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Quality Assurance Plan



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1. SUMMARY CARD

Project name	Bridging the gap between university and industry: Master Curricular Supporting the Development of Green Jobs and Digital Skills in the Ukrainian Building Sector
Project acronym	The BRIDGE
Project reference no.	101127884
Call	ERASMUS-EDU-2023-CBHE-STRAND-2
Type of action	ERASMUS Lump Sum Grants
Granting Authority	EACEA, European Education and Culture Executive Agency
Coordinator HEI	Prydniprovskya State Academy of Civil Engineering and Architecture, PSACEA
Project Manager	Assoc. Prof. DEGTYARIOVA Yuliya, PSACEA, degtyariova.yuliya@pdaba.edu.ua
Project start – end date	1st November 2023 – 31 October 2026
Project duration	36 months
Work package ref.	WP4 Quality control and monitoring by systematic tools and events
Leading Institution	Odessa State Academy of Civil Engineering and Architecture (OSACEA)
Responsible person	Prof. KOVROV Anatolii, OSACEA, rektor@odaba.edu.ua Assoc. Prof. PANDAS Anastasiia, OSACEA, intercom@odaba.edu.ua

2. ABSTRACT

The quality plan defines the key provisions and positions related to the quality management of the project and directions for achieving a high-quality level of activities during the implementation of the project.

The document outlines the structure, requirements and mechanism for ensuring and controlling design activities. The plan is a consistent document and finalizes the actions after the selection and appointment of external members of the Evaluation Board the main provisions of this process are outlined in the Terms of Reference.

3. LIST OF PARTNERS

Number	Short Name	Legal Name	Country
P1	PSACEA	Prydniprovska State Academy of Civil Engineering and Architecture	Ukraine
P2	LPNU	Lviv Polytechnic National University	Ukraine
P3	KNUCA	Kyiv National University of Construction and Architecture	Ukraine
P4	OSACEA	Odessa State Academy of Civil Engineering and Architecture	Ukraine
P5	CPNU	Chernihiv Polytechnic National University	Ukraine
P6	NGO ACU	Ngo "The Academy of Construction of Ukraine"	Ukraine
P7	STUBA	Slovenska Technicka Univerzita v Bratislave	Slovakia
P8	UNISANNIO	Universita degli Studi del Sannio	Italy
P9	WUT	Politechnika Warszawska	Poland
P10	RWTH AACHEN	Rheinisch-Westfaelische Technische Hochschule Aachen	Germany
P11	SKSI	Slovenska Komora Stavebných Inžinierov	Slovakia
P12	IPQ	Instytut Profesijnykh Kvalifikatsii	Ukraine
PA13	MESU	Ministry of Education and Science of Ukraine	Ukraine

4. INTRODUCTION

Goal

The Quality Plan, hereinafter the Plan, provides an overview of the main Quality Assurance (QA) procedures set up by THE BRIDGE project consortium. QA will measure and assure the quality of the project's processes, outputs, and impacts in order to:

- deliver value to the target beneficiaries,
- fulfil the requirements of the project sponsor,
- operate in an efficient and timely manner, and
- assist in the strategic-decision making during and after project lifetime.

The quality of THE BRIDGE project is to a large extent guaranteed by the quality of the partners, as well as the quality of the work plan. However, a close monitoring of the project quality at different stages of its implementation is felt to be crucial for its success. The Plan therefore provides a framework against which both partners and target groups can formally check the quality of the different elements of THE BRIDGE project. It describes the main guidelines and minimum criteria for smooth operational project management, as well as the various tasks related to quality assurance, and covers internal and external quality assurance processes, both ex ante and ex post. The Plan was approved by the project Management Board.

Results derived from this Plan will be used by THE BRIDGE coordinator and the project team to improve where possible. It is important to stress that along with project partnership comes a set of responsibilities, which are described in detail in both the project application and the Grant Agreement. It is expected that all project partners have good knowledge and understanding of both documents. Prydniprovskaya State Academy of Civil Engineering and Architecture, PSACEA, as the project coordinator, together with ODESSA STATE ACADEMY OF CIVIL ENGINEERING AND ARCHITECTURE, OSACEA, as the WP leader, will be responsible for ensuring the compliance with the QA Plan by all partners.

Guiding Principles

A successful quality assurance framework is guided by: the pursuit of continuous improvement, a focus on the development/innovation of five Masters programmes and ten micro-credentials supporting the development of green jobs and digital skills in the UA construction sector, as well as capacity building of the UA teaching staff, the necessity of encompassing all WPs, accountability, transparency, documentation and implementation of guidelines/procedures. These guiding principles aim to assist the project in establishing or improving their quality assurance frameworks and to support the Project Management when assessing the frameworks in place.

Objectives of THE BRIDGE Quality Assurance Framework

The objectives of quality assurance framework are to assure the quality of project and to ensure that stated deliverables can be fulfilled. The purpose of each WP is to answer the following two questions:

- How well is the WP achieving what it set out to accomplish?
- Is it doing what it should be doing?

The tools for the activities (Consultation Process, Development of teaching material, infrastructures, and activities, Dissemination & Sustainability) will be design around the proposal of the Project management team and Work Package Leaders.

The plan includes procedures for:

- Internal monitoring, quality, and risk management
- External monitoring.

5. PROJECT OVERVIEW

The overall objective of the BRIDGE is the establishment and development of multidisciplinary Master Programs in BIM Technology for Architecture, Engineering and Construction (AEC) in five outstanding UA Universities (UAUs) according to features and learning outcomes that will lead graduates to be involved in environmental and “green buildings” technological issues.

The project is designed to achieve the main two following outcomes:

1. Curricular reform: to implement an effective curricular reform oriented towards the labour market requirements and the needs of the links Higher Education - Socioeconomic environment; to support the employability expectations of the graduates by development of a constructive model for professional recognition of the new qualification in BIM Technology for AEC to be shared among all the involved parties (Civil Engineering, Architecture, Environmental Engineering, Construction Technologies). The curricular reform will be promoted, officially recognized, and implemented in five involved UA HEIs in different training directions, with official Master Programmes implemented in each of the five UA HEIs, by developing a versatile training programme flexible and adaptive to labour market requirements; these Programmes will be implemented over the project lifecycle; the first academic year will be completed in the framework of the third project year.

2. Links university-enterprises: i) to promote the affiliation to a networking system of the Partner Country' Universities and stakeholders, in order to remedy to the currently fragmented scientific national/regional background in the Energy Sustainability of Buildings and to the lack of distribution of knowledge, expertise, information and data; ii) to deliver appropriate education and documentation of universal character to be assessed by stakeholders' institutions having relevance in environmental and energy savings tasks.

The project in general terms will also spread and promote the awareness in the Partner Countries related to the EU policies referred to sustainable building and renovation, as well as regional priority of decent work and economic growth, and will enhance the implementation of initiatives such as the Green Deal, 2030 objectives, Net Zero Energy Buildings, and others. The dissemination of the benefits of the curricular reform all over other Ukrainian HEIs will be performed as well. As for the curricular reform, the interdisciplinary cultural approach will be rooted in the European Green Deal, which sets the main direction for the future EU development, namely: i) a carbon-free society within 2050; ii) decoupling between economic growth and consumption of natural resources; iii) nobody is left behind. The learning outcomes will provide graduates with a high qualification in: energy efficiency, sustainable buildings, energy efficient

renovation and retrofit, innovation management and environmental impact analysis. Furthermore, innovative topics such as BIM and BMS for the Management of the Building and Urban Climate and Sustainability will be introduced. Different curricula will be implemented in accordance with the different needs of the five leading universities. The project will deal with all the different steps of the implementation: requirements for the teachers' involvement, enrolment procedures, contribution from stakeholders / sponsors, possible short research projects and final thesis. The following professional outlines will be: innovation and development, production, advanced design, planning and scheduling, management of complex processes and systems, specifically in relation to BIM Technology for Architecture, Engineering and Construction.

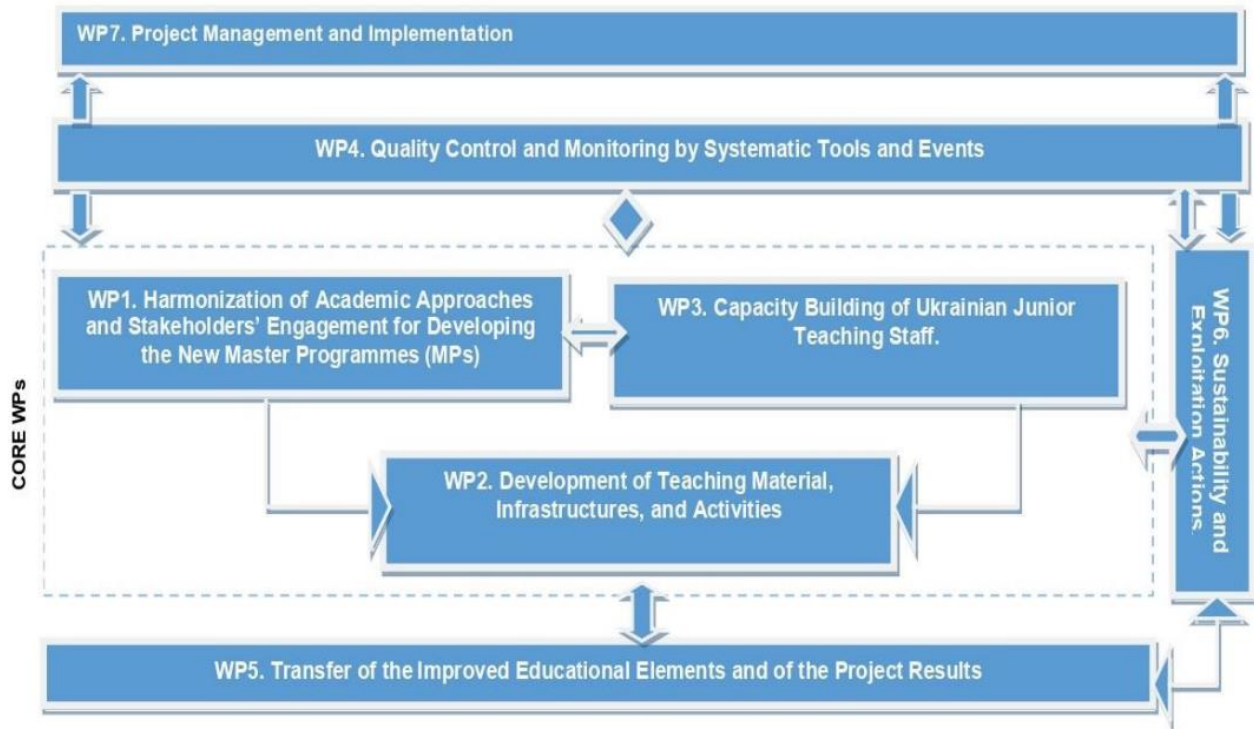
Work Packages

The BRIDGE project is organized according to the work packages (WPs) listed here below:

- **WP1.** Harmonization of academic approaches and stakeholders' engagement for developing the new Master Programmes (MPs).
- **WP2.** Development of Teaching Material, Infrastructures, and Activities.
- **WP3.** Capacity building of Ukrainian junior teaching staff.
- **WP4.** Quality control and monitoring by systematic tools and events.
- **WP5.** Transfer of the improved educational elements and of the project results.
- **WP6.** Sustainability and exploitation actions.
- **WP7.** Project Management & Implementation.

The BRIDGE is organized in three core WPs, i.e., WP1, WP2, and WP3, three horizontal or transversal WPs, i.e., WP 4, 5, and 7, and an exploitation WP, i.e., WP6. The core work packages will deliver the Master Programmes, including the teaching material (i.e., lecture notes & case studies), the establishment the BIM centres/laboratories, the stakeholders' support, empowerment of the staff, and other core activities. The horizontal work packages will coordinate (WP7), disseminate its results (WP5) and ensure the proper quality of the produced outputs (WP4). Finally, the exploitation WP (WP6) will define the actions and strategy to ensure sustainability of the BRIDGE in the long term and to ensure its continuation after the project's end.

The BRIDGE project structure is also represented by the following Pert chart



Overview of Main Impact Indicators

Short Term Impacts

Project Result	Target Groups	Quantitative Indicators	Qualitative Indicators
Programme Handbooks and teaching modules developed in compliance with the Bologna Process	UA Senior Professors / the BRIDGE Junior Teaching Staff	5 Programme Handbooks (PHs) incl. programme descriptions, course syllabi and 10 micro-credentials developed in compliance with the deadline of the work plan; 6 innovative modules to be integrated in an existing master programme in OSACEA	Agreement of the PHs and modules with the Bologna Process indications and
Lecture Notes and Case Studies developed according to EU standards, directives, and policy guidelines	UA Senior Professors / the BRIDGE Junior Teaching Staff / EU teaching staff	5 Volumes with lecture notes + BIM-related 10 case studies collected in a digital volume published with ISBN according to the deadline of the work plan	Adherence with the EU standards (assessment by the nominated experienced editorial board) and support for challenge-based and solution-focused learning approaches
Training of Junior Teaching Staff	The BRIDGE Junior Teaching Staff	At least 30 members re-trained	Evaluation of their capacity to apply the concepts learnt during the courses (evaluation done by the EU consortium academic team)

Long Term Impacts

Project Result	Target Groups	Quantitative Indicators	Qualitative Indicators
Trained specialists in BIM Technology for AEC	Students	At least 60 specialists/year from the end of the first edition of the course	Overall level of satisfaction of the recent graduates towards the attended master course
Employment Opportunities	Students / Stakeholders	90% Graduates from the master programmes employed after three years from their graduation	Compliance of the job role/position with the contents of the Master Programme
Professional qualifications (micro-credentials)	Universities, Graduated, Stakeholders	At least 10 of professional qualifications (micro-credentials) and relevant tools for their assessing developed	Overall level of satisfaction of the recent graduates and employers with acquired professional competences
Trained professionals in Architecture and Construction specialising in "BIM Technology for Energy Efficiency in Building, Building Retrofitting and Facility Operation	Universities, Graduates, Stakeholders	Number of professionals (i.e., experienced architects and engineers working in fields other than construction and renovation) enrolled for specific courses related to BIM Technology in AEC	Overall level of satisfaction of the graduated professionals towards the attended master course

To determine whether the project achieves the planned results and effects and to what extent, the verification can be carried out in the following directions:

- Reports on draft program guides.
- Results of seminars and trainings.
- Documentation and accreditation of new master's courses.
- Development and implementation of the micro-credentials
- Implementation of the project website.
- Development of project information materials and tools, including social networks.
- Organization of communication and dissemination events.
- Final Dissemination Conference (FDC).

- Approval/recognition/recommendations from stakeholders.
- Conducting meetings of project management boards.
- Periodic, interim and final reporting.

6. QUALITY CONTROL & MONITORING PROCESS

Quality control and monitoring (QC&M) is carried out throughout the life cycle of the project, to track, verify the implementation of project activities, meet deadlines and high quality of the project and identify any risks. QC&M also provides guidance where appropriate.

QC&M is articulated at the following levels:

- Internal monitoring, quality, and risk management and
- External quality monitoring

INTERNAL MONITORING, QUALITY, AND RISK MANAGEMENT

Management Quality Control

Prydniprovskaya State Academy of Civil Engineering and Architecture (PSACEA) will follow up on the meeting attendance and general commitment by all partners in the course of the contract period. Odessa State Academy of Civil Engineering and Architecture (OSACEA) will follow the project's calendar of activities and will see that meeting documentation and successive reports are circulated in due time by the respective partners. Both PSACEA and OSACEA will equally keep an eye on the timely submission of project deliverables by all partners, which is essential for smooth operational management, and propose measures, if needed, to the project coordinator.

Project Management Board

The Project Management Board (PMB) members are key responsible persons in charge of quality on behalf of the partner institutions. The PMB will regularly convene every six months for the PMB Meetings (PMBMs) and/or by means of videoconferencing at any other time in case of a need. Local Project Managers videoconferencing meetings (LPM meetings) will be conducted every two weeks for discussion and settling up all the current issues related to the project performance. The PMB will have both the advisory and approving roles in the general management of the project by evaluating project implementation, reviewing quality of the project outcomes, monitoring budget allocation, presenting guidelines for the future action and ensuring sustainability of project results.

Overall, the PMB members will engage in the following:

- Institutional Project Management and WP leadership: delivering up-to-date information on the WP progress, making sure that all activities are in the time frame defined in the Management Plan (D.7.2); coordination with other Task Leaders and the coordinator for inter-dependency of WPs deliverables.
- Financial Management: all PMB members are responsible for the financial management on behalf of their institution and will periodically report back to the project coordinator as stipulated in the consortium agreement.
- Meeting attendance: all meetings will be attended by all members or by their delegated representative.
- Meeting preparation and follow-up: each PMB member will carefully prepare the meetings and be responsible for the implementation of the tasks that will be agreed upon during those meetings as reflected in the meeting reports/to-do lists.

INTERNAL QUALITY ASSURANCE ACTIVITIES

Internal QA will include the development of the following standard templates/guidelines:

- a) PMB and LPM meeting reports;
- b) feedback forms for internal evaluation (level of satisfaction, challenges faced, recommendations for improvement);
- c) travel reports;
- d) quarterly financial reporting forms;
- e) Work Package Reports.

It will also include continuous review of progress & partners' feedback.

EXTERNAL QUALITY MONITORING

Three international external evaluators, External Quality Evaluation Board (EB), will be selected, based on an open call, to evaluate the project quality in terms of its viability and sustainability indicators. The indicators are included in the official project Logical Framework Matrix. They will participate in two of the PMB meetings (3rd and 5th) and will draft an interim and a final evaluation report. The interim report will be analysed by the PMB and required actions will be taken to answer recommendations. The final report will assess the overall effectiveness and first impact of the project.

By the time of publication of the current version of the Plan, the three external members have been selected:

- **Mrs Oleksandra FURMAN**, Norway. [As expert of supranational, governmental institutions, other stakeholders];
- **Prof. Mariia BARABASH**, Ukraine. [As expert having higher education background];
- **Prof. Vsevolod NIKOLAIEV**, Poland. [As an expert from universities in the European Union].

QUALITY ASSURANCE TASKS

The EB tasks are described in the Terms of Reference which, being an integral part of the Plan, is a separate attached file (D. 4.2).

Quality Assurance Tools

Key QA tools include:

- Guidelines
- Standard templates
- Face-to-face feedback
- Evaluation forms
- External evaluations / reports

QUALITY ASSURANCE INDICATORS

Indicators are included in the official project Logical Framework Matrix.

Overview of Main Impact Indicators

Short Term Impacts

Project Result	Target Groups	Quantitative Indicators	Qualitative Indicators
Programme Handbooks and teaching modules developed in compliance with the Bologna Process	UA Senior Professors / the BRIDGE Junior Teaching Staff	5 Programme Handbooks (PHs) incl. programme descriptions, course syllabi and 10 micro-credentials developed in compliance with the deadline of the work plan; 6 innovative modules to be integrated in an existing master programme in OSACEA	Agreement of the PHs and modules with the Bologna Process indications and
Lecture Notes and Case Studies	UA Senior Professors / the	5 Volumes with lecture notes + 10 BIM-related	Adherence with the EU standards

developed according to EU standards, directives, and policy guidelines	BRIDGE Junior Teaching Staff / EU teaching staff	case studies collected in a digital volume published with ISBN according to the deadline of the work plan	(assessment by the nominated experienced editorial board) and support for challenge-based and solution-focused learning approaches
Training of Junior Teaching Staff	The BRIDGE Junior Teaching Staff	At least 30 members re-trained	Evaluation of their capacity to apply the concepts learnt during the courses (evaluation done by the EU consortium academic team)
Communication and Dissemination	All levels of Stakeholders	Dissemination Plan Web site (number of participants in the events, number of views); Dissemination material; Dissemination events & reports; Final conference programme & report (Mailing list and registration of the event participations)	Dissemination activities through the BRIDGE website and printing editions among the public authorities to share indicators of quality of education. The website updates and access monitoring. Wide distribution of the printed material
Sustainability and Exploitation Actions	All levels of Stakeholders, incl. HEIs, POs, businesses, policy-makers	Sustainability Plan - Stakeholder's Platform operates permanently (permanent forum to exchange ideas and circulate information about energy sustainability in buildings, affordable energy efficient housing solutions, energy efficient engineering systems) – an annual forum programme; - The BRIDGE Network is established by the stipulation of the Consortium Agreement - Templates/models regarding the application	Elaboration and exploitation of the BRIDGE Model including increased attention to the "European Green deal" aimed at turning Europe into a climate neutral continent by 2050. Approval of the BRIDGE Model. Release of the KER strategy the BRIDGE Network and the Stakeholders Platform are the main drivers and providers of the e-BRIDGE micro-

		<p>procedures, internationalization strategy, internal calls for application, selection procedures models, documents related to the mobility management;</p> <ul style="list-style-type: none"> - Double/joint degree agreement template - The e-BRIDGE micro-credentials for lifelong learning and employability: open online courses (consisting of 10 elective modules) 	<p>credentials, which could be used in different learning settings (formal, non-formal and informal learning settings).</p>
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Long Term Impacts

Project Result	Target Groups	Quantitative Indicators	Qualitative Indicators
Trained specialists in BIM Technology for AEC	Students	At least 60 specialists/year from the end of the first edition of the course	Overall level of satisfaction of the recent graduates towards the attended master course
Employment Opportunities	Students / Stakeholders	90% Graduates from the master programmes employed after three years from their graduation	Compliance of the job role/position with the contents of the Master Programme
Professional qualifications (micro-credentials)	Universities, Graduated, Stakeholders	At least 10 of professional qualifications (micro-credentials) and relevant tools for their assessing developed	Overall level of satisfaction of the recent graduates and employers with acquired professional competences
Trained professionals in Architecture and Construction specialising in "BIM	Universities, Graduates, Stakeholders	Number of professionals (i.e., experienced architects and engineers working in	Overall level of satisfaction of the graduated professionals towards the

Technology for Energy Efficiency in Building, Building Retrofitting and Facility Operation		fields other than construction and renovation) enrolled for specific courses related to BIM Technology in AEC	attended master programmes
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PROJECT DELIVERABLES

In accordance with the EACEA guidelines running from the call 2023 CBHE project, the baseline of quality expectation for all the tangible outputs, more than the intangible outcomes, is represented by the relevance of the deliverables to reach the overall and specific objectives, with a further focus on their development in an efficient and effective manner.

All deliverables will be checked against the project work plan and Logical Framework described in the Application form in terms of indicators, time and budget.

The list of the project deliverables, as confirmed during the online KoM held on The BRIDGE Microsoft TEAMS, is attached to the present Plan in the Annex. Different types of deliverables are foreseen in The Bridge: questionnaire, reports such as comparative analysis, training materials, microcredentials, number of trained staff and organised events, modernised units as supporting the didactical reform, project website, internal and external assessment, strategic plans such as Programme Handbooks, Plans (Quality, Dissemination, Sustainability and Management ones), and promotional materials.

By achieving the tangible outputs, intangible outcomes and impact indicators are expected to be produced, inter alia, upgraded institutional capacity (both human and technical), enhanced culture and awareness of QA, set common goals for QA improvement, increase consciousness of project progress and alert for potential risks, and create a feedback mechanism and continuous evaluation process within the project.

As a general rule, all publications are obliged to fulfill the guidelines detailed in the Dissemination Plan regarding the logo of EU on the cover / first page and the disclaimer sentences in the inner / final pages.

● RISK MANAGEMENT

As part of the internal quality management, a regular risk assessment will be carried out and reviewed during the Quality and Management meetings, which shall lead to corrective actions and potential adaptations of the work plan based on a sound process.

The risk management strategy addresses issues that could potentially threaten the achievement of the overall goal of the project and its objectives considering potential

financial risks (overspending and underspending), timing (postponing of activities / deliverables), performance risks (project management), and sustainability of the project results. The main aim will be to provide a sound assessment, to anticipate challenges in a systematic way and to minimize the potentially negative overall impact.

The identification and assessment of new risks is a joint responsibility of all project partners who have to communicate them to the project coordinator. External experts will also be involved in identifying and managing risks during the regular meetings and annual reports.

The PMB, the highest level of decision-making body, may accept the situation in the case of negligible risks, or adapt a mitigation plan including alternatives solutions and proposed corrective actions that will make the risk consequences acceptable for the Consortium.

The proper allocation of resources to the project by the project partners is of utmost importance. There are several possible risks connected: the delay of the project implementation as defined in the project work plan; intensification of the military actions at the territory of Ukraine, the rushed implementation of the work plan with low quality; an underspending during the project implementation (also causing a shift in the headings' ratio), meaning that the project timetable is followed with reference to technical deliverables, yet the relevant expenditures are not timely invoiced or validated; etc. The project partners all have to ensure that they allocate the needed resources to the project, both human and financial.

ANNEXES

Annex 1

INTERNAL QUALITY CONTROL TEAM

No	Surname Name	Institution	Position	Main e-mail contact	Other e-mail contacts
1	Denys VOLCHOK Svitlana TSYHANKOVA	PSACEA	Associate Professor PhD, International Office	denys.l.volchok@gmail.com denys.l.volchok@pdaba.edu.ua tsygankova.svetlana@pdaba.edu.ua	denys.l.volchok@365.pgasa.dp.ua (for TEAMS conferences) tsygankova.svetlana@365.pgasa.dp.ua (for TEAMS conferences)
2	Nataliya HOTS	LPNU	Head of Centre for International Education	cie@lpnu.ua	zinovii.y.blikharskyi@lpnu.ua oksana.r.pozniak@lpnu.ua
3	Oleksandr KRAVCHUK	KNUCA	Associate Professor	kravchuk.aa2@knuba.edu.ua a.a.kravchuk@gmail.com	prymak.ov@knuba.edu.ua dupliak.ov@knuba.edu.ua
4	Viacheslav SHANDRYK	OSACEA	Associate Professor	vs@vs-pro.org	intercom@odaba.edu.ua
5	Mykhailo RUDENKO	CPNU	Associate Professor	m.rudenko@stu.cn.ua	prybytko.ira@gmail.com viktoriya.margasova@gmail.com
6	Ivan PEREGINETS	NGO ACU	Vice-President	ivan.pereginets@gmail.com	ii_nazar.ukr.net vola_hofman@ukr.net
7	Maryna BABENKO	STUBA	Associate Professor	maryna.babenko@stuba.sk	maryna.babenko@stuba.sk
8	Paolo ESPOSITO	UNISANNIO	Associate Professor	paolo.esposito@unisannio.it	simonetti@unisannio.it francesco.pepe@unisannio.it
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11	Vladimír BENKO	SKSI	Chairman	predseda@sksi.sk	sksi@sksi.sk
12	Serhii PRYTOMANOV	IPQ	Vice-President	psa220855@gmail.com	psa@ipq.org.ua rkolyshko@gmail.com
13	Serhii SHKABKO	MESU	Expert in European and Euro-Atlantic Integration	serhii.shkabko@mon.gov.ua	mon@mon.gov.ua

Annex 2



LIST OF DELIVERABLES

No.	Deliverable name	Lead BEN	WP No.	Due Date	Delivery date	Description
D7.1	Prompt call and carrying out of the kick-off meeting (KoM)	PSACEA	WP 7	M3	31-01-2024	Plans supporting the project management in the English language. Permanent updating of the Plans.
D7.2	Project Management Plan	PSACEA	WP 7	M3	31-01-2024	The BRIDGE Progress Report will be produced describing the progress of the project within a specific time period of eighteen months and comparing it against the project work plan. The Bridge Progress Report should provide an overview of all the activities and tasks that have occurred over the reported period of time highlighting milestones reached, activities carried out, the tasks completed and other performance metrics, including risks, issues, changes, etc
D4.1	Quality Assurance Plan	ODABA	WP 4	M3	31-01-2024	Reporting at Quality Assurance aims. Elaboration of the draft of Quality Plan in cooperation with the WPs leaders. Document is in the English language.
D4.2	Evaluation Board setting-up and periodical reports	ODABA	WP 4	M3	31-01-2024	Periodical reports issued by the Evaluation Board assessing the project's activities and outputs / outcomes' fulfilment. The document is in the English language
D5.1	Dissemination Plan	LPNU	WP 5	M3	31-01-2024	Reports in the English language regarding the dissemination strategy
D5.2	BRIDGE website platform	LPNU	WP 5	M6	30-04-2024	The BRIDGE website platform including both a public and reserved area will be designed in the English and Ukrainian languages.
D6.1	Sustainability Plan	PSACEA	WP 6	M6	30-04-2024	This sustainability plan contains a preliminary description of the activities and strategies undertaken to sustain the BRIDGE project results after the end of the project lifetime. The Sustainability Action Plan developed as a consequence of the Sustainability plan should summarise the measures for the sustainability of the project results at the Partner Country universities, in particular release of the BRIDGE Educational model and establishment of the BRIDGE Network. Furthermore, a Key Exploitable Outcomes Strategy will be developed to define specific actions for the continuation of the Master Programmes and the Stakeholders' Platform. Moreover, possible opportunities for joint projects will be also identified.
D1.2	Stakeholders' Platform	NGO ACU	WP 1	M6	30-04-2024	Organization chart of the National Stakeholders' Platform and its articulation in local hubs. List and categorization of target stakeholders. Stakeholders' Platform is launched and it is operating with all the national and local hubs' committees appointed.
D1.1	Reports on background context according to the survey / study visits	ODABA	WP 1	M6	30-04-2024	The document in the English language containing the final needs analysis, the analysis of the teaching offer on BIM Technology in Architecture-Engineering-Construction (AEC) in Ukraine, and the composition of the UA teams in charge of developing the master programmes.
D4.3	Monitoring reports as results of the internal mechanisms	ODABA	WP 4 7	M11	30-09-2024	Reporting on monitoring results. The document is in the English language.
D1.3	Programme Handbooks	KNUCA	WP 1	M12	31-10-2024	The draft of the Programme Handbooks, including five Programme descriptions, syllabi of courses and 10 microcredentials to submit to the competent authorities for the approval of the Master Programmes. Document in the Ukrainian and English languages.

No.	Deliverable name	Lead BEN	WP No.	Due Date	Delivery date	Description
D3.1	Certification of at least 30 Ukrainian junior teaching staff upon their completion of the empowerment training programme	STUBA	WP 3	M15	31-01-2025	Attendance of the intensive retraining course taught in the English language. Documentation fully published in the English language.
D2.1	Set of documents certifying the installation and official inventory of equipment	STUBA	WP 2	M15	31-01-2025	Presentations describing the equipment acquired per each of the Digital Laboratory/BIM Centre set-up at the UA universities
D7.3	Progress Report	PCASEA	WP 7	M18	30-04-2025	The BRIDGE Progress Report will be produced describing the progress of the project within a specific time period of eighteen months and comparing it against the project work plan. The Bridge Progress Report should provide an overview of all the activities and tasks that have occurred over the reported period of time highlighting milestones reached, activities carried out, the tasks completed and other performance metrics, including risks, issues, changes, etc.
D1.4	Accreditation certificate by competent authority	KNUCA	WP 1	M18	30-04-2025	Accreditation of the Master Programmes officially recognized by the UA competent Authorities (The Ministry of Education and Science of Ukraine).
D3.2	Certificated results of internship hosted by UA stakeholders	NGO ACU	WP 3	M19	31-05-2025	Document issued by the Ukrainian host Institution in the national language plus a short translated equivalent in the English language. Such certification will detail the activities developed by the junior staff and the achieved results.
D2.2	Digitally printed Lecture Notes and Case Studies	PSACEA	WP 2	M24	31-10-2025	5 volumes of lecture notes and 1 volume of 10 case studies to assist students in training
D5.4	Reports of dissemination activities	CPNU	WP 5	M24	31-10-2025	Documents in the English and Ukrainian languages illustrating the implementation of the Dissemination Plan through different actions (materials, the BRIDGE website, events, etc.)
D2.3	Official documentation for the Programme delivery in accordance with hosting UAUs' regulations	KNUCA	WP 2	M36	31-10-2026	Official document of Master Programme delivery both in the Ukrainian and English languages
D5.3	Reports on organization of Induction Events and an International Final Dissemination Conference	CPNU	WP 5	M36	31-10-2026	Reports on organisation of Induction Events and an International Final Dissemination Conference (FDC)
D6.2	KEOs Strategy	NGO ACU	WP 6	M36	31-10-2026	Reports in the English language illustrating the KEOs strategy and the BRIDGE academic model
D6.3	Stipulation of the BRIDGE Network	PSACEA	WP 6	M36	31-10-2026	Documents in the English and Ukrainian languages officially formalising the BRIDGE network

Annex 3

Template of Monitoring Report

 <p>Co-funded by the European Union</p>	
<p>Monitoring reference</p>	
<p>Report date</p>	
<p>Relevance and Quality of Design</p>	<p><i>An operation has to be</i></p> <ul style="list-style-type: none"> → <i>Relevant to its target groups/beneficiaries, i.e. the project meets demonstrated and high priority needs.</i> → <i>Feasible within the time frame given (i.e. its objectives can really be achieved): the project is well designed and can deliver tangible and sustainable benefits to its target groups.</i> → <i>Flexible enough to respond to changes in its environment.</i>
<p>Efficiency of Implementation to date</p>	<p><i>Implementation of activities, achievement of results and partner contribution/involvement.</i></p>
<p>Effectiveness to date</p>	<p><i>Achievement according to goals</i></p>
<p>Impact Prospects</p>	<p><i>Monitoring of impact to current date and impact forecast</i></p>
<p>Potential Sustainability</p>	<p><i>Overall assessment sustainability of project actions</i></p>
<p>Key observations and recommendations</p>	<p><i>Specific recommendations on what should be changed or improved</i></p>