



## Dissemination Plan

Project title	<b>Student Run Multidisciplinary Allied Health Center</b>
Project acronym	SMAHPC
Project reference – grant agreement No.	<b>598602-EPP-1-XK-EPPKA2-CBHE-JP(2018-3220/001-001)</b>
Coordinator	Heimerer College
Project started date	15.11.2018
Project duration	36 months

Reference No. and title of the work package	Dissemination and Exploitation Plan / WP 6
Leading Institution	Heimerer College
Partner Institutions	University of Gjakova “Fehmi Agani” Metropolia University JAMK University Manisa Celal Bayar University MCBU NGO Autizmi MEST Ministry of Education, Science and Technology of Kosovo Institute of South-East Europe for Health and Social Policy University “Kadri Zeka” Gjilan
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### Project Partners

Heimerer College

University of Gjakova “Fehmi Agani”

Metropolia

JAMK University

Manisa Celal Bayar University

NGO Autizmi

SEIHSP

University “Kadri Zeka” Gjilan

MEST Ministry of Education, Science and Technology of Kosovo



## 1. Introduction

### 1.1 Purpose

This Document was developed as part of the SMAHPC project - Student-run Multidisciplinary Allied Health Practice Centre, with the purpose of Dissemination and Sustainability of the project, co-funded by the Erasmus+ Programme of the European Union under grant agreement no. **598602-EPP-1-XK-EPPKA2-CBHE-JP(2018-3220/001-001)**.

### 1.2 Dissemination

Dissemination is essential for take-up, and take-up is crucial for the success of the project and for the sustainability of outputs in the long term. This phase is fundamental to transfer knowledge and results (any tangible or intangible output of the action) and maximise the impact of the project, allowing it to have a wider outreach than what was originally planned. Effective dissemination and communication are vital to ensure that the project is having an impact at a wider audience.

The key aim of the Dissemination and Sustainability. The plan is to provide recommendations to project partners throughout Work Package 6 by:

- Helping partners to understand WP6 goals and their mutual obligations;
- Giving consortium members a good understanding about how to convey the goals of the project in a timely manner using the most suitable medium to define targets for the audience;
- Helping partners better understand the importance of coordinating and disseminating them on time

Information on the project for the wider public will be delivered via media and regional newspapers, national and international conferences, paper and electronic publications, websites of participating HEIs and social media.

SMAHPC project will serve as a knot and reference partner for all of the relevant stakeholders during and after the end of the project, aiming to further the development work and advocating for greater and significant reforms in Kosovo.

### 1.3 Communication in the project context

The goal of SMAHPC project is to establish and functionalize a student-run multidisciplinary allied health practice center. During this time, while the centre is being functionalized, we will develop CPD courses, handbooks, investigate and share best practices of multidisciplinary collaboration, client-based, innovation and entrepreneurship, and establish EU and Kosovo network for collaboration and mobility of staff, for developing Life-Long-Learning (LLL) in rehabilitation/health services supporting each other in developing and implementation of the LLL and CPD courses.



KH will be responsible for the overall project management, dissemination of the events, coordination of the project activities and financial affairs. As part of the dissemination, internal communication among partners will be done by e-mail and other tools e.g. skype meetings, video conferences and common digital platforms (project website and patients data management).

Visibility of the project should be accomplished through:

- Using as diverse as possible resources (Internet, social networks, distribution content, organization of student and staff mobilities, networking of experts, organization of conferences, cooperation with other projects sponsored under the Erasmus+ CBHE scheme).
- Detailed strategization of the use of each tool to reach a different audience group in order to optimize the effectiveness of the tool. By creating a recognizable visual and conceptual identity that collaborators can use to maintain a cohesive project presence in its distribution content, thereby helping a broader audience to properly identify and appreciate the project.

The dissemination activities at different stages of the project cycle are:

- *Before the project starts* - drafting the dissemination strategy, describing the planned effect and outcomes, determining whether and to whom the effects of the dissemination will be transmitted
- *During the project implementation* - communication with media, e.g. at local or national level, perform routine events such as training, mobilities, evaluation of impacts on target audiences, including other stakeholders
- *At the final reporting stage*- submitting project reports and reviewing the project summary to Erasmus+ Project Results Website at the final report stage, SMAHPC project website and partners websites.
- *Continued distribution of the initiative* - developing ideas for future cooperation; assessment of successes and impacts, contacting relevant media, contacting policy makers where necessary, coordination with the EACEA Agency by giving valuable feedback to its distribution and implementation efforts.

#### **1.4 Requirements in terms of dissemination**

For dissemination a clear and concise strategy will be required; outlining priorities, strategies and results as well as further evaluation.

KH will be responsible for the coordinating the dissemination and sustainability package, whereas all the partners will contribute to implementation of certain activities, as presented on the table below:



Table 1: Distribution of Tasks and Responsibilities for work package 6 (paraphrase tasks)

<b>Partner and WP</b>	<b>Role and tasks in the work package</b>
KH is leading WP 6.	KH takes part in regional, national and international networks on the platform and by e-mails and Skype-meetings and coordinates network activities in close collaboration with consortium. KH is leader of the sustainability activities during and after the project and coordinates the execution of sustainability plan in the regional networks to strengthen the early ownership of the courses. Together with UKZ, UGJFA, SEIHSP and NGO Autizmi is responsible for the content and organising the dissemination seminar with EU partners and for sharing their experiences and results of the project. The dissemination plan will be published on the digital platform.
UGJFA is participating in WP 6.	UGJFA takes part in regional, national and international networks on the platform and by e-mails and Skype-meetings and coordinates network activities in close collaboration with consortium. It takes part in the regional sustainability activities during and after the project and in the regional networks to strengthen the early ownership of the courses
Metropolia is participating in WP 6.	Metropolia takes part in regional, national and international networks on the platform and by e-mails and Skype-meetings and supports the ongoing activity of regional networks. It takes part in regional, national and international networks on the platform and by e-mails and Skype-meetings and supports the ongoing activity of regional networks.
JAMK is participating in WP 6.	JAMK takes part in regional, national and international networks on the platform and by e-mails and Skype-meetings and supports the ongoing activity of regional networks. It takes part in regional, national and international networks on the platform and by e-mails and Skype-meetings and supports the ongoing activity of regional networks.
MCBU is participating in WP 6.	MCBU takes part in regional, national and international networks on the platform and by e-mails and Skype-meetings and supports the ongoing activity of regional networks. It takes part in regional, national and international networks on the platform and by e-mails and Skype-meetings and supports the ongoing activity of regional networks.
UKZ is participating in WP 6.	UKZ takes part in regional, national and international networks on the platform and by e-mails and Skype-meetings and coordinates network activities in close collaboration with consortium. It takes part in the regional sustainability



	activities during and after the project and in the regional networks to strengthen the early ownership of the courses
Autizmi NGO	Autizmi NGO takes part in regional, national and international networks on the platform and by e-mails and Skype-meetings and coordinates network activities in close collaboration with consortium. It takes part in the regional sustainability activities during and after the project and in the regional networks to strengthen the early ownership of the courses
SEEIHSP	It will disseminate the Project results to its national and regional network, seeking to introduce new concepts and approaches co-created during the Project. It will support the other Kosovo partners on mitigating the resistance to change by disseminating the benefits of the innovative work generated throughout the life-time of the project.
MEST	It will exploit certain successful practices and project results! It will disseminate Project results at the national relevant networks and institutional mechanisms.

### 1.5 Visibility of the European Union and of the Erasmus+ Programme

Every document, poster, press release, material produced etc, shall always use the European emblem (the ‘EU flag’) and the name of the European Union spelled out.

**Erasmus+ logo to be used:**



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The following disclaimer shall be added to the inner pages of the publications and studies written by external independent bodies with support from the European Commission:

*"This project has been funded with support from the European Commission. This publication [communication] reflects the views only of the author, and the Commission cannot be held responsible for any use which may be made of the information contained therein"*

In addition to the Dissemination Plan, partners should also consider the relevant European Commission documents([https://eacea.ec.europa.eu/sites/eacea-site/files/guidelines\\_for\\_the\\_use\\_of\\_the\\_grant\\_2017\\_cbhe\\_v\\_ii\\_-\\_09\\_january\\_2018\\_0.pdf](https://eacea.ec.europa.eu/sites/eacea-site/files/guidelines_for_the_use_of_the_grant_2017_cbhe_v_ii_-_09_january_2018_0.pdf)), including:





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- Guidelines for beneficiaries and other third parties,
- Guidelines on studies and publications co-financed by the European Commission.



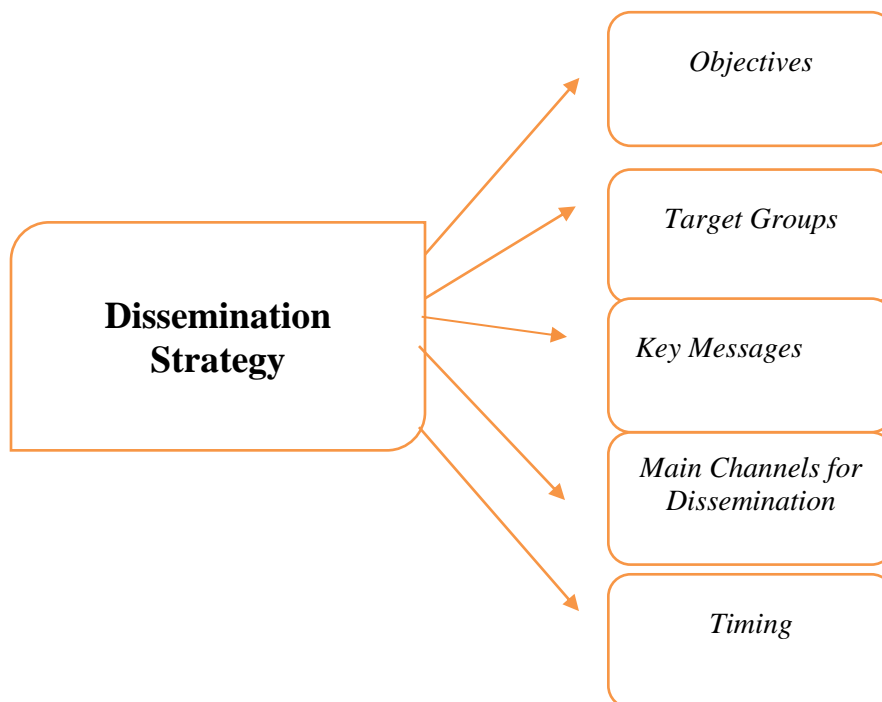
## 2. Dissemination Strategy

### 2.1 Overview

Dissemination activities are always intended to include all relevant stakeholders and provide up-to-date information on the project results.

The dimensions of dissemination and exploitation of this Project are highly correlated with that of sustainability. The consortium will discuss and plan a specific strategy for sustainability. The national network of Kosovo will be established, in order to ensure that they will have early ownership of the project outcomes and get acquainted with their meanings and implications. That is essential also for ensuring their commitments to continue further development of courses beyond the project. The PR partners will support virtually.

The KH will lead WP 6 of dissemination while utilizing its wide national and regional network, to disseminate and enhance the sustainability of the Project. KH, monitors project activities and dissemination of project outcomes. All partners take part in regional, national and international networks to strengthen the early ownership of the courses. A national network is established, and its activity is supported by the EU partners. The Kosovar partners are responsible for organizing the dissemination seminar in Kosovo. All partners are responsible for the content of the dissemination seminar and for sharing their experiences and results of the project.





## 2.2 Dissemination Strategy Objectives:

1. *Sharing information with partners and relevant stakeholders;*
2. *Raising awareness about the identified issues during the project drafting and implementation;*
3. *Identifying target groups at national and EU level, primarily;*
4. *Identifying the communication needs of the target groups;*
5. *Establishing core messages of the project, to be disseminated to the target groups;*
6. *Identifying dissemination methods and tools;*
7. *Disseminating the results, solutions and knowledge collected within the project to the general audience;*
8. *Defining timing of dissemination activities;*
9. *Defining partners' responsibilities in dissemination activities*

While defining the purpose of the dissemination, the first step is to decide on the audience, message, method and timing of the dissemination. The main purpose of SMAHPC dissemination strategy is to achieve involvement of all relevant stakeholders and to provide updated information of project results.

The dissemination activities will be therefore designed with these elements at their core:

- Raising awareness by informing the general audience about the project work.
- Dissemination of understanding by educating the target audiences about the project work.
- The dissemination will be focused on the target audiences, which will directly benefit from the project outcomes.

The project website (online platform) established in WP1, will be utilized extensively throughout the project for the dissemination and exploitation purposes by the networks of this Project. All activities during the project and other publications will be published on the website.

The main audience of this Project's outputs on the website are PA and PR HEIs and societies aiming at a wider perspective in curriculum development and multidisciplinary work environment, including Community Based Health/Rehabilitation centres, NGOs working with clients who need rehabilitation services, LLL and collaborative curriculum development. Other target audiences are national and international conferences.

Another important dimension of dissemination comprises participation in national and international professional and health/rehabilitation conferences throughout the lifespan of the project. Relevant ones are organized by ENPHE (European Network for Physical Therapy Education), ENOTHE (European Network for Occupational Therapy in Higher Education), and COHEHRE (Consortium of Higher Education Within Healthcare and Rehabilitation). They aim at disseminating updated solutions in working disabled people and advancing the quality of services and organisations aspects of health systems.



In the project's long-term context, skill building in creation and project writing and management is required. This goal would be accomplished primarily by circulating brochures, newsletters, and booklets aimed at supplying concerned parties with all related project materials, as well as publishing SMAHPC content in mass media.

### 2.3 Target Groups

The project aims to touch a variety of target groups that will directly and indirectly work with SMAHPC project. The primary purpose of the SMAHPC project is to provide appropriate and practical information to different stakeholders on potential strategies and methods of transferring theory into reality through unique bodies formed. At local level, all target groups will be reached by dissemination tools such as promotional materials which will be delivered to students and citizens, the project website, and social and digital media. The audience will be shown the importance and the use of SMAHPC.

The main target groups are:

- *Students*
- *Teaching staff*
- *Trainees*
- *Administrative staff*
- *Clinical supervisors from rehabilitation centres in Kosovo.*
- *Partner ministries and specialists from partner NGO.*
- *Representatives of the local social and health care authorities*

Dissemination resources such as promotional materials distributed to students and citizens, the project web site and digital networking can reach all target audiences at local level. Such informing media would solidally increase awareness about the value of developing technical expertise and skills to implement creativity and job centres.

#### *Elaboration at all levels*

- *Local:*  
*website, promotional materials (USBs + T-shirts), roll-ups, banner, social media*
- *Institutional:*  
*Establishment of the SMAHP Center will mainly provide students, workers and practitioners with a supportive climate for incorporating the latest pedagogical strategies as well as service delivery models in the area of allied health. The Digital Data Portal for P*



*patients will provide a safe and user friendly resource for disseminating information among the center's inhabitants.*

- *EU/International:*

*Kosovo partner HEIs will benefit from the EU HEIs' rich innovation and work knowledge to update their existing curricula and create innovative lifelong learning courses. Students from Kosovo HEI will be involved in the conduct of project activities. The research trips would include the teaching staff in the mobility preparation to EU member countries. The EU partners will also be able to extend their expertise to the individual cases in Kosovo, thus enriching their understanding.*

## 2.4 Key messages

When the aim and context of the dissemination are straightforward, the main messages are easily identified. The core recommendations for key messages are to: Be straightforward, simple and easy to comprehend. The language should be sufficient for the audience and where possible, non-technical language shall be used; Careful consideration of what they will know about the project is of utmost importance. The same message may be sent to various audiences but the relevance of the message to the target market should be updated every time; details should be correct and practical

*The key messages are:*

- Students-run
- Internationalization
- Student-centeredness
- Multidisciplinary
- Innovation and entrepreneurship
- Evidence-informed practice

*The following keywords will be used in dissemination materials:*

- Capacity building
- Allied Health
- Practice Center

## 2.5 Networking Strategy

The aim of this task is to establish PR-PA and national and local networks based on the principles of networking models, as the prerequisites for the development work to occur. The role of these networks is essential to the success of every WP – greater details are provided at the descriptions of respective WPs.

The first joint meeting (Kick-off) marks the beginning of the network's activities in terms of supporting the planning, development and monitoring the project outcomes.



Networking activities rely heavily on the communication through digital platforms. They use such platforms to support each other by sharing experiences where all the partners are involved.

The main outcome of this task is the establishment of well-functioning collaboration between the project partners and health and social authorities at different levels.

### **2.5.1 Main Channels of Dissemination**

- Digital
  - Website
  - Social media
- Face-to-face
  - Open house
  - word of mouth
  - workshops
  - study-visits
  - conferences
  - dissemination seminar

These channels will enable the Consortium to:

- inform and deliver the intermediate and final outputs to the target groups, in order to get their support for the project objectives
- inform and recruit new participants for all the project outputs
- motivate the networks to promote the outputs and activities of the Project



## 2.6. Timing

The dissemination Strategy covers the whole lifetime of the project and beyond. Its milestones are:

- Year 1
  - Kick-off meeting
  - Partner exploration and networking
- Year 2
  - Dissemination of intellectual work
- Year 3
  - Reflective seminars
  - Dissemination of intellectual work



### 3. Dissemination Tools

For the promotional materials of the SMAHPC project numerous advertising materials have been produced and printed. The project’s website and Facebook group are used for contact between consortium partners and other interested parties in the project activities.

KH, supported by other partners will distribute the task to all project partners with appropriate material and on schedule, and will collaborate closely with them to optimize project exposure. The Dissemination kit contains the following activities:

- Creation of a project logo and communications campaign
- Development of online platforms
- Organizing promotional/dissemination events

<b>Dissemination tool</b>	<b>Description of dissemination tool</b>	<b>Responsible partner</b>	<b>Participating partner</b>
Dissemination plan	Definition of content, timing, distribution channels and responsible partner for each dissemination activity	Heimerer College	All partners
USB Vertical Media Play	Definition of content, timing, distribution channels and responsible partner for each dissemination activity	Heimerer College	N/A
USB’s	Will contain the name of the project and their design will be consistent with the other promotional material.	Heimerer College	N/A





Banner, roll-ups and posters	Contains the main project information, will be used on every event for promotion of the project	Heimerer College	All partners
Official website	Official SMAHPC website, with incorporated content management and updated project information and deliverables.	Heimerer College	All partners
Logo of the Project	Graphic brand word mark prepared for visual identification	Heimerer College	All partners
Workshops/ Conferences	Organization of workshops coordinating with Metropolia and other Kosovo partners for establishing the SMAHPC.	Heimere College	All Partners
Study Visits and Trainings	Study visits and Trainings are coordinated by each partner if it takes place in their campus	All Partner	All Partners
Open House Event	Functionalization of the SMAHPC project which will be led by KH in support of partners	Heimere College	All Partners

### 3.1 SMAHPC Logo

In accordance with all partners



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### 3.2 SMAHPC Website



The SMAHPC project website (<https://www.src-health.net/>) is an important dissemination tool for the presentation of project results as well as a place where all the information on the project activities and other relevant data will be published.

The structure of the SMAHPC project website consists of 7 categories:

- Home
- About the Project (Description, Objectives, LFM and Workplan, Work packages, Outputs/Outcomes)
- Partners
- News
- Resources
- Digital Platform
- Contact Us

### 3.3 Other Platforms



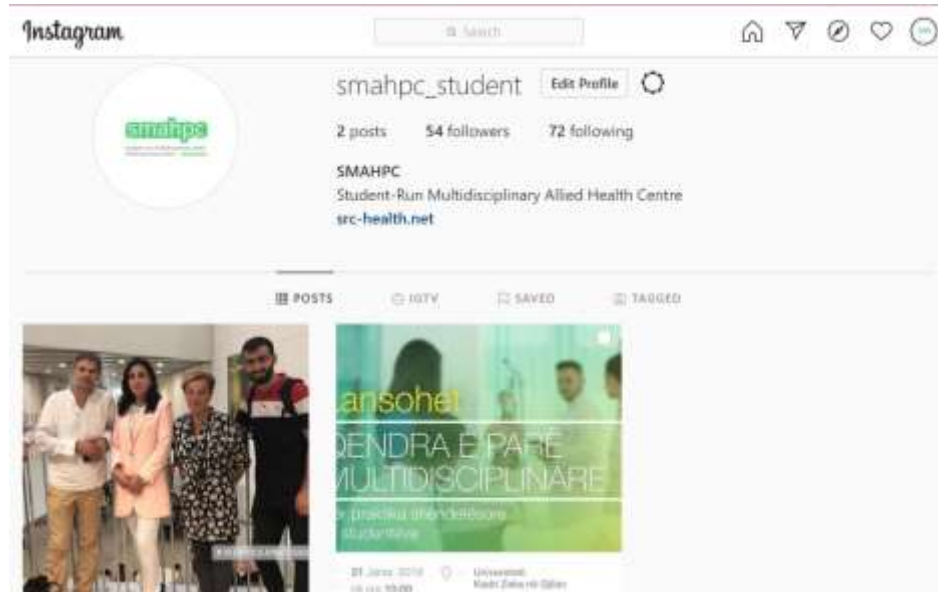
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Considering that social networks have different aims, tools and targets, we have decided to open an Instagram page where we will post all important events regarding SMAHPC projects:

The project page is active on Instagram by:

([https://www.instagram.com/smahpc\\_student/smahpc\\_student](https://www.instagram.com/smahpc_student/smahpc_student))



### 3.4 Project Management Platform

Team members of the project use mostly emails and google drive for sharing and working on documents, also Facebook group is an online platform that is effective in the overall project management.

### 3.5 Banner

All-important information about SMAHPC Project are designed for the banner. The text and design in banner offers brief details about the stakeholders involved, the key and relevant objectives and targets. Banner will also comprehend the key messages and terms in a visual form.



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### 3.6 Other Promotional materials

These print materials are designed for use during project events such as workshops, training, conferences.

- USB's
  - Posters
  - Rollup
- Fig.1 Below





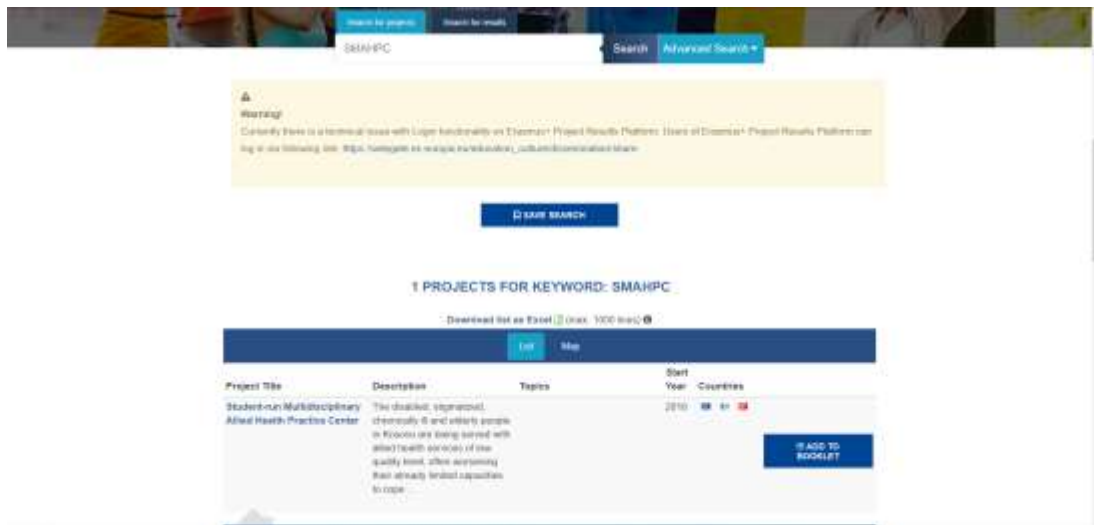
#### 4. Erasmus+ Project Results Platform

The Erasmus+ Project Results Platform

(<http://ec.europa.eu/programmes/erasmus-plus/projects/>) will enable to achieve wider visibility of project results. The platform also makes available products/deliverables/intellectual outputs which are the result of the projects funded.

SMAHPC project summary will consist of the following elements:

- context/background of the project,
- objectives of the project,
- number and profile of participants,
- description of activities; methodology to be used in carrying out the project,
- a short description of the results and impact envisaged; the potential longer-term benefits.



**Erasmus+ Project Results Platform**



## Web pages of consortium members

- <https://kolegji-heimerer.eu/projekte/>
- <https://www.jamk.fi/en/Research-and-Development/RDI-Projects/student-run-multidisciplinary-allied-health-practice-center/etusivu/>
- <https://uni-gjk.org/en/lajme/524/university-of-gjakova-fehmi-agani-part-of-the-erasmus-smahpc-project>
- <https://www.uni-gjilan.net/aktiviteti-nderkombetar/projektet-nderkombetare/>
- <https://isee-hsp.net/student-run-multidisciplinary-allied-health-practice-center-smahpc/>
- <https://www.metropolia.fi/en/rdi/rdi-projects/student-run-multidisciplinary-allied-health-practice-center>

## 4.1 Targeted written material

Targeted written content such as surveys, technical journal papers, newsletters, press releases, leaflets or brochures can be used to disseminate results.

SMAHPC presented on media:

1. [https://www.youtube.com/watch?v=nNYNqQPdTM0&feature=youtu.be&fbclid=IwAR0vdVe\\_WRNYnIf\\_e0JxxMYdkIOb\\_cNWUdN6AgkZg2-aaOuPNfYd-GV-ans](https://www.youtube.com/watch?v=nNYNqQPdTM0&feature=youtu.be&fbclid=IwAR0vdVe_WRNYnIf_e0JxxMYdkIOb_cNWUdN6AgkZg2-aaOuPNfYd-GV-ans)

2. [https://www.youtube.com/watch?v=j\\_obo1K5l-E&feature=youtu.be&fbclid=IwAR1y51SiYAado7jwXq8H3JwkU090MQAzMOTRDJ2s1hNJHTiwY00J\\_Pdb46A](https://www.youtube.com/watch?v=j_obo1K5l-E&feature=youtu.be&fbclid=IwAR1y51SiYAado7jwXq8H3JwkU090MQAzMOTRDJ2s1hNJHTiwY00J_Pdb46A)

## 5. Calendar of dissemination events

Table 1. The calendar of main dissemination and exploration events.

WP 6	Project Task	D&E type	Starting date	Estimated end date	Target groups	Responsibility
1.	Kick off seminar and reaching common understanding	Preparation	22.01.2019	Janar 2019	All	KH will lead



2.	Study visits (Mobilities)	Dissemination of information	<b>April 2019</b>	<b>April 2021</b>	<b>Staff, Students</b>	<b>Each partner is responsible for organizing the study visit in its own</b>
3.	Open house	Dissemination of information	<b>March 2020</b>	<b>November 2021</b>	<b>All</b>	<b>KH will lead</b>
4.	Conference in Turkey	Participation and dissemination of SMAHPC project	<b>June 2020</b>	<b>November 2021</b>	<b>Students, Researcher Policy makers Teachers</b>	<b>All partners</b>
5.	Conference in Finland	Participation and dissemination of SMAHPC project	<b>February 2021</b>	<b>November 2021</b>	<b>Students, Researcher policy makers, Teachers</b>	<b>All partners</b>
6.	Dissemination Seminar	Dissemination of SMAHPC Project	<b>September 2021</b>	<b>September 2021</b>	<b>All</b>	<b>All partners</b>

## 6. Monitoring and evaluation

The project has an overall assessment policy to ensure the consistency of the product, so testing for distribution is important, because the effect of such actions leads to the project's progress. It is necessary to carry out this assessment on a continuous basis, to ensure:

- an appropriate impact evaluation and distribution practices revised or redefined;
- dissemination expectations achieved

The following monitoring and evaluation tools will be set up: *Statistics on the website and social networks use, scope and engagement; reporting, research visits and other related activities.*

## 7. Sustainability Plan

Sustainability and continuing dissemination and exploitation:



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The project partner will draft a sustainability plan which will set out the way the partners will collaborate in order to maintain the SMAHPC Center functional in the post-project period, along other project outputs.

### **7.1 Key Activities and Outputs of Sustainability Plan**

The key activities of sustainability are: evaluating the strategy and plan of sustainability, informing Kosovo HEIs and NGOs in continuous terms, and supporting the work of Kosovar networks.

The outputs of this task are the development and implementation of the plan of sustainability.





Annex 1.

News form

Project title	<b>Student Run Multidisciplinary Health Allied Center</b>
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*This template has to be filled by SMAHPC project partners for sending material for publishing, promoting, media to the coordinator, on e-mail address: [anyla.pula@kolegji-heimerer.eu](mailto:anyla.pula@kolegji-heimerer.eu)*

### NEWS DESCRIPTIONS

<b>Date</b>	
<b>Author</b>	
<b>Institution</b>	
<b>News title</b>	
<b>News Description</b>	
<b>Send the form to coordinator:</b> <a href="mailto:anyla.pula@kolegji-heimerer.eu">anyla.pula@kolegji-heimerer.eu</a>	



Annex 2.

EVENT REPORT FORM

Project title	<b>Student Run Multidisciplinary Health Allied Center</b>
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Event	
Type of event	
Venue	
Date	
Organizer	
Reporting date	
Report author(s)	

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### Attachments

<b>Agenda (pdf)</b>	Title
<b>Attendance sheet (pdf)</b>	Title
<b>Photos (jpg)</b>	Title(s)
<b>News form (pdf)</b>	Title
<b>Deliverable (pdf)</b>	Title of document
<b>Presentations (pdf)</b>	Title(s)
<b>Other personal remarks</b>	



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health practice centre

Number of participants at the event	
Participants (organisations)	
Event description:	