



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

DEFA

Development of the Financial
Autonomy of Universities in Kyrgyzstan

101082829-DEFA-ERASMUS-EDU-2022-CBHE

**UNIVERSITY
ADAM**



APPROVED

Recto

« 04 / 2024 y.

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The overall work plan of Adam University for the implementation of the project Erasmus + «Development of financial autonomy of universities in Kyrgyzstan/DEFA» (101082829 — DEFA — ERASMUS-EDU-2022-CBHE (DEFA)) from 01.12.2022-30.11.2025

The work plan provides an overview of the project schedule for the period 01.12.2023 until 30.11.2025. The work plan of Adam University for this period addresses the timeline for the preparation and submission of interim reports on the project during each year.

The OWP consists of 6 work packages, including a project management work package (coordination and reporting).

Work Packages are outlined by specifying deliverables using a numbering code identical to the code contained in the detailed action plan in each Work Package under the Grant Agreement, by the responsible persons of Adam University for the implementation of the Work Packages' activities.

2nd Year

Work package and Deliverables (D) and Milestones (M)	Project title: 101082829 — DEFA — ERASMUS-EDU-2022-CBHE												Responsible person
	MAIN ACTIVITIES												
	01.12.2023-30.11.2024												
	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	June 24	July 24	Aug 24	Sep 24	Oct 24	Nov 24	



	13	14	15	16	17	18	19	20	21	22	23	24	
Deliverables of Work Package 1: Developing a financial autonomy model (1-18 mm.)													
	x	x	x	x	x	x							
D 1.3 Draft of model for the FA of universities and legal and regulatory acts	x	x	x	x	x	x							
M 1.3.1 Development of a model for the FA of universities	x	x	x	x	x	x							Svetlana Sirmbard – Manager, Nurkyz Suerkulova - Researcher, Meerim Abykeeva - Researcher, Nazima Talantbekova – Technical staff, Azima Choiubekova – Administrative.
M 1.3.2 Development of draft regulations the financial autonomy of universities	x	x	x	x	x	x							Svetlana Sirmbard – Manager, Nurkyz Suerkulova - Researcher, Meerim Abykeeva - Researcher, Nazima Talantbekova – Technical staff, Azima Choiubekova – Administrative.
Deliverables of Work Package 2: Capacity building (2-24 mm.)													
	x	x	x	x	x	x	x	x	x	x	x	x	
D 2.3 Skills Development Center on HEI Autonomy	x	x	x	x	x	x	x						
M 2.3. 1 Establishment of Skills Development Centre on HEI Autonomy	x	x	x	x	x	x	x						Svetlana Sirmbard - Manager, Meerim Abykeeva - Researcher, Nurkyz Suerkulova - Researcher, Nazima Talantbekova – Technical staff,



													Azima Choiubekova – Administrative.
Deliverables of Work Package 3: Implementation (19-36 mm.)													
							x	x	x	x	x	x	
D 3.1 Model Implementation Guide							x	x					Svetlana Sirmbard - Manager, Azat Zhamangulov - Researcher, Asel Sharsheeva – Technical staff, Nazima Talantbekova – Technical staff, Atai Egemberdiev – Administrative.
D 3.2 General Exploitation Plan								x					
M 3.2.1 General Exploitation Plan for FA is developed								x					Svetlana Sirmbard - Manager, Azat Zhamangulov - Researcher, Asel Sharsheeva – Technical staff, Nazima Talantbekova – Technical staff, Atai Egemberdiev – Administrative.
M 3.2.2 Model of the university FA										x	x	x	Svetlana Sirmbard - Manager, Azat Zhamangulov - Researcher, Asel Sharsheeva – Technical staff, Nazima Talantbekova – Technical staff, Atai Egemberdiev – Administrative.
Deliverables of Work Package 4: Quality Assurance System (2-36 mm.)													
							x	x	x	x	x	x	



D 4.1 The project Quality Assurance (QA) Plan														
M 4.1.2 The project self-monitoring system						x						x	Svetlana Sirmbard - Manager, Nurkyz Suerkulova – Researcher, Asel Sharsheeva – Technical staff, Atai Egemberdiev – Administrative.	
Deliverables of Work Package 5: Dissemination (4-36 mm.)														
	x	x	x	x	x	x	x	x	x	x	x	x		
D 5.3 Presentations on the project results through mass media, posters and publications, round tables, conferences and final project conference	x	x	x	x	x	x	x	x	x	x	x	x	Svetlana Sirmbard – Manager, Azat Zhamangulov - Researcher, Nurkyz Suerkulova – Researcher, Altynbek Shaidyldaev – Technical staff, Azima Choiubekova – Administrative.	
Deliverables of Work Package 6: Project Management (1-36 mm.)														
	x	x	x	x	x	x	x	x	x	x	x	x		
M 6.2.2 Final financial statement and technical report									x				Svetlana Sirmbard – Manager, Azima Choiubekova - Administrative.	
Annual Report	x											x	x	Svetlana Sirmbard – Manager, Azima Choiubekova - Administrative.
Mid-term report	x	x	x	x	x	x	x	x	x	x				Svetlana Sirmbard – Manager, Azima Choiubekova - Administrative.
Final Progress Report									x	x	x	x		Svetlana Sirmbard – Manager,



D 4.1 The project Quality Assurance (QA) Plan														
M 4.1.2 The project self-monitoring system						x							x	Svetlana Sirmbard - Manager, Nurkyz Suerkulova – Researcher, Asel Sharsheeva – Technical staff, Atai Egemberdiev – Administrative.
Deliverables of Work Package 5: Dissemination (4-36 mm.)														
	x	x	x	x	x	x	x	x	x	x	x	x	x	
D 5.3 Presentations on the project results through mass media, posters and publications, round tables, conferences and final project conference	x	x	x	x	x	x	x	x	x	x	x	x	x	Svetlana Sirmbard – Manager, Nurkyz Suerkulova - Researcher, Altynbek Shaidyldaev – Technical staff, Azima Choiubekova – Administrative.
Deliverables of Work Package 6: Project Management (1-36 mm.)														
	x	x	x	x	x	x	x	x	x	x	x	x	x	
M 6.2.2 Final financial statement and technical report													x	Svetlana Sirmbard – Manager, Azima Choiubekova - Administrative.
Annual Report	x											x	x	Svetlana Sirmbard – Manager, Azima Choiubekova - Administrative.
Final Progress Report	x	x	x	x	x	x	x	x	x	x	x	x	x	Svetlana Sirmbard – Manager, Azima Choiubekova - Administrative.