Melike Maranki, LG Istanbul-Yildiz

Guests

- Alparslan Kocubez, LG Istanbul-Yildiz
- Emre Cetin, LG Istanbul- Bogazici
- Yasin Erkaya, LG Istanbul-Yildiz

Note

Guests are interested in GC ESTIEMers, who were unfortunately busy and could not attend the whole meeting, therefore were not officially registered to the portal. Nevertheless, they contributed with great ideas to the CoM and we will rely on their help in the future!

Agenda :)

	14.03. /Thursday/	15.03. /Friday/	16.03. /Saturday/	17.03. /Sunday/	18.03. /Monday/	
8:00:00	Arrival	Breakfast	Breakfast	Breakfast	Breakfast	
9:00:00		Opening Session	WS 4	WS 7	Departure	
10:00:00		Coffee Break	Coffee Break	Coffee Break		
11:00:00		Working Session 1	WS 5	WS 8		
11:30:00		Lunch	Lunch	Lunch		
12:00:00		WS 2	WS 6	WS 9		
13:00:00		Coffee Break	Transportation	Coffee Break		
14:30:00		WS 3	City tour in Sultanahmet and hookah	Closing session		Departure
15:00:00				Free time		
16:00:00		Team-building activity				
16:30:00		Dinner @ Yıldız Technical University in Beşiktaş		Dinner @ Galata Bridge		
17:00:00		Get to know each other @ Beşiktaş	Dinner @ Kafe Pi with Members	Dinner @ Ortaköy		
18:00:00			Committee people	Farewell Party @ Ortaköy		
19:00:00						
20:00:00						
21:30:00						

Day I

The morning programme started with some **greetings** and a **welcome speech** of the Grants Committee Leader (GCL). **Energizer** and the **ESTIEM** song also were part of the opening of the event.

Then the participants were asked to share their **“Fears and Expectations”** for the event and the programme itself. Most of the expectations concerned gaining more “Grants knowledge”, the main fears were that we would not have enough working time.

After that a list of **“Rules for the GC-CoM”** was created by all the participants and they have tried to stick to it until the last working day.

The next session was **“Talking about the perception of GC”** where the participants were divided into two groups - beginners and informed, and they both tried to present their idea about the committee’s work to each other and explain the main goals and tasks of GC.

After the break an **“Introduction to ESTIEM”** presentation was given by Natalie and in a short discussion, the participants got to know the central level of ESTIEM better.

“Introduction to Grants Committee” followed, during which some discussions appeared. We talked about granted events and how funds are managed in events and about the current work (mainly concerning the “Youth in Action” programme).

Discussion 1:

GC Promotion Ideas

Europe3D is based on learning politics, culture and economics in certain countries.

In order to be granted:

- Active EU citizens?
- Understanding other cultures
- Fighting against stereotypes
- Tolerans
- Religion (since it is a sensitive issue that could turn into provocation, it should be done correct)
- Intercultural learning

How can we supply the demand of Youth in Action's disabled students policies

Youth in Action priorities and how we present them in an application

- Cultural diversity
- European citizenship
- Inclusion of young people with fewer oppertunities
- Active participation
- Feel engaged in the EU society

When applying we have to mention that we are in more than 8 countries. Then we will be an eligible promoter.

Subaction 4.3

If the event gets granted

- 70% of travel costs
- Food accomodation
- Activities
- For training events, training costs
- Exceptional costs

How to get a grant?

Partner Promoter Forms

Structure of the 4.3 application

There are 3 deadlines which needs to be applied way in advance. (how much time is actually needed?)

Activity is the actual event and the preparation included is called the project.

It is highly likely to form a multinational company in ESTIEM. The entrepreneurship can be mentioned.

We should try to implement sports more in ESTIEM

Structure of 4.1 (Grant for central ESTIEM)

Erasmus for All

There is a huge budget that could be granted.

Grants Application Process

Talked about the responsibilities of GC and LR's, Project Leaders as well as the Board's.

Local Groups should have deadlines writing parts of applications.

After that the **"GC CoM Programme"** for the rest of the working time was set together with all the participants, by voting for the topics, proposed by the GCL and distributing the topics in the different slots. At the end the final programme covered the following topics:

Presentation of Leader's goals, questions and discussion, 15 mins presentation -> questions -> discussion

CM promotion ideas , 30 mins -> We need more awesome people, how do we do it? --> action plan and deadlines

PPFs, 30 mins -> how could we improve the procedure, define clear problems, find solutions, prepare a strategy for CM Eindhoven

New positions within the GC (vision and mission discussion), 30 mins -> ideas to structure the work - Project responsables, strategy regarding the newly crated positions within the GC; follow-up on the status of the position (filled/not filled); Every Responsible has a small presentation/report what she/he has been going so far

Prepare an application, 30 mins -> Order the steps + Optimization and "Quality control"

Improving the GC knowledge, 30 mins Benchmarking ideas

Promotion in ACTION!!!, 45 mins -> in two teams - develop some of the promotion ideas and put them in action (post them in fb, send an e-mail etc.)

How to reach and educate ESTIEMers? , 30 mins -> discussion concerning Local Grants Responsible, Trainers, Regional trainings concept (proposed by Burak)

In the next session the participants again worked in two groups – one of them was lead by Joris and was aiming to understand the **work with the online form** and to check all the aspects of it.

In the other group – lead by Nati, the participants created a **“production line” of an application**, trying to explain the process and discuss the deadlines of every action. The following process will be further developed and implemented for the next deadline.

The day ended with some short **feedback session** in the park – the results were that the “new” participants understood the processes and the work of the committee and felt ready to start “actually working and developing” it.

Day 2

The day started with a **“Turkish energizer”** - turkish dances :)

This was followed by the **Grant Application Form Session**

* Melike and Joris showing the application form for E3D Trondheim.

* Erdem: need of a budget training before writing the applications

* how to update the PPFs? During the CM or CoM?

Feedback about Grants Application Form

Pros:

Learnt many things from the session
Kind of easy
It is good to know that we are not lying
Detailed explanation
Good to learn the method of bullshitting
Gives enough money to cover

Cons:

Form is too long
Still looks like scary
Choosing the participants and countries is still a problem
Form(adobe software) is slow
Receiving the money and spending it is also a problem

Vision Case

Pinar: Can we apply for a grant which covers the whole project?

Erdem: Yes, it is possible. None of the Vision events got granted this year. Maybe the next time we can apply for a general grant to the executive agency

Natalie: If your event is professional, you can always take help from companies, if it is cultural, you can apply for a YiA grant.

Burak: We also had a partner for Vision Green Supply Chain, Still.

Deni: We need to do research for other opportunities that we can benefit from. We'll have another session for it and we also have responsibilities for research.

Budget:

Pinar: Why are we asking for huge amounts of money? Can't we ask for less?

Joris: You can always ask for less money but it is quite hard to predict how much are you going to ask less.

Natalie: Normally we got granted for events that requested more or less 17.000. Maybe that's why E3D Trondheim didn't get granted.

CM Promotion Session

Participants splitted up into 4 groups to discuss about the possible CM promotion methods and tools.

Group 1:

Putting cups on our heads while someone is bullshitting about something(Natalie)

Making people buy our t-shirts and wear them. A good t-shirt design would enhance it.

Stickers for the GA. On one of them “Bullshit!” should be written so GCers can just post it on everywhere. The others should have YiA priority words.

Create a GC chant&dance and make people sign it

A sign that says “Bullshit!”. Showing it during the GA or walking around with it.

“Ode to Joy” or “Champions League” song themed chants.

Group 2:

Activating social media channels(Facebook, Twitter...)

Promotion Song, Motto

Promotion Video

Stickers:



Bracelets & T-shirts(Turquoise)

Grants shot glasses

Motto suggestions (The best Milkmen?)

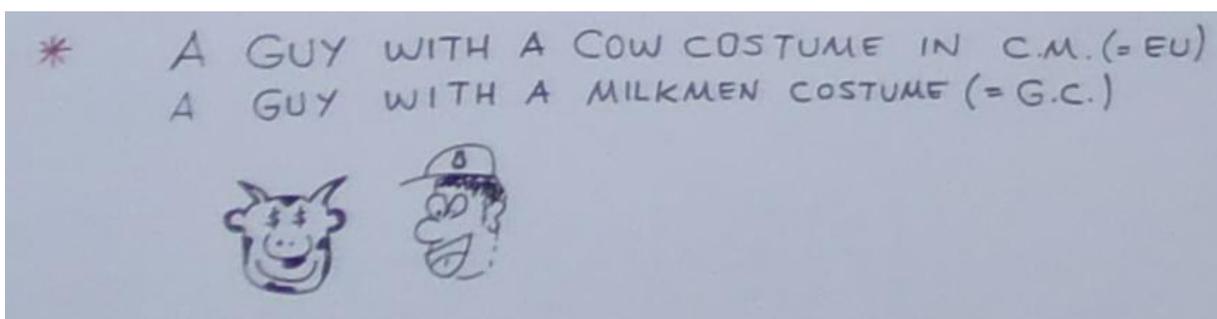
Campanins in the CM Eindhoven related to Social Media

“The first tweet...”

“The first like...”

A guy with a cow costume in CM Eindhoven (=EU)

A guy with a milkmen Costume (=GC)



Sign Suggestions

BULLSHITTING!!!

Day 3

Leader's Goals Session

Peter: GC CoMs should be granted again.

Erdem: Why don't you want to cooperate with FLC? Also a cooperation with CRC would work as we are the parts of Finance of ESTIEM

Burak: Doesn't it create a confusion in local peoples mind?

Natalie: That's the thing. In most of the LGs, VP of Finance is taking care of fundraising and financial management which is different in ESTIEM. In ESTIEM, GC and CRC are taking care of the fundraise and FLC is more about financial management.

Burak: question

Joris: I agree with what Erdem said but apart from the idea of cooperation, cooperation is not a goal at all. It should be the way like how to keep the financial knowledge in ESTIEM.

Erdem: I understand that saying having a cooperation with CRC or FLC is not a SMART goal but this is only an idea which can be used to create a SMART goal by Denitsa after this coordination meeting.

The ideas came up during the session:

Organisational Structure of Grants Committee Session

Peter: Instead of having a Grants Responsible in each local group, there can be regional grant responsables.

Burak explained his idea.

Natalie: It is still not realistic at all. We have 70 LGs and it makes it really unrealistic. That's actually one reason why we want to have FF concept since we will also have an opportunity to pass the grant knowledge to the local people.

Burak: ask

Erdem: From my perspective, idea of having responsables in each local groups is totally infeasible since we don't have enough resources to have the ideal case.

Natalie: ask

Joris: ask

Burak: How can you ensure the sustainability of the attendance to the Finance Forum?

Natalie: It is normal for a youth organisation. Most of the people actively working in central ESTIEM only has 1,5 years except the Leaders and Boardies.

Deni:GC leader can directly contact with regional coordinators, and they with LRs who can assign this task to another person in their LG.

Joris presented the Research Responsible Position

Erdem: When do you want to start your research on Erasmus for all

Joris: FLC request

Deni: What do you need to achieve your goals in this year? People? On which specific topic

Joris: I need people to work on Erasmus for all program

PPF Session

Joris: A statement that says GCL can sign the PPFs on behalf of Legal Representative of the LG can be signed between LGs and Central ESTIEM.

Deni: Is it legal to have this kind of a statement?

Erdem: It's up to the EC, if they say ok, it can be signed but in the end it will not change anything because this statement is also need to be signed, not an online signature, and statement need to be signed every year when their Legal Representative changed.

Peter: RCs can check the legal representatives of the LGs in their regions.

Action Points From the Session

Deni will write a mail to the regional coordinators

Keep in mind:

"ESTIEM is an exciting network of open-minded students with a professional approach."

A special "Thank you" goes to our awesome organizers from LG Istanbul-Yildiz! They made us really feel at home and with FRIENDS! They also contributed a lot for the development of the committee, so we would like to welcome them in the GC team and wish them many more successful events!

In high ESTIEM,

The Grants Committee

