**Thursday 30th Nov 2017**

**PERFORM 5th Steering Committee meeting**

*skype*

**AGENDA**

We have organized the issues to be discussed on the basis of (i) the midterm **external review recommendations** and (ii) the **planning of needs** for the remaining of the project.

1. **External review recommendations –** How will they be addressed? Please prepare your thoughts on how to implement them (we are listing below the recommendations and pointing to the responsible WP)

# *The project website should be more developed and it should be more attractive for final users. Videos on the website should give more time for the students’ feedbacks on the events they have participated and impacts they have received* (WP6)

* 1. **Webpage update - How is it going in relation to the different items to be uploaded?**
	2. **Videos for dissemination -** Budget availability?

# *The project should enhance application of social networks to reach the pupils and promote STEM education among youngster* (WP6)

# *The final user for the project activities should be more involved* (WP2, WP3)

# *The consortium should develop the contacts with new stakeholders and new final user of the project* (WP5)

# *The logo of the EU should appear in every publication* (WP1, WP6)

# *The consortium should think about the sustainability of the project after the EU funding* (WP5)

1. **Planning of needs –** associated budget and possibilities of coping with it
	1. **EC final review meeting –** set aside budget
	2. **…**
2. **Final conference**
	1. **Dissemination –** planning?
	2. **Budget** - according to the 4th SC minutes: *Ideally the presence of teachers, students, and ECR from UK and Spain at the final conference is required. UNESCO and EUSEA will check their budget availability and requirements by end of April 2017. In the case UNESCO and EUSEA don't have enough budget, all partners will explore their own budget availability to cover these expenses.*

*Invitation criteria*

* 1. **Venue -** UNESCO Headquarters?
1. **Deliverables** - Planning for the remain of the project
2. **RRI questions included in the AB evaluation process** - Feed into WP3?