



**TECHNISCHE
UNIVERSITÄT
DRESDEN**

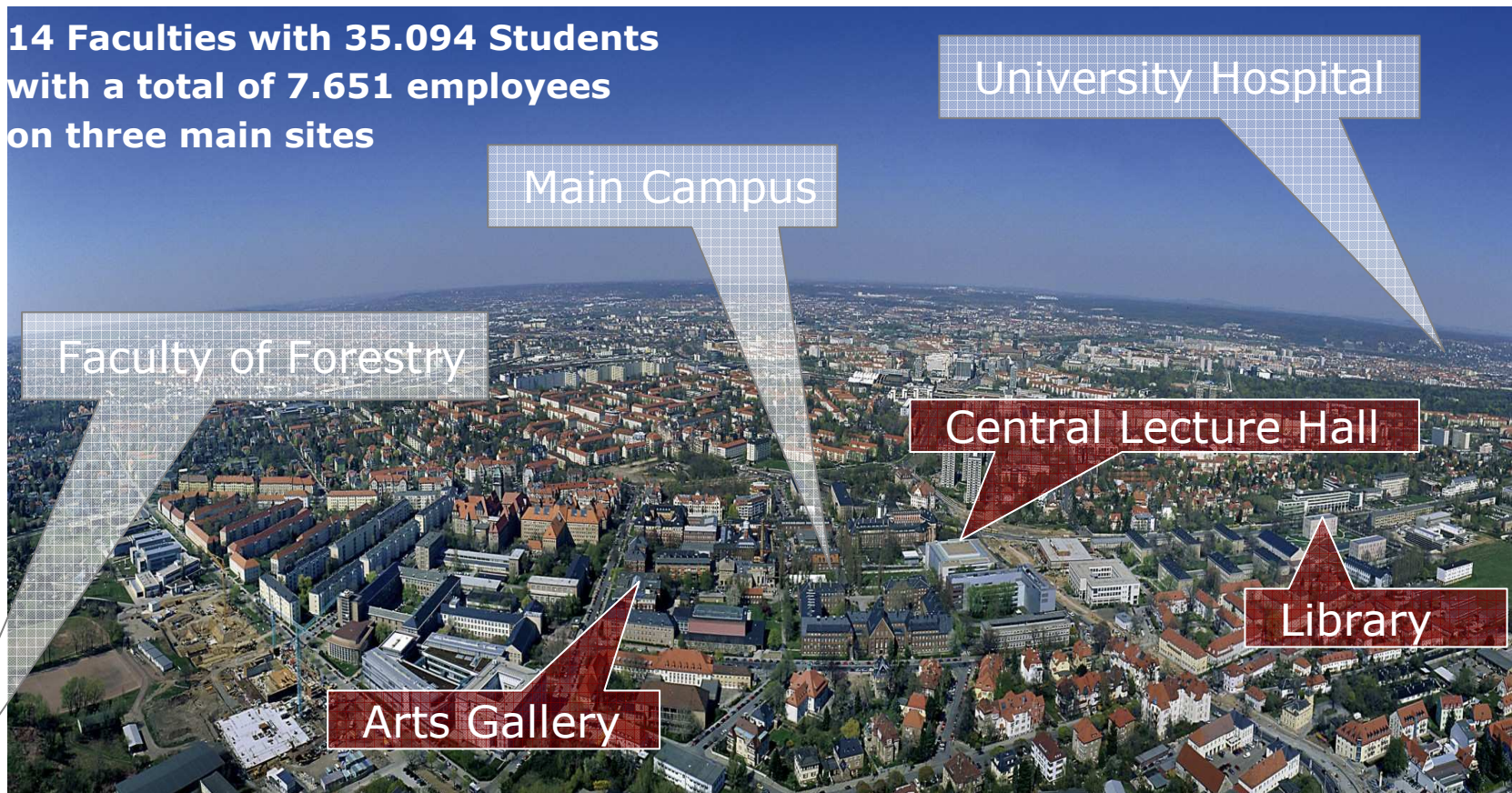
European Project Center (EPC)

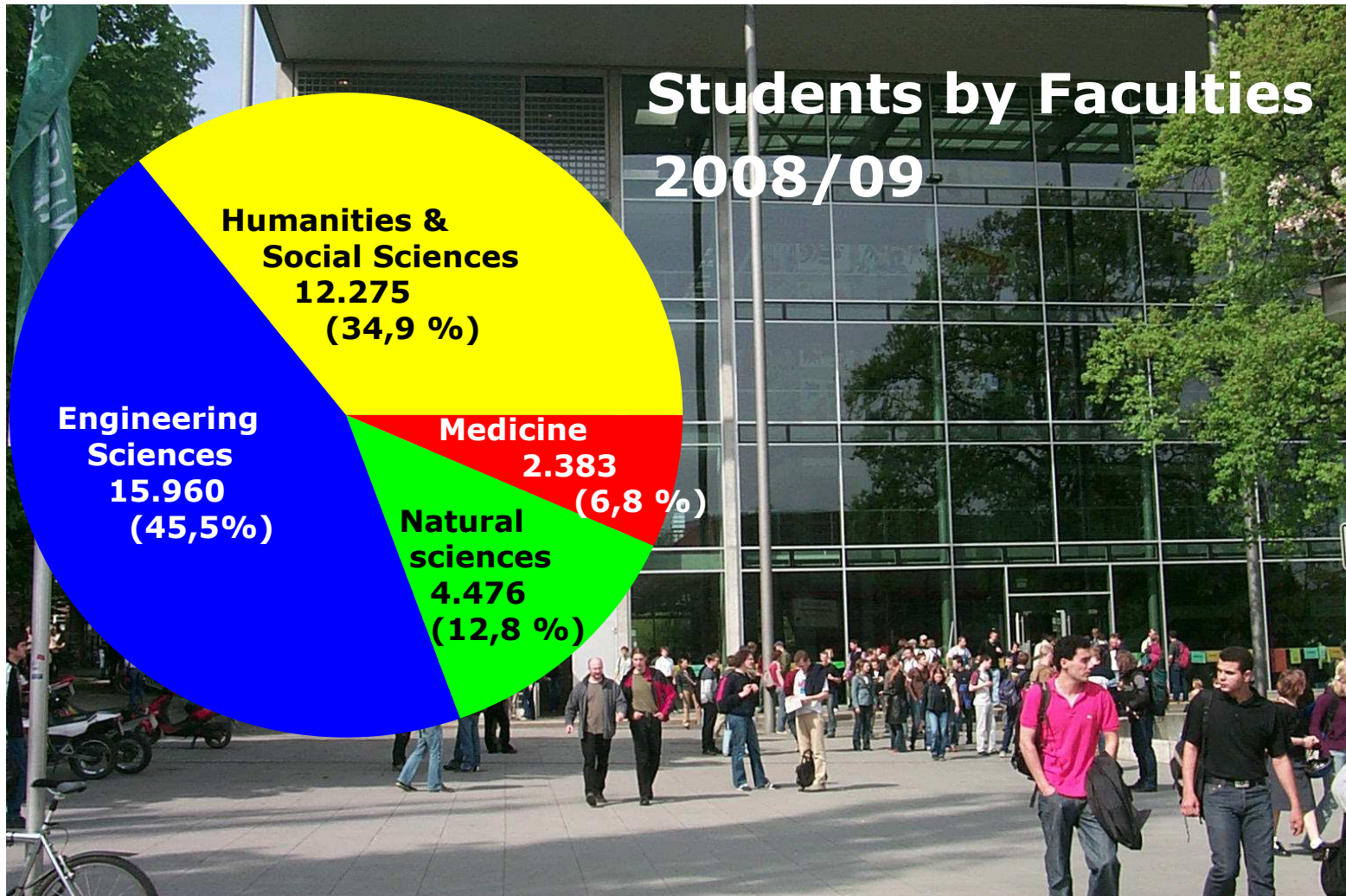
Applied TEMPUS Project Management

Berlin, 30th November 2009

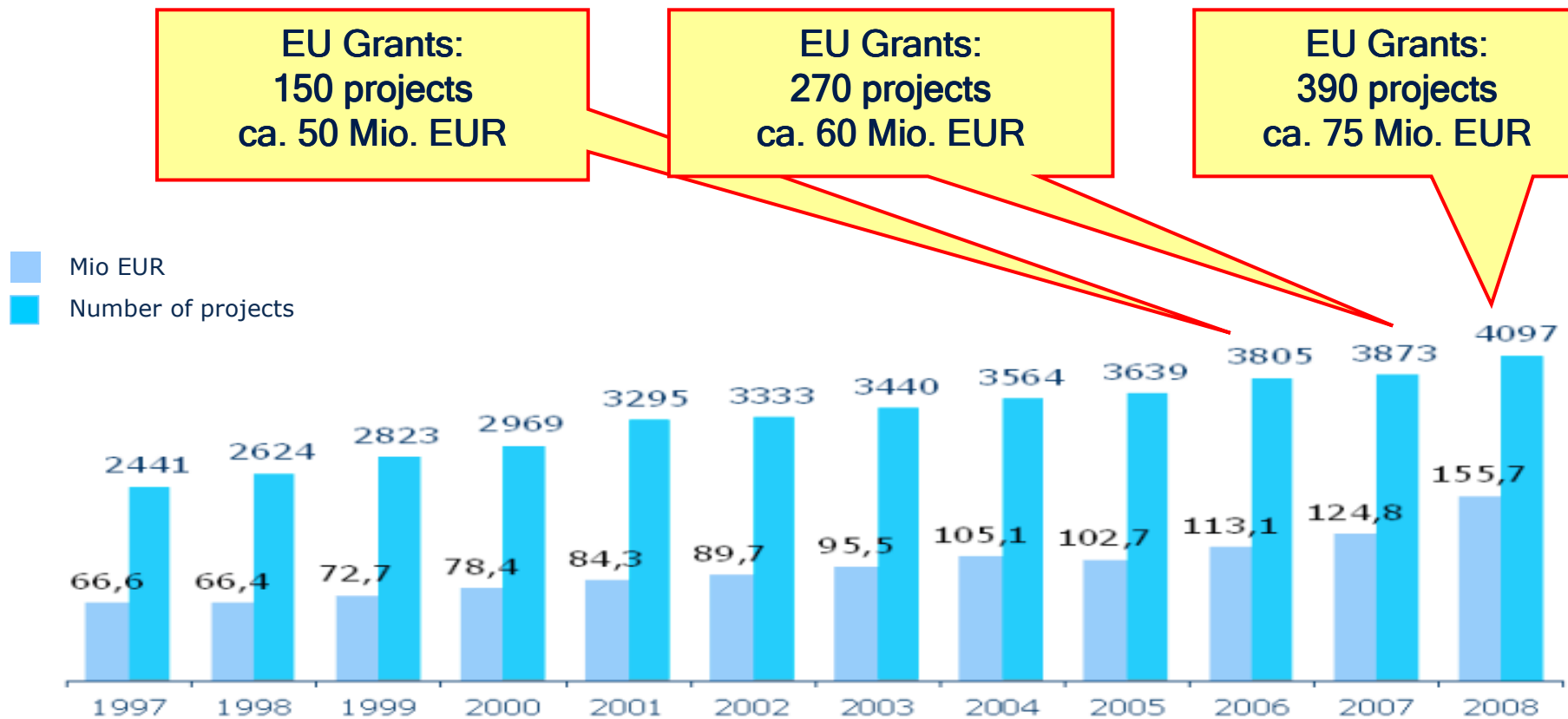
Technische Universität Dresden

**14 Faculties with 35.094 Students
with a total of 7.651 employees
on three main sites**

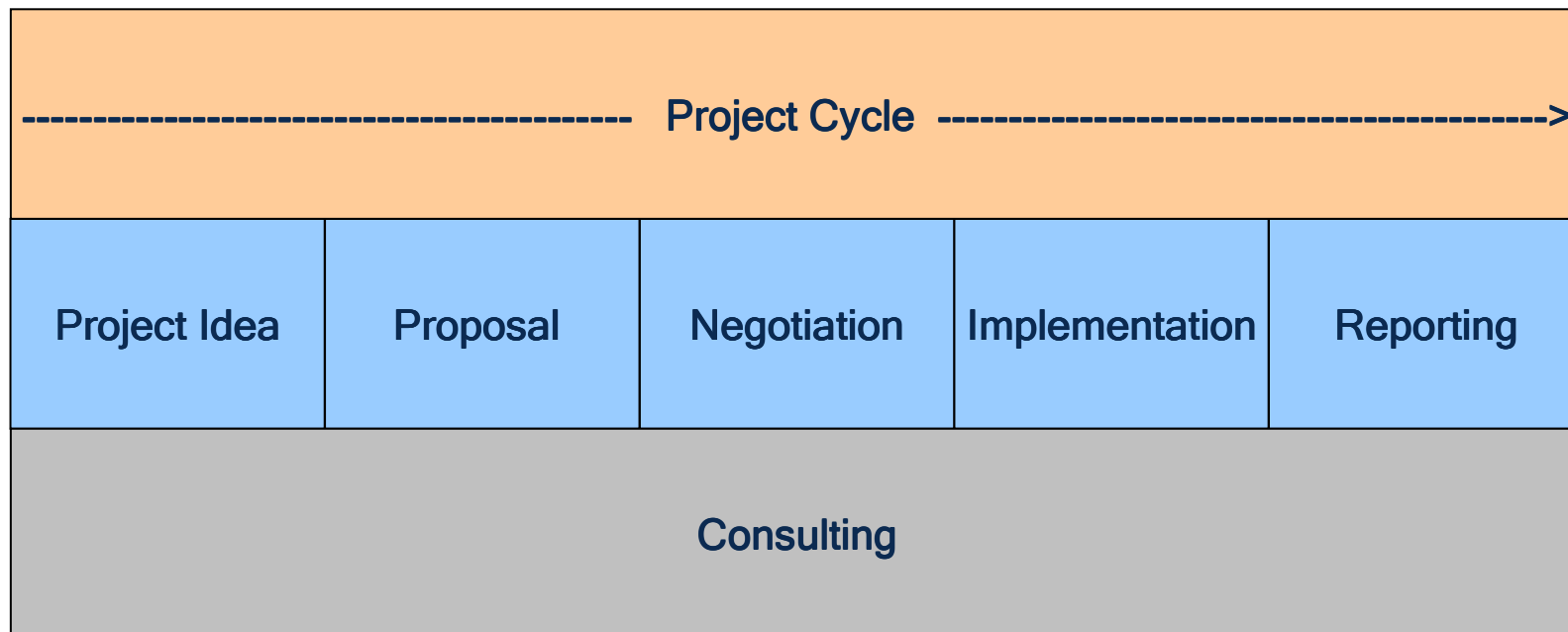




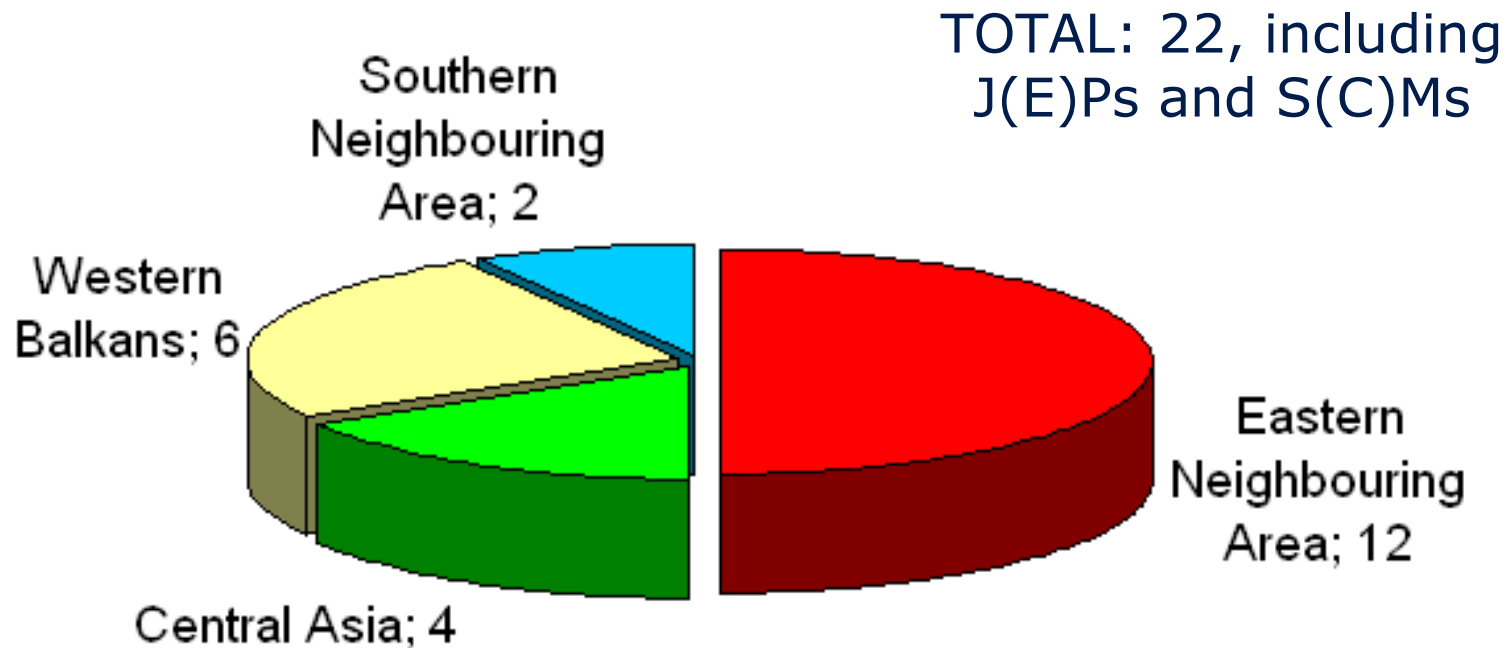
TUD Third Party Funding 1997 - 2008



EPC Competences & Services



Tempus projects coordinated by EPC (2002 - 2009)



Topics of current Tempus projects

Project title	Partner countries	Programm
Retraining courses on intercultural marketing	Russian Federation Great Britain	Tempus III 2006
Baikal-WASMA - Masterkurs Waste Management an den technischen Universitäten der Baikal Region	Russian Federation Austria, Denmark	Tempus III 2006
Establishing of Career Advice Services at Croatian universities	Croatia, Poland, Netherlands	Tempus III 2006
Integration der IKT an Technische Hochschulen Russlands	Russian Federation Austria, Slovenia	Tempus IV 2008
Professional training for non-university teachers and transfer of experiences on ECTS	Tadjikistan Belgium, Estonia	Tempus IV 2009
Higher Education Initiative for Informatics in Central Asia	Tadjikistan, Kirgisistan, Turkmenistan	Tempus IV 2009
Towards equitable and transparent access to Higher Education in Croatia	Croatia Hungary, Sweden, Austria	Tempus IV 2009

Hints for General Management of Tempus Projects

- conclude partner contracts (in addition to EU mandates)
- determine clear and feasible communication structures
- appoint coordinator for partner countries
- consider language problems & observe official project language
- consider cultural and political discrepancies
- conduct a kick-off meeting with participation of ALL project partners
- involve partners in EU reporting

Hints for Financial Management of Tempus Projects

- adhere to payment-after-provision-of-documents policy
- require additional documents where necessary
 - staff: timesheets, salary slip, contract
 - travel: contracts
 - equipment, P&P, ...: 3 offers (invoices \geq 1.500€)
- determine ways of money transfer
 - coordinator – co-beneficiary (staff)
 - coordinator – company (equipment, P&P, ...)
 - coordinator – individual (travel)

Critical Incidents

„In the frame of our project, we want to purchase computer equipment in the partner country. However, our partners provide offers that are much higher than comparable offers in Europe and in addition correspond exactly to the (very high) sum planned in the budget.“ (EU Coordinator)

„For our Tempus project the grant coordinator appointed a financial officer. He does not at all understand the situation in our university and applies unacceptable rules. That's an insult!“ (Co-Beneficiary)

Contact

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