



Summary balance sheet seminary Be:in

15-20 october – Saillans

1) List of participants

2) Agenda of the seminary

3) Evaluation of participants

4) Notes :

- N1 : photos of the seminary
- N2 : power point présentation of Saillans
- N3 : « Coffee-project » : presentation of projects by each partener
- N4 : presentation of cooperative workshop about concret situations
- N5 : press articles

Be : In project, project n°: 2016-1-FR01-KA204-024219

Study Visit / training n°3

SAILLANS - FRANCE

From October 16th to 20th

1) Participants list (from the partners' organizations)

Organisation	Name	Function	Email address
Silvi (IT)	Brunella d'Annibale	Employee	brunelladannibale@hotmail.it
Silvi (IT)	Concettina Cerrone	Employee	tina_59@libero.it
Gulbene (LV)	Baiba Kalmana	Employee at the development and project department	baiba.kalmana@gulbene.lv
Gulbene (LV)	Gunta Dergača	Administrator	guntadergaca@inbox.lv
Istiea-Aidipsos (GR)	Niki Kalemi	Council of the Mayor	noart@oteuet.gr
Istiea-Aidipsos (GR)	Argyro Arapoglou	Worker at the municipality	ar.arapoglou@gmail.com
Istiea-Aidipsos (GR)	Styliani Matigaki-Stamathioudaki	President of the culture club Fotodentro	smatigaki@gmail.com
Mairie de Saillans (FR)	Fanny Larroque	Chargée de mission participation	larroquefanny@gmail.com
Institut Intercultu rel Timisoara (RO)	Anne Guillermou	Board directive	alag_isis@yahoo.com
Institut Intercultu rel Timisoara (RO)	Calin Diaconescu	Collaborator	calindiaconescu@yahoo.fr

Towarzystwo Urbanisto w Polskich (Poland)	Kasia Piskorek	Consultation, facilitator, researcher	Kataryna.piskorek@hotmail.com
Mairie de Saillans (FR)	Joachim Hirschler	Elective representative	environnement@mairiedesaillans26.fr
Mairie de Billère (FR)	Céline Garlenq	Responsible for citizens participation and social innovation (employee)	celine.garlenq@ville-billere.fr
Mairie de Billère (FR)	Marie-France Marzat	Elective representative	mf.marzat@free.fr

2) Training activity / Study visit

Program

→ Context and objectives

The objectives of Be : In project are :

- To develop a cooperation between the partners on the issue of inclusive participation
- To strengthen the skills of the volunteers or the employees who work on citizenship participation projects

The objectives of the training activities / study visits are:

- To share our experiences (Exchange of good practices)
- To discover new tools and methods for inclusive participation
- To strengthen the group dynamic
- To strengthen the dialogue between the stakeholders (politicians, employees, volunteer, NGOS, local authorities, etc.)
- To enjoy an intercultural experience

→ Logistics information

Location	Saillans, France http://www.mairiedesaillans26.fr/
Objective of the visit	Participation of the citizens in the management of a Municipality
Dates	October 15th, 2017 (arrival date) – October 20th, 2017 (departure date)

→ Meeting agenda

Day of arrival Sunday	Arrival of the participants in Saillans 20.00 : individual dinner, free evening.
Day 1 Monday	<u>General presentation day</u> 9:30 : collective meeting 10.00 – 13.00 : welcome time, introduction, warm up and ice-breakers games. - Presentation of the week, logistical questions. - Tool : « walk stops” Objectives : to present ourself and know each others <ul style="list-style-type: none">- Which country do you come from?- Which accommodation do you have in Saillans?- How many language do you speak ?- Which kind of structures do you come from ?

	<p>- Tool : “think and listen” Objective : meetings in small groups to exchange ideas, questions and get a larger vision. One to one, each person talk during 15 min, the other person just listen. We do it walking in the village, to experiment others ways to work and think. “Why am I here ? What I want to work on during this seminary ? »</p> <p>- Tool “Méta-plan” Objectives : to identify obstacles and difficulties in participatory projects We make a collective cercle. Each participant write on 2 post-it 2 questions he has, based on a concret situation he leaves or leaved. Then we gathers all the questions, making collective topics.</p> <p>13.00-14.30 : lunch at the Restaurant le Rieussec</p> <p>14.30-16.00 : pedestrian visit of the village of Saillans Tool : “rallye-photo” Objectives: to discover various examples of initiatives and actions taken by the participation of citizens : public garden, collective composting, village flowering, creation of a young adults place, medical center, free place for exchange of clothes and books, ...</p> <p>16.00- 16.30 : break</p> <p>16.30-18.00 : presentation of the experience of management in collegial and participatory governance of the Municipality of Saillans Tool : powerpoint - cf note n°2 Objective : to discover the experience of Saillans Presentation by 2 village councilors. Questions and answers time.</p> <p>18.00-18.30 : sharing time of the day - Logistical points and questions. - Individual writing time during 5 min based on a poem of Antonio Machado : « walking we make the walk and today my walk is...”. Everybody write in his own language. Then sharing time : by group of 3 persons from different countries, everyone read his creation. The idea is to share our language, make alive his own langage, listen the music of langage.</p> <p>18.30-20.00 : break</p> <p>20h00 – 21.00 : diner with the group à the Pizzeria la Pizz</p>
<p>Day 2 Tuesday</p>	<p><u>Day dedicated to participation and empowerment (innovative tools)</u></p> <p>9.30-10.00 : “Pac man ice-breaker” Objective : to create links in the group and experiment ways of collective organizations</p> <p>10.00-12.45 : “mutual interviewing groups” Objective : to share experiences and and build a collective analysis.</p> <p>We make groups of 3 persons. 4 topics based on the « meta plan » we made on Monday :</p> <ul style="list-style-type: none"> - information of cityzens - pedagogical experimentations of involvement

	<p>- experiences of making global approach - decision process</p> <p>1) The stories In groups, each person take 10 min to share a moment of participation he lived where he was satisfied, a successful experience, and another one who wasn't successful.</p> <p>2) Analysis In groups, the 3 persons make a collective analysis about their topics with a draw, symbols, links.</p> <p>3) "Museum" We display all the draws and each person can discover the work of the others. It's a time to think about what we are agree or disagree with, to prepare our questions.</p> <p>4) Collective sharing moment "What do we leaved? What questions we have ? What the others draws make us think about ? »</p> <p>13.00-14.30 : lunch at the Restaurant du Tunnel</p> <p>14.30-16.00 : thematic visits in Saillans : 2 options Cf photos 1) Discovery of a traditonnal irrigation sytem organized by inhabitants and called "les Bellières". Visit guided by a citizen. 2) Discovering the historical heritage of the village. Visit guided by an elected councilor.</p> <p>16.00-18.00 : "coffee-project" Objective : exchange of practices between partners based on experiences held in each country. Cf note n°3</p> <p>18.00-19.00 : group evaluation Tool : « Inside weather » Objective : to invite each participant to share his feelings about the seminary. 2 questions : - How I feel at the end of the second day ? - How I project myself for the following days ?</p> <p>19.00-20.30 : break or « apéritif » at the associative place « l'Oignon ».</p> <p>20.30 – 22.00 : collective dinner at the restaurant La pantoufle Rieuse</p>
<p>Day 3 Wednesday</p>	<p><u>Day dedicated to concret situations difficult and discover of SPIRAL method</u></p> <p>09.30-10.00 : energizer « game of little papers » Objective : to know better each others. Energizer facilitated by a participant.</p> <p>10.00- 12.30 : « cooperative workshop about concret situations » cf note n°4 objective : build a collective analysis from concret situations</p> <p>12.30-14.30 : lunch at the Restaurant Les Nouveaux Chefs</p> <p>14.30-17.30 : introduction of SPIRAL method by Sebastien Keiff (1st part)</p>

	<p>17.30-18.00 : break</p> <p>18.00-19.30 : visit of a local wine cellar and wine tasting (organic Clairette de Die).</p> <p>19.30-21.00 : dinner à la Chambre d'Hôte des Morins</p>
Day 4 Thursday	<p><u>Day dedicated to SPIRAL method, based on principles of 'collaborative democracy' – outside speaker Sébastien Keiff (Bordeaux, France).</u></p> <p>9.30-12.30 : SPIRAL method (2nd part)</p> <p>12.30-14.30 Lunch by catering</p> <p>14.30- 17.30 : SPIRAL method (3rd part)</p> <p>17.30-19.00 : break</p> <p>19.00-20.00 : « apéritif » at the municipality, with councillors and inhabitants. Invitation of local press. Introduction of traditional dances from Greece and France !</p> <p>20.15 – 22.30 : dinner at the restaurant la Pantoufle Rieuse (~ EUR 20 per person)</p>
Day 5 Friday	<p><u>Last day : evaluation moments.</u></p> <p>9.30-10.30: administrative point about the seminary. Presentation of the next steps.</p> <p>10.30-11.30 : tool « think and listen » by groups of 3 persons « Tomorrow I come back home, in my structure : what I do ? » 2 questions : - What I remember about this week ? - What I would like to do, to transform ?</p> <p>11.30-12.00 : postcards time. Distribution of postcards : each participant is invited to write to a person he want to share a memory of the week, a question.</p> <p>10.45-11.45 : tool « collection of golden memories » Objectives : to share our best moment of the week. We make a small cercle, and each participant share a good memories or learning of the week.</p> <p>12.00-12.30 : collective cleaning of the room.</p> <p>12.30 : Closure of the meeting.</p> <p>12.30-14.00 : collective lunch by catering.</p> <p>Back home</p>

- An idea / a tool that I could implement in my town / in my organization when I come back

- A question I ask myself regarding the skills and materials acquired during the meeting

- What else?

Many thanks for your contribution!

Synthesis of the questionnaires feedbacks from the participants

- Comments and suggestions on technical organization of the meeting (i.e. communication and information before the study visit, agenda, assistance with bookings and transportation, meals, accommodation, etc.)

All the participants are very satisfied by the organization of the meeting. They liked the accommodations, all the meals at restaurant or with catering, the way they were hosted in the village.

- Comments and suggestions on the activities, lectures, workshops of the meeting (methods AND content)

The participants wrote they really liked all the activities : "it was interactive and with a good collaboration and cooperation within the whole team". They also really liked all the atmosphere created by each participant.

It was for most of them very intensive and enriching.

They appreciated the fact to experiment lot of participative methods during the workshops.

A proposition is to use more visual inputs.

- One word which define my feelings during this study visit

Some examples : "inspired, lucky, curiosity, enthousiast, excited, involvement"...

- An idea / a tool that I could implement in my town / in my organization when I come back

The majority of them would like to experiment the SPIRAL method in their organization.

They also want to adapt some projects they discover from others countries, like : "coffee with politicians", "take actions" - theatre forum.

Some of them are very interested in news ideas concerning collective organization, based on the governance of Saillans.

- A question I ask myself regarding the skills and materials acquired during the meeting

Some questions are :

- How to adapt all theses tools in their countries or organizations?
- How to share what they learned?
- How to implement SPIRAL method in their organizations?

NOTES :

- N1 : photos of the seminary
cf in google drive
- N2 : power point présentation of Saillans
cf document
- N3 : « Coffee-project » : presentation of projects by each partener
cf in google drive

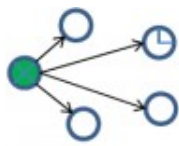
N4 : presentation of cooperative workshop based on concret situations

To be sure this workshop fonction correctly, please follow the different steps you will discover.
Thanks !

Step 0 : preparation (20 min.)

At the beginning, the group chose :

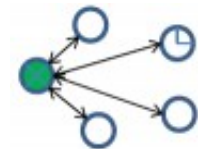
- 3-4 persons who will present their situations-problems.
- One facilitator (guardian of the process and the steps) per group.



Step 1 : presentation of the situation (5 min)

The person present as clearly as possible the situation and the context. The others members listen.

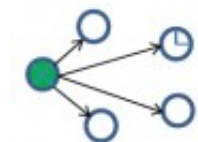
« What is about ? What are the facts ? »



Step 2 : clarification of the facts, « investigation »(15 min)

The group members formulate questions to understand as well as possible the situation. At this step, you have to ask only factual questions of informations.

The person who presented her situation bring some precisions.



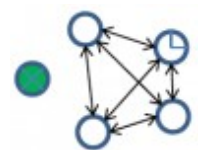
Step 3 : rewording of the question (10 min)

Each one take a short moment of reflexion to reword the problems (« What are the problems ? »).

Then each one share his new rewording (you have to present only one problem).

The person who presented her situation chose one of the question and express clearly what she expect of the others members

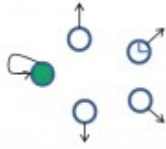
« I would like that the group help me to... »).



Step 4 : reactions, comments on the identified problem (20-30 min)

The others members of the groups intervne on the expectation of the person : they give theirs impressions, reactions, interpretations... They suggest another way to look the situation. They can make practical suggestions or propose way of actions.

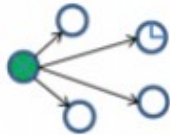
The person who presented her situation listen and don't react. She should write what she want to keep.



Step 5 : Synthesis and next actions (10 min)

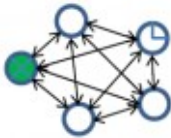
The person who presented her situation take a short moment to write a synthesis of all the remarks expressed by the others members of the group : « **what I want to keep ? what can I do ?** ».

During this time, the others participants write their ideas and remarks which can be usefull for their projects : « **how it is resonant with the situations I live, with my own questions ?** ».



Step 5 bis : Reading and sharing time (5 min)

After this writing moment, the person who presented her situation present her synthesis and the way she want to act. The others members don't have to react on the choices or propositions of the person ; their are more witness of the thinking of the person.



Step 6 : Evaluation and integration of learnings, feelings (10 min)

Each one take few minutes to write individually what he wan't to keep of this workshop. Then we all share our reactions.

« **How I lived this workshop ? What I want to keep and leave with?** »