
	<p>“Innovative vocational training concept for promoting renewable energy sources in rural areas in Europe”</p> <p>TRAIN – RES</p> <p>Contract no. LLP-LdV-ToI-2012-RO-016 / 2012-1-RO1-LEO05-21099</p> <p>http://www.train-res.univ-ovidius.ro/en/</p>	
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Lifelong Learning Programme 2007-2013

Leonardo da Vinci - TRANSFER OF INNOVATION

Project Management Plan



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Project SUMMARY

Contract No.: LLP-LdV-ToI-2012-RO-016

Project no.: 2012-1-RO1-LEO05-21099

Project duration: 24 luni, from 1st of December 2012 – 30th of November 2014

Title of Project: “Innovative vocational training concept for promoting renewable energy sources in rural areas in Europe“



Acronim: TRAIN-RES

Aim: to transfer the innovative technical materials and evaluation tools for solid biomass, gas fuel, liquid biofuel, solar energy, wind energy and geothermal resources realized by RECORA project in 2007, to partners from Austria to Romania, Turkey and Spain.

Work packages:

- WP1 - Project management
- WP2 - Transfer the materials, analyses and adaptation of content
- WP3 - Practical applications for Dynamic Evaluation model of the renewable resources
- WP4 - Practical applications for business plan elaboration
- WP5 - Testing, validation and adapting the training package.
- WP6 - Qualitative approach to project evaluation
- WP7 - Starting the procedures for setting up the Center for Excellence in RES
- WP8 - Project dissemination and evaluation.





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Partnership:

No.	Name of organisation/institution in national language ¹	Contact person	Street and No. Town/City Postcode Country	Telephone Fax E-mail
P0	Universitatea "Ovidius" din Constanta - OUC	Avram Rita-Elena	124 Mamaia Avenue, Constanta, 900527	Tel.: 004-0742943393 ravram@univ-ovidius.ro
P1	Grupul de Actiune Locala Dobrogea Centrala - GAL	Livadariu Constantin	35 Decebal Street, Medgidia, 905600	Tel.: 004-0749039982 livadariu_g@yahoo.com
P3	IRMA SL – Instituto de Restauración y Medio Ambiente - IRMA	Lombraña Tascón Marta	Avda. de Aviación, 70-3, La Virgen del Camino (León), 24198	Tel.: 0034 987 302102 Fax: 0034 987 302141 marta@irmasl.com
P4	Erciyes Üniversitesi - Mustafa Cikrikcioglu Meselek Yuksek Okulu - MCMYO	Kahraman Nafiz	Kayseri , 38039	Tel: +903524375058 Tel.: +903524375057 Fax: +903524375057 nafiz@erciyes.edu.tr
P5	Im-plan-tat Raumplanungs-GmbH & CoKG - IRPOG	Schönbauer Siegfried / Matthias Zawichowski	3430 Tulln an der Donau, Heinrich Öschl Gasse 56 / 3500 Krems an der Donau, Ringstraße 37	Tel.: +436769509733 / ++43676 750 90 22 Fax: +43/2272 62215 siegfried.schoenbauer@tulln.gv.at zawichowski@im-plan-tat.at

¹ Please provide this information also in EN, FR or DE, if available





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Proposed budget / Leonardo grant by partner (Euro)

	Total proposed budget	P0	P1	P2	P3	P4
A. Staff costs	169169.00	42209.00	26820.00	43700.00	36700.00	19740.00
B. Operating costs						
1. Travel and subsistence	81930.00	13822.00	12256.00	34342.00	11764.00	9746.00
2. Equipment	5610.00	1122.00	1122.00	1122.00	1122.00	1122.00
3. Others	40680.00	11940.00	5000.00	4000.00	12240.00	7500.00
Sub-total B	128220.00	26884.00	18378.00	39464.00	25126.00	18368.00
C. Sub-contracting costs						
1. Subcontracting	16000.00	0.00	8000.00	4000.00	4000.00	0.00
Sub-total C	16000.00	0.00	8000.00	4000.00	4000.00	0.00
D. Indirect costs	21471.00	4301.00	3720.00	6100.00	4600.00	2750.00
TOTAL	334860.00	73394.00	56918.00	93264.00	70426.00	40858.00
Leonardo da Vinci / ToI Grant	251144.00	55045.00	42688.00	69948.00	52820.00	30643.00



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WP1 - Project management

Leader: P0 - “Ovidius” University of Constanta – **P0 - OUC**

Duration: from 1st of December 2012 – 30th of November 2014

Proposed budget: 104390 euro

Results: Project Management Plan

Activities:



Activity 1.1 General coordination - Task Leader P0 - OUC

- I. **M1 to M3** – elaboration of methodologies and approaches for implementation of the project.
- II. **M3** – selection of Project Steering Committee – PSC and responsible manager for each partner.
- III. **M5** – acquisition of video conference and It equipments
- IV. **M6 – 15 – 17 of May 2013** organization of kick off meeting in Romania – Constanta.
- V. **M12 – 11 – 13 of November 2013** organization of project management meeting in Austria – Tulln.
- VI. **M18 – 27 – 29 of May 2014** organization of project management meeting in Turkey - Kayseri.
- VII. **M24 – 04 –06 of November 2014** organization of project management meeting in Spain - Leon.

Activity 1.2. Financial management - Task Leader P0 -OUC

- I. **M1** - OUC had open an account in order to be able at any moment to identify dates and figures related to any payment received or made in the frame of project activities.
- II. **M3 – M4.** OUC will make first advanced payment to the partners
- III. **M16** - OUC will make the second advanced payment to the partners





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- IV. **M12, M24** - the financial status will be periodically reported by OUC to the National Agency.

Activity 1.3. Reporting and monitoring - Task leader P1 - GAL

- I. **M12, M24** - periodic project's reporting.



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WP2 - Transfer the materials, analyses and adaptation of content

Leader: P5 - Im-plan-tat Raumplanungs-GmbH & CoKG – **P5**

Duration: from 1st of January 2013 – 31st of August 2014

Proposed budget: 41499 euro

Results:

1. Analyses and adaptation of innovative tools to the needs of each country.
2. Direct target groups of 12 experts/country (trainers for trainers) specialized in RES ready to prepared other groups of trainers.

The target groups consist on the following:

- teachers from the secondary school, trainers, experts and representatives from National Network for Rural Development that will participate to the training, as well as at the awareness activities;
- group of final users that are represented by farmers, representatives of public and private institutions, and private persons interested in RES field.

Activities:



Activity 2.1 - Transfer and adjustment

- M3 to M5** – translation of innovative educational materials in RO, ES, TR
- M6** - presentations of educational materials by experts from P5 at kick off meeting in Romania – Constanta.
 - a. adjustment of innovative educational materials based on local and regional relevant aspects regarding the RES potential and needs for vocational education.
 - b. schedule of training sessions in RO, ES, TR.
- M7** - Printing brochures P1, P3, P5

Activity 2.2 - Training for trainer for "Handbook for generic technical guidelines" (2 experts from P5)



- M7** – 10 – 14 June 2013 -5 days seminars in RO



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- II. **M7** – 24 – 28 June 2013 -5 days seminars in ES
- III. **M8** – 8 – 12 June 2013 -5 days seminars in TR



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WP3 - Practical applications for Dynamic Evaluation model of the renewable resources

Leader: P1 - Grupul de Actiune Locala Dobrogea Centrala – **P6 - GAL**

Duration: from 1st of August 2013 – 30th of November 2013

Proposed budget: 14946 euro

Results: 12 experts per country (trainers for trainers) specialized on Dynamic Evaluation model of the renewable sources and ready to prepare other groups of trainers.

The target groups consist on the following:



- teachers from the secondary school, trainers, experts and representatives from National Network for Rural Development that will participate to the training, as well as at the awareness activities;
- group of final users that are represented by farmers, representatives of public and private institutions, and private persons interested in RES field.

Activities:

Activity 3.1 - Theoretical and practical training session accompanied by 2 experts from P5

- I. **M10** – 17 – 18 September 2013 - 2 days seminars in RO
- II. **M10** – 23 – 24 September 2013 -2 days seminars in ES
- III. **M13** – 2 – 3 December 2013 - 2 days seminars in TR



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WP4 - Practical applications for business plan elaboration

Leader: P3 - IRMA SL - Institute of Restoration and Environment – **P3 -IRMA**

Duration: from 1st of October 2013 – 28th of February 2014

Proposed budget: 30056 euro

Results:



1. Training procedures for implementation of Practical applications for business plan elaboration
2. 12 experts per country (trainers for trainers) specialized on Practical applications for business plan elaboration and ready to prepare other groups of trainers.

Activities:

Activity 4.1 - Theoretical and practical training session accompanied by 2 experts from P5

- I. 14 - 16 January 2014 - 3 days seminars in TR
- II. 18 - 20 February 2014 - 3 days seminars in RO
- III. 03 – 05 March 2014 - 3 days seminars in ES



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WP5 - Testing, validation and adapting the training packages

Leader: P4 - Erciyes University-Mustafa Cikrikcioglu Meslek Yuksek Okulu – **P4 - MCMYO**

Duration: from 1st of September 2013 – 31st of May 2014

Proposed budget: 47061 euro

Results: Training packages with technical and methodological content composed by:

- 6 course modules
- 2 educational guides, one for trainers and the other one for students in RO, ES, TR and EN.

Activities:

Activity 5.1 - Training of a group of 20 persons from each country for testing and validation of the innovative educational materials

- I. 07 – 11 July 2014 -5 days seminars in ES,
- II. 23 – 27 June 2014 -5 days seminars in in TR
- III. 24 – 30 September 2014 - 5 days seminars in RO



Validation of training package by a Committee formed by : 1 representative of educational authorities, 1 representative of rural development county office, 1 curriculum expert, 1 quality assurance expert, 1 representative from rural association/agriculture association, 1 representative of local authorities, 1 farmer/agriculture, (this validation structure will be adapt to national organizational forms).

- I. 09 – 10 September 2014 – validation inTR,
- II. 24 – 25 September 2014 – validation in ES,
- III. 07 – 08 October 2014 - validation RO.

Activity 5.2 – Educational training package in RO, ES, TR

- I. **M23** – finalization of educational training package in RO, ES, TR and of methodological guides for trainers and trainees





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II. **M23** - Printing educational materials P1, P3, P5

Activity 5.3 – E-LEARNING Platform in RO, ES, TR, EN, DE

I. **M23** – construction of E-LEARNING Platform in RO, ES, TR, DE.



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WP6 - Qualitative approach to project evaluation

Leader: P1 - Grupul de Actiune Locala Dobrogea Centrala – **P1 - GAL**

Duration: from 1st of December 2013 – 30st of November 2014

Proposed budget: 34656 euro

Results: Quality Handbook of TRAIN-RES project

Activities:



Activity 6.1 - Project Quality Standards

- I. **M1 – M4** – elaboration of Project Quality Standards by P1-GAL

Activity 6.2 – Quality Handbook of TRAIN-RES project

- III. **M24** – finalization of Quality Handbook of TRAIN-RES project.



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WP7 - Starting the procedures for setting up the RES Center for Excellence in VET

Leader: P0 - “Ovidius” University of Constanta – **P0 - OUC**

Duration: from 1st of July 2014 – 30st of November 2014

Proposed budget: 1000 euro



Results: Starting the procedures for accreditation of RES Center for Excellence in VET (RESCEVET)

Activities:

Activity 7.1 - Starting the procedures for accrediting of RES Center for Excellence in VET

II. M19 -Preparing the documents



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WP8 - Project dissemination and valorization

Leader: P4 - Erciyes University-Mustafa Cikrikcioglu Meslek Yuksek Okulu – **P4 - MCMYO**

Duration: from 1st of December 2013 – 30th of November 2014

Proposed budget: 61252 euro

Results: Dissemination activities: awareness meetings and seminars, press conference

Activities:

Activity 8.1 – Organization of awareness raising seminars

- I. M4, M8, M10, M12 –Organization of awareness raising seminars in AT
- II. M4, M8, M10, M12 –Organization of awareness raising seminars in RO
- III. M4, M8, M10, M12 –Organization of awareness raising seminars in ES
- IV. M4, M8, M10, M12 –Organization of awareness raising seminars in TR

Activity 8.2 – Organization of workshops for dissemination

- I. M16, M20, M24 –Organization of awareness raising seminars in RO
- II. M16, M20, M24–Organization of awareness raising seminars in ES
- III. M16, M20, M24–Organization of awareness raising seminars in TR

Activity 8.3 – Finalization the web site of the project

- I. M24 – Web site with E-learning platform

