

EUREGIO III

WP 1: Coordination

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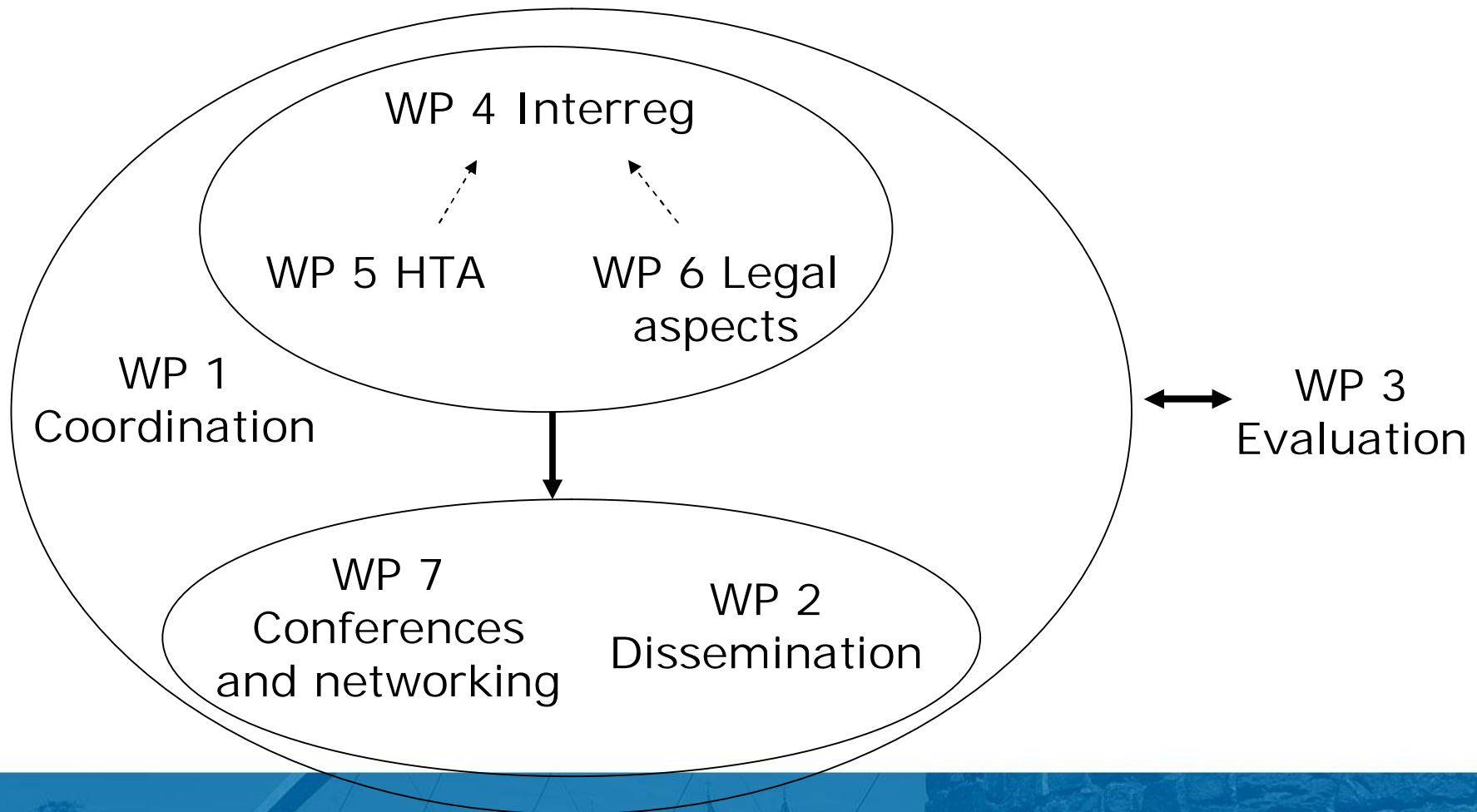


Faculty of Health, Medicine and Life Sciences



Universiteit Maastricht

WP 1 and other WPs



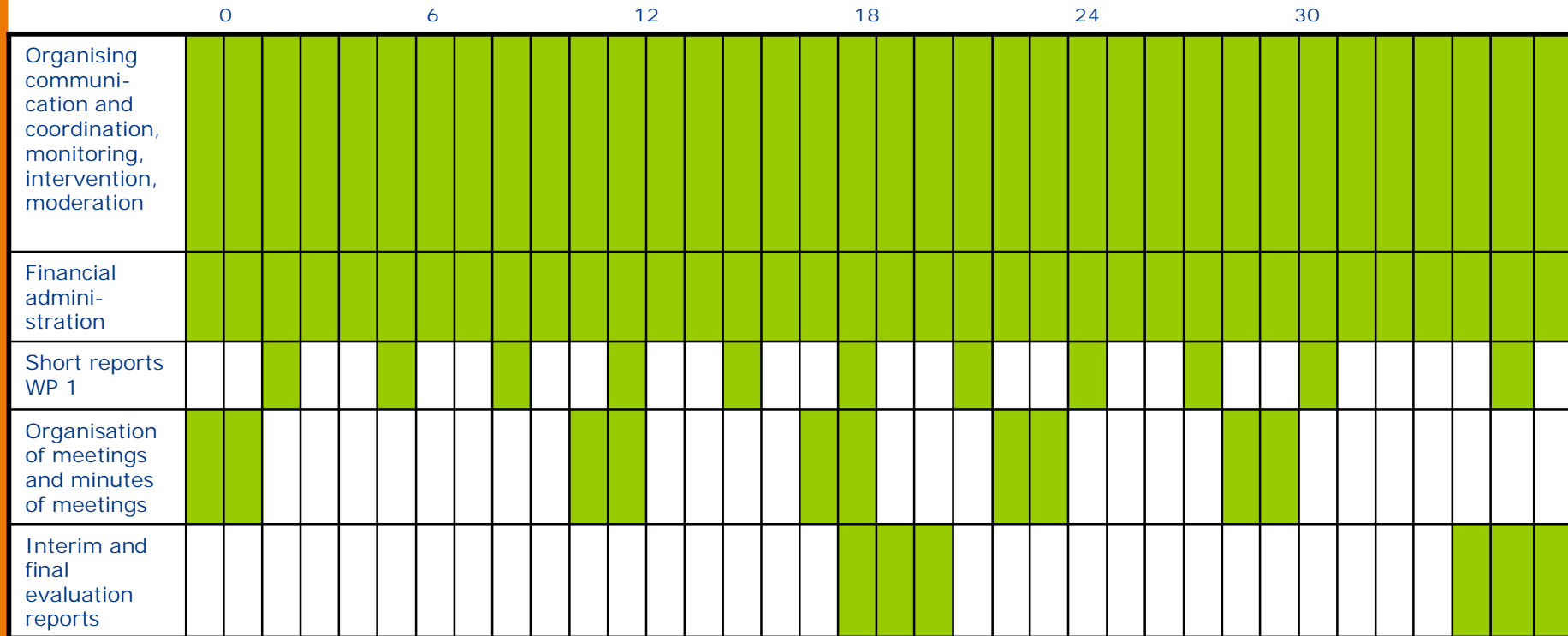
Resources for WP 1

- Lead partner: Maastricht University
- Other partners:
 - AEBR
 - HOPE
 - GM
 - ERW
 - Kreis Heinsberg
 - LIGA.NRW
 - Medical University Sofia (Faculty of Public Health)
 - Center for Health Policies and Services (Bucharest)
- Person days: 316
- Global cost: 192.517 EURO
- Period: M1-M36

Activities / Deliverables

- Communication and coordination between WPs and within the project group
- Monitoring of activities, intervention if problems emerge, moderation of problem solving
- Short reports WP 1 for evaluation
- Financial administration
- Organisation of 5 steering group meetings
- Minutes of steering group meetings
- Interim and final report

Time schedule



Your expectations?

Risk analysis

- Communication not adequate
- Coordination between WPs difficult (different directions)
- Conflicts between coordination and other WPs are a problem for moderation and cooperation

Bylaws / Partnership Agreements

- Subject and partners of the agreement
- Obligations of Lead partner and partners
- Liability
- Budget details and payment forecast by partner
- Modification of the workplan and budget reallocation
- Reports
- Information and publicity measures
- Confidentiality
- Cooperation with third parties, delegation and outsourcing
- Assignment, legal succession
- Non-fulfilment of obligations or delay
- Demand for repayment by the managing authority
- Disputes between partners
- Lapse of time

Bylaws / Partnership Agreements

- Please read and comment draft version.
- After the draft version has been revised, please sign the final version.

WP 3 Evaluation

WP3: Evaluation

- Self assessment and internal evaluation
 - Collection of information about the activities, fulfilment of expectations and outcomes
 - to allow informed judgment about performance, strategies, quality of work, cost efficiency, future work
- External evaluation (and peer review WP's by reference group)

Resources for WP 3

- Lead partner: Maastricht University
- Other partners: LIGA.NRW

- Person days: 184
- Global cost: 67.894 EURO
- Period: M1-M36

Questionnaires for project partners

- At the beginning of the project: expectations, challenges
- After the first and second year: assessment of status and process, challenges
- Final feedback questionnaire: success of the project, general feedback

First questionnaire

- Who are the stakeholders of the project?
- Does the project meet their needs?
- Does the project meet your needs?
- What are the benefits for you and your institution?
- Do you see challenges / risks for the project / single work packages? Which ones?
- Do you see any challenges for your work within the project?
- What could be done to support you in your work?

Short reports

- Status of activities and deliverables: Time schedules (in time, delays expected, delayed, consequences for other deliverables)
- Ressources (person days, budget, qualifications): adequate, lacks.
- Satisfaction with
 - The project
 - WPs
 - Cooperation between WPs
 - Own work
- Documentation of unexpected challenges and their consequences

Evaluation of deliverables

- Documentation of the assessment of quality of deliverables by potential users: Feed back slopes during the process, questionnaires, participative approaches
- Documentation of the spread and dissemination of products

External Evaluation

- Three external evaluators
- Statements at project meetings
- Evaluation report

External Evaluation

- Possibility to change external evaluation and follow EUREGIO III?
 - Tender for external evaluation after the first year.
 - Interim evaluation report after the first half of the project
 - Final evaluation report

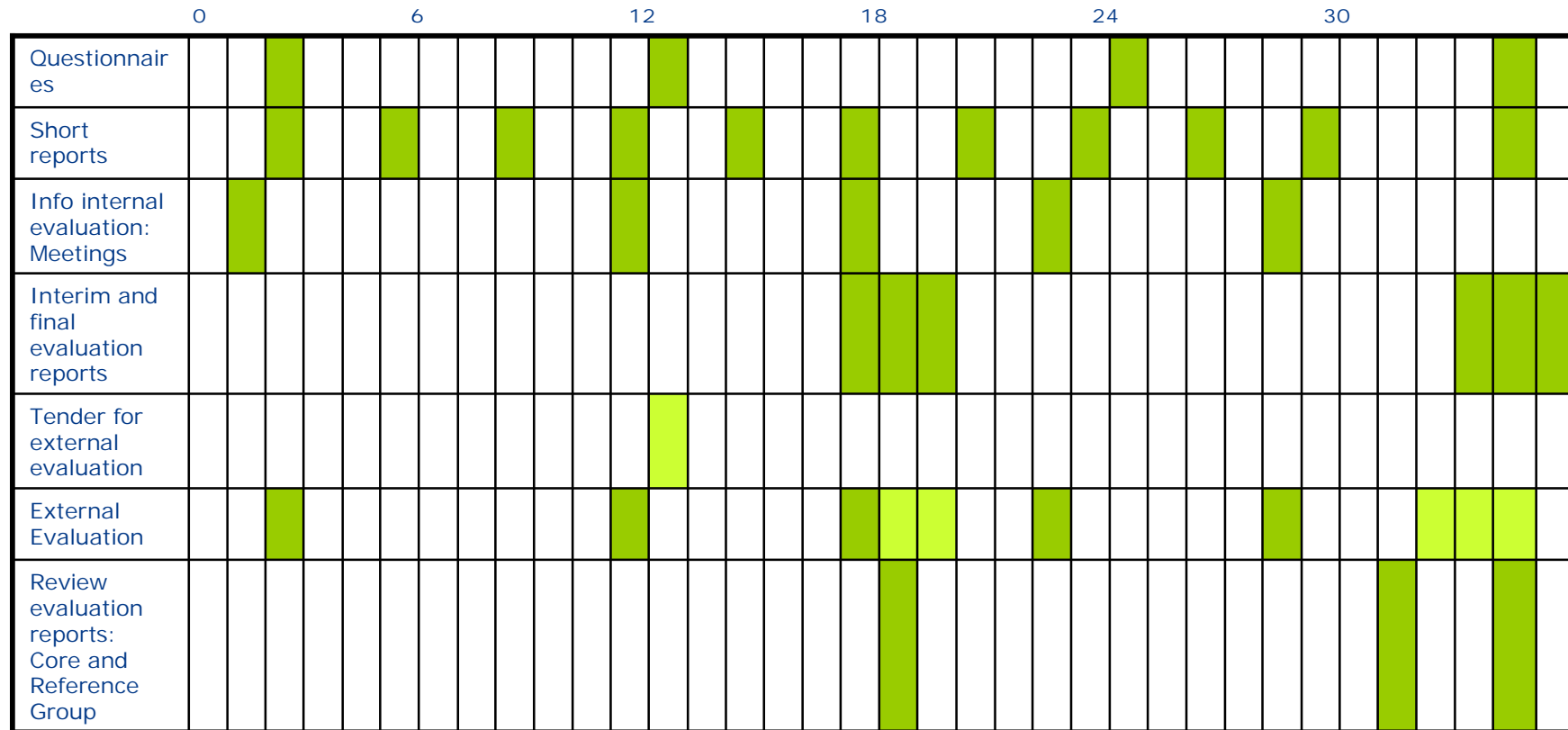
External Evaluation

- Support by WP 1 Coordination and internal evaluation
 - Preparing materials for external evaluation
 - Ongoing communication with external evaluators
 - Facilitating reviews by the project group

Communication strategy

- Dissemination of information
 - Dissemination to co-beneficiaries and collaborating partners
 - Reflection at project meetings
 - Preparing material for interim/final reports and external evaluation
- Interventions if problems emerge
 - Periodic phone interviews by Maastricht University (UM) to collect additional information when problems emerge
 - Analysis and discussion moderated by UM

Time schedule



Risk analysis

- Relevant information not delivered
- Evaluation has no adequate consequences
- Difficult to attract potential evaluators without a budget
- Evaluation of the quality of deliverables → responsibility of each WP leader? Cooperation WP leader and UM?
- (Tender for external evaluation fails, quality of external evaluation interim report poor, change of external evaluators between interim and final report)

Thank you.