

## Summary report of the MATRUSCHKA project Kick-off

MATRUSCHKA project Kick-off event took place on 18-20 September, 2007 in Turku (Finland). At the meeting 26 participants from all project partners were present. The kick-off focused on the initiation of the city partnership and coach relationship, training on the integrated management system for the city baseline review and provision with the practical information on financial and narrative reporting, communication during the project, usage of the intranet system and so on.

The method chosen for the Kick-off meeting was introduction presentations and coach sessions that corresponded for the main aims of the event and were efficient for the provision of project partners with all necessary instructions for the further activity.

At the kick-off event presentations on the chosen theme for the project process were given by 8 cities-partners. Along with that the lead partner UBC Commission on Environment made presentations on stakeholder involvement, communication tools and Integrated Management system. All the session of the Kick-off event were highly appreciated by the participants.

During three days participants had an opportunity to get detailed guidelines for the further project activities and discuss their consideration with our partners. Due to the well-prepared program of the Kick-off event the context of the project was set and the common understanding of the project process was reached. As a result of the meeting the partners started preparation of the city baseline review and self assessment. On the kick-off event project partners agreed to keep intensive e-mail and phone connection for exchange of ideas and experience for stakeholder involvement during the project activities and preparation of the project strategic plans.

