



Cooperation for Holistic Agriculture Innovation Nests in Sub-Saharan Africa

GRANT AGREEMENT NUMBER 101082963

Deliverable 1.3

Training and evaluation reports on project implementation and financial management



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Consortium partners	University of Weihenstephan-Triesdorf (HSWT/Germany) Universite de Kara (UK/Togo) Universite de Lome (UL/Togo) South Eastern Kenya University (SEKU/Kenya) Jaramogi Oginga Odinga University of Science and Technology (JOUST/Kenya) Farming Systems Kenya (FSK/Kenya) Federal University Of Technology, Minna (FUTMINNA/Nigeria) Alex Ekwueme Federal University, Ndufu-Alike (AE-FUNAI/Nigeria) Uniwersytet Przyrodniczy We Wroclawiu (UPWR/Poland) Universitatea Pentru Stiintele Vietii "Ion Ionescu De La Brad" Din Iasi (IULS/Romania)
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Target groups (TG) and Final Beneficiaries (FB)	<p>The set objectives aim to respond to the needs of respective HEIs in SSA, their students and employees, farms and farmers, as well as to the needs of all those potential stakeholders who share the same interest in the field of agricultural production or agriculture studies.</p>
Objectives and Outputs	<p>OVERALL OBJECTIVE: To support partner HEIs in Africa in improving the relevance and inclusiveness of higher education</p> <p>SPECIFIC OBJECTIVES:</p> <p>SO1) To develop a master program in Food Value Chain (FVC) at 6 SSA beneficiary HEIs in the period of 18 months (including accreditation process). The innovative program is multidiscipline and prone to innovation considerations around the FVC which is highly relevant to students' uptake, labour market and education skills gap and sustainable employment.</p> <p>SO2) To build capacity of 108 teachers at 6 partner HEIs to use and further promote learning methods and use of teaching methodology prone to entrepreneurial thinking and innovation, with emphasis on e-learning and digital tools over the 9 months period of time.</p>
Background	<p>CHAIN project development was motivated by the HSWT long standing cooperation history with the SSA HEIs and industry leaders in agriculture and rural development and extensive knowledge on existing HE practices in teaching and research and gaps needed to be bridged in HE educational relevance, quality and collaboration in agricultural field. The Action scope and design was proposed on the basis of actual identification of needs and issues to be addressed, coupled with the results from recent relevant independent research conducted in the field, e.g. Strengthening Higher Agricultural Education in Africa (World Bank, 2019) with the assistance of regional agro-innovation and education networks including Regional Universities Forum for Capacity Building in Agriculture and African Union Comprehensive African Agricultural Development Programme.</p> <p>While agri-food systems (especially topics around food safety and security) become ever more important topic on global development agendas, and with over 43 % of SSA inhabitants as of 2020 working in the field having limited agricultural education and training, the role of HEIs (offering agricultural study programs with diffuse effect on workforce quality) in</p>



socio-economic transformation through agri-food system developments becomes of immense and strategic importance, exerting profound effect on the pace of a country's development. Regardless of the detected trend of economic diversification and non-farm employment expansion in SSA, the economies remain strongly dependent on agriculture and allied agri-food systems driving societal innovation, development and growth (Jayne et al., 2018). HEIs capacities lie at the core of a broader (agro) innovation ecosystem that includes extension systems, research and development institutes, agricultural policy research institutes, regional network organizations that support advocacy and sharing of knowledge, civil society organizations, innovation hubs, farmers and agribusinesses.

Acknowledging all the above mentioned, CHAIN reiterates the importance of the role of agricultural HEIs in the (agro) innovation ecosystem by modernization of master programs, teacher training prone to use of digital and entrepreneurial competences and creation of new value, as well as establishment of a new collaboration mechanism for innovation in the field that gathers all key stakeholders under one roof. Through CHAIN universities gain influence on how the ecosystem operates as well as the performance of other actors. In turn, other actors of the ecosystem affect the performance of universities and their impact on development outcomes. Through this structured interaction, educational quality and relevance increase, and influence greater effectiveness of workers in all of other types of organizations. The quality of university research properly orients the activities of other organizations, while proper coordination with the private sector enables anticipation of skills sets and ensures that the skills sets of university graduates meet demands of the rapidly evolving firms in Africa's agri-food systems diminishing the need for costly on the job training.

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Abstract

This document is a deliverable of Work Package 1 “Preparatory Activities” within the EU Erasmus plus Project “CHAIN” financed by the European Commission through the ERASMUS-EDU-2022-CBHE-STRAND-2 call for proposals.

It is a comprehensive document defining target audiences, type of topics and results for sharing and further dissemination as well as types of actions, activities and tools for joint dissemination activities of the CHAIN project. These activities are based on the cooperation of all partners and are strongly linked not only to the CHAIN project objectives but also to the activities of particular work packages.

A corporate identity guide and a basic toolbox of templates for the VISION consortium partners have been provided. The ambition is also to open a discussion on the European AI branding.

This document presents a Report summarizing the project implementation and financial management training and elaborating on evaluation findings.



1. Introduction

1.1 CHAIN Project

The CHAIN project addresses the topic of capacity building in Higher Education. The focus of project activities and interventions is placed on six higher education institutions in 3 countries of Sub-Saharan Africa, namely Togo, Kenya and Nigeria in collaboration with European partners from Romania and Poland. The activities and interventions are devised to help the partnership achieve the set project objectives, and they are as follows:

OVERALL PROJECT OBJECTIVE is to support partner higher education institutions in Sub-Saharan Africa in improving the relevance and inclusiveness of higher education.

This is to be obtained by attaining two specific project objectives:

SO1) To develop a master program in Food Value Chain (FVC) at 6 SSA beneficiary HEIs in the period of 18 months (including accreditation process)

SO2) To build capacity of 108 teachers at 6 partner HEIs to use and further promote learning methods and use of teaching methodology prone to entrepreneurial thinking and innovation, with emphasis on e-learning and digital tools

SO3) To establish 6 Collaborative Holistic Agriculture Innovation Nests (CHAINS) at partner HEIs in cooperation with private sector and offer support to innovation initiatives of students, farmers, and entrepreneurs

The project refers to the overarching priority relating to sustainable growth and jobs with the focus on the field of agriculture.

In summing up, this project proposal gathers HEIs from the least developed countries of the SSA, which can be corroborated by the fact that Togo, Kenya and Nigeria have approximately the same extremely low human development index (below 0.55 on a scale from 0 to 1). Last, but not least, the project intends to tackle the presence and participation of persons with fewer opportunities in tertiary education, whereby the lack of opportunities is reflected in various social, economic, and cultural obstacles.

2. First Kick off Meeting 20.02.23

2.1 Agenda





Outline

- Partnership
- Request for change from policy officer
- Suggested changes - discussion

2.2 Content

Discussing with all Project Members the Demand from EACEA to be adopted.

Partnership for Erasmus + project CHAIN

1. HOCHSCHULE WEIHENSTEPHAN-TRIESDORF (HSWT), Germany
2. UNIVERSITE DE KARA (UK), Togo
3. UNIVERSITE DE LOME (UL), Togo
4. SOUTH EASTERN KENYA UNIVERSITY (SEKU), Kenya
5. JARAMOGI OGINGA ODINGA UNIVERSITY OF SCIENCE AND TECHNOLOGY (JOOUST), Kenya
6. FARMING SYSTEMS KENYA (FSK), Kenya
7. FEDERAL UNIVERSITY OF TECHNOLOGY, MINNA (FUTMINNA), Nigeria
8. FEDERAL UNIVERSITY NDUFU ALIKE IKWO (AE-FUNAI), Nigeria
9. UNIWERSYTET PRZYRODNICZY WE WROCLAWIU (UPWR), Poland
10. UNIVERSITATEA PENTRU STIINTELE VIETII "ION IONESCULE DE LA BRAD" DIN IASI (IULS), Romania



Request for change WP2 – Curricula innovation

- Description of new degree (modules developed, teaching materials, syllabus for all courses, etc.) – What should be done here when we planned in task 2.2 to work with African partner universities to define how to organize new degree “The purpose of 1st workshop is to agree on the process, phases and milestones in developing curricula, and to analyse each institution pathway from the development of the master program, to receiving accreditation certificate from the competent national accreditation authority”
- Description of each new or updated course in the existing degree – We do not update courses in existing degrees according to project proposal, we are just creating new master course.
- Start of pilot courses at each partner institutions – We planned to enroll first students in the Master, but we can start with pilot courses, is this than significant change?
- Training for academic staff and students (training materials , reports of outcomes, etc.) – This have to be added by us.

WP5 – Communication, Dissemination, and Impact

- Communication and dissemination plan – to be delivered at the latest with interim report (This already existed as part of deliverable 1.2, should we take it out of preparation work package and took in WP5) ✓
- Project website – to be delivered at latest 6 months after the start (This already existed as deliverable 1.8, should we take it out of preparation work package and took in WP5) ✓
- Sustainability plan – to be delivered at the latest with interim report (This already existed as part of deliverable 1.2, should we take it out of preparation work package and took in WP5) ✓
- Report on measurement of KPI in LFM (quantitative and qualitative) – This have to be added by us.



WP6 – Project management and quality control

- Partnership agreement – 6 month after the start – **This have to be added by us.**
- Quality assurance strategy/plan – **to be delivered at the latest with interim report – This have to be added by us.**

All other comments from Policy officer

- All deliverables to be marked with dissemination level SEN (Changed) ✓
- Subcontracting for financial auditing to be removed both as costs and description (in detailed budget table submitted with the application, part B and Sygma) - Does this means that we don't need to have external financial auditing or we should find other sources for this activity? (Changed in part B) ✓
- Part C – Key performance indicators from the application to be uploaded as part of Annex 1 to the GA



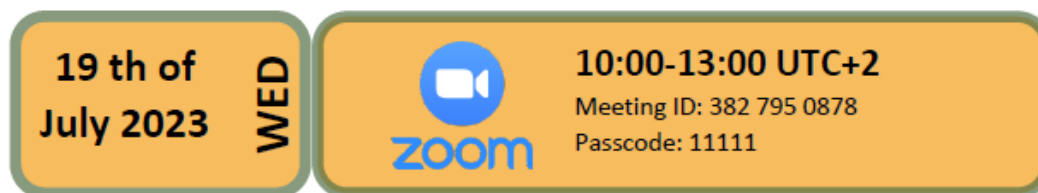
3. 2nd Kick Off Meeting 19.07.2023

3.1 Agenda

Kick-Off-Meeting

CHAIN

Cooperation for Holistic Agriculture
Innovation Nests in Sub-Saharan Africa



- | | |
|-------|--|
| 10:00 | Get Together and Welcoming Message – Dr. Bernd Müller |
| 10:15 | Welcoming Message from the Head of the
HSWT International School - Prof. Dr. Ralf Schlauderer |
| 10:30 | Introduction Of CHAIN - Dr. Bernd Müller |
| 10:45 | Introduction Of Partners (5-7 Minutes per University) |
| 11:30 | Administrative Issues (Monitoring, Reporting and Financial
Reporting within ERASMUS + Projects) - n.a. |
| 12:00 | Coffee Break |
| 12:10 | Planning March 2024 Workshop in Iashi - Rumania
Florin Daniel LIPȘA, Assoc. Prof. Dr. |
| 12:35 | Planning of next virtual Meeting (Mo - 04.09.2023) |
| 12:40 | Question & Answer Round |
| 13:00 | Closing The Day |



3.2 Content

CHAIN – Consortium

- Weihenstephan-Triesdorf University of Applied Sciences
- South Eastern Kenya University (SEKU), Kitui, Kenya
- Jaramogi Oginga Odinga University of Science and Technology (JOOUST) in Bondo, Kenya
- Farming Systems Kenya (FSK)
- Université de Lomé (UL), Togo
- Université de Kara (UK), Togo
- Alex Ekwueme Federal University Ndufu-Alike (AE-FUNAI), Ikwo, Nigeria
- Federal University of Technology (FUTMINNA), Minna, Nigeria
- Uniwersytet Przyrodniczy we Wrocławiu (UPWR), Poland
- Universitatea Pentru Stiintele Vietii "Ion Ionescu de la Brad" Din Iasi (IULS)

CHAIN - Cooperation for Holistic Agriculture Innovation Nests

- Inception of practice-oriented study courses (M.Sc.Value Chain Management)
- Establishment of Holistic Agriculture Innovation Nests
- Training Program for Lecturers and Staff of Partner Universities
- Preperation of E Learning Materials in the field of Value Chain Management



Timetable (projects of more than 2 years)												
Fill in cells in beige to show the duration of activities. Repeat lines/columns as necessary. Note: Use actual, calendar years and quarters. In the timeline you should indicate the timing of each activity per WP.												
ACTIVITY	YEAR 1				YEAR 2				YEAR 3			
	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4
T1.1) Creation of virtual project office (VPO) and implementation instruments												
T1.2) Partner kick off meeting												
T1.3) Project implementation and financial management training												
T1.4) Development of M&E instruments and instructions												
T1.5) M&E training for project team												
T1.6) Update assessment of teaching methodology training needs												
T1.7) Analysis of HA innovation and business												

Timetable (projects of more than 2 years)												
Fill in cells in beige to show the duration of activities. Repeat lines/columns as necessary. Note: Use actual, calendar years and quarters. In the timeline you should indicate the timing of each activity per WP.												
ACTIVITY	YEAR 1				YEAR 2				YEAR 3			
	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4
T2.1) Introduction training on HA and food value chain (FVC) master curricula												
T2.2) FVC Master program development workshops												
T2.3) Consultative group meetings with farmers, business sector and public administration												
T2.4) Peer -review of draft master program and finalization												
T2.5) Master curricula accreditation												
T2.6) Enrolment of first generation of students in new master program at 6 partner HEIs												

Timetable (projects of more than 2 years)												
Fill in cells in beige to show the duration of activities. Repeat lines/columns as necessary. Note: Use actual, calendar years and quarters. In the timeline you should indicate the timing of each activity per WP.												
ACTIVITY	YEAR 1				YEAR 2				YEAR 3			
	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4
T3.1) Training of partner staff on adult learning and student-centered teaching												
T3.2) Training of partner staff on e-learning and use of digital tools in teaching and learning												
T3.3) Training of partner staff on reflective thinking and self-learning methods												
T3.4) Creation of teacher toolkit on teaching methodology conducive to entrepreneurial thinking and innovation creation												
T3.5) Training of partner staff on student hackatons												





CHAIN Project

Cooperation for Holistic Agriculture Innovation Nests in Sub-Saharan Africa



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Erasmus+ CBHE Project CHAIN – 101082963

ACTIVITY	YEAR 1				YEAR 2				YEAR 3			
	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4
T4.1) Introduction webinar for partner staff, students, farmers, business community and policy makers on innovation in HA and FVC												
T4.2) Development workshops on establishing C.H.A.I.N.												
T4.3) Establishing CHAIN at partner HEIs												
T4.4) ToT on writing project proposals for international donors												
T4.5) Innovation crash-courses creation												
T4.6) Development workshops on standing innovation support programme focusing on food security, climate change, reduction of hunger, farm data management, utilization of donor funds) for innovators to be offered/delivered at CHAIN												
T4.7) Creation of video introduction to CHAIN at 6 partner HEIs												
T4.8) Innovation crash-courses with students, farmers and businesses												
T4.9) Implementation of standing innovation programmes / standardized set of support services for innovators												
T4.10) Organization of student hackatons at 6 partner HEIs												
T4.11) Creation of e-Manual on organizing student hackatons as a non-formal entrepreneurial learning and employability activity												

ACTIVITY	YEAR 1				YEAR 2				YEAR 3			
	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4
T5.1) Creation of CHAIN newsletter												
T5.2) Hosting of internal dissemination events												
T5.3) Regular updates of project and partner websites and social networks												
T5.4) Media promotion and guest appearance activities												
T5.5) Signing of agreement among partner HEIs on cooperation in HA innovation and entrepreneurship												
T5.6) Signing of cooperation agreements with business sector entities on organization of student hackatons												
T5.7) National CHAIN dissemination conferences												
T5.8) C.H.A.I.N. website												
T5.9) Sustainability plan												
T5.10) Report on Key Point Indicators												
T5.11) Communication and dissemination plan												

ACTIVITY	YEAR 1				YEAR 2				YEAR 3			
	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4
T6.1) Regular monthly coordination virtual meetings and updating of Gantt chart												
T6.2) M&E activities of management, WPs, results, events and CDI												
T6.3) Internal Financial verification												
T6.4) Annual progress evaluation of the project												
T6.5) External evaluation												
T6.6) Partnership agreement												
T6.7) Quality assurance plan												



4. Introduction of Partners

- Weihenstephan-Triesdorf University of Applied Sciences
- South Eastern Kenya University (SEKU), Kitui, Kenya
- Jaramogi Oginga Odinga University of Science and Technology (JOOUST) in Bondo, Kenya
- Farming Systems Kenya (FSK)
- Université de Lomé (UL), Togo
- Université de Kara (UK), Togo
- Alex Ekwueme Federal University Ndufu-Alike (AE-FUNAI), Ikwo, Nigeria
- Federal University of Technology (FUTMINNA), Minna, Nigeria
- Uniwersytet Przyrodniczy we Wrocławiu (UPWR), Poland
- Universitatea Pentru Stiintele Vietii "Ion Ionescu de la Brad" Din Iasi (IULS)

5. Administrative Issues Monitoring, Reporting and Financial Reporting within Erasmus + Projects

Next Steps

- Consortium Agreement
- Money Transfer





CHAIN Project

Cooperation for Holistic Agriculture Innovation Nests in Sub-Saharan Africa

Erasmus+ CBHE Project CHAIN – 101082963



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BE002	UK	2	WP.2: Curricula Innovation	Equipment	Laptop	20.05.2023	4.000	100%	100%
BE002	UK	2	WP.2: Curricula Innovation	Equipment	Data analysis software	20.05.2023	2.000	100%	100%
BE002	UK	2	WP.2: Curricula Innovation	Equipment	Desk top computers	20.05.2023	12.000	100%	83%
BE002	UK	2	WP.2: Curricula Innovation	Equipment	Photocopying machine	20.05.2023	1.119	100%	83%
BE003	UL	2	WP.2: Curricula Innovation	Equipment	Laptop	20.05.2023	3.600	100%	100%
BE003	UL	2	WP.2: Curricula Innovation	Equipment	Desk top computer	20.05.2023	800	100%	100%
BE003	UL	2	WP.2: Curricula Innovation	Equipment	Drones with high-resolution camera	20.05.2023	4.000	100%	83%
BE003	UL	2	WP.2: Curricula Innovation	Equipment	GPS	20.05.2023	1.500	100%	83%
BE003	UL	2	WP.2: Curricula Innovation	Equipment	Set of small laboratory tools and	20.05.2023	2.000	100%	83%
BE004	SEKU	2	WP.2: Curricula Innovation	Equipment	Laptop	20.05.2023	1.500	100%	100%
BE004	SEKU	2	WP.2: Curricula Innovation	Equipment	Drone fitted with a camera	20.05.2023	150	100%	100%
BE004	SEKU	2	WP.2: Curricula Innovation	Equipment	LCD projector	20.05.2023	850	100%	100%
BE004	SEKU	2	WP.2: Curricula Innovation	Equipment	Seed counter	20.05.2023	600	100%	100%
BE004	SEKU	2	WP.2: Curricula Innovation	Equipment	Autoclave (24 liter)	20.05.2023	200	100%	100%
BE004	SEKU	2	WP.2: Curricula Innovation	Equipment	Digital grain moisture meter	20.05.2023	450	100%	100%
BE004	SEKU	2	WP.2: Curricula Innovation	Equipment	Kendall apparatus	20.05.2023	3.000	100%	100%
BE004	SEKU	2	WP.2: Curricula Innovation	Equipment	Munsell soil colour chart Book	20.05.2023	400	100%	100%
BE004	SEKU	2	WP.2: Curricula Innovation	Equipment	Portable leaf area meter	20.05.2023	700	100%	100%
BE004	SEKU	2	WP.2: Curricula Innovation	Equipment	Portable Chlorophyll meter	20.05.2023	550	100%	100%
BE004	SEKU	2	WP.2: Curricula Innovation	Equipment	GIS software	20.05.2023	3.700	100%	83%
BE004	SEKU	2	WP.2: Curricula Innovation	Equipment	Electric milk bucket (20 litres)	20.05.2023	410	100%	100%
BE004	SEKU	2	WP.2: Curricula Innovation	Equipment	Tensiometer	20.05.2023	5.600	100%	83%
BE004	SEKU	2	WP.2: Curricula Innovation	Equipment	Compound microscopes	20.05.2023	5.400	100%	63%
BE005	JOUST	2	WP.2: Curricula Innovation	Equipment	Munsell soil colour chart Book	20.05.2023	400	100%	100%
BE005	JOUST	2	WP.2: Curricula Innovation	Equipment	Portable leaf area meter	20.05.2023	700	100%	100%
BE005	JOUST	2	WP.2: Curricula Innovation	Equipment	Portable Chlorophyll meter	20.05.2023	550	100%	50%
BE005	JOUST	2	WP.2: Curricula Innovation	Equipment	Digital Hot plate	20.05.2023	500	100%	100%
BE005	JOUST	2	WP.2: Curricula Innovation	Equipment	Conductivity meter	20.05.2023	150	100%	63%
BE005	JOUST	2	WP.2: Curricula Innovation	Equipment	pH Meter(Bench type)	20.05.2023	900	100%	100%
BE005	JOUST	2	WP.2: Curricula Innovation	Equipment	Mechanical sieve shaker- Complete	20.05.2023	700	100%	100%
BE005	JOUST	2	WP.2: Curricula Innovation	Equipment	Laptop computer	20.05.2023	2.100	100%	83%
BE005	JOUST	2	WP.2: Curricula Innovation	Equipment	Desk top computer	20.05.2023	10.500	100%	100%
BE005	JOUST	2	WP.2: Curricula Innovation	Equipment	Digital grain moisture meter	20.05.2023	450	100%	83%
BE007	FUTMINNA	2	WP.2: Curricula Innovation	Equipment	1. Printer (3)	20.05.2023	1.091	100%	83%
BE007	FUTMINNA	2	WP.2: Curricula Innovation	Equipment	2. Scanner(3)	20.05.2023	1.225	100%	83%
BE007	FUTMINNA	2	WP.2: Curricula Innovation	Equipment	3. Desk top computer (3)	20.05.2023	7.971	100%	83%
BE007	FUTMINNA	2	WP.2: Curricula Innovation	Equipment	4. Laptop computer (3)	20.05.2023	5.035	100%	100%
BE007	FUTMINNA	2	WP.2: Curricula Innovation	Equipment	5. Software for data analysis (2)	20.05.2023	124	100%	83%
BE007	FUTMINNA	2	WP.2: Curricula Innovation	Equipment	6. TV Set (3)	20.05.2023	583	100%	83%
BE007	FUTMINNA	2	WP.2: Curricula Innovation	Equipment	7. External storage (3)	20.05.2023	63	100%	83%
BE007	FUTMINNA	2	WP.2: Curricula Innovation	Equipment	8. GPS Systems (3)	20.05.2023	2.307	100%	83%
BE007	FUTMINNA	2	WP.2: Curricula Innovation	Equipment	9. Rechargeable Wireless public ad	20.05.2023	315	100%	83%
BE007	FUTMINNA	2	WP.2: Curricula Innovation	Equipment	11. Photocopying machine (3)	20.05.2023	461	100%	83%
BE007	FUTMINNA	2	WP.2: Curricula Innovation	Equipment	12. Overhead Projector for power	20.05.2023	1.049	100%	83%
BE007	FUTMINNA	2	WP.2: Curricula Innovation	Equipment	13. Utility vehicle	20.05.2023	6.713	100%	63%
BE007	FUTMINNA	2	WP.2: Curricula Innovation	Equipment	Stand-by generator	20.05.2023	734	100%	83%
BE008	AE-FUNAI	2	WP.2: Curricula Innovation	Equipment	Multifunctional printer	20.05.2023	1.600	100%	83%
BE008	AE-FUNAI	2	WP.2: Curricula Innovation	Equipment	Drone with high-resolution camera	20.05.2023	4.000	100%	100%
BE008	AE-FUNAI	2	WP.2: Curricula Innovation	Equipment	LAPTOP	20.05.2023	5.010	100%	100%
BE008	AE-FUNAI	2	WP.2: Curricula Innovation	Equipment	Stata software/MP 17.4-core	20.05.2023	4.400	100%	83%
BE008	AE-FUNAI	2	WP.2: Curricula Innovation	Equipment	Multimedia projector	20.05.2023	1.300	100%	83%
BE008	AE-FUNAI	2	WP.2: Curricula Innovation	Equipment	Smart TV	20.05.2023	950	100%	83%
BE008	AE-FUNAI	2	WP.2: Curricula Innovation	Equipment	GPS	20.05.2023	2.100	100%	63%
BE008	AE-FUNAI	2	WP.2: Curricula Innovation	Equipment	Rechargeable Wireless public add	20.05.2023	320	100%	83%
BE008	AE-FUNAI	2	WP.2: Curricula Innovation	Equipment	Set of small laboratory tools and	20.05.2023	2.100	100%	100%
BE008	AE-FUNAI	2	WP.2: Curricula Innovation	Equipment	Utility vehicle	20.05.2023	6.800	100%	63%
BE008	AE-FUNAI	2	WP.2: Curricula Innovation	Equipment	Photocopier	20.05.2023	470	100%	63%

BE NR/AE	Acronym	Total (Euro)	50%	20%	20%	10%	Total (EUR)
Hochschule Weihenstephan-Triesdorf	HSWT	147147	73573,5	29429,4	29429,4	14714,7	147147
UNIVERSITY OF KARA	UK	91619	45809,5	18323,8	18323,8	9161,9	91619
UNIVERSITY OF LOME	UL	79808	39904	15961,6	15961,6	7980,8	79808
South Eastern Kenya University	SEKU	82848	41424	16569,6	16569,6	8284,8	82848
JARAMOGI OGINGA ODINGA UNIVERSITY OF SCIENCE AND TECHNOLOGY	JOUST	75761	37880,5	15152,2	15152,2	7576,1	75761
Farming Systems Kenya	FSK	15958	7979	3191,6	3191,6	1595,8	15958
Federal University of Technology Minna	FUTMINNA	80633	40316,5	16126,6	16126,6	8063,3	80633
Alex Ekwueme Federal University Ndufu-Alike	AE-FUNAI	78527	39263,5	15705,4	15705,4	7852,7	78527
Wroclaw University of Environmental and Life Sciences	UPWR	69432	34716	13886,4	13886,4	6943,2	69432
"Ion Ionescu de la Brad" Iasi University of Life Sciences	IULS	60091	30045,5	12018,2	12018,2	6009,1	60091
TOTAL	Consortium	781824	390912	156364,8	156364,8	78182,4	781824

Next Steps

- Consortium Agreement
- Money Transfer
- Preparation off Purchase Procedure for equipment



USV 1842



Erasmus+ CBHE Project CHAIN – 101082963



- Consortium Agreement
- Money transfer
- Preparation of Purchase procedure for equipment
- Moodle Platform for DATA Exchange will be activated

Florin Daniel LIPȘA, Assoc. Prof. Dr.





Training #1 - Food Processing and Packaging @ HSWT - Germany

17th – 23rd of March 2024

Preperations:

- Prepare List of persons (4 persons from each university, 2 persons from FSK)
- Passport renewed?
- Prepare application for a visa at the romanian embassy

Arrival:

- 17th of March 2024 @ Iasi, Romania
- Departure to Accomodation in Iasi (Transport & Accomodation will be provided)
- 23rd of March Departure

Weihenstephan-Triesdorf University of Applied Sciences | CHAIN | 24

7. Planning of next virtual Meeting

Monday - 4th September 2023 10 am (UMT +2) – OK???

Report on structure ideas of the new Master in Value Chain Management at each University – to be send until 1st September

- New Master or included in existing Master Programme
- Duration (3 or 4 Semesters)
- Procedure plan of introduction within Chain Project until 06/2026
- Prepare List of persons (4 persons from each university, 2 persons from FSK) for travel to Iasi/Romania in March 2024
- Check list of equipment to be purchased and find out possible supplying companies (do not start yet process of requesting offers)
- Check documents I send around yesterday and send back contact of legal representative

8. Questions and Answer Round



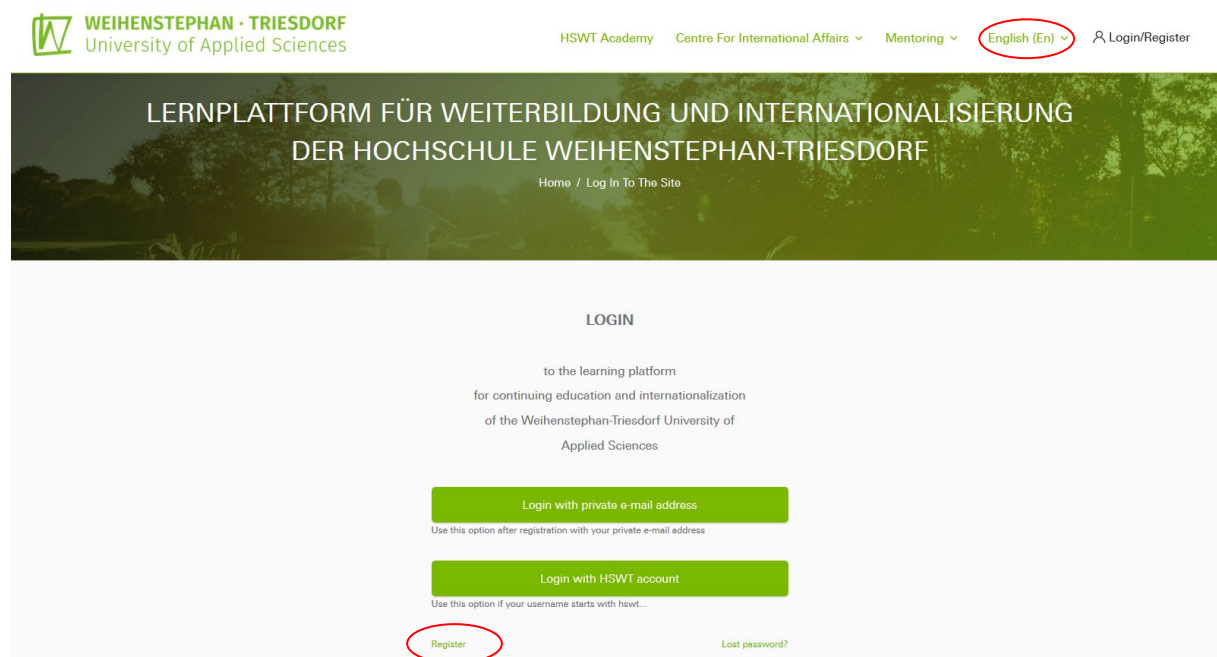


3.3 How to use the Online Plattform Moodle

(see also Annex I)

How to register on the wb moodle platform:

1. Please go to the wb moodle homepage and click on the button **register**:
<https://wbmoodle.hswt.de/login/signup.php?lang=en>
2. If the homepage is shown in German, you can change the language in the right upper corner



3. Fill in the data needed. (see pictures on the next page)
Please use the same E-mail address to which we are writing to you.
4. Click on **“create my new account”**



LERNPLATTFORM FÜR WEITERBILDUNG UND INTERNATIONALISIERUNG DER HOCHSCHULE WEIHENSTEPHAN-TRIESDORF

[Home](#) / [Log In](#) / [New Account](#)

New account

Have an account? [Login](#)

▼ Collapse all

▼ Choose your username and password

Password

▼ More details

Email address


Email (again)

First name

Surname

City/town

Country

Security question ☐ I'm not a robot 


▼ Site policy agreement

[Link to site policy agreement](#)

☐ I understand and agree

[Create my new account](#)

[Cancel](#)

There are required fields in this form marked .

- After you have created your account, you will get an automatic e-mail from the IT-Service HS Weihenstephan-Triesdorf (please also have a look in your junk e-mail if you cannot find it in your inbox). Please activate your account by clicking on the link in the e-mail. If the link does not work directly, please copy it and put it in your browser.
- Then, you can log in on the wb moodle homepage: <https://wbmoodle.hswt.de/login/> with your e-mail adress and the password you invented by clicking on the button **“login with private e-mail address”**



7. Please then go to our course homepage

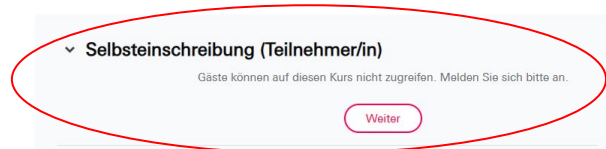
Kurs: E+ CBHE Project CHAIN – 101082963 (hswt.de)

and enrol to the course “E+ CBHE Project CHAIN” **as participant** by using the enrolment key:
CHAIN2023

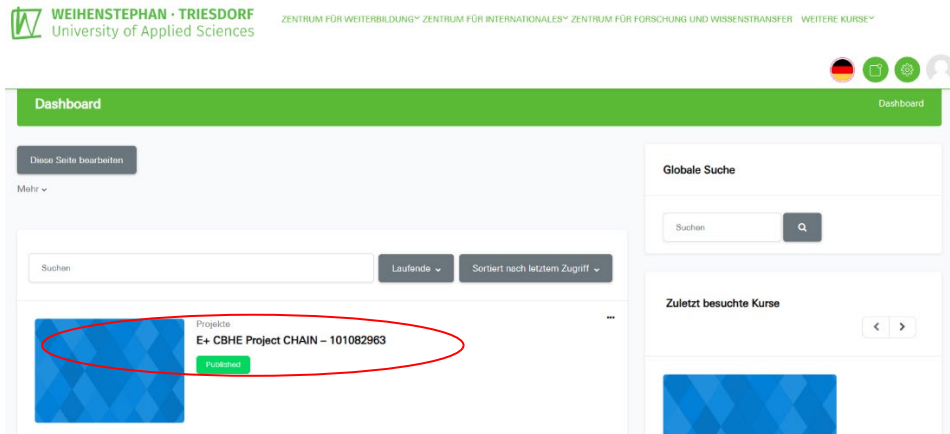


Einschreibeoptionen

E+ CBHE Project CHAIN – 101082963



8. After you have enrolled, it is on your Dashboard in the “Kursübersicht” (course overview) and you can get access by clicking on the course:



9. You can also access the Moodle Course by clicking on the following link:
<https://wbmoodle.hswt.de/course/view.php?id=3455> (if you are not logged in yet, you have to log in first and will then be forwarded directly to the platform)
10. If you set the link as **bookmark** on your browser, logging in to the platform becomes easier.



3.4 Participant List

CHAIN KICK OFF Meeting, 19.07.2023

1. Prof. Ralf Schlauderer- HSWT
2. Bernd Müller-HSWT
3. Matheaus Kauti-SEKU
4. Christopher Gor-JOOST
5. Florin lipsa-IULS
6. Dr. Kilungo-SEKU
7. Dr. Stanislaw Minta-UPWR
8. Bello Yunusa Ladi- FUTMINNA
9. Abdulkadir Usman- FUTMINNA
10. Kateryna Tuzhyk- HSWT
11. Mary Orinda-JOOST
12. Dr. Benjamin Muli-SEKU
13. Prof. Atti Tchabi-UK
14. Krzysztof Rutkiewicz- UPWR
15. Chinenye Onyeneke- AE-FUNAI
16. Dr. Judy Wambua-SEKU
17. Prof Likita Tanko - FUTMINNA
18. Dr. Nazer Famah Sourassou- UK
19. Joseph Nzomoi-SEKU
20. Robert Onyeneke- AE-FUNAI
21. Benard Mweu- SEKU
22. Imran Taiwo- FUTMINNA
23. Humphrey Omonya -FSK
24. Prof Johnny Ogunji- AE-FUNAI
25. Safiya Jibrin- FUTMINNA
26. Malb Danida Yagninim-UK
27. Ankrumah Emmanuel- AE-FUNAI
28. Matilda Ouma- JOOST
29. Prof Erick Okuto- JOOST
30. Prof. Silvanice Abeka-JOOST
31. Denis Topa-IULS
32. Raluca Rusu-IULS
33. Isma Bokobana-UK
34. Dr. Stanley Iheanacho- AE-FUNAI
35. Dr. Abdullahi M. Orire- FUTMINNA





CHAIN Project

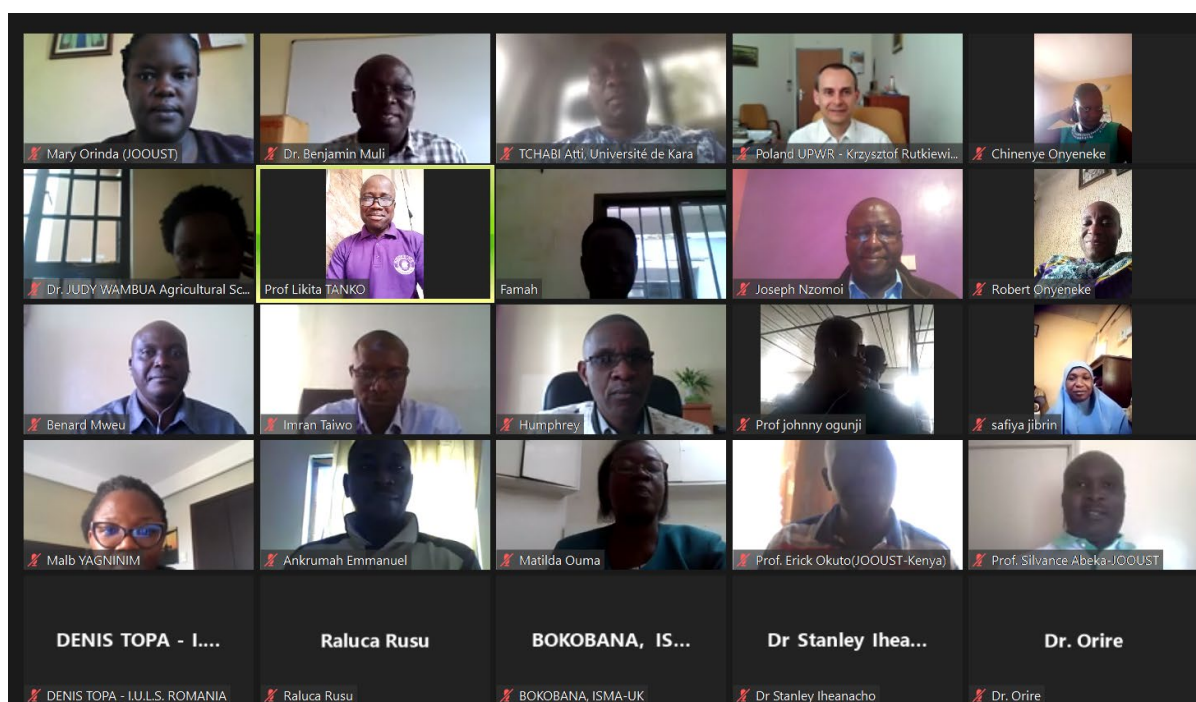
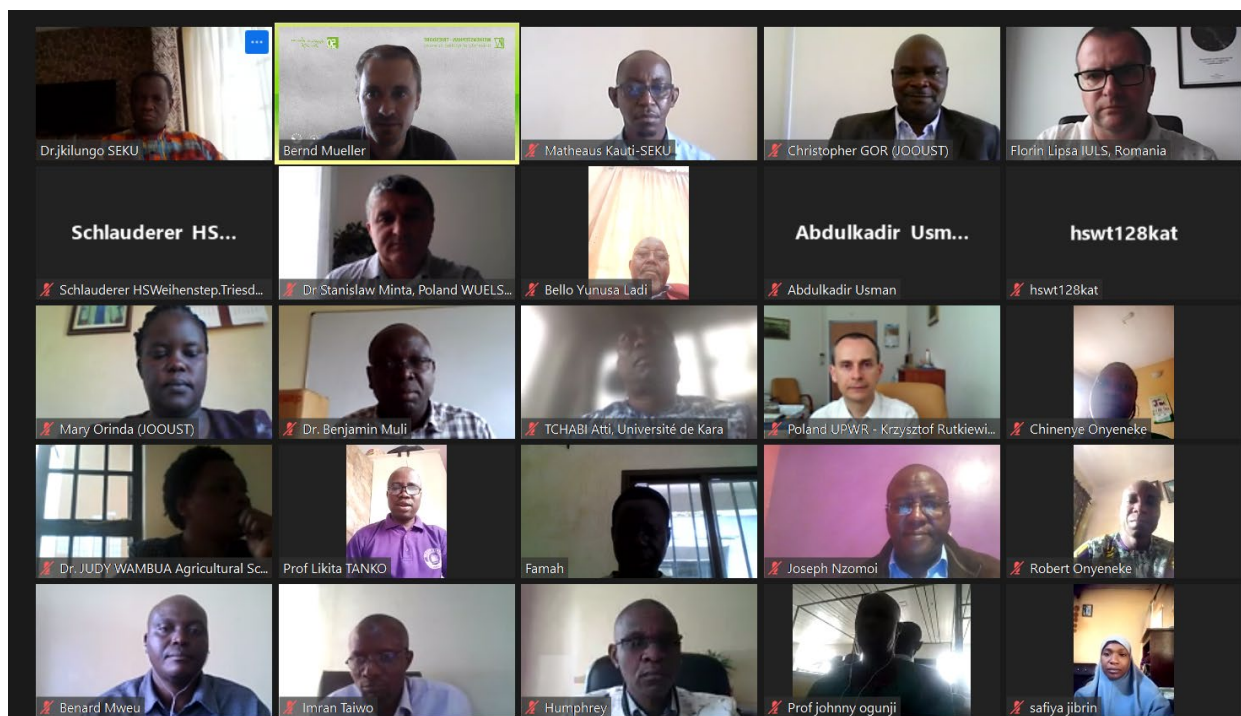
Cooperation for Holistic Agriculture Innovation Nests in Sub-Saharan Africa

Erasmus+ CBHE Project CHAIN – 101082963



Co-funded by
the European Union

3.4 Photos





4. Financial Management Training 26.10.2023

4.1 Agenda

Financial Management

Dr. Alt (HSWT) provided information on lump sum projects. The new EU regulations regarding the financial management of E+ projects were highlight.

BASIS / CHAIN – Administrative Issues

26.09.2023

Lump Sum Projects

+What EACEA writes:

- You have no contractual obligation to keep financial records.
- There is no reporting of actual costs or resources.
- You still need to comply with record keeping and other legal obligations outside the lump sum grant agreement, if any (e.g. under national law or internal procedures)!!!

Lump Sum Projects

What project officers say

- You do not need to provide financial document during the project, but: Coordinator is responsible that partners keep records.
- We **may evaluate** the lump sum program after the projects are finished and check if the amount of money provided was appropriate.
- They will need a lot of documents and informations!
- **Coordinator has to have a close look on administrative record keeping**



Lump Sum Project

What it means for you

- Full record keeping of any financial aspects.
- Documentation of all actual costs and resources.
- Comply with your national legislation.
- Keep the Coordinator informed closely.

Lump Sum Project

What it means for you

- There is a shift from controls on the administrative side to controls on the technical side.
- Therefore: thorough documentation of work done!
- Stick closely to the proposal

Lump Sum Projects

What ECAEA writes:

- You must keep documentation to demonstrate that activities in Annex 1 have been carried out, and by whom.
- Same technical documentation for all EU grants
- E.g. for research activities (good research practice):
 - Lab books
 - Technical documentation
 - Prototypes
 - Conference proceedings
 - Publication



Lump Sum Project

What it means for you

- You have to produce every deliverable or output that is mentioned in the grant agreement as it is written there!
- If you would like to change it, an official amendment with EACEA has to be processed, before the change!
- You have to store and provide all documents belonging to deliverables and record who did it at which time

Some general rules

- Provide original files in common file formats.
- Scan documents in a high resolution and in good quality (at least 300dpi).
- Give the files an english name.
- Send documents for each person separately via Email to **basis.projekt@hswt.de**
- Keep all original documents at your university **for at least 10 years after end of the project.**

Meetings

Necessary documents

- Agenda
- Online Meeting -> List of participants, screenshot
- Physical Meeting -> List of participants with original signature for each single day
- Minutes of meeting

Staff costs

Keep documents at your university for 10 years

- Contracts of any participant in the project
- Complete set of pay slips
- time sheets -> send only this document to coordinator

Organise it, as it is usually handled at you university
(central administration <-> project administration)



Timesheets

- ✓ Use provided timesheets to record your work done.
- ✓ Date, Duration (number of days)
- ✓ Working package,
- ✓ tasks performed,
- ✓ Outputs produced (**link to document!**)

Mark if you had holidays or were ill

- ✓ Fill it periodically (at least every month)
- ✓ Sign it (employee and superior), store it, send it to coordinator.

Timesheets

Available in moodle

Erasmus+		Erasmus Project Basis - Time sheet	
Surname, First Name		November 2023	
Adress			
Institution, Country			
Position, Staff category			
Date	hours	Work package (WP)	Description of tasks performed and output produced
Mi, 01 Nov 23	04:00	WP1	presentation meeting 01.11.2023
Do, 02 Nov 23	00:00		vacation
Fr, 03 Nov 23	00:00		vacation
Sa, 04 Nov 23	00:00		
So, 05 Nov 23	00:00		
Mo, 06 Nov 23	00:00		
Di, 07 Nov 23	00:00		





Timesheets

Supporting documents for timesheets

- Supporting documents are the proposed deliverables
- Timesheets indicate who did which work
- Link supporting document

Travel costs and costs of stay

Keep documents at your university for 10 years

- University travel expense report (as usual)
- Store travel documents (tickets, invoices,)
- Travel report -> send only this document to coordinator

Organise it, as it is usually handled at you university

(central administration <-> project administration)

Travel report

Available in moodle



Travel Costs and Costs of Travel and Stay WP _____

Name: _____ University: _____

Event, Date: _____

☐ Contractual Relationship between employee and beneficiary institution

Travel from _____ to _____

Duration of the travel in days: _____ days,

from _____ to _____.

Cost of travel

sum = _____ €

Activity



Equipment and Subcontracting

Tendering procedure (25.000 € -> 134.000 €)

- Tender specifications must always indicate:
- the exclusion and selection criteria that must be fulfilled by tenderers (analysis of the tenderers)
- the award criteria and their relative weighting (analysis of the quality and price)
- the technical requirements , i.e. the technical specifications (including, whenever relevant, the minimum technical requirements)

Equipment and Subcontracting

Tendering procedure

The following general requirements should also be followed as principles:

- the description must be comprehensive, clear, precise and transparent
- the tender specifications must ensure equal access to tenderers (equal treatment and non-discrimination) and must not have the effect of creating unjustified obstacles to competitive tendering (widest competition possible)
- the choice of the criteria described above (exclusion, selection and award) has to be proportional in relation to the subject and the value of the purchase
- Sound financial management
- Establishment of an evaluation committee

Equipment and Subcontracting

Tendering procedure

Each tendering procedure must contain at least the following elements:

- Invitation to tender
- Tender specifications
- Minutes of the tender opening
- Tender evaluation report from the evaluation committee
- At least 3 commercial offers
- Additional documents necessary by local legal obligations



Equipment and Subcontracting

- For equipment and subcontracts below 25.000€
- comparison of 3 commercial offers from different suppliers
- Invoices and bank statements
- Entry into inventory sheet
- „Financed by Erasmus+“ sticker, inventory number
- Foto of the equipment with sticker

Equipment and Subcontracting

Buy as soon as possible ! (Depreciation)

- If any local rules exists, that are more strict
- Local rules have to be applied
- Rules above must be met, too

Budget line

- indirect costs: cover offices, furniture, administrative staff, electricity, ... lump sum 7%, no documentation needed
- total funding 90%! If you spend 100€ you will get 90€ back from the project. But if not spent at all: charged back completely.

Payment

Cash flow

- Prefinancing payment (fixed in grant and consortium agreement)
- Interim payment at end of each reporting period
- Final payment of the balance after end of project
- If work packages are not complete, funds will be reduced!



Interim reports BASIS

- 15.12.2023 internal report - very soon
- 15.06.2024 internal report
- **periodical interim report 6/23-11/24**
- 15.12.2024 internal report
- 15.06.2025 internal report
- 15.12.2025 internal report
- 15.06.2026 internal report
- **30.06.2026 periodical report 12/24-05/26**

4.2 Content

General guidelines on reporting and evidence retention were also highlighted, in particular

- Provide original files in common file formats.
- Scanning documents in high resolution and good quality (at least 300 dpi).
- Files should be named in English.
- Email documents separately for each person to: chain.projekt@hswt.de
- Keep all original documents at your university for at least 10 years after the end of the project.

The templates of the documents, including the timesheet, are uploaded to the wbmoodle CHAIN and are freely accessible to all PUs.

It was discussed how to deal with travel costs and national regulations. The travel report should be a template / form for all, which will be provided and uploaded to the wbmoodle platform.

During the financial management training session the PUs learnt about structure and distribution of budget and how to manage the financial costs at the university.

Another financial management topic was equipment and tendering rules and procedures. Due to legal restriction about import of drones, the possibility of buying drones in Uganda will be clarified by the PUs: UMU and MMU.

The reporting periods were presented and adapted according to the comments of the VUB:

15.12.2023 internal report -->very soon

15.06.2024 internal report

10.12.2024 periodical interim report 6/23-11/24

15.12.2024 internal report





15.06.2025 internal report

15.12.2025 internal report

15.06.2026 internal report

30.06.2026 periodical report 12/24-05/26

4.4 Participant List and Photos

Participant's list- Financial Training, 26.09.2023

Prof. Dr. Ralf Schlauderer	HSWT
Dr Kateryna Tuzhyk	HSWT
Nikolas Alt	HSWT
Meike Dlaboha	HSWT
Florian Otto	HSWT
Ir. Dr. Atti Tchabi	UK
Ir. Dr. FAMAH S. Nazer	UK
Dr. Bernd Müller	HSWT
Florin Lipsa	IULS
Clovis Kabaseke	MMU
Prof. Ojo Michael Akindele	FUTMINNA
Prof Likita Tanko	FUTMINNA
Dr. Stanislaw Minta	UPWR
Chukwuemeka Emenekwe	AE-FUNAI
Dr. Pius Nina	UMU
Imran Taiwo	FUTMINNA
Anthony Oko-Isu	AE-FUNAI
Dr. Benjamin Muli	SEKU
Abdulkadir Usman	FUTMINNA
Dr Robert Onyeneke	AE-FUNAI
Benard Mweu	SEKU
Prof. Agnassim Banito	UL
Grace Chao	
Ousmane Thiarre	UGB
Arsenoaia Vlad	IULS
Anca Anghelina	
Safiya Jibrin	FUTMINNA
Sr. Mary Goretti Acila	
Ankrumah Emmauel	AE-FUNAI
Chinenye Onyeneke	AE-FUNAI
Robert Mwebesa	UCAO-UUT?
Toibu Odewale	UCAO-UUT
Jane Onuabuchi Munonye	AE-FUNAI
Prof. Abdullahi Muhammad	FUTMINNA
ORIRE	





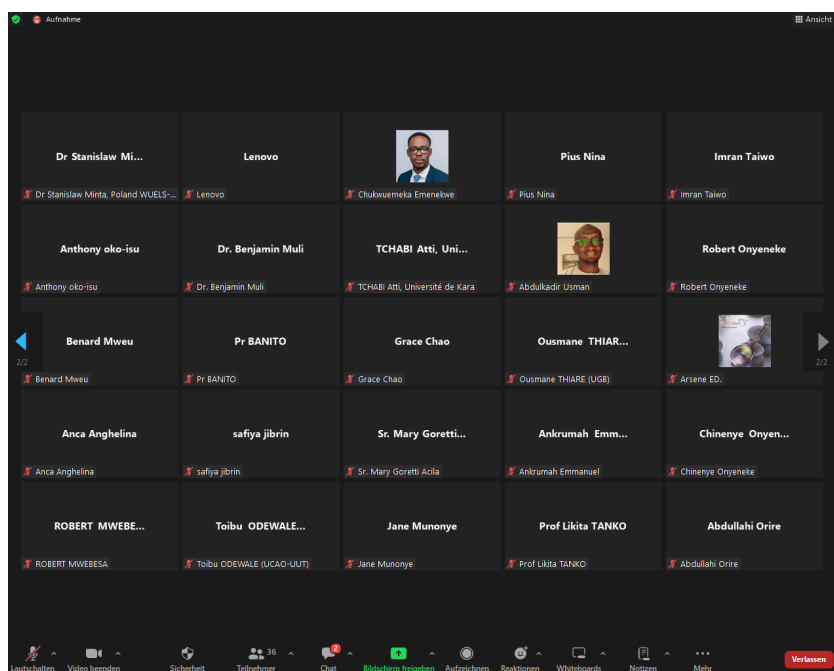
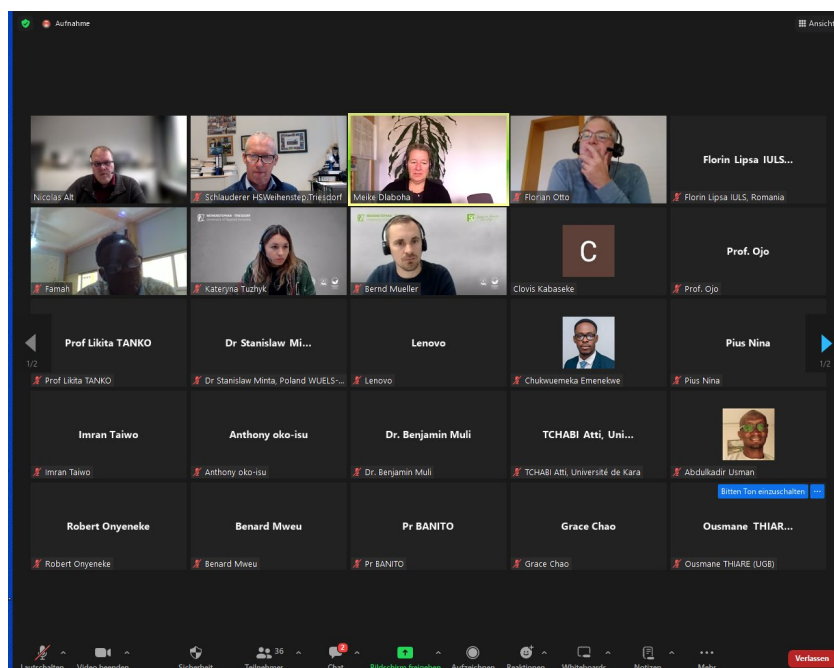
CHAIN Project

Cooperation for Holistic Agriculture Innovation Nests in Sub-Saharan Africa

Erasmus+ CBHE Project CHAIN – 101082963



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the European Union



5.0 Evaluation

Feedbacks: 21

Male	Female	Non-binary	I do not want to specify			Other
19	2	0	0	0	0	
0,904761905	0,095238095	0	0	0	0	

Higher Education Sector Civil Society Sector Policy Making Sector Other





CHAIN Project

Cooperation for Holistic Agriculture Innovation Nests in Sub-Saharan Africa

Erasmus+ CBHE Project CHAIN – 101082963



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20 1 0 0

0,952380952 0,047619048 0 0

The event content was useful and relevant

Strongly Agree Agree Neutral Disagree Strongly Disagree

16 5 0 0 0

0,761904762 0,238095238 0 0 0

It gave insights into the project outputs and the expectations of the donor.

The detail of the project was well explained and understood

It was insightful

The content was what I have expected to get during the training.

Modalities for implementation of CHAIN project were explained with timelines

It helped me to master Moodle platform

The content was quite comprehensive including useful project background information, project

financial management and implementation among others

It is specifically all about Chain project.

This will impact knowledge on Students, the communities around the Institution and the country at large in

solving food in security.

We were able to discuss the projects, its objectives and how best to progress in line with its aims and objectives.

We also discuss other issues relating to the project especially on the Masters program in Food Value

Chain and other trainings.

Explanation of the project was clear

Topics are relevant and match better with participant countries problematics

The facilitators/trainers/lecturers were well prepared and knowledgeable about the topics

Strongly Agree Agree Neutral Disagree Strongly Disagree



USV 1842



17 3 0 0 1

0,80952381 0,142857143 0 0 0,047619048

The aims, objectives and purpose of the project was clearly communicated by the facilitators.

They elaborated further with a defined focus

Every component of the project was explained in greater details

The explanation given from them was good

Did a good presentation

yes, the trainers were well prepared

Teaching methodology was apt

They answered questions without any difficult

The topics was well understood.

they master the project structure and answered questions in at most 2 interactions

The Facilitators started on time and delved into detailed content and answered all question posed by participants

Most the people that will be involved the training have good knowledge of the topics and I strongly believed that they will put in their best.

The facilitator/trainer/lecturer(s) approach(es) was(were) appropriate.

Strongly Agree Agree Neutral Disagree Strongly Disagree

14 7 0 0 0

0,666666667 0,333333333 0 0 0

They are appropriate because they have been locally and Internationally to carry out their responsibilities as at when due.

They are knowledgeable on the chain project

The approach used was good

Facilitators' approach to presentation was professional

They were willing to pass the message with humane and formal approach.

All the work packages are documented in a moodle platfoms. Many sessions are based on discussions and

screen show. it's even better to share PowerPoint





They offered indepth overview of the project

There opprtunities for clarification during and after presentations and the sessions were quite interactive started with introduction of participants

This is because I was able to understand the session

sessions were interactive

yes, the trainers appaoches were appropriate to the content

The event duration was appropriate with effective dynamics to produce new/expected learning outcomes and work agreements

Strongly Agree Agree Neutral Disagree Strongly Disagree

11 9 1 0 0

0,523809524 0,428571429 0,047619048 0 0

The time allocation was appropriate for the event and was used effectively

The duration was not enough

yes, it was just long

There was no limitation on the time one was given to talk

Okay for the event duration, but ten (10) working days would be even better

there was adequate periods of presentation, clarifications, additional inputs from Participantt

Tasks were well explained

The session was interactive

The event duration is appropriate but adjustment can be made along the line as the program orogresses.

Focused and precise

Most aspects of the project was fully discussed within the specified time period

The event space and working conditions were appropriate

Strongly Agree Agree Neutral Disagree Strongly Disagree

11 9 1 0 0

0,523809524 0,428571429 0,047619048 0 0

Had connection issues

The internet was friendly with little issues regarding internet connectivity.

Participants worked at their comfort





Yes for a remote meeting

The platform for the event was suitable and appropriate for the presentation

Not rushed

All was well prepared

The event space and working conditions were appropriate because it is flexible and provided space for human

error which can easily be adjusted without affecting the program.

There were no challenges associated with space nor working conditions

Seminar room at university very close to residence

it is was online training. so no problem with the space

Because the audio was good and we could hear and see each

What did you like most about the event?

I liked the substantive content of the conversation, the commitment of all participants and the positive,

motivating atmosphere during the meeting.

How to collate and manage project finances

The organization and the availability of the trainers to do more than expected

It explained in clear terms roles, expectations and goals of the project

The friendly atmosphere the whole event took place was commendable.

The facilitator/trainer/lecturer(s) approach(es) was(were) appropriate.

Detailed work plan

Teams role affectation, documentation in the Moodle platform and the tour in farm.

The event is transparent and it carries everybody along.

overview of the project

I was familiarize with the project aims and objectives and the task ahead.

That the presentation had topics of great interest.

"The valuable information that was transmitted.

The discussion."

The commitment and the interactive nature of the event.

The setting and mode of lecture delivery





Clarity of presentations

The meeting was informative and provided needed information for effective take off of the project

The facilitators did a good job

It was clear to me about the means activities to be done.

It helped in boosting my knowledge about the whole program

What I like most about the event is trying to solve the problem of Food Insecurity Globally and

keep to time as provided in the program.

Content, duration, opportunity to get to know the project consortium members initially.

What did you like least about the event

The online form has its limitations and does not allow for broader discussions beyond the main thread

discussed on the video platform and to strengthen relationships between participants.

I have no objections in this regard.

What I like least about the event is the Time frame. Instead of three years, I wish it will continue after three

years to have meaning impact in solving the problem of food in security.

The event would have been better if it was face-to-face (physical).

I'm not sure i could evaluate any part of this event. Every things seems perfect. but the time table is very loaded.

The intermittent connectivity challenges associated with virtual meetings

Remote nature

The event fulfilled my expectations.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
----------------	-------	---------	----------	-------------------

13	8	0	0	0
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0,619047619	0,380952381	0	0	0
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Space for open questions, wishes and suggestions:

The event content was useful and relevant

The event should take more than one week or divided in two parts so that the second could be done online.

Looking forward for more of the interactions. Thank you



As explain above, after three years, what will be the next step. Is the program going to be close down?

Want the meeting to be regular in order to keep every member on the same page.

I wish the team more success in achieving the deliverables in good time while working as a team and synergy between partner institutions

"- review time table of next event if these event concerns all the tree projects (BASIC, CHAIN, MAINSTREAM). Is it possible to extend time table by adding few days ?

- power more computer technologies for agricultural field.

- Is it possible to evaluate not only the Master curricula, but also the content ? "

Regular sensitization meetings on the project's outputs.

Due to connectivity challenges, there is need to organize physical meetings/workshops at least once in a year

[illegible]

6.0 Annexes

How to use wbMoodle CHAIN - Presentation