**Monthly CALENDAR OF VISIBILITY ACTIVITIES**

**Project title:**

**Lead Beneficiary:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **EVENTS PLANNED TO BE ORGANISED IN (MONTH) (Year)** | | | | |
| **DATE, TIME, LOCATION of the EVENT** | **TYPE OF THE EVENT** | **GUESTS AND PARTICIPANTS** | **BRIEF DESCRIPTION OF EVENT** | **PERSON IN CHARGE**  **(Name, e-mail, telephone)** |
|  | e.g.  press conference, round table, launch of the project, conference, seminar, workshop... |  | **Goal of the event:** |  |

\*add rows ig needed.