

2020-1-EL01-KA203- 078981

*Common curricula for diversity:  
education in media and integration of vulnerable groups*

Wednesday and Thursday 8-9 February 2023

**ERMIScom Transnational Project Meeting (TPM - ATHENS)**

The Transnational Project Meeting (TPM) of ERMIScom project took place on February Wednesday and Thursday 8- 9 2023. It was hosted by the Kapodistrian University of Athens, at Grypareio Megaro, 3<sup>rd</sup> floor, and attended by representatives of all partners.

**Attendees:**

	<b>Partner</b>	<b>Name</b>
1	BAU	Figen Algul Berna Balci Yamur Cerbenli Tirse Filibeli Erbaysal
2	METROPOLIA	Sami Huovananien Jussi Linkola
3	EKO Greece	Kitty Panourgia
4	VUB	Nikolay Dentchev Bart Leyn
5	UNWE	Diana Kopeva Nikolay Shterev Stella Angova Iliya Kereziev Ivan Valchanov Kalina Kyosovska
6	NKUA UNWE	George Pleios Savvatou Tsolakidou George Georgarakis Chatzikonstantinou Michalis Tastsoglou Michalis Agathi Sianoudi And Master students (2 <sup>nd</sup> day): Cristiana Vaso Svorou Efstratia Gounaras Artemios Aglaia Orfanidou

## Agenda

The meeting's agenda included the following items:

1. Discussion on completed project activities and outputs.
2. Overview and discussion on implemented dissemination, publicity, and evaluation activities.
3. Project Management, Budget & Implementation
4. Elaboration of final Report and tasks to be done until the end of the project
5. Overview and discussion on implementation of a new project

### **1) DISCUSSION ON COMPLETED PROJECT ACTIVITIES AND OUTPUTS**

Leaders of each partner informed in brief the situation on the IOs development.

As presented in the conference, four IOs have already edited as an e-book according to the guidelines given by the coordinator (logos to use, the use of short CV of the writers, images and schemes, questions, case studies, etc.).

As it was decided during the TPM in Sofia 4 book are already edited as e-book. The four e-books edited and presented in the final conference were:

- Fake news and hate speech (IO2-UNWE)
- Social Entrepreneurship and Vulnerable Social Groups (IO3-VUB-NKUA)
- Vulnerable Groups and Trauma (IO4- NKUA)
- Funds and Grants: Social Integration and Rights related Projects (IO6- UNWE)

The other three e book are in finalization / pagination and will be ready with ISBN before the end of February. The coordinators informed that three e books will be edited by NKUA and one by Metropolia university of Finland as follows:

- Social Policies of Vulnerable Groups and the Media (IO5- NKUA)
- Stereotypes and Prejudice: Xenophobia and racism (IO1- BAU-NKUA)
- Transformative Methodological approach: Teaching, Training, Learning (IO7- Metropolia)
- Integration of Vulnerable Groups: Best Practices of experiential Teaching and Learning methods (IO9- EKO-NKUA)

The IO9 is a new e -book decided to be published independently of the IO7 as it was asked by EKO, the NGO developed this IO with non-formal education activities for teaching and learning of the four first IOs. In Sofia was decided to be added as an Addendum in electronic in the IO7 but as the work done was considered important it was decided in one of the Partnership Meeting before going to Finland to edit this IO as an independent one.

The four first e book are already uploaded in the webpage of the programme and the others will be uploaded as soon as they will be finalized. The schedule to have finalized the e books by end of February 2023, as it was agreed in Sofia's meeting, was succeeded.

The coordinators of the LTTs in Istanbul, prof. Tirse Erbaysal Filibeli and in Finland, prof. Sami Huovanainen informed on the good results of each teaching and training activity and the

coordinator of VUB, prof. Denchev informed the partners on the upcoming Multiplier event which will take place in Brussels during March 2023.

Finally, IO8 was discussed more in details, and it was decided to prepare the IO8 as a complementary educational material containing the 7 IOs in ppts and merge them in one book. This will be very useful for teaching staff when using the different e b-books during their teaching. As it is a new added activity to the project the coordinators of the partner organisations asked for prolongation of the eligibility period for the development of IO8. Ms Tsolakidou will send a demand to the National Agency (IKY) to ask for the prolongation. The finalisation of IO8 is planned for mid-April 2023.

## **2) OVERVIEW AND DISCUSSION ON IMPLEMENTED DISSEMINATION, PUBLICITY, AND EVALUATION ACTIVITIES.**

Professor George Pleios and Dr. Savvatuou Tsolakidou welcomed the participants and expressed their solidarity to our Turkish colleagues for overcoming the disaster provoked by the earthquake.

IO Leaders presented status of the Dissemination and publicity activities inside their university and the articles edited for the IOs or the LTTs.

The fact that the books will be published with ISBN and will be added on the website of the program, the websites of the partner Universities and possibly other platforms will facilitate the dissemination of the results of the program to a global audience.

The coordinators also informed on the evaluation of the different activities (TPM and LTTs) by using the evaluation forms presented in the meeting of Sofia (Individual Evaluation Forms for the program's LTTs, Partners' Self-Evaluation Forms, Partners' Input for Final reporting This form will be completed by all partners shortly before ERMIScom project end date, to support the Coordinator in submitting to the National Agency (IKY) all necessary information via the Final Report of the project).

## **3. PROJECT MANAGEMENT, BUDGET & IMPLEMENTATION**

The coordinator, Ms Tsolakidou informed the partners for the submission date of the timesheets regarding the IOs. As it was planned, the final date of eligibility was the 31 of December 2023. The updated decision for the elaboration of a common complementary document containing in ppt presentations the seven e books raised the need for prolongation of the eligibility period of IO8. All partners agreed to finalise the ppt for each of the IOs by end of March 2023. The coordinator should send a demand to the National Agency (IKY) to ask for this prolongation and inform the partners.

The timesheets for the development of the IOs (1 to 7) should be send to the Coordinator by the end of March.

For IO8, the partners will be informed in due time for the decision of the Management authority. If the replay is positive and the eligibility period for IO8 is until end of march the timesheets for IO8 will be send until 10 of April 2023.

#### **4) ELABORATION OF FINAL REPORT AND TASKS TO BE DONE UNTIL THE END OF THE PROJECT**

The coordinator presented in brief the needs to be completed to have a successful Final report. The ppt presentation of Ms Tsolakidou is attached to the minutes.

The main questions to be completed by all partners are the following:

Ms Tsolakidou made a ppt presentation on the main topics of the ERMIS final report (the presentation is uploaded in the google drive) and it is also partially attached to the Minutes.

The questions to be completed per partner are the following:

- Project management at the level of each partner
- Project implementation activities (type of activity, participants profile, impact, dissemination, evaluation, future plan)
- Project implementation- communication with partners
- Participants in LTTs (profile, recognition, details programs)
- Follow -up, Impact, dissemination, and use of results.
- Sustainability of the actions

#### **5) OVERVIEW AND DISCUSSION ON IMPLEMENTATION OF A NEW PROJECT**

The coordinator introduced Dr. George Georgarakis representing the team of the Department of Communication and Media Studies. He presented a new proposal entitled “REV” as a continuation of the ERMIS programme focusing more on the implementation of seminars in the form of summer schools on selected themes. The presentation is attached to the minutes for further discussion and exchange of ideas between the partners. All partners agreed to designate the NKUA as coordinator and apply for a new project under KA2 by October 2023. In the mean time they will indicate one or two researchers to work together with NKUAs team for the development of the new proposal.

A second activity also took place during the TPM. The coordinator invited Ms Anastasia Filini from INEDIVIM and she presented the key action 2 of Erasmus Youth sector- Cooperation among Organisations and Institutions as possible area of development of a new proposal in the futur.

Dr. Savvatu Tsolakidou presented forthcoming event planned within the project and she concluded by reminding that the third ME3 is planned to be organised by VUB in Brussels on March 2023. The duration of the event will be 1 day, and information will be sent to the partners by VUB.

#### **Included:**

- Ppt presentations by the IO leaders
- Attendance lists
- Certificate of attendance
- Final programme of the TPM
- Press release \_ in the webpage.
- Evaluations forms
- New proposal REV (presentation and draft description)



Erasmus+

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**ERMIScom: Transnational Project Management Meeting**

**Last TPM, 8 & 9 February 2023**



**Venue: National Kapodistrian University of Athens (NKUA)**

**Department of Communication and Media Studies**

**Address: Grypareio Megaron, 1, Sophocleous str., Athens, 105 59**

**Meeting Room: 3rd floor**

## 8 February 2023 Wednesday

09:30 - 09:45	<ul style="list-style-type: none"> <li>• Welcome and introduction</li> <li>• Agenda and Meeting Objectives</li> </ul>
09:45 – 11:00	Discussion on completed project activities and outputs
11:00 – 11:20	Coffee break
11:20 – 13:00	Overview and discussion on implemented dissemination & publicity activities
13.00 – 14:00	Lunch
14:00 – 15:30	Overview and discussion on implemented evaluation activities and evaluation report
15:30 – 15:50	Coffee break
15:50 – 17:00	<p>Project Management, Budget &amp; Implementation</p> <ol style="list-style-type: none"> <li>1. financial &amp; administrative issues</li> </ol> <ul style="list-style-type: none"> <li>• elaborating final report</li> <li>• tasks need to be done until the end of the project</li> </ul>

## 9 February 2023 Thursday

09:30 - 09:45	<ul style="list-style-type: none"> <li>• Overview and discussion on implementation of the new project</li> <li>• Project Partnership- involvement of new partners</li> </ul>
09:45 – 11:00	<ul style="list-style-type: none"> <li>• New project activities and outputs</li> </ul>
11:00 – 11:20	Coffee break
11:20 – 13:00	<ul style="list-style-type: none"> <li>• Work packages 2, 3 and 4</li> </ul>
13.00 – 14:00	Lunch
14:00 – 15:30	Dissemination activities (work package 5)
15:30 – 15:50	Coffee break
15:50 – 17:00	<p>Project Management (work package 1), Budget &amp; Implementation</p> <ul style="list-style-type: none"> <li>• Distribution of tasks</li> <li>• Preparation of the new proposal</li> </ul>

- Coordination and application

## Closing the TPM and summarizing the discussions

# ERMIScomproject



### Final Report

All HEIs are required to submit a final report via Mobility Tool+ at the end of every project and, upload all project results in the Erasmus+ Project Results Platform. The report will include a narrative report to demonstrate the qualitative aspects of the project implementation in addition to the quantitative data. The final report must be submitted within 60 days of the project end date (which can be found in Article I.2.2 of the grant agreement). Mobility Tool+ remains fully open during the reporting period, however, no changes to project records in MT+ will be possible past the final report deadline. Lead organisations must enter activity and budget information about their project in Mobility Tool+ as the project progresses. **Organisations can then begin completing the narrative report.** Please note: Final reports should not be submitted before the project end date.

**Important note: Please ensure that you update your project summary. This is pre-populated from the application form and is therefore in the future tense. The project summary should describe what you have done in the project rather than what you plan to do.**

## 2. PROJECT SUMMARY (THIS SECTION SUMMARISES THE PROJECT AND THE ORGANISATIONS INVOLVED AS PARTNERS)

**Background:** Why did you apply for this project? What were the needs you have addressed? value required.

**Objectives:** What did you want to achieve by implementing the project? value required.

**Implementation:** What activities did you implement? value required

**Results:** What concrete outputs and other results did your project produce? value required

Please provide a translation of your project summary in English.

### 2.2. Associated Partners

In addition to the above formally participating organisations, did you involve associated partner in your project? Yes/ No and Please identify those organisations and se explain their involvement, how they contributed to the achievement of the project objectives.

### 3. Description of the Project

*In this section, we need to give information about the objectives and topics addressed by the project; a summary and concrete results and achievements. Were all original objectives of the project met? Comments on any objectives initially pursued but not achieved and description of any achievements exceeding the initial expectations. (value required)* \_\_\_\_\_

**In what way was the project innovative and/or complementary to other projects already carried out?**

**What was the most relevant horizontal or sectoral priority addressed by your project?**

**What were the other relevant horizontal or sectoral priorities addressed by your project?**  
(Multiple selection possible)

**In case the above selected priorities are different from the ones in the application, please explain why.**

**What were the most relevant topics addressed by your project?** (Multiple selection possible),  
**In case the selected topics are different from the ones in the application, please explain why.**

#### 3.1. Participants

Please briefly describe **how you selected and involved participants in the different activities of your project.**

Participants **with fewer opportunities**: did your project involve participants facing situations that make their participation more difficult? Yes/ No

Approximately, **how many persons not receiving a specific grant benefited from or were targeted by the activities organised by the project** (e.g., members of the local community, young people, experts, policy makers, and other relevant stakeholders)? Please enter the number of persons here: ....value required

Please describe briefly how and in which activities these persons were involved .

### 4. Project Management

How did you ensure proper budget control and time management in your project?

**Monitoring:** How were the progress, quality and achievement of project activities monitored? Please describe the qualitative and quantitative indicators you used. Please give information about the involved staff, as well as the timing and frequency of the monitoring activities

**Evaluation:** How did you evaluate to which extent the project reached its results and objectives? What indicators did you use to measure the quality of the project's results?

If relevant, please describe **any difficulties you have encountered in managing the implementation of the project and how you and your partners handled them.**

**How did you handle project risks**(e.g., conflict resolution processes, unforeseen events, etc.)?



## 5. Project Implementation

**This section asks for information about all the stages of the project:** implementation of main activities including practical arrangements, **participants' profile, impact, dissemination of the results and future plans;**

- Please describe the project activities and expenses covered with the Project Management and Implementation grant. If the requested amount is different from the automatically calculated one based on the project duration, please explain why.
- Please describe the methodology you applied in your project.
- How did the project partners contribute to the project? Please detail specific contributions made by the partner organisations.

## 5. Project Implementation

- **How did you communicate and cooperate with your partners?** What are the **positive and negative elements of the cooperation process?** What would you improve if you were to carry out a similar project in the future?
- **What target groups were addressed in your activities plan?** Were the target groups changed in comparison to the ones identified in the application form?
- If relevant for your project, **did you use or do you plan to use Erasmus+ online platforms (e.g. EPALE, School Education Gateway, eTwinning)** for the preparation, implementation and/or follow-up of your project? **If yes, please describe how.**

## 5.5. Participants in Learning/Teaching/Training Activities (LTTsC1 and C2)

### 5.5.1. Participants' Profile

For each activity, please describe the background and profile of the participants involved in the learning, teaching or training activities. How were the participants selected, prepared and supported? If relevant, please describe any practical arrangement set for the participants, including training, teaching or learning agreements.

### 5.5.2. Participants' Recognition

Did your project make use of European instruments like Europass, ECVET, Youthpass, ECTS etc. or any national instruments/certificates for recognition or validation of the learning outcomes of the participants in the learning, teaching or training activities? Yes/No

If you have used other recognition/validation instruments, please describe them

## 6. Follow-up

### 6.1. Impact

- What was the project's impact on the participants, participating organisations, target groups and other relevant stakeholders? value required
- What was the impact of the project at the local, regional, European and/or international levels? Please provide qualitative and quantitative indicators. value required
- How did the project contribute to the achievement of the most relevant priorities as indicated in the description section? value required

## 6. Follow-up

### 6.2. Dissemination and Use of Project Results

- To whom did you disseminate the project results inside and outside your partnership? Please define particular your targeted audience(s) at local/regional/national/EU level/international and explain your choices.
- What kind of dissemination activities did your partnership carry out and through which channels? Please also provide information on the feedback received.
- Erasmus+ promotes an open access requirement for all materials produced through its projects. In case your project has produced intellectual outputs/tangible deliverables, please describe if and how you have promoted free access to them by the public. In case a limitation was imposed for the use of the opdicence, please specify the reasons, extent and nature of this limitation.
- How have you ensured that the project's results will remain available and be used by other?
- How did you see the potential to use this project's approach in other projects on a larger scale and/or in a different field or area?

## 6. Follow-up

### 6.3. Sustainability

- What are the activities and results that will be maintained after the end of the EU funding, and how will you ensure the resources needed to sustain them?