

Context

Main objective of the project	Innovation
Project Title	BALTIC VET Skills competition in catering and food industry sectors
Project Acronym	VET SKILLS
Project Start Date (dd-mm-yyyy)	01-09-2019
Project Total Duration	24 months
Project End Date (dd-mm-yyyy)	31-08-2021
National Agency of the Applicant Organisation	LT01 Education Exchanges Support Foundation
Language used to fill in the form	English

For further details about the available Erasmus+ National Agencies, please consult the following page:

<https://ec.europa.eu/programmes/erasmus-plus/contact>



Project Summary

Please provide a short summary of your project. Please recall that this section (or part of it) may be used by the European Commission, Executive Agency or National Agencies in their publications. It will also feed the Erasmus+ Project Results Platform.

Be concise and clear and mention at least the following elements: context/background of project; objectives of your project; number and profile of participants; description of activities; methodology to be used in carrying out the project; a short description of the results and impact envisaged and finally the potential longer term benefits. The summary will be publicly available in case your project is awarded.

In view of further publication on the Erasmus+ Project Results Platform, please also be aware that a comprehensive public summary of project results will be requested at report stage(s). Final payment provisions in the contract will be linked to the availability of such summary.

Skills competition contribute to the prestige of vocational education schools and self-esteem of learners, raising public awareness of vocational education as a value and inspiring young people to choose vocational qualifications. Local competition held at school level inspire students to explore their profession deeper, check their skills and get ready for national competition. The winners of national competition have priority to take part in international competition organized by partner countries and continue for EUROSILLS AND WORLDSILLS. The objectives of this project is to prepare tools for national, Baltic, EUROSILLS and WORLDSILLS competitions in catering (cooks and pastry cooks) and food industry sectors. The partners of the project (Lithuania, Latvia and Estonia) are vocational education schools and have programs for cooks, pastry cooks and food industry workers. All schools are very international, they belong to Association of European hotel and catering schools. The schools have great experience in organizing national and international competitions, but there's a gap in agreement on competition requirements at national and international level. The need to organize competition at the same level, with the same requirements, goals and evaluation is of great importance. Till today we were writing competition rules, evaluation, inventory and ingredients every time we decided to organize competition (national or international) and they varied every time depending on the school, country, students competences. There's a great need to create manual for organizing competitions, create competition rules and agree on evaluation requirements in order to talk the same language and properly prepare students for local, national, Baltic competition leading to EUROSILLS and WORLDSILLS.

Target groups- students of catering and food industry sectors and teachers who prepare students for competition.

The project fulfills sectorial, national and international needs.

There will be created intellectual outputs: manual; competition rules; requirements for evaluation.

During the project period will be held 4 international meetings, 1 blended mobility, 3 multiplier events. Will be created project logo and Project Facebook page.

The project activities are divided into three main Work Packages.

WP 1) "Project Management": all partners will contribute to the proper management of the project by carrying out the activities as foreseen in the Detailed Project Plan and providing all the necessary information for the preparation of the technical and financial reports to be submitted to the Education Exchanges Support Foundation (SMPF) Lithuanian National Agency. The lead applicant - Kaunas Food Industry and Trade Training Center (KMPPMC) will be the coordinator for WP1 and will be the interface with the National Agency for all related matters.

WP 2) "Exchange of good practices and development of the competition model": the main goal is to develop competition model according to the principles of EUROSILLS and WORLDSILLS. All partners will identify, study and analyse the related competition rules for catering and food industry VET students in their country and will come up with suggestions for the development of competition model. KMPPMC will be responsible for writing competition rule, VSIA Rigas Turisma un radosas

industrijas tehnikums- for writing manual and Tartu LINN- for evaluation guidelines. 4 transnational meetings will take place during the project period. The 1st and the last ones will be held in KMPPMC, 2nd in Tartu LINN and 3rd in VSIA Rigas Turisma un radosas industrijas tehnikums. The last transnational meeting will be held at the same period when blended students' mobility will take place in KMPPMC (the intellectual products will be tested during the blended mobility and international Baltic States competition for cooks, pastry cooks and food industry VET students will be organized). At the same time KMPPMC will organize multiplier event and the participants of the multiplier event will have opportunity to evaluate project results.

WP 3) "Communication and dissemination of results": Dissemination of the results will take place in 3 partner organizations. Seminars will be organized and all interested partners will be able to get acquainted with the project results.

All intellectual outputs will be available for all interested parties. They will be found on partner schools webpages, will be shared also on the portal Open Education Europe, The Erasmus + dissemination platform will be also used.



Applicant Organisation

PIC	Legal name	Country
947663617	Kauno maisto pramonės ir prekybos mokymo centras	Lithuania



Partner Organisations

No	PIC	Legal name	Country
1	996380024	TARTU LINN	Estonia
2	948490154	VSIA Rigas Turisma un radosas industrijas tehnikums	Latvia

Project Budget Summary

Budget Items	Grant
Project Management and Implementation	24000.00 EUR
Transnational Project Meetings	18400.00 EUR
Intellectual Outputs	53280.00 EUR
Multiplier Events	17000.00 EUR
Learning, Teaching, Training Activities	10755.00 EUR
Total Grant	123435.00 EUR

Transnational Projects Meetings

ID	Meeting Title	No. of Participants	Grant (EUR)
1	Kick-off meeting	8	4600.00 EUR
2	Project process evaluation	8	4600.00 EUR
3	Intellectual outputs evaluation meeting	8	4600.00 EUR
4	Evaluation of project results	8	4600.00 EUR
Total			18400.00 EUR

Intellectual Outputs

ID	Output Title	Category of Staff	No. of Working Days	Grant (EUR)
O1	Manual for competition organization	Teachers/Trainers/Researchers	200	14800.00 EUR
O2	Competitions rules	Teachers/Trainers/Researchers	320	23680.00 EUR
O3	Evaluation guidliness	Teachers/Trainers/Researchers	200	14800.00 EUR
Total			720	53280.00 EUR

Multiplier Events

ID	Event Title	Country of Venue	Local Participants	Foreign Participants	Grant
E1	Project dissemination	Latvia	50	0	5000.00 EUR
E2	Project dissemination	Estonia	50	0	5000.00 EUR
E3	Project dissemination	Lithuania	70	0	7000.00 EUR
Total			170	0	17000.00 EUR

Learning, Teaching, Training Activities

ID	Activity Type	Travel Grant	Grant for Exceptional Costs for Expensive Travel	Individual Support Grant	Linguistic Support Grant	Grant (EUR)
C1	Blended mobility of VET learners	4095.00 EUR	0.00 EUR	6660.00 EUR	0.00 EUR	10755.00 EUR
Total		4095.00 EUR	0.00 EUR	6660.00 EUR	0.00 EUR	10755.00 EUR

Budget per Participating Organisation

Organisation	Country of Organisation	Grant (EUR)
Kauno maisto pramonės ir prekybos mokymo centras	Lithuania	46540.00 EUR
TARTU LINN	Estonia	37765.00 EUR
VSIA Rigas Turisma un radosas industrijas tehnikums	Latvia	39130.00 EUR

Kauno maisto pramonės ir prekybos mokymo centras

Budget Items	Grant
Project Management and Implementation	12000.00 EUR
Transnational Project Meetings	4600.00 EUR
Intellectual Outputs	22940.00 EUR
Multiplier Events	7000.00 EUR
Learning, Teaching, Training Activities	0.00 EUR
Special Needs Support	0.00 EUR
Exceptional Costs	0.00 EUR
Total Grant	46540.00 EUR

TARTU LINN

Budget Items	Grant
Project Management and Implementation	6000.00 EUR
Transnational Project Meetings	6900.00 EUR
Intellectual Outputs	14060.00 EUR
Multiplier Events	5000.00 EUR
Learning, Teaching, Training Activities	5805.00 EUR
Special Needs Support	0.00 EUR
Exceptional Costs	0.00 EUR
Total Grant	37765.00 EUR

VSIA Rigas Turisma un radosas industrijas tehnikums

Budget Items	Grant
Project Management and Implementation	6000.00 EUR
Transnational Project Meetings	6900.00 EUR
Intellectual Outputs	16280.00 EUR
Multiplier Events	5000.00 EUR
Learning, Teaching, Training Activities	4950.00 EUR
Special Needs Support	0.00 EUR
Exceptional Costs	0.00 EUR
Total Grant	39130.00 EUR

Timetable

Note that Transnational Project Meetings, Intellectual Outputs, Multiplier Events and Learning, Teaching and Training activities will be listed in this table automatically once you have created them in the dedicated section of the form.

ID	Activity Type	Starting Period	Description
1	Transnational Projects Meeting	10-2019	Kick-off meeting
2	Intellectual Output	11-2019	Manual for competition organization
3	Intellectual Output	02-2020	Competitions rules
4	Transnational Projects Meeting	04-2020	Project process evaluation
5	Intellectual Output	02-2021	Evaluation guidliness
6	Transnational Projects Meeting	03-2021	Intelectual outputs evaluation meeting
7	Multiplier Event	05-2021	Project dissemination
8	Multiplier Event	05-2021	Project dissemination
9	Transnational Projects Meeting	06-2021	Evaluation of project results
10	Blended mobility of VET learners	06-2021	testing project intelectual outputs
11	Multiplier Event	06-2021	Project dissemination



Participating Organisations

Please note that the PIC code is a unique identifier for the organisation within the whole Erasmus+ Programme. It should be requested only once per organisation and used in all applications for all Erasmus+ actions and calls. Organisations that have previously registered for a PIC should not register again. If an organisation needs to change some of the information linked to the PIC, this can be done through [the Participant Portal](#).

Applicant Organisation

PIC	947663617
Legal name	Kauno maisto pramonės ir prekybos mokymo centras
Legal name (national language)	KMPPMC
National ID (if applicable)	190804742
Department (if applicable)	
Acronym	
Address	Taikos pr.133
Country	Lithuania
P.O. Box	
Postal Code	51123
CEDEX	
City	Kaunas
Website	www.mpcentras.lt
Email	info@mpcentras.lt
Telephone	+37037454313
Fax	+370 37 454313

Profile

Type of Organisation	School/Institute/Educational centre – Vocational Training (secondary level)
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Is your organisation a public body?

Yes

Is your organisation a non-profit?

Yes

Associated Persons

Legal Representative

Title

Mr

Gender

Male

First Name

Alvydas Pranas

Family Name

Grevas

Department

Position

Headmaster

Email

info@mpcentras.lt

Telephone

+37037454313

Preferred Contact

No

If the address is different from the one of the organisation

Yes

Address

Taikos pr.133

Country

Lithuania

P.O. Box

Postal Code

51123

CEDEX

City

Kaunas

Contact Person

Title

MS

Gender

Female

First Name	Rita
Family Name	Komolova
Department	
Position	Leader of development department
Email	rita.komolova@mpcentras.lt
Telephone	+37067428657
Preferred Contact	Yes
If the address is different from the one of the organisation	Yes
Address	Taikos pr.133
Country	Lithuania
P.O. Box	
Postal Code	51123
CEDEX	
City	Kaunas

Background and Experience

Please briefly present your organisation/group (e.g. its type, scope of work, areas of activity and if applicable, approximate number of paid/unpaid staff, learners and members of the group).

Kauno maisto pramonės ir prekybos mokymo centras (KMPPMC) is a VET organization providing IVET and CVET for students at levels II-IV according NQF and EQF. The education covers hotel and catering, tourism and business and administration sectors. The professions are cooks, waiters and bartenders, confectioners (pastry cooks), food industry workers, hotel workers, travel agents, accountants and shop assistants.

KMPPMC was established in 2011 after merging 3 education institutions. The school is very active in ERASMUS+ KA1 and KA2 projects, internationalisation is priority in strategic plan. KMPPMC has VET mobility charter. The students are active participants in school, national and international competitions and very often they become winners.

The school organizes at least 2-3 national/international competitions a year. KPMMC is a member and active participant of Association of European Hotel and Tourism schools. At school study around 1000 students and work 60 teachers.

What are the activities and experience of the organisation in the areas relevant for this project? What are the skills and/or expertise of key persons involved in this project?

KMPPMC every year organizes national/international competitions. Two teachers are judges in EUROSILLS. They will be involved in creating intellectual outputs.

Has your organisation participated in a European Union granted project in the 3 years preceding this application?

Yes

Please indicate:

EU Programme	Practice in Europe
Year	2016
Project Identification or Contract Number	2016-1-LT01- KA116-022999
Applicant/Beneficiary Name	KMPPMC

EU Programme	Experience in Europe
Year	2017
Project Identification or Contract Number	2017-1-LT01-KA116-035043
Applicant/Beneficiary Name	KMPPMC

EU Programme	Experience in Europe
Year	2018
Project Identification or Contract Number	2018-1-LT01-KA116-046727
Applicant/Beneficiary Name	KMPPMC

EU Programme	Food Education for Global Flavours, Products and Dishes (EARTH)
Year	2017
Project Identification or Contract Number	2017-1-LT01-KA202-035262
Applicant/Beneficiary Name	KMPPMC



Partner Organisations

PIC	996380024
Legal name	TARTU LINN
Legal name (national language)	TARTU CITY
National ID (if applicable)	75006546
Department (if applicable)	
Acronym	
Address	RAEKODA
Country	Estonia
P.O. Box	
Postal Code	50089
CEDEX	
City	TARTU
Website	www.tartu.ee
Email	Tonis.lukas@khk.ee
Telephone	+3727361111
Fax	+3727361106

Profile

Type of Organisation	School/Institute/Educational centre – Vocational Training (secondary level)
Is the organisation a public body?	Yes
Is the organisation a non-profit?	Yes

Associated Persons



Legal Representative

Title	Mr
Gender	Male
First Name	Tonis
Family Name	Lukas
Department	
Position	Headmaster
Email	Tonis.lukas@khk.ee
Telephone	+3727361860
Preferred Contact	No
If the address is different from the one of the organisation	Yes
Address	Kopli 1
Country	Estonia
P.O. Box	
Postal Code	50115
CEDEX	
City	Tartu

Contact Person

Title	Mr
Gender	Male
First Name	Andrei
Family Name	Atškasov
Department	
Position	Coordinator of International Affairs
Email	andrei.atiskasov@khk.ee

Telephone	+3727361894
Preferred Contact	Yes
If the address is different from the one of the organisation	Yes
Address	Kopli 1
Country	Estonia
P.O. Box	
Postal Code	50115
CEDEX	
City	Tartu

Background and Experience

Please briefly present the organisation/group (e.g. its type, scope of work, areas of activity and if applicable, approximate number of paid/unpaid staff, learners and members of the group).

Tartu Kutsehariduskeskus (Tartu Vocational Education Centre) functioned for 15 years and it has proved it's necessity and the ability to develop in the Estonian vocational education system. The number of students has increased year by year and by today we are the biggest vocational training institution in Estonia. We have more than 3000 students in initial vocational training, plus ca 2000 adult learners at various courses annually.

We are open for versatile collaboration: we have signed co-operation contracts with major enterprises and introduced new specialties. Existing curricula have undergone renewal process, having become more practical and flexible. Today the students can get instruction on the basis of 50 different curricula and all these curricula have been approved by the Estonian Ministry of Education and Research. A wide variety of specialties create learning opportunities for the students of today and tomorrow regardless of their age.

Main expertise of Tartu Kutsehariduskeskus:

- construction and wood work
- ICT
- business and commerce
- light industry, beauty servicing and home servicing
- tourism
- hospitality and catering
- food processing technology
- industrial technology
- car maintenance
- adult education
- career planning

What are the activities and experience of the organisation in the areas relevant for this project? What are the skills and/or expertise of key persons involved in this project? Please explain how the organisation brings an essential added value to the project.

Tartu Kutsehariduskeskus has been participated in many international projects in field of transfer of innovation, students and trainees exchange and e.t.c.

Tartu VEC actively participated in many EU programme projects, including Leonardo, Comenius, Grundtvig, Nordplus. From 2014 actively participate in Erasmus + programme (KA1, KA2 and KA3). Tartu VEC cooperate with many European countries like Finland, Sweden, Denmark, Germany, Spain, Great Britain, Iceland, Slovenia, Czech Republic, Spain, Turkey, Hungary, Latvia, Lithuania, Italy, France, Netherlands, Austria, Ireland.

During last five years we send for practice to abroad more than 500 students and receive from our partner organisations more than 300 students.

As in the running KA2 project, the administrative role are for Tartu VEC project management and international office, key persons are:

Andrei Atškasov, Coordinator of International Affairs/Project manager – 10 years experiences in international relations and projects (Erasmus +, Leonardo da Vinci, Comenius, Nordplus, Grundtvig, Interreg, ESF), has big experience in international relations and networking in VET, hosting foreign groups of students, teachers and professionals, organizing job shadowing, internships and trainings for VET staff and learners.

Veronika Kupri – Projects specialist –7 years experiences in international relations and projects (Erasmus +, Leonardo da Vinci, Nordplus, ESF). Working experience in EU project documentation. Will be involved in the project team other teachers, experts and professionals, who are responsible for the implementation of the project aims and tasks and who deliver classes in the field of the project and their expertise will be valuable for the all team.

Has your organisation participated in a European Union granted project in the 3 years preceding this application?

Yes

Please indicate:

EU Programme	Erasmus+
Year	2018
Project Identification or Contract Number	2018-1-EE01-KA202-047123
Applicant/Beneficiary Name	Tartu Kutsehariduskeskus

EU Programme	Erasmus+
Year	2018
Project Identification or Contract Number	2018-1-EE01-KA202-047087

Applicant/Beneficiary Name	Tartu University
EU Programme	Erasmus+
Year	2018
Project Identification or Contract Number	2018-1-FR01-KA202-047734
Applicant/Beneficiary Name	GIP-FCIP de Rouen
EU Programme	Erasmus+
Year	2018
Project Identification or Contract Number	2018-1-ES01-KA202-050393
Applicant/Beneficiary Name	Xarxa FP
EU Programme	Erasmus+
Year	2018
Project Identification or Contract Number	2018-1-FI01-KA202-047292
Applicant/Beneficiary Name	Rovaniemen koulutuskuntayhtymä REDU

Partner Organisations

PIC	948490154
Legal name	VSIA Rigas Turisma un radosas industrijas tehnikums
Legal name (national language)	VSIA Rīgas Tūrisma un radošās industrijas tehnikums
National ID (if applicable)	3334002984
Department (if applicable)	
Acronym	
Address	Nicgales street 26



Country	Latvia
P.O. Box	LV
Postal Code	LV-1035
CEDEX	
City	Riga
Website	www.rtrit.lv
Email	
Telephone	+37167575580, +37126517762
Fax	+37167548302

Profile

Type of Organisation	School/Institute/Educational centre – Vocational Training (secondary level)
Is the organisation a public body?	Yes
Is the organisation a non-profit?	Yes

Associated Persons

Legal Representative

Title	Ms
Gender	Female
First Name	Silvia
Family Name	Ozolina
Department	
Position	Headmaster
Email	rtrit@rtrit.lv
Telephone	+37167575580



Preferred Contact	No
If the address is different from the one of the organisation	Yes
Address	Nicgales street 26
Country	Latvia
P.O. Box	
Postal Code	1035
CEDEX	
City	Riga

Contact Person

Title	Ms
Gender	Female
First Name	Zane
Family Name	Saukāne
Department	
Position	projects coordinator
Email	zane.saukane@rtrit.lv
Telephone	+37167795526
Preferred Contact	Yes
If the address is different from the one of the organisation	Yes
Address	Nicgales street 26
Country	Latvia
P.O. Box	
Postal Code	1035
CEDEX	

City

Riga

Background and Experience

Please briefly present the organisation/group (e.g. its type, scope of work, areas of activity and if applicable, approximate number of paid/unpaid staff, learners and members of the group).

Riga Technical School of Tourism and Creative Industry, State LLC is state funded secondary vocational education institution providing recognized education programs at 2nd and 3rd national professional qualification levels for graduates of lower or upper secondary schools.

Riga Technical School of Tourism and Creative Industry is one of the largest state vocational education institutions in Latvia educating 2000 students and employing 300 teachers and staff members.

Riga Technical School of Tourism and Creative Industry provides education in following professions – cook, waiter, catering service specialist, hospitality service specialist, sweet and chocolate production specialist, pastry and bakery specialist, food production specialist, tourism service specialist, retail specialist, hotel service specialist, fashion designer, fashion stylist, interior designer, beauty care specialist, spa administrator.

Riga Technical School of Tourism and Creative Industry offers flexible forms of tuition, dual education and work-based education; practical training is as close as possible to real work environment.

1st September 2013, Riga Technical School of Tourism and Creative Industry was granted status of professional education competence centre.

Riga Technical School of Tourism and Creative Industry has students residence place that promotes education availability for students from distant parts of Latvia and students from other countries.

In order to facilitate initial vocational education quality and attractiveness, Riga Technical School of Tourism and Creative Industry actively implements European dimension in vocational education.

Riga Technical School of Tourism and Creative Industry is a member of international non-governmental organizations AEHT (Association of European Hotel and Tourism Schools) and C.H.A.S.E. (Consortium of Hotel and Tourism Schools in Europe). 18 vocational education institutions from 17 countries are members of C.H.A.S.E. organization, AEHT - 430 schools and non-governmental organizations from 44 countries.

May, 2016 Riga Technical School of Tourism and Creative Industry approved its “Internationalization Strategy 2016 - 2020” at the Ministry of Education. Beginning of 2016./2017. study year school was awarded with VET Mobility Charter.

What are the activities and experience of the organisation in the areas relevant for this project? What are the skills and/or expertise of key persons involved in this project? Please explain how the organisation brings an essential added value to the project.

Cooperation projects of the EU at the level of vocational education have been effective in the dissemination of good practice across national borders. Riga Technical School of Tourism and Creative Industry actively uses the opportunity to participate in the Lifelong Learning Program Leonardo da Vinci mobility projects, ERASMUS+ KA1 and KA2 projects as well as Comenius and Nordplus. This promotes both – the participation of students as well as and school staff professional and personal growth. Mobility increases the participants' experience, school prestige and attractiveness of vocational education as a whole.

Riga Technical School of Tourism and Creative Industry has accumulated considerable experience in project implementation and quality assurance. From the 2008 - 2015 Riga Technical School of Tourism and Creative Industry, State Ltd has successfully implemented several Lifelong Learning Program Leonardo da Vinci sectoral programs, Comenius, Nordplus program projects. 2015 first ERASMUS+ KA1 mobility project was successfully completed and currently school implements ERASMUS+ mobility project started on 2015 and one from 2016 call. Riga Technical School of Tourism and Creative Industry leads ERASMUS+ KA2 strategic partnership project “City Guiding for Vocational Education and Training”, participates in KA2 projects as a partner.

May, 2016 Riga Technical School of Tourism and Creative Industry approved its “Internationalization Strategy 2016 - 2020” at the Ministry of Education. Beginning of 2016./2017. study year school was awarded with VET Mobility Charter.

Riga Technical School of Tourism and Creative Industry has accumulated considerable experience in project implementation and quality assurance. School Principal has been supporting international activities of the school since its very beginning. With more than 30 years experience in the position, principal Silva Ozoliņa is the Latvian state representative in AEHT. Project coordinator has been in the position since 2011 and personal acquaintance with most of the partners and organizations and is present at all meetings of international organization CHASE, currently acting as chairwoman of CHASE network. Project work involves project manager and assistant and is supported by all organization. Principal, deputy directors and relevant staff members are involved in realization of mobility projects. Teachers, involved in project activities, are professionals in their field, who can communicate in other languages and share their knowledge. Employees, responsible for project implementations, participate in CHASE and AEHT annual meetings, thereby strengthening the European school cooperation intensity. An educational institution each year involves significant number of students and teachers in Leonardo da Vinci mobility.

Has your organisation participated in a European Union granted project in the 3 years preceding this application?

Yes

Please indicate:

EU Programme

Erasmus+

Year

2016

Project Identification or Contract Number

2016-1-LV01-KA102-022518

Applicant/Beneficiary Name

Riga Technical School of Tourism and Creative Industry

EU Programme	Erasmus+
Year	2017
Project Identification or Contract Number	2017-1-LV01-KA101-035399
Applicant/Beneficiary Name	Riga Technical School of Tourism and Creative Industry
EU Programme	Erasmus+
Year	2017
Project Identification or Contract Number	2017-1-LV01-KA116-035386
Applicant/Beneficiary Name	Riga Technical School of Tourism and Creative Industry
EU Programme	Erasmus+
Year	2017
Project Identification or Contract Number	2017-1-PL01-KA202-038850
Applicant/Beneficiary Name	Instytut Techniki Gorniczej KOMAG

Project Description

Priorities and Topics

Please select the most relevant horizontal or sectoral priority according to the objectives of your project.

VET: Developing sustainable partnerships to establish and/or further develop national, regional and sectoral skills competitions

If relevant, please select up to two additional priorities according to the objectives of your project.

VET: Developing partnerships supporting the setting up and implementation of internationalisation strategies for VET providers

VET: Increasing the quality in VET through the establishment of feedback loops to adapt VET provision

Please comment on your choice of priorities.

Professional skills competition:

- contribute to the prestige of vocational education establishments, the self-esteem of students, their enthusiasm and motivation to master the study program better, help to improve their employability and competitiveness upon joining the labour market;
- create close cooperation with industry experts in developing tasks of professional skills competitions and evaluation criteria of performance in professions which further contribute to ensuring compliance with the content of vocational education with changing labour market requirements;
- raise the public awareness of vocational education as a value for knowing the selection of the career path, encourages students of general education establishments to choose to master vocational qualifications demanded on the labour market, including science and technology-intensive professions after completing elementary education.

International competitions help countries and participants of the competitions to develop partnerships, discuss VET programs and labour market needs, become international and strengthen European skills among VET learners.

Please select up to three topics addressed by your project.

Cooperation between educational institutions and business

International cooperation, international relations, development cooperation

Quality Assurance

Project Description

Please explain the context and the objectives of your project as well as the needs and target groups to be addressed. Why should this project be carried out transnationally?

According to European Quality Assurance in Vocational Education and Training (EQAVET) VET providers in the EU Member States have to develop and improve quality assurance in European VET systems: exchange information and experience, initiate a process of mutual learning and consensus building for the development of common principles, reference criteria, indicators and tools for quality improvement in VET, and the implementation of the Reference Framework, reach shared results and solutions in the development of guidelines and criteria for quality assurance.

Skills competition contribute to the prestige of vocational education schools and self-esteem of learners, raising public awareness of vocational education as a value and inspiring young people to choose vocational qualifications. Local competition held at school level inspire students to explore their profession deeper, check their skills and get ready for national competition. The winners of national competition have priority to take part in international competition organized by partner countries and continue for EUROSILLS AND WORLDSILLS.

The objectives of this project is to prepare tools for local, national, Baltic (international) competitions for VET students in catering (cooks and pastry cooks) and food industry sectors. The partners of the project (Lithuania, Latvia and Estonia) are vocational education schools and have programs for cooks, pastry cooks and food industry workers. All schools are very international, they belong to the Association of European hotel and catering schools. The schools have great experience in organizing national and international competitions, but there's a gap in agreement on competition requirements at national and international level. The need to organize competition at the same level, with the same requirements, goals and evaluation is of great importance. Till today we were writing competition rules, evaluation, inventory and ingredients every time we decided to organize competition (local, national or international) and they varied every time depending on the school, country, students competences. However the effectiveness of such different competition requirements has a lot of gaps, sometimes they are written in a not fully competent way, not quite clear. There are three challenges identified: common understanding of competition organisation, clear and the same competition rules for local, national or international competitions, clear evaluation guidelines.

Picking up on these issues the SKILLS project combines a transnational consortium of organizations with highly professional expertise in areas related to these challenges. By creating this consortium the project will contribute to the quality of competitions for VET students, support educational staff by providing Guidance, appropriate tools and materials to organize local, national and international competitions for cooks, pastry cooks and food industry workers, actively involve all interested parties (teachers students, employers, etc.) in the design process to help ensure the result meets their needs and are usable (3 VET schools - LT, LV, EE partners).

Target groups- VET students of catering and food industry sectors, VET teachers and trainers who prepare students for competition. Their involvement in the project will help to develop and test intellectual outputs at local, national and international levels. r indirectly, and develop their potential from lifelong learning perspective.

What results are expected during the project and on its completion?

During the project life the following results will be achieved including:

- 3 intellectual outputs:
IO1- Manual for organizing competitions;
IO2 - Competition rules;
IO3 - Participant's evaluation guidelines.

All materials will be available in the languages of the project consortium partners: Lithuanian, Latvian, Estonian as well as English.

Beside these results there will additionally be:

- 3 multiplier events - dissemination events in each VET partner's school to present the project products to the network of the stakeholders - teachers, trainers, practice managers, and all interested parties.
- 4 transnational meetings.
- 1 blended mobility during which the students will have the opportunity to take part in the competition organized following new rules and evaluation guidelines. That will help to evaluate project products and make final corrections if needed.
- As a part of the project results, dissemination activities will be carried out, which includes project presentations and references in each project partner organisation's website, with events including a project presentation (2 per partner) and preparation of the project brochure.
- Project logo and Project Facebook page will be created.

In what way is the project innovative and/or complementary to other projects already carried out by the participating organisations?

All partners are active in ERASMUS + program, they send and receive students and teachers for mobilities, exchange teaching material, apply ECVET in students' mobility and are very active in SKILLS competition.

The project innovation at an international level centers on how to enhance professional skills in the VET sector through skills competition.

The project is unique and innovative as it offers:

the chance to share ideas and best practices and provides lessons and inspiration for developing vocational skills and training systems;

International network between experts from VET and industry on European level;

increased quality of local/national/international skills competitions;

instrument for organising competitions.

How did you choose the project partners and what will they bring to the project? Does it involve organisations that have never previously been involved in a Strategic Partnerships project?

All partners cooperate for many years in ERASMUS+ KA1 projects. They perfectly know each other, have close cooperation skills, have the same needs.

The KMPPMC international strategy for the period 2015-2020 and its action plan concentrates on the preparation of professionals according to the demand of the labor market, contributing to the development of the culture of vocational education in Europe as well as working on international partnerships. In addition, for the center it is very important to take part in national and international skills competition, because competition is like an engine for young people, helping them to move forward, evaluate their capacities, see themselves in the contest of European labour market. The topic is very important for Lithuanian and European VET sector. The country is, in fact, taking the first steps in the national skills competition, as earlier all competitions were taking part locally at schools level and we take only first steps in preparation for EUROSILLS or even WORLDSILLS. The coordinator has taken the occasion given by the Erasmus + call to propose the current project proposal and involve Baltic States partners with the same needs, but wider expertise and experience as national SKILLS competition already take part in Latvia and Estonia. VSIA Rigas Turisma un radosas industrijas tehnikums has a long experience in organizing local and even international competitions for cooks, pastry cooks and food industry workers. They are active participants in the competition organized by KMPPMC and can take active part in preparing intellectual outputs and provide expertise for the development of a skills competition model for cooks, pastry cooks and food industry students. Tartu LINN vocational education center has consolidated relations with both countries (Lithuania and Latvia). The school for many years has been hosting students willing to improve their vocational education and has great experience in creating programs for different levels of students. The school is active in sending it's students to national and international competitions and is closely cooperating with the schools from Lithuania and Latvia. All partners have, finally, consolidated relations with local businesses (restaurants, bars, catering organisations) that they can involve in the project in order to allow to the students to develop their skills and prepare for competitions.

How will the tasks and responsibilities be distributed among the partners?

The project activities are divided into three main Work Packages.

WP 1) "Project Management": all partners will contribute to the proper management of the project by carrying out the activities as foreseen in the Detailed Project Plan (as described further on) and providing all the necessary information for the preparation of the technical and financial reports to be submitted to the Education Exchanges Support Foundation (SMPF) Lithuanian National Agency. The lead applicant - Kaunas Food Industry and Trade Training Center (KMPPMC) will be the coordinator for WP1 and will be the interface with the National Agency for all related matters.

WP 2) "Exchange of good practices and development of the competition model": the main goal is to develop competition model according to the principles of EUROSILLS and WORLDSILLS. All partners will identify, study and analyse the related competition rules for catering and food industry VET students in their country and will come up with suggestions for the development of competition model. KMPPMC will be responsible for writing competition rule, VSIA Rigas Turisma un radosas industrijas tehnikums- for writing manual and Tartu LINN- for evaluation guideliness. 4 transnational meetings will take place during the project period. The 1st and the last ones will be held in KMPPMC, 2nd in Tartu LINN and 3rd in VSIA Rigas Turisma un radosas industrijas tehnikums. The last transnational meeting will be held at the same period when blended students' mobility will take place in KMPPMC (the intellectual products will be tested during the blended mobility and international Baltic States competition for cooks, pastry cooks and food industry VET students will be organized). At the same time KMPPMC will organize multiplier event and the participants of the multiplier event will have opportunity to evaluate project results.

WP 3) "Communication and dissemination of results": Dissemination of the results will take place in 3 partner organizations. Seminars will be organized and all interested partners will be able to get acquainted with the project results.

If relevant, please identify and explain the involvement of associated partners, not formally participating in the project. Please explain how they will contribute to the implementation of specific project tasks/activities or support the dissemination and sustainability of the project.

Associated partners will be VET schools in Lithuania, Latvia and Estonia having the same VET teaching programs, stakeholders, social partners, associations.

Participants

Please briefly describe how you will select and involve participants in the different activities of your project?

The participants will be selected by all partners and will be involved directly in the various activities foreseen:

1. 9 VET teachers will participate in creating intellectual partners.

2.6 Students from each country (2 cooks, 2 pastry cooks and 2 food industry workers) will be selected in each country to take part in blended mobility and be competitors in the International competition that will be held during blended mobility in Lithuania in order to test intellectual outputs. They will be lead by accompanying teachers.

Participants with fewer opportunities: does your project involve participants facing situations that make their participation more difficult?

No

Preparation

Please describe what will be done in preparation by your organisation/group and by your partners/group before the actual project activities take place, e.g. administrative arrangements, communication about the activities, selection of the persons, coaches, involvement of stakeholders, etc.

As a starting point, after signing Grant Agreement with the NA, all project partners will be informed about the project start by sending all relevant project documentation. This will be followed by a review of the activity plan and any adjustment will be made if needed. Also all project partners will receive information about the Partnership Agreement that must be signed with the NA and a copy of the financial and administrative handbook of the programme.

Each partner will inform their staff and local authorities of the awarding of the project, and will present its objectives, structure, development phases and results.

The roles of each partner in the project will be re-confirmed and clarified in the partnership agreements with each partner, making clear what is expected from each of them in relation to the development of the activities in the project. An agreement will include: the partners' rights and obligations within the framework of the project and the allocated funding; the partners' role and responsibilities in carrying out the work programme; the management and governance structure; the financial management and related rules; the reporting mechanisms; the conflict management mechanisms in case of problems or tasks/activities not properly implemented; the communication strategy (promotional material and its dissemination, dissemination plan); the sustainability strategy; any other relevant topic for the efficient implementation of the project.

The time schedule and activities will be revised and, if necessary, modifications will be made. The exact date of the Kick-off meeting will be foreseen and agreed. The date and the programme of the first kick-off meeting will be sent to all project partners asking them to prepare short presentations about their institutions, and (if relevant) presentation of its leading activity.

Communication about the activities: the internal communication plan and the quality assurance plan will be developed before the project activities start in order to ensure a clear and concrete communication strategy and proper implementation of all project activities. Before the start of the project activities, the project management tools will be put into place within the document repository (project agenda; task management; collaborative work; collaborative documents). Tools will be selected based upon the needs and the use of free tools (e.g. Dropbox, Google Drive, Google Doc, Skype, etc.) will have a priority.

Communication and dissemination activities will start from the beginning of the project, when partners will communicate the start of the project to the all relevant stakeholders and inform them about the project activities. The full robust communication and dissemination strategy will be implemented during the first months of the project, governed by the Dissemination Plan and monitored by the project coordinator.

Management

Funds for Project Management and Implementation

Funds for 'Project Management and Implementation' are provided to all Strategic Partnerships based on the number of participating organisations and duration of the project. The purpose of these funds is to cover diverse expenses that any project may incur, such as planning, communication between partners, small scale project materials, virtual cooperation, local project activities, promotion, dissemination and other similar activities not covered by other types of funding. A partnership may receive a maximum of 2750 EUR of 'Project Management and Implementation cost' per month

Organisation Role	Grant per organisation and per month	Number of Organisations	Grant
Applicant Organisation	500.00 EUR	1	12000.00 EUR
Partner Organisation	250.00 EUR	2	12000.00 EUR
Total			24000.00 EUR

Please provide detailed information about the project activities that you will carry out with the support of the grant requested under the item 'Project Management and Implementation'

The following expenses will be charged under the item "Project Management and implementation":

1. KMPPMC: costs for project management, plan, coordination and communication within partners; organization of the kick off and final meetings; management of creating intellectual outputs; communication with NA and writing reports;
- 2.VSIA Rigas Turisma un radosas industrijas tehnikums: costs for administrative staff for the technical and financial reporting; organization of transnational meetings, management of creating intellectual outputs ; organizing project dissemination;
4. Tartu LINN: costs for administrative staff for the technical and financial reporting; organization of transnational meetings, management of creating intellectual outputs; organizing project dissemination;

Transnational Project Meetings

Transnational project meetings: how often do you plan to meet, who will participate in those meetings, where will they take place and what will be the goal?

The project plan foresees the organization of 4 project meetings: 2 of them will be held in KMPPMC, one in VSIA Rigas Turisma un radosas industrijas tehnikums and one in Tartu LINN. In general, the project meetings are essential for the exchange of good practices and for the assessment of the progress. In principle, the transnational project meetings will aim to: a) exchange experiences gained at national level in order to define a common strategy intended to develop the manual, competition rules and evaluation guidelines.

The kick off meeting (KO) will be held in Lithuania (Kaunas) for 2 days by the end of the second month of the project. The participants will share and plan the activities foreseen in the detailed project plan drafted by the coordinator and will sign the Internal Cooperation Agreement (I.C.A.). 8 members for each participating institution will take part to the KO. During the second day, the participants will be divided into 2 groups: a) Administrative Committee; b) Intellectual Output creating members. They will create work strategy and discuss main points.

The second transnational project meeting will be held in Tartu LINN during month 8 and will concentrate of intellectual outputs and especially manual. Guidelines for working on other intellectual outputs (Competition rules and evaluation guidelines) will be drawn.

The third transnational project meeting will be held in VSIA Rigas Turisma un radosas industrijas tehnikums during month 19. At this period all intellectual products have to be finished and the group will have final evaluation before dissemination events.

A final transnational project meeting will be held during month 22 in Kaunas. The meeting will be held at the same time as blended mobility and multiplier event in Lithuania. The students and teachers will practically test the intellectual outputs and the members of transnational meeting will get ready for final report.

Please specify the funds requested to organise the planned Transnational Project Meetings.

ID	Leading Organisation	Meeting Title	Country of Venue	Starting Period	No. of Participants	Grant
1	Kauno maisto pramonės ir prekybos mokymo centras	Kick-off meeting	Lithuania	10-2019	8	4600.00 EUR
2	TARTU LINN	Project process evaluation	Estonia	04-2020	8	4600.00 EUR
3	VSIA Rigas Turisma un radosas industrijas tehnikums	Intellectual outputs evaluation meeting	Latvia	03-2021	8	4600.00 EUR
4	Kauno maisto pramonės ir prekybos mokymo centras	Evaluation of project results	Lithuania	06-2021	8	4600.00 EUR
Total					32	18400.00 EUR

Transnational Project Meetings Details 1

Meeting Title

Kick-off meeting

Leading Organisation

Kauno maisto pramonės ir prekybos mokymo centras

Starting Period

10-2019

Country of Venue

Lithuania

Id	Sending Organisation	Country of the Sending Organisation	No. of Participants	Distance Band	Grant per Participant	Grant
1	TARTU LINN	Estonia	4	100 - 1999 km	575.00 EUR	2300.00 EUR
2	VSIA Rigas Turisma un radosas industrijas tehnikums	Latvia	4	100 - 1999 km	575.00 EUR	2300.00 EUR
Total						4600.00 EUR

Transnational Project Meetings Details 2

Meeting Title

Project process evaluation

Leading Organisation

TARTU LINN

Starting Period

04-2020

Country of Venue

Estonia

Id	Sending Organisation	Country of the Sending Organisation	No. of Participants	Distance Band	Grant per Participant	Grant
1	Kauno maisto pramonės ir prekybos mokymo centras	Lithuania	4	100 - 1999 km	575.00 EUR	2300.00 EUR
2	VSIA Rigas Turisma un radosas industrijas tehnikums	Latvia	4	100 - 1999 km	575.00 EUR	2300.00 EUR
Total						4600.00 EUR

Transnational Project Meetings Details 3

Meeting Title

Intellectual outputs evaluation meeting

Leading Organisation

VSIA Rigas Turisma un radosas industrijas tehnikums

Starting Period

03-2021

Country of Venue

Latvia

Id	Sending Organisation	Country of the Sending Organisation	No. of Participants	Distance Band	Grant per Participant	Grant
1	Kauno maisto pramonės ir prekybos mokymo centras	Lithuania	4	100 - 1999 km	575.00 EUR	2300.00 EUR
2	TARTU LINN	Estonia	4	100 - 1999 km	575.00 EUR	2300.00 EUR
Total						4600.00 EUR

Transnational Project Meetings Details 4

Meeting Title

Evaluation of project results

Leading Organisation

Kauno maisto pramonės ir prekybos mokymo centras

Starting Period

06-2021

Country of Venue

Lithuania

Id	Sending Organisation	Country of the Sending Organisation	No. of Participants	Distance Band	Grant per Participant	Grant
1	TARTU LINN	Estonia	4	100 - 1999 km	575.00 EUR	2300.00 EUR
2	VSIA Rigas Turisma un radosas industrijas tehnikums	Latvia	4	100 - 1999 km	575.00 EUR	2300.00 EUR
Total						4600.00 EUR

Project Management

How will you ensure proper budget control and time management in your project?

KMPPMC will act as coordinator of the entire project. The coordinator will appoint a dedicated team, Administrative Office (AO), who will be responsible for all aspects of the interface with the National Agency and all administrative and financial aspects of the project. The AO will include a Project Manager and a Financial Manager, and will be responsible for preparing a detailed project plan to discuss and sign during the Kick off meeting. The plan will detail the project activities and partner responsible, tasks and responsibilities, and the timetable of the implementation of the activities (Gantt chart). Milestones and deliverables will be outlined and will be achieved at the end of important phases of the project. Ongoing monitor of work packages progress will be performed during the transnational project meetings, when future plans and actions will be discussed too. The coordinator will adjust if necessary the project plan at the end of the first year. The AO will provide reports to the partners about the state of the work including information concerning financial reports, dissemination activities, planned activities, achievement of foreseen goals, any issue to address and arised during the lifetime of the project.

The coordinator will oversee the preparation of the Internal Cooperation Agreement (I.C.A.) that will be discussed and signed by all the participants during the kick-off meeting. The I.C.A. will define the contractual obligations of the partners in the management and execution of the project, and along with the Grant Agreement will be of assistance to the consortium for the project goals and the activities to be carried out. The I.C.A. regulates the relations between partners in the implementation of the project and defines the respective rights and obligations. All financial aspects and internal regulations related to the distribution of the EU fund will be explained. The agreement will include a detailed schedule of internal deadlines for the submission of financial and technical reports. The partners will be asked to provide the AO with regular updates on the progress of the activities and details on the expenses occurred during the project. The AO will be in contact with the partners and will ensure a transparent communication system in order to keep a constant control over the overall progress of the project. The AO will also take care of any problems may arise and in assessing the best actions to be taken in order to solve them.

How will the progress, quality and achievement of project activities be monitored? Please describe the qualitative and quantitative indicators you will use. Please give information about the involved staff, as well as the timing and frequency of the monitoring activities.

KMPPMC will particularly focus on monitoring and evaluating the project activities, based on the Project Cycle Management. All necessary actions will be taken to ensure an efficient control of activities completed, results achieved and budget (expenses check).

Internal monitoring

The coordinator will oversee the progress of the project in order to assess the completion of the foreseen activities in comparison to the project plan. Any delay, cancellation, postponement of activities which could have incurred will be addressed and the Project plan will be updated as necessary.

The Administrative committee of each partners will submit to the coordinator a periodic report (every 6 months) that will reflect the progress of the activities and a record of costs incurred. The reports will be included in the periodic assessment report that the coordinator will circulate among the consortium and will include feedbacks on the work implemented since then, guidance on future activities and recommendation if any actions should be taken to re-direct the project plan. During the Kick-off meeting the partners will agree on a common filing system for the material produced that will be also accessible to all the partners at any moment of the project through a dedicated Google Drive account.

External monitoring

The Project Manager and one representative of each partner will be responsible for monitoring the activities that will involve targeted groups. The progress will be monitored accordingly to the project milestones. The ongoing evaluation of the project will give insights on the correct execution of the activities and will suggest solutions to avoid delays or disruptions.

Final evaluation of the project

The coordinator is in charge of the final evaluation of the project. The coordinator, starting from the periodic assessment reports produced during the project, will take into consideration relevance, efficiency, impact and sustainability of the activities carried out during the project. The report provided will include a description of the results achieved, the experience gained by the consortium since the beginning of the project and the overall evaluation on the implementation of the project plan. The evaluation report will be used by the consortium to assess the progress of the project and determine how the results could be disseminate and develop in future collaboration.

How will you evaluate to which extent the project reached its results and objectives? What indicators will you use to measure the quality of the project's results?

To determine the project achievements, the following actions will be implemented:

WP1 – Project management

- a) technical and financial reports collected by the coordinator to evaluate the progress of the project activities (indicators: 8 financial reports and 8 technical reports);
- b) technical and financial reports submitted to the National Agency following the given deadlines;
- c) Detailed project plan approved by all the partners;
- d) Consortium agreement signed by all the partners;
- e) Kick off meeting held in Lithuania (Indicators: % consortium participating to the meeting; meeting agenda; n. PPT presentations; meeting minute; attendance sheet);
- f) Organization and attendance to transnational project meetings (Indicators: % consortium participating to the meetings to be held in Lithuania, Latvia and Estonia; meeting agendas; n. PPT presentations; meeting minutes; attendance sheets).

WP2 – Good practices exchange and development of intellectual outputs.

Manual for organizing competitions, competition rulea, evaluation guidelines. Analysis of competition organized in partner organizations and their countries. Share of job that should be done by each partner. Draft versions of the intellectual outputs each month put on Google Drive and discussed by all partners. Presentation of results during transnational meetings.

WP3 – Dissemination

- a) Project logo and visual identity;
- b) Dissemination plan (Indicators: dissemination plan);

What are your plans for handling risks which could happen during the project (e.g. delays, budget, conflicts, etc.)?

The consortium will implement the common project management approaches as the framework program, Project Cycle Management, SWOT Analyses and Risk Management.

The “SKILLS” project foresees the following management and prevention of risk plans:

- At the start of the project, the Administrative Office will circulate a Detailed Project Plan that will be discussed and approved by all the partners during the Kick off meeting;
- the Detailed Project Plan will be part of the Internal Cooperation Agreement (I.C.A.);
- during the transnational project meetings, the partners will discuss and review the Detailed Project Plan after an analysis of the work performed, the future activities and the upcoming deadlines. The project meetings will also serve as networking events within the partners in order to reinforce the cooperation and the understanding of the project goals and activities;
- the Project Manager will continue to monitor the progress of the project accordingly to the project plan. All necessary actions will be taken to ensure the correct implementation of the activities. A constant control over the advancement of the activities will bring to a better understanding of the project dynamics and will facilitate any interventions or corrections needed on the Project Plan (delays, lack of support/collaboration within partners, lack of communication with stakeholders, etc). In the event of a dispute between two partners, the Project Manager will work on identifying the best mutual resolution. If the partners won't agree on the proposed solution, the Project Manager will involve all the partners during a conference call (Skype or similar). The partners will find an alternative solution to resolve the dispute and if necessary they will take a vote.

If a partner terminates the participation to the project, the Project Manager on behalf of the consortium and in accordance with the National Agency, will evaluate the possible addition of a new beneficiary in charge of the activities assigned to the leaving partner, or the redistribution of the tasks within the consortium.

If a partner terminates the participation to the project in the first few months of the activities, the Project Manager on behalf of the consortium will identify a new institution from the same country. If a partner terminates the participation to the project during the second year, the Project Manager on behalf of the coordinator will redistribute the tasks to the remaining partners.

Any risk identified will be monitored and reviewed periodically together with the foreseen activities that will be adjusted as necessary. The procedures and methods followed by the consortium aim at reducing mismanagement of the project, targeting in particular any disputes between partners. The most crucial decision will be taken with the consent of all the partners that will commit to work together with mutual respect.

Implementation

Please explain how will the project activities lead to the achievement of the project objectives and delivery of the planned results?

The project management plan, transnational meetings and timetable for working on intellectual outputs will lead to the achievement of the project objectives. Multiplier events will help to deliver project results. Bended mobility of students is orientated to testing intellectual outputs and organizing international skills competition for cooks, pastry cooks and food industry students. This event will guarantee the usage intellectual outputs in the future because they will be tested practically and the result will be seen at once.

How will you communicate and cooperate with your partners?

In order to ensure effective project communication and cooperation between project partners, the project communication plan is prepared. This communication plan will be presented during the kick-off meeting defining the roles and responsibilities of the project team members, setting project status meetings and frequency, and project review meetings. Every partner will delegate people from the project team that will be responsible for the communication management.

Seeking to keep effective and productive communication between project partners which in turn will contribute to the quality of the deliverables, there'll be periodic reporting/review meetings organized throughout the project life time. It will optimize information flow between project partners, ensuring that project activities are handled in an efficient and time-effective manner. Progress reporting is an essential activity of project management. The Project Coordinator will issue regular reports on progress against budget, project milestones, schedule and scope. Seeking to highlight the tasks that are pending, scheduled tasks or important dates, there'll be weekly/monthly status reports, and meeting minutes provided from the Project Coordinator.

Interim reports will be prepared by the Project Coordinator and Quality assurance team and discussed at the transnational meetings.

During the project implementation there are 4 transnational project meetings foreseen in the project partner countries.

Daily communication with the project partners of the project will be implemented in ways including:

- communication via phone calls/on-line discussions;
- correspondence via email/instant messaging/telephone or video conferences (mainly Skype meetings);
- sharing documents through Google drive, Dropbox.

Have you used or do you plan to use eTwinning, School Education Gateway, EPALe or the Erasmus+ Project Results Platform for preparation, implementation or follow-up of your project? If yes, please describe how.

We plan to use the Erasmus+ Project Results platform.

Intellectual Outputs

Do you plan to include intellectual outputs in your project?

Yes

In case you plan to include Intellectual Outputs please describe them here.

ID	Leading Organisation	Output Title	Starting Period	Grant
O1	VSIA Rigas Turisma un radosas industrijas tehnikums	Manual for competition organization	11-2019	1480 0.00 EUR
O2	Kauno maisto pramonės ir prekybos mokymo centras	Competitions rules	02-2020	2368 0.00 EUR
O3	TARTU LINN	Evaluation guidliness	02-2021	1480 0.00 EUR
Total				5328 0.00 EUR



Output Title O1

Output Title	Manual for competition organization
Output Type	Methodologies / guidelines – Methodological framework for implementation
Start Date (dd-mm-yyyy)	01-11-2019
End Date (dd-mm-yyyy)	01-02-2020

Output Description (including: elements of innovation, expected impact and transferability potential)

Development of manual for competition organization will be elaborated through best practices exchange. Riga will coordinate the activities that will involve all the partners. The manual will be designed to address all VET schools that what to organize or take part in national or international competitions. The element of innovation is the fact Baltic States come together and work on a very important issue for VET schools.

Please describe the division of work, the tasks leading to the production of the intellectual output and the applied methodology

The manual will be the final outcome of the project and it will be developed during the entire duration of the project. The partners will identify, study and analyse the competitions held in their country and will come up with suggestions how to organize competitions that will be held at national and international levels and agree with the requirements of EUROSILLS and WORLDSKILLS.

The main tasks for the development of the manual will be:

1. Choosing teachers/trainers/researchers responsible for writing manual;
2. Discussion about the manual target group and requirements;
3. Sharing of tasks;
4. Writing manual:
 - 4.1. discussing each chapter among all partners;
 - 4.2. making corrections;
 - 4.3. coming to common agreement.
5. Evaluation manual by each partner.
6. Final manual version.

During the project the quality and efficiency of manual will be tested at partners schools, while organizing local competitions among each partner school students in order to investigate its success and eventually modify if it is needed. The partners will collaborate to integrate the feedbacks from the participants. During the transnational and virtual meetings, they will discuss the activities performed by each partner and the future plan. Riga will be responsible for the integration of the manual with the feedback received from the participants. The manual will be drafted in English and each partner will translate in its own language.

Leading Organisation	VSIA Rigas Turisma un radosas industrijas tehnikums
Media	Paper Brochures Text File
Participating Organisations	Kauno maisto pramonės ir prekybos mokymo centras TARTU LINN
Languages	English

Intellectual Output Budget

Please specify the staff resources which you need to produce the Intellectual Output.

Id	Organisation	Administrative Support Staff	Managers	Teachers/Trainers/Researchers	Technicians	Grant
1	VSIA Rigas Turisma un radosas industrijas tehnikums	0.00 EUR	0.00 EUR	7400.00 EUR	0.00 EUR	7400.00 EUR
2	Kauno maisto pramonės ir prekybos mokymo centras	0.00 EUR	0.00 EUR	4440.00 EUR	0.00 EUR	4440.00 EUR
3	TARTU LINN	0.00 EUR	0.00 EUR	2960.00 EUR	0.00 EUR	2960.00 EUR
Total		0.00 EUR	0.00 EUR	14800.00 EUR	0.00 EUR	14800.00 EUR

Intellectual Output Budget Details 948490154

Organisation

VSIA Rigas Turisma un radosas industrijas tehnikums

Country of the Organisation

Latvia

Category of Staff	No. of Working Days	Grant per Day	Grant
Managers	0	0.00 EUR	0.00 EUR
Technicians	0	0.00 EUR	0.00 EUR
Administrative support staff	0	39.00 EUR	0.00 EUR
Teachers/Trainers/Researchers	100	74.00 EUR	7400.00 EUR
Total	100		7400.00 EUR

Intellectual Output Budget Details 947663617

Organisation

Kauno maisto pramonės ir prekybos mokymo centras

Country of the Organisation

Lithuania

Category of Staff	No. of Working Days	Grant per Day	Grant
Managers	0	0.00 EUR	0.00 EUR
Technicians	0	0.00 EUR	0.00 EUR
Administrative support staff	0	0.00 EUR	0.00 EUR
Teachers/Trainers/Researchers	60	74.00 EUR	4440.00 EUR
Total	60		4440.00 EUR

Intellectual Output Budget Details 996380024

Organisation	TARTU LINN
Country of the Organisation	Estonia

Category of Staff	No. of Working Days	Grant per Day	Grant
Managers	0	0.00 EUR	0.00 EUR
Technicians	0	0.00 EUR	0.00 EUR
Administrative support staff	0	0.00 EUR	0.00 EUR
Teachers/Trainers/Researchers	40	74.00 EUR	2960.00 EUR
Total	40		2960.00 EUR

Output Title O2

Output Title	Competitions rules
Output Type	Other
Start Date (dd-mm-yyyy)	01-02-2020
End Date (dd-mm-yyyy)	02-02-2020

Output Description (including: elements of innovation, expected impact and transferability potential)

Development of competition rules for competition organization will be elaborated through best practices exchange. KMPPMC will coordinate the activities that will involve all the partners. The competition rules will be designed to address all VET schools that what to organize or take part in national or international competitions. The element of innovation is the fact Baltic States come together and work on a very important issue for VET schools.

Please describe the division of work, the tasks leading to the production of the intellectual output and the applied methodology

The competition rules will be the final outcome of the project and it will be developed during the entire duration of the project. The partners will identify, study and analyse the competitions held in their country and will come up with suggestions how to write competition rules that will be held at national and international levels and agree with the requirements of EUROSILLS and WORLDSILLS.

The main tasks for the development of the competition rules will be:

1. Choosing teachers/trainers/researchers responsible for writing competition rules;
2. Discussion about the target group and requirements;
3. Sharing of tasks;
4. Writing competition rules:
 - 4.1. discussing each chapter among all partners;
 - 4.2. making corrections;
 - 4.3. coming to common agreement.
5. Evaluation competition rules by each partner.
6. Final competition rules version.

During the project the quality and efficiency of competition rules will be tested at partners schools, while organizing local competitions among each partner school students in order to investigate its success and eventually modify if it is needed. The partners will collaborate to integrate the feedbacks from the participants. During the transnational and virtual meetings, they will discuss the activities performed by each partner and the future plan. KMPPMC will be responsible for the integration of the competition rules with the feedback received from the participants. The competition rules will be written in English and each partner will translate in its own language.

Leading Organisation	Kauno maisto pramonės ir prekybos mokymo centras
Media	Paper Brochures
Participating Organisations	TARTU LINN VSIA Rīgas Turisma un radošās industrijas tehnikums
Languages	English

Intellectual Output Budget

Please specify the staff resources which you need to produce the Intellectual Output.

Id	Organisation	Administrative Support Staff	Managers	Teachers/Trainers/Researchers	Technicians	Grant
1	Kauno maisto pramonės ir prekybos mokymo centras	0.00 EUR	0.00 EUR	14800.00 EUR	0.00 EUR	14800.00 EUR
2	TARTU LINN	0.00 EUR	0.00 EUR	3700.00 EUR	0.00 EUR	3700.00 EUR
3	VSIA Rigas Turisma un radosas industrijas tehnikums	0.00 EUR	0.00 EUR	5180.00 EUR	0.00 EUR	5180.00 EUR
Total		0.00 EUR	0.00 EUR	23680.00 EUR	0.00 EUR	23680.00 EUR

Intellectual Output Budget Details 947663617

Organisation	Kauno maisto pramonės ir prekybos mokymo centras
Country of the Organisation	Lithuania

Category of Staff	No. of Working Days	Grant per Day	Grant
Managers	0	0.00 EUR	0.00 EUR
Technicians	0	0.00 EUR	0.00 EUR
Administrative support staff	0	0.00 EUR	0.00 EUR
Teachers/Trainers/Researchers	200	74.00 EUR	14800.00 EUR
Total	200		14800.00 EUR

Intellectual Output Budget Details 996380024

Organisation	TARTU LINN
Country of the Organisation	Estonia

Category of Staff	No. of Working Days	Grant per Day	Grant
Managers	0	0.00 EUR	0.00 EUR
Technicians	0	0.00 EUR	0.00 EUR
Administrative support staff	0	0.00 EUR	0.00 EUR
Teachers/Trainers/Researchers	50	74.00 EUR	3700.00 EUR
Total	50		3700.00 EUR

Intellectual Output Budget Details 948490154

Organisation	VSIA Rigas Turisma un radosas industrijas tehnikums
Country of the Organisation	Latvia

Category of Staff	No. of Working Days	Grant per Day	Grant
Managers	0	0.00 EUR	0.00 EUR
Technicians	0	0.00 EUR	0.00 EUR
Administrative support staff	0	0.00 EUR	0.00 EUR
Teachers/Trainers/Researchers	70	74.00 EUR	5180.00 EUR
Total	70		5180.00 EUR

Output Title O3

Output Title	Evaluation guidliness
Output Type	Learning / teaching / training material – Toolkit
Start Date (dd-mm-yyyy)	01-02-2021
End Date (dd-mm-yyyy)	01-05-2021

Output Description (including: elements of innovation, expected impact and transferability potential)

Development of evaluation guidelines for competition organization will be elaborated through best practices exchange. Tartu LINN will coordinate the activities that will involve all the partners. The evaluation guidelines will be designed to address all VET schools that what to organize or take part in national or international competitions. The element of innovation is the fact Baltic States come together and work on a very important issue for VET schools.

Please describe the division of work, the tasks leading to the production of the intellectual output and the applied methodology

The evaluation guidelines will be the final outcome of the project and it will be developed during the entire duration of the project. The partners will identify, study and analyse the competitions held in their country and will come up with suggestions how to organize competitions that will be held at national and international levels and agree with the requirements of EUROSILLS and WORLDSILLS.

The main tasks for the development of the manual will be:

1. Choosing teachers/trainers/researchers responsible for writing evaluation guidelines;
2. Discussion about the evaluation guidelines target group and requirements;
3. Sharing of tasks;
4. Writing evaluation guidelines:
 - 4.1. discussing each chapter among all partners;
 - 4.2. making corrections;
 - 4.3. coming to common agreement.
5. Evaluation guidelines by each partner.
6. Final evaluation guidelines version.

During the project the quality and efficiency of evaluation guidelines will be tested at partners schools, while organizing local competitions among each partner school students in order to investigate its success and eventually modify if it is needed. The partners will collaborate to integrate the feedbacks from the participants. During the transnational and virtual meetings, they will discuss the activities performed by each partner and the future plan. Tartu LINN will be responsible for the integration of the evaluation guidelines with the feedback received from the participants. The evaluation guidelines will be written in English and each partner will translate in its own language.

Leading Organisation	TARTU LINN
Media	Paper Brochures
Participating Organisations	Kauno maisto pramones ir prekybos mokymo centras VSIA Rigas Turisma un radosas industrijas tehnikums
Languages	English

Intellectual Output Budget

Please specify the staff resources which you need to produce the Intellectual Output.

Id	Organisation	Administrative Support Staff	Managers	Teachers/Trainers/Researchers	Technicians	Grant
1	TARTU LINN	0.00 EUR	0.00 EUR	7400.00 EUR	0.00 EUR	7400.00 EUR
2	Kauno maisto pramonės ir prekybos mokymo centras	0.00 EUR	0.00 EUR	3700.00 EUR	0.00 EUR	3700.00 EUR
3	VSIA Rigas Turisma un radosas industrijas tehnikums	0.00 EUR	0.00 EUR	3700.00 EUR	0.00 EUR	3700.00 EUR
Total		0.00 EUR	0.00 EUR	14800.00 EUR	0.00 EUR	14800.00 EUR

Intellectual Output Budget Details 996380024

Organisation	TARTU LINN
Country of the Organisation	Estonia

Category of Staff	No. of Working Days	Grant per Day	Grant
Managers	0	0.00 EUR	0.00 EUR
Technicians	0	0.00 EUR	0.00 EUR
Administrative support staff	0	0.00 EUR	0.00 EUR
Teachers/Trainers/Researchers	100	74.00 EUR	7400.00 EUR
Total	100		7400.00 EUR

Intellectual Output Budget Details 947663617

Organisation	Kauno maisto pramonės ir prekybos mokymo centras
Country of the Organisation	Lithuania

Category of Staff	No. of Working Days	Grant per Day	Grant
Managers	0	0.00 EUR	0.00 EUR
Technicians	0	0.00 EUR	0.00 EUR
Administrative support staff	0	0.00 EUR	0.00 EUR
Teachers/Trainers/Researchers	50	74.00 EUR	3700.00 EUR
Total	50		3700.00 EUR

Intellectual Output Budget Details 948490154

Organisation	VSIA Rigas Turisma un radosas industrijas tehnikums
Country of the Organisation	Latvia

Category of Staff	No. of Working Days	Grant per Day	Grant
Managers	0	0.00 EUR	0.00 EUR
Technicians	0	0.00 EUR	0.00 EUR
Administrative support staff	0	0.00 EUR	0.00 EUR
Teachers/Trainers/Researchers	50	74.00 EUR	3700.00 EUR
Total	50		3700.00 EUR

Multiplier Events

Do you plan to include Multiplier Events in your project?

Yes

Multiplier Events Summary

Grant support for Multiplier Events can only be asked for if the project intends to produce substantial Intellectual Outputs. Other dissemination activities will be supported via the grant item Project Management and Implementation.

ID	Leading Organisation	Event Title	Starting Period	Grant
E1	VSIA Rigas Turisma un radosas industrijas tehnikums	Project dissemination	05-2021	5000.0 0 EUR
E2	TARTU LINN	Project dissemination	05-2021	5000.0 0 EUR
E3	Kauno maisto pramonės ir prekybos mokymo centras	Project dissemination	06-2021	7000.0 0 EUR
Total				17000. 00 EUR

Multiplier Event Details E1

Event Title

Project dissemination

Country of Venue

Latvia

Start Date (dd-mm-yyyy)

12-05-2021

End Date (dd-mm-yyyy)

12-05-2021

Event Description (Including : Targets groups and objectives)

Project dissemination will be held in a form of a seminar for Latvian VET schools that have cooks, pastry cooks and food industry workers programs, social partners from industry and authorities.

Intellectual Outputs Covered

Competitions rules

Evaluation guidliness

Manual for competition organization

Leading Organisation

VSIA Rigas Turisma un radosas industrijas tehnikums

Participating Organisations

Multiplier Event Budget

ID	Organisation	Country of the Organisation	Local Participants	Foreign Participants	Grant per Local Participant	Grant per Foreign Participant	Grant
1	VSIA Rigas Turisma un radosas industrijas tehnikums	Latvia	50	0	100.00 EUR	200.00 EUR	5000.00 EUR
Total							5000.00 EUR

Multiplier Event Details E2

Event Title

Project dissemination

Country of Venue

Estonia

Start Date (dd-mm-yyyy)

19-05-2021

End Date (dd-mm-yyyy)

19-05-2021

Event Description (Including : Targets groups and objectives)

Project dissemination will be held for Estonian VET schools that have cooks, pastry cooks and food industry workers, social partners and authorities.

Intellectual Outputs Covered

Competitions rules

Evaluation guidliness

Manual for competition organization

Leading Organisation

TARTU LINN

Participating Organisations

Multiplier Event Budget

ID	Organisation	Country of the Organisation	Local Participants	Foreign Participants	Grant per Local Participant	Grant per Foreign Participant	Grant
1	TARTU LINN	Estonia	50	0	100.00 EUR	200.00 EUR	5000.00 EUR
Total							5000.00 EUR

Multiplier Event Details E3

Event Title

Project dissemination

Country of Venue

Lithuania

Start Date (dd-mm-yyyy)

09-06-2021

End Date (dd-mm-yyyy)

09-06-2021

Event Description (Including : Targets groups and objectives)

Project dissemination will be held for Estonian VET schools that have cooks, pastry cooks and food industry workers, social partners and authorities.

Intellectual Outputs Covered

Competitions rules

Evaluation guidelines

Manual for competition organization

Leading Organisation

Kauno maisto pramonės ir prekybos mokymo centras

Participating Organisations

Multiplier Event Budget

ID	Organisation	Country of the Organisation	Local Participants	Foreign Participants	Grant per Local Participant	Grant per Foreign Participant	Grant
1	Kauno maisto pramonės ir prekybos mokymo centras	Lithuania	70	0	100.00 EUR	200.00 EUR	7000.00 EUR
Total							7000.00 EUR



Learning, Teaching, Training Activities

List of Activities

Do you plan to include transnational learning, teaching or training activities in your project?

Yes

In case you plan to include learning, teaching or training activities please encode them here.

ID	Activity Title	Leading Organisation	Activity Type	Field	Starting Period	No. of Participants	No. of Accompanying Persons	Grant
C1	testing project intellectual outputs	Kauno maisto pramonės ir prekybos mokymo centras	Blended mobility of VET learners	VET	06-2021	14	7	10755.00 EUR
Total								10755.00 EUR



Activity Details (C1)

Field

VET

Activity Type

Blended mobility of VET learners

Activity Title

testing project intelectual outputs

Activity Description (including profile of participants per organisation, goals and results of the activity)

During the blended mobility the students will take part in the competition for cooks, pastry cooks and food industry workers

Leading Organisation

Kauno maisto pramonės ir prekybos mokymo centras

Participating Organisations

TARTU LINN

VSIA Rigas Turisma un radosas industrijas tehnikums

Duration (days)

5

Country of Venue

Lithuania

Starting Period

06-2021

Groups of Participants

ID	Sending Organisation / Country	Distance Band	Duration (days)	No. of Participants	No. of Accompanying Persons	Grant
1	VSIA Rigas Turisma un radosas industrijas tehnikums / Latvia	100-499 km	5	6	3	4950.00 EUR
2	TARTU LINN / Estonia	500-1999 km	5	6	3	5805.00 EUR
Total						10755.00 EUR

Group 1, Activity C1 (testing project intellectual outputs)

Organisation / Country

VSIA Rigas Turisma un radosas industrijas tehnikums / Latvia

Activity Type

Blended mobility of VET learners

Duration (days)

5

Country of Venue

Lithuania

No. of Participants

6

No. of Accompanying Persons

3

Total No. of Participants and accompanying persons

9

Group Budget

Travel

Distance Band	100-499 km
No. of Participants	9
Grant per Participant	180.00 EUR
Total Travel Grant	1620.00 EUR

Exceptional Costs for Expensive Travel

Individual Support

No. of Participants	6
Duration per Participant (days)	5
Grant per Participant	290.00 EUR
Total (for Participants)	1740.00 EUR
No. of Accompanying Persons	3
Duration per Accompanying Person (days)	5
Grant per Accompanying Person	530.00 EUR
Total (for Accompanying Persons)	1590.00 EUR
Total Individual Support Grant	3330.00 EUR

Group 2, Activity C1 (testing project intellectual outputs)

Organisation / Country

TARTU LINN / Estonia

Activity Type

Blended mobility of VET learners

Duration (days)

5

Country of Venue

Lithuania

No. of Participants

6

No. of Accompanying Persons

3

Total No. of Participants and accompanying persons

9

Group Budget
Travel

Distance Band	500-1999 km
No. of Participants	9
Grant per Participant	275.00 EUR
Total Travel Grant	2475.00 EUR

Exceptional Costs for Expensive Travel
Individual Support

No. of Participants	6
Duration per Participant (days)	5
Grant per Participant	290.00 EUR
Total (for Participants)	1740.00 EUR
No. of Accompanying Persons	3
Duration per Accompanying Person (days)	5
Grant per Accompanying Person	530.00 EUR
Total (for Accompanying Persons)	1590.00 EUR
Total Individual Support Grant	3330.00 EUR

Activity Budget

Budget Items	Grant
Travel	4095.00 EUR
Individual Support	6660.00 EUR
Total	10755.00 EUR

Background Information

What is the added value of these learning, teaching or training activities (including long-term activities) with regards to the achievement of the project objectives?

Learning, teaching, training activities are directly orientated to testing project results. KMPPMC will organize competition for students from Estonia, Latvia and Lithuania using the intellectual outputs: manual for organizing competition, competition rules and evaluation guidelines. The competition will be organized for cooks, pastry cooks and food industry students. 2 students from each school will take part in every competition.

These activities have direct added value. All details of the intellectual outputs will be tested practically and the corrections (if needed) will be made before the end of the project.

How will you select, prepare and support participants and ensure their safety? Please describe the practical arrangements including training, teaching or learning agreements, if applicable.

The participants will be selected by partner schools. They will be prepared for competition at home and they will come to KMPPMC ready to participate in the competition. Accompanying teachers, we prepared them for competition will come together. The students will receive certificates of attendance. The winners will be awarded with diplomas.

Please also describe the arrangements for recognition or validation of the learning outcomes of the participants in learning, teaching or training activities. Will your project make use of European instruments like Europass, ECVET, Youthpass, ECTS etc. or any national instruments/certificates?

The participants will receive certificates of attendance.



Special Costs

Special Needs Support

ID	Organisation	Country of the Organisation	No. of Participants With Special Needs	Description and Justification	Grant (EUR)
Total					0.00 EUR

Exceptional Costs

ID	Organisation	Country of the Organisation	Description and Justification	Grant (EUR)
Total				0.00 EUR

Follow-up

Impact

What is the expected impact on the participants, participating organisations, target groups and other relevant stakeholders?

Professional skills competitions contribute to the prestige of vocational education schools and self-esteem of learners, raising public awareness of vocational education as a value and inspiring young people to choose vocational qualifications.

Contribute to the prestige of vocational education establishments, the self-esteem of students, their enthusiasm and motivation to master the study program better, help to improve their employability and competitiveness upon joining the labour market;

- create close cooperation with industry experts in developing tasks of professional skills competitions and evaluation criteria of performance in professions which further contribute to ensuring compliance with the content of vocational education with changing labour market requirements;
- raise the public awareness of vocational education as a value for knowing the selection of the career path, encourages students of general education establishments to choose to master vocational qualifications demanded on the labour market, including science and technology-intensive professions after completing elementary education.

What is the desired impact of the project at the local, regional, national, European and/or international levels?

The project will have impact at local level, because each participating school organizes professional competition for their students and clearly defined rules and evaluation guidelines will make it easier to organize and reach the goal to take part in national and international competition.

At national level all other VET schools in Latvia, Estonia and Lithuania will have access to intellectual outputs and will be able to use them for organising competitions.

At international level- the same rules will be used for taking part in partners' organised competitions and it will be much more easier to prepare knowing the requirements in advance.

At European level- the intellectual outputs will be the step for Baltic countries to prepare for EUROSILLS.

How will you measure the previously mentioned impacts?

The impacts will be measured collecting statistics how many competitions were organized at local, national and international levels for VET students- cooks, pastry cooks and food industry workers and organizers of the competition will give feedback to project partners how intellectual products were used.

Dissemination and Use of Project's Results

You are requested to make plans for the dissemination of your project results. Please provide answers to the questions below.

What will be the target groups of your dissemination activities inside and outside your partnership?

Please define in particular your target audience(s) at local/regional/national/EU level and motivate your choice.

The dissemination activities will address two groups of final beneficiaries.

Group 1- Project partners schools:: professionals (instructors, tutors, teachers), administrative, students.

Group 2- Beneficiaries outside the project (VET schools), ministries of education and stakeholders interested in organizing competition.

Motivation of choice

Group 1. Prior to the start of the project activities, each partner will illustrate the planned activities to their staff and will organize periodic internal meetings aim at reporting the progress made and the planned activities. The staff will be involved in the dissemination of the project results . The dissemination of the results from the partner's institutions will be important to integrate the outcomes to the on-going activities and demonstrate the importance of participating in a European project. The Education Exchanges Support Foundation (SMPF), Lithuanian National Agency will also be constantly informed on the progress made and dissemination activities carried out.

Group 2. The beneficiaries outside the project are based on their potential interest in the project objectives and their role in the further circulation of the results achieved. For example, the Ministries will be informed about the project activities in order to organize national competitions.

Which activities will you carry out in order to share the results of your project beyond your partnership?

The dissemination plan has the main objective to make known the activities and the results of the project to a wider audience. Another objective is to make known the role of the European Union in supporting the transnational cooperation in various fields and, in particular, the activities done in the filed of vocational and educational training.

First of all, a more detailed segmentation of all the above-mentioned target will be done and, consequently, the most appropriate key messages to convey according to the recipients will be created. A message must be direct and must give a clear idea that guides all the communication activities of project: from the web site contents to the dialogue with the various stakeholders. The objective of a key message is to make sure that the target audience notice, understand and remind it. A number of activities will be devoted to attract the attention on the project and its results by using the social media. The social marketing activity will have the goal to attract the attention of the users and make sure that the latter will share the contents as much as possible on their profiles too. The benefits are: dedication, reputation, visibility and constant feedback. Such activity, in addition, will be carried without any additional cost and using the "word-of-mouth" that those media can generate, spreading the results to a wider audience and generating a vital effect. The most important media that will be used is Facebook with the creation of a fan page of the project, constantly updated. Another activity would be the organisation of seminar to present intelectual outputs to which will be invited members fro VET schools, stakeholders, members fro the Ministry of education.

Who will be responsible for the dissemination activities within your partnership and which specific expertise do they have in this area? What resources will you make available to allow for the proper implementation of your dissemination plans?

Responsible for the dissemination activities will be KMPPMC in cooperation with all other partner organisations. Each partner will appoint, at the very beginning of the project, a contact person that will be in charge of providing all the necessary materials for the common dissemination activities, according to the guidance received by KMPPMC. The partners own a very wide portfolio of contacts that will share for a wider dissemination activity: the systematization of such a portfolio represents a significant added value for the dissemination purposes. One of the most important activity that partners will carry out is the developing of ICT solutions, both for public and private sector: software and multimedia, Internet applications, logo design and corporate identity.

Erasmus+ has an open access requirement for all materials developed through its projects. If your project is producing intellectual outputs/tangible deliverables, please describe how you intend to ensure free access for the public to a digital form of this material. If you intend to put any limitation on the use of the open licence, please specify the reasons, extent and nature of this limitation.

The intellectual outputs will be accessible to everyone. They will be developed as Open Educational Resources (OER). All intellectual outputs will be shared also on the portal Open Education Europe (at the end of the project).

How will you ensure that the project's results will remain available and will be used by others?

The Erasmus + dissemination platform will be also used, uploaded in order to spread all intellectual outputs produced.

If relevant, please provide any other information you consider appropriate to give a full understanding of your dissemination plan and its expected impact (e.g. how you have identified which results are most relevant to disseminate; how you will ensure the involvement of all partners; how you see synergies with other stakeholders, etc.)

The dissemination activities will be focused on the main concrete and tangible results produced (I.O.). The Partnership considers essential to create contacts with all local organizations dealing with VET in order to optimize the dissemination activities. Seen the main argument of the project, synergies can be found with a lot and different stakeholders (members from labour market, ministries of education, associations).

Sustainability

What are the activities and results that will be maintained after the end of the EU funding, and how will you ensure the resources needed to sustain them?

Every year lots of competitions for VET students are held locally, nationally and internationally. The intellectual outputs created during the project will be of great value and serve organizers. They will not waste time on creating rules and evaluation sheets every time. The teachers can concentrate more on preparation of students according already existing requirements.

Annexes

The maximum number of all attachments is 11 and the maximum total size is 10240 KB.

Please download the Declaration on Honour, print it, have it signed by the legal representative and attach.

File Name	File Size (kB)
Declaration.PDF	393

Please download the Mandates, print them, have them signed by the legal representatives and attach.

File Name	File Size (kB)
Scan1.PDF	441

Please attach any other relevant documents.

File Name	File Size (kB)
timetable.PDF	82
Total Size (kB)	916

Checklist

Before submitting your application form to the National Agency, please make sure that:

- It fulfils the eligibility criteria listed in the Programme Guide.
- All relevant fields in the application form have been completed.
- You have chosen the correct National Agency of the country in which your organisation is established. Currently selected NA is: LT01 Education Exchanges Support Foundation

Please also keep in mind the following:

Mandates of each partner to the applicant, signed by both parties, should be submitted as an annex to the application form. If the application is approved for funding, signed mandates will be considered as a condition for signature of the grant agreement.

The documents proving the legal status of the applicant must be uploaded in the participants' portal (for more details, see Part C of the Programme Guide - 'Information for applicants').

The grant exceeds 60 000 EUR. If the applicant organisation is not a public body or an international organisation, please do not forget to upload the necessary documents to give proof of your financial capacity in the Participant Portal (for more details, see the section 'Selection Criteria' in Part C of the Programme Guide).

Data Protection Notice

PROTECTION OF PERSONAL DATA

The application form will be processed electronically. All personal data (such as names, addresses, CVs, etc.) will be processed pursuant to Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the EU institutions and bodies and on the free movement of such data. Any personal data requested will only be used for the intended purpose, i.e. the processing of your application in accordance with the specifications of the call for proposals, the management of the administrative and financial aspects of the project if eligible and the dissemination of results through appropriate Erasmus+ IT tools. For the latter, as regards the details of the projects' contact persons, an unambiguous consent will be requested.

For the full description of the collected personal data, the purpose of the collection and the description of the processing, please refer to the Specific Privacy Statement (see link below) associated with this form. http://ec.europa.eu/programmes/erasmus-plus/documents/eplu-link-eforms-privacy_en.htm

- I agree with the Specific Privacy Statement on Data Protection



Version	Submission Time	Submitted by	Submission ID
1	20-03-2019 16:46:50	roma.simukauskiene@mpcentras.lt	
2	20-03-2019 16:48:44	roma.simukauskiene@mpcentras.lt	
3	20-03-2019 16:51:52	roma.simukauskiene@mpcentras.lt	1551077
