

PROVISIONAL TIME TABLE

COMPONENTS / WORK PACKAGES	Months==>	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36						
1	Management and coordination																																										
1.1	Kick-off meeting	x																																									
1.2	Steering committee meetings						x						x						x						x						x							x					
1.3	Coordination	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x					
1.4	Financial management, audit and reporting	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x					
2	Communication and Dissemination																																										
2.1	Leaflet promoting the project		x	x																																							
2.2	Project web site development, maintenance & hosting		x	x	x	x																																					
2.3	Kick-off press conferences			x	x																																						
2.4	Results presentation conferences																																						x	x	x	x	
3	Exchange of Experiences																																										
3.1	Study visits						x	x	x	x	x	x	x	x	x	x	x	x	x	x	x																						
3.2	Staff exchange																							x		x		x		x													
3.3	Development & maintenance of a good practice database							x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x			
3.4	Production of a good practice guide (book)																																						x	x	x	x	
3.5	Production of the project's CD																																							x	x	x	x
4	Preliminary training																																										
4.1	Development of a training package for CAF	x	x	x																																							
4.2	Development of a training package for EFQM Model	x	x	x																																							
4.3	Joint preliminary training programme (trainers training)				x																																						
5	Pilot Applications																																										
5.1	Implementation of the CAF model					x	x	x	x	x	x	x	x																														
5.2	Implementation of the EFQM model (C2E)												x	x	x	x	x	x	x	x	x																						