

VALUE - Overview work packages and deliverables

WP 1 – Management & quality assurance

Aim	Activities	Deliverables	Timing	Roles and responsibilities
Assure timely coordination, effective management and quality processes and results within the project duration	Starting up the project: mailing list, shared workspace, contracts, ...		Febr '18	VBJK
	Kick off meeting steering group	Agenda and Minutes of kick off meeting	26-28 Febr in Portugal	VBJK + AKF Prt ERI, VBJK, AKF Prt/ESEIPS, DPU contributes
	Development of monitoring & evaluation plan focusing on process quality, short and long term results and cooperation quality → to be discussed during kick off meeting		End of Apr '18	VBJK
	Second steering group (linked to TOT)	Agenda and Minutes of steering group meeting	May '18	VBJK: coordination ERI, VBJK, AKF Prt/ESEIPS, DPU contributes
	Monitoring period 1: follow up project implementation and progress. Key aspects: timely delivery of project activities, results of activities, project dissemination, efficient use of resources, risk assessment, necessary follow-up adjustment.	Monitoring report 1 → financial report (timesheets, proofs of payment, ...), activities carried out, results achieved.	July '18	VBJK: coordination Input from work package lead partners + each partner
	Monitoring period 2	Monitoring report 2	Jan '19	VBJK: coordination; input from work package lead partners + each partner
	Intermediate (self) evaluation:	Interim evaluation report	March '19	VBJK coordination; input from work package lead partners + each partner
	Third steering committee meeting (linked to transnat. meeting all partners)	Agenda and Minutes of steering group meeting	March '19 in Denmark	VBJK: coordination ERI, VBJK, AKF Prt/ESEIPS, DPU contributes
	Intermediate report to EACEA, period 01/01/18 – 28/02/2019		30 April '19	VBJK
	Monitoring period 3	Monitoring report 3	July '19	VBJK: coordination Input from work package lead partners + each partner
	Fourth steering committee meeting	Agenda and Minutes of steering group meeting	Nov '19 in Ghent	VBJK: coordination ERI, VBJK, AKF Prt/ESEIPS, DPU contributes
	Monitoring period 4	Monitoring report 4	Jan '20	VBJK: coordination



				Input from work package lead partners + each partner
	Monitoring period 5 + final evaluation (incl. monitoring report 5)	Final evaluation report + Monitoring report 5	Aug '20	VBJK: coordination Input from work package lead partners + each partner
	Final report to EACEA		31 Oct '20	VBJK

WP 2 – Desk research

Aim	Activities	Deliverables	Timing	Roles and responsibilities
Input for development of CPD pathway → Gain detailed understanding of existence of ECEC assistants as a current problemacy in your own country; → Gather literature and methods on interdisciplinary learning for diverse teams (in terms of training background, SES, cultural background, ...)	Discussion text project (framework for desk research + bases for framework of CPD path)	Shared framework for CPD (first version)	16 Febr 2018	VBJK
	Guidelines	Guidelines for literature review	16 Febr 2018	ERI
	Desk research in each country Portugal: assistants in Portugal	Country reports (in English) on the study and analyses done in each country	First draft: 13 April '18 Final: 31 Aug '18	ERI, VBJK, AKF Prt/ESEIPS, DPU
	Bringing country reports together in overall report	Overall report (in English)	Draft to be discussed during TOT Final: 30 Nov '18	ERI

WP 3 – Training of the trainers

Aim	Activities	Deliverables	Timing	Roles and responsibilities
→ Build the common framework for the CPD path: goals, underlying values, principles of our approach. → Exchange of inspiring methods and practices to use in the CPD path (based on desk research).	Preparation of content of TOT, based on country reports	Programme TOT	First draft country report on 13 April Proposal on content TOT: 18 Apr – feedback of partners 23 Apr Final programma TOT + instructions to prepare TOT: 26 Apr	VBJK: coordination of TOT ERI: practical organization of TOT All partners: prepare their contribution to TOT
	TOT		Week 22-25 May, Slovenia	
	Further elaboration of shared framework for CPD	Revised version of shared framework, based on desk research and discussion during TOT	8 June 2018	VBJK
	Sharing of materials used during the TOT;	Materials used during the TOT (English) If needed, partners can translate materials (no budget foreseen!)	28 June 2018 (instead of Oct 18)	VBJK: coordination Each partner contributes

WP 4 – Implementation CPD path in pilotschools + evaluation

Aim	Activities	Deliverables	Timing	Roles and responsibilities
Contextualizing, testing and evaluating the CPD path to <u>2 pilot services/schools in each country</u>	Selection of pilot schools → discussion about selection criteria during kick off meeting		End of March	Each partner in his own country
	Organization of stakeholdersgroup → Dissemination and sustainability of project results Participants: policy makers and other key decision make		End of June	Each partner in his own country
	Development of draft evaluation frame work + guidelines mapping starting situation	Guidelines mapping starting situation	23 March '18	DPU
	Mapping starting situation in pilot schools + perception of relevant policy makers and other stakeholders	Country reports mapping starting situation pilots (English)	31 Aug '18	ERI, VBJK, AKF Prt/ESEIPS, DPU
	Development and implementation of CPD path		Sept '18 – June '19	VBJK + Erasmushogeschool + Karel de grotehogeschool → pilots Belgium ERI → pilots Slovenia AKF Prt + ESEIPS → pilots Portugal DPU + ?? → pilots Denmark
	Development of framework and guidelines for the evaluation of pilots	Framework and guidelines for the evaluation of pilots (English)	1 Oct '18	DPU
	Intermediate evaluation of pilots - local	Local intermediate evaluation reports (English)	15 Febr '19	ERI, VBJK, AKF Prt/ESEIPS, DPU
	Transnational meeting → Exchanging experiences in pilots + discussing intermediate evaluation → Danish experience about adapted pathways toward a qualification for assistants		14 -15 March '19 in Denmark (all partners)	DPU: coordination and practical organization All partners: prepare their contribution
	Intermediate evaluation of pilots - Overall	<i>Overall intermediate evaluation report (English)</i>	31 March '19	DPU
	Final evaluation of pilots - local	Local evaluation reports pilots	18 Oct '19	ERI, VBJK, AKF Prt/ESEIPS, DPU
	Final transnational meeting → Discussing final evaluation results + content of publications		21-22 Nov '19 in Ghent (all partners)	VBJK: coordination & practical organization; VBJK + DPU + AKF Prt: contentwise preparation
	Final evaluation of pilots - overall	Overall evaluation report pilots	31 Jan '20	DPU

WP 5 – Training toolbox

Aim	Activities	Deliverables	Timing	Roles and responsibilities	
→ Dissemination of project results → Supporting training institutions, pedagogical coaches, ECEC coordinators in developing CPD paths for the whole team.	Development of concept of toolbox → to be discussed on transnational meeting 14-15 March '19		1 March '19	VBJK All partners: give feedback on concept	
	First version of toolbox → to be discussed on transnational meeting Nov '19		4 Nov '19	VBJK: coordination, editing of contribution partners All partners: contribute to toolbox + give feedback	
	Final version of toolbox - English		31 Jan '20	VBJK: coordination, editing of contribution partners All partners: contribute to toolbox + give feedback	
	Layout toolbox - English	Training toolbox 'working and learning together in a diverse team' – English version		29 Febr '20	VBJK
	Translation toolbox in Dutch, Slovenian, Portugese, Danish			Febr '20	VBJK: coordination ERI, VBJK, AKF Prt/ESEIPS, DPU : translation in own language
	Layout toolbox Dutch, Slovenian, Portugese, Danish	Training toolbox - Dutch, Slovenian, Portugese, Danish version		31 March '20	VBJK: coordination ERI, VBJK, AKF Prt/ESEIPS, DPU : follow-up of layout

WP 6 – Publication for policy and practice

Aim	Activities	Deliverables	Timing	Roles and responsibilities
→ Dissemination of project results → Supporting/inspiring policy makers and key decision makers on the roles of assistants in the ECEC system & interprofessional practice from an educare approach → Inspiring practices and recommendations	Development of concept of publication → to be discussed on transnational meeting 14-15 March '19		1 March '19	AKF Prt All partners: give feedback on concept
	First version of publication → to be discussed on transnational meeting Nov '19		21 Oct '19	AKF Prt: coordination, editing of contribution partners All partners: contribute to toolbox + give feedback
	Final version of publication - English		20 Dec '19	AKF Prt: coordination, editing of contribution partners All partners: contribute to toolbox + give feedback
	Layout publication - English	Joint publication for policy and practice 'Value diversity in care and education'		31 Jan '20

WP 7 – Dissemination and exploitation

Aim	Activities	Deliverables	Timing	Roles and responsibilities
<p>→ Informing, raising awareness and guiding policy change about role assistants & interprofessional practice within an educare approach</p> <p>→ Dissemination and exploitation of toolbox + publication with the aim to ensure the results of the project will be made available, discussed and understood and put into practice in other countries and localities.</p>	Development of detailed dissemination and exploitation plan: purpose, target groups, method/vehicle, timing and responsibilities of different partners.	Dissemination and exploitation plan	30 March '18	AKF Prt
	Development of coordinated image of the project + project's website	Project's website	30 April '18	AKF Prt
	Development of advocacy tools: → fact sheets for the different target groups (short attractive handouts with quick and important facts, findings and recommendations about assistants and interprofessional practice from an educare approach; → web video's showing the experience of different stakeholders (practice and policy) involved in the project → Guidelines to raise awareness and inform about the projects findings via social media (facebook, twitter)	Advocacy tools - 4 fact sheets for different target groups: practitioners, school directors and school networks, training institutes, policy leaflet local and European policy makers - 6 webvideo's - guidelines to raise awareness and inform about the projects findings via social media	Sept '19? → to be refined!!	AKF Prt (coordination) + all partners → to be refined!!
	Training of the trainers to ECEC coordinators, coaches and training institutes that were not part of the project → participants receive printed version of toolbox → No of participants??	Training of the trainers in each country	May '20	To be organized locally by each of the partners
	Multiplier event at national level targeted at policy makers and other key decision makers → 100 participants/country	Multiplier event in each country	June '20	To be organized locally by each of the partners
	Presentations about project on relevant conferences and workshops at regional, national and European level		→ to be refined!!	→ to be refined!!
	Write and publish articles on the project activities and results		→ to be refined!!	→ to be refined!!
	Self-organized symposium on EECERA conference in Aug/sept '19 or '20??		→ to be refined!!	→ to be refined!!
	Self-organized symposium on ISSA conference in '19 or '20??		→ to be refined!!	→ to be refined!!