



The EURODIPLOMATS Project Charter

***“Empowering children to act as cultural
diplomats for a robust and resilient Europe”***

EURODIPLOMATS

Project reference: 2020-1-CY01-KA227-SCH-082681

Table of Contents

1. Project Period _____	4
2. Project Partners & Subgroup _____	4
3. Planning of Transnational Meetings _____	4
4. List of Work Milestones _____	5
5. Project Timeline _____	6
6. List of deliverables, sorted by delivery date _____	7
7. Brand Identity _____	8
8. Writing Style _____	8

9. Project Management

(a) Duration _____	9
(b) Lead partner/Task Leaders _____	9
(c) Description _____	9
(d) Deliverables _____	9
(e) Tasks and Responsibilities _____	10

10. Dissemination and Exploitation of Results

(a) Duration _____	10
(b) Lead partner/Task Leaders _____	10
(c) Description _____	10
(d) Deliverables _____	11
(e) Tasks and Responsibilities _____	12

11. Quality and Evaluation Plan

(a) Duration _____	13
(b) Lead partner/Task Leaders _____	13
(c) Description _____	13
(d) Deliverables _____	14
(e) Tasks and Responsibilities _____	14

12. Development of the Methodological Tool

(a) Duration _____	15
(b) Lead partner/Task Leaders _____	15
(c) Description _____	15
(d) Deliverables _____	16
(e) Tasks and Responsibilities _____	17

13. Development of Educational Activities and Resources

(a) Duration _____	18
(b) Lead partner/Task Leaders _____	18

(c) Description_____	18
(d) Deliverables _____	19
(e) Tasks and Responsibilities _____	19

14. Translations and Localisation of Materials

(a) Duration_____	21
(b) Lead partner/Task Leaders _____	21
(c) Description_____	21
(d) Deliverables _____	22
(e) Tasks and Responsibilities _____	22

15. Teachers' Training

(a) Duration_____	22
(b) Lead partner/Task leaders _____	22
(c) Description_____	22
(d) Deliverables _____	23
(e) Tasks and Responsibilities _____	24

16. Pilot, Implementation, and Revisions

(a) Duration_____	24
(b) Lead partner/Task Leaders _____	24
(c) Description_____	24
(d) Deliverables _____	24
(e) Tasks and Responsibilities _____	25

1. Project Period

01 March 2021– 28 February 2023 (24 months)

2. Project Partners & Subgroups

Partner No	Country	Organisation	Acronym
P1	Cyprus	University of Nicosia	UNIC
P2	Spain	Fundacion Aprender	FUAP
P3	Spain	Asociación Instituto de Técnicas Educativas -	ITE
P4	Greece	Platon Schools	PLT
P5	Greece	University of Macedonia	UoM
P6	Cyprus	18 th Primary School, Agios Antonios	AGAN
P7	Malta	VisMedNet	VMN
P8	Malta	De La Salle College Sixth Form	DLS

List of Subgroups (TBC by all partners at first meeting)

- Research Subgroup Representatives-
- Tools & Development Subgroup Representatives-
- Dissemination & Exploitation Subgroup Representatives

3. Transnational Meetings

Date (TBC by all partners at first meeting)	Meeting	Partner Country

4. List of Work Milestones

Work Milestones	Lead	Start Date	Finish Date
1. Project Management	P1	03/2021	02/2023
2. Dissemination and Exploitation of Results	P3	03/2021	02/2023
3. Quality and Evaluation Plan	P5	03/2021	02/2023
4. Development of the Methodological Tool (IO1)	P5	03/2021	12/2021
5. Development of Educational Activities and Resources (IO2)	P1	12/2021	02/2023
6. Translations and Localisation of Materials	P7	10/2021	02/2022
7. Teachers' Training	P4	03/2022	02/2023
8. Pilot, Implementation and Revisions of Activities and Resources	P6	03/2022	02/2023

6. List of Deliverables

No.	Deliverables	Delivery Date & Lead
1	Interim progress report	01/3/2022
2	Final progress report	01/4/2023
3	URL to the project's website	01/5/2021
4	Set up of Twitter, LinkedIn, EPALE, Facebook Project Accounts	1/11/2021
5	National Teachers' and Children's Needs Analyses	30/6/2021
6	Formation of the Group of Experts	30/6/2021
7	National Analyses of the State of the Art	30/9/2021
8	National Reports	31/10/2021
9	Comparative Report	31/1/2022
10	The EURODIPLOMATS Methodological Tool	30/12/2023
11	The EURODIPLOMATS Toolkit of Resources & Activities	28/02/2023
12	Implementation Workshops in Schools	30/6/2022
13	Publication of the EURODIPLOMATS Teachers' Handbook	31/5/2022
14	Publication of the EURODIPLOMATS Children's Handbook	31/5/2022
15	Translations and Localisation of Material	30/9/2022
16	Moodle Training Platform for Teachers	30/4/2022
17	International Conference & Multiplier Events	01/02/2023

7. Brand Identity

EURODIPLOMATS focuses on the development of the methodology of cultural diplomacy and educational activities, material and related pedagogical strategies of collaborative art-making, collaborative story-telling and poetry, and digital-culture pedagogies that empower children to act as agents of change to build a resilient and robust Europe that can face current and future threats. The outputs of the project aim also to increase the participation of marginalised children in the curricula, cultures and societies of schools. EURODIPLOMATS allows the voices of culturally diverse students to be heard, promoting the exchange of ideas and stories of cultural diplomacy.

Each partner will develop activities and materials of cultural diplomacy for each of the 3 pools: collaborative art-making; collaborative story-telling and poetry; and digital-culture pedagogies. Partners will also have the rest of the activities and materials translated in their own language. This material will be published on-line. All partners will contribute to teacher training and the testing, implementation and dissemination of the products. A teachers' handbook and a children's handbook will be developed in English and translated in partner languages.

8. Writing Style

Plain English is a way to write and present information so a reader can understand and act on it after reading it. It goes beyond using only short words and sentences. It includes designing and writing information in a way that meets the needs of the reader. This means:

- Writing accurately and clearly for the intended reader;
- Avoiding jargon, except for people who understand it; and
- Using clear layout and design so the information is easy on the eye

Font and size

Preferably, Times New Roman 12 is EURODIPLOMATS standard font and size for print publications. If there is a need to reduce the size to save space, font size 10 can be used for internal publications.

9. Work Milestone 1: Project Management

a) Duration – 1-24 (24 months)

b) Lead partner- P1

c) Description

The management of the project will begin on the starting date and will be concluded on the last date of the project. The management of the project will be done mainly by the coordinating institution with some involvement from the partners. The management of the project will deal with issues of organisation, deadlines, maintaining good communication and collaboration between the partners, organisation of the meetings, and financial issues.

This work milestone will focus on the management of the project, the administration of the resources and the coordination of the consortium's activities by P1. During this project, P1 and particularly the project coordinator will be accountable for monitoring and evaluating the progress of the study. P1 will make sure that the reports (interim and final reports) and deliverables are conducted and submitted on time. Also, it will guide and manage the cooperation between the participant organisations and will coordinate their meetings. In addition, P1 will manage the fiscal resources of the project and will ensure that the partners' salaries and other payments are processed and delivered on a timely manner. P1 will also evaluate the project requirements and will secure the resources required for the project.

Accordingly, P1 in collaboration with the other partners will:

- coordinate and direct the consortium including their meetings, and communication to sustain the unobstructed implementation and completion of the project.
 - ensure that all deliverables are conducted and submitted in due time.
 - administer the fiscal resources of the project and will be responsible for the on-time payment of the partners' salary and of the other expenses of the project.
- P1 will be in consultancy with the partner organisations throughout the project. There would be a project meeting every half-year to decide upon the conduction of the progress reports (interim and final reports).

d) Deliverables

1. Interim progress report: 12th month

At the end of the project's 12th month, P1 in consultancy with the partners will communicate a progress report. The report will demonstrate the progress made by the consortium with regards to the timetables, which will be set in advance. The interim report will illustrate which tasks have already been completed and

which aims of the project have been met and in which ways. This deliverable will have the form of a technical report, explaining the use of resources.

2. Final progress report: 24th month

In completing the project, at the end of the project's 24th month, the consortium, under the guidance of P1, will prepare and deliver a progress report. The report will illustrate in which ways the aims and the objectives of the project have been satisfied. This deliverable will have the form of a technical report. P1 and the partners will reflect upon the process and the progress of the project, explaining the use of human, fiscal and material resources.

e) Tasks & Responsibilities

P1

P1 will manage and coordinate the project and will be responsible for the smooth and productive cooperation between the participant organisations. The coordinating partner will coordinate issues of organisation, deadlines, maintaining good communication and collaboration between the partners, organisation of the meetings, and financial issues of the project.

P2, P3, P4, P5, P6, P7, P8

This partner will deal with issues of organisation of the project at a national level, ensure that the project activities at national level respect the quality plan of the project, communication and collaboration between the partners and financial issues.

10. Work Milestone 2: Dissemination and Exploitation of Results

a) Duration - 1-24 (24 months)

b) Lead partner – P3

c) Description

The partners will cooperate in disseminating the project's results. In the transnational project meetings that there will be every half-year, partners will decide upon further steps in dissemination.

The main dissemination outputs will be the publications of the EURODIPLOMATS teachers' and children's handbooks (published in electronic form), the EURODIPLOMATS methodological tool, and the Toolkit of activities and educational materials of cultural diplomacy, and the international conference and national multiplier events for the promotion of the project's goals. In

addition, the partners will participate in other conferences and publish posts in educational blogs and newsletters.

P1, as the holder of UNESCO Chair in Cyprus, will organise an international conference on 'Empowering children to act as cultural diplomats for a robust and resilient Europe' in Cyprus under the auspices of UNESCO, where the partners will present the project findings. The topic of cultural diplomacy will be explored through various talks and presentations. The consortium will invite guest speakers to contribute to the conference and exchange ideas. Academics, researchers, policy makers, head-teachers and teachers will also attend the conference to ensure dissemination at all levels.

At the end of the project, the partners will collaborate in order to present the outputs of the project by presenting at other conferences, workshops and seminars.

The partners located in the same country will collaborate in order to organise national multiplier events (in Spain, Malta, and Greece) and present the educational and trainer materials, which will be developed during the lifetime of the project.

Details about interventions (educational material and training sessions) will be documented in a publicly available website developed by P1. The consortium will guarantee the quality and user-friendliness of the website, triggering higher popularity. We will use an intuitive URL to increase hit rates. The structure of the webpage will include the following menus: (1) Homepage, (2) Partners, (i.e. list of partners with their country of origin, logo, principle contact person and website address), (3) Meetings, (4) Results, (5) Resources for Children, (6) Resources for teachers, (7) Strategic Planning, (8) Multiplier Events, (9) Contact, (10) Links to social media and other platforms (Facebook, LinkedIn, Slideshare, Padlet, Moodle).

d) Deliverables

1. URL to the project's website and back links on partner's websites: up to 2nd month

This deliverable will include the URL to the website where the documentation of this project will be publicly available. The partners will upload to the website all the necessary information about the project. An important menu on the website will include the educational material and activities produced and developed over the course of this project, in all the languages used by the consortium. Accordingly, academics, researchers, but also teachers and teacher trainers around the world, who speak one of the consortium languages, will reap the benefits of the project results via the website. Back links on partners' website will introduce the project website.

2. Conferences and multiplier events: up to 24th month

An international conference for promoting cultural diplomacy among children so as to become agents of change for a robust Europe will be organised in Cyprus where a panel of specialists will be formed. All other partners will organise local conferences in the form of multiplier events where presentations and workshops

of the project's outcomes will be done. Moreover, the consortium will carefully select other conferences venues to present the project's outcomes in order to increase the mainstreaming of the project results.

3. Social media accounts, Web 2.0 Tools, and EU platforms: up to 24th month

The consortium will set up accounts on Facebook, LinkedIn, Twitter to promote the project's outputs. The consortium will also promote the project via presentations on Slideshare and also on Padlet, EPALe and e-Twinning.

4. Mailing lists, educational blog posts, newsletters

The consortium will promote the project via mailing lists, educational blog posts, newsletters and other publications.

e) Tasks & Responsibilities

P1

This partner will be responsible for organising a conference in Cyprus so as the consortium will publicise the final results and outcomes of the project. The partner will contribute in setting out the summaries of venues and events. P1 will be responsible for developing the project's website.

P2

This partner will be responsible for collaborating with P3 to organise a national multiplier event in Spain so that they will publicise the results and outcomes of the project. The partner will contribute in setting out the summaries of venues and events. P2 will promote the project on Twitter.

P3

This partner will have the lead in the organisation of the multiplier event in Spain and organise the presentations and workshops. This partner will contribute in writing up the summaries of venues and events and invitations for the conference/presentations.

P4

This partner will collaborate with P5 in the organisation of the multiplier event in Greece and contribute with presentations or workshops. This partner will contribute in writing up the summaries of venues and events and invitations for the conference/presentations.

P5

This partner will have the lead in the organisation of the multiplier event in Greece and organise the presentations and workshops. This partner will contribute in writing up the summaries of venues and events and invitations for the conference/presentations. This partner will be responsible for Slideshare and Padlet uploads.

P6

This partner will collaborate with P1 in the organisation of the international conference in Cyprus and contribute with presentations or workshops. This partner will contribute in writing up the summaries of venues and events and invitations for the conference/presentations. This partner will be responsible for e-Twinning uploads.

P7

This partner will have the lead in the organisation of the multiplier event in Malta and organise the presentations and workshops. This partner will contribute in writing up the summaries of venues and events and invitations for the conference/presentations. This partner will be responsible for Facebook uploads.

P8

This partner will collaborate with P7 in the organisation of the multiplier event in Malta and contribute with presentations or workshops. This partner will contribute in writing up the summaries of venues and events and invitations for the conference/presentations. This partner will be responsible for LinkedIn and EPALE uploads.

11. Work Milestone 3: Quality and Evaluation Plan

a) Duration- 1-24 (24 Months)

b) Lead Partner- P5

c) Description –

The quality and evaluation plan will begin as soon as the project is approved by the following means and based on an approach stemming from reference to various evaluations of European projects over the past few years. Specifically use of the following documents – Evaluation Guidelines (Tavistock Institute, London), and Evaluation Frameworks for evaluation of trans-national projects.

The following Evaluation criteria will be assessed throughout the project:

- Project management (control management efficiency, verification of intermediate and final results against the initial objectives and scheduling)
- Organisational effectiveness of the project partnership
- Effectiveness of the information exchange
- Content quality of the services provided by the project
- Economic Efficiency of the activities carried out in terms of human and financial resources
- Potential for dissemination and sustainability of project activities and results.

Partners will provide feedback on the project work carried out. As regards field work, and testing methods, the target groups involved will be asked to provide feedback, structured according to assessment tools which will be prepared as the activities are activated in accordance with the work plan.

Evaluation actions will cover all the activities relating to the project dissemination including the website. Users of the services will play a critical role in assessing the

service quality. More specifically, all partners will provide assessment for all developed materials and the teachers and trainers involved will also do so.

d) Deliverables

1. The EURODIPLOMATS Plan for Quality and Evaluation: By the 1st month

The Plan will set in place the following features:

- the project coordinator will assign a project manager for project implementation and quality control;
- a communication plan to facilitate efficient communication among project partners that is necessary for project quality;
- the partners will agree on the process of collecting project-specific information of acceptable quality to be used for the validation of results;
- in order to ensure the quality of translations the partners will use previously certified subcontractors while checking the quality of their work;
- teacher and children participants will be asked to fill in evaluation questionnaires that will include questions about the quality of the contents, the presentation of the workshops and other events, and the levels to which the project's results meet their needs

2. Evaluation of transnational meetings: By the end of each meeting

The purpose of this evaluation is to ensure a continuous and systematic control of the project's meetings quality and clarity. Questionnaires will be provided to participants that will be also included in the 'EURODIPLOMATS Plan for Evaluation and Quality'

2. Final Assessment: 30/09/2014

The purpose of the final monitoring assessment is to check on the project's success, gather information and evaluate all aspects of the project. Final assessment will consist of supervision activities, checks on the quality of the deliverables of the project, assessment of the credibility of the results and checks on the dissemination and exploitation activities. The report will consist of both internal reports made by the partners as well as external reports made by the external evaluator.

e) Tasks & Responsibilities

P5

The lead partner will have the lead on this work milestone and will be responsible to identify evaluation frameworks and guidelines to be used by the rest of the partners in order to evaluate the project. P5 will be responsible to develop the 'EURODIPLOMATS Plan for Quality and Evaluation';

P1, P2, P3, P4, P6, P7, P8

These partners will be involved in the completion of various evaluation frameworks throughout the duration of the project.

12. Work Milestone 4: Development of the Methodological Tool

a) Duration- 1-10 (10 months)

b) Lead Partner- P5

c) Description –

This work milestone will be launched at the first transnational meeting. During the meeting, the partners will set and agree upon the educational objectives for the development of EURODIPLOMATS methodological tool. The EURODIPLOMATS Methodological Tool aims to provide approaches and tools to help professionals working with children, and children themselves, to facilitate or participate in the cultural-diplomacy approach so as to promote a robust and resilient Europe able to meet current and future threats.

The focus of this milestones (carried out in two levels, namely: the national and the European) will be on specific issues related to the state of the art of the cultural-diplomacy approach in primary-education for promoting social cohesion and resilience in Europe to meet new threats and challenges, focusing also on disadvantaged target groups (such as children of migrant or refugee biography).

This milestone will also include a research phase that will be carried out at the national level of the participating countries and has the following general objectives:

- To identify the needs of target groups (students, especially those at risk of exclusion, and teachers)
- To have a clear map of the learning context and of the target contexts of the proposal (in terms of best practices, methodologies, risks, etc.).
- To have a common and shared starting point for the elaboration of the cultural-diplomacy tool for building a resilient, robust and socially-cohesive Europe.

This milestone comprises the activities for the identification of teachers' needs so as to help promote the cultural-diplomacy approach for social cohesion and resilience to new challenges and threats in Europe. The needs identification and the background material related to the subject will be fed to the process for the elaboration of the cultural-diplomacy methodological tool.

The first output of the background work will be the production of 4 country reports that will be available online on the official website of the project. The country reports will be produced both in the national language and in English. The reports will describe the current state of the art in each country with regards to the cultural-diplomacy approach as a means to promote social cohesion and resilience by also drawing upon the needs analysis. The country reports will draw upon the analysis work of the collected data to identify the most efficient actions

for children and teachers to encourage the use of the cultural-diplomacy approach so as to meet the priorities of the EURODIPLOMATS project.

The transnational analysis of the 4 country reports will result in the design of the cultural-diplomacy methodological tool that will be uploaded online. This is not a one-off task, but it is rather an iterative process. The methodological tool will be validated and improved each time using the feedback from the implementation and piloting workshops so that the conclusions from each workshop are embedded each time into the approach and execution methodology for the next project.

d) Deliverables –

1. O1/A1 National Teachers' and Children's Needs Analysis: 30/6/2021

The cultural-diplomacy is a relatively new approach that is mainly used in international relations rather than as a tool engaging children in sociological and activist work. There are also various ways for children and teachers to work according to this pedagogical approach. Two questionnaires (one for teachers and one for students) will help establish the current level of awareness and needs of both teachers and students with regards to this pedagogical approach. While the first part of the questionnaires will draw on the cultural-diplomacy approach per se, the second part of the questionnaires will examine how teachers and children perceive the linkages between the cultural-diplomacy approach and building a Europe of social cohesion and resilience in order to be ready to meet new threats and challenges. The questionnaires will be used to collect responses that will be incorporated into a thematic analysis.

2. O1/A2 National Analyses of the State of Art: 30/6/2021

Partners will map the state of the art in their countries by carrying out a literature review in English on (a) the cultural-diplomacy approach, and (b) the linkages between cultural diplomacy and building a socially cohesive and resilient Europe ready to meet new challenges and threats. This desk research will be facilitated by examining materials such as papers, conference presentations, case studies, etc.

3. O1/A3 Group of Experts: 30/6/2021

A group of experts in areas of education, cultural diplomacy, culture and identity, social cohesion coming both from within and out of the consortium will be created so as to provide their expertise to guide the progress of the project and provide their evaluative feedback on the project outputs and results.

4. O1/A4 Elaboration of the national reports: 31/8/2021

The materials selected by O1/A1 and O1/A2 will be analysed to elaborate national reports both in English and the languages of the consortium. The reports will describe needs and suggestions for developing and implementing the cultural-diplomacy methodological tool, as well as in what ways the tool might be used for promoting social cohesion and resilience in Europe, which will become ready to meet new challenges and threats. All reports will be written in

English. Experts from the group (O1/A3) will provide their feedback on these reports.

5. O1/A5 Comparative Analysis: 31/1/2022

The national reports will be used for the elaboration of European synthesizing report in English that will portray commonalities and differences between the participating countries and leading to conclusions about the formation of the cultural-diplomacy methodological tool that will be used for building a robust and resilient Europe, able to face new challenges. Experts from the group (O1/A3) will provide their feedback on the European synthesizing report.

6. O1/A6 The EURODIPLOMATS cultural-diplomacy methodological tool: 31/3/2022

On the basis of the European synthesizing report (O1/A5), the partners will develop the cultural-diplomacy methodological tool used for promoting social cohesion and resilience in a multicultural Europe ready to face new threats and challenges. The tool will be developed in English and partners' languages to describe the approach in terms of principles, pedagogical strategies, and guidelines regarding its implementation. Experts from the group (O1/A3) will provide their feedback on the tool. The tool will be validated and improved each time using the feedback from workshops IO2 so that conclusions from each workshop are embedded each time to improve the methodological tool.

e) Tasks & Responsibilities

P1

Contribute to the preparation of teachers' questionnaire for needs. Provide feedback for the development of both questionnaires. Produce one national report of the state-of-the-art in English. Identification and engagement of experts in the Group of Experts. Collaborate to produce the methodological tool.

P2

Contribute to the preparation of children's questionnaire for needs. Provide feedback for the development of both questionnaires. Collect responses with the questionnaires from children aged 9-15 and their teachers. Provide feedback on national reports on the state-of-the-art. Identification and engagement of experts in the Group of Experts. Support P5 on the comparative analysis.

P3

Contribute to the preparation of teachers' questionnaire for needs. Provide feedback for the development of both questionnaires. Produce one national report of the state-of-the-art in English. Identification and engagement of experts in the Group of Experts. Collaborate to produce the methodological tool.

P4

Contribute to the preparation of children's questionnaire for needs. Provide feedback for the development of both questionnaires. Collect responses with the questionnaires from children aged 9-15 and their teachers. Provide feedback

on national reports on the state-of-the-art. Identification and engagement of experts in the Group of Experts. Coordinates the production of the methodological tool. Support P5 on the comparative analysis.

P5

Coordinate the development of the methodological tool. Contribute to the preparation of teachers' questionnaire for needs. Coordinate the comparative analysis of national needs analyses and national reports of the state-of-the-art and produce the comparative report.

P6

Contribute to the preparation of children's questionnaire for needs. Provide feedback for the development of both questionnaires. Collect responses with the questionnaires from children aged 9-15 and their teachers. Provide feedback on national reports on the state-of-the-art. Identification and engagement of experts in the Group of Experts. Support P5 on the comparative analysis.

P7

Contribute to the preparation of teachers' questionnaire for needs. Provide feedback for the development of both questionnaires. Produce one national report of the state-of-the-art in English. Identification and engagement of experts in the Group of Experts. Collaborate to produce the methodological tool.

P8

Contribute to the preparation of children's questionnaire for needs. Provide feedback for the development of both questionnaires. Collect responses with the questionnaires from children aged 9-15 and their teachers. Provide feedback on national reports on the state-of-the-art. Identification and engagement of experts in the Group of Experts. Collaborate to produce the methodological tool.

13. Work Milestone 5: Development of Educational Materials

a) Duration- 10-24 (14 months)

b) Lead Partner- P1

c) Description –

This work milestone will be launched at the second transnational meeting. During the meeting, the partners will set and agree upon the educational objectives for the development of educational activities and materials of the pools collaborative art-making, collaborative storytelling and poetry, and digital-culture pedagogies. The objectives will pertain to empowering children to act as cultural diplomats so as to become agents of change for a robust and resilient Europe that is able to meet current and future threats.

Based on the objectives that will have been selected, this work milestone will be initiated at the second transnational meeting, to agree on the process of developing the educational material. In the following months, the aforementioned three 'pools' of activities will be formed. Each partner will contribute three activities in each 'pool'.

The WP leader will be responsible for the production of the 'EURODIPLOMATS Toolkit of Activities and Resources', which will be published in all partners' languages. The Toolkit will include all the activities which will be developed by the partners during the project.

In addition, the WP leader will be responsible to compose a 'EURODIPLOMATS Teachers' Handbook', and a 'EURODIPLOMATS Children's handbook' that will introduce educators and children to EURODIPLOMATS objectives and the manner in which the activities relate to them. These handbooks will also offer teachers and children some advice in relation to the implementation of the activities.

d) Deliverables –

1. O2/A1 The EURODIPLOMATS Resources and Activities Toolkit - 1st version: 30/4/2022

The content of the produced activities will focus on cultural diplomacy. The methodology of the produced activities and resources will follow the 'cultural-diplomacy methodological tool' (O1/A6). The consortium will use the tools of collaborative art-making pedagogy, collaborative story-telling and poetry pedagogy, and digital-culture pedagogy to produce activities and resources for children aged 9-15 that draw upon the cultural-diplomacy approach so as to help children become agents of a robust and resilient Europe. The use of collaborative art-making and literature for inclusion entails children's collaborative work to achieve a common goal within their art or literature group, while learning to share their thoughts and emotions, and use critical thinking to go into the others' emotions. According to digital-cultural pedagogy, the EURODIPLOMATS project will produce activities and resources enabling children to participate in online environments to produce projects focusing on the intersection of cultural diplomacy and European social cohesion and resilience. Examples of online communication tools to be used are software, videoconferencing and discussion forums, etc.

2. O2/A2 Workshops: 30/9/2022

The outputs from O2/A1 will be tested per country through workshops. The organisation of workshops will start after the design of O2/A1. Participant teachers and children will complete anonymous questionnaires to give feedback for the Toolkit.

3. O2/A4 EURODIPLOMATS Teachers' Handbook: 30/4/2022

Preparation of a guide with instructions for teachers on how to facilitate and elaborate on the cultural-diplomacy methodological approach to promoting a robust and resilient Europe ready to meet new challenges and threats, and on how to use the EURODIPLOMATS Toolkit of Activities and Resources in their

classrooms and schools. The Handbook will be created in the English language. However, the guidelines provided to teachers will also be supported with multimedia resources in all the consortium languages.

4. O2/A5 EURODIPLOMATS Children's Handbook: 30/4/2022

Preparation of guidelines for children on how to engage in the cultural-diplomacy methodological approach so as to become agents of change for a resilient and robust Europe prepared to face new challenges and threats, and on how to engage other children in the use of the EURODIPLOMATS Toolkit of Activities and Resources. The Handbook will be adjusted to the needs of children aged 9-15. The Handbook will be created in the English language. However, the guidelines provided to children will also be supported with multimedia resources in all the consortium languages.

e) Tasks & Responsibilities

P1

Coordinate the setting of educational objectives to develop the activities and resources. Develop three activities for each of the three pools of activities. Collect all activities from partners to form the three pools of activities, and the Toolkit of Resources and Activities. Provide advice and support to the partners. Give feedback on Teachers' and Children's Handbooks.

P2

Participate in setting the educational objectives. Develop three activities for each of the three pools of activities. Give feedback on Teachers' and Children's Handbooks. Develop multimedia (i.e. videos) in national language to provide information to teachers and children for the EURODIPLOMATS project to be used in the handbooks.

P3

Participate in setting the educational objectives. Develop three activities for each of the three pools of activities. Prepare the content for the development of the Teachers' Handbook in English. Give feedback on Children's Handbooks.

P4

Participate in setting the educational objectives. Develop three activities for each of the three pools of activities. Give feedback on Teachers' and Children's Handbooks. Develop multimedia (i.e. videos) in national language to provide information to teachers and children for the EURODIPLOMATS project to be used in the handbooks. Responsible for technical enrichment of the Handbook for making it interactive.

P5

Participate in setting the educational objectives. Develop three activities for each of the three pools of activities. Give feedback on Teachers' and Children's Handbooks.

P6

Participate in setting the educational objectives. Develop three activities for each of the three pools of activities. Give feedback on Teachers' and Children's Handbooks. Develop multimedia (i.e. videos) in national language to provide information to teachers and children for the EURODIPLOMATS project to be used in the handbooks.

P7

Participate in setting the educational objectives. Develop three activities for each of the three pools of activities. Develop the content of the Children's Handbook in English. Give feedback on Teachers' Handbook.

P8

Participate in setting the educational objectives. Develop three activities for each of the three pools of activities. Give feedback on Teachers' and Children's Handbooks. Develop multimedia (i.e. videos) in national language to provide information to teachers and children for the EURODIPLOMATS project to be used in the handbooks.

14. Work Milestone 6: Translations and Localisation of Material

a) Duration- 8-12 (5 months)

b) Lead Partner- P7

c) Description –

In this work milestone, the partners will localise the methodological tool, and the educational material, activities, and resources. Partners will adjust and translate from English these resources in their own language. Each partner will translate their own activities. The 'EURODIPLOMATS Teachers' Handbook' and the 'EURODIPLOMATS Children's Handbook' will also be adjusted and translated by partners in their languages.

The resources, activities and materials require localisation to create educational experiences that are culturally appropriate. P7 will monitor and evaluate the whole process enhancing the quality of work carried out.

The partners will adopt sound practices for translating and localising the activities and materials. Having an in-depth knowledge of the context of their countries, will help them in this process. These activities and materials will undergo 'first translation' into the official languages of their countries. The partners will identify subject areas needed and they will draw upon source material and 'first translations' to develop high quality 'adapted translations', localisation and credibility checks of texts and other components. Amendments in graphics and illustrations, which will be included in the materials, will be made by original generators under the guidance of partners. Altered appearance of materials

may be added to initial materials for different socio-cultural appeal across the participating countries.

d) Deliverables

1. Translations and Localisation of Material: 30/9/2022

Each partner will translate and localise their own activities from English into their own language. The 'EURODIPLOMATS Methodological Tool', and the 'EURODIPLOMATS Teachers' Handbook' and the 'EURODIPLOMATS Children's Handbook' will also be adjusted and translated by partners from English into their own language. Partners sharing the same language will collaborate for the translation of the Methodological Tool and the Handbooks. Both the localised activities and materials will be publicly available in the official website of the project. All the partners will be responsible for the exploitation of the translated and localised activities and materials beyond the actual lifetime of the project as described above.

e) Tasks & Responsibilities

P1, P2, P3, P4, P5, P6, P8

Translate its own activities and resources from English into its language. Contribute to the translation of the Methodological Tool in national languages/ Adjust and translate the Children's and Teachers' Handbooks. Each partner will communicate its progress in completing this process to P7.

P7

Coordinate, monitor and evaluate the process of the translation and localisation of the methodological tool, activities and materials, which will be carried out by the partners. Contribute to the translation of the methodological tool. Adjust and translate the Children's and Teachers' Handbooks. The partners will communicate their progress in localising the activities and materials to P7, that will collect all translations.

15. Work Milestone 7: Teachers' Training

a) Duration- 13-24 (12 months)

b) Lead Partner- P4

c) Description –

A short term joint staff training event will take place in Greece at P4. The training will be focused on cultural-diplomacy methodologies so as to build a multicultural Europe of social cohesion and resilience, which is ready to meet new threats and challenges (such as the Covid-19, the refugee crisis, etc.). The

joint staff training meeting will also aim to build the participant's professional and interpersonal skills that can be applied in a work context.

Each partner will select and send 2 primary school teachers to a 3-day training in Greece. Specific shared tools for the selection of the teachers (including selection criteria, selection procedures to be adopted etc.) will be provided by the consortium.

The teachers must have relevant professional experience in teaching in multicultural classrooms, and experience in using art, literature, and online methodologies, along with collaborative pedagogy. They will be trained in how to use the project's tools according to the project's methodology.

The training is of particular importance for the participants as it will provide them with opportunities for:

- further professional development;
- becoming involved in transnational learning mobility that will broaden their cultural and professional horizons and extending their work;
- taking the role of the multiplier of the EURODIPLOMATS project, while also having the opportunity to become trainers for other teachers, but also children in their schools;
- involvement in the exchange of best practices and innovative ideas;
- raising their own and their school's profile.

All participants will be prepared for the training by the partners. All available material, guides, tools etc. will be provided to them through a MOODLE platform that will be specifically designed for the purposes of the EURODIPLOMATS project.

The partners will develop a set of PowerPoint presentations and workshops which the trainers will be able to re-use, sort and re-tool to run a professional development course with teachers. P1 in collaboration with the partners will set up an electronic version of these which will be uploaded on the project's website in order to reach a target group beyond the teachers participating in our training sessions. Presentations of the sessions will be also uploaded on Slideshare and Padlet.

d) Deliverables

1. Joint Staff Training Event: 30/6/2022

Seminars and professional development workshops for in-service teachers will be developed and carried out during a joint staff training event hosted by P4 in Greece. The partners will also provide a list of the training sessions which they will carry out. In addition, they will provide presentations on the training sessions they will carry out (when applicable).

2. MOODLE Platform: 30/4/2022

The MOODLE platform will provide the opportunity to participants in the joint staff training to interact with each other prior to the training event, but also with the trainers, to exchange information and ideas, to make any relevant arrangements, and to socialize. The agenda of the training will be sent at least two weeks before the training so that all participants are aware of the requirements and expectations.

e) Tasks & Responsibilities

P4

Organise and host a joint teacher training course on the lines of training teachers on the methodology of cultural diplomacy. Develop pertinent training material and deliver presentations or workshops. Select and send two teachers to the training.

P1, P2, P3, P5, P6, P7, P8

Develop pertinent training material and deliver presentations or workshops. Select and send two teachers to the training.

16. Work Package 8: Pilot, Implementation and Revisions

a) Duration- 13-24 (12 months)

b) Lead Partner- P6

c) Description –

This work milestone relates to the educational implementation of the activities and materials in partner schools.

It will be launched at the third transnational meeting. During this meeting, each school partner will present their thoughts on the target group they intend to implement the material with and the manner in which they are planning to do it. A timeframe and some common principles will be discussed. Finally, the evaluation tools to be used will also be agreed upon. At the end of the piloting process, each school partner will send a School Implementation Report, and the teachers' and students' implementation reports to P1. At the fourth transnational meeting, which will occur after its production, there will be a discussion about any necessary revisions of the initial material and these revisions will be agreed upon.

d) Deliverables

1. Evaluation Tools: 31/1/2022

The WP leader, in collaboration with the partners, will develop the evaluation tools (questionnaires for teachers and students, and a template for the school's implementation report) that will be used during testing and implementation.

2. Implementation Reports: 31/1/2022

Each school partner will produce a School's Implementation Report on the target group they tested the material with.

3. O2/A3 The EURODIPLOMATS Resources and Activities Toolkit - 2nd version: 31/10/2022

Based on the outcomes of the workshops and feedback received by teachers and children (O2/A2), O2/A1 will be revised and updated in English and each partner will translate their own activities in their national languages.

e) Tasks & Responsibilities

P1

Finalise in the development of evaluation tools. Give feedback to school partners. Collect all implementation reports. Make any necessary changes to their activities and resources according to feedback collected from the implementation.

P3, P5, P7

Make any necessary changes to their activities and resources according to feedback collected from the implementation.

P2, P4, P6, P8

Implement in their schools the EURODIPLOMATS methodology and the Toolkit and prepare a School Implementation Report, and submit the participant teachers' and students' implementation reports. Make any necessary changes to their activities and resources according to feedback collected from the implementation.