

D-Active Project n° 510773-LLP-1-2010-1-IT-GRUNDTVIG-GMP

D-Active - Work Plan (01/11/2010 - 31/12/2012)

Status quo: December 2011

NOMINAL RESULTS							ACTUAL RESULTS		
Results/Outputs	Quantity/Fre-quency ¹	Languages ²	Pages/Volume/ Duration	Medium	Partner/s in charge ³	Date/Deadline	Status ⁴	% ⁵	Comments
Project meeting 1 (IT)	1	EN	2 days	Project meeting	P1 (All partners)	11/10	<input checked="" type="checkbox"/>	100	<ul style="list-style-type: none"> Presentation and discussion of project Presentation of 1 step of research report Settlement of administrative and financial issues Settlement of responsibilities and work tasks division Preparation for next phase of project development
Evaluation 1 (1 st project phase)	1	EN	1 questionnaires per P	pdf file	P5 (All partners)	12/10	<input checked="" type="checkbox"/>	100	<ul style="list-style-type: none"> evaluation report questionnaires
Website	1	EN	-	website	P6 + P1 (All partners)	02/11	<input type="checkbox"/>	60	<ul style="list-style-type: none"> www.dactivelp.eu Presentation of project/partners Will be available at least 2 years of the project ended
Questionnaire for interviews	5	EN, IT, FR, DE, RO, ES	At least 20 questionnaires per partner	pdf file	P2 (All partners except P9)	01/11	<input checked="" type="checkbox"/>	100	<ul style="list-style-type: none"> Translation of questionnaires into all partner languages (except EL)
Research Report	1	EN	approx. 70 pages	paper copy, pdf file available on the website	P2 (All partners except P3, P5, P9)	02/11 Postponed to 04/11	<input checked="" type="checkbox"/>	100	<ul style="list-style-type: none"> Elaboration of interviews State-of-art Comments Survey report
Newsletter 1/11	7	EN, IT, FR, DE, RO, ES, EL	Approx. 2-3 pages	paper copy, pdf file available on the website	P6 (All partners)	04/11	<input checked="" type="checkbox"/>	100	<ul style="list-style-type: none"> Newsletters includes basic news concerning the DACTIVE project, recent developments and future steps It will be prepared by P6 and translated into all partner languages by all partners

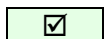
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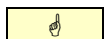
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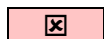
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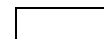
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E-Mail Address Pool	1	-	At least 10 addresses per partner	Email list	All partners	04/11	<input checked="" type="checkbox"/>		100	<ul style="list-style-type: none"> Relevant organisations, bodies, experts, stakeholders etc. from local to EU level will be contacted and recruited for the e-mail group
1 st financial report	1	EN	1/partner	Excel file and hard copy	P1 (All partners)	05/11	<input checked="" type="checkbox"/>		100	<ul style="list-style-type: none"> Financial report covering all activities from the beginning of the project
Project meeting 2 (FR)	1	EN	2 days	Project meeting	P1 + P4 (All partners - except P2)	05/11	<input checked="" type="checkbox"/>		100	<ul style="list-style-type: none"> Presentation of draft version of DACTIVE catalogue of criteria, final version of Research Report and discussion on Handbook for educationalists Administrative and financial issues
Evaluation 2 (2 nd project phase)	1	EN	At least 1 questionnaires per partner	pdf file	P5 (All partners)	06/11	<input checked="" type="checkbox"/>		100	<ul style="list-style-type: none"> evaluation report questionnaires
Catalogue of criteria and key factor for ICF	7	EN, IT, FR, DE, RO, ES, EL	Approx. 50p	paper copy, pdf file available on the website	P4 (All partners - except P2, P5, P9)	06/11	<input checked="" type="checkbox"/>		100	<ul style="list-style-type: none"> practical guide for implementation of handbook and pilot courses It will be prepared by P4 and translated into all partner languages by all partners
DACTIVE Flyers	7	EN, IT, FR, DE, RO, ES, EL	650	paper copy, pdf file available on the website	P6 (All partners)	09/11	<input checked="" type="checkbox"/>		100	<ul style="list-style-type: none"> Dissemination material, designed and produced It will be prepared by P6 and translated into all partner languages by all partners
DACTIVE Posters	7	EN, IT, FR, DE, RO, ES, EL	300	paper copy, pdf file available on the website	P6 (All partners)	09/11	<input checked="" type="checkbox"/>		100	<ul style="list-style-type: none"> Dissemination material, designed and produced It will be prepared by P6 and translated into all partner languages by all partners
Handbook for the training course for educationalists (EDU-HANDBOOK)	7	EN, IT, FR, DE, RO, ES, EL	Approx. 50p	paper copy, pdf file available on the website	P8 (All partners - except P5, P9)	10/11	<input checked="" type="checkbox"/>		100	<ul style="list-style-type: none"> To be used to plan a training course for educationalists aimed to explaining how to use ICF It will be prepared by P8 and translated into all partner languages by all partners Printing in 520 copies

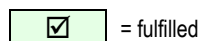
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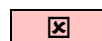
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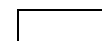
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2 nd financial and partner interim reports	1	EN	1/partner	Excel file and hard copy	P1 (All partners)	10/11	<input checked="" type="checkbox"/>		100	<ul style="list-style-type: none"> Financial report covering the last months of the project Reports covering following the first year activity report of the project
Coordinator interim Report	1	EN	Standardized format	standardized format	P1	10/11	<input checked="" type="checkbox"/>		100	<ul style="list-style-type: none"> all activities on products, dissemination, evaluation and financial level form 10/10 to 09/11
Newsletter 2/11	7	EN, IT, FR, DE, RO, ES, EL	Approx. 2-3 pages	paper copy, pdf file available on the website	P6 (All partners)	10/11	<input checked="" type="checkbox"/>		100	<ul style="list-style-type: none"> Newsletters includes basic news concerning the DACTIVE project, recent developments and future steps It will be prepared by P6 and translated into all partner languages by all partners
Running pilots for educationalists (EDU-PILOTS)	1 editions in each country	EN, IT, FR, DE, RO, ES	30 hours each course	Pilot trainings	P1 (All partners - except P5, P9)	from 11/11 to 02/12		<input type="checkbox"/>	50	<ul style="list-style-type: none"> At least 10 learners per pilot, 60 in total
Project meeting 3 (ES)	1	EN	2 days	Project meeting	P1 + P7 (All partners - except P2)	01/12		<input type="checkbox"/>	50	<ul style="list-style-type: none"> Presentation of draft version of DACTIVE catalogue of criteria, final version of Research Report and discussion on Handbook for educationalists Administrative and financial issues
Evaluation 3 (3 rd project phase)	1	EN	At least 1 questionnaires per partner	pdf file	P5 (All partners)	02/12			0	<ul style="list-style-type: none"> evaluation report questionnaires
Report on EDU-PILOTS	1	EN	Approx. 30p	pdf file available on the website	P1 (All partners except P5, P9)	02/12		<input type="checkbox"/>	30	<ul style="list-style-type: none"> Appropriateness of content, topics and pedagogic approaches selected Target group orientation Questionnaires for learners
Handbook for the training course for disabled people (CITY-HANDBOOK)	7	EN, IT, FR, DE, RO, ES, EL	Approx. 40p	paper copy, pdf file available on the website	P3 (All partners - except P5, P9)	04/12		<input type="checkbox"/>	20	<ul style="list-style-type: none"> To be used to plan a training course for disabled people It will be prepared by P3 and translated into all partner languages by all partners Printing in 520 copies

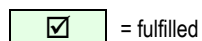
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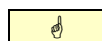
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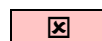
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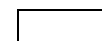
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Newsletter 1/12	7	EN, IT, FR, DE, RO, ES, EL	Approx. 2-3 pages	paper copy, pdf file available on the website	P6 (All partners)	04/12			0	<ul style="list-style-type: none"> Newsletters includes basic news concerning the DACTIVE project, recent developments and future steps It will be prepared by P6 and translated into all partner languages by all partners
Running pilots for disabled people (CITY-PILOTS)	1 editions in each country	EN, IT, FR, DE, RO, ES	28 hours each course	Pilot trainings	P7 (All partners - except P5, P9)	from 05/12 to 09/12			0	<ul style="list-style-type: none"> At least 10 learners per pilot, 60 in total
3 rd financial report	1	EN	1/partner	Excel file and hard copy	P1 (All partners)	06/12			0	<ul style="list-style-type: none"> Financial report covering the last months of the project
workshops	6	IT, FR, DE, RO, ES, EL	At least 1 day in each country	Report	P6 (All partners)	06/12			0	<ul style="list-style-type: none"> DACTIVE results presentation
Report on CITY-PILOTS	1	EN	Approx. 30p	pdf file available on the website	P7 (All partners except P5, P9)	09/12			0	<ul style="list-style-type: none"> Appropriateness of content, topics and pedagogic approaches selected Target group orientation Questionnaires for learners
Final Conference	1	EN	1 day		P1 (All partners)	09/12			0	<ul style="list-style-type: none"> Presentation of project and its results to representatives of national and European authorities
Project meeting 4 (IT)	1	EN	2 days	Project meeting	P1 (All partners)	09/12			0	<ul style="list-style-type: none"> Presentation of draft version of DACTIVE catalogue of criteria, final version of Research Report and discussion on Handbook for educationalists Administrative and financial issues
Final publication	1	EN	400	USB	P1 and all partners	09/12			0	<ul style="list-style-type: none"> It includes all project products development, dissemination/valorisation materials, evaluations, photos and testimonials
Newsletter 2/12	7	EN, IT, FR, DE, RO, ES, EL	Approx. 2-3 pages	paper copy, pdf file available on the website	P6 (All partners)	10/12			0	<ul style="list-style-type: none"> Newsletters includes basic news concerning the DACTIVE project, recent developments and future steps It will be prepared by P6 and translated into all partner languages by all partners

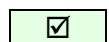
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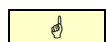
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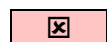
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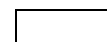
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4 th financial report	1	EN	1/partner	Excel file and hard copy	P1 (All partners)	10/12			<ul style="list-style-type: none"> Financial report covering the last months of the project 	
Evaluation 4 (final evaluation)	1	EN	At least 1 questionnaires per partner	pdf file	P5 (All partners)	10/12		0	<ul style="list-style-type: none"> evaluation report questionnaires 	
Evaluation of pilot training courses	1	EN	Approx. 60 pages	hard copy, pdf file available on the website	P5 (All partners)	11/12		0	<ul style="list-style-type: none"> Appropriateness of content, topics and pedagogic approaches selected Target group orientation (trainers and learners) and sustainability potential questionnaires for psychologists, educationalists and trainers 	
Final report	1	EN	Standardized format	standardized format	P1 (All partners)	12/12		0	<ul style="list-style-type: none"> Financial report covering all project duration 	

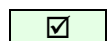
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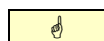
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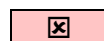
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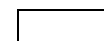
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