

**2<sup>nd</sup> Meeting of Task Group on Alcohol and Drug Prevention  
among Youth (ADPY TG)  
Tallinn, Estonia  
20-21 January 2011**

<b>Reference</b>	Meeting
<b>Title</b>	Paper for discussion on 21 January
<b>Submitted by</b>	Lead Partner Sweden
<b>Summary / Note</b>	-
<b>Requested action</b>	Adoption

A planning meeting was held in Moscow 10 November 2010 with ADPY representatives from Finland, Iceland, Norway, Poland, Russia, the Baltic Healthy Cities Association and Sweden. The objective of the planning meeting was to discuss the content of the workpackages, the timeline and how to proceed with involving communities in the project. A presentation on the latter was given by Ms Parkkunen from the Baltic Healthy Cities Association. The following issues were discussed:

- Open call or individual invitations?
- Individual municipalities or regions?
- Who approaches / invites cities officially? When?
- Partnership = municipality or national / regional organisation?

**A "Semi-open" call for partners and was discussed with the following proposed process for application and the discussion will continue on 21 January in Tallinn:**

1. Draft project proposal sent to the HC/UBC/other contact person in 50-60 cities (5-10 in EE, LV, LT, RU, PO and 2-5 in FI, SE, NO, DK, DE, I) who are known to be active and/or have already shown some **interest**, 1-2/2011
2. Expression of interest by (responsible) contact person / civil servant = **potential** partners, expectation 20-30 cities, 3-4/2011
  - contribution to the content of the project
3. Project proposal & (preliminary) budget sent to potential partners, 5-6/2011
  - amount of own financial contribution is crucial for cities
4. Presentation and decision in the city administration to join or not = **final** partners 20 cities (max. expectation), 6-8/2011
5. Decision of the final partnership, 8-9/2011
6. Finalising the project proposal and budget with the partners

In order to have the involvement of the community level on this early stage of project planning, representatives from the municipalities Jurmala, Klaipeda and Pärnu have been invited to the meeting in Tallinn.