

Final report

WP6 – dissemination

1. WP6 - dissemination

All partners are responsible

EEPL has written a dissemination and exploitation plan for the partnership in the beginning of the project and has updated the plan when one of the project partners left the project and a new partner were involved. All partners have got the plan and EEPL introduce the partners to their responsibilities and to their documentation obligations.

Different topics are highlighted in the plan:

- I. Objectives of dissemination strategy
- II. Stakeholders and users
- III. Dissemination tools
- IV. Overview to activities
- V. Monitoring
- VI. Templates

Part One gives the partnership an idea about the internal purpose and writes about external objectives. Part Two describes the role of the project leader and the project partners as well as the interested users of the project results which all partners have to have in mind when disseminate the project. Part Three describes a large collection of dissemination tool and highlighted to each tool which partner has to use this tool. Part Four gives an overview to dissemination activities. Part Five informs about the monitoring and Part Six offers templates to document the dissemination activities by each partner.

Project leader and each project partner are responsible to disseminate the project and its results.

EEPL is responsible to:

- collect the information about the dissemination activities from the partners.
- inform the project leader about the status to dissemination activities.
- highlight delays to the project leader.
- cooperate with the project leader to compile an interim and final report.

The project leader is responsible to:

- emphasize the meaning of dissemination for the project success.
- ensure the realization of the dissemination activities.
- cooperate with the EEPL to compile an interim and final report.

2. WP 6 - dissemination Activities and monitoring

The EEPL has periodically asked for the documents from the partners since January 2018.

04.01.2018 EEPL has asked the partners for the duration from Sep 2016 till Dec 2017 (Ten Righetti from Sep 2017 till Dec 2017)

13.04.2018 and additionally 07.05.2018, 26.07.2018 and 12.11.2018 EEPL has asked the partners for the duration from Jan 2018 till Apr 2018 (modified till Dec 2018).

20.08.2019 EEPL has asked the partners for the duration from Jan 2019 till Aug 2019.

Based on the information the project partners have got an overview to dissemination activities on transnational meetings. The project leader and the partners were informed and EEPL highlighted possible delays and missing activities.

Based on the collected information the interim and final report to WP6 was compiled.

3. WP6 - dissemination results

Dissemination tool	Indicators	Indictors to achieve objectives	Outcomes
Consistent layout for project releases	Layout developed	Common layout in all documents	Slightly difference in the layout, but the EU-Logo, disclaimer are always included
Project Logo	Project Logo developed	Logo inserted in all project documents, presentations, etc.	Logo is developed and inserted
EU project platform	Information entered	Currentness of the platform, minimum: - at the beginning of the project - in preparation for the interim report - in preparation for the final report	Project leader periodically updated the EU project platform
Project website	Website established and published	Website updated Internal space updated Downloads provided	Project leader updated the project website
Partner websites	Information about the project uploaded	Homepage/tab accessible Link to project website	EEPL and Surplus inform about the project
Social media	HandDS is set on Facebook	Currentness of the page: posts to project progress and certain events	Project leader regularly informed about the project progress and events
Flyer	Flyer available in different language in e-form and paper-form	provided by project leader to project partners distributed by each partner at appropriate events	All partners distributed the flyer in their networks

Newsletter	min. 5 Newsletter developed and distributed	Layout of newsletter created Current project progress, minutes and upcoming events incorporated Periodically send to project partners Available on project internet platform	Project leader created 3 newsletter
Bilateral Talks / Personal Networks	Organisation and Participation in meetings etc.	List of meetings (dates) Protocols Presentations	All partners had bilateral talks to their network.
Presentations and Participation in Conferences	Participation	List of conferences (venue, title, dates)	Partners organized presentations and/or participated in conferences.
Leaflet for companies	Leaflet developed	List of companies Distribution of leaflet to companies via e-mail and personally	The newsletters were also used as regularly information for companies and partners.
Articles in journals	Articles developed	List of articles	Surplus and Ten Righetti published articles in journals and/or newspapers.
100-seconds-video	Video done	Uploaded on homepage and facebook	100-second-videos are uploaded on Youtube.
Multiplier event	Event organized and hosted	List of participants and invoice of venue	The multiplier event was organized by Surplus and supported by the project partner. Stakeholders and interested people participated at the meeting.

4. WP6 - dissemination appendix

<i>Project leader</i>	<i>Stichting Surplus</i>			
Erasmus+ Results Platform (LINK)	<i>When?</i>	<i>What added?</i>		
	Beginning of the project:	General basic information upon the project with all relevant results		
	In preparation for the interim report:	All relevant project documents. Amongst others: Minutes PM1, Minute TPM 2, Quality Assurance Plan, Monitoring Visit Report, Dissemination and exploitation plan and Progress report.		
	In preparation for the final report:	All relevant information are updated and project documents are uploaded		
Project website	<i>When?</i>	<i>What added?</i>		
	01.09.2016	http://erasmushands.wixsite.com/hands establishment		
	31.01.2018	http://www.erasmushands.nl/ establishment and provision of latest news		
	31.08.2019	http://www.erasmushands.nl/ updated		
Partner website	<i>When?</i>	<i>What added?</i>		
	09/2016	Surplus website http://st-surplus.nl/internationale-projecten/ Link to actual developments running project		
Social media	<i>When?</i>	<i>What?</i>	<i>Who addressed?</i>	
	Facebook https://www.facebook.com/pg/Stichting-Surplus-170746729659611/posts/?ref=page_internal	Reporting on TPM 2 in Finsterwalde and other events	Visitors of Surplus' Facebooksite	
Flyer	<i>When?</i>	<i>Where?</i>	<i>How many?</i>	
	01.10.2016	Europe	Electronic version distributed to project partners	
	10.01.2018	Europe	Updated electronic version (with new Italian partner) uploaded to project webpage	
Newsletter	<i>What?</i>	<i>When sent to project partners?</i>		
	1. newsletter	February 2018		
	2. newsletter	December 2018		
	3. newsletter	August 2019		
Bilateral Talks / Personal Networks	<i>When?</i>	<i>Where?</i>	<i>Who?</i>	<i>What?</i>
	28-06-2017	Enschede	Jack Ten Haaf Ivo van Dongen Bart van den Elzen	Monitoring visit of National Agency

Presentations/ participation in Conferences	<i>When?</i>	<i>Where?</i>	<i>Whom?</i>	<i>What?</i>
	07-12-2017	Amersfoort	Mabel Lengton Jack Ten Haaf Manouk Hondeborg Ivo van Dongen	Presentation of our project at Erasmus+ congress 0
Leaflet for companies	<i>When?</i>	<i>Whom?</i>		
	01.10.2016	Electronic version distributed to project partners		
	10.01.2018	Updated electronic version (with new Italian partner) uploaded to project webpage		
Articles in journals	<i>When?</i>	<i>Where?</i>	<i>What?</i>	
	09-08-2016	Avola, Italy	Tuesday the 9th of August, MAJORANA and SURPLUS met during an informal pre- project meeting in Avola. The regional newspaper "La Sicilia" published an article on this meeting.	
100-seconds- video	<i>When?</i>	<i>What?</i>	<i>Where published?</i>	
	(January 2017)	100 seconds video of Ten R. Righetti	Melfi	
Multiplier event	<i>When?</i>	<i>Where?</i>	<i>How many participants?</i>	
	23-05-2019	Enschede	35	

<i>Project partner</i>	<i>Ten Righetti</i>			
Partner website	<i>When?</i>	<i>What?</i>		
		No information on partner website		
Flyer	<i>When?</i>	<i>Where?</i>	<i>How many?</i>	
	March 2019	Melfi	500	
Bilateral Talks / Personal Networks	<i>When?</i>	<i>Where?</i>	<i>Who?</i>	<i>What?</i>
	May 2018	Melfi	Bozza Angelo Basso Giampiero Mastroddi Valeria	Monitoring TPM Melfi
	January 2019	Melfi	Bozza Angelo Basso Giampiero Mastroddi Valeria	Monitoring visit to Vakschool Het Diekman (LTT)
Presentations/ participation in Conferences	<i>When?</i>	<i>Where?</i>	<i>Whom?</i>	<i>What?</i>
	April 2019	-Chamber of Commerce of Potenza	Director FORIM partner Chamber of Commerce of Potenza	Purposes and results of the Erasmus Hands project.
Articles in journals (optional)	<i>When?</i>	<i>Where?</i>	<i>What?</i>	
	April 2019	Newspapers: - La Nuova; - La gazzetta del mezzogiorno;	Articles about the activities of the LTT4 carried out in Enschede in March 2019	

		- Il quotidiano della Basilicata; - Vulture News - Tg7 Basilicata - Melfi Live	
	May 2019	Social: - Facebook; - Instagram; - Twitter	Articles on the activities of the LTT4 carried out in Enschede in March 2019

Project partner	Vakschool Het Diekman			
Partner website	When?	What?		
		No information on partner website		
Project website	When?	What?		
	01- 09 - 2016	http://erasmushands.wixsite.com/hands establishment		
	10 - 01 - 2018	http://www.erasmushands.nl establishment and provision of latest news		
	03 - 09 - 2019	https://www.erasmushands.nl/news/ the latest news		
Flyer/social media	When?	Where?	Website?	
	April 2017	LTT majorana/ Diekman	https://www.facebook.com/vakschoolhetdiekman/	
	April 2018	cooperation with companies	https://www.facebook.com/vakschoolhetdiekman/	
	September 2019	visit from the companies to Vakschool het Diekman	https://www.facebook.com/vakschoolhetdiekman/?ref=br_rs	
Bilateral Talks / Personal Networks	When?	Where?	Who?	What?
	Februari 2018	Enschede	Mabel Lengton, Natasja van den Berg, Lute Bruinenberg	Monitoring visit Ten Righetti (LTT)
	May 2018	Enschede	Mabel Lengton, Natasja van den Berg, Lute Bruinenberg	evaluation visit ten Righetti (LTT)
	December 2018	Enschede	Hilde Grimberg, Natasja van den Berg, Jan Hendrik Koster, Lute Bruinenberg	Monitoring visit to ten Righetti (LTT)
Presentations/ participation in Conferences	When?	Where?	Whom?	What?
	07 - 12 - 2017	Amersfoort	Jack ten Haaf, Iv van Dongen, Bart van den Elzen, Mabel Lengton	presentation of our project at the Erasmus congress

	20 - 11 - 2018	Enschede Vakschool het Diekman	Alderman Niels van den Berg Staff het Diekman Parents Business	Introduction of our educational innovation: I'm certification
	12 - 09 - 2019	Enschede Vakschool het Diekman	Managers companies Staff het Diekman Business	presentation + meeting with the companies about our educational innovation: I'm certification.
Leaflet for/visit to companies	When?	Whom?		
	november 2017 april 2018 december 2018	div. companies (Visschedijk cleaning, haverkamp, Westendorp, Nettorama, DCW, SES, Maas van 't Hoog etc.		
	january 2019 march 2019 june 2019	div. companies (Asitio, Haverkamp, Holzik Stables, Nettorama, DCW, SES etc.)		
Articles in journals (optional)	<i>When?</i>	<i>Where?</i>	<i>What?</i>	
	November 2017	tubantia (newspaper)	articles about the activities vakschool Diekman	
	march/april 2018	social media: - facebook - website	Articles about the activities of the LTT carried out in Enschede in March 2018	
100-second- video	<i>When?</i>	<i>How?</i>	<i>Whom?</i>	
	1 - 2 - 2018	video stage carroussel (BES)	https://www.youtube.com/results? search_query=bes+vakschool+he t+diekman	

Project partner	Entwicklungsgesellschaft Energiepark Lausitz GmbH	
Partner website	<i>When?</i>	<i>What?</i>
	10/2016	Creation and release of HanDS on EEPL website, information about the fundings in Germany www.eepl.de/hands
	09/2017	Change of project partner (Majorana to Ten Righetti)
	04/2018	Set on new www.eepl.de/hands
Project website	<i>When?</i>	<i>What?</i>
	08/2019	WP4: Carf the carving - upload of the web-based toolbox https://www.erasmushands.nl/wp4-carf-the-carving/

Flyer	When?	Where?		How many?
	04.12.2017	Finsterwalde/F60 – Entrepreneur meetup		15
	20.02.2018	Potsdam, presentation for employment promoter		20
	01.02.2019	WFBB, Cluster Metall, Germany		15
Bilateral Talks / Personal Networks	When?	Where?	Who?	What?
	10/2016	Finsterwalde, Germany	Galfa GmbH & Co. KG	Industrial worker as strategy for young unemployed people to ensure own staffing level
	08.03.2017	Herzberg	Brandenburgian Ministry of Labour, Social Affairs, Health, Women and Family Affairs	Economy situation and challenges, tools for integration of job-seekers, f.e. modular training
	12.12.2017	Finsterwalde, Germany	BLG - Rail Tec	IW as strategy for young unemployed people to ensure own staffing level
	18.01.2018	Finsterwalde, Germany	Voestalpine wire Germany	IW as strategy for young unemployed people to ensure own staffing level
	09.05.2018	Finsterwalde, Germany	WFBB	Digitization: challenges for work organization
	23.05.2018	Cottbus, Germany	IG-Metall, VME, WFBB	“Good work conditions”
	11.09.2018	Brandenburg a. d. Havel	Wirtschaftsförderung	Retention of employees
	07.05.2019	Burg, Germany	Metallbau Jakubik	Alternative pathways for recruiting new employees
Presentations/ participation in Conferences	When?	Where?	Whom?	What?
	17.10.16	Job agency	Employees of job agency	- Current number of unemployed (young) people -strategies of integration
	06.09.2017	Finsterwalde	Local education institutions, rural district, job agency	Trails into work for refugees: carf the carving, IW
	20.02.2018	Potsdam, presentation for employment promoter	Employee of Job agency, Employment advisers	- Carf the carving - IW
	22.11.2018	Finsterwalde, Germany	Job agency, regional enterprises, VME	Accompanying event to career orientation
	03.12.2018	Finsterwalde, Germany	Enterprises of South Brandenburg	Entrepreneur meetup, informed about recruiting tools for low-skilled-workers
19.01.2019	Oscar-Kjellberg-Oberschule, Finsterwalde,	Pupils and parents	Career orientation	

		Germany	
100-second-video	<i>When?</i>	<i>How?</i>	<i>Whom?</i>
	12/2018	Lessons to career orientation, showing video and discussion with actress https://www.youtube.com/watch?v=CleUbmB3SGc&feature=youtu.be	Pupils from Oscar-Kjellberg-Oberschule
	05/2019	Lessons to career orientation, showing video and discussion with actress https://www.youtube.com/watch?v=9Z4xgKiFM_4&feature=youtu.be	Pupils from Oscar-Kjellberg-Oberschule
Multiplier event	<i>When?</i>	<i>Where?</i>	<i>How many participants?</i>
	23-05-2019	Enschede	35