

ERASMUS + PROGRAMME

KA3 – Support for Policy Reform

VET- Business Partnerships on Work-Based Learning and Apprenticeships

Call for proposals EACEA 40/2016

RADICAL – Filling Skills Gaps in Blue Industry by Radical Competence Boost in Engineering VET Agreement number 2017 - 2091 / 001 - 001

Interim Report

("Annex V: Model technical report" of the grant agreement)

For questions, please contact us via the functional mailbox:
EACEA-EPLUS-VET@ec.europa.eu

The document may be freely copied and distributed provided that no modifications are made, that the source is acknowledged and that this copyright notice is included.

INSTRUCTIONS

1. The report should be submitted through the e-report tool available at https://eacea.ec.europa.eu/erasmus-plus/beneficiaries-space/key-action-3-vet-business-partnerships-work-based-learning-and-apprenticeships_en
2. The **Erasmus+ dissemination portal** <http://ec.europa.eu/programmes/erasmus-plus/projects/> should be updated:
 - ✓ Information on the project to be updated by filling in the Executive summary section (see below)
 - ✓ All deliverables to be uploaded to the RESULTS section (only at final report stage)

REPORTING

Purpose

Reporting on your project's progress and achievements is both a crucial and beneficial part of the project management process. The reports you are required to submit serve a dual purpose:

- ✓ For your own benefit and use

The reports are means of communication between you and your peers about the project implementation. In addition, reports allow you to share the knowledge created via the project at the disposal of a wider community.
- ✓ For the Agency's benefit and use

The assessment of the reports enables the Agency to take a decision on the continuation of the project.

Reporting period

Reporting period and deadline for submission of reports is specified in your grant agreement. An **interim report**, covering the first half of the project must be submitted at the latest **one** month after the end of the first half of the eligibility period. A **final report**, covering the reporting for the entire project duration must be submitted at the latest **two** months after the end of the project.

Instructions to complete the reports

Please note the following points before you produce and submit your report to the Agency:

- You must use the appropriate reporting templates and financial tables provided on the Agency's website.
- All sections and tables of the report templates must be completed.
- The report should be written in one of the official working languages of the EU (English, French or German).
- The report should not be used as a means to signal major changes. These are subject to formal amendment requests that should be submitted separately, at any event, within a minimum of 30 days before the end of the eligibility period

The final /interim report consists of a narrative and a financial part

✓ Narrative part

You will be requested to describe the project implementation in detail. The final report template can be downloaded in the 'Beneficiaries space': http://eacea.ec.europa.eu/erasmus-plus/beneficiaries-space_en

✓ Financial part

You will be requested to present the financial aspects of the project implementation in detail. The budget table template can be downloaded in the 'Beneficiaries space': http://eacea.ec.europa.eu/erasmus-plus/beneficiaries-space_en

You must keep all supporting documents and records for a period of **five years** after the final balance of the grant is paid in case of audit.

Report of Factual Findings

Grants for an action of more than EUR 60.000, but less than EUR 750.000

The beneficiary is required to submit, in support of the final payment, a "Report of Factual Findings on the Final Financial Report - Type I" (for more information see the article I.4 of the Agreement).

Grants for an action of EUR 750.000 or more, when the cumulative amount of request for payment is at least EUR 325.000

The beneficiary is required to submit, in support of the final payment, a "Report of Factual Findings on the Final Financial Report - Type II" (for more information see the article I.4 of the Agreement).

Possible reimbursement of part of the grant

The Agency will analyse the declaration of expenditure in order to arrive at the final EU grant. This analysis may lead to a request for reimbursement of a certain amount. If the beneficiary has to reimburse a certain amount a recovery order will be issued by the Agency for the agreement in question. The financial analysis of the Final Report will be explained to the Beneficiary in a settlement letter.

Processing the Reports

This document will only be viewed and assessed by representatives of the Agency with in most cases the support of independent experts, to judge the project performance and decide upon the payment of the due part of the grant.

✓ Incompleteness of a report

If a report is incomplete (for instance, some parts are missing or incorrect), the Agency may request that further information be supplied and provided through the submission of a new, updated version of the report. In this case, the period foreseen in the contract for payment will be suspended until the additional information has been received by the Agency.

✓ Rejection of a report

In addition, there are a number of elements that are indispensable for the Agency to carry out an analysis of the report. The absence of any of these elements would render the Agency unable to assess the report and would thus lead to a rejection of the report until the missing information had been provided. The rejection letter is addressed to the beneficiary and mentioned the reasons which justify the rejection. The consequence is the application of the article II.24.5 of the grant agreement "Suspension of the time limit for payment".

In case that a report is not complete and additional information needs to be submitted, the related payment is likely to be delayed.

Once the assessment is complete, the Agency will inform the project with an acceptance letter, on the final evaluation results e.g. its decision and feedback on the project's progress and achievements.

Penalties in case of poor, partial, or late implementation

Poor, partial or late implementation of the project (see the Articles I.10.5 and II.25.4) may be established by the Agency on the basis of:

- ✓ The final report submitted by the coordinator,
- ✓ The products and outputs (where applicable) produced by the project,
- ✓ Information received from any other relevant source proving that the project is not implemented in accordance with the contractual provisions; other sources of information may include monitoring visits, desk checks or on the spot checks undertaken by the Agency.
- ✓ The final report, products and outputs will be assessed by the Agency, where applicable with the help of external experts, using a common set of quality criteria such as:
 - ✓ The extent to which the project was implemented in line with the approved grant application;
 - ✓ The quality of activities undertaken and their consistency with the project objectives
 - ✓ The quality of the products and outputs produced;
 - ✓ The extent to which the project proved to be innovative/complementary to other initiatives;
 - ✓ The extent to which the project proved to add value at EU level;
 - ✓ The quality of the co-operation among the beneficiaries;
 - ✓ The extent to which the project implemented effective quality measures as well as measures for evaluating the project's outcomes;
 - ✓ The quality and scope of the dissemination activities undertaken;
 - ✓ The impact on the target groups, participating organisations and the potential wider impact of the project on individuals and organisations beyond the beneficiaries.

The final report will be evaluated on the basis of quality award criteria and scored on a total of maximum 100 points. The below table indicates the scoring approach:

Title of the criteria	Maximum number of points for a criterion
Relevance of the project	30
Quality of the project design and implementation	25
Quality of the project team and the cooperation arrangements	25
Impact and dissemination	20

Based on the number of points the final report will receive the grant may be reduced. For more details please see article I.10.5 of the Agreement.

IMPLEMENTATION OF THE WORK PROGRAMME AND PROJECT MANAGEMENT

Executive summary

Please include an overview of the project implementation towards the objective of the project in line with the structure of your application (Annex 1 to the Grant Agreement). Clearly identify main objectives and outputs and how they address issues relevant to the participating organisations and to the thematic field in which your project operates. Comment on the overall work performed from the beginning of the project to the end of the period covered by the report and main results achieved so far. ***This Executive summary will be inserted in the publically available Erasmus+ dissemination platform. Therefore adapt your language and style when writing this part of a report.***

Maritime technology industry is remarkable for the economy and employment of Southwest Finland. RADICAL project is supporting the competitiveness of the maritime technology ecosystem in the area, which is suffering from lack of skilled labour force.

The objective of the project is to close skills gaps between the demands of working life and post-secondary vocational education and training and thereby affect the vitality of maritime industry.

The main output of the project is to create a modern regional engineering education model emphasizing work-based learning. The idea is to combine the approach, real learning environment and alternation of theory and practise. The model will serve the needs of enterprises, engineering students, educational institutions and the region's economy. It will be put in operation in Bachelor of Engineering in Industrial Management and Engineering (IME) in Turku University of Applied Sciences.

The creation of the ENGINE model (ENGINEering INnopeda® Education) started with benchmarking best education practices within consortium's German and French HEI's, Aschaffenburg University of Applied Sciences, Hannover University of Applied Sciences and ESTA Belfort. These institutions implement study models combining theory and practise, offering valuable viewpoints and expertise to the development work.

One of the aims of the project is to include to the model a continuing, comprehensive and genuine co-operation between HEI's and companies and to make transfer of knowledge fluent. In the stage of development, needs of maritime technology companies in Southwest Finland were mapped through interviews. Besides gathering information for model development, the aim was to draw companies to model piloting later during the project. One of the partners is Meyer Turku Ltd., provides a business point of view in both the development and introduction phase of the ENGINE model.

In addition, the model was tested with Finnish education authorities. The Regional Council of Southwest Finland and Federation of Finnish Enterprises, Southwest Finland, both project partners, offer channels for reaching the authorities and economy representatives in question.

Mentoring is an essential part of ENGINE, allowing individuals to develop their expertise and passing on tacit knowledge. Mentoring model has also been developed in a tight co-operation with local companies and authorities. Based on the results and feedback, the model has been developed further.

- ✓ Please describe how your project contributes to achieving the European objectives of promoting work-based learning in all its forms with special attention to apprenticeships through enhanced VET-business partnerships.
- ✓ Describe the achievements made and the results achieved and their coherence with the objectives of your project.

Work-based learning is the core of the Engine education model developed in the Radical project. In this model, the students will spend almost half of their studying time in a company. For majority of the professional study modules, students will be learning the theoretical background of the subject at the University of Applied Sciences (uas), and almost simultaneously, they will learn how the theory is applied in practice at the work place. This will be realized so that the students will have 2-3 study days at the uas and 2-3 working days at the company per week.

The Engine learning model resembles apprenticeship model, which has been utilized in the secondary level education for decades. Similar approach is now developed and utilized in Bachelor level university education for the first time in Finland.

In order to achieve best possible results, it is very important that a close partnership between the uas and business is established. The university will set the learning objectives based on the curriculum, and those are transformed into workplans, which enable the student to learn the corresponding topics at the company within the agreed semester. Both uas and company need to commit to the co-operation and to their responsibilities to fully support the students' learning.

Main achievement so far, in addition to the developed models, is the enthusiastic response from the company representatives towards the project. The first versions of both mentoring model and education model have been introduced and are being developed further. A lot of positive feedback has been given from the industry.

Coherence to project objectives seems to be excellent. With the models developed in the project, it will be possible to close skills gaps between the demands of working life and post-secondary vocational education and training. It will bring skilled work force to region's maritime industry. A modern regional engineering education model emphasizing work-based learning will be developed and this model will serve the needs of enterprises, engineering students, educational institutions and the region's economy. Co-operation between education institute and companies is developed.

2. QUALITY OF THE PROJECT DESIGN AND IMPLEMENTATION

- ✓ Please describe the methodology used for achieving the objectives (including major milestones, measurable indicators, etc.).
- ✓ Describe the consistency between the project objectives and implemented activities.
- ✓ What quality control measures have you applied to ensure that the project implementation is of high quality, completed in time and on budget?

Study visit to Germany and France

The first milestone was the benchmarking visit January and February (M3 & M4) to Germany and France, where the HEI and industry representatives introducing TUAS teachers to the existing dual model educations. The Study visit deliverable was included in WP2, serving especially the creation of mentoring in cooperation process model, Cooperation model, New curriculum for BE, Model for execution of studies and Partner and company exploitation. The visit gave an impulse to the already started ENGINE model creation by bringing new perspective and good practises into the development work. The hosting organisations (P5, P6, P7) had the possibility to reflect their dual models to a starting stage education of the same kind.

Company feedback and engagement

At the events where the project had been introduced, a number of company contacts were established. There were two goals for this action. Firstly, to gain company feedback for developing the study and mentoring model serving the needs of maritime companies suffering from shortage of qualified workforce. Secondly, the aim was to engage companies to receive future EngInE (Engineering Innopeda® Education) students. P1 teachers visited the relevant companies in the Southwest Finland area, interviewing the representatives and gathering data for developing the model. The peak of engaging companies was during months M4-M10. The feedback was positive, although the companies were rather cautious with engaging. In the companies, there were reservations for 26 EngInE students.

ENGINE model

The most essential tasks of the project was the creation of VET – Businesses Mentoring Model and New Regional Implementation Model for Post-Secondary Engineering Education i.e. EngInE. The need for this study model rises from the lack of highly skilled workforce that is crucial for maritime industry. The model enables companies, students and HEI's long lasting co-operation, leading to deeper expertise, facilitating recruitments and competent workforce.

The creation of the model started in the M3, lasting until the end of spring semester 2019. Based on the experiences from the study visit and the company feedback, the coordinator made a draft of the co-operation model that was cocreated in the workspace. The consortium's various expertise in several areas come to use, as the HEI representatives reflected the model draft from education institution point of view, the Federation of Enterprises and the Meyer Turku Ltd. from maritime industry and commerce angle. The Regional council contributed from the authority point of view. The latter included workshops held to promote the model draft creation and challenging it from various authorities. In addition, companies in all the participating countries had the possibility to reflect to either the existing study models (Germany and

France) or the under development EngInE model.

Part of the EngInE is the VET – Businesses Mentoring model. The creation process was similar to the Implementation model creation. Benchmarking the existing good practises in both HEI and VET level, especially in the field of apprenticeship contracts, prepared the ground for the development work. As part of the cooperation between RADICAL and another ERASMUS+ project ApprEnt, the mentoring model draft was treated in an ApprEnt project's workshop, utilising the same goal for both projects within the field of apprenticeships and mentoring.

As part of work package 4. Quality Assurance, a Quality Management plan with risk Management Register were created. All HEI representatives attended to the process. The QM plan assembles project and partner information, the related documents, Quality Management group members, standards, schedules, deliverables and indicators, risk management, feedback and reports.

During M11-M12 a Quality Management update was done of all work packages by WP leaders, stating the WP status, measures taken and risk status.

3. QUALITY OF THE PROJECT TEAM AND THE COOPERATION ARRANGEMENTS

- ✓ Please provide the qualitative evaluation of the overall cooperation between the consortium members. Describe the mechanisms for coordination and communication between the participating organisations, as well as with any other relevant stakeholders beyond the partnership.

The consortium consists of seven partners of which four are HEI's, one is a large company, one is an interest and service organisation and one is a regional council. Two of the HEI's are in Germany and one is located in France, all other partners are acting in the same city in Southwest Finland.

The entire consortium assembled four times during the first half of the project. The partners communicated by using remote access, although some Finnish partners rather joined the project manager for meetings.

In addition, there were many smaller scale meetings between two or more partners. The latter meetings were organised either from the need to advance the content or dissemination or for the need of support. Mostly the coordinator has organized meetings, but also some of the partners have been active in arranging meetings in their premises. The coordinator held several gatherings both to the project members for contributing to the project and other relevant employees within the organisation.

For sharing material and information, the project members use a workspace that is located in coordinator's intranet Messi. All the project members have an access to the project files that contain official documents, dissemination material, templates, files for either information and/or cooperation and deliverables. In the workspace, all partners have also a restricted access file, which they can use to provide material to the coordinator in secure way.

Most of the communication was carried out either by emails, that seemed to be the most effective way to reach partners. The recommended way of communication was to add links to emails that would direct the reader to the actual material in the workspace. The method made emails shorter and secured that all the essential material is in the workspace.

In urgent bilateral discussions phone or Skype calls were considered most efficient method of communication. The consortium uses the WhatsApp application to share pictures, to remind about something or to tell project related news.

Only the coordinator (P1 TUAS) had nine employees working for the project as the others had one or two. The different organisations had various angle of approach to the project, which both enriches the cooperation and creates challenges. Involving all the partners with the same volume is hardly achievable, as some are more experienced than others are, or have different motivation in participating the project. This holds true in communication, too, as some project members are more active than others.

4. IMPACT AND DISSEMINATION

- ✓ Describe the achieved impact of the project on the selected target groups (please include indicators) and across participating partners establishing more systematic, targeted and sustainable VET-business partnerships to set-up or improve work-based learning and apprenticeships at local and regional level.
- ✓ Describe the implemented measures for evaluating the outcomes of the project.
- ✓ Describe the implemented activities and results ensuring the sustainability of the project: its capacity to continue to have an impact and produce results after the EU grant has been used.
- ✓ Describe the implemented overall strategy and concrete measures aimed at sharing the outcomes of the project within and outside the participating organisations. Include login and password details for any confidential areas of the project website/s. Provide details of confidential results, intellectual property rights' issues, copyrights, potential commercialisation (if applicable).

Impact

The project will provide impacts on TUAS as educational institute, on Turku region, on Finland and further even EU-wide.

The main tangible output of the project, a modern regional education model, will be embedded into the educational structures of Turku University of Applied Sciences for the maximal impact and sustainability. After first piloting in one degree program, it will be introduced to other degree programs as well.

Radical project and communication related to it will provide improved visibility and increase the attractiveness of the Blue Industry for the younger generation. The communication about the model will have an impact of future students. More students will be interested in entering engineering studies. The impact on students who already entered the model is that they will have a higher possibility to get hired directly to a company after the study period. They also have a better possibility for career development within the company, as they already from the beginning of the employment have got a good network as well as excellent knowledge of company processes and way of working.

The impact on Finnish level is that other Finnish educational institutes providing engineering education may also start utilizing the model and thus the model will spread to other regions in Finland.

Companies within the region will start applying the Engine model, which will provide them with highly motivated workforce, who already know the company processes and organization when they graduate. This is a very good way of recruitment. Together with the educational institute, a regular number of students entering the company in agreed intervals will be agreed. Idea is to make this a permanent way of partnering between HEI and businesses.

Impact on international partners and their network is that they will get useful information from Engine model in Finland, and may use some of the best practices to further develop their studies.

Dissemination

The target groups of dissemination are:

1. Education and economies officials in regions/countries/EU
2. Companies and industry representatives
3. Higher Education Institutes and their personnel and decision makers
4. Students
5. General public

Meetings & presentations

The project and the ENGINE model have been introduced to the authorities listed below (target groups 1, 2 and 3).

- A presentation to Finland Proper Regional co-operation group (Regional and structural policy maker, interest in developing the Southwest Finland area, 41 participants from municipalities, Finland's local authorities, labour market organisations, industry and business organisations and experts)
- A presentation to Finland Proper Education Section Co-operation Group
- A presentation to Maritime and Technology Education Forum of Southwest Finland
- A presentation to German Engineering Society (VDI) Expert Council Meeting
- A presentation to Aschaffenburg Education staff and dual degree program managers
- Presentations to UAS Turku staff: vice rector, representatives in Mechanical Engineering Education, Marine Engineering Education and Sales and Logistics Education, Senior Legal Counsel, Student Supervisor in Technology and Business sector

Events

Meriverkostot 2018 event, for Maritime companies (target groups 2, 1)

RekryExpo spring 2018 fair, for companies in Southwest Finland and for the unemployed and students looking for new education and work possibilities (target groups (2, 4, and 5)

Navigate fair, for Companies in Maritime industry (target groups 2, 1)

RekryExpo autumn 2018 fair, for companies in Southwest Finland and for the unemployed and students looking for new education and work possibilities (target groups (2, 4, and 5)

Brochures

The project has printed 500 brochures targeted to all interested. The PDF brochure is published on the projects website. The prints have been handed at events and when meeting with interest groups and with companies (target groups 1-5).

Regional seminar (D7.4.)

First regional seminar was held as a part of RekryExpo spring 2018 fair with the title "Engage the best expert to your business". The audience (12 people) was various, including company and municipality representatives, unemployed and students (target groups 2, 4 and 5). The target value in the national seminars was 80, which was not fulfilled.

Webpages (D7.5.)

<https://radicalproject.turkuamk.fi/>

<https://radicalproject.turkuamk.fi/members> (partners and financier)

The project webpages (target groups 1, 2, 3, 4 and 5) were launched in M6. Target during in the Dissemination plan is 500 visitors. During M1-M12, 280 visits to the pages have been registered.

Material

The presentations made for meetings and events are on the project's website and in the workspace (target groups 1, 2, 3). <https://radicalproject.turkuamk.fi/library/>

Newsletters

The first RADICAL newsletter was sent in M10 to the companies and people who had given the permission for sending in the events. To reach more stakeholders, the consortium members agreed on posting the newsletter by using their own social media accounts in LinkedIn and Xing. The language versions cover English and Finnish and are available on the website <https://radicalproject.turkuamk.fi/library/>

Upper secondary school supervisors received a newsletter including information about the ENGINE way to study in M10. The idea behind was to convey information to 2. level students (target group 4).

Social media

When posting in social media, the project used hashtag *#radical_eu* along with the hashtag *#erasmusplus*.

Blogs

There have been two blog writings on Regional Council's platform aimed at key Finnish stakeholders.

<https://www.varsinais-suomi.fi/fi/blogi/item/162-radikaali-juttu-huomasiko-kukaan>

<https://www.varsinais-suomi.fi/fi/blogi/item/173-radical-missa-mennaan>

Co-operation

Because the partners are active players in the project field, RADICAL is co-operating with another ERASMUS+ KA3 VET project. ApprEnt is an example of a new apprenticeship model in Finland and by offering expertise.

News

Two newspapers have written pieces of news about the project. A large regional newspaper Turun Sanomat and Yrittäjä (“Entrepreneur”) magazine both published a story.

During the first part of the project, target group stress has been on authorities and companies. The latter part focuses on potential students, too, not forgetting the other target groups.

5. OTHER INFORMATION

This point could cover e.g. lessons learned, best practices and success stories identified, measures taken related to the sustainability of the project results and any other information you would like to communicate to the Agency.

6. Implementation of work programme activities

6.1. Please describe the implementation of the activities mentioned in your work programme, including the list of all deliverables/ achievements. In case of problems encountered, describe the solutions that are proposed. Add table as required in order to provide full information on the work programme

Work package number and title:	WP1 Project Management		
Start Month number:	M1		
End Month number:	M24		
Description of the advancement of the work package and related activities. Involvement of the partners.	The work package includes administrative duties in completing contracts, writing joint meeting reports and progress and final reports. All the duties apart from the final report writing have been completed. The partners have been involved by rotating turn to write the Joint meeting reports.		
Deviations* (if any) from the initial planning (activities) and proposed solutions	No deviations.		
Tasks** that were subcontracted	N° days (where appropriate)	Brief description of task	Name and address of subcontractor
-	-	-	-
Work package number and title:	WP2 New VET – Businesses Mentoring Model		
Start Month number:	M1		
End Month number:	M24		
Description of the advancement of the work package and related activities. Involvement of the partners.	The work package consists of four parts: D2.1. study visit D2.2. developing the mentoring model. D2.3. Study results and D2.4. Case studies Study visit was done and draft mentoring model has been submitted. All partners have given comments and input to model creation.		
Deviations* (if any) from the initial planning (activities) and proposed solutions	Small deviation. Delay in Mentoring model. Piloting by Spring 2019, which is still according to the project's original schedule plan and whole WP will be delivered on schedule.		

Tasks** that were subcontracted	N° days (where appropriate)	Brief description of task	Name and address of subcontractor
Work package number and title:	WP3 New Regional Implementation Model for Post-Secondary Engineering Education		
Start Month number:	M1		
End Month number:	M24		
Description of the advancement of the work package and related activities. Involvement of the partners.	Educational model has been developed in this work package. In addition to the international benchmarking, a large number of regional companies were interviewed in order to take into consideration their opinions for the model. Partners have actively contributed to the model development in the meetings as well as via commenting to the draft documents shared online. Legal aspects, discussions with authorities etc has been done.		
Deviations* (if any) from the initial planning (activities) and proposed solutions	Small deviation. Piloting was not started in Autumn 2018, but we are still on schedule, as first pilots will take place Spring 2019 which is still according to the project's original schedule plan.		
Tasks** that were subcontracted	N° days (where appropriate)	Brief description of task	Name and address of subcontractor
Work package number and title:	WP4 Quality Assurance		
Start Month number:	M1		
End Month number:	M24		
Description of the advancement of the work package and related activities. Involvement of the partners.	The WP consists of Quality management plan (D 4.1) and 4 updating and monitoring quality checks (D4.2a-d). All the WP leaders (P1, P5, and P6) took actions in creating Quality Management Plan and updating and monitoring the quality.		
Deviations* (if any) from the initial planning (activities) and proposed solutions	The Updating and monitoring quality (D 4.2) was originally divided into four checkpoints, of which two during M1-M12. The first update in M7 did not materialise. The imperfection shall be corrected in more accurate monitoring in the latter part of the project.		

Tasks** that were subcontracted	N° days (where appropriate)	Brief description of task	Name and address of subcontractor
-	-	-	-
Work package number and title:	WP5 Project Evaluation		
Start Month number:	M1		
End Month number:	M24		
Description of the advancement of the work package and related activities.	The aim of the WP is to offer support for the development of the ENGINE model and to make final evaluation to the model. The support providing has been ongoing along the creation of the model. The evaluation plan is in preparation.		
Involvement of the partners.	Partners have not been involved.		
Deviations* (if any) from the initial planning (activities) and proposed solutions	No deviations		
Tasks** that were subcontracted	N° days (where appropriate)	Brief description of task	Name and address of subcontractor
-	-	-	-
Work package number and title:	WP6 Exploitation		
Start Month number:	M1		
End Month number:	M24		
Description of the advancement of the work package and related activities.	The aim of this WP is to provide a suitable framework (methodologies and practical tools) for the exploitation of the final project results and to assure that the project results reach the main stakeholders and target groups maximizing the impact of the project outcomes to the European academia and industries.		
Involvement of the partners.	Meetings with several officials have been held to provide recent information.		
Deviations* (if any) from the initial planning (activities) and proposed solutions	Exploitation work has not been progressing very much so far, but it will be activated from the end of 2018 onwards. When the pilots start and models will be tested in practice, the project will get information to be shared for eg. best practice sharing, curriculum development and to be shared to stakeholders.		
Tasks** that were subcontracted	N° days (where appropriate)	Brief description of task	Name and address of subcontractor

-	-	-	-
Work package number and title:	WP7 Dissemination		
Start Month number:	M1		
End Month number:	M24		
Description of the advancement of the work package and related activities. Involvement of the partners.	The work package has been active during M1-M12, providing information to interest groups. All activities have been completed according to the Project Plan.		
Deviations* (if any) from the initial planning (activities) and proposed solutions	Amount of traditional news could have been bigger. The bulletins (not in the project plan) are will be made in Spring 2019 in order to promote the model to both companies and future students.		
Tasks** that were subcontracted	N° days (where appropriate)	Brief description of task	Name and address of subcontractor
-	-	-	-

*In case of deviation or changes, please explain clearly which project activity was not implemented in line with the initial project, which activity foreseen in the description of the project has been modified. You are also invited to provide here details of problems encountered and the solutions that have either been implemented or are proposed. Please use the work package titles, types and references that you used in your application. *Specify whether, in case of an amendment, you notified and received the approval from EACEA or not.*

** Add rows as required

6.2. Organisation of meetings. Please provide details of the project meetings organised (partnership meetings, workshops, seminars, events, etc.) and the partners/stakeholders that attended.

Meeting Location	Date	Partners that participated	Purpose of the meeting
Turku, Sepänkatu	4.-5.11.2017	P1-P7	Kick off meeting (1st Joint Meeting)

Meeting Location	Date	Partners that participated	Purpose of the meeting
Turku, Sepänkatu	17.1.2018	P1	Questionnaire (WP2-3), benchmarking trip, dissemination
Turku, Ratapihankatu	1.2.2018	P1, P2, P3	Finding focus, questionnaire (WP2-3), company interviews, seminar and fair
Turku, Joukahaisenkatu / remote access	13.2.2018	P1-P7	2. Joint Meeting: Quality management, Questionnaire (WP2-3), study trip, consortium agreement, WP leaders in P1
Turku, Sepänkatu	28.3.2018	P1	1. Regional Seminar and RekryExpo fair
Turku, Sepänkatu	20.4.2018	P1	New content manager, WP news, company contacts, dissemination
Remote access	8.5.2018	P1-P4	New content manager, brochure, newsletters, piloting the model, Navigate fair
Turku, Sepänkatu	17.5.2018	P1	Administrative issues
Turku, Joukahaisenkatu / remote access	11.6.2018	P1, P2, P4, P6, P7	3. Joint Meeting: Company visits, Proposal for the ENGINE model, Dissemination acts, Quality status, Newsletters
Turku, Joukahaisenkatu	18.6.2018	P1	Dissemination and communication possibilities
Turku, Sepänkatu	28.8.2018	P1	Contracts regarding ENGINE model
Turku, Sepänkatu	11.9.2018	P1	Model comments, management, newsletter spreading, company visits
Turku, Sepänkatu	28.9.2018	P1	Mentoring model, QM check, RekryExpo fair
Turku, Sepänkatu	28.9.2018	P1	ENGINE model status, piloting in spring, assistant hiring, evaluation visits, Final Seminars
Turku, Sepänkatu	1.10.2018	P1-P4	Mentoring model, seminars, interim report
Turku, Joukahaisenkatu / remote access	8.10.2018	P1-P7	4. Joint Meeting: model status and developing, interim report, WP statuses and deliverables
Turku, Sepänkatu	1.11.2018	P1	Articles, AASE, reporting, assistant, RekryExpo fair

6.3. Deliverables

6.3.1 List of all deliverables. Provide a list of all deliverables included in your project application and realised so far using the table below.

Number of Work package (1)	Deliverables title (2)	% Achieved	Delivery date	Nature (3)	Dissemination level (4)	Language versions (5)	Media	Description and comments
1	D1.1. Consortium Agreement	100	14.5.2018	O	PU	EN	Contract paper	
1	D1.2. Project contract	100	11.9.2017	O	PU	EN	Contract paper	
1	D1.3. Joint meeting report 1	100	19.12.2017	R	PP	EN	eReport	

Number of Work package (1)	Deliverables title (2)	% Achieved	Delivery date	Nature (3)	Dissemination level (4)	Language versions (5)	Media	Description and comments
1	D1.4. Joint meeting report 2	100	13.2.2018	R	PP	EN	eReport	
1	D1.5. Joint meeting report 3	100	10.8.2018	R	PP	EN	eReport	
1	D1.6. Joint meeting report 4	100	17.10.2018	R	PP	EN	eReport	
1	1.7. Progress Report	100	30.11.2018	R	PP	EN	Paper and eReport	
1	D 1.8. Final Report	0	-	R	PP	EN	Paper and eReport	
2	D 2.1. Study visit to Germany and France	100	29.1.-5.2.2018	O	PP	EN	Visit	
2	D 2.2. Mentoring in cooperation processes model	75	-	P	PU	EN, FI	ePublication	
2	D 2.3. Study results	30	-	R	PU	EN	ePublication	
2	D 2.4. Case studies from piloting	0	-	R	PU	EN	ePublication	
3	D 3.1. Cooperation model	80	-	P	PU	EN	ePublication	
3	D 3.2. New curriculum for BE	60	-	P	PU	FI	ePublication and curriculum in PEPPi system	
3	D 3.3. Model for execution of studies	0	-	P	PU	EN	ePublication	
3	D 3.4. Study of results	30	-	R	PU	EN	ePublication	
4	D 4.1. Quality management plan	100		R	PU	EN	ePublication	
4	D 4.2. Updating and monitoring quality	2,5	-	R	CO	EN	ePublication	
5	D 5.1. Formative evaluation support	0	-	R	CO	EN	Online report and annex in the Final Report	

Number of Work package (1)	Deliverables title (2)	% Achieved	Delivery date	Nature (3)	Dissemination level (4)	Language versions (5)	Media	Description and comments
5	D 5.2. Final Evaluation Report	0	-	R	CO	EN	Articles, internet pages, project report	
6	D 6.1. Report of partner exploitation	10	-	R	PU	EN	Articles, internet pages, project report	
6	D 6.2. Report of exploitation and impact in official level	0	-	R	PU	EN	Articles, internet pages, project report	
6	D 6.3. Report of exploitation in companies	0	-	R	PU	EN	Articles, internet pages, project report	
7	D 7.1. Dissemination plan	100	-	R	PP	EN	ePublication	
7	D 7.2. Articles in conference and journal publications	5	-	P	PU	EN	Conference and journal publications, project's internet pages	
7	D 7.3. Articles in newspapers and professional publications	10	-	P	PU	FI, EN	Articles in newspapers and professional newspapers publications, project's internet pages	
7	D 7.4. Seminars and workshops (1 regional)	100	18.4.2018	E	PU	FI	Slide shows, articles in newspapers, printed hand-outs, projects internet pages	

Number of Work package (1)	Deliverables title (2)	% Achieved	Delivery date	Nature (3)	Dissemination level (4)	Language versions (5)	Media	Description and comments
7	D7.4. Seminars and workshops (1 regional)	0	-	E	PU	FI	Slide shows, articles in newspapers, printed hand-outs, projects internet pages	
7	D7.4. Seminars and workshops (1 international)	0	-	E	PU	EN	Slide shows, articles in newspapers, printed hand-outs, projects internet pages	
7	D 7.5. Internet pages and e-materials	100	16.4.2018	O	PU	EN, FI	Slide shows, publications, articles in newspapers, project reports, printed hand-outs	
7	D 7.6 Dissemination materials for third party use	20	-	O	PU	FI, EN	Internet pages, slide shows, hand-outs	
7	D 7.7. Dissemination to HEIs committed to Blue Industry	20	-	O	PU	FI, EN	Internet pages, PDF files	

Add rows as required

- (1) Please provide the Work package reference used in your application.
(2) Please use the title of the deliverable provided in your application.
(3) Please indicate the **nature** of the deliverable using one of the following codes:
R – Report
P – Product
I – Interim product that will be developed further
E – Event
O – Other (please insert comment in the last column to explain the type of the Outcome..)

- (4) Please indicate the **dissemination level** using one of the following codes:
PU = Public
PP = Restricted to other programme participants (including Commission services and project reviewers).
CO = Confidential, only for members of the consortium (including Agency and Commission services and project reviewers).
- (5) Please identify, for each deliverable, the "source language(s)" – that is the language(s) in which the deliverable may be accessed

6.3.2 List of deliverables submitted with the Report

Please use the space below to list **all products** that have to be evaluated as part of the report. The project results and outcomes should be put in secure place on the project website/working platform. Please provide the Agency with the link, login and password and make sure the numbers attributed to your products/outputs match with the numbers of the items listed below.

Number of product/outcome	Title of products/outcomes/deliverables
	Material available in https://radicalproject.turkuamk.fi/members/
D 1.1.	Consortium Agreement
D 1.2.	Project contract
D 1.3.	Joint meeting report 1
D 1.4.	Joint meeting report 2
D 1.5.	Joint meeting report 3
D 1.6.	Joint meeting report 4
D 4.1.	Quality management plan
D 7.1.	Dissemination plan

Add rows as required

6.3.3 List of supporting documents submitted with the Report

Please use the space below to list **all supporting documents** that have to be evaluated together with the report. The project results and outcomes should be put in secure place on the project website/working platform. Please provide the Agency with the link, login and password and make sure the numbers attributed to your supporting documents match with the numbers of the items listed below.

Number of supporting document	Title of supporting documents
1.RADICAL i P1	Calculation of annual productive working days 2017-2018 21.11.2018
2.RADICAL i P1	Calculation of Total Salary 2017 and 2018 20.11.2018
3.RADICAL i P1	Contracts
4.RADICAL i P1	Daily rate calculation
5.RADICAL i P1	General ledger
6.RADICAL i P1	Salary certificate_Aho Jassi 01112017-31102018
7.RADICAL i P1	Salary certificate_Broman Jouko 01112017-31102018
8.RADICAL i P1	Salary certificate_Halme Katja 01112017-31102018
10.RADICAL i P1	Salary certificate_Jaskari Rauni 01112017-31102018
11.RADICAL i P1	Salary certificate_Kairisto-Mertanen Liisa 01112017-31102018
12.RADICAL i P1	Salary certificate_Rantala Jukka 01112017-31102018
13.RADICAL i P1	Salary certificate_Reunanen Tero 01112017-31102018
14.RADICAL i P1	Salary certificate_Siivonen Janne 01112017-31102018
15.RADICAL i P1	The internal policy on salaries
16.RADICAL i P1	Timesheets_Aho
17.RADICAL i P1	Timesheets_Broman
18.RADICAL i P1	Timesheets_Halme
19.RADICAL i P1	Timesheets_Holopainen
20.RADICAL i P1	Timesheets_Jaskari
21.RADICAL i P1	Timesheets_Reunanen
22.RADICAL i P1	Timesheets_Siivonen
23.RADICAL i P1	Salary certificate_Holopainen Timo_01112017-31102018
24.RADICAL i P2	General ledger_112017-102018
25.RADICAL i P2	Payslips_methodology of salary calculation_JohannaVainio
26.RADICAL i P2	Salary certificate_Vainio
27.RADICAL i P2	Timesheets_Vainio
28.RADICAL i P2	Work contract_The internal policy on salaries_Vainio
29.RADICAL i P3	Contract_Högblom
30.RADICAL i P3	Contract_Roslakka
31.RADICAL i P3	Esa.Högblom_timesheets_11-2017-10-2018

32.RADICAL i P3	General ledger calculation of total salary_salary certificate
33.RADICAL i P3	The internal policy on salaries
34.RADICAL i P3	Ville.Roslakka timesheets 11-2017-10-2018
35.RADICAL i P5	Daily cost calculation Thomas RÖHR
36.RADICAL i P5	Employment contract Thomas RÖHR
37.RADICAL i P5	Justifications 052018 - 102018
38.RADICAL i P5	Justifications 112017 - 042018
38.RADICAL i P5	Justifications 112017 - 102018 - overview
39.RADICAL i P5	Overview effort per WP and staff category
40.RADICAL i P5	Salary statements Thomas RÖHR
41.RADICAL i P5	Timesheets Period 1 Thomas RÖHR
42.RADICAL i P6	Certificate of Appointment Martin Grotjahn
43.RADICAL i P6	Employment Contract Alexander Bedrunka
44.RADICAL i P6	General ledger
45.RADICAL i P6	Guidline performance reumnerations
46.RADICAL i P6	hourly wages
47.RADICAL i P6	methodology of salary calculation_bedrunka
48.RADICAL i P6	overview salaries_bedrunka
49.RADICAL i P6	payroll document
50.RADICAL i P6	productive days_bedrunka
51.RADICAL i P6	productive days_grotjahn
52.RADICAL i P6	Salary certificate
53.RADICAL i P6	Timesheets Bedrunka
54.RADICAL i P6	Timesheets RADICAL Grotjahn 2017-11-2018-10
55.RADICAL i P7	Effective working days 2017 2018 daily rate
56.RADICAL i P7	erläuterungenzurbezügemitteilung
57.RADICAL i P7	General ledger
58.RADICAL i P7	Ludger Schneider-Störmann timesheets 11-2017-10-2018
59.RADICAL i P7	Ludger Schneider-Störmann salary calculation_per_project
60.RADICAL i P7	Proof of Emplyoment and payments 2018 P7
61.RADICAL i P7	Proof of Salary 2017 P7
62.RADICAL i P7	Proof of Salary
63.RADICAL i P7	Bescheinigung
64.RADICAL i P7	The internal policy on salaries
65.RADICAL i P1	Jukka.Rantala_timesheets
66.RADICAL i P1	D7.4.a Regional seminar_programme_attendeas_adverticement
67.RADICAL i P1	Timesheets_Kairisto-Mertanen
68.RADICAL i P2	Calulation_Staffcost_Vainio.pdf
69.RADICAL i P3	Productive working days and daily rate_Högblom_Roslakka_2017-2018.xlsx

Add rows as required

7. Involvement of Staff per category. Please indicate the involvement of each member of staff on the project per category/ per partner. Copy the table for each partner in the consortium.

Partner nr. and partner name:		P1 Turku University of Applied Sciences		
Category	Staff name (Last name, first name)	Type of contract (Internal or recruited for the project)	Period of assignment	
			From	To
Manager	Kairisto-Mertanen Liisa	Internal	1.1.2018 1.6.2014	- 31.12.2017
Teacher	Reunanen Tero	Internal	1.1.2016	-
Manager & Teacher	Jaskari Rauni	Internal	1.3.2014	-
Teacher	Siivonen Janne	Internal	1.1.2017	-
Teacher	Broman Jouko	Internal	1.10.2016	-
Teacher	Holopainen Timo	Internal	1.8.2015	-
Teacher	Rantala Jukka	Internal	1.1.2014	-
Technician & Administrative	Aho Jassi	Internal	1.3.2014	-
Administrative	Halme Katja	Internal	15.5.2017	31.12.2018

Partner nr. and partner name:		P2 Varsinais-Suomen Yrittäjät		
-------------------------------	--	-------------------------------	--	--

Category	Staff name (Last name, first name)	Type of contract (Internal or recruited for the project)	Period of assignment	
			From	To
All	Vainio Johanna	Internal	1.8.2000	-

Partner nr. and partner name:		P3 Varsinais-Suomen liitto		
Category	Staff name (Last name, first name)	Type of contract (Internal or recruited for the project)	Period of assignment	
			From	To
	Högblom Esa	Internal	1.5.2011	-
	Roslakka Ville	Internal	1.9.2014	-

Partner nr. and partner name:		P5 Esta Belfort		
Category	Staff name (Last name, first name)	Type of contract (Internal or recruited for the project)	Period of assignment	
			From	To
All	Röhr Thomas	Internal	17.2.2011	

Partner nr. and partner name:		P6 UAS Hannover		
Category	Staff name (Last name, first name)	Type of contract (Internal or recruited for the project)	Period of assignment	
			From	To

Partner nr. and partner name:		P6 UAS Hannover		
Category	Staff name (Last name, first name)	Type of contract (Internal or recruited for the project)	Period of assignment	
			From	To
	Grotjahn Martin	Internal	28.8.2009	
	Bedrunka Alexander	Internal	1.5.2017	31.10.2019
Partner nr. and partner name:		P6 UAS Aschaffenburg		
Category	Staff name (Last name, first name)	Type of contract (Internal or recruited for the project)	Period of assignment	
			From	To
All	Schneider-Störmann Ludger	Internal	1.2.2010	

8. Update of the work plan (only if changes are planned - relevant only for the interim report)

Please describe the planned activities until the end of the project.

Work package Title	Work package Type and Reference
<p>Original activities:</p> <p>Planned deviations:</p>	

Add tables as required