

**Please complete the following work plan.**

## E.5 Work Plan

**On the following pages, please provide your work plan for each year of the proposed project**

- Please use the model provided below.
- Please complete a one-page work plan for each project year.
- For each year of your proposal, please complete a work plan indicating the deadlines for each outcome and the period and location in which your activities will take place.
- If needed, please insert additional rows into the work plan tables.
- The same reference and sub-reference numbers as used in the logical framework matrix must be assigned to each outcome and related activities.

Examples:

Activity carried out in the Programme Country: = (E.g. activity in France for two weeks in the first month of the project 2= under M1)

Activity carried out in the Partner Country (ies): X (E.g., activity in Tunisia for three weeks in the second month of the project: 3X under M2)

## WORKPLAN for project year 1

Activities		Total duration (number of weeks)	M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
Ref.nr/ Sub-ref nr	Title													
Dev 1.1	Overview of MSc programs in field of MEP&M at EU HEIs	7	1=	2=	2=	2=								
Dev 1.2	GAP analysis	8					2=	3=	3=					
Dev 1.3	Reporting on actions and model for introduction of new joint interdisciplinary MSc program in MEP&M in English language	12								3=	3=	3=	3=	
Dev 2.1	Development of master program curricula	1												1=
Dev 2.2	Development of teaching materials and methodology	0												
Dev 2.3	Development of e-lectures	0												
Dev 2.4	Accreditation of master program curricula	0												
Dev 2.5	Start-up and self-evaluation of master program	0												
Dev 3.1	Procurement of equipment and e-books for supporting distance learning in MSc MEEPМ	6							1=	1=	1=	1=	1=	1=
Dev 3.2	Know-how transfer to technical staff related to the usage of equipment for supporting distance learning	0												
Dev 3.3	Development/Redesign of English web sites of Montenegrin and Albanian HEIs with information on MSc in MEP&M	0												
Dev 3.4	Know-how transfer to teaching staff related to the MEP&M	7						1=	1=	1=	1=	1=	1=	1=
Dev 3.4.1	Know-how transfer related to the latest topics on marine and coastal pollution and emission of GHG from shipping, nautical tourism, coastal tourism and off-shore activities	3						1=	1=	1=				
Dev 3.4.2	Know-how transfer related to the latest topics in climate change and marine pollution effects on marine ecosystems	5									1=	2=	2=	

Dev 3.4.3	Know-how transfer related to the to the latest topics in international laws on climate change and marine pollution	2												2=
Dev 3.4.4	Know-how transfer to teaching staff related to the environmental management	0												
Dev 3.4.5	Know-how transfer related to organizational and procedural aspects of online/blended learning courses development as well as innovative teaching and learning methods using e-learning techniques	0												
Qpln 4.1	Establishment of Quality Assurance (QA) body	1	1X											
Qpln 4.2	Development and implementation of Internal Quality Control and Monitoring Plan	10		1X	1X	1X	1X	1X	1X	1X	1X	1X	1X	1X
Qpln 4.3	External Quality Control and Evaluation	0												
Qpln 4.4	Impact Analysis.	0												
Diss&Ex pl 5.1	Development and implementation of dissemination and exploitation plans	11	1X	1X	1X	1X	1X	1X	1X	1X	1X	1X	1X	1X
Diss&Ex pl 5.2	Website of the project and social media accounts	11	1X	1X	1X	1X	1X	1X	1X	1X	1X	1X	1X	1X
Diss&Ex pl 5.3	Dissemination products and materials	11	1X	1X	1X	1X	1X	1X	1X	1X	1X	1X	1X	1X
Diss&Ex pl 5.4	Dissemination and exploitation events	11	1X	1X	1X	1X	1X	1X	1X	1X	1X	1X	1X	1X
Diss&Ex pl. 5.5	Development of exploitation roadmap	11	1X	1X	1X	1X	1X	1X	1X	1X	1X	1X	1X	1X
Diss&Ex pl 5.6	Exploring possibilities for continuation of the cooperation with the EU partners	11	1X	1X	1X	1X	1X	1X	1X	1X	1X	1X	1X	1X
Mngt 6.1	Establishment of Project management structures	3	1X	2X										
Mngt 6.2	Project meetings	12	1X	1X	1X	1X	1X	1X	1X	1X	1X	1X	1X	1X
Mngt 6.3	Day-to-day management of the project activities	12	1X	1X	1X	1X	1X	1X	1X	1X	1X	1X	1X	1X

Mngt 6.4	Periodic and final reports to EACEA	0												
Mngt 6.5	External financial control	0												