

INVITATION

Partner meeting in Jelgava, 10 – 12. February, 2020

Dear Waterdrive partners,

You are very welcome to the **partner meeting in Jelgava on February 10-12**. Attached you find the program.

The project is on track and your WP lead has shared the workplan with budgets for your comments. During the Jelgava meeting, we will confirm the workplan and all details connected. A specific challenge will also be to agree and confirm project implementation in the case areas.

It is important that you and your team join in Jelgava as we now move into the second phase of project implementation with a stronger focus on deliverables. Yes, this project is challenging and the context is new and complex. However, most of us are also triggered by the challenges but if not, now is the time to leave the partnership if you think your tasks are overwhelming or alternatively you seek to adjust your budget to a lower in-put level. Any, such adjustments in the partnership and/or budgets shall be agreed before we leave Jelgava.

The Jelgava program includes in-depth content seminars during Monday-Tuesday (WP2, WP3 and WP4) and from Tuesday-Wednesday discussions will focus on the workplan and the case areas. How to tell a fantastic story is also part of the program in Jelgava.

If you are an activity group leader, you will now need to embrace a firm but kind grip on your partners and agree on task, roles and start deliver outputs. For your support, we will share the most recent workplan during the week before the meeting in Jelgava.

Looking forward seeing you all in Jelgava!

Staffan
Coordination

Zanda
Communication

Hallvard
Financing

Please, register for the Jelgava partner meeting by filling up information in xls file under link: [HERE](#).

If you have difficulties to fill in table, please, send below indicated info to the email:

waterdrive@zemniekusaeima.lv

Representative (Name, Familyname), Organization, Mobile (with country code), Hotel, Date of Arrival, Time of Arrival & Flight Number/ Bus info, Date of Departure, Time of Departure & Flight Number, Food Preferences, Other Comments.

Dear partners,

We, Latvia Partners' team, are truly excited to host the project partner meeting in Jelgava and we are ready to assist you in any possible way in order to make your stay more enjoyable. In this document you can find information about technicalities of the meeting and below also the draft programm.

Recommended hotels

There are several hotels, which we recommend for stay. Please, indicate, which hotel you have chosen in the registration form. We will arrange transfer from selected hotels (indicated below) to the meeting place and back to the hotel.

In Jelgava or nearby

Hotel Jelgava, Lielā iela 6, Jelgava, LV-3001, Latvija

Zemgale, Skautu iela 2, Jelgava, LV-3002, Latvija

Hotel Senliči, Līči, Jelgavas nov., Jelgava, LV-3031, Latvija

Agate Hotel, Skolas iela 16, Ozolnieki, LV-3018, Latvija

In Riga

Rixwell Elefant Hotel, Kalnciema iela 90, Rīga, LV-1046, Latvija,

Bellevue Park Hotel Riga, Slokas iela 1, Rīga, LV-1048, Latvija

Means of transportation

The Riga airport is the closest one to Jelgava (less than 1h drive). For both, staying in Riga or Jelgava, we recommend to choose Baltic Taxi (green cars) for travel from the airport to the hotel. From the airport to Jelgava Baltic Taxi would cost ~ 50 EUR.

From Riga International Bus Stop the most convinient is to reach Jelgava by bus/minibus. Tickets available [online](#) and also in bus station.

Another option is to walk from Riga International Bus Station to Riga Central Railway station and travel by train. You can buy tickets [online](#) or in Railway Station.

When arrive in Jelgava, you can choose taxi or walk to the hotel. Walking distance is only from Bus station to the Hotel Jelgava. For others, we recommend to take taxi.

We will arrange transport from hotels to the event place. However, after arrival we invite you to use taxi or other type of transport to get to the meeting place or your hotel (depending on arrival time). If you do not know precise travel plans at the registration moment, please send them to the e-mail waterdrive@zemniekusaeima.lv or register in the registration [form](#) as soon as they get clear.

Feel Free to go in touch with us

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Partner meeting in Jelgava, 10 – 12. February, 2020

Venue: Jelgava Palace, Liela iela 2, Jelgava

Draft agenda

Time	Activity	Responsible	Venue place
Monday, February 10			
12:00	Joint lunch for early arrivers (covered by each partner from own budget)		Canteen
13.00-14.30	Two parallel workshops:		
	WP4 Policy seminar in collaboration with Tools2Sea and RETURN projects Agenda: 13.00 Intro – aim of the session 13.15 – 13.50 – Main results from Tools2Sea project, + discussion (20 min) 13.50 – 14.30 – Main results from RETURN project, + discussion (20 min)	Kaja, Staffan	Room 278
	WP2 Testing “participatory toolbox” with invited representatives of stakeholders/case areas. 13.00 – 13.30 – Ice-breaker – Getting to know each other 13.30 - 14.30 Collaboration upside down – Developing dos and don’ts for working together	Franziska	Room 293
14:30	Coffee		
14:45- 16:00	The two parallel workshops are continued:		
	WP2 Testing “participatory toolbox” with invited representatives of stakeholders/case areas. 14:45 – 16:00 Guided brainstorming session on participation – Working with different stakeholders and ensuring participation	Franziska	Room 293
	WP4 Policy seminar in collaboration with Tools2Sea and RETURN projects Agenda: Proposal of Waterdrive to improve the water management in agriculture, based on the Waterdrive results Reflections on the proposal by the Waterdrive partners and the representatives of Tools2Sea and RETURN	Staffan, Kaja	Room 278
Tuesday, February 11			
08.30	Two parallel workshops: Wrap-up and next steps		
	WP2 Testing “leadership manual” with invited representatives of stakeholders/case areas 08.30 – 09.00 Communicative challenges and the many roles of the leader 09.00 – 10.15 Workshop session on (collaborative) process design – Testing guiding principles on a real life case	Magnus Magnus	Room 293

	10.15 – 11.30 Implementation at home – Transforming high ambitions to practical realities.	Magnus, Frank, Franziska	
	WP3 planning meeting	Ainis	Room 284
11:30	End of workshop and lunch (covered by each partner from own budget)		Canteen
12:30	Welcome to Jelgava and LLU Vice-Rector for Science of LLU	Irina Arhipova	Silver hall
13:00	Street smart communication How to tell a complex story in 20 seconds?	Inese Maurina, External Communication expert	Silver hall
14:30	Coffee		
15:00–17:00	Case area harmonized presentations incl. case areas in Russia. Swot analysis Pre-selected case areas by activity groups.	15 minutes/case area Case area responsible persons	Silver hall
19:00	Dinner		City center of Jelgava
Wednesday, February 12			
09:00	Detailed planning connecting activity groups and case area incl. case areas in Russia. Setting activities, dates and responsible persons. Period 3.	WP leaders, Activity group leaders, case area responsible persons.	Silver hall
10:30	Coffee		
11:00	Bringing all together in the joint project workplan and schedule.	all	Silver hall
12:30	Introducing the Baltic Regional meeting in Lodz, March 8,19,20.	Katarzyna and Polish team	Silver hall
13:00	End of meeting and lunch (covered by each partner from own budget)		
13:30-16:30	Bus tour with water/agriculture site visits ending up in Riga	Zanda	

Map of Jelgava Palace

