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Capacity Building for Higher Education Project Representatives Meeting

Field monitoring of CBHE/Tempus and ICM projects

Brussels

26 January 2017





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Content

- *Tempus/CBHE projects FM types and main criteria*
- *Strengths and weaknesses in project implementation*
- *Preparation for FM*
- *Self evaluation to be prepared by the project team*



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Tempus FM types and main criteria

- **Preventive:** *information on the rules & procedures - review of objectives, priorities, methodology, activities planned;*
- **Advisory:** *recommendations on both the content and the financial aspects;*
- **Impact:** *check and assessment of the results.*

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- **Quality of Implementation**
 - **Impact and Sustainability**
 - **Quality of the Cooperation**
 - **Relevance**



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Strengths in project implementation

- *Some local teams are very active and leading in the project implementation*
- *Majority HEIs' administrations are providing all necessary support to project teams*
- *Involvement extension of line Ministries and non-academic organisations*
- *Further cooperation of project consortia after the project end*



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Weaknesses in project implementation

- **Project Management** (*weak internal communication*)
- **Internal Monitoring** (*absence of internal quality control*)
- **Dissemination** (*very limited information about project and its implementation on the websites of HEIs*)
- **Project team members competence** (*foreign language, presenting and communication skills*)
- **Equipment procurement** (*timely and negotiated*)
- **Organisation of study visits of team members** (*non-show cases*)
- **Creation of new structures** (*centres, offices*)



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Preparation for FM

Guidelines to the local participant for organisation of the visit

Documents for the meeting

- *Meeting agenda with the list of participants*
- *Copy of the Partnership agreement(s) signed within the partnership*
- *Minutes of all the last coordination meeting and others*



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Project Internal Monitoring

Each project should have embedded internal project monitoring arrangements to:

- ***Check progress / achievement of milestones***
- ***Identify problems***
- ***Recognise the need for change / amendment / development***
- ***Ensure quality***



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Self evaluation to be prepared by the project team

- ***Questionnaire***
 - *Quality criteria*
 - *Financial management*



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THANK YOU FOR ATTENTION!

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