

<b>Work package type and ref.nr</b>	<b>QUALITY PLAN</b>	<b>8</b>
<b>Title</b>	QUALITY PLAN & EVALUATION	
<b>Related assumptions and risks</b>	<p>Assumptions: The Project consortium brings together a unique set of experts and staff with the knowledge and ability to carry out all tasks with excellence in a thorough, timely manner.</p> <p>Risks: Partners engaged in the project may not see gaps and shortcomings in their own work.</p> <p>Mediation: This risk will be ameliorated by subcontracting evaluation and quality control to an outside entity familiar with and with expertise in the Israeli PH HEIs and PH System. The External Evaluator will be a driver behind the Evaluation Committee, which meets regularly (see section E.3) to monitor and review project work at planning, interim and outcome stages. Partners will engage with associated partners, such as the Association of Schools and Programs of Public Health (ASPPH) in North America to act as peer reviewers on project development.</p>	
<b>Description</b>	<p>Quality control and monitoring (WP8) led by AAC (P1) will focus on timely action on activities and deliverables for each of the SOs (see E.1). Evaluations will be based on the activity reports and deliverables of each WP.</p> <p>The Evaluation Committee (EC) will be established at the 1st consortium meeting in M2 of Year 1. It will be made up of 4 elected representatives from among the project partners: 2 European, 2 Israeli; plus the External Evaluator (EE). There will be two co-Chairs of the 5 member EC: the EE will be ex officio co-Chair and a 2nd co-Chair will be selected from among the 4 internal EC Members.</p> <p>External evaluation will be subcontracted to an Israeli-based entity familiar with the country context and PH landscape in order to ensure an impartial review. Serving a critical role for a project of this breadth, the EE will be a driver in the project evaluation process, present at all EC meetings, both annual and interim. The EE will be present at the kick-off consortium meeting to give advice at the start of the project.</p> <p>There will be 4 in person EC meetings. Three annual in person meetings will result in external evaluation reports from the EE, to act as progress benchmarks. One interim mid-year in person meeting will take place in year 2, at the project midpoint and a critical period of project activity. There will be 6 interim meetings by phone. Minutes of the 7 interim meetings will serve as internal evaluation reports and will be made available to all Partners and the EE.</p>	
<b>Tasks</b>	<ul style="list-style-type: none"> <li>- establishment of the EC</li> <li>- internal project evaluation and quality checks</li> <li>- arrangement of a contractual agreement (supported by P1) for an external evaluation entity.</li> <li>- overseeing EC meetings and delivery of interim reports</li> </ul>	

	- coordination with the External Evaluator for Annual Evaluation Reports (2) and Final Evaluation Report (1).		
<b>Estimated Start Date (dd-mm-yyyy)</b>	15-11-2020	<b>Estimated End Date (dd-mm-yyyy)</b>	14-11-2023
<b>Lead Organisation</b>	P2/AAC		
<b>Participating Organisation</b>	P1, P3, P4, P5, P6, P7, P8, P9, P10		
<b>Costs</b> <i>Please explain the necessary costs for this WP: What travels are necessary? If equipment is requested, explain why it is required. If subcontracting is necessary, explain why the task cannot be performed by the partner.</i>	- Staff costs (P2) - Activities costs (5 meetings /budgeted under WP1 and other WPs already) - Subcontracting: external evaluator for a systematic monitoring of the project quality plan to be contracted through ASPHER (P1) as overall project lead and for management.		

### Deliverables/results/outcomes

<b>Expected Deliverable/Results/Outcomes</b>	Work Package and Outcome ref.nr	<b>8.1.</b>	
	Title	Summaries from the Interim Evaluation Committee meetings (7)	
	Type	<input type="checkbox"/> Teaching material <input type="checkbox"/> Learning material <input type="checkbox"/> Training material	<input type="checkbox"/> Event <input checked="" type="checkbox"/> Report <input type="checkbox"/> Service/Product
	Description	Minutes of 7 interim EC meetings, including input from the external evaluator will serve as internal evaluation reports and will be made available to all Partners and the external evaluator.	
	Due date	Y1M6, Y1M11, Y2M6, Y2M9, Y2M12, Y3M6, Y3M9	
	Languages	English	
<b>Target groups</b>	<input type="checkbox"/> Teaching staff <input type="checkbox"/> Students <input type="checkbox"/> Trainees <input type="checkbox"/> Administrative staff <input type="checkbox"/> Technical staff <input type="checkbox"/> Librarians <input checked="" type="checkbox"/> Other		
	<i>If you selected 'Other', please identify these target groups. (Max. 250 words)</i> Project consortium and relevant other parties participating in the project		

<b>Dissemination level</b>	<input type="checkbox"/> Department / Faculty <input type="checkbox"/> Local <input type="checkbox"/> National <input checked="" type="checkbox"/> Institution <input type="checkbox"/> Regional <input type="checkbox"/> International	
<b>Expected Deliverable/Results/Outcomes</b>	Work Package and Outcome ref.nr	<b>8.2.</b>
	Title	SEEEPHI Evaluation Reports (3)
	Type	<input type="checkbox"/> Teaching material <input type="checkbox"/> Event <input type="checkbox"/> Learning material <input checked="" type="checkbox"/> Report <input type="checkbox"/> Training material <input type="checkbox"/> Service/Product
	Description	Three annual in person meetings will result in external evaluation reports from the External Evaluator, to act as progress benchmarks. Two annual external Reports and one final external report will be made available to all Partners.
	Due date	Y2M2, Y3M4, Y3M11
	Languages	English
<b>Target groups</b>	<input type="checkbox"/> Teaching staff <input type="checkbox"/> Students <input type="checkbox"/> Trainees <input type="checkbox"/> Administrative staff <input type="checkbox"/> Technical staff <input type="checkbox"/> Librarians <input checked="" type="checkbox"/> Other	
	<i>If you selected 'Other', please identify these target groups.  (Max. 250 words)</i> Project consortium and relevant other parties participating in the project Part of the report widely available	
<b>Dissemination level</b>	<input type="checkbox"/> Department / Faculty <input type="checkbox"/> Local <input type="checkbox"/> National <input checked="" type="checkbox"/> Institution <input type="checkbox"/> Regional <input type="checkbox"/> International	