Erasmus+

A. General Information

This application form consists of the following main sections:

- Context: this section asks for general information about the type of project proposal you want to submit;

- Participating organisation(s): this section asks for information about the applicant organisation and about other participating organisations involved as partners in the project;

- Description of the project: this section asks for information about the stages of the project which should include: preparation, implementation and follow-up;

- Budget: in this section you will be asked to give information about the amount of the EU grant you request;

- Project Summary: In this section you should describe in a compact way your project's rational, objectives and how you intend to achieve these;

- Check List/Data Protection Notice/Declaration of Honour: in these sections, the applicant organisation is made aware of important conditions linked to the submission of the grant request;

- Annexes: in this section, the applicant needs to attach additional documents that are mandatory for the completion of the application;

- Submission: in this section, the applicant will be able to confirm the information provided and to submit the form electronically;

For more information on how to fill in this application form, you can read the e-Forms Guideline.

B. Context

Programme	Erasmus+
Key Action	Cooperation for innovation and the exchange of good practices
Action	Strategic Partnerships
Field	Strategic Partnerships for higher education
Call	2014
Round	Round 1
Deadline for Submission (dd-mm-yyyy hh:nn:ss - Brussels, Belgium Time)	30-04-2014 12:00:00
Language used to fill in the form	English

B.1. Project Identification

Project Title	Quality Assurance and Enhancement Marketplace for Higher Education Institutions
Project Acronym	QAEMarketPlace4HEI
Project Start Date (dd-mm-yyyy)	01-09-2014
Project Total Duration (Months)	24 months
Project End Date (dd-mm-yyyy)	31-08-2016
Applicant Organisation Full Legal Name (Latin characters)	HASKOLINN I REYKJAVIK EHF

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 1 of 63

Erasmus+

Form hash code

FF8C48AE04A95F92

B.2. National Agency of the Applicant Organisation

Identification   IS01 (ÍSLAND)

For further details about the available Erasmus+ National Agencies, please consult the following page:

http://ec.europa.eu/education/erasmus-plus/national-agencies_en.htm

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Form hash code: FF8C48AE04A95F92

This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 2 of 63

C. Participating organisation(s)

C.1. Applicant Organisation

PIC	966834406
Full legal name (National Language)	RU
Full legal name (Latin characters)	HASKOLINN I REYKJAVIK EHF
Acronym	RU
National ID (if applicable)	5101054190
Department (if applicable)	
Address	MENNTAVEGUR 1
Country	Iceland
Region	
P.O. Box	
Post Code	101
CEDEX	
City	REYKJAVIK
Website	www.ru.is
Email	ru@ru.is
Telephone 1	+3545996200
Telephone 2	
Fax	

C.1.1. Profile

Type of Organisation	Other
Is your organisation a public body?	No
Is your organisation a non-profit?	Yes

C.1.2. Accreditation

Have you received any type of accreditation before submitting this application?

Accreditation Type	Accreditation Reference

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Erasmus Charter for Higher Education (ERAPLUS-ECHE)	IS REYKJAV05

C.1.3. Legal Representative

Title	Dr. Ing
Gender	Female
First Name	Guðrún Arnbjörg
Family Name	Sævarsdóttir
Department	School of Science and Engineering
Position	Dean
Email	gudrunsae@ru.is
Telephone 1	+354 5996200

☐ If the address is different from the one of the organisation, please tick this box

C.1.4. Contact Person

Title	Assistant professor
Gender	Female
First Name	Ásrún
Family Name	Matthísadóttir
Department	School of Science and Engineering
Position	Assistant professor
Email	asrun@ru.is
Telephone 1	+354 5996200

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Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 4 of 63

	Application Form
Erasmus+	Call: 2014
	KA2 – Cooperation and Innovation for Good Practices

Form Version: 1.06
Adobe Reader Version: 11.005

C.2. Partner Organisation

PIC	948193431
Full legal name (National Language)	TURKU UNIVERSITY OF APPLIED SCIENCES LTD TUAS
Full legal name (Latin characters)	TURUN AMMATTIKORKEAKOULU OY
Acronym	TUAS
National ID (if applicable)	25281603
Department (if applicable)	
Address	JOUKAHAISENKATU 3A
Country	Finland
Region	
P.O. Box	000
Post Code	20520
CEDEX	
City	TURKU
Website	www.turkuamk.fi
Email	
Telephone 1	+35822330000
Telephone 2	
Fax	

C.2.1. Profile

Type of Organisation	Other
Is the partner organisation a public body?	No
Is the partner organisation a non-profit?	No

C.2.2. Accreditation

Has the partner organisation received any type of accreditation before submitting this application?

Accreditation Type	Accreditation Reference
Erasmus Charter for Higher Education (ERAPLUS-ECHE)	SFTURKU05

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 5 of 63

C.2.3. Legal Representative

Title	Rector
Gender	Male
First Name	Juha
Family Name	Kettunen
Department	
Position	Administrative director of TUAS
Email	juha.kettunen@turkuamk.fi
Telephone 1	+35822330000

☐ If the address is different from the one of the organisation, please tick this box

C.2.4. Contact Person

Title	Dr.
Gender	Male
First Name	Juha
Family Name	Kontio
Department	Faculty of Business, ICT and Life Sciences
Position	Dean
Email	juha.kontio@turkuamk.fi
Telephone 1	+35850 385 4122

☒ If the address is different from the one of the organisation, please tick this box

Address	Joukahaisenkatu 3 C
Country	Finland
Region	FI1C1 - Varsinais-Suomi
P.O. Box	
Post Code	20520

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 6 of 63

CEDEX	
City	Turku
Telephone 2	

Form hash code: FF8C48AE04A95F92

EN This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 7 of 63

C.3. Partner Organisation

PIC	999997736
Full legal name (National Language)	AU
Full legal name (Latin characters)	AARHUS UNIVERSITET
Acronym	AU
National ID (if applicable)	CVR31119103
Department (if applicable)	
Address	Nordre Ringgade 1
Country	Denmark
Region	
P.O. Box	
Post Code	8000
CEDEX	
City	AARHUS C
Website	www.au.dk
Email	au@au.dk
Telephone 1	+4587150000
Telephone 2	
Fax	

C.3.1. Profile

Type of Organisation	Other
Is the partner organisation a public body?	Yes
Is the partner organisation a non-profit?	Yes

C.3.2. Accreditation

Has the partner organisation received any type of accreditation before submitting this application?

Accreditation Type	Accreditation Reference
Erasmus Charter for Higher Education (ERAPLUS-ECHE)	DK ARHUS01

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

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C.3.3. Legal Representative

Title	Director
Gender	Female
First Name	Conni
Family Name	Simosen
Department	School of Engineering
Position	Director
Email	csi@iha.dk
Telephone 1	+4541893010

☐ If the address is different from the one of the organisation, please tick this box

C.3.4. Contact Person

Title	Senior Associate Professor
Gender	Male
First Name	Jens
Family Name	Bennetsen
Department	School of Engineering
Position	Head of CDIO development Lab
Email	jbb@iha.dk
Telephone 1	+4541893090

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Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 9 of 63

	Application Form
Erasmus+	Call: 2014
	KA2 – Cooperation and Innovation for Good Practices

Form Version: 1.06
Adobe Reader Version: 11.005

C.4. Partner Organisation

PIC	949663854
Full legal name (National Language)	Metropolia Ammattikorkeakoulu Oy
Full legal name (Latin characters)	Metropolia Ammattikorkeakoulu
Acronym	
National ID (if applicable)	2094551-1
Department (if applicable)	
Address	Bulevardi 31
Country	Finland
Region	FI1B1 - Helsinki-Uusimaa
P.O. Box	4000
Post Code	00180
CEDEX	
City	Helsinki
Website	www.metropolia.fi
Email	
Telephone 1	+358503525955
Telephone 2	+358974245000
Fax	

C.4.1. Profile

Type of Organisation	Higher education institution (tertiary level)
Is the partner organisation a public body?	Yes
Is the partner organisation a non-profit?	Yes

C.4.2. Accreditation

Has the partner organisation received any type of accreditation before submitting this application?

Accreditation Type	Accreditation Reference
Erasmus Charter for Higher Education (ERAPLUS-ECHE)	SFHELSINK41

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

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C.4.3. Legal Representative

Title	Lic. Edu.
Gender	Female
First Name	Riitta
Family Name	Konkola
Department	Adminstration
Position	President
Email	riitta.konkola@metropolia.fi
Telephone 1	+358974245000

☐ If the address is different from the one of the organisation, please tick this box

C.4.4. Contact Person

Title	MSc (Tech), Eur Ing.
Gender	Male
First Name	Markku
Family Name	Karhu
Department	Media and ICT
Position	Dean
Email	markku.karhu@metropolia.fi
Telephone 1	+358974246389

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EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 11 of 63

C.5. Partner Organisation

PIC	999881821
Full legal name (National Language)	UMEA UNIVERSITET
Full legal name (Latin characters)	UMEA UNIVERSITET
Acronym	
National ID (if applicable)	2021002874
Department (if applicable)	
Address	UNIVERSITETOMRADET
Country	Sweden
Region	
P.O. Box	
Post Code	901 87
CEDEX	
City	UMEA
Website	www.umu.se
Email	umea.universitet@adm.umu.se
Telephone 1	+46907865000
Telephone 2	
Fax	+46907869995

C.5.1. Profile

Type of Organisation	Other
Is the partner organisation a public body?	Yes
Is the partner organisation a non-profit?	Yes

C.5.2. Accreditation

Has the partner organisation received any type of accreditation before submitting this application?

Accreditation Type	Accreditation Reference
Erasmus Charter for Higher Education (ERAPLUS-ECHE)	S UMEA01

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 12 of 63

C.5.3. Legal Representative

Title	Mr.
Gender	Male
First Name	Per
Family Name	Ragnarsson
Department	University Management
Position	Acting University Director
Email	per.ragnarsson@umu.se
Telephone 1	+46 (0)90-786 97 97

☐ If the address is different from the one of the organisation, please tick this box

C.5.4. Contact Person

Title	Dr.
Gender	Male
First Name	Fredrik
Family Name	Georgsson
Department	Computing Science
Position	Programme Director
Email	fredrikg@cs.umu.se
Telephone 1	+46 90 7865479

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Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 13 of 63

Erasmus+

Application Form

Call: 2014

KA2 – Cooperation and Innovation for Good Practices

Form Version: 1.06
Adobe Reader Version: 11.005

C.6. Partner Organisation

PIC	999849326
Full legal name (National Language)	IMT
Full legal name (Latin characters)	Institut Mines-Telecom
Acronym	
National ID (if applicable)	180092025
Department (if applicable)	
Address	RUE BARRAULT 46
Country	France
Region	
P.O. Box	000
Post Code	75634
CEDEX	13
City	PARIS 13
Website	www.institut-telecom.fr
Email	lotfi.bacha@institut-telecom.fr
Telephone 1	+0033145817900
Telephone 2	+0033145817065
Fax	+0033145817442

C.6.1. Profile

Type of Organisation	Other
Is the partner organisation a public body?	Yes
Is the partner organisation a non-profit?	No

C.6.2. Accreditation

Has the partner organisation received any type of accreditation before submitting this application?

Accreditation Type	Accreditation Reference
Erasmus Charter for Higher Education (ERAPLUS-ECHE)	F BREST09

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EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

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	Application Form
	Call: 2014
	KA2 – Cooperation and Innovation for Good Practices

Form Version: 1.06
Adobe Reader Version: 11.005

C.6.3. Legal Representative

Title	Dr.
Gender	Male
First Name	Paul
Family Name	Friedel
Department	
Position	Head of Telecom Bretagne
Email	paul.friedel@telecom-bretagne.eu
Telephone 1	33 2 29 00 11 11

☐ If the address is different from the one of the organisation, please tick this box

C.6.4. Contact Person

Title	Dr.
Gender	Male
First Name	Siegfried
Family Name	Rouvrais
Department	Computer Science
Position	Associate Professor
Email	siegfried.rouvrais@telecom-bretagne.eu
Telephone 1	33 2 29 00 15 04

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Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 15 of 63

	Application Form
Erasmus+	Call: 2014
	KA2 – Cooperation and Innovation for Good Practices

Form Version: 1.06
Adobe Reader Version: 11.005

C.7. Partner Organisation

PIC	999896953
Full legal name (National Language)	ASTON U
Full legal name (Latin characters)	ASTON UNIVERSITY
Acronym	
National ID (if applicable)	ROYAL CHARTER 22/04/1966
Department (if applicable)	
Address	ASTON TRIANGLE
Country	United Kingdom
Region	
P.O. Box	
Post Code	B4 7ET
CEDEX	
City	BIRMINGHAM
Website	
Email	g.a.evans@aston.ac.uk
Telephone 1	441212044801
Telephone 2	
Fax	441212044796

C.7.1. Profile

Type of Organisation	Other
Is the partner organisation a public body?	Yes
Is the partner organisation a non-profit?	Yes

C.7.2. Accreditation

Has the partner organisation received any type of accreditation before submitting this application?

Accreditation Type	Accreditation Reference
Erasmus Charter for Higher Education (ERAPLUS-ECHE)	UK BIRMING01

Form hash code: FF8C48AE04A95F92

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C.7.3. Legal Representative

Title	Professor
Gender	Female
First Name	Helen
Family Name	Higson
Department	Aston University
Position	Deputy Vice Chancellor
Email	h.e.higson@aston.ac.uk
Telephone 1	+44 (0)121 204 3191

☐ If the address is different from the one of the organisation, please tick this box

C.7.4. Contact Person

Title	Dr.
Gender	Male
First Name	Robin
Family Name	Clark
Department	School of Engineering and Applied Science
Position	Associate Dean for Learning and Teaching
Email	r.p.clark@aston.ac.uk
Telephone 1	+44 (0)121 204 3567

☐ If the address is different from the one of the organisation, please tick this box

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 17 of 63

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	Application Form
	Call: 2014
	KA2 – Cooperation and Innovation for Good Practices

Form Version: 1.06
Adobe Reader Version: 11.005

C.8. Partner Organisation

PIC	999992013
Full legal name (National Language)	THE QUEEN'S UNIVERSITY OF BELFAST
Full legal name (Latin characters)	THE QUEEN'S UNIVERSITY OF BELFAST
Acronym	
National ID (if applicable)	XN45384
Department (if applicable)	
Address	UNIVERSITY ROAD LANYON BUILDING
Country	United Kingdom
Region	
P.O. Box	000
Post Code	BT7 1NN
CEDEX	
City	BELFAST
Website	www.qub.ac.uk
Email	pauline.mccann@qub.ac.uk
Telephone 1	+442890973229
Telephone 2	+442890975181
Fax	+442890975182

C.8.1. Profile

Type of Organisation	Other
Is the partner organisation a public body?	Yes
Is the partner organisation a non-profit?	No

C.8.2. Accreditation

Has the partner organisation received any type of accreditation before submitting this application?

Accreditation Type	Accreditation Reference
Erasmus Charter for Higher Education (ERAPLUS-ECHE)	UK BELFAST01

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 18 of 63

C.8.3. Legal Representative

Title	Professor
Gender	Male
First Name	Patrick
Family Name	Johnston
Department	
Position	President and Vice-Chancellor
Email	vcsec@qub.ac.uk
Telephone 1	+44 (0)28 9097 3131

☐ If the address is different from the one of the organisation, please tick this box

C.8.4. Contact Person

Title	Mr.
Gender	Male
First Name	Paul
Family Name	Hermon
Department	School of Mechanical and Aerospace Engineering
Position	Senior Lecturer (Education)
Email	p.hermon@qub.ac.uk
Telephone 1	+44 (0)28 9097 4499

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Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 19 of 63

D. Description of the Project

What is the rationale of this project, in terms of objectives pursued and needs to be addressed?

Improving European education and training system quality has been set as a key target in Europe's strategy to become a smart, sustainable and inclusive economy by 2020 (Council of the European Union, 2010). These objectives are more specifically defined in the so called Modernisation Agenda (EC 2011). More specifically it sets a goal to improve the quality and relevance of higher education. In this process external evaluation and self-assessment are seen in a key role!

Competition and globalization require that a HEI's quality should be made understandable by the use of evaluation systems that are internationally trusted. The need for the trans-national accreditation of education is also becoming increasingly important for reasons such as increased physical and virtual mobility, the growth of new degrees and the increase in new educational institutes. The importance of national and international comparability of educational quality is stressed also in public sector (e.g. Finnish Ministry of Education and Culture Finland, 2005; 2012; CTI accreditation board in France, Northern Ireland assembly 2012). Denmark has in the Bologna collaboration undertaken a system of external quality assurance in higher education in accordance with EU standards and guidelines (the so called ESG's). At the national level, Denmark is changing form a centralized Q&A procedure to a more localized procedure (from accreditations made by a government agency on a degree basis to the agency ensuring that the HEI's have their own Q&A processes in place). In the UK the higher education landscape has become increasingly competitive in recent years as a result of the Government introduction of student fees. With this demanding environment, the quality of institutional offerings has become increasingly important and the role of the Quality Assurance Agency (QAA), the body that monitors the quality of higher education provision, has become a key consideration in how institutions develop their courses and consider the experience of their students.

The consortium members in this project are committed to developing the quality of education in their strategies, but also to reflect on evaluations models and processes so as to propose more continuous, objective, and constructive evaluation procedures for EU HEIs. TUAS has had quality policy since 2007, which is based on the recommendations of the ENQA and The Finnish Higher Education Evaluation Council (FINHEEC). The Aarhus University has had a quality policy for several years: the ENQA standards are used as a starting point of QA, and are characterized by codetermination, openness and transparency. The project is also in line with the Vision and Objective Programme 2020 of Umeå University, where The Strategic Planning Committee has adopted a policy that encourages external peer-review and audits of their study programmes.

This project is also important for a young University such as RU that is constantly developing its programmes and enhancing the quality processes. RU quality assurance system aims at strengthening and improving studies and teaching and its final objective is to fulfill the University's strategy of teaching innovation, diversity in teaching methods, and interdisciplinary studies, so that RU becomes the first choice for anyone wishing to study at a university in Iceland.

Telecom Bretagne expects the project to be beneficial for preparing national and international accreditations. TB´s regular evaluation by the Commission des Titres d'Ingénieur (CTI), will permit to intimately test and validate the proposed models of processes of self-evaluations and cross-sparring. The project also helps to sustain the local QA system, but some external feedbacks are necessary. The project is also timely for Aston University as it has its next Quality Assurance Agency Audit in April 2015.

The project consortium has identified a need for more flexible evaluation models and processes with peers to reduce the inertia of heavy accreditations/evaluations in HEIs. Contemporary processes are too laborious and increasingly demanding, binary evaluation lacks feedback on how to improve, more and more reporting is demanded. QAEMarketPlace4HEI -project proposes a flexible and constructive/collaborative methods, processes and tools for program evaluation, as a complement for weighty/ponderous accreditations.

The objectives of the project are derived from the current challenges of higher education in Europe and the limits of actual accreditation procedures. The project aims at

1. Developing a collaborative, comprehensive and accessible evaluation process model, methods and tools for HEIs to complement the accreditation QA systems.
2. Promoting, increasing and exploiting further the European collaboration in the evaluation processes and the exchange of best practices.
3. Disseminating the model, best practices and widen the cooperation to new HEIs in Europe through the partner networks.

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 20 of 63

	Application Form
Erasmus+	Call: 2014
	KA2 – Cooperation and Innovation for Good Practices

Form Version: 1.06
Adobe Reader Version: 11.005

In what way is the project innovative and/or complementary to other projects already carried out?

Some most recent QA related projects in Europe have for example developed tools for self-assessment for vocational education providers (Cedefop). Since 2006, the QUESTE Quality System for Scientific &Technical Universities has been implemented in some European Universities. The recently finished QUESTE-SI project (January 2013) for Sustainable Industry has shown the heavy load of self-evaluation for external labelling. It showed the requirement of exhaustive compilation of proof elements and as such rather tight audits with poor constructive feedbacks in the process.

Under the LLP, the recent SPEAQ project sets up interactive workshops to facilitate discussion between teachers, quality managers and students, collect data on stakeholder views of quality assurance and enhancement. The outcomes from this project will seed ideas on how to approach QA within the institution providing evidence of how bringing together stakeholders in the quality process can lead to a wider and more meaningful interpretation of quality assurance. TUNING project started in 2000 and focused on finding points of reference and convergence between universities on educational structures with emphasis on the content of studies. It provided the comparability of curricula in terms of structures, programmes and actual teaching.

However, none of the earlier projects have focused on practical level QA work with continuous development loop supported by a clear process of self-evaluation, cross-sparring and collaborative workshops. SPEAQ was too formal, TUNING focused only on syllabus, EUR-ACE is quite heavy and the loop takes six years and so on.

Although there are plenty of methods for both self- and cross-evaluation, there is a lack of models for a comprehensive approach, taking account the needs to increase international collaboration and improve international comparability in HEIs. There have been many European projects (e.g. EUA-projects) on QA, but they do not cover still existing problems with accreditation such as required resources, complexity, delays between the evaluation rounds, poor feedback, poor quality loop and distance from continuous education development. There is a need for more practical level quality assurance model that sustain continuous reform between accreditation rounds.

This project is based on two preceding Nordplus Higher Education projects: Quality Assurance in High Education 1 (Oct. 2009 to Oct. 2011) and Quality Assurance in High Education 2 (Aug. 2011 to Sept. 2012). The first project aimed at developing new tools for supporting the process of quality assurance and the second focused on disseminating the tools within the old partners and to two new Baltic universities. The projects promoted quality assurance issues in partnering HEIs and identified necessary development areas in each partner HEIs. The QAEMarketPlace4HEI -project exploits these joined experiences and development ideas that came up during the past projects. The past projects focused mostly on developing the QA processes and education within the participants while this new project aims at creating a more general model to be exploited in new HEIs and also brought into broader European context. The internal and external evaluation processes are brought together and improved with in-depth research and a virtual platform. Also the role of the collaboration is even bigger in this new model with the cross-sparring and collaborative workshops. The QAEMarketPlace4HEI -project utilizes the results and experiences of the earlier projects and develop a model that supports program level quality assurance and development of the education quality with some new tools to enhance the collaboration.

The innovativeness of QAEMarketPlace4HEI –project lies in the collaborative model of quality assurance that can complement accreditations and existing QA systems. The project promotes and strengthens the European cooperation in quality assurance while designing and piloting new kind of continuous, accessible, cooperation based model and tools (the Market Place) supporting so called cross-sparring (C-S) between institutions. C-S is to be understood as a process to make feedback more collaborative, concrete and objective, thanks to critical, but discreet brainstorming sessions, where strategies can be discussed, repeatedly contributing to the quality assurance with a critical external view. As in sport, a sparring partner helps to keep eyes on the objectives, learn from experience and stimulate reflectivity. This approach is beneficial both for the institution evaluated, which will get a more objective view on its strengths and potential improvements, and for the sparring partner which may identify best practices that can be useful for his own institution. A virtual platform, the Market Place serves as a tool for finding the best possible sparring partners as well as a forum for networking, sharing experiences, information and best practices.

How did you choose the project partners and what experiences and competences will they bring to the project? How was the partnership established and does it involve organisations that have never been previously involved in a similar project?

The project partners have long-term experience on close cooperation in the CDIO network and cooperative project initiatives, thus the practical cooperation during this project is expected to be fluent and equal to all participating project partners. Many of the participants have met several times face-to-face, they have co-published papers and arranged workshops together.

Form hash code: FF8C48AE04A95F92

EN This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 21 of 63

	Application Form
	Call: 2014
Erasmus+	KA2 – Cooperation and Innovation for Good Practices

Form Version: 1.06
Adobe Reader Version: 11.005

The project consortium consists of the following higher education institutions (abbreviation):

P1. Reykjavik University (RU), Iceland
P2. Turku University of Applied Sciences (TUAS), Finland
P3. Aarhus University (AU), Denmark
P4. Helsinki Metropolia University of Applied Sciences (Metropolia), Finland
P5. Umeå University (Umu), Sweden
P6. Telecom Bretagne (TB), Institut Mines-Telecom, France
P7. Aston University (ASTON), United Kingdom
P8. Queens University Belfast (QUB), United Kingdom

All partnering Universities are heavily networked both locally and internationally, which is utilized in the dissemination process (e.g. CDIO network, SEFI, INEER, French Institut Mines Telecom, French Conference des Grandes Ecoles, CARPE).

Reyjavik University operates as a coordinating partner during the project. RU has taken part in a number of European projects as well as Nordic projects and is distinguished in QA and educational development.

Turku University of Applied Sciences, Metropolia and Aarhus University have acquired pivotal expert knowledge in the preceding quality assurance related projects QA in HEI 1 & 2). Metropolia has plenty of experience on the networks of engineering education and QA environments, such as EUR-ACE. The Finnish partners have been in close cooperation since 2007 in the CDIO framework and since 2009 in various quality assurance projects.

Telecom Bretagne has a long-term experience from quality assurance and accreditation (French CTI, full ENAEE member, and recent AERES). TB´s expertise on the development and refinement of evaluation models is exploited. Queen University has a long-term experience on educational development. This know-how is exploited in developing and conducting the self-evaluation process. Aston University and Umeå University are both distinguished HEIs in QA and educational development.

The experts involved in the project are:
P1. Reykjavik University
- Ms Ásrún Matthíasdóttir. Assistant professor.
- Ms Ingunn Sæmundsdóttir: Associate Professor.
- Dr Páll Jensson, Professor.

P2. Turku University of Applied Sciences
- Dr Juha Kontio. Dean of the Faculty of Business, ICT and Life Sciences.
- Dr Janne Roslöf. Principal lecturer, Degree Programme Manager.

P3. Aarhus University
- Dr Jens Bennetsen. Professor (engineering didactics), Head of CDIO Develeopment Lab (CDL)

P4. Helsinki Metropolia University of Applied Sciences
- Mr Markku Karhu. Dean of the Degree Programmes in Media and ICT
- Ms Katriina Schrey-Niemenmaa, senior lecturer (project management)

P5. Umeå University
- Dr Fredrik Georgsson. Senior lecturer, Program Director.
- Dr Lennart Nilsson. Senior Lecturer.

P6. Telecom Bretagne
- Dr Siegfried Rouvrais. Associate Professor
- Dr Claire Lassudrie. Associate Professor.
- Dr Gabrielle Landrac . Professor, Director of Education.

P7. Aston University
- Dr Robin Clark. Head of learning and teaching department.

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 22 of 63

P8. Queens University Belfast
- Mr Paul Hermon. Senior Lecturer (Education), Programme Director – Product Design Engineering degrees
- Dr Charles McCartan. Senior Lecturer (Education)

How will cooperation and communication happen among all project partners and with other relevant stakeholders? What will be the purpose and frequency of the transnational project meetings and who will participate in them?

The cooperation and communication is taken care of with monthly conference calls to ensure good internal communication between all partners and monitoring of project progress. The Project Coordinator organizes and runs face to face meetings at key points in the project's time line. All partners report the Project Coordinator of their progress, issues and results, through this monthly conference calls and face to face meetings. Partners support the function of the work packages and each WP leader informs the Project Coordinator about the activities and all costs within the work package. Feedback on the progress of the project as a whole is provided according to the plan as well as indicator measures relating to the monitoring framework. Action Minutes are produced to help coordinate the project, handle any issues arising and to ensure that any corrective actions to keep the project on track are carried out.

What are the most relevant priorities addressed by your project?

Contributing to the modernisation of Europe's higher education systems as outlined in the 2011 EU Modernisation Agenda

What are the most relevant topics addressed by your project?

Quality Assurance

Quality Improvement Institutions and/or methods (incl. school development)

Quality and Relevance of Higher Education in Partner Countries

What results are expected during the project and on its completion? Please provide a detailed description of the expected results (if they are not listed in intellectual outputs, multiplier evens or learning, training, teaching activities).

Firstly, as a result of this project there is a tested quality assurance model with a virtual platform to support the process. The model, process and the Market Place is be tested during the project in the partner institutions thus giving some immediate benefits to partners, such as evaluation reports and exchange of the best practices during the cross-sparring process. The project also aims to ensure that the development issues identified during the cross-sparring are acknowledged and promotes the start of changes through follow-up workshops. After the project the participated degree programmes have the experience and tools to start a new evaluation/QA cycle on their own.

Resulting from the project, each participating HEI has degree programmes that have gone through the whole process. However, the needs and interests towards a new kind of QA -model are institutional. In addition to the concrete results the knowledge, experiences and expertise gained from this project can be utilized in planning and conducting of evaluation processes in other degree programmes of each HEI.

During the project, each partnering HEI is provided with unique experience on educational development in organisational level, and this knowledge is further exploited in strategic planning of the HEIs policies and concrete operative plans. After the implementation of the project, the results will finally reach the whole personnel and students of the HEIs both in the strategic level of the HEIs and in the practical level of every-day work of teaching and learning.

Second, one of the goals of this project is to increase the awareness of quality assurance, not only in regional and national level, but also in European and global level. These groups are reached through the active cooperation networks of the partnering HEIs both in the national and international level (e.g. CDIO network, SEFI, IACEE, ENQA, French Institut Mines Telecom, French Conference des Grandes Ecoles (CGE) and CARPE). Various international meeting, conferences, seminars and personal contacts to the networks of

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Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 23 of 63

	Application Form
Erasmus+	Call: 2014
	KA2 – Cooperation and Innovation for Good Practices

Form Version: 1.06
Adobe Reader Version: 11.005

the HEIs provide the partners with natural opportunities for disseminating the project results to other HEIs. (See also work package 7).

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 24 of 63

E. Preparation

Please describe what will be done in preparation by your organisation and by your partners before the project activities take place.

The degree programmes for piloting have been already chosen and the managers of the degree programmes in question have been taken part in the planning of this project. There has been preliminary mapping of interest of other degree programmes as well.

The degree programmes participating the pilot have already conducted their self-evaluation process, which gives a jump start to the project: this will not only help in creating the self-evaluation framework for the Market Place, but makes it possible to insert information to the Market Place as soon as possible for testing and continuing to the next phase: cross-sparring.

The need of personnel to carry out the project has been evaluated and the necessary commitments assured.

The project partners are granting self-finance to the project.

E.1. Project Management

How will you ensure proper budget control and time management in your project?

The project´s coordinator is in charge of the financial management of the project but all partners help to develop and agree on the financial procedures required for the project. The project's coordinator ensures that the goals and objectives are successfully carried out and completed in time and on budget. This is done by internal reporting 2 times a year and discussed at all partner meetings, both online and face-to-face meetings. The finance department from the coordinating institution assures the financial management of the project. Financial management is taken care of by a specific person, working closely to and reporting directly to the coordinator in collaboration with the financial department of the coordinators institution. This person also advises partners in reporting expenses etc.

How will the quality of the project's activities and results be monitored and evaluated? Please mention the involved staff profiles and frequency of such quality checks.

The project has defined its own work package (WP2) with a coordinator (Metropolia) to plan and conduct quality assurance tasks.

A quality assurance plan for the QAEMarketplace4HEI project and The Quality Handbook (e-book) for the partners is produced right in the start of the project, including :
- The description of the particular roles and responsibilities of every partner and their relation to quality management
- The quality work plan,
- Defined quality standards for the documentation
- The initial schedule of quality expert group meetings,
- The evaluation questionnaire,
- The individual reporting sheet and other necessary documents.

Also an Expert Team for Quality Assurance is established. Metropolia is the coordinating institution supported by other partners. The team meets 3 times during the whole project (before self-evaluation phase, cross-sparring phase and after cross-sparring phase). All partners will meet at the end of the project and discuss the goals reached.

The quality assurance includes the following tasks:
1) Collecting expected outcomes and deliverables from the other WPs.
2) Checking the timetable and resources for each milestone leading to the outcomes.
3) Creating the Indicators for different milestones.
4) Arranging workshops during each project meeting to decide the actions needed according to the outcomes of the indicators.
5) Collecting the information for the final quality report.
6) Producing a final quality report as a deliverable containing the "lessons learned", which is delivered for wider audience.

A questionnaire for gathering quantitative and qualitative data and feedbacks from and for cross-sparrings, run or tested (how long, how complex, how ... etc.) is executed according to the needs of the project. On the run, the project implements the questionnaire

Form hash code: FF8C48AE04A95F92

EN This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 25 of 63

for gathering and valuating indicators of cross-sparring stakeholders/partners. This gives the basis to present a synthesis of results and an analysis based both on quantitative indicators and feedbacks of the strengths and weaknesses of the process and associated tool kit. From this analysis, improvements to the process or tools are be identified. The basis for the utilized mechanisms of QA will be recognized formal systems and methodologies, like EUR-ACE and EFQM.

The personnel in charge of quality assurance actions are:
- Markku Karhu, dean of the degree programmes in Media and ICT at Metropolia. Mr. Karhu has plenty of experience on projects: he has actively contributed in many European-wide engineering education development projects and networks and the dissemination of their results.

- Katriina Schrey-Niemenmaa, senior lecturer in project management at Faculty of Business and Electrical engingeering at Metropolia.

What measures are foreseen to handle project risks (e.g. conflict resolution processes, etc.)?

The project's coordinator, with the help of all partners, is aware of the risk foreseen in the project. The main risks foreseen before the start of the project are:
- Insufficient allocation of time or resources. At the beginning of the project all parents must be aware of the role they have taken in the project and their responsibility to fulfill that role. In online and face-to-face meetings the project's coordinator is monitoring the work to ensure that each partner, including him/herself, is able to fulfill their requirements.
- Organization risks. Each partner must have support by their home institution and by signing the mandate letter, the organization has undergone the obligation to do so. This is monitored at online and face-to-face meetings.
- Conflict between partners. At the beginning of the project all partners must be aware of their roles and obligations in the project. The decision making process must be cleared and agreed on at the beginning by all partners. In online and face-to-face meetings the project´s coordinator monitors the communication between partners and promote good team spirit.

Which activities and indicators of achievement (quantitative and qualitative) will you put in place in order to assess whether and to what extent, the project reaches its objectives and results?

The functionality of the Market Place is be tested and evaluated at the first stage by the partners. After refinements the functionality is tested and feedback collected from the new users.

A questionnaire for gathering quantitative and qualitative data and feedbacks from the partners taken part in the piloting of the QAEMP process is executed. This gives the basis to present a synthesis of results and an analysis based both on quantitative indicators and feedbacks of the strengths and weaknesses of the process and associated tool kits. From this analysis, improvements to the process and tools are identified.

The project measures its success also by the amount of interested stakeholders. Indicators for this are eg. number of stakeholders registered the Market Place, number of hits on project website and number of downloads from website resulting from our actions.

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 26 of 63

	Application Form
	Application Form
Erasmus+	Call: 2014
	KA2 – Cooperation and Innovation for Good Practices

Form Version: 1.06
Adobe Reader Version: 11.005

F. Implementation

Please describe the activities that your project will organise. Please provide detailed information in particular about the project activities that will be supported from the grant for Project Management and Implementation.

The objectives of the project are derived from the current challenges of higher education in Europe and the limits of actual accreditation procedures. The project aims at

1. Developing a new collaborative, comprehensive and accessible evaluation process model, methods and tool (Market Place), for HEIs to complement the accreditation QA systems.
2. Establishing a Quality Assurance and Enhancement Market Place to promote collaboration between HEIs and to disseminate QA methods and experiences.
3. Establishing the evaluation models in the participating HEIs to refine them and then produce guidelines for EU universities.
4. Arranging workshops to support HEIs in their continuous evaluation process.
5. Arranging theme workshops about the most common development themes utilizing the information collected in the Market Place
6. Promoting, increasing and exploiting further the European collaboration in the evaluation processes.
7. Disseminating the model, best practices and widen the cooperation to new HEIs in Europe through the partner networks and the Market Place.

The project implementation is based on the circular model of quality assurance. The project activity plan is divided to eight phases, which further contain tasks that contribute to the main object of the project. The following phases are further distributed to work packages (attached in the application with more detailed task division).

Activity 1: Project management (WP1 – Partner 1. RU)
1. Managing the project and project finance and ensuring the project goals and objectives are completed in time and in budget.
2. Arranging consortium meetings: 4 face-to-face and 9 teleconferences.
3. Delivering a project manual.
4. Providing reports for the Agency.
5. Collecting and storing the project documents and providing a virtual platform for sharing and storing the documents.

Activity 2: Project quality assurance (WP2 – P4. Metropolia)
1. Delivering quality plan, questionnaires and handbook for the project.
2. Establishing Quality Expert team for the project, arranging workshops.
3. Ensuring and monitoring the quality of documentation, providing indicators for milestones.
4. Collecting and analysing feedback from partners and pilot HEIs.
5. Providing quality reports.

Activity 3: Definition of the indicators and framework for the Market Place (WP3 – P7. Aston)
1. Defining the prototype framework/information to collect during self-evaluations to be able to carry out cross-sparring.
2. Assessing and refining the prototype framework based on self-evaluation and cross-evaluation pilots and statutory documents.
3. Delivering implementation tools and guidance.

Activity 4: Establishing the Market Place (MP) (WP 4 – P3. AU)
1. Analysing the information needed at the Market Place by different end-users.
2. Defining, designing and programming the prototype of the MP.
3. Evaluating and redesigning the MP according to feedback.

Activity 5: Cross-sparring (WP 5 – P6. TB)
1. Defining the cross-sparring (C-S) procedure.
2. Piloting the pair-wise C-S between the degree programmes.
3. Analysis and enhancement of the C-S coupling and process.

Activity 6: Arranging supportive and theme workshops (WP 6 – P2. TUAS)
1. Planning and arranging the supportive workshops to help pilot HEIs to get the QAEMP-process started (Kick-off).
2. Planning and arranging workshops to support the continuous quality enchacement process after cross-sparring (Follow-up).
3. Planning the contents, working methods and implementation of the theme workshops based on the data from the Market Place.

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 27 of 63

Activity 7: Dissemination (WP 7 – P5. UmU)
1. Delivering detailed dissemination strategy and plans for each partner.
2. Defining the indicators to monitor the impact of the dissemination activities.
3. Publishing a newsletter, website, stakeholder briefing papers, conference publications.
4. Arranging workshops and a dissemination event.
5. Promoting the project results and benefits through networks of the consortium partners, eg. ENQA, SEFI, IACEE, CDIO, NORDTEK.

Phase 8: Exploitation (WP 8)
1. Delivering an exploitation strategy to ensure the transferability of the QAEMP –process in non-engineering disciplines (NED) in partner institutions.
2.   Carrying out the strategy: identifying stakeholders, validating NED self-evaluation results, supporting NED pilots with guides and seminars.
3. Identifying opportunities for sustainable exploitation of the QAEMP -process within NED -networks.

What target groups do you address in your activities plan?

The main target groups of the project are:
1) HEIs of the project consortium piloting the model and the process.
2) HEIs in the international and national networks of the consortium partners. Eg. CARPE and ARENE (TUAS), CGE and RELIER (TB), TUF/RET and Samverkansgruppen (UmU) and IMG (QUB).
3) European National Agencies for Higher Education (partner countries).
4) ENQA - The European Association for Quality Assurance in Higher Education

F.1. Involvement of Participants With Fewer Opportunities

Does your project involve participants facing situations that make their participation more difficult?

No

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 28 of 63

	Application Form
![Erasmus+ logo] Erasmus+	Call: 2014
	KA2 – Cooperation and Innovation for Good Practices

Form Version: 1.06
Adobe Reader Version: 11.005

F.2. Project Activities

F.2.1. Intellectual Outputs

Output Identification	O1
Output Title	Tools and guidelines for self evaluation
Output Type	Methodology/guidelines
Output Description	Output O1 contains the tools and guidelines for the self evaluation process. The output comprises a defined framework and materials to support the implementation of self evaluation in HEIs. The output O1 contains the following elements: a defined self evaluation framework in graphical form with supporting explanatory text; a proposed self evaluation process that maps against the framework and delivers the outputs required for the marketplace; guidance notes and tools to support the implementation of self evaluation process that maps against the defined framework; a critical review of the self evaluation process as applied in sample European institutions.
Languages	English
Media(s)	Workspace
	Table
	Publications

Activity	Activity Code	O1-A1
	Project Phase	Preparation
	Title	Defining the framework for market place
	Description	A preliminary requirement specification on the information needs of the functional market place is conducted.
	Tasks and role of each organisation	Aston is the leader of the activity, which is conducted in collaboration with Aarhus as the leader of the Market Place work package and IMT/TB as the leader of the Cross-Sparring work package to ensure the fitness of specifications.
	Estimated Start Date (dd-mm-yyyy)	01-09-2014
	Estimated End Date (dd-mm-yyyy)	30-09-2014
	Activity Leading Organisation	ASTON UNIVERSITY
	Participating Organisations	AARHUS UNIVERSITET
		Institut Mines-Telecom
	Activity Code	O1-A2
	Project Phase	Implementation
	Title	Defining the self evaluation framework

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 29 of 63

EN	Description	A prototype of the self evaluation framework is defined based on the outputs of activity O1-A1. The framework forms a working model that is refined as subsequent tasks are undertaken.
	Tasks and role of each organisation	Aston university defines the framework. Aarhus ja IMT/TB have provided preliminary information.
	Estimated Start Date (dd-mm-yyyy)	01-10-2014
	Estimated End Date (dd-mm-yyyy)	31-10-2014
	Activity Leading Organisation	ASTON UNIVERSITY
	Participating Organisations	AARHUS UNIVERSITET
		Institut Mines-Telecom
	Activity Code	O1-A3
	Project Phase	Implementation
	Title	Self evaluation process review
	Description	The compiled self evaluation framework is reviewed and documented. Based on the review outcomes, the refinement proposals for the framework are established.
	Tasks and role of each organisation	Aston leads the activity. All partners take part in the review by applying the prototype framework in their self-evaluation processes, methods and results.
	Estimated Start Date (dd-mm-yyyy)	01-10-2014
	Estimated End Date (dd-mm-yyyy)	30-11-2014
	Activity Leading Organisation	ASTON UNIVERSITY
	Participating Organisations	HASKOLINN I REYKJAVIK EHF
		TURUN AMMATTIKORKEAKOULU OY
		AARHUS UNIVERSITET
		Metropolia Ammattikorkeakoulu
		UMEA UNIVERSITET
		Institut Mines-Telecom
		THE QUEEN'S UNIVERSITY OF BELFAST
	Activity Code	O1-A4
	Project Phase	Implementation
	Title	Statutory document review
	Description	The relevant official quality standards and policy documents are reviewed and considered in order to ensure their compliance on the

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 30 of 63

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	self evaluation guidelines. In addition, the documents are also reviewed in order to refine the framework further.
Tasks and role of each organisation	Aston conducts the review. Other partners provide information about the relevant standards in their institutions.
Estimated Start Date (dd-mm-yyyy)	01-12-2014
Estimated End Date (dd-mm-yyyy)	28-02-2015
Activity Leading Organisation	ASTON UNIVERSITY
Participating Organisations	HASKOLINN I REYKJAVIK EHF
	TURUN AMMATTIKORKEAKOULU OY
	AARHUS UNIVERSITET
	Metropolia Ammattikorkeakoulu
	UMEA UNIVERSITET
	Institut Mines-Telecom
	THE QUEEN'S UNIVERSITY OF BELFAST
Activity Code	O1-A5
Project Phase	Implementation
Title	Framework review
Description	The framework is reviewed against the requirements of the market place and the produced refinement suggestions. Based on this, the framework is refined and the final version of the self evaluation framework is conducted.
Tasks and role of each organisation	Aston conducts the review with feedback from IMT/TB and Aarhus.
Estimated Start Date (dd-mm-yyyy)	01-08-2015
Estimated End Date (dd-mm-yyyy)	30-09-2015
Activity Leading Organisation	ASTON UNIVERSITY
Participating Organisations	Institut Mines-Telecom
	AARHUS UNIVERSITET
Activity Code	O1-A6
Project Phase	Implementation
Title	Implementation tools and guidelines
Description	The guidelines and sample tools for supporting the implementation of the framework are developed and published. The guidelines include e.g. examples on translating the existing self evaluation data to apply to the developed framework. The guidelines also provide

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 31 of 63

	Application Form	
Erasmus+	Call: 2014	
	KA2 – Cooperation and Innovation for Good Practices	

Form Version: 1.06
Adobe Reader Version: 11.005

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		support for the new participants in the process.
	Tasks and role of each organisation	Aston produces the guidelines and tools, with feedback from IMT/TB and Aarhus.
	Estimated Start Date (dd-mm-yyyy)	01-09-2015
	Estimated End Date (dd-mm-yyyy)	30-11-2015
	Activity Leading Organisation	ASTON UNIVERSITY
	Participating Organisations	Institut Mines-Telecom
		AARHUS UNIVERSITET
	Activity Code	O1-A7
	Project Phase	Implementation
	Title	Ongoing review
	Description	The self evaluation framework, process and supporting materials are reviewed on an ongoing basis as feedback is received from the cross-sparring process.
	Tasks and role of each organisation	Aston conducts the review, feedback from IMT/TB.
	Estimated Start Date (dd-mm-yyyy)	01-12-2015
	Estimated End Date (dd-mm-yyyy)	31-08-2016
	Activity Leading Organisation	ASTON UNIVERSITY
	Participating Organisations	Institut Mines-Telecom

Output Identification	O2
Output Title	Market place
Output Type	Service/structure
Output Description	The output O2 contains the definition, implementation and evaluation of the cross-sparring market place. The output includes the following elements: a definition and testing outcomes of the market place information needs; a definition of the cross-sparring algorithm; a prototype of the web-based market place; an evaluation and documentation report on the market place; a marketing plan for the market place outputs; a sustainability plan concerning the market place outcomes.
Languages	English

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 32 of 63

Media(s)	Workspace
	Database
	Internet
	Website
	Network

Activity	Activity Code	O2-A1
	Project Phase	Preparation
	Title	Description of the market place
	Description	The information needs of the cross-sparring market place are defined and documented. The main focus is to outline the ideal information scale in order to provide the market place with adequate information. Additional information needs are also established. The activity produces the specifications for the market place data.
	Tasks and role of each organisation	Aarhus provides the description with feedback from IMT/TB.
	Estimated Start Date (dd-mm-yyyy)	01-09-2014
	Estimated End Date (dd-mm-yyyy)	30-09-2014
	Activity Leading Organisation	AARHUS UNIVERSITET
	Participating Organisations	Institut Mines-Telecom
	Activity Code	O2-A2
	Project Phase	Implementation
	Title	Establishing the algorithm of the market place
	Description	A study and an evaluation process on the previous cross-sparring implementations is conducted in order to define the required elements of an successful cross-sparring process. Based on this, an algorithm for performing the cross-sparring is established.
	Tasks and role of each organisation	Aarhus establishes the algorithm.
	Estimated Start Date (dd-mm-yyyy)	01-10-2014
	Estimated End Date (dd-mm-yyyy)	30-11-2014
	Activity Leading Organisation	AARHUS UNIVERSITET
	Participating Organisations	Institut Mines-Telecom
	Activity Code	O2-A3

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 33 of 63

	Application Form
Erasmus+	Call: 2014
	KA2 – Cooperation and Innovation for Good Practices

Form Version: 1.06
Adobe Reader Version: 11.005

EN

Project Phase	Implementation
Title	Establishing a prototype of the market place
Description	The quality parameters for the market place are defined. A web-based prototype of a market place is designed and programmed. The prototype is published and made available via web. The market place prototype is tested against the quality parameters.
Tasks and role of each organisation	Aarhus establishes the prototype. Project partners participate in testing the first prototype.
Estimated Start Date (dd-mm-yyyy)	01-11-2014
Estimated End Date (dd-mm-yyyy)	31-08-2015
Activity Leading Organisation	AARHUS UNIVERSITET
Participating Organisations	Institut Mines-Telecom
	ASTON UNIVERSITY

Activity Code	O2-A4
Project Phase	Implementation
Title	Evaluating and refining the market place (partners)
Description	The market place functionalities are evaluated by the project partners. Based on the feedback, the market place is redesigned and reprogrammed. The best practices are evaluated and additional supportive material is created.
Tasks and role of each organisation	Aarhus conducts the evaluation process. All partners take part in the testing and evaluation.
Estimated Start Date (dd-mm-yyyy)	01-08-2015
Estimated End Date (dd-mm-yyyy)	31-12-2015
Activity Leading Organisation	AARHUS UNIVERSITET
Participating Organisations	HASKOLINN I REYKJAVIK EHF
	TURUN AMMATTIKORKEAKOULU OY
	Metropolia Ammattikorkeakoulu
	UMEA UNIVERSITET
	Institut Mines-Telecom
	ASTON UNIVERSITY
	THE QUEEN'S UNIVERSITY OF BELFAST

Activity Code	O2-A5
Project Phase	Implementation

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 34 of 63

		Application Form
		Call: 2014
	Erasmus+	KA2 – Cooperation and Innovation for Good Practices

Form Version: 1.06
Adobe Reader Version: 11.005

EN	Title	Evaluating and refining the market place (other HEIs)
	Description	The market place functionalities are evaluated by the project collaborators, other HEIs. Based on the feedback, the market place is redesigned and reprogrammed. The best practices are evaluated and additional supportive material is created.
	Tasks and role of each organisation	Aarhus conducts the evaluation process together with Metropolia.
	Estimated Start Date (dd-mm-yyyy)	01-01-2016
	Estimated End Date (dd-mm-yyyy)	31-05-2016
	Activity Leading Organisation	AARHUS UNIVERSITET
	Participating Organisations	Metropolia Ammattikorkeakoulu

	Activity Code	O2-A6
	Project Phase	Implementation
	Title	Composing a market place user guide for HEIs
	Description	A market place user guide is produced in order to support the usability of the market place. Support for the market place usage is provided for other HEIs.
	Tasks and role of each organisation	Aarhus composes the user guide. Project partners test and give feedback.
	Estimated Start Date (dd-mm-yyyy)	01-05-2016
	Estimated End Date (dd-mm-yyyy)	31-08-2016
	Activity Leading Organisation	AARHUS UNIVERSITET
	Participating Organisations	HASKOLINN I REYKJAVIK EHF
		TURUN AMMATTIKORKEAKOULU OY
		Metropolia Ammattikorkeakoulu
		UMEA UNIVERSITET
		Institut Mines-Telecom
		ASTON UNIVERSITY
		THE QUEEN'S UNIVERSITY OF BELFAST

Output Identification	O3
Output Title	Cross-sparring process definition, guidelines and toolkits
Output Type	Methodology/guidelines

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 35 of 63

Output Description	The output O3 is focused on definition, formalization and validation of flexible cross-sparring processes specific to the domain of higher education, for purposes of a more reactive quality enhancement. The output includes the following elements: the set of rules for cross-sparrings; a formalized C-S process; a kit to create a C-S report, including templates for both partners, development and action plans; tailoring recommendations to take into account adaptation to institutions specificities.
Languages	English
Media(s)	Workspace
	Publications
	Service

Activity		
	Activity Code	O3-A1
	Project Phase	Implementation
	Title	Definition of a generic cross-sparring procedure (C-S process)
	Description	The current cross-sparring activities in the partner HEIs are surveyed, analyzed and evaluated. Based on this, the roles and activities of the cross-sparring are defined relying on the market place information. The activities and associated tasks are ordered and resources allocated for a C-S process. The preliminary guidelines and a supportive kit of C-S process are outlined. The confidentiality issues of elements to be used from the marketplace are clarified.
	Tasks and role of each organisation	IMT/TB conducts the analysis and definition of the C-S process. Project partners deliver the information needed for the analysis.
	Estimated Start Date (dd-mm-yyyy)	01-04-2015
	Estimated End Date (dd-mm-yyyy)	30-06-2015
	Activity Leading Organisation	Institut Mines-Telecom
	Participating Organisations	AARHUS UNIVERSITET
		HASKOLINN I REYKJAVIK EHF
		TURUN AMMATTIKORKEAKOULU OY
		Metropolia Ammattikorkeakoulu
		UMEA UNIVERSITET
		ASTON UNIVERSITY
		THE QUEEN'S UNIVERSITY OF BELFAST
	Activity Code	O3-A2
	Project Phase	Implementation

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 36 of 63

EN

Title	Pilot Study: Operating the cross-sparring procedure between project partners and pilot institutions
Description	A pilot study on the C-S process is conducted by selecting at least four partners. Four C-S processes are planned, conducted and supported between the partner HEIs. After the C-S process, the quantitative indicators for the activities of C-S process are identified and the C-S reports, including the development activity plans, are collected. Based on this, the most important development areas and themes are analysed and new or refined examples of evidence and good practices are collected.
Tasks and role of each organisation	IMT/TB leads the pilot. All partners take part in the C-S pilot.
Estimated Start Date (dd-mm-yyyy)	01-08-2015
Estimated End Date (dd-mm-yyyy)	28-02-2016
Activity Leading Organisation	Institut Mines-Telecom
Participating Organisations	HASKOLINN I REYKJAVIK EHF
	TURUN AMMATTIKORKEAKOULU OY
	AARHUS UNIVERSITET
	Metropolia Ammattikorkeakoulu
	UMEA UNIVERSITET
	ASTON UNIVERSITY
	THE QUEEN'S UNIVERSITY OF BELFAST

Activity Code	O3-A3
Project Phase	Implementation
Title	Analysis and enhancement of the cross-sparring coupling and process
Description	The quantitative and qualitative feedbacks of each cross-sparring processes conducted during the project are analysed. Based on the feedback, the generic cross-sparing procedure is refined. The developed quality enhancement C-S process is studied in order to produce a version that can be transferred to other contexts (e.g. business schools) and developed to tailored guidelines (e.g. variety of programmes and institutions). The sustainability and the financial aspects of the process are studied. The C-S documents and kits are up-dated.
Tasks and role of each organisation	IMT/TB conducts the analysis and enhancement of the C-S process with Metropolia.
Estimated Start Date (dd-mm-yyyy)	01-03-2016
Estimated End Date (dd-mm-yyyy)	30-06-2016
Activity Leading Organisation	Institut Mines-Telecom
Participating Organisations	Metropolia Ammattikorkeakoulu

Form hash code: FF8C48AE04A95F92

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This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 37 of 63

Erasmus+

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Output Identification	O4
Output Title	Quality Enhancement Workshops
Output Type	Other
Output Description	Output 4 consists of three kind of Quality Enhancement Workshops : 1) workshops supporting the HEIs starting the QAEMP –process (kick-off) 2) workshops supporting the continuity of the evaluation process (follow-up). 3) workshops which utilize the information collected in the Market Place (theme workshops). The main goal of the Quality Enhancement Workshops is to offer HEIs support in their quality enhancement and assurance process. Before the first step of the evaluation process (self-evaluation) the HEIs attend a kick-off workshop which helps them to get their evaluation process started and ensures the self-evaluation is conducted in a way it produces right kind of information to enable participation in the cross-sparring. In the kick-off workshop the self-evaluation framework, use of the Market Place and the cross-sparring method are introduced. After cross-sparring HEIs take part in a collaborative follow-up workshop which aims at supporting the start of the changes in the participated HEIs and encourages them to continue the evaluation process cycle. In these workshops the results of the cross-sparring are further discussed. This workshop fortifies the benefits of the cross-sparring by promoting the exchange of the best practices, sharing experiences and development ideas between HEIs between the cross-sparring partners. The project pilots the concept of these supportive workshops and produce guidelines to help to arrange them independently. These guidelines and materials are available in the Market Place free for all registered users. The theme workshops are open for all interested and deal with the most common development issues. These issues are chosen based on the information collected in the Market Place during self-evaluation and cross-sparring. Theme workshops are arranged in pursuance of international conferences to ensure the widest possible audience. Theme workshops also support the dissemination of the QAEMP –process and the Market Place. The project pilots the Market Place as a source of this kind of information and provide a quick user guide about how to retrieve this information from the Market Place.
Languages	English
Media(s)	Event
	Publications

Activity	Activity Code	O4-A1
	Project Phase	Implementation

Form hash code: FF8C48AE04A95F92

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	Application Form
Erasmus+	**Call: 2014**
	KA2 – Cooperation and Innovation for Good Practices

Form Version: 1.06
Adobe Reader Version: 11.005

EN	Title	Piloting the Kick-off workshop
	Description	The contents, materials, implementation of the workshop meetings are described and the practical issues concerning the planning, implementing and evaluation of supportive workshops are outlined. Workshops to provide support for the self-evaluation process are organised. A host and a facilitator are nominated for each workshop to support the process. The workshops are face-to-face meetings to ensure genuine cooperation and interaction between the participants. Preparatory materials are produced and available at the Market Place. Feedback from the participants is collected and the concept evaluated and refined. Guidelines to help to conduct the workshop independently are produced.
	Tasks and role of each organisation	TUAS is in charge of the implementation. Other consortium partners participate in the pilot workshop and give feedback.
	Estimated Start Date (dd-mm-yyyy)	01-01-2015
	Estimated End Date (dd-mm-yyyy)	28-02-2015
	Activity Leading Organisation	TURUN AMMATTIKORKEAKOULU OY
	Participating Organisations	HASKOLINN I REYKJAVIK EHF
		AARHUS UNIVERSITET
		Metropolia Ammattikorkeakoulu
		UMEA UNIVERSITET
		Institut Mines-Telecom
		ASTON UNIVERSITY
		THE QUEEN'S UNIVERSITY OF BELFAST
	Activity Code	O4-A2
	Project Phase	Implementation
	Title	Piloting the Follow-up workshop
	Description	The contents, materials, implementation of the workshop meetings are described and the practical issues concerning the planning, implementing and evaluation of supportive workshops are outlined. Workshops to provide support for the self-evaluation process are organised. A host and a facilitator are nominated for each workshop

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 39 of 63

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to support the process. The workshops are face-to-face meetings to ensure genuine cooperation and interaction between the participants. Preparatory materials are produced and available at the Market Place.

Feedback from the participants is collected and the concept evaluated and refined.

Guidelines to help to conduct the workshop independently are produced.

Tasks and role of each organisation	TUAS is in charge of the implementation. Other consortium partners participate in the pilot workshop and give feedback.
Estimated Start Date (dd-mm-yyyy)	01-05-2016
Estimated End Date (dd-mm-yyyy)	31-07-2016
Activity Leading Organisation	TURUN AMMATTIKORKEAKOULU OY
Participating Organisations	HASKOLINN I REYKJAVIK EHF
	AARHUS UNIVERSITET
	Metropolia Ammattikorkeakoulu
	UMEA UNIVERSITET
	Institut Mines-Telecom
	ASTON UNIVERSITY
	THE QUEEN'S UNIVERSITY OF BELFAST

Activity Code	O4-A3
Project Phase	Implementation
Title	Piloting the Theme workshop
Description	The information collected in the Market Place after self-evaluation and cross-sparring processes is analyzed to identify and determine the most common or important development themes for the collaborative theme workshops. The contents, working methods, implementation of the workshop meeting are described and the practical issues concerning the planning, implementing and evaluation of collaborative theme workshops are outlined. Workshops are arranged. A host and a facilitator are nominated for the workshop to support the process. The workshops are face-to-face meetings to ensure genuine cooperation and interaction between the participants thus fostering open discussion, shared experiences and innovative thinking. Preparatory materials are produced and available at the Market Place. Feedback is collected from the participants. The concept of Theme workshops and Market Place as a source of information is evaluated

Form hash code: FF8C48AE04A95F92

EN

This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 40 of 63

EN		and refined.
	Tasks and role of each organisation	TUAS is in charge of the implementation. Other consortium partners participate in the pilot workshop and give feedback.
	Estimated Start Date (dd-mm-yyyy)	01-05-2016
	Estimated End Date (dd-mm-yyyy)	31-08-2016
	Activity Leading Organisation	TURUN AMMATTIKORKEAKOULU OY
	Participating Organisations	HASKOLINN I REYKJAVIK EHF
		AARHUS UNIVERSITET
		Metropolia Ammattikorkeakoulu
		UMEA UNIVERSITET
		Institut Mines-Telecom
		ASTON UNIVERSITY
		THE QUEEN'S UNIVERSITY OF BELFAST

F.2.2. Multiplier Events

Event Identification	E1	
Event Title	QAEMP -process and the Market Place seminar with Theme workshop	
Event Description	A seminar representing the piloted QAEMP -process, user experiences along with the Market Place is introduced to the stakeholders. Also a Theme workshop about the most common development themes defined in the Market Place is arranged. The expertise of the consortium members in quality assurance is utilized in preparing general introductions to quality assurance.	
Intellectual Outputs Covered (using Output Identification number)	O1, O2, O3, O4.	
Activity	Activity Code	E1-B1
	Project Phase	Dissemination
	Title	Planning, prepararing and organization of the event
	Description	Planning the programme, scheduling, recruiting personnel and speakers. Taking care of bookings, rentings, orderings, enrollments, marketing. Collecting information from the Market Place to prepare a Theme workshop. Preparing materials and expert presentations. All practical arrangements during the event.
	Tasks and role of each organisation	Planning and preparation of the materials is done in cooperation with all project partners. TUAS takes care of the practical arrangements before and during the event. Project partners

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 41 of 63

EN		participate the event and give feedback and expert presentations.
	Estimated Start Date (dd-mm-yyyy)	01-04-2016
	Estimated End Date (dd-mm-yyyy)	30-06-2016
	Activity Leading Organisation	TURUN AMMATTIKORKEAKOULU OY
	Participating Organisations	HASKOLINN I REYKJAVIK EHF
		AARHUS UNIVERSITET
		Metropolia Ammattikorkeakoulu
		UMEA UNIVERSITET
		Institut Mines-Telecom
		ASTON UNIVERSITY
		THE QUEEN'S UNIVERSITY OF BELFAST

F.2.3. Learning/Teaching/Training Activities

Do you foresee the inclusion of learning, teaching or training activities in your project?

No

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 42 of 63

G. Follow-up

G.1. Impact

What is the expected impact on the participants, participating organisations, target groups and other relevant stakeholders?

The project derives from the experiences and actual needs distinguished in the participating institutions to develop the quality assurance process. The beneficiaries of the project are equipped with an innovative toolkit of quality assurance in higher education that can be directly exploited and applied to the every-day life of the HEIs in practical, concrete level. The project also strengthens the collaboration between the partner network. In addition to the concrete results the knowledge, experiences and expertise gained from this project can be utilized in planning and conducting of evaluation processes in other degree programmes of each HEI.

The degree programs, which are selected for initial piloting the self-evaluation and cross-sparring processes, are able to exploit the project results directly during the project in their quality assurance and development processes. Further, already during the project the QAEMP -process and its first outcomes are introduced to other degree programmes of the partnering HEIs in institutional level. The goal is to attract new degree programmes from other disciplines and international collaboration networks to pilot the process and tools to enhance and ensure the transferability of the process to other fields of education. New participants will thus get their evaluation process started as well.

During the project, each partnering HEI is provided with unique experience on educational development in organisational level, and this knowledge is further exploited in strategic planning of the HEIs policies and concrete operative plans. After the implementation of the project, the results will finally reach the whole personnel and students of the HEIs both in the strategic level of the HEIs and in the practical level of every-day work of teaching and learning.

What is the desired impact of the project at the local, regional, national, European and/or international levels?

This project contributes to the facilitation of European cooperation in quality assurance by developing, implementing and piloting/ exploiting a comprehensive, collaborative and accessible method of continuous self-evaluation and cross-sparring process complemented with a virtual platform.

The developed model answers to the need for more flexible models and processes with peers to reduce the inertia of heavy accreditations/evaluations. Contemporary processes are too laborious and more and more demanding, binary evaluation lacks feedback on how to improve, more and more reporting is demanded. QAEMarketPlace4HEI -project proposes flexible and constructive/collaborative methods and processes for program evaluation, as a complement for weighty/ponderous accreditations and existing QA systems. The aim is to make the evaluation process in HEIs faster, lighter and more collaborative. All the materials necessary to conduct the QAEMP -process and networking are available for all registered users in the project website and at the virtual platform, the Market Place.

European cooperation is a vital part of the project and necessary to achieve the main goals of the project, which are promoting, increasing and exploiting further the European collaboration in the evaluation processes; adopting and disseminating best educational practices and improving comparability of education; and developing a collaborative, comprehensive and accessible evaluation process model, methods and tools for HEIs. The project and the developed model build and enhance confidence and understanding between the European HEIs by the means of collaboration and sharing of information on the best practices.

Further this project proposal aims at strengthening the open conversation on educational development and pedagogical innovations in Europe. During the project, special attention is paid on promoting processes on continuing educational development in the networks of educational organizations.

How will you measure the previously mentioned impacts?

- The amount of the evaluation reports. Conducting the pilots produces concrete evaluation reports 1) in the initial pilot degree programmes and 2) other degree programmes.
- The amount and types of diciplines attending the secondary pilot.
-The number of registrations in the Market Place.
- Establishing the QAEMP -process as a part of the quality strategy in the partnering HEIs.

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 43 of 63

- The number of attendees in the workshops

G.2. Dissemination and Use of Projects' Results

You are requested to elaborate dissemination plans. Please provide answers to the questions below.

To whom will you disseminate the project results inside and outside your organisation? Please define in particular your target audience(s) at local/regional/national/EU level and motivate your choice.

The main contribution of the project is a collaborative, continuous evaluation process model and a Market Place for quality assurance and enhancement for higher education institutions. Thus the target audiences for the dissemination are defined as

T1. HEIs in general and initially members of the project organization:
T2. European National Agencies for higher education in general and initially those of Denmark, Finland, France, Iceland, Sweden and United Kingdom
T3. The European Association for Quality Assurance in Higher Education, ENQA

This hierarchy of target audience follows naturally from the one outlined in the ENQA: Standards and Guidelines for Quality Assurance in the European Higher Education Area (SGQA), where HEIs correspond to Part 1 of the SGQA, National Agencies to Part 2 of the SGQA and finally ENQA to Part 3 of the SGQA. HEI will find that the proposed Marketplace helps them meet criteria's of SGQA such as 1.2 (Periodic Review) and 1.7 (Public Information). National Agencies will see that the proposed Marketplace will help them meet criteria 2.6 (Follow-up Procedure) of SGQA and finally at the top-level it will be clear that inspiration on how to handle 3.7 (External quality assurance criteria and processes used by the agencies) of SGQA can be found in the proposed Marketplace.

Who will be responsible for the dissemination activities within your partnership and which specific expertise has it in this area? How many resources will you make available to allow for the proper implementation of your dissemination plans?

Umeå University (UmU) is responsible for leading the dissemination activities and all other partners are responsible for supporting the dissemination strategy in their own countries. UmU is an organization with 34000 students and more than 4000 employees and has a well developed Communication and International Relations Office. In addition to this we have at the Dean's office of the Faculty of Science and Technology our own Public Relations Officers. UmU will liaise with the other partners monthly ensure that they are aware and progressing their responsibilities as part of the dissemination activities. Partners have to take a lead within their own country on dissemination and help to raise awareness amongst target groups in their own local, regional and national context. This will in most cases include translating dissemination material into the national language since the material is produced in English.
As a part of the management team UmU is coordinating dissemination work with all other work packages. All other work packages leaders are aware of the project requirements for our work package and we will work together to ensure the dissemination strategy runs on time and produces accurate, quality and effective communications for our target groups in all partner languages, where appropriate.

Umeå University leads in finalizing the dissemination plan including adopting a graphical profile consistent with Erasmus+ for each partner as a first dissemination activity. This plan identifies specific needs, for instance for translation costs, associated with each partner. In total dissemination will account for about 30% of the project management budget and about 35% of the dissemination budget will go to UmU whilst the rest is evenly distributed amongst the project partners.

What kind of dissemination activities do you intend to carry out (relevance) and through which channels?

The objectives of the dissemination are to
O1. make the target groups aware of the project,
O2. provide a platform that allows the target groups find out more about the project,
O3. build a brand that the target groups can associate with and comfortable use in their own communication.
The dissemination activities defined are aligned with the objectives (O1-O3) of the dissemination towards target audiences (T1-T3):
• Publications (conference papers) in suitable conferences
• Set up a virtual platform, website, which facilitates interaction and dialogue with stakeholders
• Set up a target group network to support efficient and effective communication with interested parties

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 44 of 63

• Produce e-newsletters and distribute them to the target groups
• Issue a series of target groups briefing papers to describe emerging results at key stages of the project's life
• Arrange conference workshops and Multiplier Events
• Arrange an ENQA workshop
• Final report

The performance indicators for the specific aims are as follows:
• Stakeholder and partner feedback re. effectiveness of dissemination products
• Stakeholder and partner feedback re. contents of dissemination products

The indicators for the activities are as follows:
• Website
• No of hits on website
• No of downloads from website resulting from our actions
• No of ways in which stakeholders came to hear about the project
• No of stakeholders registered on stakeholder network
• No of ways in which stakeholders came to hear about the project
• E-newsletters produced
• Stakeholder briefing papers produced
• Number of dissemination products downloaded from website

Erasmus+ promotes an open access requirement for all materials produced through its projects. In the case your project is producing intellectual outputs/ tangible deliverables, please describe if and how you intend to promote the free access for the public, through the internet, to a digital form thereof. In case a limitation should be foreseen for the use of the open licence, please specify the reasons, extent and nature of this limitation.

The intellectual outputs of the project (guides, Market Place etc).are available at the project website.

How will you ensure that the project's results will remain available and/or will be used by others?

The model is completely transferable to any field of higher education: the principles of self-evaluations can be chosen according to preferred or established practices of the field. As for the cross-sparring principles, they are made quite generic to ensure their flexibility. Yet to ensure the best results, it is recommended that the evaluation process is conducted between similar Degree Programmes. Therefore we are piloting the model at first in one field: the field of engineering. However, the partnering HEI are diversified and we pursue that the model is more widely exploited in each partnering institution already during the pilot project.

To ensure the transferability of the QAEMP -prosess the project has defined an work package (WP8) and a coordinator (Queens University) to plan and conduct the necessary actions. The work package focuses on supporting the implementation of the methodology of self-evaluation (S-E) and cross-sparring (C-S) within European HEIs particularly to non-engineering disciplines (NEDs). WP8 utilises the outputs of the other work packages and some of the same approaches but applied to other disciplines.

The strategy is to first grow the non-engineering disciplinary implementations within the partner institutions thus providing a basis from which these disciplines can exploit the outcomes of this project by disseminating this practice within their own national and European networks in a sustainable manner.

During the project the following measures take place:
- Informing and identifying the non-engineering discipline (NED) stakeholders at partner institutions.
- Validating of core outputs from NED self-evaluations (S-E) as suitable for entry into an expanded marketplace to include NEDs. (inputs defined within WP3)
- Supporting pilot NED implementations in project partner institutions
- Identifying opportunities for sustainable exploitation of QAEMarketplace within NED networks.
- Launching supplement website platform and stakeholder network website portal with content tailored for NEDs

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 45 of 63

	Application Form
Erasmus+	Call: 2014
	KA2 – Cooperation and Innovation for Good Practices

Form Version: 1.06
Adobe Reader Version: 11.005

If relevant, please provide any other meaningful information deemed necessary to give a comprehensive overview of your dissemination plans.

The project has defined its own work package (WP7) with a coordinator (Umeå University) to plan and conduct dissemination actions of the project (attachment).

G.3. Sustainability

What are the activities and results that are planned to be maintained after the end of the EU funding including the needed resources to sustain them?

The continuum of the project impacts, results, products and outcomes is enabled by ensuring the exploitation of the project results by involving new degree programmes, stakeholders, interest groups and potential partners to the project activities and networks. The main target of the project sustainability activities is to engage new members to the project network and quality assurance community already during the actual project implementation, which enables effective dissemination of the project results to these widened networks. Further, this enables the sustainability of the project activities even after the project is finished. The strategy is to first grow the non-engineering disciplinary implementations within the partner institutions thus providing a basis from which these disciplines can exploit the outcomes of this project by disseminating this practice within their own national and European networks in a sustainable manner.

The project website provides the potential stakeholders and interest groups with an opportunity to express their interest in the project activities. Based on this, the potential members are contacted and invited to join the network. After the project, the new network of quality assurance that is established during the project implementation, will maintain the QA process activities and networking. The built model and methodology of constant quality assurance process, including e.g. self-evaluation and cross-sparring processes and workshop meetings, are conducted after the project according to the circular QA process model. The created project website and the Market Place with documents, reports, newsletters, blogs and linkages to the forums of social media is the main forum of collaboration in the future. In addition, regular face-to-face meetings will be maintained via networks of each partner HEI. The consortium aims at finding a well-recognized quality assurance related organization(s) to collaborate in the marketing, developing and later hosting Market Place. The market place idea will be discussed with key European quality assurance groups (like European Consortium for Accreditation (ECA), European Association for Quality Assurance in Higher Education (ENQA), The International Network for Quality Assurance Agencies in Higher Education (INQAAHE), U-Multirank, European Network for Engineering Accreditation (ENAEE).

After the project implementation, the collaborative networks and cooperation consortiums of the partnering HEIs are important channels to reach the target groups and disseminate the model further. Each partnering HEI is a member in various collaborating networks, which gather regularly to the network meetings to exchange ideas and experiences, review new models on educational development and assess the initiative's progress. The annual international conferences, seminars, workshops and other meetings, which are based on active working methods with sessions, workshops and seminar presentations, provide excellent forums for reaching the project target groups and disseminating the project results. Moreover, the project results are further refined and developed through these educational networks, which have active role both in national and international educational development. Thus the results of the project benefit not only the consortium members, but also the HEIs throughout Europe, even globally.

During the project, a Memorandum of Understanding (MoU) is signed by the quality assurance network HEIs. The objective of this agreement is to promote joint activities on educational development and quality assurance in the future. In addition, the agreement encourages the networking HEIs to design and implement joint research and development activities in various fields. The new members of the network, that are reached and adopted to the quality assurance community, provide the network with fresh insights and innovative ideas, which further promotes the regeneration of the quality assurance processes and models.

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 46 of 63

Erasmus+

Application Form

Call: 2014

KA2 – Cooperation and Innovation for Good Practices

Form Version: 1.06
Adobe Reader Version: 11.005

H. Budget

For further information please consult the Programme Guide for the overview of funding rules. Please note that all amounts must be expressed in Euros.

H.1. Project Management and Implementation

PIC of Organisation	Role of Organisation	Name of the Organisation	Grant Requested
966834406	Applicant Organisation	HASKOLINN I REYKJAVIK EHF	12000.00
948193431	Partner Organisation	TURUN AMMATTIKORKEAKOULU OY	6000.00
999997736	Partner Organisation	AARHUS UNIVERSITET	6000.00
949663854	Partner Organisation	Metropolia Ammattikorkeakoulu	6000.00
999881821	Partner Organisation	UMEA UNIVERSITET	6000.00
999849326	Partner Organisation	Institut Mines-Telecom	6000.00
999896953	Partner Organisation	ASTON UNIVERSITY	6000.00
999992013	Partner Organisation	THE QUEEN'S UNIVERSITY OF BELFAST	6000.00
		Total	54000.00

NOTA BENE: AS DETAILED IN THE PROGRAMME GUIDE, IN CASE OF PROJECTS INVOLVING MORE THAN 10 PARTICIPATING ORGANISATIONS, THE GRANT SUPPORT FOR PROJECT MANAGEMENT AND IMPLEMENTATION WILL BE LIMITED TO THE AMOUNT EQUIVALENT TO 10 PARTICIPATING ORGANISATIONS (1 COORDINATING AND 9 PARTNER ORGANISATIONS) FOR THE PROJECT DURATION.

H.2. Transnational Project Meetings

PIC of Organisation	Total No. of Meetings	Total No. of Participants	Distance Band	Grant per Participant	Grant Requested
999997736: AARHUS UNIVERSITET	2	16	100 - 1999 km	575.00	9200.00
966834406: HASKOLINN I REYKJAVIK EHF	2	8	>= 2000 km	760.00	6080.00
966834406: HASKOLINN I REYKJAVIK EHF	2	8	100 - 1999 km	575.00	4600.00

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Form hash code: FF8C48AE04A95F92

This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Erasmus+

Application Form

Call: 2014

KA2 – Cooperation and Innovation for Good Practices

PIC of Organisation	Total No. of Meetings	Total No. of Participants	Distance Band	Grant per Participant	Grant Requested
99992013: THE QUEEN'S UNIVERSITY OF BELFAST	2	16	100 - 1999 km	575.00	9200.00
948193431: TURUN AMMATTIKORKEAKOULU OY	2	12	100 - 1999 km	575.00	6900.00
948193431: TURUN AMMATTIKORKEAKOULU OY	2	4	>= 2000 km	760.00	3040.00
999896953: ASTON UNIVERSITY	1	2	100 - 1999 km	575.00	1150.00
949663854: Metropolia Ammattikorkeakoulu	1	2	100 - 1999 km	575.00	1150.00
999881821: UMEA UNIVERSITET	1	2	100 - 1999 km	575.00	1150.00
999849326: Institut Mines-Telecom	1	2	100 - 1999 km	575.00	1150.00
				Total	43620.00

NOTA BENE: AS DETAILED IN THE PROGRAMME GUIDE, THE GRANT SUPPORT FOR TRANSNATIONAL PROJECT MEETINGS WILL BE LIMITED TO A MAXIMUM AMOUNT OF 23.000 € PER PROJECT PER PERIOD OF 12 MONTHS. FOR SHORTER PROJECT DURATIONS, THE MAXIMUM AMOUNT WILL BE REDUCED PROPORTIONALLY TO THE ACTUAL PROJECT DURATION IN NUMBER OF MONTHS.

H.3. Intellectual Outputs

Which concrete participating organisations' staff resources are you planning to use in the production of outputs that have a significant contribution in terms of potential impact and transferability (e.g. new curricula, pedagogical materials, IT Tools, analysis and studies, etc.)?

PIC of Organisation	Output Identification	Category of Staff	Country	No. of Working Days	Grant per Day	Grant Requested
999896953: ASTON UNIVERSITY	O1	Managers	United Kingdom	30	280.00	8400.00
999896953: ASTON UNIVERSITY	O1	Teachers/Trainers/Researchers	United Kingdom	15	214.00	3210.00
966834406: HASKOLINN I REYKJAVIK EHF	O1	Managers	Iceland	3	280.00	840.00
966834406: HASKOLINN I REYKJAVIK EHF	O1	Teachers/Trainers/Researchers	Iceland	2	214.00	428.00

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Application Form

Call: 2014

KA2 – Cooperation and Innovation for Good Practices

PIC of Organisation	Output Identification	Category of Staff	Country	No. of Working Days	Grant per Day	Grant Requested
948193431: TURUN AMMATTIKORKEAKOULU OY	O1	Managers	Finland	3	280.00	840.00
948193431: TURUN AMMATTIKORKEAKOULU OY	O1	Teachers/Trainers/Researchers	Finland	2	214.00	428.00
999997736: AARHUS UNIVERSITET	O1	Managers	Denmark	5	294.00	1470.00
999997736: AARHUS UNIVERSITET	O1	Teachers/Trainers/Researchers	Denmark	2	241.00	482.00
949663854: Metropolia Ammattikorkeakoulu	O1	Managers	Finland	3	280.00	840.00
949663854: Metropolia Ammattikorkeakoulu	O1	Teachers/Trainers/Researchers	Finland	2	214.00	428.00
999881821: UMEA UNIVERSITET	O1	Managers	Sweden	3	294.00	882.00
999881821: UMEA UNIVERSITET	O1	Teachers/Trainers/Researchers	Sweden	2	241.00	482.00
999849326: Institut Mines-Telecom	O1	Managers	France	5	280.00	1400.00
999849326: Institut Mines-Telecom	O1	Teachers/Trainers/Researchers	France	2	214.00	428.00
999992013: THE QUEEN'S UNIVERSITY OF BELFAST	O1	Managers	United Kingdom	3	280.00	840.00
999992013: THE QUEEN'S UNIVERSITY OF BELFAST	O1	Teachers/Trainers/Researchers	United Kingdom	2	214.00	428.00
999997736: AARHUS UNIVERSITET	O2	Managers	Denmark	11	294.00	3234.00
999997736: AARHUS UNIVERSITET	O2	Teachers/Trainers/Researchers	Denmark	25	241.00	6025.00
999997736: AARHUS UNIVERSITET	O2	Technicians	Denmark	60	190.00	11400.00
966834406: HASKOLINN I REYKJAVIK EHF	O2	Managers	Iceland	5	280.00	1400.00
948193431: TURUN AMMATTIKORKEAKOULU OY	O2	Managers	Finland	5	280.00	1400.00
949663854: Metropolia Ammattikorkeakoulu	O2	Managers	Finland	5	280.00	1400.00
999881821: UMEA UNIVERSITET	O2	Managers	Sweden	5	294.00	1470.00

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Application Form
Call: 2014
KA2 – Cooperation and Innovation for Good Practices

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Organisation		Role	Country			
999849326: Institut Mines-Telecom	O2	Managers	France	5	280.00	1400.00
999896953: ASTON UNIVERSITY	O2	Managers	United Kingdom	5	280.00	1400.00
999992013: THE QUEEN'S UNIVERSITY OF BELFAST	O2	Managers	United Kingdom	5	280.00	1400.00
999849326: Institut Mines-Telecom	O3	Managers	France	35	280.00	9800.00
999849326: Institut Mines-Telecom	O3	Teachers/Trainers/Researchers	France	35	214.00	7490.00
966834406: HASKOLINN I REYKJAVIK EHF	O3	Managers	Iceland	16	280.00	4480.00
966834406: HASKOLINN I REYKJAVIK EHF	O3	Teachers/Trainers/Researchers	Iceland	8	214.00	1712.00
94819343: TURUN AMMATTIKORKEAKOULU OY	O3	Managers	Finland	16	280.00	4480.00
94819343: TURUN AMMATTIKORKEAKOULU OY	O3	Teachers/Trainers/Researchers	Finland	8	214.00	1712.00
999997736: AARHUS UNIVERSITET	O3	Managers	Denmark	16	294.00	4704.00
999997736: AARHUS UNIVERSITET	O3	Teachers/Trainers/Researchers	Denmark	8	241.00	1928.00
949663854: Metropolia Ammattikorkeakoulu	O3	Managers	Finland	17	280.00	4760.00
949663854: Metropolia Ammattikorkeakoulu	O3	Teachers/Trainers/Researchers	Finland	11	214.00	2354.00
999881821: UMEA UNIVERSITET	O3	Managers	Sweden	16	294.00	4704.00
999881821: UMEA UNIVERSITET	O3	Teachers/Trainers/Researchers	Sweden	8	241.00	1928.00
999896953: ASTON UNIVERSITY	O3	Managers	United Kingdom	16	280.00	4480.00
999896953: ASTON UNIVERSITY	O3	Teachers/Trainers/Researchers	United Kingdom	8	214.00	1712.00
999992013: THE QUEEN'S UNIVERSITY OF BELFAST	O3	Managers	United Kingdom	16	280.00	4480.00
999992013: THE QUEEN'S UNIVERSITY OF BELFAST	O3	Teachers/Trainers/Researchers	United Kingdom	8	214.00	1712.00
94819343: TURUN AMMATTIKORKEAKOULU OY	O4	Managers	Finland	30	280.00	8400.00
94819343: TURUN AMMATTIKORKEAKOULU OY	O4	Teachers/Trainers/Researchers	Finland	4	214.00	856.00

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Application Form

Call: 2014

KA2 – Cooperation and Innovation for Good Practices

96683440C: HASKOLINN I REYKJAVIK EHF	O4	Managers	Iceland	5	280.00	1400.00
96683440C: HASKOLINN I REYKJAVIK EHF	O4	Teachers/Trainers/Researchers	Iceland	4	214.00	856.00
99999773C: AARHUS UNIVERSITET	O4	Managers	Denmark	5	294.00	1470.00
99999773C: AARHUS UNIVERSITET	O4	Teachers/Trainers/Researchers	Denmark	4	241.00	964.00
94966385C: Metropolia Ammattikorkeakoulu	O4	Managers	Finland	5	280.00	1400.00
94966385C: Metropolia Ammattikorkeakoulu	O4	Teachers/Trainers/Researchers	Finland	4	214.00	856.00
99988182 1: UMEA UNIVERSITET	O4	Managers	Sweden	5	294.00	1470.00
99988182 1: UMEA UNIVERSITET	O4	Teachers/Trainers/Researchers	Sweden	4	241.00	964.00
99984932 6: Institut Mines-Telecom	O4	Managers	France	5	280.00	1400.00
99984932 6: Institut Mines-Telecom	O4	Teachers/Trainers/Researchers	France	4	214.00	856.00
99989695 3: ASTON UNIVERSITY	O4	Managers	United Kingdom	5	280.00	1400.00
99989695 3: ASTON UNIVERSITY	O4	Teachers/Trainers/Researchers	United Kingdom	4	214.00	856.00
99999201 3: THE QUEEN'S UNIVERSITY OF BELFAST	O4	Managers	United Kingdom	5	280.00	1400.00
99999201 3: THE QUEEN'S UNIVERSITY OF BELFAST	O4	Teachers/Trainers/Researchers	United Kingdom	4	214.00	856.00
			Total	554		140195.00

H.4. Multiplier Events

PIC of Organisation	Event Identification	No. of Local Participants	Grant per Local Participant	No. of Foreign Participants	Grant per Foreign Participant	Grant Requested
94819343 1: TURUN AMMATTIKORKEAKOULU OY	E1	50	100.00	50	200.00	15000.00

Form hash code: FF8C48AE04A95F92

This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

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Form Version: 1.06
Adobe Reader Version: 11.005

Erasmus+

Application Form

Call: 2014

KA2 – Cooperation and Innovation for Good Practices

Event Identification	No. of Local Participants	Grant per Local Participant	No. of Foreign Participants	Grant per Foreign Participant	Grant Requested
PIC of Organisation		Total		Total	
	50		50		15000.00

NOTA BENE: AS DETAILED IN THE PROGRAMME GUIDE, THE GRANT SUPPORT FOR MULTIPLIER EVENTS WILL BE LIMITED TO A MAXIMUM AMOUNT OF 30.000 € PER PROJECT REGARDLESS OF ITS DURATION.

H.5. Learning/Teaching/Training Activities

H.5.1. Travel

Activity No.	Activity Type	No. of Participants	Distance Band	Travel Grant per Participant	Grant Requested
PIC of Organisation					
			Total		

H.5.2. Subsistence

Long-term Learning/Teaching/Training Activities

Activity No.	Activity Type	Duration (months)	Country of Destination	No. of Participants	Grant per Participant	Grant Requested
PIC of Organisation						
			Total			

Short-term Learning/Teaching/Training Activities

Activity No.	Activity Type	Duration (days)	No. of Participants	Grant per Participant	Grant Requested
PIC of Organisation					
			Total		

Form hash code: FF8C48AE04A95F92

This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

EN

Form Version: 1.06
Adobe Reader Version: 11.005

Application Form

Call: 2014

KA2 – Cooperation and Innovation for Good Practices

Erasmus+

H.5.3. Linguistic Support

PIC of Organisation	Activity No.	Activity Type	No. of Participants (without accompanying persons)	Grant per Participant	Grant Requested
				Total	

H.6. Special Needs

PIC of Organisation	No. of Participants With Special Needs	Description	Please list the activities to which this item refers to	Grant Requested
			Total	

H.7. Exceptional Costs

PIC of Organisation	Description of Cost Item	Please list the activities to which this item refers to	Grant Requested
		Total	

NOTA BENE: AS DETAILED IN THE PROGRAMME GUIDE, THE GRANT SUPPORT FOR EXCEPTIONAL COSTS WILL BE LIMITED TO A MAXIMUM AMOUNT OF 50.000 € PER PROJECT.

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I. Project summary

Please provide a short summary of your project. Please recall that this section [or part of it] may be used by the European Commission, Executive Agency or National Agencies in their publications. It will also feed the Erasmus+ dissemination platform.

Be concise and clear and mention at least the following elements: context/background of project; objectives of your project; number and profile of participants; description of activities; methodology to be used in carrying out the project; a short description of the results and impact envisaged and finally the potential longer term benefits.

In view of further publication on the Erasmus+ dissemination platform, please be also aware that a comprehensive public summary of project results will be requested at report stage(s). Final payment provisions in contract will be linked to the availability of such summary.

Improving European education and training system quality has been set as a key target in Europe's strategy to become a smart, sustainable and inclusive economy by 2020 (Council of the European Union, 2010). These objectives are more specifically defined in the so called Modernisation Agenda (EC 2011). More specifically it sets a goal to improve the quality and relevance of higher education. In this process external evaluation and self-assessment are seen in a key role!

Although there are plenty of methods for both self- and cross-evaluation, there is a lack of models for a comprehensive approach, taking account the needs to increase international collaboration and improve international comparability in HEIs. There have been many European projects on QA, but they do not cover still existing problems with accreditation such as required resources, complexity, delays between the evaluation rounds, poor feedback, poor quality loop and distance from continuous education development. There is a need for more flexible evaluation models and processes with peers to reduce the inertia of heavy accreditations/evaluations in HEIs. Contemporary processes are too laborious and increasingly demanding, binary evaluation lacks feedback on how to improve, and moreover, more and more reporting is demanded.

QAEMarketPlace4HEI -project proposes a flexible and collaborative method, processes and tools for degree program / higher education evaluation, as a complement for weighty/ponderous accreditations. The innovativeness of the project lies in the collaborative model of quality assurance that can complement accreditations and existing QA systems. The project promotes and strengthens the European cooperation in quality assurance while designing and piloting new kind of continuous, accessible, cooperation based model, tools and a virtual platform (the Market Place) supporting so called cross-sparring between institutions. Cross-sparring is to be understood as a process to make feedback more collaborative, concrete and objective, thanks to critical, but discreet brainstorming sessions, where strategies can be discussed, repeatedly contributing to the quality assurance with a critical external view. As in sport, a sparring partner helps to keep eyes on the objectives, learn from experience and stimulate reflectivity. This approach is beneficial both for the institution evaluated, which will get a more objective view on its strengths and potential improvements, and for the sparring partner which may identify best practices that can be useful for his own institution. The Market Place serves as a tool for finding the best possible sparring partners as well as a forum for networking, sharing experiences, information and best practices.

The project consortium consists of eight European higher education institutions: Reykjavik University, Iceland; Turku University of Applied Sciences, Finland ; Aarhus University, Denmark; Helsinki Metropolia University of Applied Sciences, Finland; Umeå University, Sweden; Telecom Bretagne, France; Aston University, United Kingdom and Queens University Belfast, United Kingdom.

The project implementation is based on the circular model of quality assurance. The first phase of the project focuses on the self-evaluation and how to ensure the results from different self-evaluation methods provide the right kind of information to enable the best possible pairs for the cross-sparring. Pilot HEIs are supported in this by kick-off workshops. During the second phase, this information is entered to a virtual platform built in this project, the Market Place, where the actual pairing is conducted. Later also the results from the cross-sparrings are entered to the Market Place. Thus the most common development themes can be identified to arrange special theme workshops open for all interested. The Market Place also serves as a database for QA methods, best practices etc. The third phase is about the defining, piloting and refining the cross-sparring method. The continuity of the quality enhancement process after the cross-sparring is supported by collaborative workshops.

The project derives from the experiences and actual needs distinguished in the participating institutions to develop the quality assurance process. As a result the degree programs, which are selected for piloting the self-evaluation and cross-sparring processes, are able to exploit the project results directly during the project in their quality assurance and development processes. The beneficiaries of the project are equipped with innovative tools of quality assurance in higher education that can be directly exploited and applied to the every-day life of the HEIs in practical, concrete level.

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 54 of 63

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 55 of 63

I.1. Summary of participating organisations

PIC of Organisation	Name of the Organisation	Country of the Organisation
966834406	HASKOLINN I REYKJAVIK EHF	Iceland
948193431	TURUN AMMATTIKORKEAKOULU OY	Finland
999997736	AARHUS UNIVERSITET	Denmark
949663854	Metropolia Ammattikorkeakoulu	Finland
999881821	UMEA UNIVERSITET	Sweden
999849326	Institut Mines-Telecom	France
999896953	ASTON UNIVERSITY	United Kingdom
999992013	THE QUEEN'S UNIVERSITY OF BELFAST	United Kingdom

Total number of participating organisations	8

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 56 of 63

Erasmus+

Application Form

Call: 2014

KA2 – Cooperation and Innovation for Good Practices

I.2. Budget Summary

PIC of Organisation	Project Management and Implementation	Transnational Project Meetings	Intellectual Outputs	Multiplier Events	Learning/Teaching/Training Activities			Special Needs	Exceptional Costs	Total
					Travel	Subsistence	Linguistic Support			
966834406	12000.00	10680.00	11116.00							33796.00
948193431	6000.00	9940.00	18116.00	15000.00						49056.00
999997736	6000.00	9200.00	31677.00							46877.00
949663854	6000.00	1150.00	12038.00							19188.00
999881821	6000.00	1150.00	11900.00							19050.00
999849326	6000.00	1150.00	22774.00							29924.00
999896953	6000.00	1150.00	21458.00							28608.00
999992013	6000.00	9200.00	11116.00							26316.00
Total	54000.00	43620.00	140195.00	15000.00						252815.00

I.2.1. Project Total Grant

Grant Calculated	252815.00
Grant Requested	252815.00

NOTA BENE: AS DETAILED IN THE PROGRAMME GUIDE, THE TOTAL GRANT SUPPORT FOR STRATEGIC PARTNERSHIPS IS LIMITED TO 450.000 € PER PROJECT FOR THREE YEARS. THIS MAXIMUM AMOUNT WILL BE REDUCED PROPORTIONALLY FOR PROJECTS OF A DURATION SHORTER THAN THREE YEARS.

Form hash code: FF8C48AE04A95F92

This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

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J. Checklist

Before submitting your application form to the National Agency, please make sure that it fulfils the eligibility criteria listed in the Programme Guide and check that:

☐ you have used the official Key- Action 2 application form.

☐ all relevant fields in the application form have been completed.

☐ the application form is submitted to the National Agency of the country in which your organisation is established.

☐ the application form has been completed using one of the official languages of the Erasmus+ Programme Countries.

☐ you have annexed all the relevant documents:

    ☐ the Declaration of Honour signed by the legal representative mentioned in the application.

    ☐ the mandates of each partner to the applicant signed by both parties.

    ☐ the timeline for the project activities and outputs using the template provided.

☐ all participating organisations have uploaded the documents to give proof of their legal status in the participants' portal (for more details, see the section "Selection Criteria" in Part C of the Programme Guide).

☐ for grants exceeding 60 000 EUR, you have uploaded the documents to give proof of your financial capacity in the participants' portal (for more details, see the section "Selection Criteria" in Part C of the Programme Guide). Not applicable in the case of public bodies or international organisations.

☐ you are complying with the deadline published in the Programme Guide.

☐ for projects submitted in the field of school education, vocational education and training, higher education or adult education:

    ☐ if the duration is 24 months: the start date is 1 September 2014 and the end date 31 August 2016.

    ☐ if the duration is 36 months: the start date is 1 September 2014 and the end date 31 August 2017.

☐ for projects submitted in the field of youth for the deadline of 30 April 2014:

    ☐ the start date is between 1 September 2014 and 28 February 2015.

    ☐ the duration is between 6 and 24 months (the latest possible end date for a project of 24 months is thus 27 February 2017).

☐ you have saved or printed the copy of the completed form for yourself.

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 58 of 63

	Application Form
Erasmus+	Call: 2014
	KA2 – Cooperation and Innovation for Good Practices

Form Version: 1.06
Adobe Reader Version: 11.005

K. Data Protection Notice

PROTECTION OF PERSONAL DATA

The application form will be processed by computer. All personal data (such as names, addresses, CVs, etc.) will be processed in pursuant to Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data. Any personal data requested will only be used for the intended purpose, i.e.:

- In the case of grant application forms: the evaluation of your application in accordance with the specifications of the call for proposals,

- In the case of application for accreditation forms: the evaluation of your application in accordance with the specifications of the call for proposals,

- In the case of report forms: statistical and financial (if applicable) follow-up of the projects.

For the exact description of the collected personal data, the purpose of the collection and the description of the processing, please refer to the Specific Privacy Statement accompanying this form.

You are entitled to obtain access to your personal data on request and to rectify any such data that is inaccurate or incomplete. If you have any queries concerning the processing of your personal data, you may address them to your National Agency. You have the right of recourse at any time to your national supervising body for data protection or the European Data Protection Supervisor for matters relating to the processing of your personal data.

You are informed that for the purposes of safeguarding the financial interest of the Communities, your personal data may be transferred to internal audit services, to the European Court of Auditors, to the Financial Irregularities Panel and/or to the European Anti-Fraud Office (OLAF).

http://www.edps.europa.eu/

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EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 59 of 63

L. Declaration of Honour

To be signed by the person legally authorised to enter into legally binding commitments on behalf of the applicant organisation.

I, the undersigned, certify that the information contained in this application form is correct to the best of my knowledge. I put forward a request of an Erasmus+ grant as set out in section BUDGET of this application form.

Declare that:

- All information contained in this application, is correct to the best of my knowledge.

- In the case of projects in the field of youth, the participants involved in the activities fall in the age limits defined by the Programme.

- The organisation I represent has the adequate legal capacity to participate in the call for proposals.

EITHER

The organisation I represent has financial and operational capacity to complete the proposed action or work programme

OR

The organisation I represent is considered to be a "public body" in the terms defined within the Call and can provide proof, if requested of this status, namely:

It provides learning opportunities and

- Either (a) at least 50% of its annual revenues over the last two years have been received from public sources;

- Or (b) it is controlled by public bodies or their representatives

I am authorised by my organisation to sign Community grant agreements on its behalf.

Certify that (in case the grant requested exceeds 60.000€):

The organisation I represent:

- is not bankrupt, being wound up, or having its affairs administered by the courts, has not entered into an arrangement with creditors, has not suspended business activities, is not the subject of proceedings concerning those matters, nor is it in any analogous situation arising from a similar procedure provided for in national legislation or regulations;

- has not been convicted of an offence concerning its professional conduct by a judgment which has the force of 'res judicata';

- has not been guilty of grave professional misconduct proven by any means which the National Agency can justify;

- has fulfilled its obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which it is established or those of the country where the grant agreement is to be performed;

- has not been the subject of a judgment which has the force of 'res judicata' for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the Communities' financial interests;

- it is not currently subject to an administrative penalty referred to in Article 96(1) of the Financial Regulation (Council Regulation 1605/2002 of 25/06/02, as amended).

Acknowledge that:

The organisation I represent will not be awarded a grant if it finds itself, at the time of the grant award procedure, in contradiction with any of the statements certified above, or in the following situations:

- subject to a conflict of interest (for family, personal or political reason or through national, economic or any other interest shared with an organisation or an individual directly or indirectly involved in the grant award procedure);

- guilty of misrepresentation in supplying the information required by the National Agency as a condition of participation in the grant award procedure or has failed to supply this information.

In the event of this application being approved, the National Agency has the right to publish the name and address of this organisation, the subject of the grant and the amount awarded and the rate of funding.

Commit:

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 60 of 63

- my organisation and the other partner organisations herein, to take part upon request in dissemination and exploitation activities conducted by National Agencies, the Executive Agency and/or the European Commission, where the participation of individual participants may also be required.

I acknowledge that administrative and financial penalties may be imposed on the organisation I represent if it is guilty of misrepresentation or is found to have seriously failed to meet its contractual obligations under a previous contract or grant award procedure.

Place: Date (dd-mm-yyyy):

Name of the applicant organisation:

Name of legal representative:

Signature:

National ID number of the signing person (if requested by the National Agency):

Stamp of the applicant organisation (if applicable):

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 61 of 63

M. Annexes

Please note that all documents mentioned in section "Checklist" need to be attached here before you submit your application online.

File Name	File Size (kB)
Decl of H & Mandates1.pdf	3962
Timeline QAEMP4HEI.pdf	84
WPs.pdf	226
Total Size	4272

Form hash code: FF8C48AE04A95F92

EN   This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 62 of 63

N. Submission

Before submitting the form electronically, please validate it. Please note that only the final version of your form should be submitted electronically.

N.1. Data Validation

Validation of compulsory fields and rules

N.2. Standard Submission Procedure

Online submission (requires internet connection)

Submission status	OK
Submission ID	1083401
Submission Local Date (Brussels)	2014-04-29 17:50:46
Hash code	FF8C48AE04A95F92

N.3. Alternative Submission Procedure

If you cannot submit your application online you can still do it by sending an email to your National Agency within the 2 hours following the official application deadline. The email must contain the complete electronic form and any file attachments you wish to send. You must also attach a snapshot of section "Submission Summary" indicating that this electronic form could not be submitted online. Your National Agency will analyse your situation and provide you with further instructions.

N.4. Submission Summary

This table provides additional information (log) of all form submission attempts, particularly useful for the National Agencies in case of multiple form submissions.

Number	Time	Event	Form Hash Code	Status
1	2014-03-06 14:05:00 *	Form has not been submitted yet	FF8C48AE5DBE19CA	Unknown
2	2014-04-29 18:50:46	Online submission	FF8C48AE04A95F92	OK (1083401)

* means local PC time, which cannot be considered authoritative and cannot be used for claiming that the form has been submitted in time

N.5. Form Printing

Print the entire form

Form hash code: FF8C48AE04A95F92

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This form has been submitted online on: 2014-04-29 18:50:46 Status: OK (1083401).

Page 63 of 63