WP 7
Quality Assurance & Quality Plan
EFMD

24-26 November 2020
IFI: Innovative Finance Inclusion in Academia and Field
Kick off - Online

WP7 Goals

- Define the project policy and general approach for ensuring the quality of each one of the project deliverables and summarise them in the IFI QA Plan

- Perform periodical reviews and assessments based on the QA Plan, in terms of content, relevance, sustainability and accordance with the budget & timeframe of the project

- Provide recommendations based on the periodical assessments, to ensure that IFI is executed according to the application, the QA plan and the EACEA guidelines

- Maintain all project partners' collaboration and commitment to quality

WP7 Main Tasks

How do we define "quality"?

7.1 Preparation and approval of the quality policy document and work plan -> Describes the project's **policy, approach, tasks and timeframe** that will help ensure a high quality project *(by February 2021)*

How do we plan to achieve quality?

7.2 Development of tools for the quality review and assessment of each project deliverable -> In collaboration with WP2, WP3, WP4, WP5 & WP6 leaders, we develop quality indicators and means of verification, **specific to the characteristics of each deliverable** *(starting February 2021, ongoing until the end of the project)*

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WP7 Main Tasks

How will we know that IFI produces quality deliverables ?

7.3 Create quality reports on specific project activities -> Quality review and assessment of the project **seminars, workshops, training sessions and other meetings,** based on 7.1 and 7.2 *(starting February 2021, periodically until the end of the project)*

7.4 Create quality reports on the project's overall quality and progress -> Quality review and assessment of the project **progress achievement of goals, objectives**, meeting project milestones, level of partners' satisfaction and other, based on 7.1 and 7.2 *(annually, at the end of the 1st , 2nd & 3rd year of the project)*

WP7 Main Deliverables

- Quality policy document and work plan *(by February 2021)*

- Periodical reports on the quality of specific activities *(following the project timeframe)*

- 3 reports on the overall quality and progress of the project *(one at the end of each implementation year)*

WP7 Quality Assurance

➢ **EFMD** will organise the **structure** and presentation of WP7

➢ **The partners** will provide the **expertise** to ensure that WP7 helps the project progress and stay relevant

➢ A **collaborative WP** that can answer for each deliverable if
  - ✓ Is it done?
  - ✓ Is it good?
  - ✓ Is it helpful?