

REPORT

Deliverable N° 8.8

Report on the evolution of the project
quality N° 6

Project reference No.	598682-EPP-1-2018-1-AR-EPPKA2-CBHE-SP (2018 - 3232 / 001 - 001)
Project Acronym	CONSENS
Project title	Latin American Consensus for the Internationalization in Postgraduate Education
Work package	WP8: Quality assurance of the project
Deliverable number	8.6
Deliverable title	Reports on the evolution of the project quality
Nature	Document
Dissemination Level	Consortium
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Work package leader	La Sapienza Università di Roma (UNIROMA)
Elaboration and edition of the document	La Sapienza Università di Roma (UNIROMA); Universidad de Buenos Aires (UBA)
Document description	Sixth quality audit report. This document describes the evolution in the implementation of the project activities, as well as the quality assurance activities carried out and the compliance of the project deliverables with the quality standards set in the Quality Plan.



1. Progress in the project execution

Activity/Deliverable		15/6/2021	15/7/2021	15/8/2021	15/9/2021	15/10/2021	15/11/2021	15/12/2021	15/1/2022	15/2/2022	28/2/2022
		Mes 31	Mes 32	Mes 33	Mes 34	Mes 35	Mes 36	Mes 37	Mes 38	Mes 39	Mes 40
Fecha de inicio del proyecto: 15/11/2018											
3.4	Maintenance and upgrading of the web platform.	Yellow	Yellow	Yellow	Yellow	Yellow	Yellow	Yellow	Yellow	Yellow	Yellow
3.6	Purchase of the planned equipment by each - LA institutions (D3.3).	Yellow	Yellow								
3.7	Monitoring and assessment of WP 3.	Yellow	Yellow	Yellow	Yellow	Yellow	Yellow	Yellow	Yellow	Yellow	Yellow
4.5	Development of the second phase of the training course aimed at the staff of the postgraduate academic offices and members of the teaching staff in the postgraduate degrees (D4.5).	Yellow	Yellow	Yellow							
4.6	Evaluation and adjustments of both courses			Yellow							
4.7	Monitoring and assessment of WP 4	Yellow	Yellow	Yellow							
5.1	Development of virtual workshops to elaborate a "thesaurus" of definitions and standards for the postgraduate degrees of the determined strategic area (D5.1).	Yellow	Yellow	Yellow	Yellow	Yellow					
5.2	Development of workshops in each university to establish definitions and standards relating the variables approached by CONSENS that shall be applied in the postgraduate degree.			Yellow	Yellow	Yellow					
5.3	Development of a joint workshop to approve the definitions and standards related to the four macro variables approached by CONSENS.					Yellow	Yellow				

Activity/Deliverable		Mes 31	Mes 32	Mes 33	Mes 34	Mes 35	Mes 36	Mes 37	Mes 38	Mes 39	Mes 40
5.4	Dissemination of the approved definitions and standards related to the four macro variables approached by CONSENS.										
5.5	Implementation of a mechanism in the CONSENS network for the record, analysis and possible modification, of the agreed definitions and standards (D5.3).										
5.6	Monitoring and assessment of WP 5.										
6.1	Development of workshops in each university ,for the specific implementation in the selected postgraduate degree of the agreed definitions and standards.										
6.2	Approval by the university authorities of the new syllabus for the postgraduate programme (D6.1).										
6.3	Submission of the syllabus for the postgraduate programme for accreditation as required by each country (D6.2).										
6.4	Dissemination of the submission for accreditation of the new educational offer.										
6.5	Definition of the indicators to be used to ponder the impact of CONSENS curricular modifications; planning of monitoring, registration and assessment in the CONSENS network.										
6.6	Monitoring and assessment of WP 6.										
7.3	Designing of graphic material to be used by each HEIs; editing of project and academic documents.										
7.5	Exchange of information and publications with the networks involved in the internationalization of higher education in LA.										
7.6	Processing of the information produced by the consortium and elaboration of contents to be disseminated on the Web and other channels.										

Activity/Deliverable		Mes 31	Mes 32	Mes 33	Mes 34	Mes 35	Mes 36	Mes 37	Mes 38	Mes 39	Mes 40
7.7	Creation of a portfolio of CONSENS dissemination material (D7.2).	Blue	Blue	Blue	Blue	Blue	Blue	Yellow	Yellow	Yellow	Yellow
7.8	Elaboration and publication of biannual newsletters (D7.3 to D7.8).	Blue	Blue	Blue	Blue	Blue	Blue	Yellow	Yellow	Yellow	Yellow
7.9	Coverage in social media to increase visibility.	Blue	Blue	Blue	Blue	Blue	Blue	Yellow	Yellow	Yellow	Yellow
7.10	Planning and development of massive social and informative coverage, both at the kick off meeting and at the project final conference.					Blue	Blue				
7.11	Elaboration of communication and dissemination reports and development of virtual meetings to analyze them.			Blue			Blue			Yellow	
7.12	Monitoring and assessment of WP 7.	Blue	Blue	Blue	Blue	Blue	Blue	Yellow	Yellow	Yellow	Yellow
8.5	Monitoring of the activities of each of the workpackages, using the agreed instruments.	Blue	Blue	Blue	Blue	Blue	Blue	Yellow	Yellow	Yellow	Yellow
8.6	Elaboration of biannual reports on the evolution of the project quality (D8.3 to D8.8).						Blue			Yellow	
8.7	Discussion of the reports on the evolution of the project quality with the project coordinating team.	Blue				Blue	Blue			Yellow	Yellow
8.8	Monitoring and assessment of WP 8.	Blue	Blue	Blue	Blue	Blue	Blue	Yellow	Yellow	Yellow	Yellow
9.2	Formalization of the Grant Agreement and monitoring of its compliance.	Blue	Blue	Blue	Blue	Blue	Blue	Yellow	Yellow	Yellow	Yellow
9.3	Administrative management of the required documentation, according to the guidelines of the EACEA.	Blue	Blue	Blue	Blue	Blue	Blue	Yellow	Yellow	Yellow	Yellow
9.4	Management of the internal and external communication of the consortium.	Blue	Blue	Blue	Blue	Blue	Blue	Yellow	Yellow	Yellow	Yellow
9.5	Partnership Agreement formalization and monitoring of its compliance.	Blue	Blue	Blue	Blue	Blue	Blue	Yellow	Yellow	Yellow	Yellow



Activity/Deliverable		Mes 31	Mes 32	Mes 33	Mes 34	Mes 35	Mes 36	Mes 37	Mes 38	Mes 39	Mes 40
9.6	Monitoring, assessment and control of the execution of the project activities and the presentation of deliverables.										
9.7	Monitoring, assessment and control of the budgetary execution of the project.										
9.8	Drawing up and signing of the contractual documents for sub-contracts (outsourcing) (D9.1).										
9.9	Monitoring and control of the outsourced contracts compliance. Proposal and approval of adjustments.										
9.13	Elaboration of final report (D9.4).										
9.14	Organization and development of the project final conference.										
9.15	Development of the external accounting audit.										

WP3: Development and incorporation of technology for information and communication.

Concluded activities:

3.4 Maintenance and upgrading of the web platform.

WP leader (P15 UBA), throughout months 2 to 40, got the web platform maintained and upgraded through standard planned routines.

All email accounts required were created as well as the structure of an internal forum.

The site backup was properly settled.

3.6 Purchase of the planned equipment by each - LA institutions (D3.3).

Re-planned activity. A change in the equipment was requested from the project officer who authorized it. After the authorization each LA HEIs carried out the purchase process. All the universities were able to complete the planned purchase except the National University of Asunción, which was unable to fully complete it.

3.7 Monitoring and assessment of WP 3.

Throughout the 40th months of the project that work package N°3 lasted, P15 (UBA) monitored and assessed if the activities were developed in a timely manner, including D3.

Except for the D3.5 and the activity 3.6, which were re-planned, the others were developed according to planned.

Deliverables produced:

D3.3: Purchase of the planned equipment and report.

Deviations:

Due to the incorporation of CONEAU as a new partner of CONSENS, there was a delay in the signing of the partnership agreement. As a cascade consequence, the disbursement of the remaining 50% of the amount of the first transfer from the coordinator (UBA) to the partner Universities of Argentina and Paraguay was also delayed. As a consequence, the activity 3.6 “Purchase of the planned equipment by each LA Higher Education Institutions” was re-planned. This 50% postponement of the first disbursement until the Partnership Agreement had been signed, was established in the specific agreement signed by all the partners and UBA at the time when the first 50% of money transfer was accomplished.

During month 15, a necessary update of the Procurement Plan was carried out with each university. After the validation of said plan, the universities began their respective bidding processes which are currently underway.

During the updating process of the Procurement Plan (activity 3.5), carried out by each partner country university, the need to produce modifications in the equipment arose.

A change in the equipment was requested in two formal letters to the project officer on Friday, 6 November 2020 and Monday, 7 December 2020.

The authorization was received by mail from the PO on Monday, 9 November 2020 and Tuesday, 8 December 2020.

WP4: Work teams training

Concluded activities:

4.5 Development of the second phase of the training course aimed at the staff of the postgraduate academic offices and members of the teaching staff in the postgraduate degrees (D4.5).

Re-planned activity. Throughout months 23 to 33 the staff of the postgraduate academic offices and members of the teaching staff in the postgraduate degrees developed the second phase of the training course of “distance learning” modality.

4.6 Evaluation and adjustments of both courses

Re-planned activity. During month 33 P13 (UAB) minor adjustments of both courses was develop.

4.7 Monitoring and assessment of WP 4

Throughout the 11th to the 33rd months of the project that work package N°4 lasted, P13 (UAB) monitored and assessed if the activities were developed as planned.

Quality assurance of the activities carried out:

Project activity	Quality assurance activity
<i>4.6. Evaluation and adjustments of both courses.</i>	➤ Conduction of a survey by each LA HEI, whose results will be shared with all the consortium members.

Deliverables produced:

D4.5: Second phase of the training course.

Deviations:

Due to the effects of the COVID-19 pandemic, activities 4.1 to 4.6, from month 11 to month 33. All the CONSENS partners agreed to reverse the order of the two phases of the educational program planned. Accordingly, activity 4.5 (on line second phase of the course) was developed before activity 4.4 (first presential phase of the course): training, in two steps of the staff of postgraduate academic secretary offices at the LA universities, directors, coordinators and teachers at the postgraduate degrees with CONSENS intervention, for the development of standards related to each of the variables considered key to the internationalization of the postgraduate programmes.

WP5: Approval and dissemination of definitions and standards

Concluded activities:

5.1 Development of virtual workshops to elaborate a “thesaurus” of definitions and standards for the postgraduate degrees of the determined strategic area (D5.1).

All partners, during the months 15 to 35 organized the planned interuniversity virtual workshops to elaborate a “thesaurus” of definitions on CONSENS criteria and variables for the postgraduate degrees.

5.2 Development of workshops in each university to establish definitions and standards relating the variables approached by CONSENS that shall be applied in the postgraduate degree.

Re-planned activity. All LA HEIs, during the months 33 to 35 established definitions and standards relating the variables approached by CONSENS to apply in the postgraduate degree.

5.3 Development of a joint workshop to approve the definitions and standards related to the four macro variables approached by CONSENS.

Re-planned activity. All LA HEIs, during the months 35 and 36 approved the definitions and standards related to the four CONSENS macro variables.

5.4 Dissemination of the approved definitions and standards related to the four macro variables approached by CONSENS.

Re-planned activity. All LA HEIs, during the months 37 to 39 disseminated the approved definitions and standards related to the four CONSENS macro variables.

5.5 Implementation of a mechanism in the CONSENS network for the record, analysis and possible modification, of the agreed definitions and standards (D5.3).

Re-planned activity. All LA HEIs, during the months 37 to 40 implemented a mechanism in the CONSENS network for the modification of the definitions and standards related to the four CONSENS macro variables.

5.6 Monitoring and assessment of WP 5.

WP leader (P4 Secretaría de Políticas Universitarias (SPU), during the 26 months that work package lasted, monitored, and assessed if the activities have been developed.

Quality assurance of the activities carried out:

Project activity	Quality assurance activity
<p><i>5.1, 5.2 and 5.3. Development of virtual workshops to elaborate a “thesaurus” of definitions and standards for the postgraduate degrees of the determined strategic area.</i></p> <p><i>Development of workshops in each university to establish definitions and standards relating the variables approached by CONSENS that shall be applied in the postgraduate degree.</i></p> <p><i>Development of a joint workshop to approve the definitions and standards related to the four macro variables approached by CONSENS.</i></p>	<ul style="list-style-type: none"> ➤ Survey on existing capacities in LA HEIs for the elaboration of the Thesaurus. ➤ Preparation of workshops considering the standards established by ENQUA, EADTU OLC and ANECA. ➤ <input type="checkbox"/> Elaboration and distribution among LA partners of guidelines for the development of the spreading workshops.
<p><i>5.4 and 5.5. Dissemination of the approved definitions and standards related to the four macro variables approached by CONSENS.</i></p> <p><i>Implementation of a mechanism in the CONSENS network for the record, analysis and possible modification, of the agreed definitions and standards.</i></p>	<ul style="list-style-type: none"> ➤ Conduction of a satisfaction survey to be carried out by all the participants with the aim of projecting improvements in the definitions. ➤ Elaboration and distribution among CONSENS network the definitions and standards related to the four CONSENS criteria.

	<ul style="list-style-type: none"> ➤ Elaboration of guidelines for the record, analysis and possible modification, of the agreed definitions and standards. ➤ Elaboration and regular updating of a database. Establishing and controlling a “dissemination rate”. ➤ Analysis of the different dissemination channels’ effectivity.
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Deliverables produced:

D5.1: Thesaurus of definitions and standards proposed by CONSENS.

D5.2: Dissemination of agreed definitions and standards.

D5.3: CONSENS network to share definitions and standards.

Deviations:

Due to the delay in the activities of the WP 4 caused by effects of the COVID-19 pandemic, all the activities of WP 5 had to be replanned.

WP6: Implementation of CONSENS definitions and standards in postgraduate programmes

Concluded activities:

6.1 Development of workshops in each university ,for the specific implementation in the selected postgraduate degree of the agreed definitions and standards.

Re-planned activity. All LA HEIs, during the months 36 to 38 implemented the agreed CONSENS definitions and standards in the selected postgraduate degree.

6.2 Approval by the university authorities of the new syllabus for the postgraduate programme (D6.1).

Re-planned activity. During the month 38 the university authorities of each LA HEIs approved the new syllabus for the postgraduate programme.

6.3 Submission of the syllabus for the postgraduate programme for accreditation as required by each country (D6.2).

Re-planned activity. During the months 38 the 40 university authorities of each LA HEIs adjusted the presentation of the new syllabus for the postgraduate programme to the timing of the respective national accreditation agencies.

6.4 Dissemination of the submission for accreditation of the new educational offer.

Re-planned activity. During the months 39 and 40 the LA HEIs disseminated the ready to be submitted new educational offer.

6.5 Definition of the indicators to be used to ponder the impact of CONSENS curricular modifications; planning of monitoring, registration and assessment in the CONSENS network.

Re-planned activity. During the months 35 and 40 the LA HEIs identified the indicators to ponder the impact of CONSENS curricular modifications.

6.6 Monitoring and assessment of WP 6.

WP leader P3 Universidad Nacional de Asunción (UNA) and P10 Universidad Nacional de Luján (UNLU), during the 13 months that work package lasted, monitored, and assessed if the activities have been developed.

Quality assurance of the activities carried out:

Project activity	Quality assurance activity
<p><i>6.2, 6.3, 6.4 and 6.5. Approval by the university authorities of the new syllabus for the postgraduate programme.</i></p> <p><i>Submission of the syllabus for the postgraduate programme for accreditation as required by each country.</i></p> <p><i>Dissemination of the submission for accreditation of the new educational offer.</i></p> <p><i>Definition of the indicators to be used to ponder the impact of CONSENS curricular modifications; planning of monitoring, registration and assessment in the CONSENS network.</i></p>	<ul style="list-style-type: none"> ➤ Curricular design involving all the relevant stakeholders in each LA HEI. ➤ Curricular design considering the quality standards established by the European Association for Quality Assurance in Higher Education (ENQUA), the Spanish Association of Standardization and Certification (AENOR), the National Agency for Quality Assessment and Accreditation from Spain (ANECA) and the National Commission for University Evaluation and Accreditation from Argentina (CONEAU). ➤ Peer review of the results, in order to ascertain their coherence with the baseline proposed in the workshops.

Deliverables produced:

D6.1: New syllabus for the postgraduate degree with CONSENS curricular modifications.

D6.2: Submission for a accreditation of the new curriculum.

D6.3: Indicators to ponder the impact of CONSENS curricular modifications, in the internationalization of postgraduate programmes.

Deviations:

Due to the delay in the activities of the WP 4 and 5 caused by effects of the COVID-19 pandemic, all the activities of WP 6 had to be replanned.

WP7: Visibility of activities, project results, and Erasmus+ contribution

Concluded activities:

7.3 Designing of graphic material to be used by each HEIs; editing of project and academic documents.

WP 7 leader (P10-UNLU), during months 2 to 40, procured the design and distribution of the graphic material used by each HEI in the frame of the project: posters, banners, diptychs.

P10 (UNLU) also got edited all the project and academic documents.

7.5 Exchange of information and publications with the networks involved in the internationalization of higher education in LA.

All LA partners, during months 1 to 40, exchanged pieces of information and publications with the networks that are involved in the internationalization of higher education in LA and with which CONSENS is cooperating.

7.6 Processing of the information produced by the consortium and elaboration of contents to be disseminated on the Web and other channels.

WP 7 leader (P10 UNLU), during months 6 to 40, processed the information produced by the consortium partners related to each of the activities of the workpackages. P10 UNLU, upon the basis of said information, elaborated different pieces of communication which were disseminated through the Web and other channels established in the communication and dissemination plan.

7.7 Creation of a portfolio of CONSENS dissemination material (D7.2).

WP 7 leader (P10UNLU), throughout months 6 to 40, created a portfolio of CONSENS dissemination material that is available in the project platform.

7.8 Elaboration and publication of biannual newsletters (D7.3 to D7.8).

All partners, during months 4 to 40, collaborated with the elaboration of the biannual newsletters number which included a synthesis of the project progress and relevant information related to the CONSENS strategy. The six Deliverables produced were disseminated through the project platform.

7.9 Coverage in social media to increase visibility.

All partners, during months 4 to 40, had coverage on social media to increase visibility: press interviews, press releases, elaboration and publication of articles in print media.

7.11 Elaboration of communication and dissemination reports and development of virtual meetings to analyze them.

P10 (UNLU), during months 3 to 40, developed a quarterly virtual meeting between the team responsible for dissemination and the coordinators of each partner institution.

In those meetings the communication and dissemination reports were analysed, in compliance with the communication and dissemination plan.

7.12 Monitoring and assessment of WP 7.

WP leader (P10 UNLU), during the 40 months that work package lasted, monitored, and assessed if the activities have been developed in a timely manner, including the four deliverables.

Quality assurance of the activities carried out:

<i>Project activity</i>	<i>Quality assurance activity</i>
<i>7.3 Designing of graphic material to be used by each HEIs; editing of project and academic documents.</i>	<ul style="list-style-type: none"> ➤ Agreement among all the relevant stakeholders on the designing and printing of graphic material.
<i>7.8 Elaboration of 6 bulletins and their subsequent distribution among the target groups.</i>	<ul style="list-style-type: none"> ➤ Agreement among all the relevant stakeholders to work together on the content production and the distribution process and logistics ➤ Systematic collection of information about those activities developed by each consortium partner

	in the project frame, which are desirable to be visibilized.
<i>7.9 Coverage in social media to increase visibility.</i>	➤ Agreement among all the relevant stakeholders to design and implement a common communication policy.

Deliverables produced:

D7.2: Portfolio of CONSENS dissemination material.

D7.8 Sixth CONSENS Bi-annual newsletter

WP8: Quality assurance of the project

Concluded activities:

8.5 Monitoring of the activities of each of the workpackages, using the agreed instruments.

Under the coordination of UNIROMA, the subcontracted external quality auditor carried out the assessment of the planned activities and deliverables of each WP, using the agreed instruments. Such assessment included their completeness and timing.

8.6 Elaboration of biannual reports on the evolution of the project quality (D8.3 to D8.8).

The six quality assurance reports planned have been elaborated under the supervision of P12 UNIROMNA an P15 UBA.

The six reports were uploaded to the CONSENS platform.

8.7 Discussion of the reports on the evolution of the project quality with the project coordinating team.

P12 UNIROMNA an P15 UBA, during months 6 to 40, discussed the reports on the evolution of the project with the project coordinating team, including proposals for adjustments.

8.8 Monitoring and assessment of WP 8.

P12 UNIROMA, during the 40 months that work package N° 8 lasted, monitored, and assessed if the activities had been developed in a timely manner, including the eight deliverables.

Quality assurance of the activities carried out:

Project activity	Quality assurance activity
8.5 <i>Elaboration of the project quality assurance report at month 6; 12; 18; 24; 30 and 36</i>	<ul style="list-style-type: none"> ➤ Provision to the Quality Auditor of a template for reporting ➤ Regular contact and sharing of information between the partners and the Quality Auditor

Deliverables produced:

D8.7 Fifth Quality assurance report

WP9: Management of resources, processes, and results of the project

Concluded activities:

9.2 Formalization of the Grant Agreement and monitoring of its compliance.

The work package leader (P15 UBA) formalized the Grant Agreement and monitored its compliance along the CONSENS project execution.

9.3 Administrative management of the required documentation, according to the guidelines of the EACEA.

The work package leader (P15 UBA), along the CONSENS project execution, managed with all partners, the required documentation, according to the guidelines of the EACEA.

9.4 Management of the internal and external communication of the consortium.

P15 UBA, throughout the execution of the project, together with Federico Gómez, a communication and marketing expert hired, designed and administrated the organizational and communicational structures (internal and external).

UBA provided all partners with the templates for reporting the financial and technical aspects of the project.

9.5 Partnership Agreement formalization and monitoring of its compliance.



Before the signature of the Partnership Agreement, an agreement between the coordinator institution (UBA) and the rest of the partners was signed, regarding the transfer of funds, in accordance with the planned work- flow.

Due to the incorporation of CONEAU as a new partner of CONSENS, there was a delay in the signing of the partnership agreement.

The Partnership Agreement was duly signed by all the consortium members and sent to the EACEA in January 2020.

P15 UBA monitored the compliance with the Partnership Agreement.

9.6 Monitoring, assessment and control of the execution of the project activities and the presentation of deliverables.

UBA has made a periodic updating of the project's Gantt table, comparing the planned activities versus their real execution, making the required modifications to the original planning.

The updated Gantt table was shared with all the partners. The progress of the working plan was reviewed at every meeting with all the partners.

9.7 Monitoring, assessment and control of the budgetary execution of the project.

Work package leader (P15 UBA), along the development of all the CONSENS project activities, monitored, assessed and controlled the budgetary execution of the project.

9.9 Monitoring and control of the outsourced contracts compliance. Proposal and approval of adjustments.

P15 UBA, along execution of the project, monitored and controlled the outsourced contracts compliance, producing proposal for adjustments if applicable.

9.13 Elaboration of final report (D9.4).

The coordinator (UBA) verified the correspondence between the internal reports and the respective supporting documents and elaborated the final report, which was shared with all the partners before being uploaded into the EACEA platform.

9.14 Organization and development of the project final conference.

Due to the COVID-19 pandemic the project final conference was held hybrid way.

9.15 Development of the external accounting audit.

P15 UBA, with the subcontracted external account auditor, developed the seven planned accounting audits.

Quality assurance of the activities carried out:

Project activity	Quality assurance activity
<p><i>9.6 and 9.7. Monitoring, assessment and control of the execution of the project activities and the presentation of deliverables.</i></p> <p><i>Monitoring, assessment and control of the budgetary execution of the project.</i></p> <p><i>Monitoring, assessment and control of any deviation in the progress of the project.</i></p>	<ul style="list-style-type: none"> ➤ Periodic updating of the project's Gantt table (Annex II), comparing the planned versus the real execution of activities and possible modifications to the original planning. ➤ Regular contact with all the partners and sharing of information about the progress of the working schedule and the project's completion of physical goals and financial execution. ➤ Explanation of the scope of the Grant Agreement in the Kick off meeting. ➤ Promoting the participation of all consortium members in the activity execution. ➤ Dissemination among all partners of the Guidelines for the use of the grant. ➤ Keeping a monthly updated record of the Project expenses, controlling the execution level per budget heading and partner.
<p><i>9.12 and 9.13 Elaboration of mid-term and final evaluation reports.</i></p>	<ul style="list-style-type: none"> ➤ Establishment and distribution among all partners of a work schedule for the elaboration of the report, considering the following phases: <ul style="list-style-type: none"> ▪ Partners' completion and delivery to the coordinator of the internal financial Project report according to the proposed model (Annex III). ▪ Elaboration and delivery of the financial report draft to the partners by the coordinator. ▪ Partners' correction of the draft and proposal for changes.



	<ul style="list-style-type: none">▪ Elaboration of the final version and dissemination among the partners.▪ Submission of the final version to the EC within the given deadline.
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Deliverables produced:

D9.4: Final report.