

EFA Capacity Building Meeting for Portuguese Members

Saturday 15th of November 2014, 10:00 - 18:00

Hotel VIP Executive Villa Rica

Av.5 de Outubro, 295

Lisboa

Portugal

TBD, **Moderator**; Antje Fink-Wagner, **EFA Fundraising and Project Manager**; Giuseppe De Carlo, **EFA Project Manager**

Time	Activity	Lead
10 : 00	Welcome by Moderator	Moderator
10 : 10	Personal introductions	Antje Fink-Wagner Giuseppe De Carlo Participants
10 : 30	Presentation and Discussion of Follow-up of materials received, pre-conditions, recommendations for an NGO – what's missing?	Antje Fink-Wagner
11:15	Coffee Break	
11 : 30	Presentation and Discussion on the ways to identify and maintain fundraising opportunities; Types of funding, how to attract partners, tools for funding, long-term sustainability, risk assessment	Antje Fink-Wagner
13 : 00	Lunch Break	
14 : 00	Presentation of Internal Discussions	<i>Moderator</i>
14 : 15	Internal Group Discussion	<i>Moderator</i>
15 : 00	Presentation on results Internal Discussions	EFA Members
15 : 15	Coffee Break	
15:30	Discussion on the need for cooperation with other NGOs and national stakeholders	<i>Moderator</i>
16:00	How To Inspire Volunteers ; How to attract them and keep them involved, efficiency and effectiveness, long-term sustainability	<i>Moderator</i>
17:00	Remaining questions from EFA and participants What can EFA do to add value for identification of other knowledge gaps not covered yet? Follow-up meeting in connection to AGM & Network Day? What is clear now? What requires further investigation?	All
17 : 45	Concluding remarks	Moderator
18 : 00	End of the meeting	

The European Federation of Allergy and Airways Diseases Patients' Associations (EFA) is a non-profit network of allergy, asthma and COPD patients organisations, representing 38 national associations in 24 countries and over 500.000 patients. EFA is dedicated to making Europe a place where people with allergies, asthma and COPD have the right to best quality of care and safe environment, live uncompromised lives and are actively involved in all decisions influencing their health. <http://www.efanet.org>



This event arises from EFA operational programme 2014, which has received funding from the European Union in the framework of the Health Programme (2008-2013). The content of this programme is EFA's sole responsibility; it can in no way be taken to reflect the views of the European Commission and/or the Executive Agency for Health and Consumers or any other body of the European Union. The European Commission and/or the Executive Agency do(es) not accept responsibility for any use that may be made of the information it contains.

EFA European Federation of Allergy and Airways Diseases Patients' Associations

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