

Work package type and ref.nr	QUALITY PLAN		5
Title	Project quality monitoring and assurance		
Related assumptions and risks	<p>Assumptions</p> <ul style="list-style-type: none"> • Proactive participation of both the Mongolian and EU partners • External expert's involvement for outside perspective <p>Risks</p> <ul style="list-style-type: none"> • Resistance to provide needed information to reveal the existing gaps 		
Description	<p>Monitoring and Quality Assurance Strategy (MQAS) will be elaborated by the involved external expert. In parallel with the external expert, the SC will be in charge of overseeing the quality of the planned project results. MQAS will envisage the following global actions to be carried out:</p> <ul style="list-style-type: none"> - Regular monitoring of project activities and reporting; - Elaboration of contributions to project intermediate and final reports; - Reporting per work packages, - Organization of project intermediate and final fact-finding (Audit). <p>In particular, the implementation of these actions will entail the following at different time intervals for the project:</p> <p>(i) At the start of each WP detailed quality control plan will be presented by the external expert and submitted for approval by the SC.</p> <p>(ii) Semi-annual reports per WPs will be submitted by WP leaders and all partners.</p> <p>(iii) At the end of each project phase (phase I, II, III) quality audit on strengths and weaknesses per project activities and recommendations for further actions will be provided.</p> <p>(iv) After each project training and workshop surveys and assessment tools via online platforms will be used.</p> <p>The external expert will participate in the project events to specifically assess the undergoing activities and provide targeted recommendations for each of the consortium members individually depending on the member's situational context and needs.</p> <p>The external expert will work in close cooperation with the EU Commission delegation to Mongolia by providing regular reports to the EACEA and Commission delegation on the project's progress due to the absence of NEO representation in Mongolia.</p>		
Tasks	<ul style="list-style-type: none"> - Elaboration and implementation of project MQAS - Regular monitoring of project activities, financial management and reporting - Elaboration of contributions to project intermediate and final reports; - Reporting per work packages - Organization of project intermediate and final Fact-finding (Audit) 		
Estimated Start Date (15-01-2021)	M1,Year1	Estimated End Date (15-12-2023)	M12,Year3
Lead Organisation	External expert		
Participating Organisation	All partners		
Costs <i>Please explain the necessary costs for this WP: What travels are</i>	<p>Staff Costs (SC), Travel Costs (TC), Costs of Stay (CS), Subcontracting costs</p>		

necessary? If equipment is requested, explain why it is required. If subcontracting is necessary, explain why the task cannot be performed by the partner.	Tender Results, Equipment Costs Co-Financing.
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Deliverables/results/outcomes

Expected Deliverable/Results/Outcomes	Work Package and Outcome ref.nr	5.1.	
	Title	Elaboration and implementation of project MQAS	
	Type	<input type="checkbox"/> Teaching material <input type="checkbox"/> Learning material <input type="checkbox"/> Training material	<input type="checkbox"/> Event <input checked="" type="checkbox"/> Report <input type="checkbox"/> Service/Product
	Description	<p>Monitoring and Quality Assurance Strategy (MQAS) will be elaborated by the involved external expert. It will include details on the monitoring schedule and main outcomes, define the qualitative and quantitative indicators for assessment of the project activities.</p> <p>It will be approved by the project's SC and in parallel with the external expert the SC will be in charge of overseeing the quality of the planned project results.</p>	
	M10,Y3		
	Languages	English & Mongolian	
Target groups	<input type="checkbox"/> Teaching staff <input type="checkbox"/> Students <input type="checkbox"/> Trainees <input checked="" type="checkbox"/> Administrative staff <input checked="" type="checkbox"/> Technical staff <input type="checkbox"/> Librarians <input type="checkbox"/> Other		
	<i>If you selected 'Other', please identify these target groups. (Max. 250 words)</i>		
Dissemination level	<input type="checkbox"/> Department / Faculty <input checked="" type="checkbox"/> Institution	<input type="checkbox"/> Local <input type="checkbox"/> Regional	<input checked="" type="checkbox"/> National <input type="checkbox"/> International

Expected Deliverable/Results/Outcomes	Work Package and Outcome ref.nr	5.2.	
	Title	Regular monitoring of project activities, financial management and reporting	
	Type	<input type="checkbox"/> Teaching material <input type="checkbox"/> Learning material <input type="checkbox"/> Training material	<input type="checkbox"/> Event <input checked="" type="checkbox"/> Report <input type="checkbox"/> Service/Product

	Description	Quality monitoring of the project will be carried out on an on-going basis and will require the stakeholders to provide reports on regular basis at different intervals: (i) Detailed quality control plan at the start of each WP, (ii) Reports per WPs submitted semi-annually, (iii) Quality audit on strengths and weaknesses at the end of each project phase (phase I, II, III), (iv) Results of surveys and assessment tools after each project training and workshop.
	M12,Y3	
	Languages	English & Mongolian
Target groups	<input type="checkbox"/> Teaching staff <input type="checkbox"/> Students <input type="checkbox"/> Trainees <input checked="" type="checkbox"/> Administrative staff <input checked="" type="checkbox"/> Technical staff <input type="checkbox"/> Librarians <input type="checkbox"/> Other	
	<i>If you selected 'Other', please identify these target groups. (Max. 250 words)</i>	
Dissemination level	<input checked="" type="checkbox"/> Department / Faculty <input type="checkbox"/> Local <input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Institution <input type="checkbox"/> Regional <input type="checkbox"/> International	

Expected Deliverable/Results/Outcomes	Work Package and Outcome ref.nr	5.3.	
	Title	Elaboration of contributions to project intermediate and final reports	
	Type	<input type="checkbox"/> Teaching material <input type="checkbox"/> Learning material <input type="checkbox"/> Training material	<input type="checkbox"/> Event <input checked="" type="checkbox"/> Report <input type="checkbox"/> Service/Product
	Description	All the outcomes, achievements and gaps revealed during the regular monitoring tasks will feed into the project intermediate and final reports to be submitted to EACEA. All the partners will be responsible for the timely and decent preparation of the intermediate and final reports and will work in collaboration with the external expert.	
	M11,Y3		
	Languages	English & Mongolian	
Target groups	<input type="checkbox"/> Teaching staff <input type="checkbox"/> Students <input type="checkbox"/> Trainees <input checked="" type="checkbox"/> Administrative staff <input type="checkbox"/> Technical staff <input type="checkbox"/> Librarians		

	<input type="checkbox"/> Other
	<i>If you selected 'Other', please identify these target groups. (Max. 250 words)</i>
Dissemination level	<input type="checkbox"/> Department / Faculty <input type="checkbox"/> Local <input checked="" type="checkbox"/> National <input type="checkbox"/> Institution <input type="checkbox"/> Regional <input type="checkbox"/> International

Expected Deliverable/Results/ Outcomes	Work Package and Outcome ref.nr	5.4.	
	Title	Reporting per work packages	
	Type	<input type="checkbox"/> Teaching material <input type="checkbox"/> Learning material <input type="checkbox"/> Training material	<input type="checkbox"/> Event <input checked="" type="checkbox"/> Report <input type="checkbox"/> Service/Product
	Description	Each work-package reports per WP providing concrete recommendations for further enhancements. All the partners will be responsible for the timely and decent preparation of the reports and will work in collaboration with the external expert.	
	M1,Y3		
	Languages	English & Mongolian	
Target groups	<input type="checkbox"/> Teaching staff <input type="checkbox"/> Students <input type="checkbox"/> Trainees <input checked="" type="checkbox"/> Administrative staff <input type="checkbox"/> Technical staff <input type="checkbox"/> Librarians <input type="checkbox"/> Other		
	<i>If you selected 'Other', please identify these target groups. (Max. 250 words)</i>		
Dissemination level	<input type="checkbox"/> Department / Faculty <input type="checkbox"/> Local <input checked="" type="checkbox"/> National <input type="checkbox"/> Institution <input type="checkbox"/> Regional <input type="checkbox"/> International		

Expected Deliverable/Results/ Outcomes	Work Package and Outcome ref.nr	5.5.	
	Title	Organization of project intermediate and final Fact-finding (Audit)	
	Type	<input type="checkbox"/> Teaching material <input type="checkbox"/> Learning material <input type="checkbox"/> Training material	<input type="checkbox"/> Event <input checked="" type="checkbox"/> Report <input type="checkbox"/> Service/Product
	Description	<p>Project intermediate report in the mid-phases of the project implementation is envisaged by the external auditing organization to analyse the financial situation and reveal the gaps with further suggestions on improvement.</p> <p>The intermediate financial audit will feed into the final audit report that will be carried out by the external auditing organization verifying all the expenses, supporting documents and</p>	

		<p>other financial matters in line with the E+ regulations on financial management.</p> <p>The project coordinator will be in charge of overseeing the audit procedure implementation and its final submission to EACEA.</p>	
	M12,Y3		
	Languages	English & Mongolian	
Target groups	<input type="checkbox"/> Teaching staff <input type="checkbox"/> Students <input type="checkbox"/> Trainees <input checked="" type="checkbox"/> Administrative staff <input type="checkbox"/> Technical staff <input type="checkbox"/> Librarians <input type="checkbox"/> Other		
	<i>If you selected 'Other', please identify these target groups. (Max. 250 words)</i>		
Dissemination level	<input type="checkbox"/> Department / Faculty <input type="checkbox"/> Institution	<input type="checkbox"/> Local <input type="checkbox"/> Regional	<input checked="" type="checkbox"/> National <input type="checkbox"/> International