



SEMINAR & LECTURE, 10-14 DEC, UNSA, SARAJEVO

Erasmus +

STEPS

**Cooperation for innovation and the exchange of good practices
Capacity Building in the Field of Higher Education**

Report for 1st year, KOSOVO



Co-funded by the
Erasmus+ Programme
of the European Union

Project number: 598963-EPP-1-2018-1-AL-EPPKA2-CBHE-JP

Reporting 1st year

- Beneficiary data
- Project results
- Table of achieved/planned results
- Financial statement
- Visibility
- Equipment



Beneficiary Data

Role	PIC	Name	Country
Co— Beneficiary/Partner		UHZ, Peja	Kosovo

Project results

Horizontal and Transversal issues

Relevance to the objectives

EU education, cooperation & development policies

Description of the implemented activities

Project management, Involvement of partners and stakeholders

Management of the grant

Quality assurance

New updated courses

Teaching and training activities and project research activities

Awareness raising, dissemination, sustainability and exploitation of the project results

Statistics and indicators

Number of PC HEIs: students ___, academic staff___, administrative staff___
trained

Project results

Training and mobilities

Event	Purpose	Type of participants	Gender	Number	Country of origin	Country of destination	Duration (in weeks)	% compared to objectives

TABLE OF ACHIEVED / PLANNED RESULTS

Erasmus+ KA2 Capacity Building in Higher Education

Annex V. Technical Implementation Report (Progress report on implementation of the action)
 Project N. 573855-EPP-1-2016-1-8S-EPPKA2-CBHE-IP

mscc¹

TABLE OF ACHIEVED / PLANNED RESULTS

EXAMPLE USE ONE TABLE PER WORK PACKAGE: ADD AS MANY TABLES AS NECESSARY

Reference number of the work package: _____

Implementation and/or performance as indicated in the project proposal

Insert the title and reference number as indicated in the project proposal

Insert the indicators of achievement and/or performance as indicated in the project proposal

Activities carried out to date for the achievement of this result:

Activity N°	Activity Title	Start date	End date	Place	Description of the activity carried out	Specific and measurable indicators of achievement
Activity number as indicated in the project proposal	Insert the activity title as indicated in the project proposal	State where and when the activity has taken/will take place			Provide a brief description of the activity	Insert specific indicators (qualitative and quantitative) which can help to measure the achievement of the activity result
	Activity title	Start date	End date	Place	Description of the activity to be carried out	Specific and measurable indicators of progress

Changes that have occurred in this result since the original proposal:

Describe any change to the original activity plan described in the project proposal

Insert specific indicators (qualitative and quantitative) which help measure progresses towards achieving the required result



TABLE OF ACHIEVED / PLANNED RESULTS

Activities carried out to date to achieve this result:

Activity N°	Activity	Start date	End date	Place	Description of the activity carried out	Specific and measurable indicators of achievement
1	Grandholders Meeting	28.01.2019	29.01.2019	Brussel		1
2	Study visit	17.03.2019	20.03.2019	Tirana	Study Visit	3
3	Study visit	04.06.2019	08.06.2019	Bucharest	Study Visit	4
4	Study Visit	21.10.2019	23.10.2019	Durres	study Visit	1
5	Workshop	10.09.2019	14.09.2019	study visit	study visit	4

Level of budget

Budget Category	Budget as per project plan (1 st instalment)	Budget used so far (enter date: 13/12/2019)	Comments
Staff Cost			
Travel Cost		2435	
Cost of Stay		7080	
Equipment	42000	41500	
Subcontracting			

Financial statement sending + supporting documents!!

Note: I would like to recommend that all partners make the same selections with respect to type of activity, according to the project proposal.

- kick-off meeting select "Project management related meetings"
- meetings in Bucharest, Peja and Sarajevo select "Training and retraining purposes" and "Project management related meetings".



Visibility, dissemination and publicity

Please describe here all efforts / activities / materials produced for visibility and publicity. Please mention website / social media presence and list relevant links of publications and other relevant information

No.	Country	Description of the activity	Target groups	No. of	No. of	Date	Comments
				institutions	persons		(effects, observations, problems, links, website etc.)
1	Ks	Promotion of project	Stakeholders	7	743	29/05/2019	
2	Ks	Roundtable	Academics	7	656		
3	Ks	Promotion Brochure	Students	2	500		
4	Ks	Promotion in Media	Students/Academics	1		11/11/2019	Radio Peja, Kosovo

Please explain here how will you ensure sustainability of the project / what is its impact and how will you make use of its results.



Equipment

Please explain :

- Organization costs for Peja meeting: € 1000.
- Costs of laboratory equipment worth € 41,500, which are in the procurement phase.

DISCUSSION, QUESTIONS AND ANSWERS COVERING ALL AREAS OF PROJECT WORK

