



## Education, Audiovisual and Culture Executive Agency

Erasmus+ : Prospective Initiatives, Policy Networks, Programme and Linguistic Support

**Mr Michael BROWNE**  
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Brussels, **27 07. 2016**  
EACEA/A1/MH/GR/TP/et D(2016) 015325

**Reference: Your project 539079-LLP-1-2013-1-UK-COMENIUS-CMP / 2013-3433**

### **Approval of Progress Report and Notification of Payment**

Dear Mr BROWNE,

The Agency has analysed the Progress Report for the project referenced above. The analysis is based on an assessment undertaken by an external expert on behalf of the Agency. Enclosed you will find the Agency's comments and recommendations following this assessment. Please use them as guidelines for the implementation of your project as they will be taken into account when assessing the Final Report of your project.

Following the analysis of your Progress Report, we confirm that the payment of the second pre-financing for your project has been launched. This payment will be made in accordance with article II.24.3 of the Grant Agreement.

Please be aware that the payment of the second pre-financing should not be considered as an approval of the reported expenses. All expenses, including those already reported at the Progress Report stage, will be checked and the final grant will be awarded only at the Final Report stage.

Please also note that the agreed budget in the statement of accounts has to be identical to the eligible budget in annex III of the Grant Agreement.

International transfers can take up to two weeks to be credited to the beneficiary's account. Please, contact us if you do not receive the payment within two weeks.

Please note the issues raised by the expert under all assessment points. As a result you and your partners should take these issues into account when planning and implementing the next stages of your project. Based on these observations the Agency will expect to see evidence in the final report that these issues have been integrated into the partnership's work.

Please note that the LLP logo, recognition of Community funding and official disclaimer should be included in all project products and outcomes, including the different project websites. Failure to add these elements could result in the Agency being unable to accept the results of the project at Final Report stage and have an impact on the payment of the last instalment of your project's LLP Grant.

The LLP logo and a translation of the funding disclaimer in the official EU languages can be found on the following website: [http://eacea.ec.europa.eu/about/logos\\_en.htm](http://eacea.ec.europa.eu/about/logos_en.htm).

Please do not hesitate to contact Ms Tamara Proca should you have any further enquiries.

Yours sincerely,



Mónica HOLIK  
Head of Unit

Annex:

Comments and Recommendations from an independent expert

Contact: Tamara Proca, Telephone: (+32-2) 29 60568, [tamara.proca@ec.europa.eu](mailto:tamara.proca@ec.europa.eu)

**LLP PROGRESS REPORT ASSESSMENT SHEET**

**Project number: [number]-[year]-[country]-[LLP Action]**

539079-LLP-1-2013-1-UK-COMENIUS-CMP

**Project title:**

GeoCapabilities 2: Teachers as curriculum leaders GeoCap2

	Score /10
<p><b>1. Objectives, results and products</b>            Are all planned project outcomes / results available and are they in accordance with aims and objectives as declared in the original application or as officially amended? Please comment</p>	7
<p>Results and products are meant to be valuable and good resources for users. The online professional development communication platform for teachers, as the partners say, can be a functional and exploitable resource. The Platform, as well as the initial and in service teacher training online Course will be available in EN, and in many other languages, providing complete interrelated courses to teach and learn about the topic for transversal subjects. Among the realized outcomes, there are articles published on scientific and academic reviews and papers, as well as research reports. The Curriculum Making, the Capabilities Approach and the Case studies are appealing resources for stakeholders. The project's activities have been developed as planned. As the coordinating institution honestly points out, however, after several months of work, the design and content of the training platform and course are probably a little behind where they should be, at the moment of the Interim Report.</p>	

	Score /10
<p><b>2. Coherence between workplan and activities carried out to date</b>            Have the planned activities been implemented in accordance with the project's work plan as declared in the original application, or as officially amended, and have any variations been adequately justified?</p>	6
<p>A request for amendment has been sent out of a quitclaim of a Partner, and variations have been justified in an adequate way. It looks like adjustments and amendments have been requested in order to be correctly managed and to keep the project at the same pace. There is adequate coherence between the workplan and the activities that have been realized. Some delays have been recorded in the lifetime of the project according to the scheduled calendar, even though they seem not to have significant relevance for the future. Project's activities were implemented in every work packages with sufficient results, even though, the pilot implementation at school level should be carefully done in time. A strong and active role on the part of the school partners in the practical activities and results of training actions must be ensured.</p>	

Score /10

### 3. Partnership

A) Are there clear indications of a real and effective partnership? Are there significant changes in the partnership when compared with the application? If so, are such changes justified?

B) (If applicable) **Third country participation.** To what extent did the third country partners succeed to have an impact on the target groups and on the dissemination strategy of the project?

7

There has been a change in the partnership after the withdrawal of the partner P5, leader of a whole WP. There was evidence of personal and professional limits in Partner 5 (Eskişehir Osmangazi University) which prevented the Turkish partner to act and collaborate to the project as it was expected. Partner 5 was experiencing difficulties. Thus, P5 was asked to withdraw. That withdrawal has been considered a negative event but has not opened a breach in the consortium. The coordinating institution took over the management of the consequent situation and assigned the tasks to others. From that moment on the partners went on working and collaborating. There are indicators proving a good degree of experienced cooperation among the partners.

Score /10

### 4. Management

How was the project managed? Have any variation from original plans been adequately justified?

7

The management of the whole project can be considered satisfying. The coordinating institution has tried to establish a functional cooperation among the partners. From this moment on, the partners should be asked to work strictly following the workprogramme. This way, the coordinating institution will be able to gear the planned activities towards reaching the objectives and the aims of the project.

Score /10

### 5. Financial management

Are the expenditures appropriate and in line with the approved Work Plan? Are the expenditures appropriate with the project's activities as described in the Final Report? Are the expenditures in line with the level of project's implementation ("best value for money" principle)?

7

Several meetings and dissemination activities have taken place, as planned in the Application Form. The costs for Travel and Subsistence, Subcontracting, Equipment and Other Costs are inferior to the agreed ones, showing adequate use of resources. Tasks for each partner have been clearly identified and the planned allocation of human resources for each WP is generally acceptable.

**Score /10**

**6. Evaluation and/or quality assurance**

How well was the project's strategy for evaluation implemented? Were there significant changes compared to the original application?

7

An evaluation plan has been provided, showing the process / approach adopted, the methods employed, practical issues and concepts for the GeoCapabilities 2 project. Project's activities are meant to undergo internal checking and assessment. Actually, the partners are aware that continuous evaluation is a fundamental activity and that the feedback provided could be substantive for the final aims. The project's strategy for evaluation is in the process of being fully implemented. All partners are contributing in this respect and are involved in monitoring and evaluation activities. The evaluation of the pilot platform, of the draft materials and of the course materials will be the object of the internal and external evaluation.

**Score /10**

**7. Dissemination**

How effectively did the project carry out its plan for dissemination? What is the quality of the dissemination activities?

7

A dissemination plan has been designed and an overview of the dissemination activities implemented so far has been included in the Report. The coordinating institution and the partners have a large network of relationships with relevant stakeholders who can be inserted in the project sphere for spreading and diffusing the project's results and its intended activities. As a matter of fact, the number of Associated partners has increased, showing an interest for the project's activities and its outputs. As declared in the Interim report, all dissemination activities including the website, the social media and the targeted interventions (largely with teacher educators/trainers), will be fully developed and built up during the second phase of the lifetime of the project, that is to say from month 19 to month 36.

**Supplementary information to be submitted**

**Supplementary information required from the project to allow for a complete Final Report analysis:**

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## Overall evaluation

<b>Overall comment:</b>
All planned activities have been developed. Among the products, there could be good resources for users, who may find useful opportunities to consider school geography in terms of a tool for developing students' capabilities and offer them a very different way of thinking about Geography. The project's website is functional. The number of Associate Partners, according to the coordinating institution's statement, reached 21. Associated partners come from 13 different Countries and this is a relevant aspect, showing an increasing interest for the Project. The project activities will have an impact on the identified short-term target groups, that is to say, at least: 30 teachers, trainers, academics and researchers; 100 in-service teachers in the countries of the project consortium; 50 teacher trainers from a minimum of 10 European countries through workshops at relevant conferences; 100 students in teacher training through inclusion of the materials in the coursework.
<b>Strong points:</b>
The project is meant to enforce skills, motivation and knowledge, to improve teaching and learning activities in the classroom. Certainly, access to digital resources will help education in a broader sense. The planned training for teachers will be shaped in order to have stakeholders acquire the necessary "capabilities". The online courses can surely be resources and relevant tools for students and teachers, for stakeholders and people, inserted in educative contexts from different countries and cultures.
<b>Weak points:</b>

<b>Is the public part, in your opinion, ready for publication on the Executive Agency's website?</b> Please comment on aspects such as language and quality of content of the report	<b>yes</b>
The Public Report is detailed and well structured.	

Summary scoring sheet for Final Report	
Criterion	Score
1 Objectives, results and products	7
2 Coherence between work plan and activities carried out during life of the project	6
3 Partnership	7
4 Project Management	7
5 Financial Management	7
6 Evaluation	7
7 Dissemination	7

<b>Your global score is:</b>	<b>7 /10</b>	<b>70%</b>
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### KEY TO THE SCORING SYSTEM

Score	Definition	Description of score
0	No evidence	Fails to include a minimum amount of evidence to enable the criterion to be evaluated
1 or 2	Very weak	Addresses the criterion but with significant and/or many weaknesses
3 or 4	Weak	Addresses the criterion but with weaknesses
5 or 6	Acceptable	Addresses the criterion sufficiently
7 or 8	Good	Addresses the criterion with some aspects of high quality
9 or 10	Very good	Addresses the criterion with all aspects of high quality