Project Management Meeting

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Yerevan – 14 October 2022

- *Curriculum Development*

- *Progress report*
  - ✓ Technical report
    - ▪ Deliverables
    - ▪ WP1. Social needs
    - ▪ WP2. Development of Research Networks
    - ▪ WP3. Development of Research Capacities
    - ▪ WP4. Quality Control
    - ▪ WP5. Project Management
    - ▪ WP6. Dissemination and Exploitation
  - ✓ Financial report
    - ▪ Equipment
    - ▪ Staff
    - ▪ Travel
    - ▪ Subcontracting

- *Next trainings*

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▪ WP1. Social needs

1.1	Survey for identification of R&D needs	🟠
1.2	2 Workshops on research and innovation	🔴

▪ WP2. Development of Research Networks

2.1	Creation of National Research Nodes (NRN-GIT)	🟠
2.2	Creation of advisory boards for NRN-GIT	🟢
2.3	Definition and fostering industrial PhD thesis in GIT	🔴
2.4	Intl. Workshop Sharing experiences in R&I	

WP3. Development of Research Capacities

3.1	Analysis of needs and equipment acquisition	🟠
3.2	Create/update research and innovation labs in GIT	🟢
3.3/1	Delivering GIT training courses: (1) Land	🟢 → **Ljubljana+Yerevan (ANAU)**
3.3/2	Delivering GIT training courses: (2) Nat. resources	🟢 → **Osh(ANAU)**
3.3/3	Delivering GIT training courses: (3) Cultural heritage	🔴 → **Valencia (UPV)**
3.3/4	Delivering GIT training courses: (4) Natural hazards	🔴 → **Brussels (VUB)**
3.3/5	Delivering GIT training courses: (5) Cities	🔴 → **Yerevan (NUACA)**
3.4/1	Transversal training in HE: (1) Curricula develop.	🟢 → **Ljubljana (UL)**
3.3/6	Delivering GIT training courses: (6) Environment	→ **Kyrgyzstan (KTSU)**
3.4/2	Transversal training in HE: (2) Innovation	→ **Stockholm (KTH)**
3.5	Curricula development at postgraduate level	
3.6	Development of courses and materials	

Curriculum Development 3/3

➡️ Information to provide for the progress report

Curriculum Development Projects

University/ Institution	Course title	Level of Education (Bachelor or Master)	ECTS or other credit system	New or updated	% of course update compared to the previous version	Mandatory or optional course	Name of the teacher	Number of students enrolled	Link to Learning outcomes	Link to textbook	Comm

▪ WP4. Quality Control

4. 1	Quality plan (creation)	🟢
4. 1	Quality plan (development)	🟢
4.2	Monitoring visits	🟠
4.3	External evaluation	🔴

▪ WP5. Project Management

5.1	Project kick-off meeting	🟢
5.2	Daily project management	🟢
5.3	Project management committee meetings	🟢
5.4	One-on-one meetings by videoconference	🟢

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▪ WP6. Dissemination and Exploitation

6.1	Project website and social networks	🟠
6.2	Promotion of NRN-GIT	🔴
6.3	Final dissemination conference	🔴
6.4	Actions to ensure project sustainability	🔴

Revision of tasks/activities

- 🟢 completed
- 🟠 in progress
- 🔴 delayed

WORKPLAN for project year 1

Ref.nr/ Sub-ref nr	Activities Title		Total duration (number of weeks)	M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
1.1	Survey for identification of R&D needs	🟠	24	4X	4X	4X	4X	4X	4X						
1.2	2 Workshops on research and innovation	🔴	1					1X	1X						
2.1	Creation of National Research Nodes (NRN-GIT)	🟠	10		2X	3X	3X	2X							
2.2	Creation of advisory boards for NRN-GIT	🟢	6				2X	2X	1X	1X					
3.1	Analysis of needs and equipment acquisition	🟠	8		1X	1X	1X	1X	1X	1X	1X	1X			
3.2	Create/update research and innovation labs in GIT	🟢	10								2X	2X	2X	2X	2X
3.3/1	Delivering GIT training courses: (1) Land	🟢	1				1X								
3.3/2	Delivering GIT training courses: (2) Nat. resources	🟢	1											1X	
4. 1	Quality plan (creation)	🟢	8		2X	2X	2X	1X	1X						
4.2	Monitoring visits	🟠	3					1X	1X						1X
5.1	Project kick-off meeting	🟢	1	1X											
5.2	Daily project management	🟢	12	1=	1=	1=	1=	1=	1=	1=	1=	1=	1=	1=	1=
5.3	Project management committee meetings	🟢	1											1X	
5.4	One-on-one meetings by videoconference	🟢	1				0.3=				0.3=				0.3=
6.1	Project website and social networks	🟠	10	3X	3X	2X	2X								
6.2	Promotion of NRN-GIT	🔴	2											1X	1X

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Revision of tasks/activities

- 🟢 completed
- 🟠 in progress
- 🔴 delayed

WORKPLAN for project year 2

Ref.nr/ Sub-ref nr	Activities — Title	Status	Total duration (number of weeks)	M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
2.3	Definition and fostering industrial PhD thesis in GIT	🔴	8	2X	2X	2X	2X								
3.3/3	Delivering GIT training courses: (3) Cultural heritage	🔴	1					1=							
3.3/4	Delivering GIT training courses: (4) Natural hazards	🔴	1						1=						
3.3/5	Delivering GIT training courses: (5) Cities	🔴	1										1X		
3.4/1	Transversal training in HE: (1) Curricula develop.	🟢	1	1=											
3.5	Curricula development at postgraduate level	🟠	22		2X	2X	2X	2X	2X	2X	2X	2X	2X	2X	2X
3.6	Development of courses and materials		10								2X	2X	2X	2X	2X
4. 1	Quality plan (development)	🟢	2					1=					1X		
4.2	Monitoring visits	🟠	1										1X		
4.3	External evaluation	🔴	1										1X		
5.2	Daily project management		12	1=	1=	1=	1=	1=	1=	1=	1=	1=	1=	1=	1=
5.3	Project management committee meetings	🟢	2					1=					1X		
5.4	One-on-one meetings by videoconference	🟢	1			0.3=					0.3=				0.3=
6.1	Project website and social networks	🟠	1						1X						
6.2	Promotion of NRN-GIT	🔴	2											1X	1X
6.4	Actions to ensure project sustainability	🔴	4			1X			1X			1X			1X

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Revision of tasks/activities

- 🟢 completed
- 🟠 in progress
- 🔴 delayed

WORKPLAN for project year 3

Ref.nr/ Sub-ref nr	Title	Total duration (number of weeks)	M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
2.4	Intl. Workshop Sharing experiences in R&I	1											1X	
3.3/6	Delivering GIT training courses: (6) Environment	1		1X										
3.4/2	Transversal training in HE: (2) Innovation	1					1=							
3.5	Curricula development at postgraduate level	4	2X	2X										
3.6	Development of courses and materials	18	2X	2X	2X	2X	2X	2X	2X	2X	2X			
4. 1	Quality plan (development)	3		1X			1X							1X
4.2	Monitoring visits	1							1X					
5.2	Daily project management	12	1=	1=	1=	1=	1=	1=	1=	1=	1=	1=	1=	1=
5.3	Project management committee meetings	2		1X										1X
5.4	One-on-one meetings by videoconference	1					0.5=				0.5=			
6.1	Project website and social networks	1						1X						
6.2	Promotion of NRN-GIT	2											1X	1X
6.3	Final dissemination conference	1												1X
6.4	Actions to ensure project sustainability	6	1X		1X		1X		1X		1X		1X	

Strenghthening links with Business sector[2.7] and Society at large

➡️ Information to provide for the progress report

➢ **NATURE of the results**
   - What has been achieved / delivered?

➢ **BENEFICIARIES**
   - Which stakeholders were involved and how?
   - Which sector of the society is directly concerned?
   - How many end-beneficiaries outside the consortium?
   - List the Agreements concluded with companies or Agencies

➢ **INSTITUTIONALISATION**
   - Project results are embedded in and supported by the beneficiary institutions?

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Common aspects 1/2

2.9

➤ **QUALITY ASSURANCE**
Explain internal and external mechanisms
Clarify how the recruitment of external expert(s) is organised

➤ **EQUIPMENT**
Explain where the purchase stands in each institution
(ex: tender launched, contract awarded, invoice received...)

⚠️ | To be eligible, equipment has to be purchased
12 months before the end of the project

No conflict of interest and transparency in purchases/tenders/
subcontracts

Do not split the purchase of equipment to avoid a tender

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European
Commission

REQUEST FOR PAYMENT 2/2

Art I.5.2

If _70%_ of the first pre-financing not spent, the second payment will be reduced by the difference between the amount spent and the ceiling of 70%.

If the statement on the use of the previous pre-financing instalment submitted in accordance with Article I.4.2 shows that less than 70 % of the previous pre-financing instalment paid has been used to cover costs of the action, the amount of the new pre-financing to be paid must be reduced by the difference between the 70 % ceiling and the amount used.