

WP1 · Project management: keeping five partners on one path

Behind every result of a European partnership lies patient coordination: shared plans, regular dialogue and attention to quality over thirty months.



MAYA partners at the final transnational meeting in Cerignola, December 2025.

What WP1 covered

As coordinator, **Selçuk University** managed the grant agreement, financial transfers, reporting to the Turkish National Agency and communication across the partnership.

Each partner organised its own internal work and records, and hosted or co-organised one of the four transnational meetings, so that responsibility was genuinely shared.

30

months

4

transnational
meetings

4

countries

5

quality
documents

Four transnational meetings

Meeting · host · focus

Feb 2024	Konya · Selçuk University · kick-off and work plan
Feb 2025	Lisbon · Amadora Inova · review of research, handbook
Oct 2025	Innsbruck · Compass · review of training resources
Dec 2025	Cerignola · San Giuseppe · final meeting, sustainability



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Quality assurance

Quality was followed through a project management plan, a quality and evaluation plan, meeting evaluations, checklists and a mid-term evaluation report. Regular online meetings and a shared archive kept deadlines and design decisions visible to everyone.

Project Management Plan

Roles, procedures and timelines for all partners.

Quality and Evaluation Plan

Indicators and tools to follow progress and quality.

Meeting evaluations

Feedback after the kick-off and the second transnational meeting.

Mid-term evaluation

An interim review of results and of the next steps.

Managing a partner change

In 2025 Canik Public Education Centre left the partnership. The coordinator managed the change together with the National Agency, and Konya Meram Public Education Centre joined on 1 December 2025 through Amendment No. 1. Meram took over the Turkish field work, hosted the national pilot and co-organised the Konya multiplier event.



Partner meetings in Lisbon (February 2025) and Innsbruck (October 2025).

Lessons learned

- Define a written handover protocol for any change of partner from the start.
- Do not leave time-bound activities such as mentoring to the last quarter of a project.
- Fix core implementation standards for all countries in advance.



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