

ANNEXES

INCLUSION

REPORTING TEMPLATE – WORK PACKAGES

NUMBER AND NAME OF WORK PACKAGE
Sustainability (WP7)
REPORT PROVIDED BY: State Academy of Fine Arts of Armenia (SAFAA)
SHORT SUMMARY OF WORK PACKAGE AS IN PROJECT PROPOSAL

Within the frames of the project, efforts were vested to the “owners” so that they could stand by the developments and promote them to fruition. In the case of inclusion the owners identified were at two distinctive levels – national and institutional. At the national level, for the SD strategies to be cascaded down to feasible operational plans the national level guidelines were developed and adopted by respective governments. The guidelines became official tools for respective HE sectors, which will enable their enhancement and expansion. To promote ownership, the project consortium emphasized equal opportunities and followed a holistic approach where all stakeholders at all levels were part of the process and where the interests of staff (academic and non-academic) and students were taken into consideration equally. As a consequence, the project put particular emphasis on involving all key stakeholders for higher education development. To ensure sustainability the developments were adopted and became national and institutional level guidelines for wider implementation.

Within this WP the special attention was given to the implementation of the following tasks:

- Adoption of the national guidelines/recommendations on inclusive education in Armenia and B&H (at country levels) and master plans for HEIs (at institutional levels)
- Capacity building activities
- Extension of the developments for wider use

Per activity mentioned above certain steps have been undertaken by the partner institutions and reported accordingly to SAFAA as the lead partner of the WP.

<i>ACTIVITY</i>	<i>DELIVERABLE/OUTPUT</i>
<i>7.1.1. Approval of national guidelines</i>	<i>7.1. Approved national guidelines</i>
<i>7.2.1. Approval of master plans</i>	<i>7.2. Approved master plans by HEIs</i>
<i>7.3.1. Building on the capacity</i>	<i>7.3. HE faculty trained to work with high school teachers and students</i>

COMMENTS ON TIMELINE IN REFERENCE TO PROPOSAL (*are activities/outputs delayed and if so – why?*)**Activities/outputs in line with established workplan**

To ensure the sustainability of the project during and after its lifetime the management team together with the partner institutions highlighted several activities that have already been accomplished within the project implementation. These steps ensure that the main outcomes and results of the project are seen after its completion.

With this regard, the sustainability was and is to be conducted in the following way:

First, approval of the developed strategic documents at country and institutional levels:

two strategic documents were developed and finalized within the frames of the project: National Guidelines/Recommendations on Inclusive Education in Armenia and B&H and Master/Institutional plans for HEIs.

National guidelines/recommendations for higher education institutions in Armenia and B&H are finalized. In Armenia, the documents is finalized and translated and published. The first dissemination of the document was done during the final conference in September in Yerevan. On its turn the Ministry of Education, Science, Culture and Sport has the obligation of disseminating the document among the universities. With this purpose the Ministry prepared an acknowledgement to share the document. In Bosnia and Herzegovina, the Guidelines are developed and translated. The document will be published by the end of the project to be disseminated among other institutions. The Ministry of Education and Science of B&H also took responsibility to share the document together with the acknowledgement.

Master plans at 4 HEIs are ready and approved: all 4 master plans are ready and approved by the respective University Councils (SAFAA – decision of Scientific Council on 29.05.2019; AUA – the document is a part of the Strategy. Each year in August the university present the priorities to the President of the university to make respective changes in the Strategic plan. As AUA President is newly appointed in August 2019, the Master plan of inclusive education was discussed and incorporated in the SP; UNT – decision of Senate on 27.09.2018; UNTZ – decision of Senate on 10.10.2018).

Second, regular capacity building events and the training opportunities for staff: a number of capacity building events (trainings for faculty, administration), round table discussions (with the parties concerned) were conducted during the project implementation. The information on the events and round tables can be found in project website. However, to ensure sustainability and continuous capacity building the following measure was taken: the institutions included the regular trainings of the staff on inclusive issues in their master/institutional plan activities. All 4 institutions ensured that the continuous capacity building of their staff (faculty and administration) is a part of their strategy and they will ensure continuous trainings and capacity building activities at their institutions.

Third, publication of developed documents and their dissemination: a series of documents developed within the project were translated and published (*including methodology toolkit for high schools, master/institutional plans, National Guidelines/Recommendations on Inclusive Education, Guidelines on Inclusive Teaching and Learning Methods*). The first dissemination was during the final conference of the project in September 2019.

Fourth, instalment and maintenance of the equipment purchased within the project: as the project envisaged the purchase of specialized equipment all the universities have

obligations ensuring their maintenance after the lifetime of the project. For this purpose by the end of the project all institutions developed official letter on instalment and maintenance of the equipment. Moreover, the value added to the project can be considered the approach from AUA. The institution agrees to install the equipment and make it possible students from other institutions use that.

Besides, the project team developed a **comprehensive sustainability plan** to ensure the partner institutions are responsible and will take respective measures for sustainable development and dissemination of the project objectives.

Activity	Timeline
(1) Approvals from the Senates of institutions on Master Plan/Policy of Inclusive Education	SAFAA: 29.05.2019 AUA: August 2019 UNT: 27.09.2018 UNTZ: 10.10.2018 DONE
(2) Approvals from the /National/Guidelines by the Ministries	MESSC: 09.10.2019 FMON: 15.07.2019 DONE
(3) Capacity building activities undertaken by the institutions:	2017-2019 according to the planned activities within the project DONE
(4) Equipment purchased and installed by the institutions	2019 DONE
(5) Sustainability plan	SAFAA,AUA, UNT, UNTZ, MESSC and FMON 10.10.2019 DONE

GENERAL COMMENTS ON WORK PACKAGE IMPLEMENTATION *(describe challenges and opportunities/success stories encountered in WP implementation, success in meeting major milestones...etc)*

So far, no major challenges can be reported under this WP.

Success stories may include:

- Approved master plans by all institutions and actions undertaken with this respect.
- Approval of the Guidelines by two ministries and promotion of the document at country level.
- Continuous capacity building activities at the institutions
- Purchased equipment that is already being used.

GENERAL COMMENTS ON INDIVIDUAL ACTIVITIY

Activity No and title	7.1. Approved national guidelines/recommendations
Description of implementation process	The preparation of the national guidelines/recommendations are at the final stage. Two countries involved all the bodies and partners to contribute to the finalization of the document. The documents are translated and published in both countries. The ministries sent the document to other institutions for further usage as acknowledgement.

Challenges and opportunities/success stories	Both country ministries express their readiness on making the further application of the documents possible.
Deviation from the original plan (why?)	-

Activity No and title	7.2. Approved master plans by HEIs
Description of implementation process	All 4 HEIs developed their master/institutional plans that have been approved by the HEI councils. All the documents are provided and uploaded in the dropbox as a part of self-evaluation survey attachments.
Challenges and opportunities/success stories	The documents are approved by the universities and are subject to further usage among staff and faculty of the PCIs.
Deviation from the original plan (why?)	Slight changes with timing have been done with respect of HEI council meetings. As at different institution the policy of Council meetings is different the master plans have been adopted in different times. However, this does not affect the overall implementation and effectiveness of the project.

Activity No and title	7.3. HE faculty trained to work with high school teachers and students
Description of implementation process	During the implementation of the project a number of capacity building activities (workshops, trainings) have been conducted for both teaching and administrative staff in home institutions and in partner EU countries. Moreover, all 4 HEIs organized round table discussions not only with the staff and faculty but also with other bodies concerned. And in addition, series of trainings were planned within WP4 that were conducted for high school teachers in April-May 2019. The materials developed are to be used for other upcoming trainings and capacity building events planned for the faculty and staff by the master/institutional plans.
Challenges and opportunities/success stories	No challenges can be reported here.
Deviation from the original plan (why?)	No major deviations from the original workplan.

ANY OTHER COMMENT:

To ensure the activities will be continuous at targetted institutions after the implementaion of the project a comprehensive sustainability plan is developed and disseminated.

The following section is to be filled in by person providing feedback to WP reporting template

FEEDBACK BY:
COMMENTS ON THE REPORT/IMPLEMENTATION OF WP: