Work Plan

Please be aware that, by default, the project activities and the eligibility of costs can only start <u>after the signature of the grant agreement</u>.

As it might not in all cases be possible to sign the grant agreement for a selected proposal before the start date indicated in the application, the project planning should ideally cater for this possibility.

For this reason,

- **if your work plan does not allow for the necessary flexibility to adapt to a later start than originally planned and/or**
- **if you have scheduled activities that must start on a particular date in the very early phase of the proposed project,**

Then please provide below a brief justification explaining the reasons why the activities in question cannot be postponed and need to take place on the foreseen dates (max 3000 characters):

N/A

On the following pages, please provide your work plan for each year of the proposed project

- *Please use the model provided below.*
- *Please complete <u>a one-page work plan for each project year.</u>*
- *For each year of your proposal, please complete a work plan indicating the deadlines for each outcome and the period and location in which your activities will take place.*
- *If needed, please insert additional rows into the work plan tables.*
- *The same reference and sub-reference numbers as used in the logical framework matrix must be assigned to each outcome and related activities.*
  <u>*Examples:*</u>
  Activity carried out in the Programme Country: *= (E.g. activity in France for two weeks in the first month of the project 2= under M1)*
  Activity carried out in the Partner Country (ies):   *X (E.g., activity in Tunisia for three weeks in the second month of the project: 3X under M2)*

Ref.nr/ Sub-ref nr	Activities Title	Total duration (number of weeks)	M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
WP1- PREP/ 1.1	Organization of project kick-off meeting in Thessaloniki	3	3x	2=x										
WP1-PREP/ 1.2	Fact-finding analysis on the situation of the WBL in Mongolia and needed skills in the targeted sectors	8		2x	2x	2x	2x							
WP1-PREP/ 1.3	Purchase of equipment for HEIs in Mongolia	8		2x	2x	2x	2x							
WP2 – DEV/ 2.1	Preparation of Training Package-PITAHE	14	2=x	2=x	3=x	3=x	2=x	2=x						
WP2 – DEV/ 2.2	Delivery of capacity building training in Berlin	3					2x	1=x						
WP2 – DEV/ 2.3	Development of NSD-WBLM	14							2=x	2=x	3=x	3=x	2=x	2=x
WP2 – DEV/ 2.4	Development of FAM for Mongolia including implementation tool: UAPBI AND UAPT	14							2=x	2=x	3=x	3=x	2=x	2=x
WP2 – DEV/ 2.5	Delivery of capacity building workshop in Lyon	3												3x
WP4-DISSS/ 4.1	Elaboration and implementation of project PDES	12	2=x	2=x			2=x	2=x					2=x	2=x
WP4-DISSS/ 4.2	Communication and media coverage on project	12	2=x	2=x			2=x			2=x			2=x	2=x
WP4-DISSS/ 4.3	Creation and regular update of project Website	15	3x	2x	1x	1x	1x	1x	1x	1x	1x	1x	1x	1x
WP5-QPLN/ 5.1	Elaboration and implementation of project MQAS	13	2=x	2=x			2=x	2=x			2=x		2=x	1x
WP5-QPLN/ 5.2	Regular monitoring of project activities, financial management and reporting	12		2x	1x	1x	1x	1x	1x	1x	1x	1x	1x	1x
WP5-QPLN/ 5.3	Elaboration of contributions to project intermediate and final reports;	2												2x
WP5-QPLN/ 5.4	Reporting per work packages	2											1x	1x
WP6-MNGT/ 6.1	Project day-to-day, financial and overall management	48	4=x	4=x	4=x	4=x	4=x	4=x	4=x	4=x	4=x	4=x	4=x	4=x
WP6-MNGT/ 6.2	Organization of coordination meetings	6		2x					2x					2x
WP6-MNGT/ 6.3	Monitoring visits to Mongolian partners and reporting	4					2=x						2=x	

WORKPLAN for project year 2

Ref.nr/ Sub-ref nr	Title	Total duration (number of weeks)	M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
	Activities													
WP2 – DEV/ 2.6	Development of amendments to national legislation	12	2x	2x	2x	2x	2x	2x						
WP3- DEV/ 3.1	Delivery of trainings on apprenticeship oriented teaching and assessment in Ulaanbaatar	3						2x	1x					
WP3- DEV/ 3.2	Development and piloting of university-enterprise partnership innovative scheme within the FAM	12		2x	1x	1x	1x	1x	1x	1x	1x	1x	1x	1x
WP4-DISSS/ 4.1	Elaboration and implementation of project PDES	8				2x	2x				2x	2x		
WP4-DISSS/ 4.2	Communication and media coverage on project	8		2x			2x		2x				2x	
WP4-DISSS/ 4.3	Creation and regular update of project Website	15	3x	2x	1x	1x	1x	1x	1x	1x	1x	1x	1x	1x
WP4-DISSS/ 4.4	Organization of national consultative workshops on NSD-WBLM and FAM in Mongolia	3							3X					
WP4-DISSS/ 4.5	Awareness-raising activities on the apprenticeship, developed NSD-WBLM and FAM;	24	2x	2x	2x	2x	2x	2x	2x	2x	2x	2x	2x	2x
WP5-QPLN/ 5.1	Elaboration and implementation of project MQAS	8					2x	2x					2x	2x
WP5-QPLN/ 5.2	Regular monitoring of project activities, financial management and reporting	14	2x	2x	1x	1x	1x	1x	1x	1x	1x	1x	1x	1x
WP5-QPLN/ 5.3	Elaboration of contributions to project intermediate and final reports;	3	2x	1x										
WP5-QPLN/ 5.4	Reporting per work packages	2											1x	1x
WP5-QPLN/ 5.5	Organization of project intermediate and final Fact-finding (Audit)	5	2=x	2=x	1=x									
WP6-MNGT/ 6.1	Project day-to-day, financial and overall management	36	3=x	3=x	3=x	3=x	3=x	3=x	3=x	3=x	3=x	3=x	3=x	3=x
WP6-MNGT/ 6.2	Organization of coordination meetings	2							2x					
WP6-MNGT/ 6.3	Monitoring visits to Mongolian partners and reporting	4						2=x					2=x	
WP6-MNGT/ 6.4	Elaboration of project intermediate and final reports	8	2x	2x	2x	2x								

WORKPLAN for project year 3

Ref.nr/ Sub-ref nr	Title	Total duration (number of weeks)	M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
WP3- DEV/ 3.2	Development and piloting of university-enterprise partnership innovative scheme within the FAM	7	2x	2x	1x	1x	1x							
WP3- DEV/ 3.3	Delivery of workshop to discuss the results of piloting the FAM in Berlin	3		2x			1x							
WP3- DEV/ 3.4	Finalization and FAM	5						2x	2x	1x				
WP4-DISSS/ 4.1	Elaboration and implementation of project PDES	9		2x	2x				2x	2x	1x			
WP4-DISSS/ 4.2	Communication and media coverage on project	12		2x			2x		2x	2x			2x	2x
WP4-DISSS/ 4.3	Creation and regular update of project Website	15	3x	2x	1x	1x	1x	1x	1x	1x	1x	1x	1x	1x
WP4-DISSS/ 4.5	Awareness-raising activities on the apprenticeship, developed NSD-WBLM and FAM;	4	2x	1x	1x									
WP4-DISSS/ 4.6	Organization of national dissemination conferences in Ulaanbaatar.	4								2x		2x		
WP5-QPLN/ 5.1	Elaboration and implementation of project MQAS	5							2x	2x	1x			
WP5-QPLN/ 5.2	Regular monitoring of project activities, financial management and reporting	14	2x	2x	1x	1x	1x	1x	1x	1x	1x	1x	1x	1x
WP5-QPLN/ 5.3	Elaboration of contributions to project intermediate and final reports;	5								2x	1x	2x		
WP5-QPLN/ 5.5	Organization of project intermediate and final Fact-finding (Audit)	5										2x	1x	2x
WP6-MNGT/ 6.1	Project day-to-day, financial and overall management	36	3=x	3=x	3=x	3=x	3=x	3=x	3=x	3=x	3=x	3=x	3=x	3=x
WP6-MNGT/ 6.2	Organization of coordination meetings	4		2x							2x			
WP6-MNGT/ 6.3	Monitoring visits to Mongolian partners and reporting	4					2x				2x			
WP6-MNGT/ 6.4	Elaboration of project intermediate and final reports	6										2x	2x	2x