

READY Baltics

Disability Inclusive Preparedness



EESTI PUAETEGA INIMESTE KODA
ESTONIAN CHAMBER OF PEOPLE WITH DISABILITIES



Lietuvos Negalios
Organizacijų Forumas



READY BALTICS Project – Kick-off Meeting Report

DG ECHO – KAPP (UCPM-2025-KAPP-PVPP) - 101252941

Project: READY Baltics – *Resilience, Equity, Accessibility and Disability Inclusion*

Dates: 15–17 April 2026

Location: Brussels, Belgium

Lead: European Disability Forum (EDF)

Partners: UNDRR, OPDs and Civil Protection Authorities (Estonia, Latvia, Lithuania)

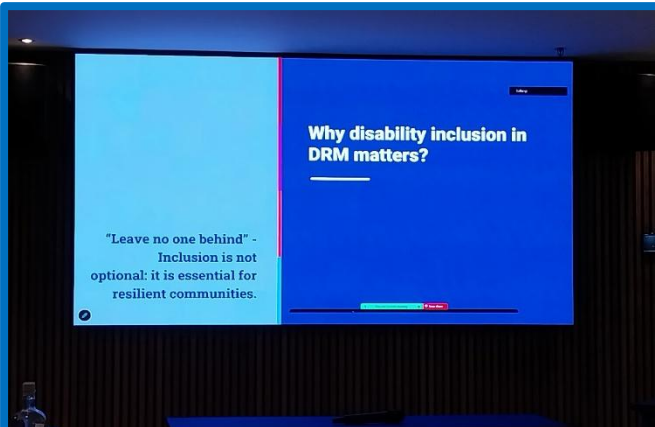
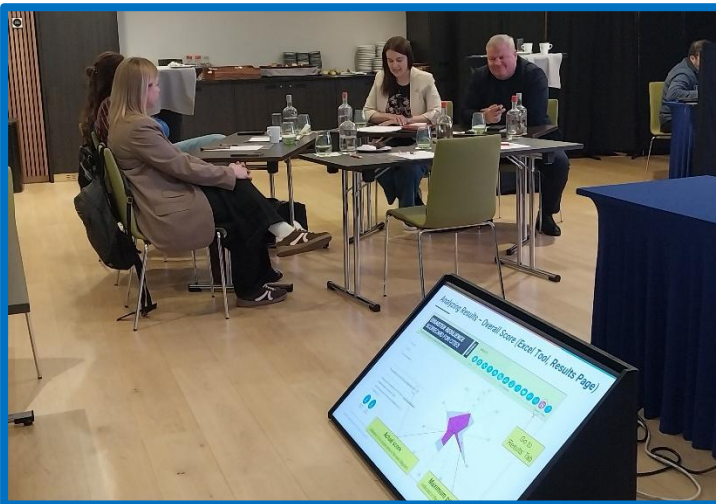
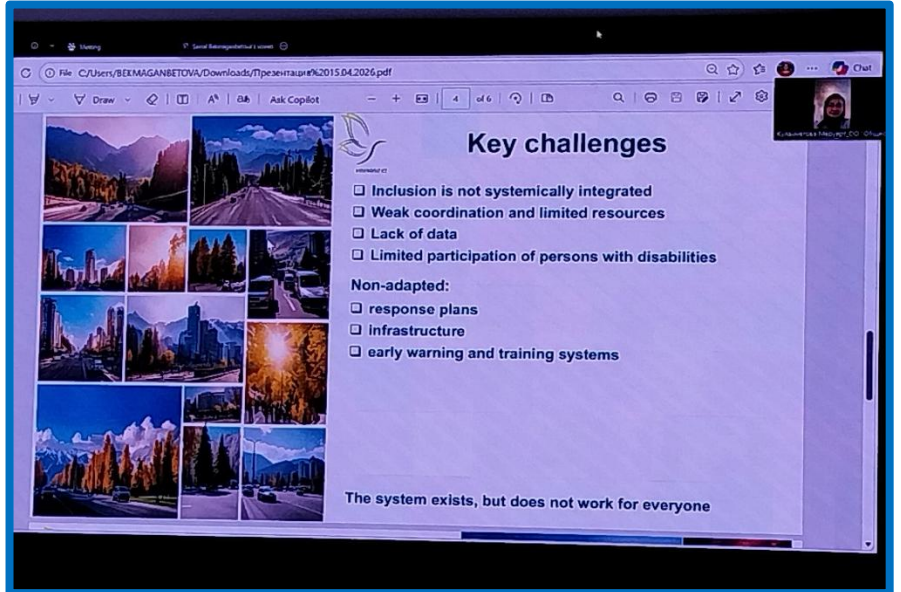
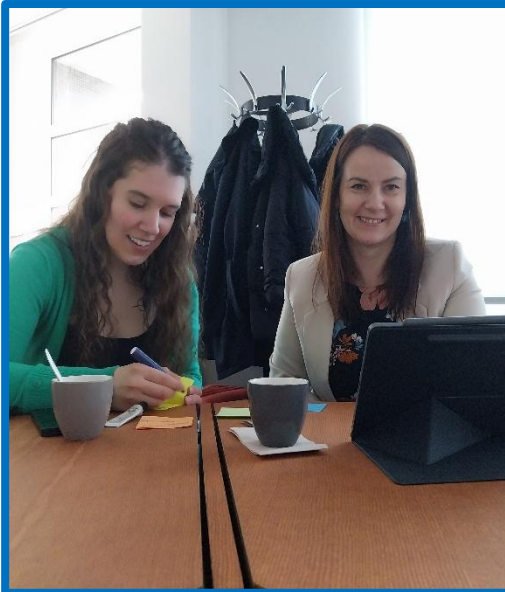
Work Package No WP1

Deliverable Related No D1.1

Deliverable No D11

Deliverable Name: D1.1 Kick Off: Kick off and work planning workshop to ensure synergy across project and shared understanding of work.

Due date: 30 April 2026



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1. Executive Summary

The READY Baltics Kick-off Meeting successfully launched a regional initiative to strengthen **disability-inclusive civil protection and disaster risk management (CP/DRM)** across the Baltic States. The three-day programme combined:

READY Baltics 3-day Kick-off Meeting, 15-17 April 2026

1. UNDRR Training of Trainers (ToT) Training
2. DG ECHO Grantees Meeting and Learning and Sharing Meeting
3. Partners' Planning Session

At the beginning of the project, a joint kick-off meeting and planning workshop was organised, bringing together all consortium partners, associated partners, and key technical contributors. The meeting served to formally launch the project, align partners on objectives, clarify roles and responsibilities, and agree on implementation timelines and coordination mechanisms. It also provided an opportunity to review the project's work plan, monitoring framework, and communication strategy, ensuring a shared understanding of expected results and collaboration procedures across the consortium.

The event established a shared operational framework, built technical capacity, and aligned partners with **DG ECHO requirements and Union Civil Protection Mechanism priorities**.

The project directly contributes to strengthening preparedness capacity under the UCPM by embedding **inclusion, accessibility, and participation** as core resilience principles.

2. Project Context and Policy Relevance

The READY Baltics initiative addresses systemic gaps in disability inclusion within disaster preparedness:

- Persons with disabilities face **significantly higher disaster risks and mortality rates** and are often excluded from planning processes
- Disability inclusion remains **insufficiently integrated into DRM systems and policies across Europe**
- The project aligns with:
 - Sendai Framework for Disaster Risk Reduction 2015–2030
 - EU Civil Protection Mechanism priorities
 - UN Disability Inclusion Strategy

The project is funded under the DG ECHO KAPP call to enhance **prevention and preparedness capacity**, with a strong emphasis on knowledge transfer and institutional strengthening.

READY Baltics aims to strengthen resilience across Estonia, Latvia, and Lithuania by embedding inclusion into both **systems and practice**, not as an add-on but as a **core resilience principle**.

3. Objectives of the Kick-off Meeting

The kick-off meeting pursued three strategic objectives:

Capacity Building

- Equip partners with tools for disability-inclusive DRR
- Train facilitators to implement the **MCR2030 Disaster Resilience Scorecard – Disability Inclusion Annex**

Coordination and Alignment

- Establish governance, roles, and workflows between READY Baltics and DG ECHO and other DG ECHO grantees
- Align implementation with DG ECHO administrative, financial, and reporting requirements

Operational Planning between READY Partners

- Develop various project tools:
 - Project Management Plan (PMP)
 - Monitoring & Evaluation (M&E) framework
 - Stakeholder Engagement and Communication Strategy



4. Key Activities Implemented

Day 1 – UNDRR Training of Trainers (ToT)



The first day focused on building technical capacity through a **Training of Trainers (ToT)** facilitated by UNDRR.

Key Components:

- Introduction to **Making Cities Resilient 2030 (MCR2030)**
- Application of the **Disaster Resilience Scorecard for Cities**
- Deep dive into the **Disability Inclusion Annex (19 indicators)**

Key Learning Outcomes:

Participants gained the ability to:

- Facilitate multi-stakeholder resilience assessments
- Apply scoring methodologies and interpret results
- Translate findings into actionable, inclusive urban resilience plans

This training represents a core project milestone, as it enables national partners to act as multipliers of knowledge at city level.

UNDRR's involvement reflects its commitment to mainstreaming disability inclusion in resilience planning across Europe.

The first day of the READY Baltics kick-off meeting focused on building technical capacity through a dedicated **Training of Trainers (ToT)** on disability-inclusive disaster risk reduction, facilitated by UNDRR. This training formed a central component of the project's capacity-building workstream, equipping representatives from the European Disability Forum (EDF) and national partners in Estonia, Latvia, and Lithuania with the knowledge and tools required to lead city-level resilience processes.

The training began with an introductory session outlining the objectives, agenda, and broader context of the READY Baltics project. Participants were introduced to the importance of disability inclusion in disaster risk management (DRM), supported by global and regional frameworks such as the Sendai Framework for Disaster Risk Reduction and EU-level preparedness strategies. The session highlighted key data demonstrating the disproportionate impact of disasters on persons with disabilities, reinforcing the urgency of integrating inclusion systematically into resilience planning.

A core component of the training was the introduction to the **Making Cities Resilient 2030 (MCR2030)** initiative and its associated tools. Participants were guided through the structure and purpose of the Disaster Resilience Scorecard for Cities, including the Ten Essentials for Making Cities Resilient and the two cross-cutting principles of participation and accessibility. Emphasis was placed on the **Disability Inclusion Annex**, which includes 19 indicators designed to assess how effectively cities integrate the needs and perspectives of persons with disabilities into resilience strategies.

The afternoon sessions focused on the practical application of the Scorecard methodology. Through facilitated group exercises, participants engaged in simulated assessments, applying the Disability Inclusion Annex indicators and exploring scoring approaches. These exercises enabled participants to understand how to manage discussions among diverse stakeholders, including municipal authorities, civil protection actors, and organisations of persons with disabilities (OPDs), while ensuring inclusive and participatory processes.

By the end of the training, participants had developed key competencies required for their role as national facilitators. They demonstrated the ability to facilitate multi-stakeholder resilience assessments, apply scoring methodologies, interpret results, and translate findings into actionable, context-specific urban resilience recommendations.

This Training of Trainers represents a significant milestone for the READY Baltics project. It establishes a foundation for sustainable capacity building by enabling national partners to act as **multipliers of knowledge**, supporting the rollout of disability-inclusive resilience assessments and action planning at city level across the Baltic region. UNDRR's involvement underscores its continued commitment to mainstreaming disability inclusion in resilience planning and advancing inclusive approaches to disaster risk reduction across Europe.

Day 2 – DG ECHO KAPP Kick-off & Learning Sessions



Day 2 combined Participation in the **DG ECHO KAPP Kick-off Meeting** And Parallel learning and planning sessions

DG ECHO Session Highlights:

- Overview of grant management requirements
- Financial, legal, and communication obligations
- Introduction to the Union Civil Protection Knowledge Network
- Introduction to other DG ECHO grantees to encourage collaboration and sharing across initiatives.

Project Learning Stream:

- Disability-inclusive emergency communication practices
- Inclusive policy design (Estonia case)
- Psycho-social and invisible disabilities in DRM

Key Outcomes:

- Improved understanding of **compliance and reporting obligations**
- Strengthened linkages between **policy, practice, and lived experience**
- Reinforced collaboration between **OPDs and civil protection authorities**

The second day of the READY Baltics kick-off meeting focused on aligning the project with **DG ECHO requirements under the KAPP funding framework**, while simultaneously strengthening participants' knowledge on disability-inclusive civil protection through targeted learning sessions. The day combined participation in the official DG ECHO Kick-off Meeting with a parallel partner workshop on learning and planning, ensuring both compliance and technical coherence across the consortium.

The morning began with participation in the **DG ECHO KAPP Kick-off Meeting** at the European Commission. This session provided essential guidance on the administrative, financial, legal, and communication requirements governing project implementation under the Union Civil Protection Mechanism (UCPM). Participants received a comprehensive overview of reporting obligations, financial management rules, and visibility requirements, ensuring a shared understanding of compliance expectations from the outset of the project. The session also introduced the **Union Civil Protection Knowledge Network**, highlighting its role as a platform for knowledge exchange, capacity building, and dissemination of project results across Member States.

A key component of the DG ECHO session was the presentation of funded projects, including READY Baltics, alongside other KAPP initiatives. This provided an opportunity to position the project within the broader European preparedness landscape and to identify synergies with parallel initiatives. Bilateral meetings with DG ECHO Project Officers further enabled targeted discussions on project implementation, expectations, and technical alignment, contributing to a clear and structured start of the grant.

In parallel, READY Baltics partners participated in a **dedicated learning and planning workshop**, facilitated by the European Disability Forum. This session brought together representatives from organisations of persons with disabilities (OPDs) and civil protection authorities, fostering cross-sector dialogue and shared learning. The workshop aimed to strengthen participants' understanding of both **disability rights and civil protection systems**, ensuring a common conceptual foundation for project implementation.

The learning sessions showcased a range of practical experiences and thematic inputs, including good practices in emergency response, disability-inclusive communication, and national policy development. Contributions highlighted the importance of accessible emergency information, inclusive policy design, and the recognition of diverse disability experiences, including psycho-social and invisible disabilities. Discussions emphasised the need to move beyond physical accessibility towards a more comprehensive understanding of inclusion that addresses communication, behavioural, and systemic barriers.

The second part of the workshop focused on research and evidence, including insights from collaboration between the World Bank, DG ECHO, and EDF on preparedness. These discussions reinforced the importance of data, user-centred approaches, and the integration of disability perspectives into preparedness planning. Interactive exchanges allowed participants to reflect on national contexts and identify opportunities for applying these insights within the READY Baltics project.

Overall, Day 2 achieved two key outcomes. First, it ensured that the project coordinators are aligned with DG ECHO's operational and compliance framework, establishing a solid administrative foundation for project implementation. Second, it strengthened the conceptual and practical understanding of disability-inclusive civil protection among participants, reinforcing the project's core objective of bridging the gap between policy and practice. By combining institutional alignment with technical learning, the day contributed significantly to ensuring a coherent, compliant, and impact-oriented project rollout.

The day ended with an education moment with colleagues visiting the Emergency Response Coordination Centre (ERCC) in Brussels. The visit provided a firsthand look at how the European Union coordinates disaster response across member states and beyond. Operating 24/7 under the European Commission, the ERCC serves as the hub for the Union Civil Protection Mechanism, monitoring emergencies worldwide and facilitating rapid assistance when crises strike. During our visit, we observed real-time situation monitoring, learn how information flows between national authorities and EU institutions, and gained insight into how resources, (emergency teams, equipment, and logistical support) are mobilised and sent to places requiring support in a crisis.

Day 3 – Partner Planning and Coordination



The final day focused on operational readiness and coordination.

Key Outputs:

- **Project Management Plan (PMP)** : Roles, responsibilities, governance and coordination routines and timelines
- **Monitoring & Evaluation Plan**: KPIs and indicators and Reporting structure aligned with DG ECHO
- **Stakeholder Engagement Strategy**: Mapping of national and EU-level stakeholders and Communication planning

Key Achievement:

Establishment of a **fully operational consortium framework**, ensuring readiness for implementation.

The third day of the READY Baltics kick-off meeting was dedicated to a full-day **implementing partners' planning workshop**, aimed at ensuring operational readiness and establishing a strong foundation for coordinated project implementation. Bringing together organisations of persons with disabilities (OPDs), civil protection and disaster risk management (CP/DRM) authorities, and technical partners, the session focused on translating the project's strategic objectives into concrete structures, processes, and deliverables.

The day opened with a discussion on the role and scope and membership of the steering committee. Partners agreed on decision-making procedures, regular coordination routines, and a structured schedule of engagement, including monthly online meetings. This initial alignment was essential to ensure clarity of roles, accountability, and effective collaboration across countries and institutions.

The core of the workshop was dedicated to the joint development of three key project management documents. First, the **Project Management Plan (PMP)** establishes roles and responsibilities, workflows, timelines, and internal coordination procedures, providing a clear operational framework for all partners. Second, the **Monitoring and Evaluation (M&E) Plan** defines indicators, key performance metrics, and reporting structures, ensuring that project progress can be systematically tracked and aligned with DG ECHO requirements. Third, the **Stakeholder Engagement and Communication Plan** outlines the project's communication principles, strategies, stakeholders and other key information on engagement, dissemination, and visibility, necessary for a successful project.

These planning processes were highly participatory, allowing partners to contribute their national perspectives and expertise. Organisations of persons with disabilities are positioned as active partners throughout implementation. The integration of DG ECHO compliance requirements into all planning documents further ensures that the project is aligned with EU standards from the outset.

In the afternoon, the workshop shifted towards reflection and consolidation. Participants reviewed the outcomes of the three-day kick-off, discussed next steps, and identified immediate priorities for implementation, including preparation of national trainings. The session also included a workshop evaluation and reflections from participants.

Overall, Day 3 achieved a critical milestone by establishing an **operational and coordinated project framework**. It ensured technical and organisational readiness for implementation, strengthened collaboration among partners, and laid the groundwork for effective delivery of capacity-building activities. By developing key management and planning tools, the consortium is now becoming equipped to implement the READY Baltics project in a structured, coherent, and impact-oriented manner, in full alignment with DG ECHO expectations and standards.

Outputs of the Kick-off Meeting

- Training delivered (ToT completed)
- 15 participants trained on UNDRR Scorecard methodology
- 22 participants
- 3 core documents developed and to be finalised by end May:
 - Project Management Plan
 - M&E Plan
 - Stakeholder Engagement Plan
- Governance structure agreed
- Coordination mechanisms established

Alignment with Deliverable D1.1

- Kick-off meeting successfully implemented ✓
- Work planning workshop completed ✓
- Shared understanding across partners achieved ✓
- Synergies across consortium established ✓

Outcome

A fully operational and well- coordinated project team, equipped with clear procedures and shared tools to manage, monitor, and communicate project activities effectively.

Next Steps

Task	Due date	Responsible
1. Complete the 3 draft core documents	30 May	PT EDF
2. Start mapping of existing training materials	Begun, due 24 May	PT EDF
3. Draft training programme	due 15 May	PT EDF
4. Create shared communications document with hashtags and tagging links and list of social media outputs.	Done	PT EDF
5. Complete KAP Survey Analysis	15 May	PT EDF

Visibility

The Kick off has generated initial visibility outcomes:

Date	Org - Person	Description	Link	Channel
2026/03/24	EDF Phillipa	EDF READY Baltics webpage	https://www.edf-feph.org/projects/ready-baltics/	Website
2026/03/11	EDF Phillipa	EDF Ready Baltics Kick-off meeting webpage	https://www.edf-feph.org/events-slug/ready-baltics-3-day-kick-off-meeting/	Website
2026/04/17	UNDRR- Yigyeong		https://www.linkedin.com/feed/update/urn:li:activity:7450514816210833409	LinkedIn
2026/04/20	EDF Phillipa	Post on Kick-off meeting	LinkedIn Post	LinkedIn
2026/04/20	DG ECHO	ERCC Visit	LinkedIn post	LinkedIn
2026/04/20	EDF Marion	ERCC visit	LinkedIn post	LinkedIn
2026/04/20	Making Cities Resilient 2030	#MCR2030 Disability Inclusion Scorecard	LinkedIn Post	LinkedIn
2026/04/22	UNDRR		https://www.undrr.org/quick/101814	UNDRR/MCR2030
2026/04/24	EDF PT	DG ECHO Civil Protection Union Knowledge Network	https://civil-protection-knowledge-network.europa.eu/news/we-are-ready-resilience-equity-accessibility-and-disability-inclusion	DG ECHO Knowledge Network

Participants List

	Surname:	First Name:	Organisation:
1	Puuram	Mari	Estonian Chamber of People with Disabilities
2	Pöder	Diana	Eesti Puuetega Inimeste Koda
3	Bociarovaite	Marija	Lithuanian Disability Forum
4	Kuliesiene	Dalia	Lithuanian disability forum
5	Rebane	Rebecca Charlotte	Estonian Rescue Services Agency
6	Ehamaa	Aili	Women's Voluntary Defence Organisation
7	Joost	Meelis	Estonian Chamber of People with Disabilities
8	Steff	Marion	EDF
9	Veinberga	Daiga	SUSTENTO The Latvian Umbrella Body for Disability Organisations
10	Chubarova	Niira	SUSTENTO The Latvian Umbrella Body for Disability Organisations
11	Kundziņa	Elīna	Latvijas Brīvprātīgo ugunsdzēsēju savienības biedre (Member of the Latvian Volunteer Firefighters Association)
12	Griķis	Vijārs	Latvijas Brīvprātīgo ugunsdzēsēju biedrību apvienība/Union of Latvian Volunteer Firefighter Associations
13	Preisa	Santa	VUGD Civilās aizsardzības pārvaldes Civilās aizsardzības sistēmas darbības koordinēšanas nodaļas vecākā inspektore/
14	Edgaras	GEDA	Fire Fighters Training School
15	Naraskeviciene	Loreta	Fire and Rescue Department under the Ministry of Interior of Republic of Lithuania
16	Alksninytė	Urtė	The Agency for the Protection of the Rights of People with Disabilities
17	Battistutta	Anna	DG ECHO
18	Oh	Yigyeong	UNDRR ROECA
19	Bower	Andrew	UNDRR
20	Sidarous	Patricia	European Commission
21	Teresa	Capula	European Commission - DG ECHO
22	Phillipa	Tucker	European Disability Forum

Contact Person

Phillipa Tucker (she/her)

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Annexes

[Day 1 - UNDRR Programme for ToT 15 April 2026](#)

[Day 2 - DG ECHO Meeting Agenda](#)

[Day 2 – Sharing and Learning 16 April 2026](#)

[Day 3 – Internal planning meeting 17 April 2026](#)