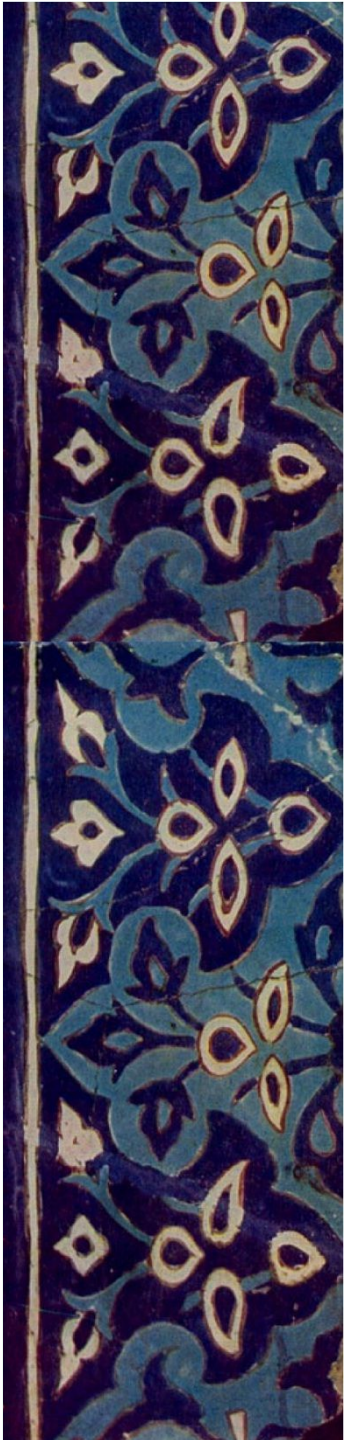


## **National Erasmus+ Office in Uzbekistan:**

**NEO`s role and support in project  
implementation**

- assists the European Commission services and the national authorities in the implementation of the Tempus/Erasmus+ programmes
- acts as an interface between the Commission's services and the national authorities
- assists in promoting the EU higher education policies (National Team of HEREs)



## Support of 4 structures



Erasmus+

- Delegation of European Union
- National Coordinating Unit (NCU)
- Ministry of Higher and Secondary Specialised Education (MHSSE)
- National Erasmus+ Office (NEO)



## Specific activities

- information and promotion activities
- advice to Tempus/Erasmus+ actors (NEO guidelines for local project partners)
- selection related activities
- assistance to on-going projects
- field monitoring

- Joint information and dissemination activities
- Promote inter-project cooperation and enhance synergy between projects (Round Table meeting) and exchange of best practices
- Assistance to institutions involved in project implementation of projects in relation to equipment purchase and customs clearance and contacts with local authorities and the EU Delegation

- Advice and consultations on contract/project management
- Visa support both to EU (NCU) and local project participants (EU Delegation)
- Informing about current HE developments (agreement with HSMC)

# Tips for partners (1)



## Preparation phase:

- *Joint development of project proposals and active involvement of local partners, including budget planning*
- *Needs analysis to be developed jointly with local partners*
- *Planning of clear management structure and justified choice of local coordinator*
- *Realistic definition of target groups, planning of relevant capacity building activities*
- *Planning of appropriate period of seminar, mobility period both in EU and partner country*

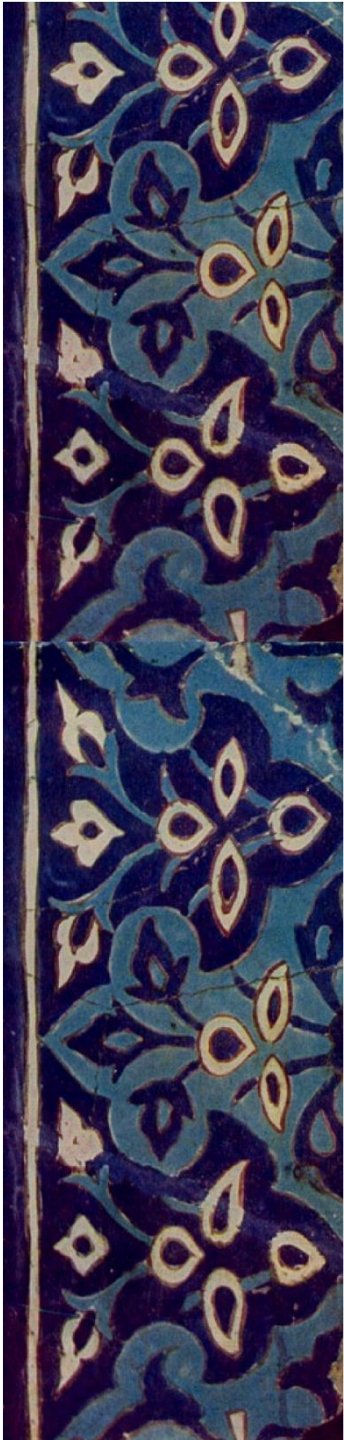
## Tips for partners (2)



### Successful project start:

- *Meeting with all local stakeholders, set up sound management structure, decision-making procedure, continued and ensured support of university authorities, clear understanding of role of each partner*
- *Work plan to be updated considering the recent developments in HE system (third cycle, foreign language training; retraining and upgrading system of HE staff)*
- *Project documentation available in local language for university administration*
- *Appropriate information and dissemination activities from the project beginning; regular meetings with NEO and the Ministry*
- *Assisting local partners in development not only academic competencies, but management competencies as well*





## Tips for partners (3)



Erasmus+

- *Ensuring active participation of local partners in overall project management and further input to reporting*
- *Adherence to initially developed transparent selection criteria for mobility participants*
- *Proper preparation of any activity beforehand (reserve list due to approval), including mobility period for local partners to be efficiently implemented in host EU university*

## Tips for partners (4)



### Advantages

- *Good programme reputation and recognition of considerable impact on HE modernisation*
- *Purchase of equipment: specific procedure and supportive role of the NCU*
- *support of the Ministry of Higher and Secondary Specialised Education*

## Tips for partners (5)



### **What difficulties/challenges can be faced during implementation?**

- *Lack of coordination and communication between local (regional) partner institutions (role of national coordinators)*
- *Fair/objective and target oriented selection of mobility participants*
- *Lack of information on project activities (project website) within and outside university, led to misunderstanding of programme objective and its image*

## Tips for partners (6)



### **What difficulties/challenges can be faced during implementation?**

- *Administrating of the project budget for the local partner universities*
- *Creation of new structures (centres, offices)*
- *Proper preparation of training period and mobility*

*Presentation about findings and frequently developed recommendations of preventive field monitoring of the NEO*

## Annual publication



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**<http://www.erasmusplus.uz>**

**Welcome to Uzbekistan  
and  
have a good start of your  
project!**

