

Progress Report

This report details all the activities which you are involved in over the whole life of the project. At the end of each reporting period you should add a paragraph or two (maximum of 200 words) of your progress against each relevant activity, including any problems or issues you have encountered:

Activity	Description of activity	Timeframe
2.2	Regional meetings	February 2014
<i>One representative of the UACEG attended the SEE regional meeting held in Prague and participated in the discussion on expected challenges and benefits from the project</i>		
2.3	Mapping and state of the art report	March 2014
<i>This deliverable included the task to coordinate the mapping exercise in Bulgaria and complete the mapping template. This involved a comprehensive internet search about the integration of ESD into the Bulgarian Higher Education system (review of official national policy documents, university strategic statements and curricula). Telephone and live interviews were additionally carried out with university staff in order to identify existing opportunities for educators to develop their ESD competences. The mapping was conducted in close cooperation with the University of Forestry in Sofia (P37). The mapping template will be ready by the end of April 2014.</i>		
3.2	Collation of case studies	April, May 2015
<i>A Bulgarian large case study was developed to be included in the Leading Practice Publication (title of case study: ISDE: Informal teachers' network for mutual support in ESD, Bulgaria); the case study comprised an overview of ISDE activities, organizational scheme of the interactions of the group within and outside the university, participants' reflections and analysis of outcomes and lessons learned. The case study was presented at the project annual meeting in Madrid</i>		
7.5	Development of e-list of contacts	March 2014
<i>Jointly with the University of Forestry (P37) a contact list was developed that includes key contacts in a number of Bulgarian universities interested and active in developing higher education for sustainable development. These are academic staff and university administration members who we will inform about the project activities and results. They are also expected to provide consultations during the mapping exercise (see Del. 2.3). We will continuously update this contact list in order to reach as broad as possible target group in the HE institutions in the country.</i>		
7.6	Translation	March 2014
<i>For dissemination purposes the press release and project leaflet developed by Charles University Prague, were translated from English into Bulgarian.</i>		
7.6	Translation	December 2015
<i>For dissemination purposes the project press release on the Leading Practice Publication was translated from English into Bulgarian (to be uploaded at the university website in January 2016)</i>		

List of all project deliverables:

1. Project Coordination	
1.1 Consortium Agreements with EACEA, SG and UE4SD partners	Consortium Agreement
1.2 Project management systems	
1.3 Regional management systems	
1.4 Progress and final reports, including financial statements	Progress reports, time and financial sheets, claim forms
1.5 SG Meetings	Minutes
1.6 Annual reports on state of innovation	Reports

2. Mapping the Field	
2.1 Template meeting and development of template	Template, Minutes
2.2 Regional Meetings	Minutes/reports
2.3 Regional mapping and state of the art report	country, regional and state of art report
2.4 Annual meeting	Report
3. Leading Practice Publication	
3.1 Development of case study template	Template
3.2 Collation of case studies	Case studies
3.3 Production of leading practice publication	Publication
3.4 Annual meeting	Report
4. Online Platform of Resources	
4.1 Sub-contracting of technical support	Sub-contract
4.2 Design and development of the online portal of resources	Submit materials
4.3 Filming of interviews	Films
4.4 Portal user guide	User guide
5. Academy for ESD in HE	
5.1 Academy Framework	Framework
5.2 Trial and evaluation of the academy	Academy and Report
5.3 Review of the academy framework	Updated framework
6. Quality Assurance	
6.1 Sub-contracting of external evaluator	Sub-contract
6.2 QA guide	Guide
6.3 M&E framework	Framework
6.4 M&E tools	Tools
6.5 M&E annual and final reports	3 reports
7. Dissemination	
7.1 Project website	Website
7.2 Newsletters	Send news for newsletter and forward newsletter
7.3 Project summary/leaflet	Leaflet
7.4 Press releases	Press releases
7.5 Development of e-list of contacts	Contact list
7.6 Translation	Translated materials
8. Exploitation	
8.1 End of project conference	Report
8.2 Academic papers (deadlines TBC)	Papers
8.3 Sustainability plan for the network	Plan
8.4 Engagement with policy-makers	Evidence of engagement