

MANAŽMENT PROJEKTU KOOPERAČNÝCH PARTNERSTIEV

Erasmus+

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TECHNICKÁ FAKULTA SPU V NITRE

Misia

- vzdelávanie v 3 stupňoch VŠ štúdia
- vedecko-výskumná činnosť a inovácie v oblasti techniky s aplikáciami v **poľnohospodárstve, potravinárstve** a príbuzných odvetviach
- podpora **udržateľnosti** a **inovácií** a rozvoji spolupráce na národnej i medzinárodnej úrovni
- uplatnenie absolventov v technických a vedeckých profesiách, s cieľom prispievať k rozvoju spoločnosti prostredníctvom pokročilých technologických riešení



ERASMUS + VÁŠEŇ UŽ 16 ROKOV

MOTIVÁCIA

1. zvedavosť
2. zdieľanie skúseností
3. prenos inovácií
4. priateľstvo

> 30 PROJEKTOV

od roku 2008

Program Erasmus nám priniesol významnú medzinárodnú spoluprácu a kredit, výmenu vedomostí a skúseností, podpora inovácií a rozvoja v oblasti technických a poľnohospodárskych vied.



NÁŠ TÍM



Projektový manažér

Návrh projektov,
koordinácia
medzinárodných vzťahov,
digitalizácia vzdelávania



Finančný manažér

Riadenie finančných
prostriedkov, tvorba
rozpočtu, sledovanie
nákladov, finančné správy
pre kontroly a audit



Výskumník/pedagóg

Realizácia aktivít v
súlade s požiadavkami
programu Erasmus+,
rozširovanie spolupráce



Diseminácia a propagácia

Moderné formy šírenia
výsledkov a výstupov,
viditeľnosť projektu,
sociálne siete



Multimédiá

Správa digitálneho obsahu,
podpora diseminácie,
tvorba vizuálnych
materiálov, sociálne médiá

POTREBY

Reflektujeme naše aktivity a potreby stakeholderov

NETWORKING

New Ideas for New Opportunities
Meet-Share-Compare
TCA podujatia

PARTNERI A ROZDELENIE ÚLOH

Zohľadňujeme skúsenosti,
operačnú kapacitu ale aj
“chémiu” partnerov

PÍSANIE PROJEKTU

Zapojenie viacerých partnerov, ale
“hlavný pisateľ” je jednoznačne určený

PRÍPRAVA A TVORBA PROJEKTU



NAŠE PROJEKTY

- Strategické a kooperačné partnerstvá vo všetkých sektoroch
- Malé partnerstvá
- Capacity Building Higher Education (Palestína, Tichý oceán)



BLOCKCHAIN

2022 - 2024
Záverečná správa

AGRIXPLAINER

2023 - 2025
Priebežná správa





**BLOCK
CHAIN**
FOR
**AGRI
FOOD
EDU**

www.blockchainforagrifood.eu


01. Partnerstvo

- **dlhoročná spolupráca**
- odbornosť v oblasti blockchainu, poľnohospodárstva a digitálnej pedagogiky
- projekt nadväzuje na predchádzajúce projekty

02. Ciele

- Zlepšiť transparentnosť a sledovateľnosť potravinárstve pomocou blockchainu.
- Podporiť digitalizáciu agropotravinárskeho sektora prostredníctvom inovácií a vzdelávania.

03. Výsledky

- Výskumné správy a analýzy
 - Vzdelávacie materiály a nástroje
 - Demonštračné aktivity
- 



AgriXPlainer

www.agrixplainer.com

01. Partnerstvo

- **nové partnerstvo**
- geografická poloha v rurálnych oblastiach
- skúsenosti v poľnohospodárstve a rozvoji vidieka
- noví účastníci/newcomers

02. Ciele

- Zlepšiť marketingové zručnosti pracovníkov v agri-food sektore
- Podporiť udržateľné a etické marketingové praktiky
- Zvýšiť viditeľnosť a konkurencieschopnosť agri-food podnikov

03. Výsledky

- Psychometrický test pre hodnotenie marketingových znalostí v agri-food sektore
- Atlas vzdelávacích marketingových praktík
- MOOC zameraný na vzdelávacie marketingové nástroje a techniky v agri-food sektore



SPOLUPRÁCA KOMUNIKÁCIA



1. **Projektové stretnutia** - uprednostňujeme F2F
2. **Online mítingy** pred deadlines :)
3. **WhatsApp skupiny** - efektívne pri potrebe rýchlej reakcie
4. **Kolaboratívne nástroje:**
 - Google Drive
 - MS Teams
 - Freedcamp
 - Teamworks

FINANČNÝ MANAŽMENT

1. Zmluvné vzťahy

- bilaterárne zmluvy
- zmluvy s asociovanými partnermi


2. Nástroje finančného riadenia

- Rozpočet, indikatívny už v čase návrhu projektu
- Timesheets
- Centralizované finančné správy



Zmluvné vzťahy

- bilaterárne zmluvy



PARTNER AGREEMENT

Erasmus+
Key Action 220 - Cooperation partnerships

PROJECT TITLE: Accelerating Plant Based Food Entrepreneurship (Plant Power)
PROJECT NUMBER: 2024-1-SK01-KA220-VET-000245686

CONTRACT BETWEEN THE PROJECT COORDINATOR AND THE PARTNER

This contract, drawn up under the Erasmus+ Programme Key Action 2 (Programme Decision 2013/C 362/04), shall govern relations between:

Full official name of the coordinator [ACRONYM]: **Slovenská poľnohospodárska univerzita v Nitre [SUA]**
Official legal status or form: **public institution**
Full official address: **Trieda Andreja Hlinku 2, 949 76 Nitra**
Official registration Number: **00397482**
VAT Number: **2021252827**
OID Number: **E10208910**
Represented by: **doc. Ing. Klaudia Halászová, Ph.D.**

hereinafter referred to as "the Coordinator" on the one part, and

Full official name of the partner [ACRONYM]:
Official legal status or form:
Full official address:
Official registration Number:
VAT Number:
OID Number:
Represented by:

on the other part,

which have agreed as follows:

1

Article 1. Subject

1. The **Coordinator** and the Partner commit themselves to carrying out the work programme covered by this contract. This contract shall regulate relations between the parties, and their respective rights and obligations with regard to their participation in the project with Agreement number 2024-1-SK01-KA220-VET-000245686, signed between the **National Agency** and the **Coordinator**.

This work programme comes under the Agreement number 2024-1-SK01-KA220-VET-000245686 signed between the **Coordinator** and the **National Agency**.

The total cost of the project for the contractual period referred to by the Agreement number 2024-1-SK01-KA220-VET-000245686, all financing combined, is estimated at **250 000 EUR**.

2. The subject matter of this contract, the related work programme and budget are detailed in its annex A, B and C, and the Agreement with number 2024-1-SK01-KA220-VET-000245686 and its annexes, which form an integral part of this contract and which each party declares to have read and approved.

3. The final financial contribution shall depend on the evaluation of the quality of the results of the project with Agreement number 2024-1-SK01-KA220-VET-000245686 pursuant to the rules laid down at Community level, particularly in the Guidelines for Administrative and Financial Management and Reporting, but shall, under no circumstances, give rise to a profit.

Article 2. Duration

1. The project referred to in Article 1 has duration of **24 months**. It starts on **1 September 2024** and ends on **31 August 2026**.

2. This contract enters into force on the date of signature by the last of both participating parties to the contract and terminates at the moment of payment of the balance of the contract, as mentioned in Article 7.1.

3. The period of eligibility of the costs starts on **1 September 2024** and finishes on **31 August 2026**.

Article 3. Obligations of the Coordinator

The Coordinator shall undertake:

1. To take all the steps necessary to prepare for, perform and correctly manage the work programme set out in this contract and in its annexes, in accordance with the objectives of the project as set out in the Agreement concluded between the **National Agency** and the Coordinator;

2

2. To send to the **Partner** a copy of the Agreement number 2024-1-SK01-KA220-VET-000245686 and its annexes, concluded with the National Agency, of the Guidelines for Administrative and Financial Management and Reporting, of the various reports and of any other official document concerning the project;

3. To notify and provide the **Partner** with any amendment made to the Agreement number 2024-1-SK01-KA220-VET-000245686 concluded with the National Agency;

4. To define in conjunction with the **Partner** the role and rights and obligations of the two parties, including those concerning the attribution of the intellectual property rights;

5. To comply with all the provisions of Agreement number 2024-1-SK01-KA220-VET-000245686 binding the **Coordinator** to the **National Agency**.

Article 4. Obligations of the Partner

The Partner shall undertake:

1. To take all the steps necessary to prepare for, perform and correctly manage the work programme set out in this contract and in its annexes, in accordance with the objectives of the project as set out in the Agreement number 2024-1-SK01-KA220-VET-000245686 concluded between the **National Agency** and the Coordinator;

2. To comply with all the provisions of Agreement number 2024-1-SK01-KA220-VET-000245686 binding the **Coordinator** to the **National Agency**;

3. To communicate to the Coordinator any information or document required by the latter that is necessary for the management of the project;

4. To accept responsibility for all information communicated to the Coordinator, including details of costs claimed and, where appropriate, ineligible expenses;

5. To define in conjunction with the Coordinator the role and rights and obligations of the two parties, including those concerning the attribution of the intellectual property rights.

Article 5. Financing

1. The total Erasmus+ contribution for the Partner shall be a maximum amount of **partner's budget EUR**.

Article 6. Co-financing

The Partner's financial contribution to the project amounts to **0 EUR**.

3

ANNEX B Detailed budget relating to the activities of the Partner

PARTNER BUDGET	
Project reference: 2024-1-SK01-KA220-VET-000245686	
A. Budget Headings	
Work package n°1 Project Management	
Work package n°2 - Inspiration & Awareness Creation - The Inspirational Good Practice Guide to Plant-Based Food Product Development	
Work package n°3 - Developing Innovative Plant-Based Food Products - Open Education Resources (for VET)	
Work package n°4 - Innovative Plant-Based Food Products Development Education - Online Course (for SMEs)	
Work package n°5 - Plant Power Impact and Dissemination	
Total	

ANNEX C Detailed list of tasks and responsibilities of the Partner

Responsibilities of Momentum Marketing Services Limited (MMS) in Work Packages:

Work Package 5: Impact and Dissemination

- Activity 5.1:** Refinement and internal publication of the WP5 Work Plan & Dissemination Strategy (01/09/2024 - 31/10/2024). MMS will develop the overall work plan for dissemination.
- Activity 5.2:** Design & Create Project Brand & Brochure (01/09/2024 - 31/10/2024). MMS is responsible for the initial promotional content.
- Activity 5.4:** Social Media Channels Setup and Promotion (01/10/2024 - 31/08/2026). MMS will create and manage social media channels for the project.
- Activity 5.5:** Content Creation and Development of Project Newsletters (01/03/2025 - 31/08/2026). MMS will manage newsletters.
- Activity 5.6:** Dissemination Reporting (01/03/2025 - 31/08/2026). MMS will compile dissemination reports every 6 months.

Work Package 3: Developing Innovative Plant-Based Food Products

- Activity 3.4:** Research, Development of Part 2: VET Trainers' Handbook (01/11/2025 - 30/11/2025). MMS will lead the creation of a handbook for trainers.
- Activity 2.7:** Mini-launch events to promote WP2 publications (01/06/2025 - 30/06/2025). MMS will organize a series of in-person and virtual events.
- Activity 4.4:** Create a Learners' Workbook (01/05/2026 - 30/06/2026). MMS will develop a workbook for SMEs.
- Activity 4.6:** Mini-launch events of WP4 results (01/08/2026 - 31/08/2026). MMS will lead promotion events.

Nástroje finančného riadenia

- Rozpočet, indikatívny už v čase návrhu projektu

	A	B	C	D	E	F	G	H	I	J	K
8	1.6 BiMonthly Virtual PM meetings	9 x online meetings									
9	Subtotal			20%	14000	7000	7000	7000	7000	7000	49000
10	Work package 2 - WP2 INSPIRATIONAL PRACTICE GUIDE				SUA	REZOS	BIA	MMS	EUEI	ITACL	
11	2.1 In person full partnership transnational meeting in Ireland	1 x inperson partner meeting including field trips and learning exchanges	Increased understanding within partner organisations of the scope of WP2. It will lead to preliminary plans for WP2 work plan and research methodology.		1500	1500	500	500	1500	1500	7000
12	2.2 Refinement and internal publication of the WP2 work plan and research methodology	1 x WP2 work plan and research methodology	Improved knowledge of partners to plan and execute WP2 actions and ensure quality and relevancy of the results		1000	400	1000	400	400	400	3600
13	2.3 Research, Development of Inspirational Practice Guide	1 x Inspirational Practice Guide in 4 languages	Inspire food VET educators & SMEs on the as they can relate to their SME, region and market segment.		1900	1900	1900	1500	1900	1900	11000
14	2.4 User testing	Pilot involves 50 testers, and a report published with improvement recommendations	Improvement via thorough testing process		1500	1500	3000	1000	1000	1000	9000
15	2.5 Finalisation, graphic design, localise	Engaging publications x 4	High impact presentation tailored for our countries		1000	800	500	1800	800	800	5700
16	2.6 Digital publication and share	Maximise impact via interactive digital publication	Achieve 500 downloads on the guide in the lifetime of the project		750	400	750	400	1000	400	3700
17	2.7 Mini launch events	Maximise impact via regional events	A series of 6 in-person and virtual events to exploit the publication of WP2 and drive uptake of same.		1000	1000	1000	0	1000	1000	5000
18	Subtotal			18%	8650	7500	8650	5600	7600	7000	45000
19	Work package 3 - OPEN EDUCATION RESOURCES				SUA	REZOS	BIA	MMS	EUEI	ITACL	
20	3.1 In person full partnership transnational meeting in Spain	1 x inperson partner meeting including field trips and learning exchanges	Increased understanding within partner organisations of the scope of WP3. It will lead to preliminary plans for WP3 work plan and research methodology		1000	1500	1500	1500	1000	500	7000
21	3.2 Refinement and internal publication of the WP3 work plan and research methodology	1 x WP3 work plan and research methodology	Improved knowledge of partners to plan and execute WP3 actions and ensure quality and relevancy of the results		1000	500	500	1500	500	3000	7000
22	3.3 OERs Part 1- 6 rigorously researched and forward-thinking MODULES	6 x modules on innovation and entrepreneurial skills development	educators are equipped and empowered to deliver up-to-date content		4000	2400	2400	3500	2400	12000	26700
23	3.4 OERs-Part 2 Trainers Handbook	1 x pedagogic guide for VET educators on how to implement the course	successful implementation of learning suite		1200	400	600	2900	600	1000	6700
24	3.5 User testing	Facilitate 50 user testers			1800	3000	1800	1800	1800	1800	12000
25	3.6 localisation, translations proofing and Design of the OERs	6 rigorously researched modules and a VET Trainers guide	Professionally designed high-impact suite of OERs that is well received by partner organisations and tailored for our countries		1000	1000	500	1000	1000	1200	5700
26	3.7 Digital publication and share				400	200	200	200	2200	200	3400
27	3.8 Mini launch events	Maximise impact via regional events	A series of 5 in-person and virtual events to exploit the publication of WP3 and drive uptake of same.		1000	1000	500	1000	1000	1000	5500
28	Subtotal			30%	11400	10000	8000	13400	10500	20700	74000

Name of the project: Smart4Food: With a smart farm towards food security

Grant 250 000,00 €

Partner	Daily rate	WP1	WP2 e-platform & Centre of Knowledge	WP3 - Curriculum and OER	WP4 - Roll out and exploration
VuS	195,00 €	10 000,00 €	13 065,00 €	13 650,00 €	3 900,00 €
New Edu	195,00 €	8 000,00 €	13 455,00 €	13 650,00 €	3 900,00 €
Kocaturk	195,00 €	8 000,00 €	13 065,00 €	13 650,00 €	3 900,00 €
Magnetar	275,00 €	8 000,00 €	19 250,00 €	11 000,00 €	5 500,00 €
MEI	275,00 €	8 000,00 €	15 115,00 €	17 875,00 €	5 500,00 €
Meridaunia	225,00 €	8 000,00 €	13 275,00 €	15 750,00 €	4 500,00 €
Total		50 000,00 €	87 225,00 €	85 575,00 €	27 200,00 €

Staff effort

Partner	WP1	WP2 e-platform & Centre of Knowledge	WP3 - Curriculum and OER	WP4 - Roll out and exploration
VuS	8 000,00 €	67,00	70,00	20,00
New Edu	8 000,00 €	69,00	70,00	20,00
Kocaturk	8 000,00 €	67,00	70,00	20,00
Magnetar	8 000,00 €	70,00	40,00	20,00
MEI	8 000,00 €	55,00	65,00	20,00
Meridaunia	8 000,00 €	59,00	70,00	20,00

WP2 e-platform & Centre of Knowledge


	WP2/A1	WP2/A2	Total per WP2	Staff Costs	Other Costs
VuS	6 162,74 €	6 902,26 €	13 065,00 €	9 145,50 €	3 919,50 €
New Edu	6 346,70 €	7 108,30 €	13 455,00 €	9 418,50 €	4 036,50 €
Kocaturk	6 162,74 €	6 902,26 €	13 065,00 €	9 145,50 €	3 919,50 €
Magnetar	9 080,19 €	10 169,81 €	19 250,00 €	13 475,00 €	5 775,00 €
MEI	7 129,72 €	7 985,28 €	15 115,00 €	10 580,50 €	4 534,50 €
Meridaunia	6 261,79 €	7 013,21 €	13 275,00 €	9 292,50 €	3 982,50 €
Total	41 143,87 €	46 081,13 €	87 225,00 €	61 057,50 €	26 167,50 €

WP3 - Curriculum and OER

	WP3/A1	WP3/A2	WP3/A3	Total per WP3	Staff Costs
VuS	3 412,50 €	7 507,50 €	2 730,00 €	13 650,00 €	9 555,00 €
New Edu	3 412,50 €	7 507,50 €	2 730,00 €	13 650,00 €	9 555,00 €
Kocaturk	3 412,50 €	7 507,50 €	2 730,00 €	13 650,00 €	9 555,00 €
Magnetar	2 750,00 €	6 050,00 €	2 200,00 €	11 000,00 €	7 700,00 €
MEI	4 468,75 €	9 831,25 €	3 575,00 €	17 875,00 €	12 512,50 €
Meridaunia	3 937,50 €	8 662,50 €	3 150,00 €	15 750,00 €	11 025,00 €
Total	21 393,75 €	47 066,25 €	17 115,00 €	85 575,00 €	59 902,50 €

Nástroje finančného riadenia

- Timesheets
- Formálny pracovný kontrakt

Time Sheet		 Co-funded by the Erasmus+ Programme of the European Union	
Project Number	2023-1-SK01-KA220-VET-000151387		
Project Name	AgriXPlainer		
Organisation			
Employee's Name			
Grant per hour			
Month / Year	September	2023	

Intellectual Output	WP1	WP2	WP3	WP4				Costs
Date / Month	Number of Working Hours							
1 Sep								0,00
2 Sep								0,00
3 Sep								0,00
4 Sep								0,00
5 Sep								0,00
6 Sep								0,00
7 Sep								0,00
8 Sep								0,00
9 Sep								0,00
10 Sep								0,00
11 Sep								0,00
12 Sep								0,00
13 Sep								0,00
14 Sep								0,00
15 Sep								0,00
16 Sep								0,00
17 Sep								0,00
18 Sep								0,00
19 Sep								0,00
20 Sep								0,00
21 Sep								0,00
22 Sep								0,00
23 Sep								0,00
24 Sep								0,00
25 Sep								0,00
26 Sep								0,00
27 Sep								0,00
28 Sep								0,00
29 Sep								0,00
30 Sep								0,00
Total	0	0	0	0	0	0	0	0,00

Employee's Signature:		Legal Representative's Signature:	
Date:	30th Sep 2023		



Co-funded by the Erasmus+ Programme of the European Union

Erasmus+ Programme – Cooperation Partnership
 Project Nr:
 2023-1-SK01-KA220-VET-000151387

Declaration staff costs Intellectual Outputs

(as proof of the nature of the relationship between the person and the beneficiary)

I undersigned

Position

representing the organization/school:

address:

city: country

certify that the following persons:

M.....

M.....

M.....

M.....

M.....

are employed within the organization/school, worked on the Erasmus + project

AgriXplainer: The New European Educational Marketing Method for the valorization of Green

Practices and Successful Products in Agri-Food Micro-Enterprises

coordinated by Slovak University of Agriculture in Nitra

implemented in the interval 1.9.2023 – 31.8.2025.

and were paid from the grant awarded to the project.

Place

Name of the legal representative:

(signature of the legal representative & stamp)

MANAŽMENT KVALITY

1. Nástroje manažmentu kvality

- Quality Management Plan
- Klúčové indikátory
- Gant Chart
- Online dotazníky
- Priebežné reporty



Nástroje manažmentu kvality

- Priebežné reporty
- “Claim správa”

Dissemination Log									
Partner name	Short description and/or Title of activity	Activity type	Date	Level	Target group	Language	Audience nr.	Evidence	Extended description of dissemination activity (if necessary)
SUA	Main objectives of the project	Social Network	9.8.2024	National	Wide Public	Slovak	151	https://www.facebook.com/reel/1657536131706517	

WP2- The Guide to Blockchain Education in the Agrifood Sector			
	Activity Title	% complete	Outline how you have delivered on this action
2,1	WP2 In-person learning and exchange activity.		PROVIDE EVIDENCE OF TRAVEL AND COST
2,2	Refinement and internal publication of the WP2 work plan and research methodology.		
2,3	Desk and field-based research to establish the baseline in Europe of teaching of blockchain in agri-food education		
2,4	Localisation, Proofing and Design of the Status Quo of Blockchain in Agri-food Education Research Findings Report for print and digital publication		
2,5	Research and development of Guide to Blockchain Education in the Agri-food Sector which puts forward recommendations for the pedagogic strategies required for blockchain teaching in agri-food HEI sector		
2,6	Localisation, Proofing and Design of the Status Quo of Blockchain in Agri-food Education Research Findings Report for print and digital publication		
2,7	Development and Implementation of the WP2 expert review process		
2,8	Publication and mini-launch events		



ĎAKUJEM ZA POZORNOSŤ



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