



IEGULDĪJUMS TAVĀ NĀKOTNĒ



Projektu paraugi

ESF projekts „Kurzemes plānošanas reģiona un tā pašvaldību kapacitātes paaugstināšana ārvalstu finanšu palīdzības līdzfinansēto projektu un pasākumu īstenošanai” (1DP/1.5.2.2.3/11/APIA/SIF/084/99)

Projekts Nr. 1

Title

HEALTHY LIFESTYLE EXPERIENCE AND CULTURE EXCHANGE IN EUROPE WITHIN FRAMEWORK OF LIFELONG EDUCATION

HEALTHY LIFESTYLE EDUCATION

Purpose (describe the purpose of the project)

The purpose of the project is to create a culture exchange network in Bulgaria, namely, in Sozopol; the purpose of which is to create new functional interest groups that share and exchange the experience in different activities: joga, ajurveda, meditation, fostering healthy lifestyle.

The focus is on:

- creating new types of communication between cultures,
- dissemination of healthy lifestyle,
- investigation of local environment.

Project summary (write a synopsis of the project, not more than 250 words)

The overall objective is to introduce healthy lifestyle with the help of different methods and tools, e.g., joga, ajurveda, meditation, knowledge about herbs, management of one's body and mind.

In this project all partners focus on healthy lifestyle

All participants have experience in different fields of body management, in activities of healthy lifestyle.

The aim is that after the Healthy Lifestyle Education project, the newly created network will continue dissemination in all countries which support the project's themes.

The project is knowledge-centred.

The project will be carried out as a multidisciplinary project between Latvia and Bulgaria

Detailed specifications

Background/motivation for the project

The idea of the project is based on culture exchange and experience exchange on healthy lifestyle.

Project description (including account of planned activities/project plan)

WORK

PACKAGES

WORK PACKAGES

1. WP1

- Project management

The role of the WP1 is the management and coordination of the project. Project management tasks will fulfil contractual and financial management responsibilities in the project, timely completion of the project aims and stages, completion of the separate work packages, effective communication and cooperation in the partnership and achievement of project results and outcomes.

WP1 will be led by XXX. XXX in its role as project coordinator will:

- be responsible for the funds for the duration of the contract period.
- administer financial contribution regarding its allocation between project partners and activities, in accordance with the grant agreement and in accordance with national/international requirements.
- keep the records and financial accounts.
- monitor compliance by project partners with their obligations under the grant agreement.
- regularly update detailed work plan and inform the partners responsible and involved about activities and tasks to be undertaken.
- introduce the information about the project in the web pages / create the webpage of the project
- ensure close cooperation between all the partners during the all project stages.
- report back to PROJECT SPONSORS within 30 days of the end of the contract period.

2. WP2 (XXX leading)

- Starting Seminar for 3 days (all main staff members from all partners participating (2 staff members from each organization.) To be held in Latvia in the end of April 2013.

3. WP3 (YYY leading)

- Creating a platform for working (webpage)

Virtual platform will support the development of an innovative virtual environment for digital participants. VP aims at providing open educational and informative resources and tools available and accessible for all participants. An innovative multilingual ICT-based environment incorporates several open educational and informative resources (library, glossary, external links, participant projects, course activities), opens educational tools (wiki, blog, forum, calendar, messaging communication, audio-video conferencing) and promotes social networking as an instructional method. The platform will be developed multilingual – firstly developing Latvian pilot, and once tested will be applicable to other project languages: English, Russian, Bulgarian, and others.

The platform will be developed for digital participants that will provide open educational and informative resources and tools available and accessible to all participants.

The virtual environment could be used by participants to learn and work together in structured projects, or simply to find information on subject of interest in terms of developed new information tool.

The platform has been chosen by project partners to implement a social constructionist philosophy within the project as this platform will be developed to encourage interaction between participants and to improve learning through the construction of ideas and concrete things for others to experience.

The interface

For the project platform, a brand new interface will be created, with different variations for different sections of the platform. The platform will have its own logo, colour and table bars identification. This will help to identify better the project product. Special attention will be paid to the modularity of the platform, creating different skins for different types of blocks.

4. WP4 (XXX leading)

WP 4 concentrates on people working in this project. They map, analyze, create new ideas and make information blocks. Participants have national teams but still all participants have shared platform where they can work, analyze and give comments of other countries ideas. Ideal would be that teams in different countries have the same cycle. The project will be integrated as part of the healthy lifestyle promotion activities in different countries.

Task 1: (April - May 2013)

- Participants map existing functional informative material (for example food recipes, joga exercises, etc.).

Task 2: (May 2013)

- Analyze existing material with experts in the given fields.

- *Translations of existing material (for example Latvian-English- Russian)*

Task 3: (May 2013)

- Find deficiencies and needs (*Needs analysis*)

Task 4: (April - June 2013)

- Innovation process of eco materials

Task 5: (June 2013) ZZZ leading

- Seminar of all partners for 3 days, 2 representatives from each participant, 2 experts from each field of interest.

To be held in *Latvia (/Lithuania)*.

- Presentation of ideas

- Feedback from other partners and working life representatives

Task 6: (June-August 2013)

- planning of the activities for the general event in Bulgaria: interest groups, leaders, experts/ teachers, itinerary of events, detailed timetable, organization of catering, lodging

Task 7: (September 2013, part of seminar in Bulgaria)

- Webpage further development assessment

One part of development cycle (In this WP participants are fully involved, up to 6 students from each participant organization, up to 3 experts from each participant organization from Latvia, Bulgaria, Russia, Estonia and Lithuania. In total 42 participants, total exchanges - 17)

5. WP5 (XXX leading)

• Workshop Seminar to be held in Bulgaria in September 2013.

Task 1: (September 2013)

Seminar of all partners

Presentation of the results of created webpage

Task 2:

Discussions on arguable issues, classes, events

Making necessary corrections, adjustments

Task 3:

Workshops in interest groups

Task 4:

Final evaluation of the development circle

6. WP6 (XXX leading)

• Dissemination and evaluation of the development cycle October 2013 – May 2014

Task 1:

Explanation of the dissemination procedures to other cross-sectional partners

Issues of attention during the dissemination processes

Task 2:

Dissemination process in different venues, with different partners

Task 3:

Feedback on dissemination results, on webpage

Task 4:

Analysis of the feedback: suggestions, adjustments, further proposals

Task 5:

Information package workout

Task 6:

Improvement and completion of the webpage based on analysis and findings

9. WP7 (AAA leading)

- Final Seminar, to be held in Greece in June 2014

The final seminar gives the opportunity to meet up and to share the final outcomes.

The outcomes of each partner will be presented and compared. The focus here is to identify not only shared outcomes but to discuss critically differences due to cultural and nation-specific particularities.

In addition the final seminar will give the possibility to make contact to *private companies and to put the results of innovation into reality*, as well to discuss the finalization of the evaluation and the dissemination. Therefore possible private partners will be contacted at latest during the last parts of the project, so that these partners can be invited to take part.

Description of partnership ("who does what")

1. XXX

WP1

As the coordinator of the project XXX will be in charge of coordination and administration of the project, therefore it will:

- be responsible for the funds for the duration of the contract period.
- administer financial contribution regarding its allocation between project partners and activities, in accordance with the grant agreement and in accordance with national/international requirements.
- keep the records and financial accounts.
- monitor compliance by project partners with their obligations under the grant agreement.
- regularly update detailed work plan and inform the partners responsible and involved about activities and tasks to be undertaken.
- ensure close cooperation between all the partners during the all project stages
- report back to *PROJECT SPONSOR* within 30 days of the end of the contract period
- *creation work for the web pages*

WP2

Starting Seminar for 3 days

XXX is participating in the Starting Seminar and acting as the host of it.

Working days: 4 days (plus 2 day for preparation)

WP3

Creation of working platform

XXX is taking part in the development process of platform creation by mapping the needs during the Starting Seminar.

WP4

First development cycle

XXX is leading this WP. In WP4 participants in cooperation with experts, teachers, and working life representatives map, analyze, create new ideas and make information blocks. They are actively participating in the following development tasks:

- Participants map existing functional informative material (for example food recipes, joga exercises, etc.).
- Analyze existing material with experts in the given fields.
- *Translations of existing material (for example Latvian-English- Russian)*
- Finding deficiencies and needs
- Innovation process of eco materials
- Seminar for 3 days
- Presentation of ideas
- Feedback from other partners and working life representatives
- Production of prototypes involving eco materials
- Products and processes evaluation
- Products further development assessment

Working days: 12 + 6 days work (including 12 days planning of the activities for the general event in

Bulgaria: interest groups, leaders, experts/ teachers, itinerary of events, detailed timetable, organization of catering, lodging)

WP5

Final Seminar and Starting Seminar for WP7

XXX will participate in the seminar with 6 staff persons, whose role will include:

- Feedback supply
- Analysis supply
- Innovation achieved

Working days: 18(3x6) days

WP6

Dissemination and evaluation of First development cycle

XXX will participate in the dissemination of results of first development cycle:

- Dissemination material supply for healthy lifestyle
- Feedback issues
- Evaluation of the first development cycle

Working days: 12 days

WP7

Second development cycle

XXX is leading WP7. In WP7 participants in cooperation with teachers, experts and working life representatives map further development, analyze the outcomes and consequences of the healthy lifestyle activities during the educational seminar in Bulgaria, create new ideas and make information packages. They are actively participating in all development tasks:

- Participants finalize existing functional informative material (for example food recipes, joga exercises, etc.).
- arrange consultations on existing material with experts in the given fields.
- *Translations of existing material (for example Latvian-English- Russian)*
- Finding deficiencies and needs
- Innovation process of eco materials
- Seminar for 5 days
- Presentation of ideas
- Feedback from other partners and working life representatives
- presentation of prototypes involving eco materials
- Products and processes evaluation
- Products further development assessment

Working days: 12 + 6 days work (including Final Seminar in Greece in June 2014)

2. YYY

YYY is leading the creation of a platform for working (webpage)

Virtual platform will support the development of an innovative virtual environment for digital participants:

- provides open educational and informative resources and tools available and accessible for all participants.
- incorporates several open educational and informative resources (library, glossary, external links, participant projects, course activities),
- opens educational tools (wiki, blog, forum, calendar, messaging communication, audio-video conferencing)
- promotes social networking as an instructional method.

- the platform will be developed multilingual – firstly developing Latvian pilot, and once tested will be applicable to other project languages: English, Russian, Bulgarian, and others.
- a brand new interface will be created, with different variations for different sections of the platform. The platform will have its own logo, colour and table bars identification.

WP3

Creation of working platform

YYY is leading the development process of platform creation by mapping the needs during the Starting Seminar.

WP4

They are actively participating in the following development tasks:

- Map existing functional informative material (for example food recipes, yoga exercises, etc.)
- Analyze existing material with experts in the given fields
- *Translations of existing material (for example Latvian-English- Russian)*
- Innovation process of eco materials
- Presentation of ideas
- Feedback from other partners and working life representatives
- Production of prototypes involving eco materials
- Products and processes evaluation
- Products further development assessment

Working days: 6 days

WP5

Final Seminar and starting seminar for WP7

YYY is responsible for Seminar venue (in Bulgaria) and organization and will participate in the seminar with 4 staff persons, whose role will include:

- Feedback supply
- Analysis supply

Working days: 6 days + plus 2 days for preparation

WP6

Dissemination and evaluation of First development cycle

YYY is responsible for coordination and implementation of WP6 and will participate in the dissemination of results of first development cycle:

- Dissemination material supply for language teaching
- Feedback issues
- Evaluation of the first development circle

Working days: 6 days

WP7

Second development cycle

In WP7 participants in cooperation with teachers, experts and working life representatives map further development, analyze the outcomes and consequences of the healthy lifestyle activities during the educational seminar in Bulgaria, create new ideas and make information packages. They are actively participating in all development tasks:

- Participants finalize existing functional informative material (for example food recipes, joga exercises, etc.).
- arrange consultations on existing material with experts in the given fields.
- *Translations of existing material (for example Latvian-English- Russian)*
- Finding deficiencies and needs
- Innovation process of eco materials
- Seminar for 5 days
- Presentation of ideas

- Feedback from other partners and working life representatives
- presentation of prototypes involving eco materials
- Products and processes evaluation
- Products further development assessment

Working days: 12 + 6 days work (including Final Seminar in Greece in June 2014)

3.AAA

AAA is leading the WP7, i.e. Final Seminar to be held in Greece in June 2014

The final seminar gives the opportunity to meet up and to share the final outcomes.

The outcomes of each partner will be presented and compared. The focus here is to identify not only shared outcomes but to discuss critically differences due to cultural and nation-specific particularities.

WP2

Starting Seminar for 3 days

- AAA is participating in the Starting Seminar

Working days: 6 days

WP3

Creation of working platform

AAA is taking part in the development process of platform creation by mapping the needs during the Starting Seminar.

WP4

First development cycle

In WP4 participants in cooperation with experts, teachers, and working life representatives map, analyze, create new ideas and make information blocks. They are actively participating in the following development tasks:

- Participants map existing functional informative material (for example food recipes, joga exercises, etc.).
- Analyze existing material with experts in the given fields.
- *Translations of existing material (for example Latvian-English- Russian)*
- Finding deficiencies and needs
- Innovation process of eco materials
- Seminar for 3 days
- Presentation of ideas
- Feedback from other partners and working life representatives
- Production of prototypes involving eco materials
- Products and processes evaluation
- Products further development assessment

Working days: 12 + 6 days work (including 12 days planning of the activities for the general event in Bulgaria: interest groups, leaders, experts/ teachers, itinerary of events, detailed timetable, organization of catering, lodging)

WP5

Final Seminar and starting seminar for WP7

AAA will participate in the seminar with 4 staff persons, whose role will include:

- Feedback supply
- Analysis supply

Working days: 6 days + plus 2 days for preparation

WP6

Dissemination and evaluation of First development cycle

AAA will participate in the dissemination of results of first development cycle:

- Dissemination material supply for healthy lifestyle learning
- Feedback issues
- Evaluation of the first development circle

Working days: 6 days

WP7

Second development cycle

In WP7 participants in cooperation with teachers, experts and working life representatives map further development, analyze the outcomes and consequences of the healthy lifestyle activities during the educational seminar in Bulgaria, create new ideas and make information packages. They are actively participating in all development tasks:

- Participants finalize existing functional informative material (for example food recipes, joga exercises, etc.).
- arrange consultations on existing material with experts in the given fields.
- *Translations of existing material (for example Latvian-English- Russian)*
- Finding deficiencies and needs
- Innovation process of eco materials
- Seminar for 5 days
- Presentation of ideas
- Feedback from other partners and working life representatives
- presentation of prototypes involving eco materials
- Products and processes evaluation
- Products further development assessment

Working days: 12 + 6 days work (including Final Seminar in Greece in June 2014)

4.ZZZ

Task 5: (June 2013) ZZZ leading

- Seminar of all partners for 3 days, 2 representatives from each participant, 2 experts from each field of interest.

To be held in *Latvia (/Lithuania)*.

- Presentation of ideas
- Feedback from other partners and working life representatives

Expected outcome (Please describe the expected results of your project, who will be effected and how, directly and/or indirectly)

- increased cooperation between companies and other organizations from various European countries
- increased research collaboration for healthy lifestyle
- increased collaboration between participants, experts and working life representatives
- created innovative and functional informative tools for healthy lifestyle acquisition
- translated informative and educational materials for different European countries;
- created functional cooperation platform for participants
- increased innovations and creativity in healthy lifestyle education

Dissemination of results (Please focus on sharing the results with individuals, organisations or groups who are not your partners in this project)

Dissemination of the results strongly relies on each partners individual abilities to contact as much of audience as possible to get interested in the trial of the outcomes of the product and in final product introduction and marketing.

A suggested dissemination scheme involves:

1. Initial dissemination of the idea of the project (that involves needs analysis)
2. Midterm dissemination - cooperation with cross-sectional partners in each project member country via
 - a. seminars
 - b. instruction workshops
 - c. trial workshops
 - d. feedback conferences
 - e. improvement workshops, etc.
3. Final dissemination stands for :
 - a. project final seminar conference with participation of some business partners that are interested in manufacturing the real outcome of the project or products for healthy lifestyle
 - b. introduction of the final product to different educational circles according to their application
 - c. introducing as many users of the project outcome as possible reporting in educational conferences and seminars, presenting the results in scientific conferences in partner countries.

The midterm dissemination takes place in all partner companies' homepages, as well as cross-sectional partner means of information, basically in their intranet. For the midterm dissemination it is necessary to have the materials ready to introduce for trials, carefully worked out instructions of use, worksheets for evaluation of the different items of the project outcome, psychological feedback of the users, list of possible drawbacks to be changed or worked out in some other appropriate way, encouraging list for further development issues.

The final dissemination is also carried out through all partner homepages. There is also possibility to use the locally organized courses for the experts of different levels and introduce the final outcome to them to get more interested to take up healthy lifestyle. For the final dissemination it is advisable to use the same things as for midterm dissemination plus adding the final overall evaluation of the project items.

The final outcome is also introduced by published materials that are spread around (booklets, leaflets, etc.)

How will you evaluate that your project has met its objectives

1. Project evaluation

The purpose of the project evaluation is to find out whether one has reached the aims. Detailed strategies and evaluation methods will be developed at the very beginning of the project. The project evaluation will be carried out in the following three strategies:

- at the beginning of the project -to identify expectations, needs, strengths, weaknesses, opportunities and threats (SWOT)
- in the middle of the process self-assessment
- in the end of the project results evaluation

2. Evaluation of project's contents

The evaluation of the project will be a continuous task carried out during the events of the learning seminar via participatory observation by the experts/ teachers. According to this a questionnaire will be developed by AAA to focus on the primary aim of the common project, i.e. identifying processes of healthy lifestyle and creative thinking and acting leading to a result that can be measured on common methodological

ground. The webpage (see WP 3) will be used not only to communicate between the partners but to have a common platform on which during the most of the time span of the project the evaluation will be discussed continuously by the participating partners and adjusted if needed; taking the different educational and cultural habits-formations into account it is crucial to discuss educational deviances and take them into consideration for further steps. This is important to secure a common line of analysis and thus the possibility to compare the gathered data. In addition to this and the questionnaire (participants and teachers/experts) theme oriented interviews will be carried out. This could be done on the internet platform (webpage) or similar internet communication system making sure that the interview can be recorded in tone (and may be also visually).

It is planned to disseminate the analysis of the project's evaluation electronically. Thus a scientific online journal or a similar kind of publishing organ would be the publisher of a "special issue" concerning the project's aim. As well it will be checked if it is possible to find a publisher (for example: books on demand) that can provide a "physical" version of the project's outcome. However, the main focus to disseminate this new knowledge is to establish healthy lifestyle as natural and common habit. The final seminar will be an opportunity to find private companies willing to produce the best innovative idea(s) by the participants.

Tools which have been created will be estimated. Support of evaluation will use, for example, participant's reports and platform working.

Projekts Nr. 2

Title

BICYCLE ROUTE NETWORK IN GROBINA MUNICIPALITY

BIKE-ROUTE B-13

Purpose (describe the purpose of the project)

The purpose of the project is to create a bicycle route network in Liepaja region, namely, in the municipalities of Rucava and Grobina; the purpose of which is to create new functional routes for biking.

The focus is on:

-creating new tracks for biking-

-increased local environment.

Project summary (write a synopsis of the project, not more than 250 words)

The overall objective is to create a network of bicycle routes along that fostering the improved environment by arranging special parking places, rest areas with service facilities (food, catering, WC.), camping sites and/or guest houses, beach facilities improvement.

In this project all partners focus on improved environment and active recreation facilities.

All participants have experience in different fields of public service and recreation.

The aim is that after the BIKE ROUTE B-1 project, new practically equipped areas for biking and recreation activities will be created along the established roads and paths which support the project's theme.

The project is public and environment centred.

The project will be carried out as a multidisciplinary project among municipality, tourist information centre, catering companies and maintenance services.

Detailed specifications

Background/motivation for the project

The idea of the project is based on needs analysis. In this needs analysis municipality has revealed the necessity for improved environment in the community. The improvements are seen as follows: healthy lifestyle, improvement of infrastructure in the area by creating new cycling routes, arranging the rest areas with servicing facilities, such as catering, WC, parking. The cycling routes are planned so that they can serve as public traffic routes around the village and as commuting system between guest house or camping sites and the village centre as well as among different places of interest (historical, nature sights, etc.)

Project description (including account of planned activities/project plan)

WORK PACKAGES

WORK PACKAGES

1. WP1

- Project management

The role of the WP1 is the management and coordination of the project. Project management tasks will fulfil contractual and financial management responsibilities in the project, timely completion of the project aims and stages, completion of the separate work packages, effective communication and cooperation in the partnership and achievement of project results and outcomes.

WP1 will be led by XXX municipality. XXX in its role as project coordinator will:

- be responsible for the funds for the duration of the contract period.
- administer financial contribution regarding its allocation between project partners and activities, in accordance with the grant agreement and in accordance with national/international requirements.
- keep the records and financial accounts.
- monitor compliance by project partners with their obligations under the grant agreement.
- regularly update detailed work plan and inform the partners responsible and involved about activities and tasks to be undertaken.
- create the web pages for project
- supply the information about the project to municipality homepage
- ensure close cooperation between all the partners during the all project stages.
- report back to PROJECT SPONSORS within 30 days of the end of the contract period.

2. WP2 (xxx leading)

- Starting Seminar for 2 days (all main staff members from all partners participating 2 staff members from each organization). To be held in Grobina in the end of September 20__.

3. WP3 (YYY leading)

- Creating a platform for area navigation

Virtual platform will support the development of an innovative virtual campus for digital applicants. VP aims at providing open informative resources and tools available and accessible for all interests and to ensure interoperability between the different eLearning environments. An innovative multilingual ICT-based environment incorporates several open informational resources (external links, course activities), open informational tools (wiki, blog, forum, calendar of events, messaging communication, audio-video guidance) and promotes social networking as an instructional method. The platform will be developed multilingual – firstly developing Latvian pilot, and once tested will be applicable to other project languages (English, Lithuanian, and Russian).

The platform will be developed for digital use that will provide open informational resources and tools available and accessible to all interests. The environment could be used by local inhabitants and tourists to travel and explore the sights and the environment, or simply to find information on subject of interest in terms of knowledge-based tools.

The platform has been created by project partners to implement a social constructionist philosophy within the

project as this platform will be developed to encourage interaction between people and to improve exchange of information through the experience.

The interface

For the project platform, a brand new interface will be created, with different variations for different sections of the platform. The platform will have its own logo, color and table bars identification. This will help to identify better the project product. Special attention will be paid to the modularity of the platform, creating different skins for different types of blocks.

4. WP4 (XXX leading)

WP 4 concentrates on people working in this project. They map, analyze, create new ideas and plan arrangements for practical operations, such as building, construction, establishment of cycling routes and their surrounding environment. Municipality has its own team but still all partners have shared platform where they can work, analyze and give comments of other countries ideas. Ideal would be that teams in different countries have the same platform. The project will be integrated as part of the ordinary operations of the participating municipalities.

Task 1: (October 20__)

- Municipality team map existing functional material (for example existing facilities, routes, parking lots, recreation facilities, if any, etc.).

Task 2: (December 20__)

- Analyze existing material with working life partners (for example construction companies, building companies, environmental specialists, etc.)

Task 3: (December 20__)

- Find deficiencies and needs

Task 4: (January 20__)

- Innovation process (actually accepted planning for the cycling routes)

Task 5: (March 20__) XXX leading

- Seminar of all partners for 2 days, 2 representatives from each participant. To be held in Australia

- Presentation of ideas

- Feedback from other partners and working life representatives

Task 6: (April-August 20__)

- Productization

- Prototypes of facilities (benches, parking equipment, recreation equipment, etc.)

Task 7:

- Products and processes evaluation

Task 8: (September 20__, part of seminar)

- Cycling routes and their further development assessment

First development cycle (In this WP are involved xxx partners (*with yyy participants in each*). In total 42 participants, total exchanges - 17)

5. WP5 (ZZZ leading)

- Final Seminar and starting seminar for WP7 (Second development cycle), to be held in Latvia in September 20__.

Task 1: (September 20__)

Seminar of all partners

Presentation of the first results

Task 2:

Analysis of the previous workout

Discussions on arguable issues

Making necessary corrections, adjustments

Task 3:

Final evaluation of the first development circle

Task 4:

Tasks for the second development circle

Presentation of latest ideas for further development

Task 5:

Agreement of the second development circle workout plan

6. WP6 (ZZZ leading)

- Dissemination and evaluation of First development cycle September 20__ – October 20__ (introduction of renovated information platform in XXX municipality homepage)

Task 1:

Explanation of the dissemination procedures to other cross-sectional partners

Issues of attention during the dissemination processes (brochures, booklets, leaflets, etc.)

Task 2:

Dissemination process in different venues, with different partners

Task 3:

Feedback on dissemination results

Task 4:

Analysis of the feedback: suggestions, adjustments, further proposals

Task 5:

Evaluation of the dissemination results in context with previously evaluated first development circle outcomes

7. WP7 (XXX leading)

WP 7 concentrates on participants working in this project. Participants map, analyze, create new ideas and make suggestions for further development.

The project will be integrated as part of the ordinary operations of the participating municipalities.

Task 1: (October 20__)

- Participants map existing functional material (for example infrastructure samples).

Task 2: (December 20__)

- Analyze existing material with working life partners (for example construction companies, building companies, environmental specialists, etc.)

- Task 3: (December 20__)

- Finding deficiencies and needs

Task 4: (January 20__)

- Innovation process (purchase competition for equipment: for recreation, for parking, for catering, etc.)

Task 5: (March 20__)

- Seminar of all partners for 3 days, 2 representatives from each participant. To be held in Finland.

- Presentation of ideas

- Feedback from other partners and working life representatives

Task 6: (April-August 20__)

- Productization

- Maintenance

Task 7:

- Products and processes evaluation

Task 8: (September 20__, part of seminar)

- Products (*infrastructure arrangement elements*) further development assessment

Second development cycle (In this WP are fully involved in total 42 participants, total exchanges - 17)

8. WP8 (AAA leading)

- Dissemination and evaluation of Second development cycle

Task 1:

Explanation of the dissemination procedures to other cross-sectional partners

Issues of attention during the dissemination processes

Task 2:

Dissemination process in different venues, with different partners

Task 3:

Feedback on dissemination results

Task 4:

Analysis of the feedback: suggestions, adjustments, further proposals

Task 5:

Evaluation of the dissemination results in context with previously evaluated first development circle outcomes

9. WP9 (AAA leading)

- Final Seminar, to be held in XXX municipality in November 20__

The final seminar gives the opportunity to meet up and to share the final outcomes.

The outcomes of each partner will be presented and compared. The focus here is to identify not only shared outcomes but to discuss critically differences due to cultural and nation-specific particularities.

In addition the final seminar will give the possibility to make contact to private companies and to put the results of innovation (virtual homepage) into reality. Therefore possible private partners will be contacted at latest during the last parts of the project, so that these partners can be invited to take part.

Description of partnership ("who does what")

1. XXX

WP1

As the co-ordinator of the project XXX will be in charge of coordination and administration of the project, therefore it will :

- be responsible for the funds for the duration of the contract period.
- administer financial contribution regarding its allocation between project partners and activities, in accordance with the grant agreement and in accordance with national/ international requirements.
- keep the records and financial accounts.
- monitor compliance by project partners with their obligations under the grant agreement.
- regularly update detailed work plan and inform the partners responsible and involved about activities and tasks to be undertaken.
- ensure close cooperation between all the partners during the all project stages
- report back to PROJECT SPONSOR within 30 days of the end of the contract period
- *creation work for the web pages*

WP2

Starting Seminar for 2 days

XXX is participating in the Starting Seminar *and acting as the host of it.*

Working days: 4 days (plus 2 days for preparation)

WP3

Creation of working platform

XXX is taking part in the development process of platform creation by mapping the needs during the Starting seminar.

Working days: 4 days

WP4

First development cycle

XXX is leading this WP. In WP4 XXX participants in cooperation with experts and working life representatives map, analyze, create new ideas and design planning of the route. They are actively participating

in the following development tasks:

- mapping existing functional material (for example existing routes and facilities).
- analyzing existing material with experts and working life partners (for example sports department, recreation department or social work)
- Finding deficiencies and needs (childcare, care for disabled, care for visually impaired, etc.)
- Innovation process – design brainstorming, virtual platform design
- Seminar for 3 days,
- Presentation of ideas
- Feedback from other partners and working life representatives
- Products and processes evaluation
- Products further development assessment

Working days: 12 + 6 days work (including 12 day workshop in March)

WP5

Final Seminar and Starting Seminar for WP7

XXX will participate in the seminar with 2 staff persons, whose role will include:

- Feedback supply
- Analysis supply
- Innovation achieved

Working days: 6 days

WP6

Dissemination and evaluation of First development cycle

XXX will participate in the dissemination of results of first development cycle:

- Dissemination material supply for local population and/or tourist information
- Feedback issues
- Evaluation of the first development cycle

Working days: 6 days

WP7

Second development cycle

XXX is leading WP7. In WP7 XXX participants in cooperation with experts and working life representatives map and analyze the infrastructure, create new ideas and make prototypes of facilities. They are actively participating in all development tasks:

- participants map existing functional material of facilities (for example benches, waste-bins, bike-parking-lots, bicycle- stands, refreshment kiosks, WCs, etc.).
- Analyze existing material with working life partner (for example, health care center, recreation department or social work)

- Finding deficiencies and needs
- Innovation process
- Seminar of all partners for 3 days. XXX acting as a host of the seminar
- Presentation of ideas
- Feedback from other partners and working life representatives
- Productization of prototypes
- Products and processes evaluation
- Products further development assessment

Working days: 12 + 6 days work (including 3 day workshop in March 20__)

WP8

Dissemination (participation in Tourist Information Fairs, conferences, Municipality Days) and evaluation of Second development cycle

Working days: 6 days

WP9

Final Seminar in Latvia

- Feedback supply
- Analysis supply
- Innovation achieved

Working days: 6 days

2. **YYY** will be responsible for coordination and implementation of WP5

(Final Seminar and Starting Seminar of WP7) and WP6 (Dissemination and evaluation of First development cycle) and will also actively participate in the following project activities:

WP2

Starting Seminar for 3 days

- YYY is participating in the Starting Seminar

Working days: 6 days

WP3

Creation of working platform

YYY is taking part in the development process of platform creation by mapping the needs during the Starting Seminar.

WP4

First development cycle

In WP4 YYY participants in cooperation with experts and working life representatives

map, analyze, create new ideas and design planning of the route. They are actively participating in the following development tasks:

- mapping existing functional material (for example existing routes and facilities).
- analyzing existing material with experts and working life partners (for example sports department, recreation department or social work)
- Finding deficiencies and needs (childcare, care for disabled, care for visually impaired, etc.)
- Innovation process – design brainstorming, virtual platform design
- Seminar for 3 days,
- Presentation of ideas
- Feedback from other partners and working life representatives
- Products and processes evaluation
- Products further development assessment

Working days: 12 + 6 days work (including 12 day workshop in March)

WP5

Final Seminar and Starting Seminar for WP7

YYY is responsible for Seminar venue and organization and will participate in the seminar with 2 staff persons, whose role will include:

- Feedback supply
- Analysis supply

Working days: 6 days + plus 2 days for preparation

WP6

Dissemination and evaluation of First development cycle

YYY is responsible for coordination and implementation of WP6 and will participate in the dissemination of results of first development cycle:

- Dissemination material supply for information for local population and tourists
- Feedback issues
- Evaluation of the first development circle

Working days: 6 days

WP7

Second development cycle

In WP7 YYY participants in cooperation with experts and working life representatives map and analyze the infrastructure, create new ideas and make prototypes of facilities. They are actively participating in all development tasks:

- participants map existing functional material of facilities (for example benches, waste-bins, bike-parking-lots, bicycle- stands, refreshment kiosks, WCs, etc.).

- Analyze existing material with working life partner (for example, health care center, recreation department or social work)
- Finding deficiencies and needs
- Innovation process
- Seminar of all partners for 3 days.
- Presentation of ideas
- Feedback from other partners and working life representatives
- Production of prototypes
- Products and processes evaluation
- Products further development assessment

Working days: 12 + 6 days work (including 3 day workshop in March 20__)

WP8 Dissemination and evaluation of Second development cycle

- Feedback supply
- Analysis supply
- Innovation achieved

Working days: 6 days

WP9 Final Seminar

- Feedback supply
- Analysis supply
- Innovation achieved

Working days: 6 days

Expected outcome (Please describe the expected results of your project, who will be effected and how, directly and/or indirectly)

- increased cooperation between municipality and other organizations from nearest region and Baltic countries
- increased design collaboration
- increased collaboration between municipality and working life representatives
- created innovative and functional information tools and materials for inhabitants, tourists and other interests
- translated information materials on sights surrounding the cycling routes;
- increased innovations and creativity in information dissemination

Dissemination of results (Please focus on sharing the results with individuals, organisations or groups who are not your partners in this project)

Dissemination of the results strongly relies on each partners individual abilities to contact as much of audience as possible to get interested in the trial of the outcomes of the product and in final product introduction and marketing.

A suggested dissemination scheme involves:

1. Initial dissemination of the idea of the project (that involves needs analysis)
2. Midterm dissemination - cooperation with cross-sectional partners in each project member country via
 - a. seminars
 - b. instruction workshops
 - c. trial workshops
 - d. feedback conferences
 - e. improvement workshops, etc.
3. Final dissemination stands for:
 - a. project final seminar conference with participation of some business partners that are interested in the real outcome of the project
 - b. introduction of the final product to different informational circles in tourist information centers,
 - c. introducing as many users of the project outcome as possible reporting in informational conferences and seminars, presenting the results in tourist-centered conferences in partner countries.

The midterm dissemination takes place in all partner homepages, as well as cross-sectional partner means of information, basically in their intranet. For the midterm dissemination it is necessary to have the materials (virtual homepage) ready to introduce for trials, carefully worked out instructions of use, worksheets for evaluation of the different items of the project outcome, psychological feedback of the users, list of possible drawbacks to be changed or worked out in some other appropriate way, encouraging list for further development issues.

The final dissemination is also carried out through all partner homepages. There is also possibility to use the locally organized courses for the guides and workers of tourist industry of different levels and introduce the final outcome to them to get more interested to use the product. For the final dissemination it is advisable to use the same things as for midterm dissemination plus adding the final overall evaluation of the project items.

The final outcome is also introduced by published materials that are spread around

How will you evaluate that your project has met its objectives

1. Project evaluation

The purpose of the project evaluation is to find out whether one has reached the aims. Detailed strategies and evaluation methods will be developed at the very beginning of the project. The project evaluation will be carried out in the following three strategies:

- at the beginning of the project -to identify expectations, needs, strengths, weaknesses, opportunities and threats (SWOT)
- in the middle of the process self-assessment
- in the end of the project results evaluation

2. Evaluation of project's contents

The evaluation of the project will be a continuous task carried out during the construction and building the infrastructure. According to this a questionnaire will be developed by AAA to focus on the primary aim of the common project, i.e. identifying processes of recreation and functional use of infrastructure.

The webpage (see WP 1) will be used not only to communicate between the partners but to have a common platform on which during the most of the time span of the project the evaluation will be discussed continuously by the participating partners and adjusted if needed; taking the different informational and cultural habits-

formations into account it is crucial to discuss informational deviances and take them into considerations for further steps. This is important to secure a common line of analysis and thus the possibility to compare the gathered data. In addition to this and the questionnaire (all partners and possible users of cycling routes) theme oriented interviews will be carried out. This could be done on the internet platform (webpage) or similar internet communication system making sure that the interview can be recorded in tone (and may be also visually).

It is planned to disseminate the analysis of the project's evaluation electronically. Thus a scientific online journal or a similar kind of publishing organ would be the publisher of a "special issue" concerning the project's aim. The final seminar will be an opportunity to find private companies willing to continue the best innovative idea(s) of the project.

Cycling routes and infrastructure elements which have been created will be estimated. Support of evaluation will use for example public reports and platform working. Further development possibilities of the cycling routes and infrastructure elements will also be analyzed.

Projekts Nr. 3

Title

TRADITIONS THROUGH THE YEAR IN DIFFERENT CULTURE HERITAGE

TRADculture

Purpose (describe the purpose of the project)

The purpose of the project is to create a culture exchange network in Latvia, namely, in Kuldiga region; the purpose of which is to create new functional interest groups that share and exchange the experience indifferent activities: singing, creative roleplays, folk dancing and introduction of national food.

The focus is on:

- creating new types of communication between cultures,
- dissemination of local cultural heritage,
- investigation of local environment, customs and habits.

Project summary (write a synopsis of the project, not more than 250 words)

The overall objective is to introduce cultural heritage and local cultural customs with the help of different methods and tools, e.g., singing, dancing, knowledge about traditions and customs, food and its preparation, excursions around the region, visiting the places of cultural heritage.

In this project all partners focus on exchange of experience of culture differences

All participants have experience in different fields of culture heritage presentation.

The aim is that after the xxxx project, the newly created network will continue dissemination in all countries which support the project's themes.

The project is culture knowledge-centered.

The Project will be carried out as a multidisciplinary Project between Latvia, Estonia, Sweden and Lithuania, from each country as participants are 2-3 *parishes*.

Detailed specifications

Background/motivation for the project

The idea of the Project is based on exchange of knowledge on culture heritage, customs and traditions, by learning the folk songs, dances, getting acquainted with different traditional food, national costumes and national festivities.

Project description (including account of planned activities/Project plan)

WORK PACKAGES

1. WP1

- Project management

The role of the WP1 is the management and coordination of the project. Project management tasks will fulfill contractual and financial management responsibilities in the project, timely completion of the project aims and stages, completion of the separate work packages, effective communication and cooperation in the partnership and achievement of project results and outcomes.

WP1 will be led by KULDIGA MUNICIPALITY. KULDIGA MUNICIPALITY in its role as project co-ordinator will:

- be responsible for the funds for the duration of the contract period.
- administer financial contribution regarding its allocation between project partners and activities, in accordance with the grant agreement and in accordance with national/international requirements.
- keep the records and financial accounts.
- monitor compliance by project partners with their obligations under the grant agreement.
- regularly update detailed work plan and inform the partners responsible and involved about activities and tasks to be undertaken.
- create the web page/ blog for project
- ensure close cooperation between all the partners during the all project stages.
- report back to PROJECT SPONSORS *within 30* days of the end of the contract period.

2. WP2 (KULDIGA MUNICIPALITY leading)

- Starting Seminar 3 days (all main staff members from all partners participating: 2 staff members from each municipality and 1 member from each parish involved. To be held in Kuldiga in the end of September 2013.

3. WP3 (SKRUNDA MUNICIPALITY leading)

- Creating a platform for working

Virtual platform will support the development of an innovative virtual campus for digital participants. VP aims at providing open educational and informative resources and tools available and accessible for all participants. An innovative multilingual ICT-based environment incorporates several open educational and informative resources (library, glossary, external links, student projects, culture activities, culture festivities), open educational tools (wiki, blog, forum, calendar, messaging communication, audio-video conferencing) and promotes social networking as an instructional

method. The platform will be developed multilingual – firstly developing Latvian pilot, and once tested will be applicable to other (English, Lithuanian, etc.) project languages.

The platform will be developed for digital participants that will provide open educational resources and tools available and accessible to all participants. The virtual environment could be used by participants to learn and work together in structured parts of project, or simply to find information on subject of interest in terms of developed culture heritage preservation.

The platform has been chosen by project partners to implement a social communication philosophy within the project as this platform will be developed to encourage interaction between participants and to improve learning by doing and concrete experience on culture heritage.

The interface

For the project platform, a brand new interface will be created, with different variations for different sections of the platform. The platform will have its own logo, colour and table bars identification. This will help to identify better the project information.

4. WP4 (KULDIGA MUNICIPALITY leading)

WP 4 concentrates on people working in this project. They map, analyze, create new ideas for culture exchange and share information. Idea is that there are several specific teams in every participant organization (parish, company, culture house, club, etc.). Participants have national teams but still all participants have shared platform where they can work, analyze and give comments of other countries ideas. Ideal would be that teams in different countries have the same cycle. The project will be integrated as part of the ordinary operations of the participating municipalities and parishes.

Task 1: (October 2013)

- Participants map existing functional culture heritage material (for example songs, dances, role-plays, national costumes, festivities, food, etc.)

Task 2: (December 2013)

- Analyze existing sampled material with experts of culture heritage, have consultations
- Translations of existing sampled material (for example song verses, words of the role-plays)

Task 3: (December 2013)

- Select the most characteristic and peculiar material

Task 4: (January 2014)

- Innovation process: creation of webpage/blog (pilot version)

Task 5: (May 2014) SKRUNDA MUNICIPALITY leading

- Seminar of all partners for 3 days, 2 representatives from each participant, 2 representatives from each parish, 4

experts on culture heritage. To be held in Skrunda.

- Presentation of ideas

- Feedback from other partners and experts

Task 6: (June-August 2014)

- Finalization of information for webpage

- Rehearsals of culture program performances

Task 7:

- Culture program performance evaluation

Task 8: (September 2014, part of seminar)

- Culture program further development assessment

Project development cycle (In this WP participants and experts are fully involved, up to 40-50 participants from each project participant municipality (parish). In total 300 - 600 participants.

5. WP5 (ALSUNGA MUNICIPALITY leading)

• Seminar / festivity for 5 days to be held in Alsunga in September 2014.

Task 1: (September 2014)

Seminar of all partners and possible sponsors for culture events in future

Presentation of the final results

Task 2:

Analysis of the workout (selection of culture heritage materials, webpage content, performance characteristics)

Discussions on arguable issues,

Making necessary corrections, adjustments

Task 3:

Final evaluation of the development

6. WP6 (KULDIGA MUNICIPALITY leading)

• Dissemination and evaluation of project's outcomes and results October 2014 – April 2015

Task 1:

Explanation of the dissemination procedures to other cross-sectional partners

Issues of attention during the dissemination processes

Task 2:

Dissemination process in different venues, with different partners

Task 3:

Feedback on dissemination results

Task 4:

Analysis of the feedback: suggestions, adjustments, further proposals

Task 5:

Evaluation of the dissemination results in context with previously evaluated final development outcomes

7. WP7 (PALANGA MUNICIPALITY leading)

- Final Seminar, to be held in Palanga in May 2015

The final seminar gives the opportunity to meet up and to share the final outcomes.

The outcomes of each partner will be presented and compared. The focus here is to identify not only shared outcomes but to discuss critically differences due to cultural and nation-specific particularities.

In addition the final seminar will give the possibility to make contact to private sponsors of culture events and to put the results of innovation into reality, as well to discuss the finalization of the evaluation and the dissemination. Therefore possible private sponsors will be contacted at latest during the last parts of the project, so that these partners can be invited to take part in seminar festivity earlier.

Description of partnership ("who does what")

1. KULDIGA MUNICIPALITY

WP1

As the co-ordinator of the project KULDIGA MUNICIPALITY will be in charge of coordination and administration of the project, therefore it will:

- be responsible for the funds for the duration of the contract period.
- administer financial contribution regarding its allocation between project partners and activities, in accordance with the grant agreement and in accordance with national/ international requirements.
- keep the records and financial accounts.
- monitor compliance by project partners with their obligations under the grant agreement.

- regularly update detailed work plan and inform the partners responsible and involved about activities and tasks to be undertaken.
- ensure close cooperation between all the partners during the all project stages
- report back to PROJECT SPONSOR within 30 days of the end of the contract period
- participate in creation work (supply the information) for the web pages

WP2

Starting Seminar for 3 days

KULDIGA MUNICIPALITY is participating in the Starting Seminar and acting as the host of it.

Working days: 6 days (plus 1 day for preparation)

WP3

Creation of working platform

KULDIGA MUNICIPALITY is taking part in the development process of platform creation by mapping the needs during the Starting seminar.

WP4

Project development cycle

KULDIGA MUNICIPALITY is leading this WP. In WP4 KULDIGA MUNICIPALITY participants in cooperation with experts/ teachers and working life representatives map, analyze the existing material and select ideas and activities for cultural events. They are actively participating in the following development tasks:

- map existing functional culture heritage material (for example songs, dances, role-plays, national costumes, festivities, food, etc.)
- Analyze existing sampled material with experts of culture heritage, have consultations
- Translations of existing sampled material (for example song verses, words of the role-plays)
- Select the most characteristic and peculiar material
- Innovation process: participate in creation of webpage/blog (pilot version)
- Seminar for 3 days,
- Presentation of ideas
- Feedback from other partners and working life representatives
- Process evaluation and further development assessment

Working days: 12 + 6 days work (including seminar in Skrunda in May)

WP5

- Attend Seminar / festivity for 5 days in Alsunga in September 2014.
- Presentation of the final results
- Analysis of the workout (selection of culture heritage materials, webpage content, performance characteristics)
- participate in discussions on arguable issues,
- make necessary corrections, adjustments
- Final evaluation of the development

Working days: 6 days

WP6

Dissemination and evaluation of Project development cycle

Kuldiga Municipality leading WP6, it will participate in the dissemination of results of first development cycle:

- Explanation of the dissemination procedures to other cross-sectional partners
- Define the issues of attention during the dissemination processes
- monitor the dissemination process in different venues, with different partners
- provide feedback on dissemination results
- carry out the analysis of the feedback: suggestions, adjustments, further proposals
- Evaluate the dissemination results in context with previously evaluated final development outcomes

Working days: 10 days

WP7

- Participate in Final Seminar in Palanga in May 2015
- present, compare, and share with partners the final outcomes.
- make contacts to private sponsors of culture events
- discuss the finalization of the evaluation and the dissemination.

2. SKRUNDA MUNICIPALITY

WP1

- participate in creation work (supply the information) for the web pages

WP2

Starting Seminar for 3 days

Skrunda Municipality is participating in the Starting Seminar.

Working days: 6 days

WP3

Creation of working platform SKRUNDA MUNICIPALITY leading

- provide open educational and informative resources and tools available and make them accessible for all participants.
- incorporate several open educational and informative resources (library, glossary, external links, student projects, culture activities, culture festivities),
- open educational tools (wiki, blog, forum, calendar, messaging communication, audio-video conferencing)
- promote social networking as an instructional method.
- develop multilingual – firstly Latvian pilot sample,
- test the sample
- apply to other (English, Lithuanian, etc.) project languages.
- create a brand new interface with different variations for different sections of the platform.

WP4

Project development cycle

Skrunda Municipality participants in cooperation with experts/ teachers and working life representatives map, analyze the existing material and select ideas and activities for cultural events. They are actively participating in the following development tasks:

- map existing functional culture heritage material (for example songs, dances, role-plays, national costumes, festivities, food, etc.)
- Analyze existing sampled material with experts of culture heritage, have consultations
- Translations of existing sampled material (for example song verses, words of the role-plays)
- Select the most characteristic and peculiar material
- Innovation process: create the webpage/blog (pilot version)
- Seminar for 3 days,
- Presentation of ideas
- Feedback from other partners and working life representatives
- Process evaluation and further development assessment

Working days: 12 + 6 days work (+ 3 days preparation for seminar in Skrunda in May)

WP5

- Attend Seminar / festivity for 5 days in Alsunga in September 2014.
- Presentation of the final results
- Analysis of the workout (selection of culture heritage materials, webpage content, performance characteristics)
- participate in discussions on arguable issues,
- make necessary corrections, adjustments
- Final evaluation of the development

Working days: 6 days

WP6

Dissemination and evaluation of Project development cycle

Skrunda Municipality will participate in the dissemination of results of project development cycle:

- Explanation of the dissemination procedures to other cross-sectional partners
- Define the issues of attention during the dissemination processes
- monitor the dissemination process in different venues, with different partners
- provide feedback on dissemination results
- carry out the analysis of the feedback: suggestions, adjustments, further proposals
- Evaluate the dissemination results in context with previously evaluated final development outcomes

Working days: 10 days

WP7

- Participate in Final Seminar in Palanga in May 2015
- present, compare, and share with partners the final outcomes.
- make contacts to private sponsors of culture events
- discuss the finalization of the evaluation and the dissemination.

3. ALSUNGA MUNICIPALITY

WP1

- participate in creation work (supply the information) for the web pages

WP2

Starting Seminar for 3 days

Alsunga Municipality is participating in the Starting Seminar.

Working days: 6 days

WP3

Creation of working platform

Alsunga Municipality is taking part in the development process of platform creation by mapping the needs during the Starting seminar.

WP4

Project development cycle

Alsunga Municipality participants in cooperation with experts/ teachers and working life representatives map, analyze the existing material and select ideas and activities for cultural events. They are actively participating in the following development tasks:

- map existing functional culture heritage material (for example songs, dances, role-plays, national costumes, festivities, food, etc.)
- Analyze existing sampled material with experts of culture heritage, have consultations
- Translations of existing sampled material (for example song verses, words of the role-plays)
- Select the most characteristic and peculiar material
- Seminar for 3 days,
- Presentation of ideas
- Feedback from other partners and working life representatives
- Process evaluation and further development assessment

Working days: 12 + 6 days work (including seminar in Skrunda in May)

WP5

ALSUNGA MUNICIPALITY leading the Seminar / festivity for 5 days in Alsunga in September 2014.

- Arrange the Seminar of all partners and possible sponsors for culture events in future
- Present the final results

- Manage the analysis of the workout (selection of culture heritage materials, webpage content, performance characteristics)
- Organize discussions on arguable issues,
- Make necessary corrections, adjustments
- Conclude the final evaluation of the development -

Working days: 6 days

WP6

Dissemination and evaluation of Project development cycle

Alsunga Municipality will participate in the dissemination of results of project development cycle:

- Explanation of the dissemination procedures to other cross-sectional partners
- Define the issues of attention during the dissemination processes
- monitor the dissemination process in different venues, with different partners
- provide feedback on dissemination results
- carry out the analysis of the feedback: suggestions, adjustments, further proposals
- Evaluate the dissemination results in context with previously evaluated final development outcomes

Working days: 10 days

WP7

- Participate in Final Seminar in Palanga in May 2015
- present, compare, and share with partners the final outcomes.
- make contacts to private sponsors of culture events
- discuss the finalization of the evaluation and the dissemination.

Expected outcome (Please describe the expected results of your project, who will be effected and how, directly and/or indirectly)

- increased cooperation between universities and other organizations from various Nordic, Baltic countries
- increased research collaboration
- increased collaboration between students, teachers and working life representatives
- created innovative and functional teaching tools and materials for children and student

language teaching and children social welfare

- translated learning materials for different Nordic and Baltic countries;
- created functional cooperation platform for student based research projects
- increased innovations and creativity in higher education

Dissemination of results (Please focus on sharing the results with individuals, organisations or groups who are not your partners in this project)

Dissemination of the results strongly relies on each partners individual abilities to contact as much of audience as possible to get interested in the trial of the outcomes of the product and in final product introduction and marketing.

A suggested dissemination scheme involves:

1. Initial dissemination of the idea of the project (that involves needs analysis)
2. Midterm dissemination - cooperation with cross-sectional partners in each project member country via
 - a. seminars
 - b. instruction workshops
 - c. trial workshops
 - d. feedback conferences
 - e. improvement workshops, etc.
3. Final dissemination stands for :
 - a. project final seminar conference with participation of some business partners that are interested in manufacturing the real outcome of the project
 - b. introduction of the final product to different educational circles according to their application:
 - i. language learning material to schools, colleges, courses, etc.,
 - ii. children's development games to kindergartens, primary schools, different children play centres, etc.,
 - c. introducing as many users of the project outcome as possible reporting in school educational conferences and seminars, presenting the results in scientific conferences in partner countries.

The midterm dissemination takes place in all partner universities' homepages, as well as cross-sectional partner means of information, basically in their intranet. For the midterm dissemination it is necessary to have the materials ready to introduce for trials, carefully worked out instructions of use, worksheets for evaluation of the different items of the project outcome, psychological feedback of the users, list of possible drawbacks to be changed or worked out in some other appropriate way, encouraging list for further development issues.

The final dissemination is also carried out through all partner homepages. There is also possibility to use the locally organized courses for the teachers of different levels and introduce the final outcome to them to get more interested to use the product. For the final dissemination it is advisable to use the same things as for midterm dissemination plus adding the final overall evaluation of the project items.

The final outcome is also introduced by published materials that are spread around

How will you evaluate that your project has met its objectives

1. Project evaluation

The purpose of the project evaluation is to find out whether one has reached the aims. Detailed strategies and evaluation methods will be developed at the very beginning of the project. The project evaluation will be carried out in the following three strategies:

-at the beginning of the project -to identify expectations, needs, strengths, weaknesses, opportunities and threats

-in the middle of the process self-assessment

-in the end of the project results evaluation

2. Evaluation of project's contents

The evaluation of the project will be a continuous task carried out during the teaching via participatory observation by the teachers. According to this a questionnaire will be developed by AAA to focus on the primary aim of the common project, i.e. identifying processes of innovation and creative thinking and acting leading to a result that can be measured on common methodological ground. The webpage (see WP 1) will be used not only to communicate between the partners but to have a common platform on which during the most of the time span of the project the evaluation will be discussed continuously by the participating partners and adjusted if needed; taking the different educational and cultural habitus-formations into account it is crucial to discuss educational deviances and take them into considerations for further steps. This is important to secure a common line of analysis and thus the possibility to compare the gathered data. In addition to this and the questionnaire (students and teachers) theme oriented interviews will be carried out. This could be done on the internet platform (webpage) or similar internet communication system making sure that the interview can be recorded in tone (and may be also visually).

It is planned to disseminate the analysis of the project's evaluation electronically. Thus a scientific online journal or a similar kind of publishing organ would be the publisher of a "special issue" concerning the project's aim. As well it will be checked if it is possible to find a publisher (for example: books on demand) that can provide a "physical" version of the project's outcome. However the main focus to disseminate this new knowledge is to find a private producer to put the innovative ideas into reality and to bring it on the market. The final seminar will be an opportunity to find private companies willing to produce the best innovative idea(s) by the students.

Tools which have been created will be estimated. Support of evaluation will use for example student's reports and platform working. The prototypes further development possibilities will be analyzed too.