



**DEVELOPING PROGRAMS FOR ACCESS OF DISADVANTAGED GROUPS OF PEOPLE
AND REGIONS TO HIGHER EDUCATION
ERASMUS+ CBHE 561547-EPP-1-2015-IL-EPPKA2-CBHE-JP
INTERNAL QUALITY MONITORING YEAR 1
ERASMUS + DARE PROJECT**

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Introduction

One of the main goals of WP 3 is the development of assessment tools in all areas of the project (preparation, development, QA, dissemination and management). A Key Performance Indicator frame will be developed to assess the effectiveness and efficiency of the services reinforced by the project and available at partner HEIs. In addition, all participants will be included in the evaluation process in an appropriate manner. Internal evaluations are needed to answer questions about the long-term impact of the project: its benefits for stakeholders. Also, external evaluation assesses the problems that are identified.

*The **Quality Assurance Plan** will be revised and approved by DSC (DARE Steering Committee). Once established, this mechanism will be used throughout the project at all levels in order to assess its progress and outcomes. Two important aspects of the QA will be to assess the performance of the student support services, staff training and distance learning available in the institutions."*

Deadline: 30-03-2016.

A leading force (Quality Assurance Lead Force) composed by **UMU, KTU, GACE and** Sokhumi State University representatives, has been set to prepare a methodological tool with **Key Performance Indicator (KPI)** to assess the efficiency and effectiveness of the student support services (child care, people with disabilities and psychological problems, academic support) for targeted groups. An **internal quality plan** will be developed as part of **general management structure (WP5)**. Haifa University will regularly be updated on the status of activities by the **QALF**. Project coordinators, staff involved in services and end-users will send the **QALF** a report about activities carried out at their Universities.

An **external evaluator** hired by the University of Haifa, who will monitor the status of activities and level of implementation and achievement of objectives using a **Monitoring on Results Methodology** through questionnaires for academic and administrative staff, students, administrative, professional and academic staff involved in the project. All along the project, different instruments will be used: peer reviews, evaluation surveys, internal institutional evaluation boards, timely work and performance indicators.

Indicator for progress will be:

- Feedback from EU and GE, IL partners every six months.
- Timely work on the organization and execution of training seminars.
- Outreach projects performed regularly.
- Timely work on the organization and execution of the survey on developed modules.

All progress will can be assessed using **Quantitative indicators (Q1)** or **Qualitative indicators (Q2)**, based on time performance or percentage or performance and will be marked according to a colour code of progress (green= on time or more than 75% accomplished, yellow= delayed or more than 50% accomplished, or red= not delivered or less than 50% accomplished (**Figure 1**).

IL and GE coordinators will have regular meetings for quality assurance every 3 months.

The **QALF** will discuss regularly issues concerning the implementation of the quality plan of the project at distance (e-mail, Skype, videoconference) and in project management meetings and annual events.

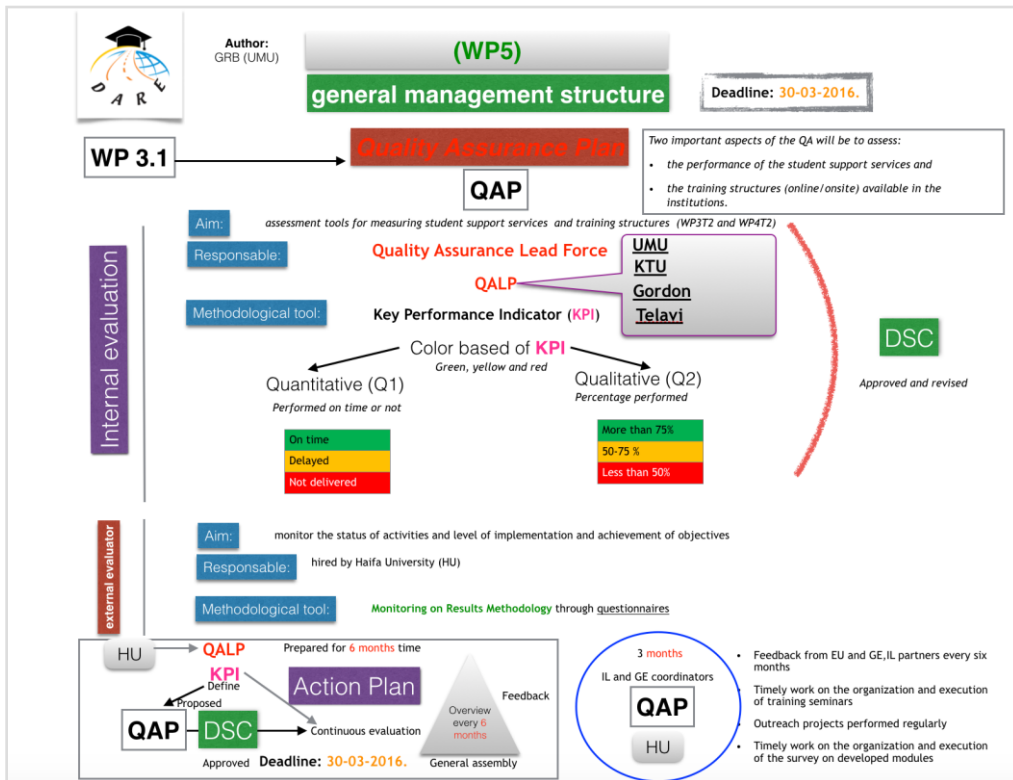


Figure 1.-
Schematic diagram of the general man-

agement structure of DARE.

PARTNER ABBREVIATIONS

Israelis	IL	Georgina	GE	European EU	EU
University of Haifa	UH	Iakob Gogebashvili Telavi State University	TeSaU	Masaryk University	MU
Gordon Academic College of Education	GACE	Sokhumi State University	SSU	Universidad de Murcia	UM
Achva Academic College	AAC	Ilia State University	ISU	UNIVERSITATEA "ALEXANDRU IOAN CUZA" din IAȘI	UAIC
Sapir Academic College	SAP	Shota Meskhia State Teaching University of Zugdidi	ZSSU	Kaunas University of Technology	KTU
				European Access Network	EAN

Color code:

Achieved	In progress	Delayed
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Year 1 (Oct 2015 - Sep 2016)

WP1- PREPARATION

Activity N°	Activity Title	Q1/Q2 indicator Comments	Evidences
1.1.	Creation of DARE Steering Committee (DSC)	Q2 completed (with delay)	<ul style="list-style-type: none"> Rectors and vice-Rectors' reply to this letter DPB are being informed about the development of the project Reception of recommendations and guidelines Support of stake holders for the implementation of the project and form new regulations for target groups Participation of DPB or other stakeholders in DARE meetings and events
1.2	Elaboration and approval of management plan (implementation, dissemination, exploitation, quality plan, risk analysis and contingency plans)	Q2 On time	<ul style="list-style-type: none"> Agreed on Dissemination Plan & QA Plan (on website, Final Report page) Consensus Report-- summarizes the planned activities re WP 2.1 (on website, Final Report page)

1.3	Elaboration of comparative frame for services offered to target groups in EU and 3 rd countries	Q2	IL and GE Comparative Frameworks (on website Final Report page, presentations from CM in Murcia on event page)
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WP2 – DEVELOPMENT of INSTITUTIONAL BUILDING

Activity N°	Activity Title	Q1/Q2 indicator Comments	Evidences
2.1.1	Portfolio of Student Support Services (SSS) to be reinforced by partner HEIs in IL and GE	Q2	<ul style="list-style-type: none"> • Frame Work Plan (Reviewed in the Consensus Report) <p>All the deliverable described below is 2.2.4</p>
			<ul style="list-style-type: none"> • Number of participants • Lessons learned and implemented •
			<ul style="list-style-type: none"> • Stock-tacking of best practices to be used at home institution • Delivery of train-the-trainer schemes for GE. • Self-assessment tool produced
2.1.2	Purchase and installation of equipment for SSS and centers for academic support		
2.1.3	Approval of regulations for target groups recruitment and retention within HEIs		
2.2.1	Development of teaching methodologies and tools for vulnerable groups in 4 area;		
2.2.2	Formation of specialists in IL and GE		
2.2.3	Internal trainings		
2.2.4	Student support services-- Pilots as well running in year 3		

2.1.1. OUTPUTS - Development of portfolio of Student Support Services to be reinforced by partner HEIs in IL and GE; Purchase and installation of equipment for SSS ; Approval of regulations for target groups recruitment and retention within HEIs.

WP3 – QUALITY PLAN

Ac-tivity N°	Activity Title	Q1/Q2 indicator Comments	Evidences
3.1	Development of assessment tools for measuring student support services and training structures		
3.2	Assessment of student support services offered by each HEI and comprehensive evaluation of the project and running tests for year 3		
3.3	External evaluation		External evaluation report (on website final report page).

WP4 – DISSEMINATION & EXPLOTATION

Ac-tivity N°	Activity Title	Q1/Q2 indicator Comments	Evidences
4.1	Development and maintenance of Project Website and social media		http://dare.erasmus-plus.org/il/ Number of partners and general public accessing the portal and the quality of the materials being uploaded.
4.2.1	Meeting with Stakeholders		
4.2.2	Meeting with Staff at the Universities		
4.2.3	Making DARE visible to the general public and University's community		
4.2.4	Meeting with Public Authorities		
4.2.5	Conferences and roundtables		
			Educators, specialists in the field of disabilities and people who are interested in inclusive education were participating in this conference. Presentation
			Presentation
			<ul style="list-style-type: none"> • Presentations on website

4.3	Elaboration and distribution of guidelines and videos for prospective students belonging to identified target groups		
4.4	Preparation and edition of article and special issue in scientific publication		

WP5 – PROJECT MANAGEMENT

Activity N°	Activity Title	Q1/Q2 indicator Comments	Evidences
5.1	Organization of project management meetings		Success in reaching goals by collaborative work
			Partners' commitment to DARE mission and their involvement in the project
			IL partners' engagement in DARE activities and their willingness to take active part in the development and implementation of DARE (ownership)
			GE partners' involvement and commitment to all aspects of DARE project.
			Feedback from participants, participants' performance re the development of FWP (student support services)
5.2	Financial and administrative management of the project		Collaboration and full support of the financial manager and Head of Administration in administrative and financial aspects of the project.
			Following the guidelines for financial management
			Partnership agreement signed by all partners
			Coordination according to the rules given by EACEA and coaching DARE partners in

			filling out the different forms properly, how to use their budget and the supporting document needed.
			Collaboration and full support of the financial manager and Head of Administration in administrative and financial aspects of the project.