**EUROPEAN COMMISSION**

**Directorate-General XXII - Education, Training and Youth**

**Tempus Tacis
application form for a
Mobility Joint European Project
for the Russian Federation**

**beginning in November 1998**

**SECTION I: DECLARATION**

**We enclose documentation confirming that the other consortium members in the project have endorsed the content of the application.**

Name of the **coordinating institution**: University of Ghent (Belgium)

Name of the **Coordinator**: Name of the **legal representative**:

Mrs. Lieve Bracke Prof. Jacques Willems

Function: Director International Relations Office Function: Rector

Done at: the University of Ghent Done at: the University of Ghent

Date: Date:

Signature: Signature

Official stamp or seal of the coordinating institution

**SECTION II: BASIC DATA ON THE PROJECT**

***Title:***

|  |
| --- |
| **C** reation of the**H** igher**A** cademic**I** nternational**N** etwork for**E** conomists**(CHAIN-E)** |

***Specific objective:***

Creation of a mobility network for students in economics based on internationalised curricula in the field of financial and industrial management, banking and insurance.

***In which language do you wish to receive future correspondence?***:

 **English** French German

***Subject Area Code: 240 (Economics)***

***Project Coordinator (contact person at the coordinating and contracting institution):***

Title: Mrs. First name: Lieve Last name: Bracke

Sex: M **F**

Name of the institution: University of Ghent

Name of the department or faculty: International Relations Office

Address: Het Pand, Onderbergen 1

Country: Belgium Post code: 9000 Town: Ghent

Phone: 32/9/264.82.38 Fax: 32/9/264.83.99 E-mail: Lieve.Bracke@rug.ac.be

***Higher education institutions involved in the MJEP***

Reference number: 1 - Coordinator Contact person: Lieve Bracke

Name of the institution: University of Ghent

Reference number: 2 - Second higher education institution Contact person: Igor Kolobkov

Name of the institution: Ural State Vocational Pedagogic University (USVPU)

Name of the department or faculty: Institute of Economics and Law (USVPU), Institute of Municipal Economy and Enterpreneurship.

Town: Ekaterinburg Country code: RF

Phone: 7/3432/31.23.52 Fax: 7/3432/31.94.63 E-mail: Igor.Kolobkov@usvpu.ru

Reference number: 3 - Third higher education institution Contact person: Andrey Maltsev

Name of the institution: Ural State University of Economics

Name of the department or faculty: Faculty of Finance; Faculty of Trade and Economics; Faculty of Economics; Faculty of Management and International Economic Relations.

Town: Ekaterinburg Country code: RF

Phone: 7/3432/22.96.15 Fax: 7/3432/22.71.47 E-mail: Valentin.Kamyshov@usue.ru

Reference number: 4 - Fourth higher education institution Contact person: Darya Nesterova

Name of the institution: Ural State University

Name of the department or faculty: Faculty of Economics.

Town: Ekaterinburg Country code: RF

Phone: 7/3432/55.21.65 Fax: 7/3432/55.59.64 E-mail: Darya.Nesterova@usu.ru

Reference number: 5 - Fifth higher education institution Contact person: Oleg Nikonov

Name of the institution: Ural State Technical University

Name of the department or faculty: Faculty of Economics and Management.

Town: Ekaterinburg Country code: RF

Phone: 7/3432/74.84.26 Fax: 7/3432/74.38.84 E-mail: postmaster@rcupi.e-burg.su

Reference number: 6 - Sixth higher education institution Contact person: Boris Igoshev

Name of the institution: Ural State Pedagogical University

Name of the department or faculty: Faculty of Economics.

Town: Ekaterinburg Country code: RF

Phone: 7/3432/34.13.01 Fax: 7/3432/34.97.71 E-mail: Elena@sgpi.e-burg.su

Reference number: 7 - Seventh higher education institution Contact person:

Name of the institution: “X” university of the Santander Group

Name of the department or faculty:

Town: Country code:

Phone: Fax: E-mail:

Reference number: 8 - eighth higher education institution Contact person:

Name of the institution: “Y” university of the Santender Group

Name of the department or faculty:

Town: Country code:

Phone: Fax: E-mail:

**SECTION III: THE ENDORSEMENT OF THE PROJECT**

**SECTION IV: PROJECT DESCRIPTION**

**IV.1. BACKGROUND OF THE PROJECT**

**\* Tempus priorities**

The project will be implemented in the Urals - one of the major economic regions of Russia, which has a huge industrial, academic and scientific potential.

Today one of the most important tasks is the provision of skilled personnel for realization of this potential. Of special importance here is the preparation of qualified experts who are capable of solving most complicated problems on the development of market relations in conditions of continued reforming of market economy. The present project should facilitate the solution of this task.

The public authorities of the Ural Region see great importance in the development of financial and industrial management, banking and insurance. The solution of the given task is complicated by the shortage of qualified experts with higher education. The field of business is new to the Russian Federation. Therefore, the system of economic education in the country and, in particular, in the Urals needs to be enriched with the foreign experience of education in these subject domains.

Thus, the problem of economic education at the universities of the Urals completely falls within the framework of the priorities set by the Tempus program in Russia.

Deriving from this, economics (code 240) was chosen as the priority subject sphere.

This subject area also was chosen because the possibility and advantage of the universities-participants satisfy its requirements. Each participating university has its faculties and/or institutes preparing students to economic and management specialities.

The given project, devoted mainly to the creation **of a network for student mobility**, includes also:

1. elements of teaching staff retraining;
2. introduction of new information technological methods into educational process;
3. intensive language preparation;
4. development of distance learning.

**\* Previous cooperation**

During 1994-98 a consortium of 4 Ural universities was established in the Urals. And it still continues functioning:

1. the Ural State Vocational Pedagogical University (USVPU);
2. the Ural State University (USU);
3. the Ural State Pedagogical University (USPU);
4. the Ural State Technical University (USTU).

The consortium was created for solving joint tasks in the field of improvement of the university management, educational activity in subject spheres and scientific research. The consortium has been functioning as a structure within the framework of bilateral and multilateral agreements with the University of Ghent (Belgium) in carrying out the following projects:

1. URAL-MANAG (university management)

*A foundation was laid for international activity of the Ural universities. A coordinating center for managing international activities in the region was created.*

1. URAL-NET (development of interuniversity computer communications)

*As a result of interaction of the given project with other similar projects the universities of the consortium had an opportunity to access the global computer network Internet.*

1. URAL-INFO (information technologies in learning)

*A base of relevant materials and facilities was created, information technologies are mastered, the teaching staff and programmers are trained to be able to introduce new information technologies in the educational process.*

1. URAL-LAN (language preparation)

*The modern Language Center has been established. The Center was supplied with the newest equipment. The technology of intensive foreign language teaching is mastered. Regular teaching of the staff and students of the consortium universities take place.*

1. URAL-ECON (teaching and research in the field of economics)

*The existing curricula were modified and new courses were developed.*

1. URAL-DISTANCE (development of distant methods of learning on the example of economic education)

*A special course was given by Prof. Pasmiller. Workshops were held with a participation of the Ural State University representatives and the Ghent University ones.*

1. URAL-ELECTRO (teaching and research in the field of electric power industry)

*The technology of internationalized curricula development, procedure of their coordination and introduction in the educational process was elaborated.*

1. URAL-METAL (teaching and research in the field of metallurgy)
2. URAL-LIT (teaching and research in the field of literature)
3. URAL-LEX (teaching and research in the field of comparative lexicography)

*The positive experience of international cooperation in the domain of higher education was obtained.*

The indicated outcomes visually testify, that they are directly connected to the objectives and tasks of the stated project and completely correspond to the Tempus priorities. It is possible to consider the given project to be a continuation of joint activities of the Ural consortium.

Besides, in 1994-98 Tempus/Tacis activities were jointly carried out by the universities of Ghent (Belgium), Rotterdam (the Netherlands), Valladolid (Spain) and the USVPU. In the course of implementation of the URAL project: Upgrading of Regional Academic Level T‑JEP‑10094‑95‑RF four structural subdivisions were created in the USVPU for the realization and management of international activities:

1. Regional Office for International Cooperation (RO);
2. Information Network Centre (INC);
3. Language Centre (LC);
4. Regional Centre for Student Exchanges (Vagant Centre) (VC).

**The activities of these subdivisions are of a regional character and are extended to the other universities of the Ural consortium.** The Regional Office for International Cooperation assists in the teaching staff and student mobility organization. The Language Centre provides language preparation of the trainees from different universities. The Regional Centre for Student Exchanges has developed mechanisms and procedures of student exchanges, ways of realization of credit transfer, a method of definition of student workloads and credit allocation, has instructed the ECTS-coordinators appointed at the consortium universities, has mastered and disseminated the technology of producing information packages. The VC provides informational and organizational support for student mobility. The Information Network Centre provides the subdivisions with communication means, with access to local and global electronic networks.

The administrative and academic staff of all the consortium universities have been trained in activity domains of the above-mentioned subdivisions at the universities of Ghent (Belgium), Rotterdam (the Netherlands), Valladolid (Spain) and other European universities.

The Ural State University for Economics (USUE) joining the consortium (as a 5th member) in 1994/98 has established a number of partner connections with some European universities and institutes. The University has already acquired a certain experience before joining in the new project. Among them: Student and teachers exchanges procedures, language training, coordination of educational programs, creation of joint teaching materials, academic recognition of study results, agreements for rendering educational services, management of international cooperation. Student exchanges were conducted with Marburg University, Cologne University, Munich University (Germany), Higher educational commercial schools of Po and Lyons Cities (France). Teachers exchanges were conducted between USUE and Technical University of Roitlingen (Germany), Utrecht University (the Netherlands), London Economics School and NorthWestern College of London (GB).

At the present time all 5 Ural universities have their own offices for the international cooperation. It is seemed that their presence will be helpfull for the new project fulfilment.

**\* Links with other programs**

The described Tempus JEP “URAL” is obviously directly connected with the objectives and tasks of the proposed project, which can be considered as its natural sequel. The achieved outcomes can be significantly multiplied in the course of implementation of a new possible project to influence not only the Ural Region but also the educational system of Russia, which will allow to use the Tempus funds with a maximum efficiency.

Some positive experience was accumulated also during the international project "Distance Learning in the Economic Zone of the Urals" ww.91.05/01.01/BO41, which was carried out by the USVPU in cooperation with the Italian Institute of Foreign Trade. In the course of the project more than 300 workers for small business were prepared with the distance learning method. This experience also will be used in the execution of the stated project.

It is very important that, the USVPU heads the Association for Scientific Research and Educational Methods in Vocational Education (ASREM/VE), which unites more than 130 educational institutions in Russia. The ASREM/VE meets the problems of development of State education standards of higher and secondary vocational education and preparation of normative documents for a multilevel educational system (bachelor and masters' courses). The ASREM/VE can really affect the system of education in Russia, besides it has a possibility to provide official recognition of the mechanisms and procedures of educational degrees award. The education internationalization process in the USVPU and other universities of the Ural consortium has a real chance to be expanded within the institutions of the ASREM/VE because the USVPU leads the educational policy in the Association.

In USU together with Moscow state university the preparation of masters is carried on in the field of an economic theory. Together with St.-Petersburg state university scientific and research work is carried on in the field of the international economic relations. With the foreign partners, for example, with Technical university of Munich (Germany) the research projects on a theme " International economy of the firm", and with University of state Illinois (USA) a common theme of researches " Market of labor " are executed.

In USTU on faculties of the Analysis of systems and decision making and banking researches are conducted within the framework of the regional programme financed by the regional budget of Sverdlovsk region of the theme of the state budget N 2980 "Mathematical and computer modeling of economic-organizing systems "; grants of Ministry of Education of Russian Federation N 2992 "Theory and methodology of an evaluation of efficiency of the investments on the basis of mathematical methods of the theory of management (section economy) and N 97-0-1.9.68 "Theory of the guaranteed management and evaluation in the tasks of financial mathematics ", and also are supported by the grant of Russian fund of fundamental researches (PFBR) N 97-01-01003.

USPU during many years participates in economic programmes of Sverdlovsk region on creation of economic culture in market conditions. Joint work by the grant with North-East Illinois university (USA) on the programme "Economic, social and cultural initiative. Russian-American partnership " USA N IA-AFJL-J4190526 was executed.

Within two last years USUE has received positive experience of exchange of the students with university of Visbaden (Germany), and also with other mentioned before universities on a specialty « World economy ». These programs of students' exchanges of USUE are directly connected with the stated project, as have the common objectives of creation of stable channels of students' mobility on the base of agreed educational programs in the field of economy.

**IV.2. OBJECTIVE AND EXPECTED OUTCOMES**

***2.1. Objective***

In general the objective of the project is to make the student mobility possible and to update the content of higher economic education, its methods and forms of teaching with the help of international cooperation in this area what will promote the development of market relations in Russia and its integration in the world economic community.

The improvement of higher economic education should be realized by its adaptation to the European education dimensions. Russian economic education has not sufficient experience of operating in market conditions therefore the students trained do not always correspond to the requirements of the new market conditions. The solution of this problem can be reached as one of the outcomes of international cooperation in the field of economic education. Such cooperation is inevitably connected with students and teachers exchanges, with problems of development of joint professional education programs, with problems of academic recognition of educational degrees and diplomas.

The outlined problems in the field of economic education allow to formulate the specific objective of the project: **"** **Creation of a mobility network for students in economics based on internationalised curricula in the field of financial and industrial managament, banking and insurance for making the student mobility possible and for upgrading of education quality"**. Such a constantly functioning network will allow not only to accumulate and generalize the experience of teaching the students, but also to prepare the background for scientific exchange. Doubtlessly, in the course of student exchanges the growth of the staff participating in the development of internationalized educational programs will also be ensured. To achieve this objective it is necessary to set the following tasks:

1. Strengthening of the existing and creation of new organizational structures dealing with student exchanges;
2. Development of internationalized curricula and joint short-term internationalized educational programs;
3. Development of new and improvement of the existing procedures of recognition of the results of abroad study courses;
4. Realization of student exchanges;
5. Analysis, generalization and dissemination of the experience obtained;
6. Taking special measures to provide the stability and sustainability of the network created.

***2.2. Outcomes, activities and inputs***

**OUTCOME TABLE**

**Outcome reference N°: 1** Description of the outcome: 73 students and postgraduates, having taken part in the students exchange programs between Russian and European universities.

Deadline: June, 30, 2001 Institutions involved (reference N°): **1-8**

Description of the activities:

1.1 Working out a common selection procedure of students-economists at all Russian higher educational institutions, participants of the consortium. Making use of the foreign universities experience. The VC branches together with the home institution professors carry out the selection. Language fluency will be one of the most imortant criteria.

1.2 Creation and annual updating as well as setting up in the Internet of the participating institutions information packages (in English language).

1.3 Organization of access to the resources of the host university (libraries, computer facilities, etc.).

1.4 Accommodation of foreign students in the hostels of the higher educational institutions, participants of the project. Organization of the foreign students’ leisure. Guarantee of their security during their staying abroad.

1.5 Language training for the outgoing students (before their departure).

1.6 Organizational and informational students’ support.

1.7 Supervising of the outgoing students (application of the ECTS system; in order to achive the best results of studying abroad the guidance from the home institution is presupposed).

1.8 Application of ECTS for the study results’ recognition (the regulations of the ECTS are mentioned in the “ECTS User’s Guide” well known in European universities).

1.9 Experience dissemination – organization of an international conference on the results of student exchanges (in Ekaterinburg).

1.10 Experience dissemination – organization in Ekaterinburg of 3 annual regional conferences on the problems of economic education, with the European partners taking part.

Target group(s):

Students, postgraduate students.

Inputs allocated from the Tempus budget:

1. Covering the expenses, connected with students’ exchange (travel and stay):

50 students' East-West mobility – 5 months; 10 postgraduate students' East-West mobility – 10 months

10 students' West-East mobility – 5 months; 3 postgraduate students' West-East mobility – 10 months

2. Financing of Russian universities information packages’ publishing.

3. Financing of work of the Language Centre teaching staff.

4. Financing of the international conference organization expenses and covering of travel and stay costs of Russian participants.

5. Covering of travel and stay at the conference costs of EU participants.

6. Financing of the conference printed materials issue.

7. Technical equipping of the Language Centre.

8. Financing of the administrative staff, academic staff

9. 3 conferences’ organization expenses financing. Covering of travel and stay costs at the conference of RF participants.

10. Financing of travel and stay of EU participants of the conference.

11. Financing of the conference printed materials issue.

Inputs allocated from outside the Tempus budget:

1. Financing of the ECTS coordinators’ work.

2. Financing the professors’ work in teaching foreign students.

3. Financing of the information packages’ elaboration.

4. Financing of the EU universities information packages’ issuing.

5. Provision of an access to the library, computer classes and other educational equipment.

Duration (in weeks): 156

Total Tempus funding required for this outcome (including related mobility flows) over project duration:

**ECU .560'670**

*(this amount reflects the inputs from the Tempus budget only - for other contributions see the financial table V.8.)*

**OUTCOME TABLE**

**(Continued)**

**Outcome reference N°: 2** Description of the outcome: 75 students and postgraduate students, having taken part in the students exchange program between the Ural higher educational institutions, participants of the consortium.

Deadline: June, 30, 2001 Institutions involved (reference N°): **2-6**

Description of the activities:

2.1 Working out a common selection procedure of students-economists at all higher educational institutions, participants of the consortium. Making use of foreign universities experience. The selection has to be made by the students’ exchange centres and professors of universities.

2.2 Creation and annual updating as well as setting up in the Internet of information packages of Ural universities, taking part in the project (in the Russian language).

2.3 Organization of access to the resources of the host university (libraries, computer facilities ets.).

2.4 Supervising of the outgoing students.

2.5 Accommodation of other-town students in the hostels of the higher educational institutions, participants of the project.

2.6 Organizational and informational students’ support.

2.7 Application of ECTS for the studying results’ recognition.

Target group(s):

Administrative staff, academic staff, students, postgraduate students.

Inputs allocated from the Tempus budget:

Inputs allocated from outside the Tempus budget:

1. Financing of the students’ exchanges:

75 students' East-East mobility, 5 months.

2. Financing of the ECTS coordinators work.

3. Financing of the overtime work of the teachers.

4. Provision of an access to the library, computer classes and other educational equipment.

Duration (in weeks): 156

Total Tempus funding required for this outcome (including related mobility flows) over project duration:

**ECU. 0**

*(this amount reflects the inputs from the Tempus budget only - for other contributions see the financial table V.8.)*

**OUTCOME TABLE**

**(Continued)**

**Outcome reference N°: 3** Description of the outcome: Internationalization of professional educational economic programs at higher educational institutions, participants of the project.

Deadline: August, 31, 2001 Institutions involved (reference N°): **1-8**

Description of the activities:

3.1 Comparative analysis of professional educational programs of the home and host universities.

3.2 Selection of foreign study courses, which are of interest for the sending university.

3.3 Foreseeing the ways to overcome the differences in professional educational programs.

3.4 ECTS system introduction.

3.5 Short-term mutual visits of administrative and academic staff to co-ordinate the work and discuss the problems of students’ mobility, such as diploma recognition and methods of credit transfer.

3.6 Administrative and academic staff training periods (administrative for intensive courses for studying methods of credit transfer; academics to perfect the teaching methods).

3.7 Expending of the library resources of partner universities at the expense of purchasing of books and periodical issues on the Economics problems.

3.8 Provision of project participants with an access to the computer databases containing some information concerning the contents of courses offered at the economic faculties of the European universities.

3.9 Creation of a computer database of educational programs, curricula and teaching aids in Economics.

3.10 Dissemination of the experience – organization of Ural annual inter-universities’ seminars on internationalization of higher economic education.

3.11 Dissemination of the experience – publishing of Newsletters on internationalization of higher economic education (3 times a year).

Target group(s):

Administrative staff, academic staff.

Inputs allocated from the Tempus budget:

1. Financing of short-term visits.

15 Administrative and academic staff members' mobility East-West

2. Financing of training periods and intensive courses.

15 Administrative and academic staff members' mobility East-West.

3. Financing of the Newsletters publishing.

4. Financing of books and periodical publications purchasing.

5. Financing of an access to the computer databases.

Inputs allocated from outside the Tempus budget:

1. Financing of the experts work in educational programs’ analysis.

2. Financing of the work on ECTS introduction.

3. Financing of the work on elaboration of the didactic materials and teaching aids.

4. Financing of 3 seminars.

5. Financing of language courses for trainees.

Duration (in weeks): 101

Total Tempus funding required for this outcome (including related mobility flows) over project duration:

**ECU .93'900**

*(this amount reflects the inputs from the Tempus budget only - for other contributions see the financial table V.8.)*

**OUTCOME TABLE**

**(Continued)**

**Outcome reference N°: 4** Description of the outcome: A network of branches of the Regional Centre for Students’ Exchanges (RCSE) at the Ural universities – participants of the consortium, as well as constant contacts of the Centre and its branches with the corresponding structures of the European universities participating in the project.

Deadline: August, 31, 2001 Institutions involved (reference N°): **2-6**

Description of the activities:

4.1 Creation of RCSE branches at the universities of the Ural consortium and their technical provision.

4.2. Establishing of cooperation links between the heads of the RCSE branches at the Ural universities.

4.3 Appointment of ECTS-coordinators in Economics at each participating university.

4.4 Training of the ECTS-coordinators and staff of the RCSE and its branches at the European universities.

4.5 Organization of meetings, conferences, seminars on the exchange of experience with participation of the heads and the staff of the RCSE, ECTS-coordinators and students participating in the project.

4.6 Establishing of direct links between the ECTS-coordinators in economics of the Ural consortium universities and the European universities, participation in the work of the ECTS ALUMNI Association.

4.7 Dissemination of the experience – publishing activities (Newsletters, see Outcome 3 Activity 3.11).

Target group(s):

Staff of the RCSE and its branches, ECTS-coordinators.

Inputs allocated from the Tempus budget:

1. Financing of intensive courses for the RCSE staff and ECTS-coordinators at European universities.

2. Financing of the publishing activities (it is the same activity mentioned above, see Outcome 3).

3. Provision of the RCSE branches with equipment:

4 PCs; 4 Laser Jets; 4 Copying machines; 4 Binding machines.

4. Financing of software.

5. Financing of services for the equipment.

Inputs allocated from outside the Tempus budget:

1. Premises, furniture, municipal costs.

2. Staff costs (RCSE and its branches staff, ECTS-coordinators).

3. Computer network, communications.

4. Financing of conferences and seminars.

Duration (in weeks): 156

Total Tempus funding required for this outcome (including related mobility flows) over project duration:

**ECU .38'000**

*(this amount reflects the inputs from the Tempus budget only - for other contributions see the financial table V.8.)*

**OUTCOME TABLE**

**(Continued)**

**Outcome reference N°: 5** Description of the outcome: 20 academic staff will deliver lectures at the universities-participants in the project.

Deadline: June, 31, 2001 Institutions involved (reference N°): **1-8**

Description of the activities:

5.1 Elaboration of new study courses (reviews lectures on subjects that are read at the professors’ home institutions) and their methodological provision.

5.2 Organizational and informational support of the outgoing lecturers.

5.3 Dissemination of the experience: publishing activity (Newsletters, see Outcome 3, Activity 3.11).

Target group(s):

Academic staff, postgraduate students, students, administrative staff.

Inputs allocated from the Tempus budget:

1. Financing of the 15 academic staff members' East-West mobility (it is the same mobility mentioned above, see Outcome 3).

2. Financing of the 5 academic staff members' West-East mobility.

3. Publishing of didactical materials (teaching aids) for the lectures to be read abroad (20 sets).

Inputs allocated from outside the Tempus budget:

1. Financing of the work on elaboration of new copyrightable courses.

Duration (in weeks): 77

Total Tempus funding required for this outcome (including related mobility flows) over project duration:

**ECU .22'800**

*(this amount reflects the inputs from the Tempus budget only - for other contributions see the financial table V.8.)*

***2.3. Impact and sustainability***

The successful implementation of the project will influence various aspects of the system of higher education in Russia, connected with preparation of students to be highly qualified specialists:

1. On the national level it is the process of adaptation of the Russian system of higher education to the European dimensions; the possibility of mutual recognition of diplomas of future specialists in economics; creation of a model of a rapid and reliable information exchange system between the universities of Russia and European Union;
2. At a regional level - perfecting of the network of the Ural universities ensuring high-quality preparation of students in the sphere of economics; uniting of scientific - pedagogical potential of the Ural universities for solution of problems in the sphere of student exchanges; development of structures coordinating student exchanges at the regional level; creation of reliable channels of information exchange on problems of preparation of high-qualified economists;
3. At a university level - further development of university structures connected with student exchanges (Regional Center for Student Exchanges, Regional Office for International Cooperation); replenishment of the library funds with the economic literature, purchased by the students during their study courses abroad; creation of the atmosphere of interest in student exchanges at all structural subdivisions (faculties, departments) of the university;
4. At a level of faculties - development of the structure of the Economic Faculty by student exchanges, including those with foreign universities; improvement of professional skills of the faculty teaching staff, including reading of some lectures in a foreign language; increase of students' interest in qualitative studying and learning of foreign languages;
5. At a level of departments - perfecting of curricula for preparation of experts in the sphere of economics; teachers' mastering of foreign languages; rise of prestige of an economic specialty in the eyes of would-be students.

Upon termination of Tempus/Tacis financing the outcomes of the project can be maintained and developed by the structures established in the course of the project implementation (RCSE branches, ECTS-coordinators). The involvement in new projects, bilateral and multilateral agreements between the Russian and foreign universities is possible. It is obviously possible, that the mentioned structures, using the accumulated links, can offer the whole range of services to organizations and population. This will ensure additional sources of financing.

The Ural universities consortium has an intention to save and to develop the academic network established in the framework of the CHAIN-E project. For this purpose it is planned to offer and to realize the joint projects, financed from the respectable sources. All the Ural universities have an experience of grants getting from the national and non-governmental funds: “The Fund of Higher Education Development”, “National Fund for Staff Preparation” (The Government of the Russian Federation and the International Reconstruction and Development Bank), “G. Soros Fund (Opened Society Institute)” etc. During the academic network creation the universities will try to provide the financing from these sources of the respectable joint project in the field of Economics and Education. At the present time the USVPU and the USU have already got the positive decision of the “National Fund for Staff Preparation” about the loan rendering for the realization of the Innovation Education Fund project in the field of economical education of these universities.

**IV.3. MANAGEMENT OF THE PROJECT**

***3.1. Management structure***

**Role and responsibilities of each consortium member**

The structure of management of the project is indicated in the scheme below.

The University - Contractor is Ghent University (RUG). During the first year of MJEP fulfillment it acts as the University - Coordinator of the project, but it delegates some part of the responsibilities in Russia to the USVPU. Such control circuit has been already tested in 1994-98. In a course of realization of the Ural universities consortium work with the Ghent University within the framework of the multilateral agreements, and also the USVPU with Ghent, Rotterdam and Valladolid universities under the URAL project (Tempus/Tacis) T-JEP-10094-95-RF. The positive administrative experience accumulated for these years allows to recommend the used circuit of work.

During the second and third years functions of University - Coordinator of the project executes the USVPU, and some part of the responsibilities on coordination of works in Europe are preserved for RUG. The delegation of a coordinating role to Russian university (USVPU) has two reasons: first, the major part of work under the project is carried out in Russia; secondly, the fulfillment of managing functions will allow the USVPU to fix and to advance those skills of a realization of international cooperation, which were incorporated by joint activity of the Russian-European consortium of universities in 1994-98.

The problems of **CHAIN-E** and Russian-European subprojects development strategy (as well as development strategy of the URAL subprojects and other projects connecting universities of Ural and Europe into the network) will be settled by Council of the Rectors, which includes Prof./Dr. G. Romantsev (USVPU), Prof./Dr. V. Tretyakov (USU), Prof./Dr. V. Kamyshov (USUE), Prof./Dr. S. Naboichenko (USTU), Prof./Dr. V. Zhavoronkov (USPU) on the part of Ekaterinburg universities.

The operating project management is carried out by the Coordination Council of the managers of works at the universities. To be such managers: a Vice-Rector - coordinator of the international programs (USVPU), Prof./Dr. I. Kolobkov - Chairman of Coordination Council; a Vice-Rector on international relations (USUE), Prof./Dr. A. Maltsev – deputy head of the Coordination Council; the dean of Economics Faculty (USU), Prof./Dr. D. Nesterova; Head of the Department of The Analysis of Systems and Decision Making (USTU), Prof./Dr. O. Nikonov; a Vice-Rector on educational work and international relations (USPU), Prof./Dr. M. Igoshev are appointed. The managers of works at the universities coordinate aspirations of faculties and departments involved in the project in the correspondence with the annually developed general plan of the activity, which is approved in Tempus Department of the ETF.

A big role in carrying out of the MJEP CHAIN-E activities is played by the ECTS-coordinators, appointed at the universities, who are responsible for the ECTS implementation while realization of student exchanges. The strict fulfillment of ECTS principles, which is steadfastly monitored by the ECTS-coordinators, is the lien of that the procedures of academic recognition of study results will be facilitated, and the students who wish to study abroad, will not be afraid of extension of terms of their study because of a problem with academic recognition. In 4 of five Ural universities the ECTS-coordinators already exist and have passed training periods abroad and followed special courses in the USVPU: Prof./Dr. A. Zhuchenko Vice-rector of the USVPU; the Head of the Educational Department (USTU) Prof./Dr. V. Shavrin; the employee of the Educational Department (USPU) Prof. M. Yelisafenko; Prof./Dr. of the International Relations Department (USU) V. Kouzmine. Besides, the ECTS technology is widely known to the administrative and academic staff of the USVPU, who can be involved to management of the process of ECTS introduction into other Ural institutions.

The course of works under the project is weekly discussed by the Head of the Coordination Council with the representatives of international departments of universities (liaison-officers). The meetings of liaison -officers, as an element of operating control, are widely applied in activity of the consortium of Ural universities in 1994-98. The functions of liaison-officers execute the following persons: Prof./Dr. T. Begalova (USTU), Mrs. Y. Tokpiseva (USPU), Mrs. R. Shamsutdinova (USU).

The managers of works under the project at the universities act in a close contact with services of international cooperation. These services at various universities are on the different stages of development, however they can effort to cover needs of the project. The main work will be carried out by the most developed subdivisions of the University - Coordinator (USVPU): the Regional Office for International Cooperation, Language Center, Regional Centre for Student Exchanges.

The Regional Office for International Cooperation of the USVPU in cooperation with international departments of other universities[[1]](#footnote-1) is to fulfill the following functions:

1. Regularly instructs the managers of works at the consortium universities and various participants about new possibilities and new kinds of activity in the framework of the project and gives practical advises.
2. Distributes information about a course of realization of the project, ensures feedback.
3. Organizes coordination meetings of the managers of works.
4. Realizes interaction with the foreign partners - participants of the projects.
5. Realizes planning and monitoring the course of realization of the project.
6. Elaborates the reports (intermediate and final).
7. Represents outcomes of the project to a wide academic public.
8. Organizes international and regional conferences, seminars and meetings.
9. Realizes developing and issuing of the newsletters.
10. Carries out the accumulation and systematization of materials on the results of foreign training periods and of the employees of the consortium universities.
11. Organizes sending and receiving of the official invitations.
12. Realizes communication with embassies and consulates to settle problems of visa support.
13. Organizes visa maintenance to the foreigners in Ekaterinburg.
14. Helps in registration of the passports, insurance and other necessary documents for departure abroad.
15. Helps in booking of the travel tickets and hotels.
16. Organizes residing, feed and leisure of the foreign visitors to university.
17. Creates information and methodical databases for elaboration of social-cultural programs both for the foreign visitors, and for the university employees and students departing abroad.
18. Organizes cultural information maintenance concerning country of stay for students the university employees departing abroad.
19. Organizes a supply.
20. Realizes print-design works of the department.
21. Organizes text translations.
22. Provides serviceable operation of all kinds of communication (telephone, fax, mail, DHL post, e-mail).
23. Realizes the collection of the financial documents (invoices, waybills, travel tickets) and their registration in the correspondence with requirements of the project.
24. Realizes planning and monitoring expenditures of financial assets of the project.
25. Elaborates the financial report on the expenditures of grant money.
26. Conducts accounting and remittances in various currencies.
27. Inspects and adjusts the use of financial assets of the university by the department.

Thus, the international departments of both Ural, and European universities bear responsibility for the most general organizational aspects of the realization of the project: operative-circumspect activity, planning, monitoring and reporting, distribution of outcomes of works, technical support of the mobility, publishing works, supply and financial management.

The inclusive aspects of the project concerning development of higher economic education, tutoring at foreign universities and academic recognition of study periods, and also individual problems of organization of mobility are assigned to Regional Centre for Student Exchanges (Vagant Center) of the USVPU, which bears responsibility for the fulfillment of the following functions:

1. Introduction of the European Credit Transfer System (ECTS) in the Ural universities; the guaranteed carrying out of the obligations of universities on observance the ECTS principles and mechanisms while its using among Russian institutions as well as while international student exchanges;
2. Rendering of the methodical and organizational assistance while introduction ECTS in the Ural universities; rendering of organizational and information support to the institutional ECTS-coordinators beginning the introduction of the ECTS; involving of academic staff in a procedure of credit allocation among subjects of the curricula;
3. Coordination of the Ural universities activity on their adaptation to the requirements of the European educational dimensions;
4. Informing of the university administrators, students and teachers-users of the ECTS concerning educational possibilities of the European and Russian universities; requirements and possibilities of their reception; coordination, preparation, elaboration and distribution of information packages of faculties, electronic presentation versions (Home pages) and student Handbooks and Guides in Russia and countries of Western Europe.
5. The accumulation, processing and distribution of an information on problems of mutual academic recognition among institutions of the Ural Region;
6. Organization of training periods for the teachers and administrators of the Ural consortium universities concerning student exchanges and academic recognition; generalization of obtained outcomes and their distribution in the Ural universities consortium;
7. The coordination and approvement of the normative documents on academic recognition;
8. Participation in the development of general curricula and Russian State educational standards;
9. Maintenance of constant contacts with the ECTS-coordinators from other universities: exchange with the applications, agreements on study terms; coordination of the curricula and educational programs; preparation of the documents on transcription of outcomes of study; fixing of the courses recognition and recognition of study periods; designing of the individual educational programs; combination of academic requirements and personal interests of the students;
10. Monitoring of a course of study in the framework of the ECTS: maintenance of adaptation and integration of foreign students at the university; maintaining of contacts with the outgoing students for promotion of their adaptation and progress in study.
11. Establishment and maintaining of contacts with structures realizing sponsorship of study abroad, national organizations financing the programs of student exchanges.

In a course of project the creation of the Vagant Centre branches at the Ural universities consortium and delegation of a part of functions of Regional Centre for Student Exchanges are supposed. Together with it, the part of the responsibility under the project for study of the students abroad is transmitted also to the Ural universities.

At the European universities the responsibility for the listed above kinds of activity are assigned to student advisory centers and to international relation offices. In all cases at the Russian universities as well as in institutions of European Union the kinds of activity are carried out with participation of faculty and university ECTS-coordinators.

The responsibility for language preparation of the students and trainees is assigned separately to each university of the consortium. However, the perfecting of language knowledge at the Russian participants is supposed to be realized with use of possibilities of the modern Language Center (USVPU), which has not only modern equipment, but also progressive technologies of teaching. In a course of the project it is supposed to create branch of the Language Center in opposite from the USVPU side of Ekaterinburg on the basis of the Ural State University for Economics, to which the part of functions and responsibility on language preparation of the most numerous quota of the students of economic specialties among Ural institutions will be delegated.

The success of the project in many respects depends on information support, which should be regular, reliable, relevant and rapid. Information exchange between universities of the consortium, search of it in computer networks, conduction of teleconferences for the experience exchange and for project management realization are assigned on created during the previous joint universities activity Information Network Centers, which are responsible for this kind of activity.

**Management structure**

**University-Contractor and Coordinator: RUG**

***ECTS-coordinators***

***Liaison - officers***

***International relations services***

***Faculties and departments envolved***

**Managers of Works in the Universities**

**Operatin management: Coordinating Council of Managers of Works in the Universities**

**Strategic management: Council of Rectors**

**Coordinator of works in Russia: USVPU**

*Language Centre of the USVPU*

***The Regional Centre for Student Exchanges (VC)*** *and its branches at the universities*

*International departments*

*Information Network Centre*

**Project management experience of the Coordinator; his/her participation in other programs of international cooperation**

Mrs. Lieve Bracke is the manager of the International Relations Office since 1987. The department has qualified workers, who are incorporated in two groups: conceptual and administrative. The department has experience of coordination of the European educational projects (Erasmus, Lingua, COMMET, Tempus), and also programs of European Union outside Europe (EC - USA, MEDCAMPUS, Alpha, UNITWIN (UNESCO)). The equipment, know-how and qualification of the Office employees allow to operate and to realize these programs successfully.

Mrs. Lieve Bracke has been acting as the coordinator of student exchange programs between the Santander group universities ICP-94-NL-2020/17, joint European projects on student exchanges with Hungary (in several specialities) and pre-project Pre-JEP 00304-93 with Kiev University (Ukraine), in which university of Leeds (Great Britain) participated as coordinating institution. She was a member of the Santander group Executive committee (since 1993). Now she represents Ghent university, which is the contractor-coordinator of JEP URAL (T.JEP-10094-95 RF), which includes universities of Ghent (Belgium), Rotterdam (the Netherlands), Valladolid (Spain) and the USVPU (Russia). Besides she coordinates a series of the URAL subprojects of Ghent University with 4 Ural universities and project OCTOPUSI, which envelops universities of Europe, countries of a CIS, Southeast Asia and Southern Africa.

The Prof.-Dr. G. Romantsev, rector of the USVPU has wide experience in international and interuniversity cooperation. The Association for Scientific Research and Educational Methods in Vocational Education (ASREM/VE) exists more than for 10 years, and is headed by the USVPU and integrates more than 130 institutions and colleges. The institutions of Russia, Ukraine, Belorussia, Uzbekistan, Kazakhstan and other countries entered the Association, which activity is coordinated by the USVPU. In 1987-1990 the USVPU was one of the participants of a joint comprehensive program of Central and East European countries "Improving the Educational System on the Base of Using Computers ". The continuous contacts link the USVPU with Rohr University (Bochum, Germany); Max Plank Institute (Berlin, Germany), IBM Corporation and World ORT Union. In 1995 the university to participant of the Tacis - Distance Learning Pilot Project in the Economic Zone of the Urals - Russian Federation - WW. 91.05/01.01/BO41 between the Commission of the European Communities in Brussels and Institute of National Economy in Rome, Italy.

In 1994-1998 the USVPU actively cooperates with Flemish community, heading a consortium of 4 Ural universities, which work with the Ghent University within the framework of the bilateral and multilateral agreements, and USVPU, besides in the framework of Tempus (Tacis) JEP URAL (T.JEP - 10094-95 RF). In a course of the JEP URAL fulfillment the Regional Office for International Cooperation was created in the USVPU and equipped with the modern equipment. The employees of the Regional Office have gained necessary qualification upon training periods at the European universities and are capable to execute administrative solutions of the coordinator of the project.

Now under G. Romantsev's power the agreements have been made and the connection with universities and colleges of Munich, Kempten, Wiadrin (Frankfurt – on Maine) (Germany), Tyantsyn (China), Ulan-Bator (Mongolia) has been adjusted.

**The decision making process envisaged**

In accordance with the management structure of the project the solutions are subdivided on strategic and operating ones. The strategic solutions can be connected to a measurement of the long-term plans of work, role and responsibility of the partners, resource allocation of the project with the purpose of increase of quality of works, optimization of the resource expenditures. Such solutions are made by the coordinator of the project as agreed with the Rectors Council and with bearing in mind of judgements of other interested persons supporting the project financially, and organizationally.

The operating solutions are made within the framework of the annual Revised Budget and Activity Plan (RBAP) and are directed to the realization of the scheduled activities. They are made at the project managers’ level, level of the involved faculties and departments managers, managers of international cooperation services. If the solutions affect interests of other partner universities, their coordination with Coordinating Council is carried out. If these solutions cause a modification of the works scheduled terms and/or of resources, it is required to coordinate these solutions with the coordinator of the project. The conditions of the coordination of the solutions with Tempus Department are determined by the Contract.

**MANAGEMENT TABLE**

Reference N°: **6** Description of the outcome: Management of the project

|  |  |  |
| --- | --- | --- |
| Description of the activities: |  | Year |
| 6.1. Annual planning of the activities and of budget (RBAP). |  | 1 | 2 | 3 |
| 6.2. Annual report on done activities to the Tempus Department of the ETF. |  | 1 | 2 | 3 |
| 6.3. Weekly holding of operating workshops with liaison-officers of Ural consortium and teleconferences with the contact persons of the European universities. |  | 1 | 2 | 3 |
| 6.4. Coordinating Council meetings of managers of works on the project in Ural universities (monthly) |  | 1 | 2 | 3 |
| 6.5. The Ural Rectors Council meetings: The intermediate results and perspectives of the project activities (every half-year)year) |  | 1 | 2 | 3 |
| 6.6. Holding of coordinating workshops of representatives of all universities participating in the consortium which will be carried out in the framework of annual conferences on the problems in Economics education (see 2.8 activity). |  | 1 | 2 | 3 |
| 6.7. Participation of representatives of 8 universities-participants of the project in the annual coordinating conference of ETF Tempus- Department (Turin, Italy). |  | 1 | 2 | 3 |
| 6.8. Purchasing and installation of modern telecommunication equipment for all universities of the Ural Consortium: 5 Faxes and 5 Fax\modems. |  | 1 |  |  |

|  |  |  |
| --- | --- | --- |
| Inputs (allocated from the Tempus budget): |  | Year |
| 1. Financing of travel and stay in Ekaterinburg of European participants of the conference (see Outcome 2, Tempus resources 2). |  | 1 | 2 | 3 |
| 2. Financing of purchasing of 5 Faxes and 5 Fax\modems. |  | 1 |  |  |
| 3. Financing of travel and 2-days stay in Turin of 1 participant from each university going to the conference. |  | 1 | 2 | 3 |
| 4. Financing of photocopying of the documents and costs for materials immediately connected with measures on the project.  |  | 1 | 2 | 3 |
| 5. Financing of waybills. |  | 1 | 2 | 3 |
| 6. Financing of administrative activity. |  | 1 | 2 | 3 |

Inputs (allocated from outside the Tempus budget:

1. Provision of staff for management of the project, including the managers and technical executors.

2. Granting by universities of means of the communications.

3. Granting by universities of premises and office equipment.

Total Tempus funding required (including related mobility flows) over project duration:

ECU 35620

***3.3. Quality Control***

Internal monitoring

The operating control includes obligatory planning of all kinds of activity at both the level of administrative structures and executors and, accordingly, reports on the scheduled activity fulfillment. Both short-term and long- term planning will be carried out. For realization of internal monitoring of the project with the purpose of an evaluation of timeliness and qualities of fulfillment of works all participants should declare the regular reports on fulfillment of activity to university-coordinator of the project. It will allow inspecting an expenditure of financial resources and fulfillment of the plans of works.

External evaluation

The general reports will annually be declared in Tempus Department for a qualitative and quantitative evaluation of efficiency of activity under the project with the external experts.

The activity under the project will be discussed on annual conferences and seminars with a participation of the European experts. It will allow to make the necessary adjustments to the project activity in time for maintenance of due quality.

It is possible to assume that the Tacis Coordinating Unit situated in Ekaterinburg also can act in a role of the observers and experts of the project activity.

Except kinds of monitoring of quality, timeliness and expediency of the project activities, and also rational use of financial resources from the part of the project coordinators and of the Tempus Department, it is necessary to take into account monitoring from the part of other persons interested in development and effective outcomes of the project. First of all, organizations managers who sign the letters of endorsement of the project and guarantee additional financial and organizational support: the rectors of universities - participants of the project, chiefs of the Central Bank of Russia, chiefs of the Parliament committee on Economy of Sverdlovsk Area, and Nuffic as well. The regular publication of the plans of activity under the project and outcomes of their fulfillment in Newsletters will allow all interested persons to inspect process of the project development and its efficiency.

**IV.4. WORKPLAN:**

**WORKPLAN Year 1998 - 1999 (November 1 - October 31)**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Outcomes/activities** | **NOV** | **DEC** | **JAN** | **FEB** | **MAR** | **APR** | **MAY** | **JUN** | **JUL** | **AUG** | **SEP** | **OCT** | **Duration (weeks / days)** |
| **1. 20 East-West student mobility.** | OOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOO | OOOO | 52 weeks |
| 1.1 Working out a common selection procedure of students-economists of the consortium universities. | XXXX | XXXX | XXXXX |  |  |  |  |  |  |  |  |  | 13 weeks |
| 1.2 Creation, annual updating, setting up in the Internet of information packages (in English language).  | OOOO | OOOO | OOOOO | OOOO | OOOOO |  |  |  |  |  |  |  | 22 weeks |
| 1.3 Organization of access to the resources of the host university. |  |  |  | OOOO | OOOOO | OOOO | OOOOO | OOOO |  |  |  |  | 30 weeks |
| 1.4 Accommodation of foreign students. Organization of their leisure and security during staying abroad. |  |  |  | OOOO | OOOOO | OOOO | OOOOO | OOOO |  |  |  |  | 30 weeks |
| 1.5 Language training of the outgoing students. | OOOO | OOOO | OOOOO |  |  |  |  | OOOO | OOOOO | OOOO |  |  | 26 weeks |
| 1.6 Organizational and informational students’ support. | OOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOO | OOOO | 52 weeks |
| 1.7 Supervising of the outgoing students.  |  |  |  | OOOO | OOOOO | OOOO | OOOOO | OOOO |  |  | OOOO | OOOO | 30 weeks |
| 1.8 Application of ECTS for the studying results’ recognition. | XXXX | XXXX | OOOOO |  |  |  |  | OOOO | OOOOO | OOOO |  |  | 26 weeks |
| 1.10 Organization of 1st annual regional conference on the problems of economic education. |  |  |  |  |  | X |  |  |  |  |  |  | 3 days |
| **2. 15 East-East student mobility.** | XXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX | XXXX | XXXX | 52 weeks |
| 2.1 Working out a common selection procedure of students-economists of the consortium universities. | XXXX | XXXX | XXXXX |  |  |  |  |  |  |  |  |  | 13 weeks |
| 2.2 Creation, setting up in the Internet of information packages of the consortium universities (in the Russian language). | XXXX | XXXX | XXXXX | XXXX | XXXXX |  |  |  |  |  |  |  | 22 weeks |
| 2.3 Organization of access to the resources of the host university. |  |  |  | XXXX | XXXXX | XXXX | XXXXX | XXXX |  |  | XXXX | XXXX | 30 weeks |
| 2.4 Supervising of the outgoing students. |  |  |  | XXXX | XXXXX | XXXX | XXXXX | XXXX |  |  | XXXX | XXXX | 30 weeks |
| 2.5 Accommodation of other-town students. |  |  |  | XXXX | XXXXX | XXXX | XXXXX | XXXX |  |  | XXXX | XXXX | 30 weeks |
| 2.6 Organizational and informational students’ support.  | XXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX | XXXX | XXXX | 52 weeks |
| 2.7 Application of ECTS for the studying results’ recognition. | XXXX | XXXX | XXXXX |  |  |  |  | XXXX | XXXXX | XXXX |  |  | 26 weeks |
| **3. Internationalization of educational economic programs at the consortium universities.** | OOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO |  | OOOO | X | 45 weeks |
| 3.1 Comparative analysis of educational programs of the home and host universities.  | OOOO | OOOO |  |  |  |  | OOOOO | OOOO |  |  |  |  | 17 weeks |

Activities carried out both in the partner country and in the EU: **O**

Activities carried out in the partner country: **X**

Activities carried out in the EU: **=**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 3.2 Selection of foreign study courses, which are of an interest for the sending university. | OOOO | OOOO |  |  |  |  | OOOOO | OOOO |  |  |  |  | 17 weeks |
| 3.3 Foreseeing the ways to overcome the differences in educational programs. | OOOO | OOOO |  |  |  |  | OOOOO | OOOO |  |  |  |  | 17 weeks |
| 3.4 ECTS system introduction. | OOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO |  |  |  | 40 weeks |
| 3.5 Short-term visits of administrative and academic staff to coordinate student mobility. |  |  |  |  | = |  |  |  |  |  |  |  | 1 weeks |
| 3.6 Staff training periods to perfect the teaching methods; intensive courses on credit transfer methods. | = | = = = |  |  |  |  |  |  |  |  |  |  | 4 weeks |
| 3.9 Creation of a computer database of educational programs, curricula and teaching aids in Economics. | OOOO | OOOO | OOOOO |  |  |  |  |  |  |  |  |  | 13 weeks |
| 3.10 Organization of inter-university seminar on internationalization of higher economic education. |  |  |  |  |  |  |  |  |  |  |  | X | 3 days |
| 3.11 Publishing of 3 issues of Newsletter on internationalization of higher education. |  |  | XXXXX |  |  |  | XXXXX |  |  |  | XXXX |  | 14 weeks |
| **4. A network of branches of the Regional Centre for Students’ Exchanges (RCSE).** | XXXX | XXXX | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOO | OOOO | 52 weeks |
| 4.1 Creation of RCSE branches at the universities of the Ural consortium. | XXXX | XXXX | XXXXX |  |  |  |  | XXXX |  |  |  |  | 17 weeks |
| 4.2. Establishing of cooperation links between the heads of the RCSE branches. | XXXX | XXXX | XXXXX |  |  |  |  |  |  |  |  |  | 13 weeks |
| 4.3 Appointment of ECTS coordinators in Economics at each participating university. | XX |  |  |  |  |  |  |  |  |  |  |  | 2 weeks |
| 4.4 Training of the ECTS coordinators and staff of the RCSE at the European universities. |  |  |  | = = = = |  |  |  |  |  |  |  |  | 4 weeks |
| 4.5 Organization of meetings, conferences, seminars on the exchange of experience. |  | X |  |  |  |  |  |  |  |  | X |  | 2 weeks |
| 4.6 Establishing of direct links between the ECTS coordinators of the Ural consortium and the European universities, participation in the work of the ECTS ALUMNI Association |  |  | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOO | OOOO | 44 weeks |
| 4.7 Publishing activities (Newsletters, see Outcome 3 Activity 3.11). |  |  | XXXXX |  |  |  | XXXXX |  |  |  | XXXX |  | 14 weeks |
| **5. 6 academics deliver lectures at the universities-participants (see Outcome 3).** | XXX= | = = = | OOOOO | XX |  |  | XXXXX |  |  |  | XXXX | XXXX | 27 weeks |
| 5.1 Elaboration of new study courses and their methodological provision.  | XXX= |  | = = = = = |  |  |  |  |  |  |  | XXXX | XXXX | 17 weeks |
| 5.2 Organizational and informational support of the outgoing lecturers. | XXX= | = = = | = = = = = | XX |  |  |  |  |  |  |  |  | 18 weeks |
| 5.3 Publishing activities (Newsletters, see Outcome 3 Activity 3.11). |  |  | XXXXX |  |  |  | XXXXX |  |  |  | XXXX |  | 14 weeks |
| **6. Project management.** | OOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOO | OOOO | 52 weeks |
| 6.1 Annual planning of the activities and of budget (RBAP). |  |  |  |  |  |  |  |  |  |  |  | OOOO | 4 weeks |
| 6.2 Annual report on done activities to the Tempus Department of the ETF. |  |  |  |  |  |  |  |  |  |  |  | OOOO | 4 weeks |
| 6.3 Weekly holding of operating workshops with liaison-officers of Ural Consortium. | OOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOO | OOOO | 52 weeks |
| 6.4 Coordinating Council meetings of managers of works on the project in Ural universities (monthly) | X | X | X | X | X | X | X | X | X | X | X | X | 12 days |
| 6.5 The Ural Rectors Council meetings: The intermediate results and perspectives of the project activities (every half-year) | X |  |  |  |  |  | X |  |  |  |  |  | 2 days |
| 6.6 Holding of coordinating workshops of representatives of all consortium universities. |  |  |  |  |  | 0 |  |  |  |  |  |  | 1 day |
| 6.7 Participation of representatives of consortium universities in the annual coordinating conference of ETF Tempus- Department (Turin, Italy). |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6.8 Purchasing, installation of telecommunication equipment for all universities of the Ural Consortium: 5 Faxes and 5 Fax\modems. |  |  | XX |  |  |  |  |  |  |  |  |  | 2 weeks |

**WORKPLAN Year 1999 - 2000 (November 1 - October 31)**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Outcomes/activities** | **NOV** | **DEC** | **JAN** | **FEB** | **MAR** | **APR** | **MAY** | **JUN** | **JUL** | **AUG** | **SEP** | **OCT** | **Duration (weeks / days)** |
| **1. 24 East-West student mobility.** | OOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOO | OOOO | 52 weeks |
| 1.2 Creation, annual updating, setting up in the Internet of information packages (in English language).  | OOOO | OOOO |  |  |  |  |  |  |  |  |  |  | 8 weeks |
| 1.3 Organization of access to the resources of the host university. | OOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO |  |  | OOOO | OOOO | 43 weeks |
| 1.4 Accommodation of foreign students. Organization of their leisure and security during staying abroad. | OOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO |  |  | OOOO | OOOO | 43 weeks |
| 1.5 Language training of the outgoing students. | OOOO | OOOO | OOOOO |  |  |  |  | OOOO | OOOOO | OOOO |  |  | 26 weeks |
| 1.6 Organizational and informational students’ support. | OOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOO | OOOO | 52 weeks |
| 1.7 Supervising of the outgoing students.  | OOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO |  |  | OOOO | OOOO | 43 weeks |
| 1.8 Application of ECTS for the studying results’ recognition. |  | OOOO | OOOOO |  |  |  |  | OOOO | OOOOO | OOOO |  |  | 22 weeks |
| 1.10 Organization of 1st annual regional conference on the problems of economic education. |  |  |  |  |  | X |  |  |  |  |  |  | 3 days |
| **2. 25 East-East student mobility.** | XXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX | XXXX | XXXX | 52 weeks |
| 2.2 Creation, setting up in the Internet of information packages of the consortium universities (in the Russian language). | XXXX | XXXX |  |  |  |  |  |  |  |  |  |  | 8 weeks |
| 2.3 Organization of access to the resources of the host university. | XXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX |  |  |  |  | 35 weeks |
| 2.4 Supervising of the outgoing students. | XXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX |  |  |  |  | 35 weeks |
| 2.5 Accommodation of other-town students. | XXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX |  |  |  |  | 35 weeks |
| 2.6 Organizational and informational students’ support.  | XXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX | XXXX | XXXX | 52 weeks |
| 2.7 Application of ECTS for the studying results’ recognition. |  | XXXX | XXXXX |  |  |  |  | XXXX | XXXXX | XXXX |  |  | 22 weeks |
| **3. Internationalization of educational economic programs at the consortium universities.** | OOOO | OOOO | OOOOO |  | = |  | OOOOO | OOOO |  |  | OOOO | X | 28 weeks |
| 3.1 Comparative analysis of educational programs of the home and host universities.  | OOOO | OOOO |  |  |  |  | OOOOO | OOOO |  |  |  |  | 17 weeks |
| 3.2 Selection of foreign study courses, which are of an interest for the sending university. | OOOO | OOOO |  |  |  |  | OOOOO | OOOO |  |  |  |  | 17 weeks |
| 3.3 Foreseeing the ways to overcome the differences in educational programs. | OOOO | OOOO |  |  |  |  | OOOOO | OOOO |  |  |  |  | 17 weeks |
| 3.5 Short-term visits of administrative and academic staff to coordinate student mobility. |  |  |  |  | X |  |  |  |  |  |  |  | 1 weeks |
| 3.6 Staff training periods to perfect the teaching methods; intensive courses on credit transfer methods. |  | = = = = |  |  |  |  |  |  |  |  |  |  | 4 weeks |
| 3.7 Expending of the library resources of partner universities. | OOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOO | OOOO | 52 weeks |
| 3.8 Provision of project participants with an access to the computer databases | OOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOO | OOOO | 52 weeks |
| 3.9 Creation of a computer database of educational programs, curricula and teaching aids in Economics. | OOOO | OOOO | OOOOO |  |  |  |  |  |  |  |  |  | 13 weeks |
| 3.10 Organization of inter-university seminar on internationalization of higher economic education. |  |  |  |  |  |  |  |  |  |  |  | X | 3 days |
| 3.11 Publishing of 3 issues of Newsletter on internationalization of higher education. |  |  | XXXXX |  |  |  | XXXXX |  |  |  | XXXX |  | 14 weeks |
| **4. A network of branches of the Regional Centre for Students’ Exchanges (RCSE).** | OOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOO | OOOO | 52 weeks |
| 4.5 Organization of meetings, conferences, seminars on the exchange of experience. |  |  |  | X |  |  |  |  |  |  | X |  | 2 weeks |
| 4.6 Establishing of direct links between the ECTS coordinators of the Ural consortium and the European universities, participation in the work of the ECTS ALUMNI Association | OOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOO | OOOO | 52 weeks |
| 4.7 Publishing activities (Newsletters, see Outcome 3 Activity 3.11). |  |  | XXXXX |  |  |  | XXXXX |  |  |  | XXXX |  | 14 weeks |
| **5. 7 academics deliver lectures at the universities-participants (see Outcome 3).** | XXX= | = = = | OOOOO | XX |  |  | XXXXX |  |  |  | XXXX |  | 23 weeks |
| 5.1 Elaboration of new study courses and their methodological provision.  | XXX= |  | = = = = = |  |  |  |  |  |  |  |  |  | 9 weeks |
| 5.2 Organizational and informational support of the outgoing lecturers. | XXX= | = = = | = = = = = | XX |  |  |  |  |  |  |  |  | 14 weeks |
| 5.3 Publishing activities (Newsletters, see Outcome 3 Activity 3.11). |  |  | XXXXX |  |  |  | XXXXX |  |  |  | XXXX |  | 14 weeks |
| **6. Project management.** | OOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOO | OOOO | 52 weeks |
| 6.1 Annual planning of the activities and of budget (RBAP). |  |  |  |  |  |  |  |  |  |  |  | OOOO | 4 weeks |
| 6.2 Annual report on done activities to the Tempus Department of the ETF. |  |  |  |  |  |  |  |  |  |  |  | OOOO | 4 weeks |
| 6.3 Weekly holding of operating workshops with liaison-officers of Ural Consortium. | OOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOO | OOOO | 52 weeks |
| 6.4 Coordinating Council meetings of managers of works on the project in Ural universities (monthly) | X | X | X | X | X | X | X | X | X | X | X | X | 12 days |
| 6.5 The Ural Rectors Council meetings: The intermediate results and perspectives of the project activities (every half-year) | X |  |  |  |  |  | X |  |  |  |  |  | 2 days |
| 6.6 Holding of coordinating workshops of representatives of all consortium universities. |  |  |  |  |  | O |  |  |  |  |  |  | 1 day |
| 6.7 Participation of representatives of consortium universities in the annual coordinating conference of ETF Tempus- Department (Turin, Italy). |  |  |  |  |  |  |  |  |  |  |  |  |  |

**WORKPLAN Year 2000 - 2001 (November 1 - October 31)**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Outcomes/activities** | **NOV** | **DEC** | **JAN** | **FEB** | **MAR** | **APR** | **MAY** | **JUN** | **JUL** | **AUG** | **SEP** | **OCT** | **Duration (weeks / days)** |
| **1. 20 East-West student mobility.** | OOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOO | OOOO | 52 weeks |
| 1.2 Creation, annual updating, setting up in the Internet of information packages (in English language).  | OOOO | OOOO |  |  |  |  |  |  |  |  |  |  | 8 weeks |
| 1.3 Organization of access to the resources of the host university. | OOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO |  |  |  |  | 35 weeks |
| 1.4 Accommodation of foreign students. Organization of their leisure and security during staying abroad. | OOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO |  |  |  |  | 35 weeks |
| 1.5 Language training of the outgoing students. | OOOO | OOOO | OOOOO |  |  |  |  | OOOO | OOOOO | OOOO |  |  | 26 weeks |
| 1.6 Organizational and informational students’ support. | OOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOO | OOOO | 52 weeks |
| 1.7 Supervising of the outgoing students.  | OOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO |  |  |  |  | 35 weeks |
| 1.8 Application of ECTS for the studying results’ recognition. |  | OOOO | OOOOO |  |  |  |  | OOOO | OOOOO | OOOO |  |  | 22 weeks |
| 1.9 Conduction of the international conference on the results of student exchanges. |  |  |  |  |  |  |  |  |  |  | X |  | 3 days |
| 1.10 Organization of 1st annual regional conference on the problems of economic education. |  |  |  |  |  | X |  |  |  |  |  |  | 3 days |
| **2. 35 East-East student mobility.** | XXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX | XXXX | XXXX | 52 weeks |
| 2.2 Creation, setting up in the Internet of information packages of the consortium universities (in the Russian language). | XXXX | XXXX |  |  |  |  |  |  |  |  |  |  | 8 weeks |
| 2.3 Organization of access to the resources of the host university. | XXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX |  |  | XXXX | XXXX | 43 weeks |
| 2.4 Supervising of the outgoing students. | XXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX |  |  | XXXX | XXXX | 43 weeks |
| 2.5 Accommodation of other-town students. | XXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX |  |  | XXXX | XXXX | 43 weeks |
| 2.6 Organizational and informational students’ support.  | XXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX | XXXXX | XXXX | XXXX | XXXX | 52 weeks |
| 2.7 Application of ECTS for the studying results’ recognition. |  | XXXX | XXXXX |  |  |  |  | XXXX | XXXXX | XXXX |  |  | 22 weeks |
| **3. Internationalization of educational economic programs at the consortium universities.** | OOOO | OOOO | OOOOO |  | = |  | OOOOO | OOOO |  |  | OOOO | X | 28 weeks |
| 3.1 Comparative analysis of educational programs of the home and host universities.  | OOOO | OOOO |  |  |  |  | OOOOO | OOOO |  |  |  |  | 17 weeks |
| 3.2 Selection of foreign study courses, which are of an interest for the sending university. | OOOO | OOOO |  |  |  |  | OOOOO | OOOO |  |  |  |  | 17 weeks |
| 3.3 Foreseeing the ways to overcome the differences in educational programs. | OOOO | OOOO |  |  |  |  | OOOOO | OOOO |  |  |  |  | 17 weeks |
| 3.5 Short-term visits of administrative and academic staff to coordinate student mobility. |  |  |  |  | = |  |  |  |  |  |  |  | 1 weeks |
| 3.6 Staff training periods to perfect the teaching methods; intensive courses on credit transfer methods. |  | = = = = |  |  |  |  |  |  |  |  |  |  | 4 weeks |
| 3.7 Expending of the library resources of partner universities. | OOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOO | OOOO | 52 weeks |
| 3.8 Provision of project participants with an access to the computer databases | OOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOO | OOOO | 52 weeks |
| 3.9 Creation of a computer database of educational programs, curricula and teaching aids in Economics. | OOOO | OOOO | OOOOO |  |  |  |  |  |  |  |  |  | 13 weeks |
| 3.10 Organization of inter-university seminar on internationalization of higher economic education. |  |  |  |  |  |  |  |  |  |  |  | X | 3 days |
| 3.11 Publishing of 3 issues of Newsletter on internationalization of higher education. |  |  | XXXXX |  |  |  | XXXXX |  |  |  | XXXX |  | 14 weeks |
| **4. A network of branches of the Regional Centre for Students’ Exchanges (RCSE).** | OOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOO | OOOO | 52 weeks |
| 4.5 Organization of meetings, conferences, seminars on the exchange of experience. |  |  |  | X |  |  |  |  |  |  | X |  | 2 weeks |
| 4.6 Establishing of direct links between the ECTS coordinators of the Ural consortium and the European universities, participation in the work of the ECTS ALUMNI Association | OOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOO | OOOO | 52 weeks |
| 4.7 Publishing activities (Newsletters, see Outcome 3 Activity 3.11). |  |  | XXXXX |  |  |  | XXXXX |  |  |  | XXXX |  | 14 weeks |
| **5. 7 academics deliver lectures at the universities-participants (see Outcome 3).** | XXX= | = = = | OOOOO | XX |  |  | XXXXX |  |  |  | XXXX | XXXX | 27 weeks |
| 5.1 Elaboration of new study courses and their methodological provision.  | XXX= |  | = = = = = |  |  |  |  |  |  |  | XXXX | XXXX | 17 weeks |
| 5.2 Organizational and informational support of the outgoing lecturers. | XXX= | = = = | OOOOO | XX |  |  |  |  |  |  |  | XXXX | 18 weeks |
| 5.3 Publishing activities (Newsletters, see Outcome 3 Activity 3.11). |  |  | XXXXX |  |  |  | XXXXX |  |  |  | XXXX |  | 14 weeks |
| **6. Project management.** | OOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOO | OOOO | 52 weeks |
| 6.1 Annual planning of the activities and of budget (RBAP). |  |  |  |  |  |  |  |  |  |  |  | OOOO | 4 weeks |
| 6.2 Annual report on done activities to the Tempus Department of the ETF. |  |  |  |  |  |  |  |  |  |  |  | OOOO | 4 weeks |
| 6.3 Weekly holding of operating workshops with liaison-officers of Ural Consortium. | OOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOOO | OOOO | OOOO | OOOO | 52 weeks |
| 6.4 Coordinating Council meetings of managers of works on the project in Ural universities (monthly) | X | X | X | X | X | X | X | X | X | X | X | X | 12 days |
| 6.5 The Ural Rectors Council meetings: The intermediate results and perspectives of the project activities (every half-year) | X |  |  |  |  |  | X |  |  |  |  |  | 2 days |
| 6.6 Holding of coordinating workshops of representatives of all consortium universities. |  |  |  |  |  | O |  |  |  |  |  |  | 1 day |
| 6.7 Participation of representatives of consortium universities in the annual coordinating conference of ETF Tempus- Department (Turin, Italy). |  |  |  |  |  |  |  |  |  |  |  |  |  |

**SECTION V: FINANCIAL ASPECTS**

**V.1. OVERALL FINANCIAL TABLE**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  | **Organizational grant** |  | **Mobility grant** |  | **Total** |
|  |  | **Staff costs** | **Equip-ment** | **Publish-ing printing** | **Other costs**  | **Over-heads** |  | **Cost of stay**  | **Travel costs** |  | **Total grant** |
| Year 1 | Tempus funding | 11 900 | 26 000 | 35 000 | 6 000 | 6 500 |  | \*132 180 | 49 500 |  | 267 080 |
|  | Other sources |  |  |  |  |  |  |  |  |  |  |
| Year 2 | Tempus funding | 11 900 | 4 000 | 20 000 | 6 000 | 6 500 |  | \*144 880 | 48 500 |  | 241 780 |
|  | Other sources |  |  |  |  |  |  |  |  |  |  |
| Year 3 | Tempus funding | 12 110 | 4 000 | 22 500 | 16 000 | 6 500 |  | \*170 530 | 59 500 |  | 291 140 |
|  | Other sources |  |  |  |  |  |  |  |  |  |  |
| Total | Tempus funding | 35 910 | 34 000 | 77 500 | 28 000 | 19 500 |  | 447 590 | 157 500 |  | \*\*800 000 |
|  | Other sources |  |  |  |  |  |  |  |  |  |  |

**\*** This amount corresponds to the number of flows indicated in the mobility tables V.7 of this application form.

**\*\*** This equals the sum of all individual outcomes and management costs.

**V.2. STAFF COSTS**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Academic tasks | Administrative  | Amount requested |
|  | Consortium personnel | External experts(if any) | tasks | from Tempus(ECU) |
| 1998/99 | 0 | 0 | Language coursesTranslationsAdministration | 1040 ECU1600 ECU9260 ECU | 11900 |
| 1999/00 | 0 | 0 | Language coursesTranslationsAdministration | 1040 ECU1600 ECU9260 ECU | 11900 |
| 2000/01 | 0 | 0 | Language coursesTranslationsAdministration | 1040 ECU1800 ECU9270 ECU | 12110 |
| **Total** | **0** | **0** |  | **35910** | **35910** |

**V.3. EQUIPMENT COSTS IN THE PARTNER COUNTRY**

|  |  |  |
| --- | --- | --- |
| EQUIPMENT | Institution | Total amount requested from Tempus |
| 1998/994 IBM compatible PCs 3 040 ECU4 laser jets 4 320 ECU4 copying machines 4 640 ECU4 binding machines 2 400 ECU5 fax machines 5 000 ECU5 fax\modems 3 600 ECUsoftware 1 000 ECU4 typerecorders Dansound AV30 1 200 ECU1 typerecorder Dansound AV40 + CD 450 ECU1 codoscop 350 ECU | 3-63-63-63-62-62-62-6333 | 26000 |
| 1999/00software 1 000 ECUaccess to the databases 1 000 ECUservices for the equipment 1 000 ECUbooks, magazines 1 000 ECU | 2-62-62-62-6 | 4000 |
| 2000/01software 1 000 ECUaccess to the databases 1 000 ECUservices for the equipment 1 000 ECUbooks, magazines 1 000 ECU | 2-62-62-62-6 | 4000 |
| Total equipment costs |  | 34 000 |

**V.4. PUBLISHING AND PRINTING**

|  |  |
| --- | --- |
| TYPE OF PUBLICATION AND N° OF COPIES (indicative) | Total amount requested from Tempus(ECU) |
| 1998/99information packages of 5 consortium universities(300 copies in Russian + 200 copies in English) 25 000 ECU3 issues of Newsletter(1000 copies in Russian + 500 copies in English) 4 500 ECUprinting materials for the conference (250 copies) 2 000 ECUmethodic materials (6 sets 200 copies) 3 500 ECU | 35 000 |
| 1999/00information packages of 5 consortium universities(300 copies in Russian + 200 copies in English) 10 000 ECU3 issues of Newsletter(1000 copies in Russian + 500 copies in English) 4 500 ECUprinting materials for the conference (250 copies) 2 000 ECUmethodic materials (7 sets 200 copies) 3 500 ECU | 20 000 |
| 2000/01information packages of 5 consortium universities(300 copies in Russian + 200 copies in English) 10 000 ECU3 issues of Newsletter(1000 copies in Russian + 500 copies in English) 4 500 ECUprinting materials for the conference (250 copies) 2 000 ECUmethodic materials (7 sets 200 copies) 3 500 ECUsymposium materials (300 copies) 2 500 ECU | 22 500 |
| Total publishing costs | 77 500 |

**V.5. OTHER COSTS**

|  |  |
| --- | --- |
| TYPES OF EXPENDITURE | Total amount requested from Tempus |
| *Other costs*1998/99Organization and holding in Ekaterinburg of the 1st annual regional conference on the problems of economic education, with the European partners taking part. 5 000 ECUPhotocopying of documents and expenditures for materials connected with the measures under the project 1 000 ECU | 6 000 |
| 1999/00Organization and holding in Ekaterinburg of the 2nd annual regional conference on the problems of economic education, with the European partners taking part. 5 000 ECUPhotocopying of documents and expenditures for materials connected with the measures under the project 1 000 ECU | 6 000 |
| 2000/01Organization and conducting in Ekaterinburg of the 3rd annual regional conference on the problems of economic education, with the European partners taking part. 5 000 ECUPhotocopying of documents and expenditures for materials connected with the measures under the project 1 000 ECUorganization and conducting of the international symposium devoted to the results of student exchanges 10 000 ECU | 16 000 |
| **Total other costs** | **28 000** |

**V.6. OVERHEADS**

|  |  |
| --- | --- |
| TYPES OF EXPENDITUREFixed rate costs 2.5% of the total grant | Total amount requested from Tempus |
| *Overheads*1998/99Administrative, post, phone etc. expenditures | 6 500 |
| 1999/00Administrative, post, phone etc. expenditures | 6 500 |
| 2000/01Administrative, post, phone etc. expenditures | 6 500 |
| Total overheads | 19 500 |

**V.7. MOBILITY TABLES FOR THE FIRST, SECOND AND THIRD YEARS OF THE PROJECT**

**YEAR: 1998\1999**

***Staff***

|  |  |  |
| --- | --- | --- |
| **East-West** | **West-East** | **West-West** |
| Total number of people | Total number of weeks | Total number of people | Total number of weeks | Total number of people | Total number of weeks |
| 21 | 50.5 | 7 | 6,5 | 3 | 1 |
| Amount costs of stay:28 950 ECU | Amount costs of stay: 5 200 ECU | Amount costs of stay: 780 ECU |
| Amount travel costs: 21 000 ECU | Amount travel costs: 7 000 ECU | Amount travel costs: 1 500 ECU |
| **(A) Total requested from Tempus for costs of stay and travel costs of staff: 64430 ECU** |

***Students***

|  |  |  |
| --- | --- | --- |
| **East-West** | **West-East** | **East-East** |
| Total number of people | Total number of months | Total number of people | Total number of months | Total number of people | Total number of months |
| 18 | 105 | 2 | 10 | 15 | 75 |
| Amount costs of stay: 89 250 ECU | Amount costs of stay: 8 000 ECU | Amount costs of stay: 0 ECU |
| Amount travel costs: 18 000 ECU | Amount travel costs: 2 000 ECU | Amount travel costs: 0 ECU |
| **(B) Total requested from Tempus for costs of stay and travel costs of students: 117 250 ECU** |

|  |
| --- |
| **Grand total requested from Tempus for costs of stay and travel costs (A+B): 181 680 ECU** |

**YEAR: 1999\2000**

***Staff***

|  |  |  |
| --- | --- | --- |
| **East-West** | **West-East** | **West-West** |
| Total number of people | Total number of weeks | Total number of people | Total number of weeks | Total number of people | Total number of weeks |
| 15 | 26.5 | 8 | 8,5 | 3 | 1 |
| Amount costs of stay:16 350 ECU | Amount costs of stay: 6 500 ECU | Amount costs of stay: 780 ECU |
| Amount travel costs: 15 000 ECU | Amount travel costs: 8 000 ECU | Amount travel costs: 1 500 ECU |
| **(A) Total requested from Tempus for costs of stay and travel costs of staff: 48 130 ECU** |

***Students***

|  |  |  |
| --- | --- | --- |
| **East-West** | **West-East** | **East-East** |
| Total number of people | Total number of months | Total number of people | Total number of months | Total number of people | Total number of months |
| 18 | 105 | 6 | 40 | 25 | 125 |
| Amount costs of stay: 89 250 ECU | Amount costs of stay: 32 000 ECU | Amount costs of stay: 0 ECU |
| Amount travel costs: 18 000 ECU | Amount travel costs: 6 000 ECU | Amount travel costs: 0 ECU |
| **(B) Total requested from Tempus for costs of stay and travel costs of students: 145 250 ECU** |

|  |
| --- |
| **Grand total requested from Tempus for costs of stay and travel costs (A+B): 193 380 ECU** |

**YEAR: 2000\2001**

***Staff***

|  |  |  |
| --- | --- | --- |
| **East-West** | **West-East** | **West-West** |
| Total number of people | Total number of weeks | Total number of people | Total number of weeks | Total number of people | Total number of weeks |
| 15 | 26.5 | 14 | 13 | 3 | 1 |
| Amount costs of stay:16 350 ECU | Amount costs of stay: 10 400 ECU | Amount costs of stay: 780 ECU |
| Amount travel costs: 15 000 ECU | Amount travel costs: 14 000 ECU | Amount travel costs: 1 500 ECU |
| **(A) Total requested from Tempus for costs of stay and travel costs of staff: 58 030 ECU** |

***Students***

|  |  |  |
| --- | --- | --- |
| **East-West** | **West-East** | **East-East** |
| Total number of people | Total number of months | Total number of people | Total number of months | Total number of people | Total number of months |
| 24 | 140 | 5 | 30 | 35 | 175 |
| Amount costs of stay: 119 250 ECU | Amount costs of stay: 24 000 ECU | Amount costs of stay: 0 ECU |
| Amount travel costs: 24 000 ECU | Amount travel costs: 5 000 ECU | Amount travel costs: 0 ECU |
| **(B) Total requested from Tempus for costs of stay and travel costs of students: 172 000 ECU** |

|  |
| --- |
| **Grand total requested from Tempus for costs of stay and travel costs (A+B): 230 030 ECU** |

**V.8. DISTRIBUTION OF PROJECT COSTS ACROSS INSTITUTIONS AND SOURCES OF FUNDING OTHER THAN TEMPUS**

|  |  |
| --- | --- |
| **INSTITUTIONS** | **CONTRIBUTION** |
| Name | Country | Status\* | Amount (local currency) | Amount (ECU) |
| 1. INSTITUTIONAL FUNDS (provided by the participating organizations)1.1. In kind\*\*1.2. In cash\*\* |  |  |  |  |
| 2. FUNDS FROM EXTERNAL SOURCES |  |  |  |  |
| **Total costs met from other sources** |  |

\* Put an **R** if the contribution has been requested and an **A** if it has already been accepted. Please enclose documentation for already accepted contributions.

\*\* Institutional funds in **kind** are non-cash contributions such as: academic and administrative staff time not paid by Tempus; fees not charged by receiving institutions; use of facilities; and etc. Institutional funds in **cash** are cash contributions to the project

**SECTION VI: SUMMARY OF THE MOBILITY JOINT EUROPEAN PROJECT**

(in English, French or German)

Project Contractor: University of Ghent

Project coordinating institution: University of Ghent (1998/1999)

Project title: **CHAIN-E (C**reation of the Project number (for Office use only)

**H**igher **A**cademic **I**nternational

**N**etwork for **E**conomists**)**

Project specific objective:

**PAGE FOR ACKNOWLEDGEMENT OF RECEIPT**

|  |  |  |
| --- | --- | --- |
| Project title |  | Your name:Full address:  Country Postal code Town code |

**This page of the form will be returned to you on receipt of your application. Please enter the MJEP title and your name and address in the box immediately above.**

For Office use only:

We acknowledge receipt of your application for a Mobility Joint European Project which has been registered as

No. ……………………………

This number should be quoted in all subsequent correspondence. Please inform all project consortium members of this reference number as well.

 European Training Foundation:

 Date:

 Signature:

1. The managers of the International Relations Offices are: Mr. V. Puzyrev (USVPU), Mrs. E. Yagnysheva (USUE), Mrs. S. Sokolova (USU), Prof./Dr. N. Yasenev (USTU), Prof./Dr. G. Babich (USPU). [↑](#footnote-ref-1)