



Co-funded by the
Erasmus+ Programme
of the European Union



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 1 PROGRESS REPORT

The Year 1 activity summary and financial report benchmarks the project progress made between 15.11.2018 (project start date) and 31.10.2019 towards the achievement of the 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 claimed in the project for activities carried out in the period of 15.11.2018 – 31.10.2019, e.g. during the first project year.

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

Specific Objective 1: To outline 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

WP	Milestone achievements	Milestone (Planned completion date)	Date of actual completion	Indicators	Short description of the activities carried out until 31.10.2019; upcoming activities
1	Data collected at 12 PC HEIs	31-03-2019	30-04-2019	12 IaH self-evaluation questionn	Completed activity The IaH Self-Evaluation Tool was developed by PrC HEIs based on the

				naires filled in and submitted	IAU 5 th Global Survey on Internationalisation of Higher Education. The tool was used by the 12 PC HEIs for the purposes of data collection on IaH at institutional level.
1	Institutional IaH Infographic Reports	14-04-2019	14-05-2019	12 institutional infographic reports produced	Completed activity The data on IaH collected by the 12 PC HEIs was collated and converted into infographic reports summarizing the most important conclusions made on the IaH implementation status quo at project initial stage. The 12 Institutional Infographic Reports are published on the project website.

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 not achieved yet

WP	Activities	Milestone (Planned completion date)	Date of actual completion	Indicators	Short description of the activities carried out until 31.10.2019; upcoming activities
2	Organization and facilitation of 2-day Workshop European Higher Education in the World and of 4 one-hour long IaH Capacity Building Webinars targeted at the 12 PC HEIs staff members	14-08-2019	14-08-2019	At least 24 PC HEIs staff members trained at the face-to-face Workshop European Higher Education in the World Workshop; at least 240 PC HEIs staff members	Completed activity During the 2 nd partner meeting that took place in June 2019 in Istanbul, in total 26 PC HEIs staff members were trained in the framework of the Workshop European Higher Education in the World. Evidence of the 2-day face-to-face training is available on the project website.

				attended each of the four conducted webinars	
2	Development and endorsement of Institutional IaH Action Plans to embed the results of the public consultations conducted at institutional level through the round-tables and other IaH awareness raising activities	14-11-2019	TBA	12 institutional IaH Action Plans adopted	Ongoing activity Most of the PC HEIs have already held their round-tables on IaH and are in the process of drafting and adoption of their institutional IaH Action Plans. Once endorsed, the IaH Action Plans will be shared through the project website and published on the respective HEIs' websites.

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 not achieved yet

WP	Activities	Milestone (Planned completion date)	Date of actual completion	Indicators	Short description of the activities carried out until 31.10.2019; upcoming activities
3	Design and development of the IACD MOOC Core Components	14-04-2020	TBA	6-week long MOOC content developed	Upcoming activity
3	IACD MOOC initial run	14-06-2020	TBA	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	Upcoming activity

3	Organization and facilitation of digital storytelling contest	14-06-2020	TBA	At least 180 relevant digital stories developed across the 12 PC HEIs; at least; 36 winners (3 per PC HEI) selected	Upcoming activity
3	Intercultural Passport award	14-07-2020	TBA	At least 180 PC HEI students to meet the minimum requirements and obtain the Intercultural Passport certificate thus receiving 4 ECTS.	Upcoming activity

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 until 31.10.2019; 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	Upcoming activity
4	Home away from Home Programme development and adoption	14-01-2021	TBA	1 document of approx. 5 p. adopted at	Upcoming activity

				consortium level and adapted and introduced at institutional levels	
4	Establishment of FRIENDS Teahouses to operate as multicultural social hubs at the 12 PC HEIs	14-01-2021	TBA	12 FRIENDS Teahouses established and embedded in the PC HEIs' organizational charts	Upcoming activity
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 until 31.10.2019; 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; each attended by at least 50 participants	Upcoming activity
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		TBA	1-day event, at least 100 attendees	Upcoming activity

2. Year 1 financial report

Summary of the estimated costs claimed for the period of 15.11.2018 – 31.10.2019 as of 31.10.2019

ANNEX VI - FINAL FINANCIAL STATEMENT

Project Number	598652-EPP-1-2018-1-BG-EPPKA2-CBHE-JP	-financing (for information or	0.00
-----------------------	----------------------------------------------	---------------------------------------	------

Budget Headings	1. Grant Awarded (in EUR)	2. Budget Spent (in EUR)
1. Staff Costs	368,851.00	67,687.00
2. Travel Costs	200,315.00	73,200.00
3. Costs of Stag	261,360.00	77,160.00
4. Equipment Costs	132,000.00	21,954.37
5. Subcontracting Costs	37,300.00	3,995.82
6. Exceptional Costs	0.00	0.00
Total Grant requested from the European	999,626.00	243,997.19

DISTRIBUTION OF THE GRANT BY ORGANISATION (in EUR)

Partn er N°	Name of Partner	Country	Role Code	Programme Country / Partner Country	1. Staff Costs	2. Travel Costs	3. Costs of Stag	4. Equipment Costs	5. Subcontracti ng	6. Exceptional Costs	Total (in EUR)
P1	Visshe Uchilishte po Menidzhmant	Bulgaria	Coord	Programme	9,504.00	9,995.00	7,800.00	-	3,746.82	-	31,045.82
P2	Budapesti Metropolitan Egyetem	Hungary	Partner	Programme	4,001.00	6,550.00	4,800.00	-	-	-	15,351.00
P3	Politechnika Slaska	Poland	Partner	Programme	5,141.00	6,550.00	4,800.00	-	249.00	-	16,740.00
P4	Istanbul Aydin Universitesi Vakfi	Turkey	Partner	Programme	3,510.00	6,000.00	3,360.00	-	-	-	12,870.00
P5	Royal Thimphu College	Bhutan	Partner	Partner Countries	1,356.00	3,080.00	4,800.00	21,954.37	-	-	31,190.37
P6	Royal Institute of Management	Bhutan	Partner	Partner Countries	2,224.00	3,080.00	4,800.00	-	-	-	10,104.00
P7	Svay Rieng University	Cambodia	Partner	Partner Countries	-	3,550.00	3,120.00	-	-	-	6,670.00
P8	Dewey International University	Cambodia	Partner	Partner Countries	1,996.00	1,910.00	4,800.00	-	-	-	8,706.00
P9	Asia Pacific University of Technology &	Malaysia	Partner	Partner Countries	2,410.00	3,550.00	3,120.00	-	-	-	9,080.00
P10	Berjaya Higher Education SDN. BHD.	Malaysia	Partner	Partner Countries	2,966.00	5,050.00	3,720.00	-	-	-	11,736.00
P11	Saint Louis College, Incorporated	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	3,111.00	4,630.00	5,520.00	-	-	-	13,261.00
P13	Cebu Technological University ARGADCEBU CAMPUS	Philippines	Partner	Partner Countries	1,765.00	4,270.00	4,560.00	-	-	-	10,595.00
P14	Prince of Songkla University	Thailand	Partner	Partner Countries	10,226.00	2,825.00	5,280.00	-	-	-	18,331.00
P15	Payap University	Thailand		Partner Countries	11,648.00	3,290.00	6,000.00	-	-	-	20,938.00
P16	Maharakham University	Thailand		Partner Countries	5,715.00	2,740.00	4,560.00	-	-	-	13,015.00

3. Year 2 consolidated work plan

Activities as indicated in the LGM		M13	M14	M15	M16	M17	M18	M19	M20	M21	M22	M23	M24
		15.11. 19- 14.12. 19	15.12. 19- 14.01. 20	15.01. 20- 14.02. 20	15.02. 20- 14.03. 20	15.03. 20- 14.04. 20	15.04. 20- 14.05. 20	15.05. 20- 14.06. 20	15.06. 20- 14.07. 20	15.07. 20- 14.08. 20	15.08. 20- 14.09. 20	15.09. 20- 14.10. 20	15.10. 20- 14.11. 20
3.	Intercultural Passport: Design and Prototyping	=X	=X	=X	=X	=X	=X	=X	=X				
3.2.	Digital Storytelling: A How-To		!										
3.3.	IECD MOOC Core Components					!							
3.4.	Intercultural Passport Award Guidelines					!							
3.5.	Digital Storytelling Contests							!					
3.6.	IECD MOOC							!					
3.7.	Intercultural Passport Award								!				
4.	FRIENDS Teahouses: Setup and Piloting								=	=	=	X	X
4.1.	Student Boot Camp										!		
4.2.	Home away from Home Staff Retreat											!	
5.	Quality Assurance and Quality Control	=X	=X	=X	=X	=X	=X	=X	=X	=X	=X	=X	=X
5.2.	Milestones Achievement Reports							!					
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
7.4.	FRIENDS Reunions												!
7.5.	FRIENDS Newsletters			!						!			
8.	Project Management	=X	=X	=X	=X	=X	=X	=X	=X	=X	=X	=X	=X
8.5.	Project Exploitation Plan					!							
8.6.	Year 2 Progress Report											!	
8.9.	SC Online Meetings Minutes			!				!		!			

= stands for Programme Countries

X stands for Partner Countries

! stands for Planned deadline of completion