



## Able Access for All Exchange (AAAE) Work Package Agenda

- **WP1** Project management
- **WP2** Living lab test: 2 virtual tourism products created in each region and tested among the potential users of the other region & stakeholders, e.g. the Paralympic Committee, private sector, etc.
- **WP3** Design and Testing of the commercial tourism product: Following the living lab feedback the final tourism product is formulated, complying with national & good practice standards set by ENAT. Trial of the new tourism product.
- **WP4** Evaluation, communication, long term cooperation

**March 2011 – January 2012 Project Management** – Work package 1 includes all activities of accounts administration, spending and reporting to be carried out by the coordination and to the proper authorities and partners.

**March 2011 Start-up meeting** – Kick off to stipulate each partners obligations; make any required program and budgetary adjustments (according to EU permissible standards and with proper reporting and full transparency).

**March – May 2011** - Creation of virtual tourism packages, living lab testing, final product arranged- Laying down the framework for the real trial: developing the questionnaire, consultancy with end-users, collection and analysis of data, submission and analysis of findings

**August - September Trial in Finland** - Low season experience under the designed product-line of Living lab result

**September - October Trial in Portugal** - Low season experience under the designed product-line of Living lab result

**October – November** - Analysis of results and study of good practices, steering group meeting

**December** - Publication and distribution of results (preliminary phase)

**December** - Cyprus Calypso promo / education trip, results analysis, steering group meeting

**January 2012** - Finalization of Project ... gathering and study of results from full Project experiences

**January 2012** – Final meeting, future set-up plans of action, final study and publication of results

Month	March 1	April 2	May 3	June 4	July 5	August 6	September 7	October 8	November 9	December 10	January 11
WP1											
WP2											
WP3											
WP4											



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**WP1 proposal:**

Management will be carried out in clear transparency and with clear regular reporting. Reporting can be conducted either at 3month intervals or with the completion of each work package.

Internally monthly status reports will be submitted to the coordinating co-beneficiary. These reports must entail:

1. expense details
2. spent working hours
3. summary of activities
4. Status of current activities/responsibilities

**WP2- WP3 development proposal:**

Each partner will devise a holiday package in conformity with the Calypso criteria for AAAE:

1. Target group: People with disabilities and companions
2. covering low seasonality

With this a program sample must be made up and following the living lab process (LLP), must be analyzed and surveyed by the partners and end-users the means used could imply social networks, members, staff, associations that are related to the specific target group or are themselves disabled. By end of May 2011 packages must be ready and finalized to start the design and testing phase.

In WP3, based on the data gathered from the LLP, there will then be materialized in a proposed package that will be carried out during a low season period within the time of the project in Finland (Aug/Sept 2011 – *May June is preferable but lacking in organizational time*) and in Portugal (Sept/Oct. 2011 – Nov. also feasible)

• **Program Examples:**

Winter Camp Vuokatti/ Kainuu Region (1week)

- Day 1** Arrival and welcome dinner
- Day 2** Meet the Coaches – Fitness evaluation – Session 1 Ski intro
- Day 3** Morning session ski visit to local fruit winery (hiking)
- Day 4** the Forest Experience – Day in the forest "the Finnish way" (Hiidenportti)
- Day 5** morning session ski – Gym experience
- Day 6** Morning ski – Traditional dinner – Sauna
- Day 7** Snowmobile safari - Departure

Autumn in the Sun Ribatejo (1week)

- Day 1** Arrival and welcome dinner
- Day 2** Meet the Coaches – Cultural visit to the area– Handicraft making
- Day 3** winery hiking tour
- Day 4** the farming Experience – Day on the farm "the Portuguese asset" (animal breeding / winery)
- Day 5** free day – shopping tour
- Day 6** Bullfighting tradition – the "corrida" – Traditional "turtulia" dinner
- Day 7** visit the capital- Departure





#### **WP4 Proposal:**

Once LLP and test round completed, all material is to be gathered and properly studied to finalize a results and good practices package/publication. Each participating partner will be responsible for the dissemination of the result. The coordination will conduct a global dissemination through the use of the internet and social networking means.

The Cypriot partners European Social Forum of Cyprus (ESFC) will host a workshop related to the Calypso AAE project and for the dissemination of Calypso in Cyprus as well as the concept of Accessible Tourism.

This Seminar/workshop is to be carried out in December and exact details of the program will be determined accordingly. As a non beneficiary partner, ESFC will support the coordination “in situ” and will be responsible for advising location, logistical matters for the seminar/workshop. It will also be of the ESFC’s responsibility to gather and invite appropriate guests to the seminar/workshop. This is to say that all guest must be connected to the Tourism Industry such as stakeholders, ministries, Service providers and institutions. They must also include, when possible representatives of the Tourism boards in order to ensure quality audience for promoting the Calypso concept and Accessible Tourism to the proper authorities and decision makers.