

Project platform Capacity4MSP

'Strengthening the capacity of MSP stakeholders and decision makers'

Kick-off meeting

The House of Nature of University of Latvia (Jelgavas street 1, Riga), room 702 (7th Floor)

21 November 2019

15.00 Welcome @Alda 15.05 Aim, agenda and expected outcome of the meeting info 5 @Inga 15.10 General overview of Capacity4MSP info 10 @Inga 15.20 Overview of activities + reflections @ActivitiesLeaders info the current activities and projects (A2.1) 2. Supporting the implementation of the MSP in the BSR (A2.2) 2.1. Report on identified mechanisms for the implementation of MSP 2.2. User guide and visualization material of BASEMAPS 2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) Reflection per partner Feedback 16.30 Coffee break 30 17.00 Group work info 5 Info 5 Group work according to activities @ActivitiesLeaders & @ActivitiesParticipants 1. Capitalization of the current activities and projects (A2.1) 2. Supporting the implementation of the MSP in the BSR (A2.2) 2.1. Report on identified mechanisms for the implementation of MSP 2.2. User guide and visualization material of BASEMAPS 2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) 7.55 Reassemble 5 18.00 Family Photo 5 18.00 Family Photo 5 18.00 Dinner at Restaurant in Riga Old City	Hour	Content	Туре	Time
15.05 Aim, agenda and expected outcome of the meeting @Inga 15.10 General overview of Capacity4MSP	15.00	Welcome		5
### Discussion Discussion Discussion ### Discussion Discussio		@Alda		
15.10 General overview of Capacity4MSP	15.05		Info	5
### Part				
15.20 Overview of activities + reflections @Activities Leaders 1. Capitalization of the current activities and projects (A2.1) 2. Supporting the implementation of the MSP in the BSR (A2.2) 2.1. Report on identified mechanisms for the implementation of MSP 2.2. User guide and visualization material of BASEMAPS 2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) Reflection per partner Feedback 16.30 Coffee break 30 17.00 Group work Introduction to group work @Egija 17.05 Group work according to activities @Activities Leaders & @Activities Participants 1. Capitalization of the current activities and projects (A2.1) 2. Supporting the implementation of the MSP in the BSR (A2.2) 2.1. Report on identified mechanisms for the implementation of MSP 2.2. User guide and visualization material of BASEMAPS 2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) 17.55 Reassemble 5 18.00 Family Photo 5	15.10		Info	10
### Capitalization of the current activities and projects (A2.1) 1. Capitalization of the current activities and projects (A2.1) 2. Supporting the implementation of the MSP in the BSR (A2.2) 2.1. Report on identified mechanisms for the implementation of MSP 2.2. User guide and visualization material of BASEMAPS 2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) Reflection per partner Feedback 16.30 Coffee break 16.30 Coffee break 17.00 Group work Info 5 Info 5 Group work according to activities #### ActivitiesLeaders & @ActivitiesParticipants 1. Capitalization of the current activities and projects (A2.1) 2. Supporting the implementation of the MSP in the BSR (A2.2) 2.1. Report on identified mechanisms for the implementation of MSP 2.2. User guide and visualization material of BASEMAPS 2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) 17.55 Reassemble 5 18.00 Family Photo 5 18.00 Family Photo		- ·		
1. Capitalization of the current activities and projects (A2.1) 2. Supporting the implementation of the MSP in the BSR (A2.2) 2.1. Report on identified mechanisms for the implementation of MSP 2.2. User guide and visualization material of BASEMAPS 2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) Reflection per partner Feedback 16.30 Coffee break 30 17.00 Group work Info 5 Introduction to group work @Egija 17.05 Group work according to activities @ActivitiesLeaders & @ActivitiesParticipants 1. Capitalization of the current activities and projects (A2.1) 2. Supporting the implementation of the MSP in the BSR (A2.2) 2.1. Report on identified mechanisms for the implementation of MSP 2.2. User guide and visualization material of BASEMAPS 2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) 17.55 Reassemble 5 18.00 Family Photo 5	15.20			
2. Supporting the implementation of the MSP in the BSR (A2.2) 2.1. Report on identified mechanisms for the implementation of MSP 2.2. User guide and visualization material of BASEMAPS 2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) Reflection per partner Feedback 16.30 Coffee break 30 17.00 Group work Introduction to group work @Egija 17.05 Group work according to activities @ActivitiesLeaders & @ActivitiesParticipants 1. Capitalization of the current activities and projects (A2.1) 2. Supporting the implementation of the MSP in the BSR (A2.2) 2.1. Report on identified mechanisms for the implementation of MSP 2.2. User guide and visualization material of BASEMAPS 2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) 17.55 Reassemble 5 18.00 Family Photo 5		_	Info	40
2.1. Report on identified mechanisms for the implementation of MSP 2.2. User guide and visualization material of BASEMAPS 2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) Reflection per partner Feedback 16.30 Coffee break 17.00 Group work Info				
2.2. User guide and visualization material of BASEMAPS 2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) Reflection per partner Feedback 16.30 Coffee break 30 17.00 Group work Info 5 Introduction to group work @Egija 17.05 Group work according to activities @ActivitiesLeaders & @ActivitiesParticipants 1. Capitalization of the current activities and projects (A2.1) 2. Supporting the implementation of the MSP in the BSR (A2.2) 2.1. Report on identified mechanisms for the implementation of MSP 2.2. User guide and visualization material of BASEMAPS 2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) 17.55 Reassemble 5 18.00 Family Photo 5				
2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) Reflection per partner Feedback 16.30 Coffee break 30 17.00 Group work Info 5 Introduction to group work @Egija 17.05 Group work according to activities @ActivitiesLeaders & @ActivitiesParticipants 1. Capitalization of the current activities and projects (A2.1) 2. Supporting the implementation of the MSP in the BSR (A2.2) 2.1. Report on identified mechanisms for the implementation of MSP 2.2. User guide and visualization material of BASEMAPS 2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) 17.55 Reassemble 5 18.00 Family Photo 5		·		
2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) Reflection per partner Feedback 16.30 Coffee break 30 17.00 Group work Info 5 Introduction to group work @Egija 17.05 Group work according to activities @ActivitiesLeaders & @ActivitiesParticipants 1. Capitalization of the current activities and projects (A2.1) 2. Supporting the implementation of the MSP in the BSR (A2.2) 2.1. Report on identified mechanisms for the implementation of MSP 2.2. User guide and visualization material of BASEMAPS 2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) 17.55 Reassemble 5 18.00 Family Photo 5				
3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) Reflection per partner Feedback 16.30 Coffee break 30 17.00 Group work Introduction to group work @Egijia 17.05 Group work according to activities ———————————————————————————————————				
4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) Reflection per partner Feedback 16.30 Coffee break 30 17.00 Group work Introduction to group work @Egija 17.05 Group work according to activities @ActivitiesLeaders & @ActivitiesParticipants 1. Capitalization of the current activities and projects (A2.1) 2. Supporting the implementation of the MSP in the BSR (A2.2) 2.1. Report on identified mechanisms for the implementation of MSP 2.2. User guide and visualization material of BASEMAPS 2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) 17.55 Reassemble 5 18.00 Family Photo 5		·	Discussion	15
engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) Reflection per partner Feedback 16.30 Coffee break 17.00 Group work ©Egija 17.05 Group work according to activities Group work @ActivitiesLeaders & @ActivitiesParticipants 1. Capitalization of the current activities and projects (A2.1) 2. Supporting the implementation of the MSP in the BSR (A2.2) 2.1. Report on identified mechanisms for the implementation of MSP 2.2. User guide and visualization material of BASEMAPS 2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) 17.55 Reassemble 5 18.00 Family Photo 5		4. Accumulating knowledge on stakeholder involvement and	Discussion	
Reflection per partner Feedback 16.30 Coffee break 30 17.00 Group work Introduction to group work @Egija 17.05 Group work according to activities @ActivitiesLeaders & @ActivitiesParticipants 1. Capitalization of the current activities and projects (A2.1) 2. Supporting the implementation of the MSP in the BSR (A2.2) 2.1. Report on identified mechanisms for the implementation of MSP 2.2. User guide and visualization material of BASEMAPS 2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) 17.55 Reassemble 5 18.00 Family Photo 5		engagement into MSP (A3.3)		13
Feedback 16.30 Coffee break 17.00 Group work Introduction to group work @Egija 17.05 Group work according to activities @ActivitiesLeaders & @ActivitiesParticipants 1. Capitalization of the current activities and projects (A2.1) 2. Supporting the implementation of the MSP in the BSR (A2.2) 2.1. Report on identified mechanisms for the implementation of MSP 2.2. User guide and visualization material of BASEMAPS 2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) 17.55 Reassemble 5 18.00 Family Photo 5		5. Visibility end communication of the Platform (A4.1)		
17.00 Group work Introduction to group work @Egija 17.05 Group work according to activities @ActivitiesParticipants 1. Capitalization of the current activities and projects (A2.1) 2. Supporting the implementation of the MSP in the BSR (A2.2) 2.1. Report on identified mechanisms for the implementation of MSP 2.2. User guide and visualization material of BASEMAPS 2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) 17.55 Reassemble 5 18.00 Family Photo 5				
17.00 Group work Introduction to group work @Egija 17.05 Group work according to activities 1. Capitalization of the current activities and projects (A2.1) 2. Supporting the implementation of the MSP in the BSR (A2.2) 2.1. Report on identified mechanisms for the implementation of MSP 2.2. User guide and visualization material of BASEMAPS 2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) 17.55 Reassemble 5 18.00 Family Photo 5		Feedback		
Introduction to group work @Egija 17.05 Group work according to activities @ActivitiesLeaders & @ActivitiesParticipants 1. Capitalization of the current activities and projects (A2.1) 2. Supporting the implementation of the MSP in the BSR (A2.2) 2.1. Report on identified mechanisms for the implementation of MSP 2.2. User guide and visualization material of BASEMAPS 2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) 17.55 Reassemble 5 18.00 Family Photo 5	16.30	Coffee break		30
### Proof of the Computer According to activities ### Group work #	17.00	Group work	Info	5
17.05 Group work according to activities @ActivitiesLeaders & @ActivitiesParticipants 1. Capitalization of the current activities and projects (A2.1) 2. Supporting the implementation of the MSP in the BSR (A2.2) 2.1. Report on identified mechanisms for the implementation of MSP 2.2. User guide and visualization material of BASEMAPS 2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) 17.55 Reassemble 5 18.00 Family Photo 5		Introduction to group work		
 @ActivitiesLeaders & @ActivitiesParticipants 1. Capitalization of the current activities and projects (A2.1) 2. Supporting the implementation of the MSP in the BSR (A2.2) 2.1. Report on identified mechanisms for the implementation of MSP 2.2. User guide and visualization material of BASEMAPS 2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) 17.55 Reassemble 5 18.00 Family Photo 5 End day 1 		@Egija		
 Capitalization of the current activities and projects (A2.1) Supporting the implementation of the MSP in the BSR (A2.2) 2.1. Report on identified mechanisms for the implementation of MSP 2.2. User guide and visualization material of BASEMAPS 2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia Cross-sectoral dialogue (A3.1) Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) Visibility end communication of the Platform (A4.1) Reassemble 5 18.00 Family Photo End day 1 	17.05	Group work according to activities	Group work	
2. Supporting the implementation of the MSP in the BSR (A2.2) 2.1. Report on identified mechanisms for the implementation of MSP 2.2. User guide and visualization material of BASEMAPS 2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) 17.55 Reassemble 5 18.00 Family Photo 5		@ActivitiesLeaders & @ActivitiesParticipants		
2.1. Report on identified mechanisms for the implementation of MSP 2.2. User guide and visualization material of BASEMAPS 2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) 17.55 Reassemble 5 18.00 Family Photo 5				
2.2. User guide and visualization material of BASEMAPS 2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) 17.55 Reassemble 5 18.00 Family Photo 5				
2.3. A proposal of an institutionalized tool 2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) 17.55 Reassemble 5 18.00 Family Photo 5 End day 1				
2.4. MSP Roadmap for Russia 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) 17.55 Reassemble 5 18.00 Family Photo 5 End day 1				
3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) 17.55 Reassemble 5 18.00 Family Photo 5 End day 1				
4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) 17.55 Reassemble 5 18.00 Family Photo 5 18.05 End day 1		·		
into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) 17.55 Reassemble 5 18.00 Family Photo 5 18.05 End day 1				
17.55 Reassemble 5 18.00 Family Photo 5 18.05 End day 1				
18.00 Family Photo 5 18.05 End day 1		5. Visibility end communication of the Platform (A4.1)		
18.05 End day 1	17.55	Reassemble		5
·	18.00	Family Photo		5
19.00 Dinner at Restaurant in Riga Old City	18.05	End day 1		
	19.00	Dinner at Restaurant in Riga Old City		



22 November 2019

9.00	Good morning with coffee		
9.30	 Group work according to activities continues @ActivitiesLeaders & @ActivitiesParticipants 1. Capitalization of the current activities and projects (A2.1) 2. Supporting the implementation of the MSP in the BSR (A2.2) 3. Cross-sectoral dialogue (A3.1) 4. Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) 5. Visibility end communication of the Platform (A4.1) 	Group work	60
10.30	Coffee break		
11.00	 Feedback from group work ActivitiesLeaders & @ActivitiesParticipants Capitalization of the current activities and projects (A2.1) Supporting the implementation of the MSP in the BSR (A2.2) Cross-sectoral dialogue (A3.1) Accumulating knowledge on stakeholder involvement and engagement into MSP (A3.3) Visibility end communication of the Platform (A4.1) 	Info	40
	Reflection per partner Feedback	Discussion	10 10
12.00	Project platforms in Interreg Baltic Sea Region – new type of support Interreg BSR JA/MA @ElenaKolosova	Info	20
12.20	Summary of the meeting	Info	10
	@Inga + @AII Whole picture of the project Update of Project action plan Next events Next deadlines What to communicate from this meeting	Discussion	20
12.50	Remaining issues to discuss	Discussion	5
12.55	Farewell	Info	5
13.00	End of the meeting		
13.00	Lunch (sandwiches)		

Welcome to Riga!

Project Management Team at VASAB Secretariat