

Net4Mobility

**Best Practice Seminar
NCP Training**

**23-24 March 2017
Dublin, Ireland**

Venue - Dublin

RECOMMENDED HOTEL

Mespil Hotel
 50-60 Mespil Road
 Dublin 4
 D04 E7N2
<http://www.mespilhotel.com/>
 +353 1 488 4600

MEETING VENUE

ALE E2.16/17, Zone 7, Science Centre East Concourse
 O'Brien Centre for Science
 University College Dublin
 Belfield
 Dublin 4

<https://goo.gl/maps/rsVarW1sX2H2>
<https://drive.google.com/file/d/0B16weXEKpfuca1RVc1RNa3hTcnc/view>

Agenda Thursday 23 March 2017 Best Practice Seminar

When	What	Who
Best Practice Seminar - How to Support Clients with Proposal Writing		
08:30	Meeting in Mespil Lobby to travel to UCD O'Brien Science Centre by bus	
9:15 - 9:45	Welcome & Coffee	
9:45 - 10:00	Welcome and Seminar Overview	Sibylla (CH) & Jennifer (IE)
10:00 - 10:45	Brainstorming! Identifying Common Problems with MSCA Proposals	Group Exercise Sibylla
10:45 - 11:45	Presenting Solutions Part 1 – how NCPs train clients to avoid those common problems	Presentation 1) Therese (AT) 2) Angelo (IT) and Jennifer (IE)
11:45 - 12:15	Presenting Solutions Part 2 – how NCPs train clients to avoid those common problems.	5-minute oral presentations 1) Suzanne (IE) 2) Sandra (HR) 3) Iveta (SK) 4) Muna (JO)
12:15 - 13:00	Brainstorming! Identifying solutions to common problems with MSCA proposals	Group Exercise Sibylla

13:00 - 13:45	LUNCH		
13:45 - 15:45	World Café Training Tips and Tricks	Group Exercises	Adam (PL) Smadar (IL) Kristin (EE) Jennifer (IE)
15:45 - 16:00	Wrap-Up & Conclusions Evaluation Questionnaire		Sibylla
NCP Projects			
16:00 - 17:00	Open meeting about the new National Contact Point project		Chair: Anna Wisnieska Attendees: All NCPs are welcome
17:00 - 18:30	Net4Mobility Steering Committee Meeting		Chair: Sibylla Martinelli Attendees: Net4Mobility Steering Committee Members
18:30 - 19:30	FREE TIME		
20:00	Meet in hotel lobby to walk to restaurant for group dinner		
20:30	Group Dinner – O’Connell’s Restaurant, 134 Morehampton Road, Donnybrook Dublin 4 (paid for by the project)		

Agenda Friday 24th March 2017

NCP Training

When	What	Who
NCP Training - Collaborating with the Enterprise Europe Network		
08:15	Meeting in Mespil Lobby to travel to UCD O'Brien Science Centre by bus	
9:00 - 9:30	Welcome & Coffee	
9:30 - 10:15	Enterprise Europe Network & its services	Cristina Pascual & Gerard O'Regan EEN Ireland
10:15 - 10:30	MoU / Guidelines for efficient & sustainable EEN-NCP collaboration	Cristina Pascual
10:30 - 11:10	Good Practices of NCP-EEN Collaboration	1) Alexandra Pohl 2) Cristina Pascual 3) Jesús Rojo
11:10 - 11:30	COFFEE BREAK	
11:30 - 12:45	World Café "Towards an efficient & sustainable collaboration" on: <ul style="list-style-type: none"> • Exchange of information • Training • Networking activities (i.e. Partner Searches & Brokerage Events) Rapporteurs: Tuğba Arslan, Mona Elrawi, Cristina Pascual, Alexandra Pohl, Sandra Vidović & Jesús Rojo	Alexandra Pohl
12:45 - 13:00	Closing Remarks Evaluation Questionnaire	Cristina Pascual
13:00 - 14:00	LUNCH CLOSE OF MEETING	

How to reach what From the airport to the Mespil Hotel

1) By Public Transport:

The easiest way to reach the Mespil Hotel from the airport is to take the Aircoach number **702 Dublin Airport to Greystones**. Get off the bus at the Schoolhouse Hotel Northumberland Road. From there it is a 10 minute walk down the canal to the Mespil Hotel. A map is given below.

The fare is €14.00 return and tickets are available from the driver. The timetable is available from <http://www.aircoach.ie/timetables/route-702-dublin-airport-greystonesbray>



2) By Taxi:

Taxis are plentiful and all those available at the airport are fully licensed. The fare will be about €40 to €45, depending on the time you arrive, as taxis are more expensive at night than during the day.

From the Mespil Hotel to University College Dublin

- Turn left when you come out of the hotel and walk for about 5 mins to the next bridge on the canal.
- Turn left at the bridge onto Upper Leeson Street and walk to the yellow “Dublin Bus” bus stop.
- Catch the bus number 46A or 145. The fare one-way will be €2.70 and you should pay the driver. **Please note that no change is given by the driver, so try to have the exact fare available.**
- The journey to UCD takes about 10 minutes by bus. Get off the bus at the Stillorgan Road UCD stop – the driver can advise you.
- Cross over the road and enter the UCD Campus by the main gate. The O’Brien Centre for Science is in the middle of the campus. A campus map can be found at <https://drive.google.com/file/d/0B16weXEKpfuca1RVc1RNa3hTcnc/view>



From the Mespil Hotel to O’Connell’s Restaurant

Address: 134 Morehampton Road, Donnybrook Dublin 4

- Turn left when you come out of the hotel and walk for about 5 mins to the next bridge on the canal.
- Turn left at the bridge onto Upper Leeson Street and keep to the left.
- You will pass the Clayton Hotel on your left hand side.
- Keep walking on this road (Morehampton Road) for about 20 min.
- O’Connell’s Restaurant is on the right-hand side of the street.

Practical Info about Ireland

BUSINESS HOURS

Shops are in general open seven days a week, with some, e.g. clothing stores, pharmacies, operating reduced hours on a Sunday.

MEALS

Most of your meals will be provided as part of the programme.

CLIMATE

The weather in Ireland in March is unpredictable! Bring plenty of light layers in case the weather is warmer or colder than normal, a warm jacket/coat and an umbrella! Check the weather at <http://www.met.ie/>.

LANGUAGE

English and Irish are the national official languages in Ireland.

CURRENCY

The currency in Ireland is the Euro.

MEDICATIONS

Please bring a supply of any necessary medications with you. However, there is a pharmacy near to the hotel (Boots, at 134-135 Lower Baggot Street, Dublin 2).

ELECTRICITY

In Ireland we use the UK-style plug with 3 pins. Please bring an adaptor with you.

SMOKING

According to Irish Government policy, smoking is not permitted inside any buildings that are open to the public. Smokers are asked to smoke outside in the open-air area.

Emergency Contact Information

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