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F R I E N D S

ERASMUS+ PROGRAMME, KEY ACTION 2

CAPACITY BUILDING IN HIGHER EDUCATION

Furthering International Relations Capacities and Intercultural Engagement to Nurture Campus Diversity and to Support Internationalisation at Home (FRIENDS)

YEAR 2 PROGRESS REPORT

The Year 2 activity summary and financial report benchmarks the project progress made during the second year of FRIENDS implementation, namely in the period of 1 November 2019 – 31 October 2020, towards the achievement of the 5 project specific objectives. In the processes of contributing to these objectives' completion, several milestones have been identified, which mark significant developments and key momentums in the project. The current report explores and outlines the progress made concerning each of the major project milestones. In addition, the report provides information on upcoming activities to be completed for the purposes of the project milestones' achievement. Last but not least, the report includes information on the estimated costs incurred and expected to be declared in the project for activities carried out in the period of 15 November 2018 – 31 October 2020, e.g. during the first and second project years.

The year 2020 has been like no other for the Erasmus+ programme and its beneficiaries across the world and the FRIENDS project and consortium are no exception. As a result of the global pandemic outbreak in early March of 2020, the 4th and 5th project meetings both combined with co-creation workshops (del. 3.4. Intercultural Passport Award Guideline and 4.2. Home Away from Home Retreat) and a large-scale student training (del. 4.1. Student Boot Camp) involving a high number of staff and student mobilities could not take place in line with the planned timeline and had to be postponed for a later project implementation stage. Furthermore, whenever possible, activities planned to be carried out face-to-face were adjusted for online delivery. The latter refers to the project management webinars (5 in total) that were held in the period of March – October 2020 as well as the Home Away from Home Virtual Tea Party and the Online Introduction to Student Boot Camp, which were organized between end of September and end of October 2020.

On 8 May 2020, half-way through the project lifetime the project consortium submitted the Progress Report to EACEA. The payment of the second pre-financing corresponding to 40% of the maximum grant amount approved in the project was transferred by EACEA in August 2020.

In November 2020, a request for amendment to the Grant Agreement concerning the project eligibility period was submitted to EACEA by the Project Coordinator. In view of the COVID-19 impact on project, the consortium applied for a permission to extend the project eligibility period until 14 November 2022 thus prolonging the period of implementation by 12 months. The main reasons for this request were rooted in the challenges the consortium partners across the 9 countries involved are facing following the COVID-19 outbreak in early 2020 and the repercussions the ongoing pandemic is having on planned project activities that specifically require and entail face-to-face engagement and physical attendance. Along with a detailed justification, the submitted request includes an updated timeline and description of the project activities to be carried out between December 2020 and 14 November 2022. A summary of the updated timeline yet to be approved by EACEA is included in the Year 3 and Year 4 consolidated work plans available in the last section of this report.

1. Year 2 activity summary: milestones of achievement of project objectives

Specific Objective 1: To outline Partner Country Higher Education Institutions' (PC HEIs') internationalisation landscapes and to identify levels of integration of international and intercultural dimensions into PC HEIs' formal and informal curriculum.

Status: objective achieved

As originally planned, this specific objective was fully accomplished during Year 1 of the project lifetime. For more details, please refer to Year 1 Progress Report.

Specific Objective 2: To improve PC HEIs' capabilities for internationalisation through staff trainings and by translating general awareness of the IaH concept into streamlined institutional policies and actions embedded in IaH Action Plans.

Status: objective achieved

Initial activities leading to the achievement of this specific objective were kick-started during Year 1 of the project lifetime. For more details, please refer to Year 1 Progress Report.

WP	Activities	Milestone (Planned completion date)	Date of actual completion	Indicators	Short description of the activities carried out between 01.11.2019 and 31.10.2020
2	Development and endorsement of Institutional IaH Action Plans to embed the results of the public consultations	14.11.2019	05.02.2020	12 institutional IaH Action Plans	<u>Completed activity</u> The 12 Institutional IaH Action Plans aim to identify the main goals, measures and activities

	conducted at institutional level through the round-tables and other IaH awareness raising activities			adopted	PC HEIs in FRIENDS are planning to undertake at institutional level during the remaining project lifetime to ensure that general awareness of IaH translates into institutional policies and streamlined actions that are also an integral part of the universities' internationalisation and strategic development strategies.
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Specific Objective 3: To build students' intercultural knowledge and sensitivity to cultural diversity through the introduction of the Intercultural Passport virtual module into PC HEIs' formal curriculum.

Status: objective achieved

WP	Activities	Milestone (Planned completion date)	Date of actual completion	Indicators	Short description of the activities carried out between 01.11.2019 and 31.10.2020
3	Design and development of the IACD MOOC Core Components	14.04.2020	20.03.2020	6-week long MOOC content developed	Completed activity The IACD MOOC core components comprise the course content. The IACD MOOC designed by experts from the European partner universities consists of 18 units initially delivered in the course of 6 consecutive weeks as clarified in the course syllabus published on the project website in mid-January 2020. The IACD MOOC units consist of video-recorded materials (lectures, presentations, interviews), assignments in the form of quizzes or open questions as well as

					recommended additional resources.
3	IACD MOOC initial run	14.06.2020	29.05.2020	At least 1200 students registered during the IACD MOOC run; at least 15% of them or 180 to complete the IACD MOOC during its initial run	<u>Completed activity</u> The MOOC was launched on 06.04.2020. In the course of its initial run, over 7000 MOOC learners from the 12 PC HEIs had registered compared to the 1200 initially planned registered learners. As of 29.05.2020, 4519 out of the 7712 registered learners completed successfully the IACD MOOC compared to the originally planned 180. A 59% success rate indicator compared to the 15% originally planned was achieved despite the much higher number of registered MOOC learners. Based on the conducted survey, over 75% of all students who completed successfully the MOOC at its piloting phase were satisfied with the online course.
3	Organization and facilitation of 12 digital storytelling contest	14.06.2020	31.07.2020	At least 180 relevant digital stories developed across the 12 PC HEIs; at least; 36 winners (3 per PC HEI) selected	<u>Completed activity</u> In total, 230 digital stories were produced by students from the 12 PC HEIs, who took part in the 12 institutional digital storytelling contests at the Intercultural Passport virtual module's piloting stage. The assessment of the 230 collected digital stories was conducted at institutional level by the 12 PC HEIs IROs between May and July 2020. As a result, each of 12 PC HEIs selected the

						3 best digital stories submitted at institutional level (in case of the 3 Philippine HEIs 4 student winners were selected). The authors of the 39 winning digital stories were awarded with access to international mobility to VUM, Bulgaria and received the opportunity to join the Student Boot Camp (del. 4.1.). The unified selection criteria included creativity and originality, impact and content of the storytelling, editing and cinematography, as well as structure and navigation.
3	Intercultural award	Passport	14.07.2020	31.07.2020	At least 180 PC HEI students to meet the minimum requirements and obtain the Intercultural Passport certificate thus receiving 4 ECTS.	Completed activity The piloting award of the Intercultural Passport certificates took place in the course of June and July 2020. The Intercultural Passport virtual module and the same named certificate were created to build PC HEIs students' intercultural competence and to enable them to cross more easily cultural borders and to live and work in multicultural environments. The piloting award was subject to successful completion of the IACD MOOC and the submission of a relevant digital story evidencing student's intercultural and/or international prior experiential

					learning. The successful completion of the Intercultural Passport virtual module corresponds to 4 ECTS to be recognized by the PC HEIs in line with their internal credit recognition procedures. As of 31.07.2020, in total 230 PC HEIs students obtained the Intercultural Passport certificate.
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Specific Objective 4: To transform PC HEIs' International Relations Offices (IROs) into vibrant multicultural focal points through the establishment of FRIENDS Teahouses and the induction of Home away from Home Programme for integrated international student care.

Status: objective not achieved yet

WP	Activities	Milestone (Planned completion date)	Date of actual completion	Indicators	Short description of the activities carried out between 01.11.2019 and 31.10.2020; upcoming activities
4	Organization and facilitation of Student Boot Camp	14.09.2020	TBA	At least 36 PC HEI students trained to run the FRIENDS Teahouses	<u>Partially completed activity</u> In light of COVID-19 impact, the FRIENDS partners decided to postpone for 2021 the Student Boot Camp originally planned to take place at VUM in Bulgaria in the summer of 2020. Simultaneously, the FRIENDS partners agreed to organize and facilitate an online introduction to the future face-to-face training event in the period of September – October 2020 to allow students to benefit and take the best from both types of mobility and to

					<p>ensure activities linked to the forthcoming launch and initial operation of the FRIENDS Teahouses are not hindered.</p> <p>The online introduction to the postponed physical student mobility to VUM was conducted by experts and lecturers from the four European partner universities in FRIENDS who provided online trainings dedicated to some of the key themes included in the Student Boot Camp's agenda. Each of the four online mini modules had a duration of 8 teaching hours delivered via zoom in the course of three days in the period of 29 September - 30 October 2020. The online mini modules were attended by the 12 Asian FRIENDS universities digital storytelling contests' student winners. As a result of the new knowledge and skills acquired, the students are expected to have become well equipped to engage proactively in the FRIENDS Teahouses' initial set-up activities and operation.</p>
4	Home away from Home Programme development and adoption	14.01.2021	TBA	1 document of approx. 5 p. adopted at consortium level and	<p><u>Ongoing activity</u></p> <p>The Home Away From Home Programme is designed to meet the needs of international students and students with diverse cultural background studying at</p>

				adapted and introduced at institutional levels	the 12 PC HEIs. The Programme offers an integrated model for student care and support, in order to co-create a study experience that is welcoming, friendly and supportive for international students, as detailed in this document. This model has been formulated following the discussions and brainstorming sessions organized during the Home Away From Home Virtual Tea Party held on 8 October 2020, which engaged 49 staff and executive members from across the FRIENDS consortium. The guidelines for international student care and support outlined in this document are to be endorsed and further adjusted by each of the 12 Asian HEIs involved to reflect their local context and specific needs.
4	Establishment of FRIENDS Teahouses to operate as multicultural social hubs at the 12 PC HEIs	14.01.2021	16.11.2020	12 FRIENDS Teahouses established and embedded in the PC HEIs' organizational charts	<u>Completed activity</u> The 12 FRIENDS Teahouses across the 12 PC HEIs involved in the project were established in the course of Year 2. While venue allocation and equipment purchase had been completed by early May 2020, the institutionalisation of these newly created units and their integration into 12 PC HEIs' organizational

					charts were formalized and finalized by mid-November 2020. The 12 FRIENDS Teahouses were created to function as student social hubs and aim to animate the 12 Asian universities' campus life and cultural agenda and to evolve into lively multicultural spaces.
4	FRIENDS International and Intercultural Festivals	14-02-2021	TBA	12 events organized; at least 200 internal and external stakeholders to attend each event	Upcoming activity

Specific Objective 5: To promote virtual mobility and campus diversity across the 5 PC as key tools for students' global competence development.

Status: objective not achieved yet

WP	Activities	Milestone (Planned completion date)	Date of actual completion	Indicators	Short description of the activities carried out between 01.11.2019 and 31.10.2020; upcoming activities
6	Organization of FRIENDS Caravans to promote the Intercultural Passport virtual module across the 5 PC	14-01-2021	TBA	At least 1300 students of at least 42 PC HEIs outside the FRIENDS consortium reached across the 5 PC	Upcoming activity
6	Organization of FRIENDS National Conferences on IaH (1 per PC)	14-05-2021	TBA	5 1-day conferences organized;	Upcoming activity

				each attended by at least 50 participants	
6	Career Fair Local Markets for Global Talents	14-08-2021	TBA	11 career fairs organized across the 5 PC; at least 30 employers representing local, national or multinational companies and at least 200 students to attend each of 11 events.	Upcoming activity
6	Development and adoption of Community Development Plans at institutional level to engage with local communities	14-09-2021	TBA	12 Community Development Plans adopted	Upcoming activity
7	Organization of project final event entitled HE Globalisation: Final International Conference	15-10-2021	TBA	1-day event, at least 100 attendees	Upcoming activity

2. Year 2 financial report

Summary of the estimated costs claimed for the period of 15.11.2018 – 31.10.2020 based on the project evidence provided to VUM as of 15.12.2020

ANNEX VI - FINAL FINANCIAL STATEMENT

Project Number	598652-EPP-1-2018-1-BG-EPPKA2-CBHE-JP	Co-financing (for information only)	12,592.78
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Budget Headings	1. Grant Awarded (in EUR)	2. Budget Spent (in EUR)
1. Staff Costs	368,651.00	131,961.00
2. Travel Costs	200,315.00	73,200.00
3. Costs of Stay	261,360.00	77,160.00
4. Equipment Costs	132,000.00	111,506.15
5. Subcontracting Costs	37,300.00	8,671.97
6. Exceptional Costs	0.00	0.00
Total Grant requested from the European Union	999,626.00	402,499.12

DISTRIBUTION OF THE GRANT BY ORGANISATION (in EUR)

Partner N°	Name of Partner	Country	Role Code	Programme Country / Partner Country	1. Staff Costs	2. Travel Costs	3. Costs of Stay	4. Equipment Costs	5. Subcontracting Costs	6. Exceptional Costs	Total (in EUR)
P1	Visshе Uchilishte po Menidzhmant	Bulgaria	Coord	Programme Countries	23,558.00	9,995.00	7,800.00	-	6,587.79	-	47,940.79
P2	Budapesti Metropolitan Egyetem	Hungary	Partner	Programme Countries	9,199.00	6,550.00	4,800.00	-	-	-	20,549.00
P3	Politechnika Slaska	Poland	Partner	Programme Countries	9,738.00	6,550.00	4,800.00	-	249.00	-	21,337.00
P4	Istanbul Aydin Universitesi Vakfi	Turkey	Partner	Programme Countries	7,979.00	6,000.00	3,360.00	-	-	-	17,339.00
P5	Royal Thimphu College	Bhutan	Partner	Partner Countries	2,566.00	3,080.00	4,800.00	21,954.37	-	-	32,400.37
P6	Royal Institute of Management	Bhutan	Partner	Partner Countries	2,763.00	3,080.00	4,800.00	-	-	-	10,643.00
P7	Svay Rieng University	Cambodia	Partner	Partner Countries	5,953.00	3,550.00	3,120.00	21,454.29	-	-	34,077.29
P8	Dewey International University	Cambodia	Partner	Partner Countries	5,017.00	1,910.00	4,800.00	-	-	-	11,727.00
P9	Asia Pacific University of Technology & Innovation	Malaysia	Partner	Partner Countries	6,143.00	3,550.00	3,120.00	18,896.48	-	-	31,709.48
P10	Berjaya Higher Education	Malaysia	Partner	Partner Countries	7,277.00	5,050.00	3,720.00	-	-	-	16,047.00
P11	Saint Louis College, Inc.	Philippines	Partner	Partner Countries	2,114.00	6,130.00	6,120.00	-	-	-	14,364.00
P12	University of Cebu, Inc.	Philippines	Partner	Partner Countries	8,367.00	4,630.00	5,520.00	19,459.50	875.26	-	38,851.76
P13	Cebu Technological University ARGADCEBU CAMPUS	Philippines	Partner	Partner Countries	2,871.00	4,270.00	4,560.00	-	-	-	11,701.00
P14	Prince of Songkla University	Thailand	Partner	Partner Countries	17,837.00	2,825.00	5,280.00	10,964.85	-	-	36,906.85
P15	Payap University	Thailand	Partner	Partner Countries	14,864.00	3,290.00	6,000.00	10,553.02	959.92	-	35,666.94
P16	Maharakham University	Thailand	Partner	Partner Countries	5,715.00	2,740.00	4,560.00	8,223.64	-	-	21,238.64

3. Year 3 consolidated work plan

Activities as indicated in the LGM		M25	M26	M27	M28	M29	M30	M31	M32	M33	M34	M35	M36
		15.11. 20- 14.12. 20	15.12. 20- 14.01. 21	15.01. 21- 14.02. 21	15.02. 21- 14.03. 21	15.03. 21- 14.04. 21	15.04. 21- 14.05. 21	15.05. 21- 14.06. 21	15.06. 21- 14.07. 21	15.07. 21- 14.08. 21	15.08. 21- 14.09. 21	15.09. 21- 14.10. 21	15.10. 21- 14.11. 21
4.	FRIENDS Teahouses: Setup and Piloting	X	X	X	X	X	X	X	X	X	X	=X	=X
4.1.	Student Boot Camp												!
4.2.	Home away from Home Staff Retreat												!
4.4.	FRIENDS Teahouses Code of Conduct and Calendar								!				
5.	Quality Assurance and Quality Control	=X											
5.3.	Interim Card Report Days						!						
5.4.	Interim Internal Evaluation Report							!					
7.	FRIENDS Dissemination	X	X	X	X	X	X	X	X	X	X	X	X
7.5.	FRIENDS Newsletters						!						
8.	Project Management	=X											
8.5.	Project Exploitation Plan and 4 th Partner Meeting									!			
8.6.	Year 2 Progress Report/ Year 3 Progress Report and 5 th Partner Meeting												!
8.9.	SC Online Meetings Minutes		!					!				!	

= stands for Programme Countries

X stands for Partner Countries

! stands for Planned deadline of completion

Year 4 consolidated work plan

Activities as indicated in the LGM		M37	M38	M39	M40	M41	M42	M43	M44	M45	M46	M47	M48
		15.11. 21- 14.12. 21	15.12. 21- 14.01. 22	15.01. 22- 14.02. 22	15.02. 22- 14.03. 22	15.03. 22- 14.04. 22	15.04. 22- 14.05. 22	15.05. 22- 14.06. 22	15.06. 22- 14.07. 22	15.07. 22- 14.08. 22	15.08. 22- 14.09. 22	15.09. 22- 14.10. 22	15.10. 22- 14.11. 22
4.	FRIENDS Teahouses: Setup and Piloting	X	X	X	X	X	X	X	X	X	X	=X	=X
4.5.	FRIENDS International and Intercultural Festivals	!											
5.	Quality Assurance and Quality Control	=X											
5.2.	Milestones Achievement Reports									!			
5.5.	Final Card Report Days							!					
5.6.	Final Internal Evaluation Report								!				
5.7.	External Evaluation Report										!		
6.	Friends beyond FRIENDS	X	X	X	X	X	X	X	X	X	X	X	X
6.1.	FRIENDS Caravans	!											
6.2.	FRIENDS National Conferences on IaH						!						
6.3.	Career Fairs Local Markets for Global Talents									!			
6.4.	Community Development Plans										!		
7.	FRIENDS Dissemination	X	X	X	X	X	X	X	X	X	X	X	X
7.4.	FRIENDS Reunions	!											
7.5.	FRIENDS Newsletters		!						!				
7.6.	Project Promotional Materials									!			
7.7.	Higher Education Globalisation Final International Conference											!	
8.	Project Management	=X											
8.7.	Project Sustainability Roadmap and 6 th Partner Meeting						!						
8.8.	Final Report Draft and 7 th Partner Meeting											!	
8.9.	SC Online Meetings Minutes					!				!			!

= stands for Programme Countries

X stands for Partner Countries
! stands for Planned deadline of completion