



## WP4

# Quality Plan and Monitoring

Lead Organisations of WP4: **University Mediterranea of Reggio Calabria (UNIRC)**

**Participating Organisation:** UNIRC (Italy); UB (Serbia); UNSCM (FYR of North Macedonia); FRI-BAS (Bulgaria)

### **Deliverable 4.2**

**Title: Quality control according to the adopted plan and measures for improving**

**FINAL Report on Partner Institution self-assessment (ANNEX R of the Quality Plan and Monitoring)**

**Participating Organisations:** UB (P1); UNS (P2); UNI (P3); UBL (P4); UNSA (P5); INSZASUM (P6); BOKU (P7); UNSCM (P8); UNIRC (P9); FRI-BAS (P10)



## PROJECT INFO

Project title	Soil Erosion and Torrential Flood Prevention: Curriculum Development at the Universities of Western Balkan Countries
Project acronym	SETOF
Project reference number	598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP(2018-2579/001-001)
Coordinator	University of Belgrade
Project start date	November 15, 2018
Project duration	36 months

## DOCUMENT CONTROLSHEET

Ref. No and Title of Activity	<b>4.2. Quality control according to the adopted plan and measures for improving</b>
Title of Deliverable:	Summary Report on Institution self-assessment (ANNEX R of the Quality Plan and Monitoring)
Institutions:	
Author/s of the deliverable	UNIRC – Prof. Paolo Porto
Status of the document:	FINAL REPORT

Project number: 598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018 – 2579 / 001 – 001)

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## 1. Introduction

To ensure the quality of the SETOF project, internal work quality standards and procedures are established by the Quality Assurance Committee (QAC) which is in charge to monitor project performance. The QAC consists of four members, nominated during the kick-off meeting held in Belgrade in December 2018, as follows:

1	UNIRC-Italy	Paolo Porto
2	UB-Serbia	Miodrag Zlatić
3	UNSCM–FYR of North Macedonia	Ivan Minčev
4	FRI-BAS-Bulgaria	Ivan Marinov (Eli Pavlova)

The lead Partner for the Quality Plan and Monitoring Work Package (WP4) is the University Mediterranea of Reggio Calabria (UNIRC).

The member from Bulgaria, Ivan Marinov, due to his retirement, was replaced by Eli Pavlova for the last two years of activities.

The QAC organized qualitative reviews conducted three times during the project (more specifically, at the end of 2019, at the end of 2021 and at the end of the project on November 2022) by each WP Leader and by each Partner Institution Leader.

In general, each Partner Institution was expected to have realized a minimum of 40% of planned outcomes for the year at the end of project year 1 (14 November 2019), 80% of planned outcomes for years 1, 2 and 3 by the end of project year 3 (14 November 2021) and to meet all planned outcomes by the end of the project (14 November 2022). Appropriate spending was to be achieved within the above parameters. Exceptions were considered for the WPs that have planned their activities only during the second and/or the third year of the project. Also, some changes occurred due to the Covid restrictions and the duration of each monitoring period was re-arranged. These changes relate to the duration of the second monitoring period that was extended from one year to two years (2020-2021) and the end of the project that was extended to November 2022 instead of November 2021.

WP and Partner reports used critical self-assessment forms (Annex Q and Annex R) and were evaluated in conjunction with the LOGICAL FRAMEWORK MATRIX – LFM, available at the link <https://www.setof.org/about-project/lfm-workplan/>.

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In this summary report, the overall results of the self-assessment form ANNEX-R that concerns the Partner Institution self-evaluation for each PI Leader are reported and analyzed. The analysis is related to the entire duration of the project (Dec 2018-Nov 2022).

## 2. Self-assessment for each Institution

### **PARTNER P1 - University of Belgrade (UB), Serbia (Responsible person: Prof. Nada Dragović)**

#### ANNEX R PARTNER SELF-ASSESSMENT REPORT

Project title	Soil Erosion and TOrrential Flood Prevention: <i>Curriculum Development at the Universities of Western Balkan Countries</i>
Project acronym	SETOF
Project reference number	598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018-2579/001-001)
Coordinator	University of Belgrade
Project start date	November 15, 2018
Project duration	36 months

Partner	University of Belgrade, Republic of Serbia
Name of the responsible person	Prof. Dr Nada Dragovic

### 1. Partner contributions

Please describe shortly your contribution to the project within each of the activities defined by LFM and comment if necessary. If it is not foreseen to take part in some of the activities, please mark it with n/a. If some activity has not started yet, please indicate that. If your team did not accomplish some task, please give the reasons.

Project number: 598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018 – 2579 / 001 – 001)

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Activities – LFM code	Achieved to date	Comment
1.1 Analysis state of soil degradation/soil erosion	Participation in the development of deliverable 1.1. - Analysis state of soil degradation/soil erosion in WBC	Participation in Report of Analysis state of soil degradation/soil erosion in Serbia
1.2 Analysis of torrential floods	Participation in the development of deliverable 1.1. - Analysis of torrential floods in WBC	Participation in the preparation of the Report of Analysis of torrential floods in Serbia
1.3 Report of prevention measures for soil and torrent control in EU countries	n/a	
1.4 Analysis and elaboration of bachelor and master curricula in field of soil and torrent control in EU countries	n/a	
1.5. Workshop on bachelor and master curricula in EU	Participation of P1 representatives on workshop on bachelor and master curricula best practices in EU. 1. UNIRC, Reggio Calabria, Italy 2. UNSCM, Faculty of Forestry, Skopje, North Macedonia	Workshop on bachelor and master curricula best practicis in Italy, Reggio Calabria, September 30 to October 2, 2019  Workshop on bachelor and master curricula best practicis in North Macedonia, Skopje, October 28-29, 2019
2.1 Defined study requirements with Bologna standards	Participation in the development of deliverable 2.1 Defined study requirements with Bologna standards	Participation in the preparation of the Report on compliance requirements with Bologna standards (Serbia)
2.2 Defined goals, competences and learning outcomes of bachelor and new master curricula	Participation in the development of defined goals, competencies and learning outcomes of bachelor and master curricula	Participation in the preparation of the Report on defined goals, competence and learning outcomes (Serbia)

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2.3 Established new and improved existing subjects of bachelor programme	Participation in the establishing new and improved existing subjects of bachelor and master program	Preparation of the presentation of existing subject syllabuses in the field of soil erosion and torrential flood prevention; Proposal for new and improved subjects on existing bachelor and master programmes at the Faculty of Forestry UB
2.4. Established new master programme	Participation in development of new Master study structure.  Definition of subjects.  Preparation of syllabi for subjects on new Master study.	Decision on the new master curriculum at universities: UB, UNS and UNI was adopted in June/July 2020
2.5. Study visits EU university and analysis best practices	Participation of P1 representatives in study visits for teaching staff at EU universities (BOKU Vienna)	Study visits EU university and analysis best practices in Innsbruck, Austria, May 16, 2019
2.6. Harmonization of the proposed changes	Participation in harmonization of the proposed changes in the existing bachelor and master curriculum	Participation in the preparation of the Report of the harmonization of the proposed changes
2.7. Introduce and training teaching staff	Participation of P1 representatives in training teaching	Training was held on November 10 <sup>th</sup> at the University of Niš and November 12 <sup>th</sup> at the University of Novi Sad by prof. Paolo Porto  Training was held on June 16 <sup>th</sup> 2022 at the Faculty of Forestry UKIM in Skopje by prof. Ivan Blinkov and prof. Ivan Minčev
3.1. New bachelor subjects implemented	Modernized and new curricula are implemented starting from school year 2020/2021	
3.2. New master programme implemented	The implementation of the master program starts by enrolling students in the school academic year 2021/2022.	Participation in the process of the student enrollment, holding block classes and other teaching activities



3.3. Evaluation of syllabi	Participation in completing the questionnaire	Report was prepared by P4 UBL
3.4. Report of master and bachelor curricula quality	Participation in completing the questionnaire	Report was prepared by P4 UBL
4.1. Quality plan established	Participation in the development of QP	Final form of the Quality Plan was adopted at 2 <sup>nd</sup> QAC meeting, Banja Luka November 19, 2019
4.2. Quality control according to the adopted plan	Drafting an annexes of the Quality Plan (Q, R,V)	Report on the results of Annexes Q, R and V at the QAC meeting
4.3. External financial control	External financial control reporting planned for the middle of the project was completed on 15.06.2021.	The report is positive.
4.4. Quality assurance Committee meetings	Participation in the Quality assurance committee meetings	1st QAC meeting, Reggio Calabria, October 2, 2019 2nd QAC meeting, Banja Luka, November 19, 2019 3 <sup>rd</sup> QAC meeting, online, Sarajevo, September 29, 2020 4 <sup>th</sup> QAC meeting, online, Niš, June 10, 2021 5 <sup>th</sup> QAC meeting, Novi Sad, March 11, 2022 6 <sup>th</sup> QAS meeting, Goč teaching base Faculty of Forestry UB, November 3, 2022
5.1. Project website created and maintenance	Participation in the development of Project website  The maintenance of project website is ongoing	
5.2. Establish dissemination plan	Participation in the development of Dissemination plan	Dissemination plan adopted at the 1 <sup>st</sup> SteeringCommittee Meeting (May 17, 2019)
5.3. Promotion material created	Participation in the development of visual identity and drafting promotional material	Contribution has been regularly prepared and submitted to leader of WP.

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5.4. Trainings plan defined and adopted	Contribution to the definition of the training plan	Training plan adopted at the 3 <sup>rd</sup> PMU meeting (September 29, 2020)
5.5. Promotion trainings with engineers in enterprises	<p>The training with engineers in enterprise was held at the Vodoprivreda doo Požarevac, the Republic of Serbia on the 18th of February 2021.</p> <p>The training with engineers in enterprise "Erozija" a.d. Valjevo was held on March 18, 2022.</p> <p>The training with engineers in Serbian Chamber of Engineers was held April 19, 2022</p>	About 45 participants
5.6. Trainings in local communities	<p>Training with employees in local community Mionica was held on February 25<sup>th</sup>, 2022.</p> <p>Training with employees in local community Kraljevo was held June 9th, 2022</p> <p>Training with employees in local community Požarevac was held November 7th, 2022</p> <p>Training with employees in local community Užice was held November 9th, 2022</p>	About 70 participants
6.1. Sustainability plan created	Contribution to the drafting of the Sustainability plan	Sustainability plan adopted
6.2. Accreditation of master curricula	Joint master program is accredited	Certificate of Accreditation of the new master program was received in mid-June 2021
6.3. Promotion for students enrolment	Participation in promotion for student enrolment	23 students have enrolled to the joint master's program
7.1. Project management meetings	Organization of Kick-off meeting and 1 <sup>st</sup> Project management unit meeting	

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	<p>Organization of 1st Project Management Unit Meeting, 15th May 2019, Innsbruck, Austria</p> <p>Participation in organization:</p> <p>2<sup>nd</sup> Project Management Unit Meeting, 18 November, 2019, Banja Luka, Bosnia and Herzegovina</p> <p>3<sup>rd</sup> PMU meeting, online, 28 September 2020, Sarajevo, B&amp;H</p> <p>4<sup>th</sup> PMU meeting, online, 09 June 2021, Niš, Serbia</p> <p>5<sup>th</sup> PMU meeting, 10 March 2022, Novi Sad, Serbia</p> <p>6<sup>th</sup> PMU meeting, 4<sup>th</sup> November 2022c, Goč teaching base Faculty of Forestry UB, Serbia</p>	
<p>7.2. Steering committee meetings</p>	<p>Organization 1st Steering Committee Meeting, 17th May 2019, Innsbruck , Austria</p> <p>Participation in organization:</p> <p>2<sup>nd</sup> Steering Committee Meeting, Banja Luka 19, November 2019, B&amp;H</p> <p>3<sup>rd</sup> SC meeting, online, 29 September 2020, Sarajevo, B&amp;H</p> <p>4<sup>th</sup> SC meeting, online, 10 June 2021, Niš, Serbia</p> <p>5<sup>th</sup> SC meeting, 10 March 2022, Novi Sad, Serbia</p> <p>6<sup>th</sup> SC meeting, 4<sup>th</sup> November 2022c, Goč teaching base Faculty of Forestry UB, Serbia</p>	



7.3. Guidelines on the reporting and correspondence	Development of the Guidelines on the reporting and correspondence	Guidelines on the reporting and correspondence was adopted in May 2019
7.4. Day-to-day coordination of project activities	Coordination of project activities on daily basis	
7.5. Interim and finale report	The interim report is submitted by the project coordinator based on the individual reports of the work package leaders.	Interim report submitted in August 2020

## 2. Changes

Please indicate any changes in project realization from the partner institution during the report period and comment on any likely impact on the project and suggest remedial actions

Changes to the planned contributions to the project	Likely implication for WP activities and suggested actions	Date of notification to SETOF coordinator

## 3. Financial matters

Please indicate amounts of received instalments, expenditure within budget lines, and status of financial reporting on SETOF management platform. Please comment any variation in the expected pattern of spending. This report will be considered in conjunction with the Financial Table on the SETOF Management Platform.

Received	No. of the instalment	Amount	Date	Comment
	1.			
	2.			
	3.			
	4.			

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Spent		Spent from Erasmus+ grant	Comment	
	1. Staff Costs	70.000		
	2. Travel Costs	19.990		
	3. Costs of Stay	49.800		
	4. Equipment Costs	45.973,47		
	5. Subcontracting Costs	11.879,00		
	<b>Total</b>	<b>197,552.47</b>		
Reported		Yes	Partially	No
	Financial excel table on the SETOF platform filled-in	✓		
	ITR, Time Sheets and Staff Convention forms completed	✓		
	Supporting documents provided and uploaded to the SETOF platform	✓		

Location, date

Belgrade

09.11.2022

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Signature

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**PARTNER P2 - University of Novi Sad (UNS), Serbia (Responsible person: Prof. Atila Bezdán)**

**ANNEX R**

**PARTNER SELF-ASSESSMENT REPORT**

Project title	Soil Erosion and TOrrential Flood Prevention: <i>Curriculum Development at the Universities of Western Balkan Countries</i>
Project acronym	SETOF
Project reference number	598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018-2579/001-001)
Coordinator	University of Belgrade
Project start date	November 15, 2018
Project duration	36 months

Partner	University of Novi Sad (UNS)
Name of the responsible person	Prof. Atila Bezdán

**1. Partner contributions**

Please describe shortly your contribution to the project within each of activities defined by LFM and comment if necessary. If it is not foreseen to take part in some of activities, please mark it with n/a. If some activity has not started yet, please indicate that. If your team did not accomplish some task, please give the reasons.

Activities – LFM code	Achieved to date	Comment
1.1	Finished, contributed with the report	
1.2	Finished, contributed with the report	
1.3		
1.4		

Project number: 598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018 – 2579 / 001 – 001)

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1.5	Completed, attended in workshops	
2.1	Finished, uploaded the report	
2.2	Finished, uploaded the report	
2.3	Finished, uploaded the report	
2.4	Finished, uploaded the report	
2.5	Finished, uploaded the report	
2.6	Finished, uploaded the report	
2.7	Finished, uploaded the report	
3.1	Completed	
3.2	Completed	
3.3	Completed	
3.4	Completed	
4.1	Completed	
4.2	Completed	
4.3	Completed	
4.4	Completed	
5.1	Completed, provide materials	
5.2	Completed, involved in meetings	
5.3	Completed	
5.4	Completed, involved in meetings	
5.5	Completed, participated in events	
5.6	Completed, participated in events	
6.1	Completed	
6.2	Completed	
6.3	Completed	



7.1	Completed, involved in meetings	
7.2	Completed, involved in meetings	
7.3	Completed, involved in meetings	
7.4	Completed, active coordination and communication with lead partner	
7.5	Completed	

## 2. Changes

Please indicate any changes in project realization from the partner institution during the report period and comment on any likely impact on the project and suggest remedial actions

Changes to the planned contributions to the project	Likely implication for WP activities and suggested actions	Date of notification to SETOF coordinator
Activities within the WP2 are little bit behind the schedule	Adjustments of the schedule of the activities within the WP2, approved by lead partner	May 2019
Activities within the WP2 are affected by COVID-19 pandemic, as other project activities	Adjustments of the schedule of the activities within the WP2 approved by lead partner	2020-2021-2022

## 3. Financial matters

Please indicate amounts of received instalments, expenditure within budget lines, and status of financial reporting on SETOF management platform. Please comment any variation in the expected pattern of spending. This report will be considered in conjunction with the Financial Table on the SETOF Management Platform.

	No. of the instalment	Amount	Date	Comment
<b>Received</b>	1.	€ 18.095,00	2019 July 8	
	2.	€ 22.360,22	2020 Jul 21	
	3.	€ 24.926,00	2022 March 8	

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	4.	€ 24.926,00	2022 Nov 4	
<b>Spent</b>		Spent from Erasmus+ grant	Comment	
	1. Staff Costs	25.538,00	The final payment is not realized yet	
	2. Travel Costs	11.215,00		
	3. Costs of Stay	35.400,00		
	4. Equipment Costs	22.360,15		
	5. Subcontracting Costs	-		
	<b>Total</b>	94.513,15		
<b>Reported</b>		Yes	Partially	No
	Financial excel table on the SETOF platform filled-in			X
	ITR, Time Sheets and Staff Convention forms completed	x		
	Supporting documents provided and uploaded to the SETOF platform		x	

Location, date

Signature

08/11/2022

Atila Bezdán



**PARTNER P3 - University of Niš (UNI), Serbia (Responsible person:  
Prof. Slobodan Milutinović)**

**ANNEX R  
PARTNER SELF-ASSESSMENT REPORT**

Project title	Soil Erosion and Torrential Flood Prevention: <i>Curriculum Development at the Universities of Western Balkan Countries</i>
Project acronym	SETOF
Project reference number	598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018-2579/001-001)
Coordinator	University of Belgrade
Project start date	November 15, 2018
Project duration	36 months

Partner	University of Nis, Republic of Serbia
Name of the responsible person	Prof. Dr. Slobodan Milutinovic

**1. Partner contributions**

Please describe shortly your contribution to the project within each of activities defined by LFM and comment if necessary. If it is not foreseen to take part in some of activities, please mark it with n/a. If some activity has not started yet, please indicate that. If your team did not accomplish some task, please give the reasons.

Activities – LFM code	Achieved to date	Comment
1.1	Participation in the development of deliverable 1.1. - Analysis state of soil degradation/soil erosion in WBC	Development of the analysis: “Potential effects of climate change on soil degradation in Serbia”
1.2	Participation in the development of deliverable 1.1. - Analysis of torrential floods in WBC	

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1.3.	n/a	
1.4.	n/a	
1.5.	Not started yet	
2.1.	Participation of P3 representatives in the analysis of conditions for the improvement of the curricula in compliance with the Bologna Process and the existing laws on higher education, statutes and other legal acts.	
2.2.	Participation of P3 representatives in the defining of the goals/objectives, competencies and learning outcomes for the new study programme, in line with the accreditation standards.	
2.3.	Development of new syllabi, and updating of existing syllabi according the established learning goals and good practices of the partners from the EU.	New elective master degree syllabus " <b>Soil erosion and torrential flood prevention</b> " developed (master curriculum " <b>Emergency Management</b> "); existing bachelor degree course " <b>Soil protection</b> " upgraded (bachelor curriculum " <b>Environmental Engineering</b> "); existing master degree course upgraded (master curriculum " <b>Environmental Management</b> ").
2.4.	Participation of P3 representatives in the development of the curricula "Soil erosion and torrential floods protection".	
2.5.	Participation of P3 representatives in study visits for teaching staff at EU universities (BOKU Vienna, Mediterranean University of Reggio Calabria, and St Kliment Ohridski University Skopje)	



2.6.	Evaluation of the upgraded and newly established syllabi within the P3 and at the national level.	Reports on the evaluation developed and submitted to the WP leader.
2.7.	Organization and logistical support of the study visit of EU project partner representative to P3 on order to deliver the teachers' training on the new teaching methodologies.	Study visit of Prof. Porto to the UNI in December 2021.
3.1	Participation in the preparation of accreditation material.	
3.2.	Participation of P3 representatives at the teaching sessions of newly established joint master curricula "Soil erosion and torrential floods protection".	Two teaching sessions: November 2021 and February 2022.
3.3.	Participation of P3 representatives in the evaluation of the syllabuses of the new and modernized courses: Delivering the report on the evaluation for the courses "Soil erosion and torrential flood prevention" developed (master curriculum "Emergency Management"); existing bachelor degree course "Soil protection" upgraded (bachelor curriculum "Environmental Engineering")	Reports on the evaluation developed and submitted to the WP leader.
3.4.	N/A	
4.1.	Participation in the development of QAP – evaluation of the first draft (QAC meeting)	
4.2.	Participation in first quality control procedure; Participation in second quality control procedure; Participation in third quality control procedure;	



	Participation in final quality control procedure	
4.3	n/a	
4.4.	(ongoing) Participation on the First meeting of the Quality assurance committee; Participation on the Second meeting of the Quality assurance committee; Participation on the Final meeting of the Quality assurance committee	
5.1.	Participation in the development of Project website	
5.2.	Development and drafting Dissemination plan	
5.3.	Development of visual identity and drafting promotional material (project leaflet, poster, etc).	
5.4.	Development of the training plan	Training plan developed and adopted in November 2020.
5.5.	Participation of P3 representatives in the delivering of trainings for engineers (Banjaluka, Nis, Novi Sad, Sarajevo)	
5.6.	Participation of P3 representatives in the delivering of trainings for local self governments (Gradiska, Nis, Novi Sad, Zenica)	
6.1.	N/A	
6.2.	Participation of P3 representatives in the development of the sustainability plan	



6.3.	Development of the promotional material for student enrolment (leaflet, promotional campaign)	
7.1.	Participation and contribution at all Project management meetings up to date. Day-to-day coordination of project activities.	
7.2.	Participation and contribution at all and Steering committee meetings up to date.	
7.3.	n/a	
7.4.	Coordination of project activities on daily basis.	
7.5.	Participation in the development of interim report; Participation in the development of final report	

## 2. Changes

Please indicate any changes in project realization from the partner institution during the report period and comment on any likely impact on the project and suggest remedial actions

Changes to the planned contributions to the project	Likely implication for WP activities and suggested actions	Date of notification to SETOF coordinator

## 3. Financial matters

Please indicate amounts of received instalments, expenditure within budget lines, and status of financial reporting on SETOF management platform. Please comment any variation in the expected pattern of spending. This report will be considered in conjunction with the Financial Table on the SETOF Management Platform.

Received	No. of the instalment	Amount	Date	Comment
	1. installment	21,663.75	June 2019.	
	2. installment	19,196.58		Equipment

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	3. installment	24,205.00	Feb 2022.	
	4.			
<b>Spent</b>		Spent from Erasmus+ grant*	Comment	
	1. Staff Costs	27.839,00		
	2. Travel Costs	13.235,00		
	3. Costs of Stay	25.080,00		
	4. Equipment Costs	19,196.58		
	5. Subcontracting Costs	-		
	<b>Total</b>	<b>85,350.58</b>		
<b>Reported</b>		Yes	Partially	No
	Financial excel table on the SETOF platform filled-in	✓		
	ITR, Time Sheets and Staff Convention forms completed	✓		
	Supporting documents provided and uploaded to the SETOF platform	✓		

\*Ending with 06.11.2022.

Location, date

Nis, 06.11.2022.

Signature



**PARTNER P4 - University of Banja Luka (UBL), B&H (Responsible person: Prof. Marijana Kapovic Solomun)**

**ANNEX R  
PARTNER SELF-ASSESSMENT REPORT**

Project title	Soil Erosion and TOrrential Flood Prevention: <i>Curriculum Development at the Universities of Western Balkan Countries</i>
Project acronym	SETOF
Project reference number	598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018-2579/001-001)
Coordinator	University of Belgrade
Project start date	November 15, 2018
Project duration	36 months

Partner	P4 University of Banja Luka (UBL)
Name of the responsible person	Prof. dr Marijana Kapovic Solomun

**1. Partner contributions**

Please describe shortly your contribution to the project within each of activities defined by LFM and comment if necessary. If it is not foreseen to take part in some of activities, please mark it with n/a. If some activity has not started yet, please indicate that. If your team did not accomplish some task, please give the reasons.

Activities – LFM code	Achieved to date	Comment
1.1 Analysis state of soil degradation/soil erosion	Participation in development of deliverable 1.1. – Analysis state of soil degradation/soil erosion in WBC	
1.2 Analysis of torrential floods	Participation in development of deliverable 1.1 Analysis of torrential floods in WBC	

Project number: 598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018 – 2579 / 001 – 001)

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1.3 Report of prevention measures for soil and torrent control in EU countries	n/a	
1.4 Analysis and elaboration of bachelor and master curricula in field of soil and torrent control in EU countries	n/a	
1.5. Workshop on bachelor and master curricula in EU	Participation in organized workshops on bachelor and master curricula in EU.  Innsbruck, Austria; Reggio Calabria, Italy; Skopje, N. Macedonia	
2.1 Defined study requirements with Bologna standards	Participation in the analysis of conditions for the improvement of the curricula in compliance with the Bologna Process and the existing laws on higher education, statutes and other legal acts.	Report on study requirements with Bologna standards for the Republic of Srpska has been created and submitted to project coordinator and WP leader.
2.2 Defined goals, competences and learning outcomes of bachelor and new master curricula	Participation in define goals, competencies and learning outcomes of existing bachelor and master curricula	Report on goals, competences and learning outcomes of bachelor and master curricula in the study programs and subject at Faculty of Forestry UBL has been created and submitted to project coordinator and WP leader.



<p>2.3 Established new and improved existing subjects of bachelor programme</p>	<p>Participation in establishing new and improved existing subjects of bachelor and master programme.</p> <p>Outcome: Report on new and improved existing subjects of bachelor and master programme at the UBL</p> <p>Equipment purchased.</p>	<p>Report on new and improved existing subjects of bachelor and master programme has been created and submitted to project coordinator and WP leader.</p> <p>Number of modernized subjects on Bachelor study: 4</p> <p>Number of modernized subjects on Master study: 2</p> <p>New subjects introduced on Master study: 1</p> <p>Equipped laboratories.</p>
<p>2.4. Established new master programme</p>	<p>Participation in defining new subjects and curricula for the new Master study programe.</p> <p>Participation in development of new Master study structure.</p> <p>Definition of subjects.</p> <p>Preparation of curricula for subjects on new Master study.</p> <p>Participation in implementation of new master study programe</p> <p>Participation in teaching process, seminary works, exams, master thesis preparation, field work and other necessary parts of work with enrolled students.</p>	<p>Meeting in Belgrade January 24, 2020. Meeting in Novi Sad, 12-13 March, 2020. Obligatory and elective subjects defined. Structure of Master study developed. Report on deliverable 2.4. Established new master programme created and submitted by UBL.</p>
<p>2.5. Study visits EU university and analysis best practices</p>	<p>Participation in study visit</p> <p>Location and date: Ss. Cyril and Methodius University in Skopje, Faculty of Forestry, Skopje, North Macedonia, 16-17.06.2022.</p>	<p>Two professors (Marijana Kapovic Solomun and Vanja Danicic) from UBL participated in study visit that was implemented according to Agenda.</p> <p>Two professors (Marijana Kapovic Solomun and Vanja Danicic) from UBL participated in</p>

Project number: 598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018 – 2579 / 001 – 001)

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	<p>Participation in study visit</p> <p>Location and date: University of Forestry, Sofia, Bulgaria, 12-13.05.2022.</p> <p>Participation in study visit</p> <p>Location and date: BOKU University, Vienna, Austria, 29-30.08.2022.</p>	<p>study visit that was implemented according to Agenda.</p> <p>Two professors (Marijana Kapovic Solomun and Vanja Danicic) from UBL participated in study visit that was implemented according to Agenda.</p>
2.6. Harmonization of the proposed changes	Participation in Harmonization of the proposed changes	Reports
2.7. Introduce and training teaching staff	Participation in training of teaching staff	
3.1. New bachelor subjects implemented	Modernized and new curricula are implemented starting from school year 2020/2021	
3.2. New master programme implemented	<p>Partners were involved in preparation of new subjects (obligatory and elective) for the new Master study that will be accredited by UBG.</p> <p>Proposal of Master structure discussed among partners. Subject titles and responsible teachers are discussed and approved.</p> <p>Completion of the accreditation process under institutions in Serbia is finished. Further steps on implementation of teaching process, consultations with students and field work are discussed among partners and further steps agreed.</p>	Master study program is evaluated by teachers and students separately

Project number: 598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018 – 2579 / 001 – 001)

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	<p>Master study program is active, enrolled by 23 students in school year 2021/2022.</p> <p>Teaching process was performed in two parts, and engaged staff from UBL actively participated.</p> <p>Consultation process among project partners relevant for the implementation of master study program was active among UBL and project partners and coordinator.</p>	
<p>3.3. Evaluation of syllabi</p>	<p>Creation and design of questionnaires separately for teachers, students and for external evaluators from EU and N. Macedonia.</p> <p>Questionnaires distributed to each project partner. Questionnaires distributed among students of Bachelor study program of Faculty of Forestry UBL. Questionnaires distributed among students of Master study program of Faculty of Forestry UBL. Questionnaires distributed among teachers related to project of Faculty of Forestry UBL.</p> <p>Evaluation of syllabi separate Reports for each for EU partner and Macedonia has been sent to coordinator (06/07/2020) Evaluation of syllabi joint Report for EU partners and</p>	<p>Syllabi are evaluated by students after each semester.</p>

Project number: 598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018 – 2579 / 001 – 001)

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	<p>Macedonia has been prepared and sent to WP QA (06/07/2020)</p> <p>Evaluation of syllabi joint Questionnaires for EU partners and Macedonia has been prepared and sent to WP QA (06/07/2020)</p> <p>First joint Report on activity 3.3. for BiH has been prepared and submitted on time.</p> <p>Second joint Report on activity 3.3. for BiH has been prepared and submitted on time.</p> <p>Third joint Report on activity 3.3. for BiH has been prepared and submitted on time.</p> <p>First joint Report on activity 3.3. for Serbia has been prepared and submitted on time.</p> <p>Second joint Report on activity 3.3. for Serbia has been prepared and submitted on time.</p> <p>Third joint Report on activity 3.3. for Serbia has been prepared and submitted on time.</p> <p>Evaluation of syllabi by students is implemented.</p> <p>Final evaluation by students of joint Master study after second semester is finished.</p>	
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3.4. Report of master and bachelor curricula quality	<p>First, Second and Third joint Report for BiH has been submitted to WP QA for regular report on the assessment of the quality of the curricula on the basis of the report prepared by the WPL.</p> <p>First, Second and Third joint Report for Serbia has been submitted to WP QA for regular report on the assessment of the quality of the curricula on the basis of the report prepared by the WPL.</p>	First, Second and third report of bachelor and master curricula quality of students evaluation is prepared and submitted
4.1. Quality plan established	Participation in preparation of QP	<p>Quality plan established</p> <p>Annexes of QP are prepared for UBL once a year and sent to WP leader.</p>
4.2. Quality control according to the adopted plan	n/a	n/a
4.3. External financial control	n/a	n/a
4.4. Quality assurance Committee meetings	Participation in QAC meetings	<p>Established project bodies (Quality assurance committee)</p> <p>1<sup>st</sup> Quality Assurance Committee meeting in R. Calabria, Italy</p> <p>2<sup>nd</sup> Quality Assurance Committee meeting in Banja Luka, BIH</p> <p>3<sup>rd</sup> QAC meeting, online, June 10<sup>th</sup>, 2021.</p> <p>4<sup>th</sup> QAC, meeting Fruška Gora, Novi Sad March 3<sup>rd</sup> 2022, Nis</p> <p>5<sup>th</sup> QAC, meeting Fruška Gora, Novi Sad March 3<sup>rd</sup> 2022</p>



		6 <sup>th</sup> QAC, meeting Goč November 3 <sup>rd</sup> 2022
5.1. Project website created and maintenance	Participation/contribution in the development of Project website	Preparation and dissemination of materials from UBL, for web page. Website developed
5.2. Establish dissemination plan	Contribution in development and drafting Dissemination plan	Dissemination plan established Participation in development of dissemination plan, comments and edits delivered.  DAR sent after each activity related to project.
5.3. Promotion material created	Contribution in development of visual identity and drafting promotional material (project leaflet, poster, etc).	Promotion material created Comments and edits on promotion material delivered.
5.4. Trainings plan defined and adopted	Participation in defining and adoption of training plan.	Training plan developed and implemented.
5.5. Promotion trainings with engineers in enterprises	Training for engineers (30 participants) is held in Banja Luka  Training for engineers is held in Sarajevo. UBL participated in this training with presentation given by Branislav Cvjetkovic	Training is held on May 27 <sup>th</sup> , 2021.  Training is held on September 16 <sup>th</sup> , 2021.
5.6. Trainings in local communities	Training for local communities (7 local communities) is held in Gradiska.  Training for local communities is held in Prijedor.	Training is held on May 28 <sup>th</sup> , 2021.  Training is held on December 07 <sup>th</sup> , 2021.  Training is held on December 30 <sup>th</sup> , 2021.



	Training for local communities is held in Teslic.	
6.1. Sustainability plan created	Participation in development of Sustainability, comments and edits delivered.	Sustainability plan created.
6.2. Accreditation of master curricula	Participation in preparation of documents needed for accreditation of master curricula.	Master program is accredited.
6.3. Promotion for students enrolment	Participation in promotion.	Public call published on web site <a href="https://www.sf.unibl.org/2021/08/01/konkurs-za-zajednicki-program-master-akademskih-studija/">https://www.sf.unibl.org/2021/08/01/konkurs-za-zajednicki-program-master-akademskih-studija/</a>
7.1. Project management meetings	Participation and contribution at all Project management meetings up to date. Day-to-day coordination of project activities.	Kick-off meeting in October 2018 Established project bodies (project management unit)  1st Project Management Unit Meeting, 15th May 2019, Innsbruck, Austria  2nd Project Management Unit Meeting, 18 November, 2019, Banja Luka BIH  3th Project Management Unit, online meeting Banja Luka June 9th, 2021  5th Project Management Unit, meeting Fruška Gora, Novi Sad March 3rd 2022  6th PMU meeting Goč, Serbia, November 3rd, 2022
7.2. Steering committee meetings	Participation and contribution at all and Steering committee meetings up to date.	Established project bodies (Steering committee)  1st Steering Committee Meeting, 17th May 2019, Innsbruck, Austria  2nd Steering Committee Meeting, Banja Luka 19, November 2019.  3th Steering Committee, online meeting Banja Luka June 9th, 2021  5th Steering Committee meeting Fruška Gora, Novi Sad March 4th 2022

Project number: 598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018 – 2579 / 001 – 001)

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		6 <sup>th</sup> Steering Committee meeting Goč, Serbia, November 3 <sup>rd</sup> , 2022
7.3. Guidelines on the reporting and correspondence		Guidelines for management an reporting created until March 2019
7.4. Day-to-day coordination of project activities	Coordination of project activities on daily basis.	
7.5. Interim and final report	Development of narrative reports for UBL.	Narrative reports prepared and submitted.

## 2. Changes

Please indicate any changes in project realization from the partner institution during the report period and comment on any likely impact on the project and suggest remedial actions

Changes to the planned contributions to the project	Likely implication for WP activities and suggested actions	Date of notification to SETOF coordinator

## 3. Financial matters

Please indicate amounts of received instalments, expenditure within budget lines, and status of financial reporting on SETOF management platform. Please comment any variation in the expected pattern of spending. This report will be considered in conjunction with the Financial Table on the SETOF Management Platform.

Received	No. of the instalment	Amount	Date	Comment
	1. Instalment No.1 (Request number 01/19)	18.483,75 EUR	June 05, 2019.	
	2. Instalment for equipment (02/19)	28,310.00 EUR	October 09, 2019.	
	3. Instalment No.2 (Request number 03/19)	18,483.75 EUR		

Project number: 598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018 – 2579 / 001 – 001)

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	4.Instalment No.3 (Request number 04/21)	26.111,00	July 01, 2021.	
<b>Spent</b>		Spent from Erasmus+ grant	Comment	
	1.Staff Costs	37,260.00 EUR		
	2.Travel Costs	8545,00 EUR		
	3.Costs of Stay	17.280,00 EUR		
	4. Equipment Costs	27,413.44 EUR		
	5. Subcontracting Costs	0,00		
	<b>Total</b>	<b>90,488,94 EUR</b>		
<b>Reported</b>		Yes	Partially	No
	Financial excel table on the SETOF platform filled-in	✓		
	ITR, Time Sheets and Staff Convention forms completed	✓		
	Supporting documents provided and uploaded to the SETOF platform	✓		

Banja Luka, 14.11.2022

Signature





**PARTNER P5 - University of Sarajevo (UNSA), B&H (Responsible person: Prof. Muhamed Bajrić)**

**ANNEX R**

**PARTNER SELF-ASSESSMENT REPORT**

Project title	Soil Erosion and TOrrential Flood Prevention: <i>Curriculum Development at the Universities of Western Balkan Countries</i>
Project acronym	SETOF
Project reference number	598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018-2579/001-001)
Coordinator	University of Belgrade
Project start date	November 15, 2018
Project duration	36 months

Partner	P5 (UNSA –B&H)
Name of the responsible person	Muhamed Bajrić

**1. Partner contributions**

Please describe shortly your contribution to the project within each of activities defined by LFM and comment if necessary. If it is not foreseen to take part in some of activities, please mark it with n/a. If some activity has not started yet, please indicate that. If your team did not accomplish some task, please give the reasons.

Activities – LFM code	Achieved to date	Comment
1.1 Analysis state of soil degradation/soil erosion in WBC	15.03.2019	staff participated in the creation and presentation of the report at the joint meeting

Project number: 598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018 – 2579 / 001 – 001)

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1.2 Analysis of torrential floods in WBC	15.04.2019	staff participated in the creation and presentation of the report at the joint meeting
1.3 Report of prevention measures for soil and torrent control in EU countries	15.05.2019.	staff participated to report presentation in Innsbruck
1.5 Workshop on bachelor and master curricula best practices in EU	30.10.2019.	staff participated to report presentation in Reggio Calabria
2.1 Defined study requirements with Bologna standards	20.09.2019.	staff participated in the creation and presentation of the report at the joint meeting
2.2 Defined goals, competences and learning outcomes of bachelor and master curricula	14.11.2019.	staff participated in the creation and presentation of the report at the joint meeting
2.3. Established new and improved existing subjects on bachelor	18.6.2020.	staff participated in the creation and presentation of the report at the joint meeting. Innovations were accepted by Faculty of Forestry council meeting XVII (No: 01/6- 1372/ 20; 18.06.2020)
2.4. Established new master programme	04.06.2021.	staff participated in the creation of the program which was adopted in Republic of Serbia 14.05.2021. (612-00-00212/6/2020-3)
2.5. Study visits EU university and analysis best practices	17.5.2019. 2.10.2019. 30.10.2019. 12-13.5.2022 16-17.6.2022. 4-6.7.2022.	Staff participated in study visits in Innsbruck (Austria), Reggio Calabria (Italy) and Skopje (North Macedonia).  Staff participated in study visits in Sofia (Bulgaria), Skopje (North Macedonia), Reggio Calabria (Italy) and Vienna (Austria)



	29-30.8.2022.	
2.6. Harmonization of the proposed changes	18.6.2020.	staff harmonized changes in syllabus after study visits and trainings
2.7. Introduce and training teaching staff	17.05.2019. 2.10.2019. 30.10.2019.	Staff participated in study visits in Innsbruck (Austria), Reggio Calabria (Italy) and Skoplje (North Macedonia).
3.1. New bachelor subjects implemented	2.3.2022. -still going	Staff implements subjects according to innovated syllabi since 2020.
3.2. New master programme implemented	2.3.2022.- still going	Staff implements new master program since 1.11.2021. through in-person and on-line lectures.
3.3. Evaluation of syllabi	15.7.2020. first report 2.7.2021. last report	Staff participated in questioner and report preparation for evaluation of the syllabi
3.4 Report of bachelor and master curricula quality	15.7.2020. first report 2.7.2021. last report	Staff participated in questioner and report preparation for evaluation of the syllabi  Staff participated at the meeting where it was presented
4.1. Quality plan established	28.9.2020.	Organization of the meeting and participation at the presentation
4.2. Quality control according to the adopted plan		
4.3. External financial control	20.5.2021.	Staff participated in collecting, organizing and writing reports for UNSA Faculty of Forestry. Accepted report.



4.4. Quality assurance Committee meetings	10.6.2021.	staff participated at the meeting
5.1. Project website created and maintenance	17.9.2019	staff participated in the creation and updating the contents
5.2. Establish a dissemination plan	30.1.2019.	staff participated in the creation and presentation
5.3. Promotion material created		staff participated in the creation and presentation of promotion material
5.4. Trainings plan defined and adopted		staff participated in the creation and presentation
5.5. Promotion trainings with engineers in enterprises	27.5.2021. 19.9.2021.	staff participated in the creation and presentation for engineers from Republica Srpska in Banja Luka  staff participated in the creation and presentation for engineers from Federation of B&H in Sarajevo
5.6. Trainings in local communities	20.9.2021.	staff participated in the creation and presentation for local communities from Federation of B&H in Sarajevo
6.1. Sustainability plan created	28.9.2020. 30.10.2022.	Staff prepared and presented Sustainability plan at the on-line meeting held by UNSA Faculty of Forestry, which was accepted 28.9.2020.  Staff made additions to Sustainability plan.
6.2. Accreditation of master curricula	15.11.2022.	Staff provided documents for accreditation process

Project number: 598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018 – 2579 / 001 – 001)

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6.3. Promotion for student enrollment	13.7.2022.  25.5.2022.	Staff had on-line promotion of the study program.

## 2. Changes

Please indicate any changes in project realization from the partner institution during the report period and comment on any likely impact on the project and suggest remedial actions

Changes to the planned contributions to the project	Likely implication for WP activities and suggested actions	Date of notification to SETOF coordinator
Nothing to report		

## 3. Financial matters

Please indicate amounts of received instalments, expenditure within budget lines, and status of financial reporting on SETOF management platform. Please comment any variation in the expected pattern of spending. This report will be considered in conjunction with the Financial Table on the SETOF Management Platform.

	No. of the instalment	Amount	Date	Comment
<b>Received</b>	1. the first instalment of the prefinancing	18243,25	15/7/2019	Nothing to comment
	2. the second instalment	18243,25	15/12/2020	Nothing to comment
	3. the instalment – for equipment	29.070,00	17/12/2019	Nothing to comment

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	4. the instalment	26.222,50	04/11/2022	Nothing to comment
<b>Spent</b>		Spent from Erasmus+ grant	Comment	
	1. Staff Costs	22.423,00 <del>13.577,00</del>	11.11.2022. 8.3.2022. 13.11.2019.	These are employee's daily subsistence allowance for traveling not fees for activity accomplishment  Calculated costs match the actual spent money from first instalment
	2. Travel Costs	9.090,00 <del>5.470,00</del>	11.11.2022. 8.3.2022.	Calculated costs match the actual spent money from first instalment
	3. Costs of Stay	15.600,00 <del>9.120,00</del>	11.11.2022. <del>8.3.2022.</del>	Calculated costs match the actual spent money from first instalment
	4. Equipment Costs	28.449,00	8.3.2022.	
	5. Subcontracting Costs			
	<b>Total</b>			
	<b>Reported</b>		Yes	Partially
Financial excel table on the SETOF platform filled-in		YES	14.11.2022. 8.3.2022.	
ITR, Time Sheets and Staff Convention forms completed		YES	14.11.2022. 8.3.2022.	

Project number: 598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018 – 2579 / 001 – 001)

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	Supporting documents provided and uploaded to the SETOF platform	YES	In progress	
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Location, date

Sarajevo, 8.3.2022.

Signature

prof. dr. Muhamed Bajrić

**PARTNER P6 - Institute of Forestry (INSZASUM), Serbia (Responsible person: Dr. Tomislav Stefanović)**

## ANNEX R

### PARTNER SELF-ASSESSMENT REPORT

Project title	Soil Erosion and Torrential Flood Prevention: <i>Curriculum Development at the Universities of Western Balkan Countries</i>
Project acronym	SETOF
Project reference number	598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018-2579/001-001)
Coordinator	University of Belgrade
Project start date	November 15, 2018
Project duration	36 months

Partner	Institute of Forestry, Belgrade, Republic of Serbia
Name of the responsible person	Dr. Tomislav Stefanović

### 1. Partner contributions

Please describe shortly your contribution to the project within each of activities defined by LFM and comment if necessary. If it is not foreseen to take part in some of activities, please mark it with n/a. If some activity has not started yet, please indicate that. If your team did not accomplish some task, please give the reasons.

Project number: 598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018 – 2579 / 001 – 001)

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Activities – LFM code	Achieved to date	Comment
1.1	Participation in the development of deliverable 1.1. - Analysis state of soil degradation/soil erosion in WBC	Participation in the preparation of the Report of Analysis state of soil degradation/soil erosion in Serbia
1.2	Participation in the development of deliverable 1.2. - Analysis of torrential floods in WBC	Participation in the preparation of the Report of Analysis of torrential floods in Serbia
1.3.	n/a	
1.4.	n/a	
1.5.	n/a	
2.1.	n/a	
2.2.	n/a	
2.3.	Participation in the establishing new and improved existing subjects of bachelor and master program	
2.4.	Participation in development of new Master study structure.  Definition of subjects.  Preparation of syllabi for subjects on new Master study.	
2.5.	Participation of P6 representatives in study visits to EU universities	(BOKU Vienna, Mediterranean University of Reggio Calabria and Forest Research Institute at the Bulgarian Academy of Sciences, Sofia)
2.6.	n/a	
2.7.		
3.1	n/a	
3.2.	n/a	
3.3.	n/a	
3.4.	n/a	

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4.1.	n/a	
4.2.	Drafting an annexes R,V and T of the Quality Plan	
4.3	n/a	
4.4.	n/a	
5.1.	n/a	
5.2.	Participation in the development of Dissemination plan	
5.3.	Participation in the development of visual identity and drafting promotional material	
5.4.	Contribution to the definition of the training plan	
5.5.	The trainings with engineers in enterprise were held at the Vodoprivreda doo Požarevac (on 18th of February 2021); VD „Dunav“ ad Bačka Palanka (on October of 29 <sup>th</sup> , 2021), at the Faculty of Occupational Safety in Niš (on 14 of June 2021), at the „Erozija“, Valjevo (18.3.2022.), and at the Serbian chamber of engineers, Belgrade (19.4.2022.)	
5.6.	The trainings with employees in local community were held in Mionica (Valjevo) (on February 25 <sup>th</sup> , 2022); Niš and Leskovac ( on 15 June 2021) at the Faculty of Occupational Safety in Niš; Beočin (on October 28, 2021), Bačka Palanka (on October 29, 2021) and in the Municipality of Požarevac on 7th of November, 2022.	
6.1.	Contribution to the drafting of the Sustainability plan	
6.2.	n/a	
6.3.	Participation in promotion for student enrolment	

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7.1.	Participation and contribution at all Project management meetings up to date.	
7.2.	Participation and contribution at all Steering committee meetings up to date.	
7.3.	Participation in development of the Guidelines on the reporting and correspondence	
7.4.	Participation in project activities on daily basis	
7.5.	n/a	

## 2. Changes

Please indicate any changes in project realization from the partner institution during the report period and comment on any likely impact on the project and suggest remedial actions

Changes to the planned contributions to the project	Likely implication for WP activities and suggested actions	Date of notification to SETOF coordinator

## 3. Financial matters

Please indicate amounts of received instalments, expenditure within budget lines, and status of financial reporting on SETOF management platform. Please comment any variation in the expected pattern of spending. This report will be considered in conjunction with the Financial Table on the SETOF Management Platform.

Received	No. of the instalment	Amount	Date	Comment
	1. installment	8440.00	June 2019.	
	2. installment	8440.00	February 2020.	
	3. installment	6752.00	July 2022.	

Project number: 598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018 – 2579 / 001 – 001)

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	4. installment	5852.00	November 2022.	
<b>Spent</b>		Spent from Erasmus+ grant*	Comment	
	1. Staff Costs	17274.00		
	2. Travel Costs	3,450.00		
	3. Costs of Stay	8,760.00		
	4. Equipment Costs	-		
	5. Subcontracting Costs	-		
	<b>Total</b>	<b>29,484.00</b>		
<b>Reported</b>		Yes	Partially	No
	Financial excel table on the SETOF platform filled-in		✓	
	ITR, Time Sheets and Staff Convention forms completed	✓		
	Supporting documents provided and uploaded to the SETOF platform		✓	

\*Ending with 10.10.2019.

Location, date

Belgrade, 14.11.2022.

Signature



**PARTNER P7 - University of Natural Resources and Life Sciences  
(BOKU), Austria (Responsible person: Prof. Johannes Hübl)**

**ANNEX R**

**PARTNER SELF-ASSESSMENT REPORT**

Project title	Soil Erosion and TOrrontial Flood Prevention: <i>Curriculum Development at the Universities of Western Balkan Countries</i>
Project acronym	SETOF
Project reference number	598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018-2579/001-001)
Coordinator	University of Belgrade
Project start date	November 15, 2018
Project duration	36 months

Partner	P7 – University of Natural Resources and Life Sciences Vienna
Name of the responsible person	Univ. Prof. DI Dr. Johannes Hübl

Project number: 598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018 – 2579 / 001 – 001)

"This project has been funded with support from the European Commission. This publication reflects the views only of the author, and the Commission cannot be held responsible for any use which may be made of the information contained therein"

**1. Partner contributions**

Please describe shortly your contribution to the project within each of activities defined by LFM and comment if necessary. If it is not foreseen to take part in some of activities, please mark it with n/a. If some activity has not started yet, please indicate that. If your team did not accomplish some task, please give the reasons.

Activities – LFM code	Achieved to date	Comment
WP 1/1.3.	04/2019	Report delivered

Project number: 598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018 – 2579 / 001 – 001)

"This project has been funded with support from the European Commission. This publication reflects the views only of the author, and the Commission cannot be held responsible for any use which may be made of the information contained therein"



WP1/1.4.	09/2019	Report delivered
WP2/2.5.	05/2019	Study visit in Innsbruck (16.5.2019)
		Study Visit in Vienna (29.-30.8.2022)
WP3/3.3	07/20	Report delivered
WP4/4.2	11/2019	Quality plan Annexes delivered
	11/2022	Quality plan Annexes delivered
WP5/5.2	05/2019	1 <sup>st</sup> Steering Committee Meeting Innsbruck
WP7/7.1	12/2018	Kick off meeting Belgrade (13.-14.12.2018)
	05/2019	1 <sup>st</sup> Project Management Unit meeting Innsbruck (15.5.2019)
	11/2019	2 <sup>nd</sup> Project Management Unit meeting Banja Luka (18.11.2019)
		6 <sup>th</sup> Project Management Unit Meeting Kraljevo – Goč (4.11.2022)
WP7/7.2	5/2019	1 <sup>st</sup> Steering Committee meeting Innsbruck (17.5.2019)
	11/2019	2 <sup>nd</sup> Steering Committee meeting Banja Luka (19.11.2019)
	11/2022	6 <sup>th</sup> Steering Committee Meeting Kraljevo – Goč (4.11.2022)
WP7/7.4		Day-to-day coordination of project activities
	11/2022	Final Conference of the SETOF Project Kraljevo – Goč (3.11.2022)

## 2. Changes

Please indicate any changes in project realization from the partner institution during the report period and comment on any likely impact on the project and suggest remedial actions

Changes to the planned contributions to the project	Likely implication for WP activities and suggested actions	Date of notification to SETOF coordinator

Project number: 598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018 – 2579 / 001 – 001)

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### 3. Financial matters

Please indicate amounts of received instalments, expenditure within budget lines, and status of financial reporting on SETOF management platform. Please comment any variation in the expected pattern of spending. This report will be considered in conjunction with the Financial Table on the SETOF Management Platform.

<b>Received</b>	No. of the instalment	Amount	Date	Comment
	1. Installment	8.863,50	18.10.2019	
	2.			
	3.			
	4.			
<b>Spent</b>		Spent from Erasmus+ grant	Comment	
	1. Staff Costs	In-kind		
	2. Travel Costs	2.569,81		
	3. Costs of Stay	846,80		
	4. Equipment Costs	74,20		
	5. Subcontracting Costs			
	<b>Total</b>	3.490,81		
<b>Reported</b>		Yes	Partially	No
	Financial excel table on the SETOF platform filled-in			closed
	ITR, Time Sheets and Staff Convention forms completed	yes		
	Supporting documents provided and uploaded to the SETOF platform			closed

Location, date

Vienna, November 2022

Signature

Project number: 598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018 – 2579 / 001 – 001)

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**PARTNER P8 - Ss. Cyril and Methodius University in Skopje (UNSCM),  
Republic of North Macedonia (Responsible person: Prof. Ivan Minčev)**

**ANNEX R**

**PARTNER SELF-ASSESSMENT REPORT**

Project title	Soil Erosion and Torrential Flood Prevention: <i>Curriculum Development at the Universities of Western Balkan Countries</i>
Project acronym	SETOF
Project reference number	598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018-2579/001-001)
Coordinator	University of Belgrade
Project start date	November 15, 2018
Project duration	36 months

Partner	Ss. Cyril and Methodius University in Skopje (UNSCM)
Name of the responsible person	Ivan Minčev

**1. Partner contributions**

Please describe shortly your contribution to the project within each of activities defined by LFM and comment if necessary. If it is not foreseen to take part in some of activities, please mark it with n/a. If some activity has not started yet, please indicate that. If your team did not accomplish some task, please give the reasons.

Activities – LFM code	Achieved to date	Comment
1.1	Finished, contributed with the report and managed the involved institutions	
1.2	Finished, contributed with the report and managed the involved institutions	
1.3.	Not involved	

Project number: 598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018 – 2579 / 001 – 001)

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1.4.	Not involved	
1.5.	Completed, organized the workshop	
2.1.	Finished, uploaded the report	
2.2.	Not involved	
2.3.	Not involved	
2.4.	Not involved	
2.5.	Organized workshop/training	
2.6.	Finished, uploaded the report	
2.7.	Not involved	
3.1	Not involved	
3.2.	Not involved	
3.3.	Completed	
3.4.	Not involved	
4.1.	Completed	
4.2.	In progress	
4.3	In Progress	
4.4.	In progress, involved in meetings	
5.1.	Completed, provide materials	
5.2.	Completed, involved in meetings	
5.3.	In progress, provide materials	
5.4.	Not involved	
5.5.	Not involved	
5.6.	Not involved	
6.1.	Completed	
6.2.	Completed	
6.3.	In progress	
7.1.	Completed, involved in meetings	

Project number: 598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018 – 2579 / 001 – 001)

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7.2.	Completed, involved in meetings	
7.3.	In progress, involved in meetings	
7.4.	In progress, active coordination and communication with lead partner	
7.5.	In progress	

## 2. Changes

Please indicate any changes in project realization from the partner institution during the report period and comment on any likely impact on the project and suggest remedial actions

Changes to the planned contributions to the project	Likely implication for WP activities and suggested actions	Date of notification to SETOF coordinator

## 3. Financial matters

Please indicate amounts of received instalments, expenditure within budget lines, and status of financial reporting on SETOF management platform. Please comment any variation in the expected pattern of spending. This report will be considered in conjunction with the Financial Table on the SETOF Management Platform.

Received	No. of the instalment	Amount	Date	Comment
	1.	8299.50	31/12/2019	
	2.	7260.00	10/11/2022	Requested
	3.			
	4.			
Spent		Spent from Erasmus+ grant*	Comment	
	1. Staff Costs	10312.00		
	2. Travel Costs	1990.00		
	3. Costs of Stay	3240.00		
	4. Equipment Costs	-		

Project number: 598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018 – 2579 / 001 – 001)

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	5. Subcontracting Costs	-		
	<b>Total</b>	15,542.00		
<b>Reported</b>		Yes	Partially	No
	Financial excel table on the SETOF platform filled-in			✓
	ITR, Time Sheets and Staff Convention forms completed	✓		
	Supporting documents provided and uploaded to the SETOF platform			✓

\*Ending with 10.10.2019.

Location, date

Skopje, 11.11.2022

**PARTNER P9 - University Mediterranea of Reggio Calabria (UNIRC)**  
**(Responsible person: Prof. Paolo Porto)**

## ANNEX R

### PARTNER SELF-ASSESSMENT REPORT

Project title	Soil Erosion and TOrrontial Flood Prevention: <i>Curriculum Development at the Universities of Western Balkan Countries</i>
Project acronym	SETOF
Project reference number	598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018-2579/001-001)
Coordinator	University of Belgrade
Project start date	November 15, 2018

Project number: 598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018 – 2579 / 001 – 001)

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Project duration	36 months
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Partner	P9 University Mediterranea of Reggio Calabria (UNIRC)
Name of the responsible person	Prof. Dr. Paolo Porto

## 1. Partner contributions

Please describe shortly your contribution to the project within each of activities defined by LFM and comment if necessary. If it is not foreseen to take part in some of activities, please mark it with n/a. If some activity has not started yet, please indicate that. If your team did not accomplish some task, please give the reasons.

Activities – LFM code	Achieved to date	Comment
1.3 Report of prevention measures for soil and torrent control in EU countries	Participation in development of deliverable 1.3. - COMPLETED	Report on Prevention measures for soil and torrent control in EU, Italy has been created and submitted to coordinator and WP Leader. Date of submission 15/05/2019
1.4 Analysis and elaboration of bachelor and master curricula in field of soil and torrent control in EU countries	Participation in development of deliverable 1.4. - COMPLETED	Report on Analysis and elaboration of bachelor and master curricula in field of soil and torrent control in EU, Italy has been created and submitted to coordinator and WP Leader. Date of submission 15/05/2019
1.5. Workshop on bachelor and master curricula in EU	Organization of the Workshop on bachelor and master curricula in EU, Italy - COMPLETED	The meeting was held at the University Mediterranea of Reggio Calabria, Italy from September 30 <sup>th</sup> to Oct 2 <sup>nd</sup> , 2019
2.1 Defined study requirements with Bologna standards	Participation in the analysis of conditions for the improvement of the curricula in compliance with the Bologna Process and the existing laws on higher	Participation at the meeting held at the University Mediterranea of Reggio Calabria, Italy on September 30 <sup>th</sup>



	education, statutes and other legal acts. - COMPLETED	
2.5. Study visits EU universities and analysis of best practices	Participation and/or organization of study visits for teaching staff at EU universities (BOKU Vienna, University Mediterranea of Reggio Calabria, Sofia, and Skopje) - COMPLETED	<p>Participation at the meeting organized by the University of Forestry in Sofia, during the period May 12-13, 2022.</p> <p>Participation at the meeting organized by Ss. Cyril and Methodius University in Skopje, Faculty of Forestry, during the period June 16-17, 2022.</p> <p>Organization of a meeting at the University Mediterranea of Reggio Calabria, Italy during the period July 4-6, 2022.</p> <p>Participation at the meeting organized by the University of Vienna (BOKU) during the period August 29-30, 2022.</p>
2.7. Introduce and training teaching staff	Training teaching staff were carried out in Serbia (Niš and Novi Sad) and in B&H (Sarajevo) - COMPLETED	<p>Training was held on November 10<sup>th</sup> 2021 at the University of Niš and November 12<sup>th</sup> 2021 at the University of Novi Sad by prof. Paolo Porto.</p> <p>Training was held on May 23-25, 2022 at the University of Sarajevo by prof. Paolo Porto.</p>
3.3. Evaluation of syllabi	Report produced by Prof. Porto - COMPLETED	A General Report of Evaluation of Syllabi has been created and submitted to coordinator. Date of submission 23/06/2020
4.1. Quality plan established	Preparation of the Quality Control Plan - COMPLETED	<p>A first draft of the Quality Control Plan has been created and submitted to the coordinator. Date of submission September 2019.</p> <p>A final version of the Quality Control Plan was created and adopted</p>
4.2. Quality control according to the adopted plan	Collection of Annexes which are required to fulfill in order to evaluate the project implementation: Annex Q, R, S, T, U, V. (made three times	



	during the entire duration of the project) - COMPLETED	
4.4. Quality assurance Committee meetings	<p>Organization of the 1<sup>st</sup> QAC meeting held at the University Mediterranea of Reggio Calabria, Italy on October 2, 2019 - COMPLETED</p> <p>Organization of the 2<sup>nd</sup> QAC meeting, held at Banja Luka (B&amp;H) on November 19, 2019 - COMPLETED</p> <p>Organization of the 3<sup>rd</sup> QAC meeting held (online) in Sarajevo on September 29, 2020 - COMPLETED</p> <p>Organization of the 4<sup>th</sup> QAC meeting held (online) in Nis June 9, 2021 - COMPLETED</p> <p>Organization of the 5<sup>th</sup> QAC meeting held in Novi Sad March 11, 2022 - COMPLETED</p> <p>Organization of the 6<sup>th</sup> QAC meeting held in Goc Mountain</p>	<p>Presentation and discussion of the first draft of the Quality Control Plan.</p> <p>Presentation of the Quality plan and the Annexes which are required to fulfill in order to evaluate the project - Report on the results of the completed first annexes: Annex Q- Work Package self-assessment report form and Annex R - Partner self-assessment was presented.</p> <p>Presentation of the activities carried out until September 2020. Leader of the WP4 presented also considerations and recommendations on Partner contributions, on changes made by the partners during the period, and on financial matters</p> <p>Presentation of the activities carried out until June 2021. Leader of the WP4 presented also considerations and recommendations on Partner contributions, on changes made by the partners during the period, and on financial matters. Leader of the WP4 presented also the main Changes to the QA Plan to be approved, and the procedure to be adopted for the External financial control</p> <p>Presentation of the activities carried out until March 2022. Leader of the WP4 presented also considerations and recommendations on Partner contributions, on changes made by the partners during the period, and on financial matters.</p> <p>Presentation of the activities carried out until November 2022. Leader of the WP4</p>



	(Belgrade) on November 3, 2022 - COMPLETED	presented also considerations and recommendations on Partner contributions, on changes made by the partners during the period, and on financial matters.
7.1. Project management meetings	<p>Participation and contribution at the following Project management meetings - COMPLETED</p> <p>1st Meeting – INNSBRUCK 15/05/2019</p> <p>2nd Meeting – BANJA LUKA 18/11/2019</p> <p>3rd Meeting (online) - SARAJEVO 29/09/2020</p> <p>4th Meeting (online) – NIŠ 9/06/2021</p> <p>5th Meeting – NOVI SAD 10/03/2022</p> <p>6th Meeting – BELGRADE 04/11/2022</p>	
7.2. Steering committee meetings	<p>Participation and contribution at the following Steering committee meetings - COMPLETED</p> <p>1st Meeting – INNSBRUCK 17/05/2019</p> <p>2nd Meeting – BANJA LUKA 19/11/2019</p> <p>3rd Meeting (online) – SARAJEVO 29/09/2020</p> <p>4th Meeting (online) – NIŠ 10/06/2021</p> <p>5th Meeting – NOVI SAD 11/03/2022</p>	



	6th Meeting – BELGRADE 04/11/2022	
7.5. Interim and finale report	1 <sup>ST</sup> External financial control was successful in mid 2021  The 2 <sup>ND</sup> External financial control is in progress	1 <sup>ST</sup> External financial control report was made on July 2021

## 2. Changes

Please indicate any changes in project realization from the partner institution during the report period and comment on any likely impact on the project and suggest remedial actions

Changes to the planned contributions to the project	Likely implication for WP activities and suggested actions	Date of notification to SETOF coordinator
<p>The changes occurred to reach the results of the original proposal are related to the delay in completing some activities. This delay was due to the time necessary to replace the original partner (University of Thessaloniki, Greece) with the UNIRC and to the COVID restrictions.</p> <p>The public procurement for the engagement of an external financial controller was originally planned in April 2020. Due to the situation with COVID-19 it was postponed to September 2020 and the report of the related activities was made available on July 2021. A final external financial control will be expected at the end of the project. The 3rd QAC meeting scheduled for the end of May 2020 in Sarajevo was also postponed to September 2020 (online meeting) due to the situation with COVID-19. Even the 4th QAC meeting held in Nis in June 2021 was organized online for the same reason. For the reasons related to COVID that introduced many restrictions on travelling, part of the finance devoted to cost of travel</p>		



and stay (in different proportions depending on the Partners) could not be spent.		
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### 3. Financial matters

Please indicate amounts of received instalments, expenditure within budget lines, and status of financial reporting on SETOF management platform. Please comment any variation in the expected pattern of spending. This report will be considered in conjunction with the Financial Table on the SETOF Management Platform.

Received	No. of the instalment	Amount	Date	Comment
	1.	8.857,25	June 30, 2019	
	2.	8.857,25	July 7, 2020	
	3.	7.085,80	March 4, 2022	
	4.	3.764,00	November 8, 2022	Not completed at the date of this report
Spent		Spent from Erasmus+ grant	Comment	
	1. Staff Costs	17.800,00	Updated at the date of this report	
	2. Travel Costs	2.475,00		
	3. Costs of Stay	4.680,00		
	4. Equipment Costs	N/A		
	5. Subcontracting Costs	N/A		
	<b>Total</b>	<b>24.955,00</b>		
Reported		Yes	Partially	No
	Financial excel table on the SETOF platform filled-in	✓		





	ITR, Time Sheets and Staff Convention forms completed	✓		
	Supporting documents provided and uploaded to the SETOF platform	✓		

Reggio Calabria, 12.11.2022

Signature

**PARTNER P10 - Forest Research Institute at the Bulgarian Academy of Sciences (FRI-BAS) (Responsible person: Prof. Eli Pavlova)**

## ANNEX R

### PARTNER SELF-ASSESSMENT REPORT

Project title	Soil Erosion and TOrrential Flood Prevention: <i>Curriculum Development at the Universities of Western Balkan Countries</i>
Project acronym	SETOF
Project reference number	598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018-2579/001-001)
Coordinator	University of Belgrade
Project start date	November 15, 2018
Project duration	36 months

Partner	Forest Research Institute – Bulgarian Academy of Sciences
Name of the responsible person	Prof. Eli Pavlova

### 1. Partner contributions

Project number: 598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018 – 2579 / 001 – 001)

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Please describe shortly your contribution to the project within each of activities defined by LFM and comment if necessary. If it is not foreseen to take part in some of activities, please mark it with n/a. If some activity has not started yet, please indicate that. If your team did not accomplish some task, please give the reasons.

Activities – LFM code	Achieved to date	Comment
1.1	Analyses of the measures and works undertaken for prevention of torrent control in Bulgaria and literature analysis of state of soil erosion in Bulgaria. Output: Report on state of soil degradation in Bulgaria.	
1.2	Literature analysis of state of floods control and prevention measures in Bulgaria. Preparation report -Analysis of soil degradation/soil erosion state and torrential floods in Bulgaria Output: Presentation "Analysis of soil degradation/soil erosion state and torrential floods in Bulgaria", presented in the 1st Project Management Unit Meeting.	
1.3	Analysis of prevention measures for soil erosion and torrent control in Bulgaria. Output: Report of prevention measures for soil and torrent control.	
1.4	Analyses on bachelor and master curricula in the field of soil erosion and torrent control in Bulgaria. Output: Report and Presentation on "Bachelor and master curricula in the field of soil and torrent control in Bulgaria", presented in the 1st Project Management Unit Meeting and Report on the	



	bachelor and master curricula in Bulgaria.	
1.5	Participation in Workshops on bachelor and master curricula in Reggio Calabria, September 30 – October 1, 2019	
2.1	n/a	
2.2	n/a	
2.3	n/a	
2.4	n/a	
2.5	n/a	
2.6	n/a	
2.7	Organizing a visit to Bulgaria in May	
3.1	n/a	
3.2	n/a	
3.3	n/a	
3.4	n/a	
4.1	Participation in the development of QAP	
4.2	Participation in first quality control procedure	
4.3	n/a	
5.1	n/a	
5.2	n/a	
5.3	n/a	
5.4	n/a	
5.5	n/a	
6.1	n/a	
6.2	n/a	

Project number: 598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018 – 2579 / 001 – 001)

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6.3	n/a	
7.1	Participation in all Project management meetings up to date.	
7.2	Participation in all Steering committee meetings up to date.	
7.3	n/a	
7.4	Day-to-day correspondence	
7.5	In progress	

## 2. Changes

Please indicate any changes in project realization from the partner institution during the report period and comment on any likely impact on the project and suggest remedial actions

Changes to the planned contributions to the project	Likely implication for WP activities and suggested actions	Date of notification to SETOF coordinator

## 3. Financial matters

Please indicate amounts of received instalments, expenditure within budget lines, and status of financial reporting on SETOF management platform. Please comment any variation in the expected pattern of spending. This report will be considered in conjunction with the Financial Table on the SETOF Management Platform.

	No. of the instalment	Amount	Date	Comment
<b>Received</b>	1.	7595.22	10.07.2019	
	2.	7592.22	11.02.2000	
	3.	6073.6	01.06.2022	
	4.			
<b>Spent</b>		Spent from Erasmus+ grant	Comment	

Project number: 598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018 – 2579 / 001 – 001)

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	1. Staff Costs	11207		
	2. Travel Costs	1280		
	3. Costs of Stay	2640		
	4. Equipment Costs			
	5. Subcontracting Costs			
	<b>Total</b>	<b>15127</b>		
<b>Reported</b>		Yes	Partially	No
	Financial excel table on the SETOF platform filled-in	v		
	ITR, Time Sheets and Staff Convention forms completed		v	
	Supporting documents provided and uploaded to the SETOF platform		v	

Location, date

Sofia, November 2022

Signature

### 3. Considerations and Recommendations

#### Considerations and recommendations on Partner contributions

Based on the the single reports listed in details in the ANNEX-R, all the Partners provided their contribution for the activities related to the entire duration of the Project. Clearly, considering the specific duties of each Institution planned in the Project schedule, the percentage of participation and the impact of each single partner were different. This is better documented by the synthetic financial statement discussed in the next

Project number: 598403-EPP-1-2018-1-RS-EPPKA2-CBHE-JP (2018 – 2579 / 001 – 001)

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paragraph. However, it must be outlined that all the parameters established in the Quality Plan to provide an Appropriate Spending could not be respected for different reasons. The main reason is related to the occurrence of the Covid-19 restrictions that made not possible for several partners the use of the entire budget devoted to traveling and staying. This was due to the fact that some meetings were made on-line and it was not possible to re-allocate the money on other chapters.

### *Considerations and recommendations on Changes made by the Partners*

As reported in the single R-ANNEXs, no major changes have been outlined by the Partners. The only exceptions relate to the activities carried out by P2 - University of Novi Sad (UNS), within the WP2 that required the necessary adjustments of the schedule caused by the delay due to Covid-19 restrictions. These activities have approved by the lead partner and accepted by the Project co-ordinator. The second institution that reports details on changes occurred to reach the results of the original proposal are related to activities of P9 – University of Reggio Calabria that clarified the main reasons of the delay in completing some activities. This delay was due to the time necessary to replace the original partner (University of Thessaloniki, Greece) with the UNIRC and to the COVID restrictions. This delay affected also the time required by the public procurement for the engagement of an external financial controller that was originally planned in April 2020. Due to the situation with COVID-19 it was postponed to September 2020 and the report of the related activities was made available on July 2021. A final external financial control will be expected at the end of the project. Also, the meeting scheduled for the end of May 2020 in Sarajevo was postponed to September 2020 (online meeting) due to the situation with COVID-19. Even the meeting held in Nis in June 2021 was organized online for the same reason.

### *Considerations and recommendations on Financial Matters*

The following table reports the original plan about the distribution of grant to be received by each institution.



DISTRIBUTION OF THE GRANT BY ORGANISATION (in EUR)									
Partner N°	Name of Partner	Country	PRIPA	1. Staff Costs	2. Travel Costs	3. Costs of Stay	4. Equipment Costs	5. Subcontracting Costs	Total Costs (in EUR)
P1	University of Belgrade	Serbia	Partner Countries	64,218.00	28,690.00	29,980.00	47,520.00	12,530.00	182,938.00
P2	University of Novi Sad	Serbia	Partner Countries	36,425.00	24,420.00	35,060.00	26,125.00	4,100.00	126,130.00
P3	University of Niš	Serbia	Partner Countries	27,870.00	40,550.00	32,420.00	17,185.00	5,500.00	123,525.00
P4	University of Banja Luka	Bosnia and Herzegovina	Partner Countries	33,705.00	35,660.00	30,180.00	28,310.00	4,000.00	131,855.00
P5	University of Sarajevo	Bosnia and Herzegovina	Partner Countries	22,143.00	42,180.00	35,020.00	29,070.00	4,000.00	132,413.00
P6	Institute of Forestry	Serbia	Partner Countries	20,650.00	5,070.00	8,040.00	-	-	33,760.00
P7	University of Natural Resources and Life Sciences	Austria	Programme Countries	21,294.00	6,720.00	7,440.00	-	-	35,454.00
P8	St. Cyril and Methodius University of Skopje	former Yugoslav Republic of Macedonia	Programme Countries	20,178.00	5,580.00	7,440.00	-	-	33,198.00
P9	Mediterranea University of Reggio Calabria	Italy	Programme Countries	19,464.00	8,525.00	7,440.00	-	-	35,429.00
P10	Forest Research Institute Academy of Science	Bulgaria	Programme Countries	19,353.00	4,775.00	6,240.00	-	-	30,368.00
P11	Serbian Chamber of Engineers	Serbia	Partner Countries	-	-	-	-	-	-
P12	Cantonal Public Company "Sarajevo-forests" Sarajevo (CPCSF)	Bosnia and Herzegovina	Partner Countries	-	-	-	-	-	-
P13	Forest Management Unit "Donjevbasko" Banja Luka (FMU)	Bosnia and Herzegovina	Partner Countries	-	-	-	-	-	-

This table will be compared with that below that synthesizes the funds received from each Institution (related to the end of the Project) and the percentage of the money spent at the date of November 15, 2022.

PARTNER	Amount expected	Amount received	Amount spent	% spent (related to the amount received)	% spent (related to the amount expected)
UB (P1)	182,938.00		197,552.47		104.7
UNS (P2)	126,130.00	90,307.22	94,513.15	104.7	74.9
UNI (P3)	123,525.00	65,065.33	85,350.58	131.2	69.1
UBL (P4)	131,855.00	90,488.94	91,388.50	101.0	69.3
UNSA (P5)	132,413.00	91,388.50	75,562.00	82.7	57.1
INSZASUM (P6)	33,760.00	29,484.00	29,484.00	100.0	87.3
BOKU (P7)	35,454.00	8,863.50	3,490.81	39.4	9.8
UNSCM (P8)	33,198.00	15,559.50	15,542.00	99.9	46.8
UNIRC (P9)	35,429.00	28,564.30	24,955.00	87.4	70.4
FRI-BAS (P10)	30,368.00	21,261.00	15,127.00	71.1	49.8

Based on the above results, at the date of this Report, most of the Institutions were able to spend at least 70% of the funds received during the Project. The



only exception, outlined in red in the table, is related to P7 that was able to spend only 39.4% of that amount. The reason of this is not clear to the QAC, even if formal discussions with the PIL suggested the occurrence of internal problems. However, the Project coordinator is aware of the problems and she will provide the necessary explanations to cover this issue. The other Partners seem to have spent all the money available at the time of their report. More specifically, P6 and P8 were well in time with this spending while P5, P9 and P10 are still working to produce the necessary documents to reach 100% of the amount. P2, P3 and P4 seem to have spent more than the grant received at the time of their report and they are expected to receive the last installment to cover this overbooking.

Some further comments are necessary if we look at the last column of the Table above that reports the % spent with respect to the grant expected by each Partner. In this respect, only P1 (coordinator Institution) was able to spend all the grant expected. The other partners reached a % ranging from 47% (P8) to 87% (P6). This gap was not unexpected because, as it was mentioned in this Report, the Covid restrictions made impossible the use of some money devoted to costs of stay and travelling for the periods affected by pandemic.

In this respect, the QAC finds useful to inform the Project Co-ordinator to provide the necessary explanations in order to cover this gap.