Annex VII CITI-VAL Work Packages

Some professionals working in the field of social and/or education are now faced with an unexpected problem in a largely secularized society.

In prisons, this new problematic is reinforced on one side, by the closed environment and on the other side, by the pressure of "big shots" on younger individuals, weaker, completely lost from bearings. The findings, mainly those of prison staff, show that there is a need to work on the prevention of radicalization preparing stakeholders (prison teachers, trainers of informal activities, integration advisors, wardens, volunteers, ...) by enhancing their skills (methodology, teaching practices, appropriate tools) together by extending them to new fields of competence (sociology, philosophy, religious facts, ...) for:

- better understand their impact on professional practices,
- awareness of the legal texts governing the issue of secularism and philosophy that founds,
- implement the principle of secularism for both inmates and professionals in contact with them.

PRIORITIES

- ADULT EDUCATION: Designing and implementing effective provision for enhancing the basic skills and key competences

Basic skills (reading-writing-arithmetic) also cover social and civic competences to promote access to autonomy and initiative. These skills, gain transversely from classical learning, integrate:

- the knowledge of fundamentals in civic and social life
 - main human rights and citizens'
 - symbols values and institutions at national level in each partner country
 - basic rules of democracy and justice
- supranational institutions of the European Union (bodies, roles, functions, ...)
 - Territorial Defence Services (roles and functions)
 - operation and role of different media
- the ability to behave responsibly
 - respect the rules of collective life
 - understand the importance of mutual respect
 - accept differences
 - respect the basic legal concepts.

Each stakeholder, at his level, develops actions related to civic values but mostly marginally. This is why this project aims innovative because it places learning these values in a central position in a very unusual environment.

ADULT EDUCATION: Extending and developing educators' competences

The prison often constituting a first learning opportunity for people previously dropped out of school with life paths often chaotic. Thus, for "educators" (prison

teachers, trainers of informal activities, external speakers, probation advisors, integration counselors, wardens, volunteers, ...) working in prison, this project has the interest to expand their "ordinary skills "under new educational needs that require prevention of radicalization increasingly observed in the prison environment to be able to offer new learning to "at risk" inmates because often very remote from training pathways prior to incarceration, because hard to spot, because low demand

Description of CITI-VAL project

Considered working axes are:

- the exercise of citizenship in their own country and in the European Union
- the person in a state of law
- equality and discrimination
- moral and civic issues of the information society (media, social networks, ...).

This project may apply to all persons detained in the context of shorter or longer incarcerations, cohabitations with negative effects or release dates insufficiently known (minor/adult, male/female, prevention/punishment, short/long sentences). However, and it is the observations from bottom to top, it may be important to target young people (<30/35 years or for some countries <25 years, without forgetting their elders) because forming a cohort overrepresented in prisons, often little or not graduate enough, unskilled and too vulnerable, making it more likely to deviate towards a political or religious radicalization in prison.

Raising national citizenship and European values is a response that can appropriate all the prison professionals as long as they have the means and appropriate teaching materials.

The project is innovative because it addresses, in a transnational way, the question of the approach to citizenship and secularism while it brings together EU member states partners (DE-ES-FR-HU) and associated (TR) by offering them the opportunity to work at a supranational level values usually processed in a national context. The diversity of national contexts (education, religion, culture ...) is intended as a wealth for the exchanges within this project.

The project content requires each partner contributes to the design and development of educational output, firstly, in its national section (specific to each institution) and secondly in its European part (joint partners), all coordinated by the project manager (FR).

Regarding the state of the art, all project partners will contribute and HU partner will be responsible for the data consolidation and its analysis as at various national levels that transverse level.

For the national parties in the production, teaching teams from each country (DE-ES-FR-HU-TR) will tackle the task within their organizations following the recommendations that have been built by permanents from the Project Steering Group, and educational stakeholders in positions of responsibility. These same

teaching staff will also, and on two occasions (C1 and C2), have the opportunity to meet to debate on practices and work together on the design of the European part of the educational outcome.

Time of sharing and gradual dissemination of results, during and/or after the project, will feed the highlights of the project: an academic conference (HU), regional thematic symposiums (ES-EN-TR-DE), three national conferences (DE-ES-FR) with a timeshare videoconferencing before the final conference (TR).

The educational productions, due to their use as close to the territories and targeted audiences, will be conducted in each of the languages represented within the partnership, in addition to English.

How will cooperation and communication happen among all project partners and with other relevant stakeholders?

As cooperation

At the kick-off seminar (FR), the partners will decide on joint productions, content, progress in educational engineering, interim feed-back,... Each partner will, first, introduce "its" national situation regarding the topic, previous experiences and actions, modes of intervention and finally the problems he encounters and which he wishes to provide targeted cross-cutting responses. Thus, from the first transnational meeting, it is planned to establish a first scan of the "state of art" that will serve as base for future work.

The kick-off seminar, geared more towards formalizing forms of communication, structuring the cooperation and analysis of the state of the art, will be followed by four transnational working seminars distributed twice a year to two years duration of the project in each of the partner countries. Intermediate educational records (on a monthly basis) as to the progress of production in each country will be made that will track the degree of development of the various achievements with, at the same time, analysis of potential brakes (the theme of citizenship and secularism, which is not insignificant, can generate political obstacles) which we would not necessarily control alone and that would require other forms of complementarities. The difficulties to be born in the progress of work will be handled case by case, individually and / or collectively, by electronic mail, forum or telephoned conference, depending on the situation.

As Communication

A logo will be designed to facilitate the identification of dissemination and communication activities; it shall be affixed on each of the documents and products associated with the logo of Erasmus+ program and the contractual sentence justifying the financial support from Community funds.

A digital working platform will be administered by the coordinating organization (FR) but, considering the engineering and educational production, it will be available (in the two years of the project life) only to partners (and the national agency on the occasion of the interim report after communication of access codes) before being made fully public at the end of the project, ie. the last quarter of 2018. However, "free access" part will be permanently accessible in particular as regards the minutes of the transnational meetings, summaries of

evaluations, the presentation of the partners ... and the progressive diffusion of intermediate results.

One academic conference (HU) in 05.2017 and four regional symposia (DE-ES-FR-TR) are provided between 09.2017 / 02.2018 to organize the debate around the issue of the prevention of radicalization with support of presentations (state of art and analyzes) in plenary and workshops (educational activities); they are primarily intended for professional teaching engineering and professionals involved in the prison.

Three national conferences (DE-ES-FR) will be organized in June 2018 on the same day which aims to multiply the effects of the dissemination of results at various levels of intervention (national, regional and local). Invitations will target professionals in the field of prison education at the same time as policy makers and institutional actors. The conference program (about 4 hours) revolves around a common videoconference (1h30 to 2 hours) that will allow to attend, in English with simultaneous translation, to expert interventions (researchers in pedagogy or sociology, ministers, defender on own rights to secularism,...) located in the partner countries (ie. other if the intervention is beneficial).

The final conference of CITI-VAL project will take place in Turkey (08.2018) backed with a transnational meeting also plans to assemble educational productions and to write the common parts of the final report.

Communication supports will be realized (generic email, leaflet, bookmark, poster, USB key, ...) that will enable participants to this project to widely disseminate the outcome of the CITI-VAL work in symposiums, conferences, new partnerships or during other national and international thematic conferences, ...

What are the most relevant topics addressed by your project?

- 1 EU Citizenship, EU awareness and Democracy
- 2 Ethics, religion and philosophy (incl. Inter-religious dialogue)
- 3 New innovative curricula/educational methods/development of training courses

What results are expected during the project and on its completion?

To raise awareness of issues of citizenship to this target group, we must help professional actors from prison to apprehend an educational process by giving them the means to implement actions. During the life of the project, one of the objectives will be to identify inspiring practices existing in each partner organization to assess the transferability in the context of each country. It is also to evaluate the barriers and levers to use, knowing that a barrier in a partner may not be the same in another. In this perspective there, two tracks will be continued permanently: the detection and reporting of extremist tendencies and the fight and remediation against these abuses through an educational response and inter-service while staying in the prison missions that are to monitor and punish on one hand, and to reintegrate on the other hand.

At the end of the project, stakeholders will benefit from a "ready to use" digital pack "Teaching of civic values in prison" including:

- a collection of sequences and educational activities each including
 - * a format
 - ° number and length of sequences, frequency of sequences ... for a total of 62 hours of teaching activity
 - ° stakeholder profile (teacher, doctor, therapist, social worker, professional staff ...)
 - * a content
 - discussed subjects
 - objectives
 - o learner productions (eg. Group election simulation -ES-)
 - ° tools, developed ways
 - evaluation (criteria)
- a methodological assistance concerning
- * a didactic approach (work on content, put content in the concept of citizenship education)
- * an educational approach (work relationship to the learner in new approaches)
 - * a functional approach (work in inter-services sectors).

The ambition of the project is to provide professional actors methodologies and tools whose efficiency has previously been evaluated. This digital educational pack is aimed at:

- monitoring and supervision personnel
- teachers and trainers
- social workers
- facilitators of therapeutic modules (fight against addictions, eq)
- health workers (nurses, psychiatrists,...)
- volunteers

- ...

evolving first in prison, but perhaps ultimately in territories/communities identified "at risk" such as priority education zones. The educational pack ... as production could also be used by other stakeholders for risk prevention and sectarian/extremists abuses in other areas (health, education, social action, prevention, ...).

Participants: about 730

Brief description on how and in which activities these persons will be involved

The first 50 beneficiaries (approximately) come directly from the project partnership: there are directors/heads of teaching department/unit, 2 to 3 experts in educational engineery directly involved, educational advisers and specialty inspectors (history, geography, philosophy, civics) identified in each partner countries.

For about 400 beneficiaries (or more) there are the observation group (social cohorts) consist in inmates in all prisons from partner organizations for testing in small numbers, experiments on a larger scale, post-experimental evaluations and optimization of results.

Finally, the last 280 beneficiaries about are professional and institutional operators identified as:

- those directly invested with inmates ie wardens, teachers and trainers, social workers, facilitators of therapeutic modules (Ex fight against addictions), health workers, volunteers
- teachers and educational leaders working in prison during their service meetings
- institutional representatives from other regions on the occasion of specific meetings (eg. Germany, the annual conference of justice ministries of the 3 Länder of Rhineland-Palatinate, Hesse and Saarland and in France, the meeting of all prisons managers by the administration of penal services)
- local representatives of public institutions and organizations invested in the theme of the project, actors of this social field ... which will be invited by each partner as host organization to participate in transnational seminars to share comments and analyzes in the process
- Participants invited to various conferences for the dissemination and sharing of activities in educational engineering.

Types of situations participants with fewer opportunities are facing

- 1 Cultural differences
- 2 Social obstacles
- 3 Educational difficulties

How will you support these participants so that they will fully engage in the planned activities?

By working with:

- prison teachers and trainers, staff working in prisons ... as information relays and training support to new forms of engineering and educational content
- cultic resources (preliminary work with representatives of worship in prisons)
- reintegration and probation counselors that link between the inside and the outside
- volunteers.

Implementation

- Offer to partners an action plan supported by:
 - * a general purpose
- * progressive interim targets (inventory of actions already undertaken or still in process of experimentation, operating with their degree of transferability)
- Identify areas of intervention of each partner (including the project leader) by:
 - * Ongoing activities to analyze
- * Experiments already operating in one country and that would be to implement in other ones
- * Create new activities (62 hours of learning activity at the end of the project)
- Assign one to several specific goals for each seminar (ex. Cutting pedagogical activities in sequences)

Impact

The project should enable CITI-VAL partners to:

- Be able to reflect on their own practices
- Investigate procedures and innovative approaches
- Develop partnership working from pedagogical activities
- Discover other educational approaches
- Leave its own professional and educational practices to observe new inspiring practices
- Invest existing actions in other countries and implement and experiment with new shares
- Set out at different levels (national, regional, local) the result of work
- Offer a "ready to use" digital educational pack to all stakeholders and at different steps, enabling the implementation of these activities
- Develop the concept of "European citizen space" in a place of deprivation of liberty.

<u>For local actors</u>, the project is expected to cross challenges and serve several purposes:

- Preparing prisoners to become citizens in a position to assume their choice and/or $\,\,$ opinions
- Participate in the fight against extremism primarily based on economic events and/or policies.

For target groups, expectations must serve primarily inmates identified "at risk" by prison staff, teachers and trainers in prison, prison visitors (volunteers) and worship stakeholders (Catholic, Muslim, Jewish), notwithstanding all other professional stakeholders who may be faced with situations of radicalization in other environments such as those from health, school, ... environments that can be identified as "at risk".

Through this project, it will be to contribute to the dissemination of national and European citizenship values, in line with expectations and commitment of States:

- <u>at the local level</u>, it is educating by acting directly on the most fragile and vulnerable population. Here, this means acting on the detainees but also those providing education regardless of its form (educational activities, worship intervention ...)
- <u>at regional level</u>, it will foster a coherent, unified policy in every prison, but also cross between institutions (reflection on the mission to teach civics in the prisons of various countries)
- <u>at national level</u>, it is to be part of the priority actions of states and respond to policy makers by presenting actions that help fight against assaults/attacks on territories
- <u>at European and / or international level</u>, it is a contribution to the prevention of radicalization and terrorism (cf. Declaration of Paris dated 17 March 2015 on "the promotion of education for citizenship and common values of freedom, tolerance and non-discrimination"). The project partners will also have the opportunity to bring their work to the attention of their counterparts at the EPEA 16th international conference (European Prison Education Association).

How will you measure the impacts?

The criteria used in measuring impacts will be defined by consensus and jointly by CITI-VAL partners, both from an individual point of view as well as collective. At the very least, and already we can note to remember the following indicators:

- the number and diversity of activities conducted in prisons
- the number of people impacted on these actions, their attendance and evaluation of acquired skills
- the effects on the number of incident reports
- the number of awarded certificates and citizenship attestations (some actions should be able to allow this type of certificates)
- the variety of organizations involved (management staff, wardens, social workers, educators, teachers and trainers, health professionals, therapists, volunteers,...).

Sustainability

The project will initially be used to list existing activities / abandoned / under experimentation to bring all of them to the attention of all (state of the art) at the same time that these resources will be a supporting base for the main educational activity of the project, namely the realization of an educational activity related, in prison, on the acquisition of values in civic dimension. In doing so, it will create an educational network resources related to citizenship education in prisons in different countries.

CITI-VAL will also allow articulate and prepare educational sequences that together will compose one digital pedagogical activity of 62 hours "ready to use", including guidance and methodology. After the educational system is in operation and educational activities completed in terms of digital educational pack supplied "ready to use", educational actions will be held in support of the usual means (educational programs) with the available human resources (teachers and trainers prison) for prison education in the partner organizations that it is a legitimate reason for being. This is why it is interesting that the achievement is based on public institutions whose sovereign mission is education as a public service adapted to the prison environment.

CITI-VAL Work packages

Work package No. 1	Project MANAGEMENT (administrative, financial and technical)		
	Management (including practical arrangements)		
	Transnational meetings (including KICK-OFF)		
	Preparation (including analysis, rationale of the "inspiring practice(s)" chosen, evidence of its effectiveness, etc.)		
	Implementation (the substance of the work planned including testing, evaluating, adapting the "inspiring practice(s)" chosen, voluntary activities, training, etc.)		
Work package type	Preparation of pedagogical activities, national symposiums and ending conferences (including practical arrangements)		
	Quality Plan (including Evaluation)		
	Dissemination and Communication (including description of the strategy for dissemination and upscaling the "inspiring practice(s)", awareness raising activities, etc.)		
	Exploitation of results (including further dissemination and upscaling – in other sectors, areas, target groups, countries or regions, etc.; project sustainability, possible synergies with other programmes and funds, etc.)		
Description and envisaged results	This is to ensure administrative coordination, financial and technical project to succeed an effective and rigorous development in terms of commitments with the supervisory authority (French National Agency) by signing the contract.		
	The first task will be to prepare the Partner Agreements to engage each partner with Euro-CIDES bearing on the Convention signed by Euro-CIDES with the French National Agency. Each Partner Agreement will be annexed, individual and collective tasks, the budget, the financial deadlines stalled on proof of expenditure returns, contractual obligations such as, eg, for each partner to have a permanent reference for project each step of the project (eg, transnational seminars).		
List of activities/tasks	Coordination also plans to provide support to each partner to enable it to carry out its contribution.		
	Financial monitoring is one of the main tasks in project management because Euro-CIDES is responsible for French National Agency but these are all together partners that guarantee good performance. To do this, Euro-CIDES will establish tools for monitoring and financial analysis he will propose for approval to the partners at the kick-off.		
	It is also within this WP1 that will be formed the Project		

	Steering Group (PSG) comprising a representative of Euro-CIDES and all project-referents of each partner. This PSG group offers, adjusts, decides the different events in the life of the project and at the same time it validates the tools and materials that result. PSG group meets on formal time (eg. transnational activities, webinars,); it can also be requested via SKYPE in view to solve particular difficulties (conflict management, for example). Euro-CIDES must respond on behalf of all partners to any request from the French National Agency (reports, controls, parts,).		
Period	Estimated Star	t Date	Estimated End Date
	01/09/2016		31/08/2018
Lead Partner	Euro-CIDES		
Contributing partners	ALL		
	Number	1	
	Title	Partner Agreement	
Output		Euro-CIDES and CIDES will prepa signed individual	Convention will be signed between the French National Agency, Euroare the Partner Agreement to be by with each of the organizations in nsortium. The Partner Agreement will:
		- resume contractual obligations on the project manager by the French NA to pass on partners (eg. obligation to submit to fixed dates the interim report and the final report)	
	Description	- propose	
		o financial deadlines for the ascent of supporting expenditures (eg. tools for financial monitoring) o fixed term for the advance in the realization of productions (eg. mandatory monthly report on pedagogical sequences during production, test results)	
		(eg. mandatory	s expectations in terms of outputs organization of a symposium, of a ve conference,) and educational

		productions (national activities to compose the "ready to use" teaching kit)
		- detail the tasks to be performed (ie. state of the art of existing and inspiring activities observed in connection with the theme of the project).
		- include the Court in which to file a complaint in case of serious and grave disorder but also the existence, within the project, a specific proceeding on management of future conflicts.
	Due date	The Partner Agreement will be sent to each project' referent to be signed by the legal representative of each partner organization, after the grant agreement between Euro-CIDES and the French National Agency has been signed by both parties.
	Due date	The signed Partner Agreement duly signed, stamped and dated must be returned to the project manager in two originals within 30 days in order to organize the first installment before the kick-off so to allow each partner to send its representatives.
	Language(s)	EN
	Media that will be used (publication on paper, online, other (specify)	Publication on paper
	Number	2
	Title	Periodic financial reports and timesheets
Output	Description	Budget control is the project leader's responsibility as coordinating organization. Individual budgets attached to each Partner Agreement, will be monitored continuously by binomial (project manager / project' referent) from a financial dashboard presented as a contractual and compulsory tool.
		Each partner agrees to complete the financial document so to measure the progress of expenditure; this has to be sent electronically each month end to the project coordinator.
		At each of the transnational seminars (not including kick-off seminar and national

		conferences) a financial point will be brought to the agenda:
		- collective point (all PSG will meet) to allow partners to have a view of the budgetary situation as it stands,
		- developed by binomial (project manager / partner X) for first, settle any disputes and secondly, submit the elements from timesheets and, when mandatory, receipts of expenditures (originals or certified copies).
		Points to follow, or requests for additional information will follow as appropriate electronically.
	Due date	15.11.2016 - 03.2017 - 07.2017 - 10.2017 - 02.2018 - 06.2018 - 08.2018 (see Partner Agreement Article 6.b page 4/10)
	Language(s)	EN
	Media that will be used (publication on paper, online, other (specify)	Publication on paper: Partner Agreement, deadlines, transnational meetings, projects' events, financial tools
	Number	3
	Number Title	3 Creation of the Project Steering Group
Output		Creation of the Project Steering Group Each partner organization specifically refers to a "permanent referent" who must participate in the kick-off seminar (and all meetings and conferences to follow) to be identified by each partner. All permanent referents made an instance called PSG

		meetings, on this occasion, may take place at a regular meeting if a transnational seminar is near, or by videoconference (like Skype) if a quick solution is required by the situation.
	Due date	During KICK-OFF meeting in Bordeaux (FR)
	Language(s)	EN
	Media that will be used (publication on paper, online, other (specify)	Joint Decision from Partners Legal Representatives
	Number	4
	Title	Management of time and Coordination
	Description	Time management, as rigorous coaching and monitoring individual and collective time, is under the responsibility of the project leader as coordinating organization (FR) but each partner is obliged to respect its deadlines (eg. Educational monthly report) and dedicated time (eg. preparation and organization of its transnational seminar).
		An agenda is annexed to the Partner Agreement (Annex VIII). All the (administrative, financial, educational, technical,) expectations and events are scheduled there for the whole period.
Output		Considering the importance of the project expectations and to respect the educational production, coordinator shall send monthly to permanent project' referents a form to complete very precisely on the progress of its work (time spent, discussed materials, samples of the outstanding,). This work is also seen as a contribution to the ongoing evaluation of the project quality.
		On the digital platform, with private access, each partner will file its ongoing work which will be available to all other partners and vice versa; individual and collective difficulties will clearly set out to find attached and shared answers within the consortium, first, or externally if necessary, bearing on the professional networks of partners'

		stakeholders.	
	Due date	From 01/09/2016 till 31/08/2018	
	Language(s)	EN	
	Media that will be used (publication on paper, online, other (specify)	Both	
	Number	5	
	Title	Progress and final reports	
	Description	This is to meet the contractual requirements of the French National Agency by producing at fixed deadlines administrative, financial, educational and technical returns of information.	
Output	Due date	31 August 2017 (Progress) and 31 October 2018 (Final)	
	Language(s)	EN	
	Media that will be used (publication on paper, online, other (specify)	Both	
	Project part	ners (and periodically National Agency)	
	Teaching staff		
	Prison staff		
	Social workers / educators / Probation officers		
	other Professionals working in prison		
Target groups/potential beneficiaries	Volunteers		
Deneticiaries	Prison managers		
	Policy makers		
	Magistrates Sentenced Inmates		
	Non nationa		
	Newly arrived inmates		
	'		

	Young sentenced adults <30 years old		
	Sentenced minors		
	Other (specify)		
	Institutions Local Regional National European		
	Public access (working platform, newsletter, etc.)		
Dissemination and upscaling	Media		
	Restricted to National Agencies, Commission services, project reviewers		
	Confidential (only for members of the consortium)		

Work package No. 2	Kick-off and Transnational Meetings
Work package type	 Management (including practical arrangements) ☑ Transnational meetings (including KICK-OFF) ☐ Preparation (including analysis, rationale of the "inspiring practice(s)" chosen, evidence of its effectiveness, etc.) ☐ Implementation (the substance of the work planned including testing, evaluating, adapting the "inspiring practice(s)" chosen, voluntary activities, training, etc.) ☐ Preparation of pedagogical activities, national symposiums and ending conferences (including practical arrangements) ☐ Quality Plan (including Evaluation) ☐ Dissemination and Communication (including description of the strategy for dissemination and upscaling the "inspiring practice(s)", awareness raising activities, etc.) ☐ Exploitation of results (including further dissemination and upscaling – in other sectors, areas, target groups, countries or regions, etc.; project sustainability, possible synergies with other programmes and funds, etc.)
Description and envisaged results	This is to ensure administrative coordination, financial and technical project on one hand and to ensure the proper progress of the project following the rhythm of the work program and also to articulate and monitor the coherence and substance of educational productions to achieve.
List of activities/tasks	Following up on educational productions tasks Meeting of the Project Steering Group for each TN meeting

	1		
	Validation of materials and working tools (management, coordination, production) Administrative and financial monitoring of the project		
	Estimated Sta	rt Date	Estimated End Date
Period	01/09/201		31/08/2018
	01/09/201		31/08/2018
Lead Partner	Euro-CIDES	5	
Contributing partners	ALL		
	Number	1	
	Title	Kick-off in Bordeaux (FR)	
Output	Description	 Integration of the objectives of CITI-VAL proand understanding of the aims Dates to fix for all transnational seminars Constitution of Project Steering Group Validation of all tools to be used for the exchof information and data between project partrand coordinator Consensual agreement on concepts' definition necessary for the creation of educational productions Working on ownership of tasks by partners Reminder of administrative and financial requirements 	
	Description	Each partner will have to prepare a presentation for the kick-off seminar that will set "his" situation regarding the issue, his previous experiences, methods of intervention and finally the problems it faces and why it needs to find targeted and crosscutting responses. The time dedicated to this work (from 2 to 3 hours per partner) will enable exchanges between partners, experience feedback on materials, links to existing, individual and collective expectation these presentations will contribute to draw up a base for the state of the art in situ as a platform to	

		recommendations.
	Due date	November 2016
	Language(s)	EN
	Media that will be used (publication on paper, online, other (specify)	Paper documents
	Number	2
	Title	All TRANSNATIONAL MEETINGS
		Each partner agrees to complete the management and staff timesheets or/and financial expenditures so to measure the progress and send it electronically each month end to the project coordinator.
		At each of the transnational seminars:
Output	Description	1 / a financial situation will be brought to the agenda:
		- collective point (through PSG meeting) to allow all partners to have a view of the budgetary situation as it stands,
		- developed by binomial (project manager / partner X) for first, settle any disputes and secondly, gather evidence with management and staff timesheets and/or receipts of expenditures (originals or certified copies).
		Additional items or information requests, may follow if necessary electronically.
		2 / an analytical work of educational productions underway and articulation to each other will be realized by all partners together.
		3 / the outline of the next meeting will be presented by the future hosting organization (the work having previously been prepared with the project coordinator).
	Due date	Please refer to the Partner Agreement' Annex VIII
	Language(s)	EN

	Media that will be used (publication on paper, online, other (specify)	Publication on paper
Country of activity	05.2017 (HU	J) - 09.2017 (ES) - 02.2018 (DE) - 08.2018 (TR)

Work package No. 3	Preparation of educational production and activities			
	Management (including practical arrangements)			
	Transnational meetings (including KICK-OFF)			
	Preparation (including analysis, rationale of the "inspiring practice(s)" chosen, evidence of its effectiveness, etc.)			
		ation (the substance of the work planned including testing, evaluating, spiring practice(s)" chosen, voluntary activities, training, etc.)		
Work package type	Preparation of pedagogical activities, national symposiums and ending conferer (including practical arrangements)			
	Quality Plan	(including Evaluation)		
		ion and Communication (including description of the strategy for nd upscaling the "inspiring practice(s)", awareness raising activities,		
	sectors, areas, t	Exploitation of results (including further dissemination and upscaling – in other sectors, areas, target groups, countries or regions, etc.; project sustainability, possible synergies with other programmes and funds, etc.)		
Description and envisaged results	Organizing working groups in each partner (productions)			
	Preparation of C1 and C2 educational activities			
Lead Partner	Euro-CIDES			
Contributing partners	ALL			
	Number	1		
	Title	Composition of production groups		
Output	Description	Each partner will have to meet, within its institution, a group consisting of professionals with experience for teaching and training pathway, educational production (teachers, trainers) but also specialty stakeholders in the matters of		

		philosophy, history, religion, civics Each group, made up of resource persons in their respective field of expertise, will be questioned as necessary on the methodology and content implemented for the realization of educational activities. The 5 organized groups find their legitimacy in the completion of productions.
	Due date	31/12/2016
	Language(s)	EN
	Media that will be used (publication on paper, online, other (specify)	Online exchanges between partners and coordinator
	Number	2
	Title	Composition of TEST groups
Output		Each partner will also organize, in each prison, a TEST group composed by detainees. Prison visits will be listed on the agenda of each transnational seminar to enable partners to meet each group of volunteers held to discuss with them the ongoing work and comments. To do this, we could take benefit from two experiments (one current, the other dating back
	Description	several years): - with the Spanish partner, it is the role and duty of elected representatives of inmates in decision-making bodies within the prison education,
		- with the French partner (project leader), it's a previous experience under Grundtvig program which was based on the training of volunteer evaluators taken from final beneficiaries (adults with mental disabilities); these evaluators were a group TEST whose comments were considered as expertise.
		These two experiences could be replicated and adapted to CITI-VAL project by each partner (in compliance with national cultures and rules of life in prison and ongoing security).

	Due date	31/12/2016
	Language(s)	EN
	Media that will be used (publication on paper, online, other (specify)	Online exchanges between partners and coordinator
	Number	3
	Title	Preparation for C1 and C2 educational activities
Output		This is to bring together representatives of national teaching teams (2 / country) supervised by a director / head of prison education service (1 / country) and the permanent referent for CITI-VAL project (1 /country).
	Description	While Directors/Heads of Service and permanent referents will contribute to the construction of the methodological structure, developing procedures, validation of an educational quality offer for the production of a "ready to use" 62 hours of educational activities, teaching teams will work in identifying materials for the realization of educational sessions (including also the modes of intervention -courses, discussion, readings,). They will also reflect together on in pairs and in cross productions (transnational production).
	Due date	June 2017 (C1/ES) and February 2018 (C2/DE)
	Language(s)	EN
	Media that will be used (publication on paper, online, other (specify)	Both

Work package No. 4	Preparation of educational production and activities			
Work package type	Management (including practical arrangements) Transnational meetings (including KICK-OFF) Preparation (including analysis, rationale of the "inspiring practice(s)" chosen,			

	evidence of its effectiveness, etc.)		
	Implementation (the substance of the work planned including testing, evaluating, adapting the "inspiring practice(s)" chosen, voluntary activities, training, etc.)		
	Preparation of pedagogical activities, national symposiums and ending conferences (including practical arrangements)		
	Quality Plan	(including Evaluation)	
	Dissemination and Communication (including description of the strategy for dissemination and upscaling the "inspiring practice(s)", awareness raising activities, etc.)		
	Exploitation of results (including further dissemination and upscaling – in other sectors, areas, target groups, countries or regions, etc.; project sustainability, possible synergies with other programmes and funds, etc.)		
Description and envisaged results	The expected results are: 1 - one existing state of the art in terms of existing educational resources in prisons on the topic of citizenship education 2 - one realization for 62 hours of thematic teaching activities		
Contributing partners	ALL		
	Number	1	
	Title	STATE of the ARTS: In prison, education for citizenship	
	Lead Partner	HU	
Output	Description	Collection of activities that have worked and/or experiments in progress. Even if one is not able to attest whether it's "good practices" or not, we can move towards inspiring practices both in the approach and in the content or the actors (and their roles). More than a collection, it is a presentation of the actions in terms of description and analysis that will possibly also consider elements that could be an impediment to success.	
		The interest of this preliminary work will provide a basis for future educational activity from a set of data analyzed as strengths, weaknesses, opportunities and threats. The HU partner will take care of organizing observations, and present strengths, weaknesses, opportunities to better prepare the basis of the work contained in O2 action.	

		Partners from different countries will, over the period, performed in two stages (09.2016/11.2016 and 12.2016/02.2017) harvesting own data to achieve the state of the art in terms of existing educational materials in each country and preparing the acquisition of citizenship values through public in closed spaces (or possible other public from priority education areas, for example). Over the period March/April 2017, the HU university will analyze the existing, measure the differences with the first results and formalize a two levels analysis (national, transnational) on
		practices and needs to be developed. This work will culminate in an academic conference in May 2017 which will be backed by a thematic transnational meeting.
	Period	From 01 March 2017 till 30 April 2017
	Language(s)	EN
	Media that will be used (publication on paper, online, other (specify)	Both
	Number	2
	Title	Digital teaching pack focusing on citizenship education to detainees
	Lead Partner	FR
Output	Description	The digital educational pack "ready to use" as envisaged include a methodological guide, educational activities (for a total of 62 hours of content organized into sections) and tools for professionals with the task of teaching the discipline.
		Each action corresponds to a pedagogical sequence: this is primarily to rank the themes around which organize these sequences (knowledge on institutions, media education, culture of commitment, secularism and religious

fact, understanding the role of rules and laws, preparing a moral conscience, exercise of critical judgment).

Different teaching approaches (forum, workshop, conference, argued debate, group production) will be offered in support of the various sequences.

Several disciplines will be involved: the fundamental teachings (reading, writing and arithmetic), the more specialized education (history, geography, foreign languages, philosophy, law, etc.) and the vocational learning (compliance framework, respect instructions, commitment to job) will aid in the explanation of civic values, the argumentation and critical thinking, the involvement into working group.

The project and the means to be implemented will contribute for designing the sequences and test their relevance.

From

- the educational process which is developed starting from the HU academic conference backed to a transnational meeting,
- the C1 educational activity that will meet the teaching teams from each partner country,

the construction of various teaching sequences can begin and continue over a period of one year, alternating tests in small groups (prisoners volunteers and teaching staff of the project), large group (teaching unit in prison with teachers / trainers) in each country.

The digital pack of 62 hours educational activities will consist of a methodological guide added to practical exercises and sequences decomposed as follows:

- 4 hours of domestic productions (x 5 partners)
- 4 hours of productions by teaching pairs (10 pairs) based on national realities and shared

		interests
		- 2 hours of transnational productions (5 partners together during C2 activity).
Pe	Period	From 01 June 2017 till 30 June 2018
Lá	.anguage(s)	EN
bi (p	Media that will be used publication on paper, online, other (specify)	Both with mail exchanges between partners and the lead partner

Work package No. 5	Extended meetings to debates and exchanges		
	Management (including practical arrangements)		
	Transnational meetings (including KICK-OFF)		
	Preparation (including analysis, rationale of the "inspiring practice(s)" chosen, evidence of its effectiveness, etc.)		
	Implementation (the substance of the work planned including testing, evaluating, adapting the "inspiring practice(s)" chosen, voluntary activities, training, etc.)		
Work package type	Preparation of pedagogical activities, national symposiums and ending conferences (including practical arrangements)		
	Quality Plan (including Evaluation)		
	Dissemination and Communication (including description of the strategy for dissemination and upscaling the "inspiring practice(s)", awareness raising activities, etc.)		
	Exploitation of results (including further dissemination and upscaling – in other sectors, areas, target groups, countries or regions, etc.; project sustainability, possible synergies with other programmes and funds, etc.)		
Description and envisaged results	It is a set of several periods of supervision and/or restitution of works on pedagogical resources at regional, national (in each partner country) or European levels		
Contributing partners	ALL		
Outrout	Number	1	
Output	Title	Academic conference	

	Lead Partner	HU
		The Hungarian partner as an academic partner is responsible for analyzing the state of the art that has been made in each of the partner countries.
	Description	Due to his previous experience in the field of social interventions in prison and in view of the work on this project in research, data analysis and recommendations made to partners in achieving digital pack with 62 hours of educational activities "ready to use", Hungarian partner will organize a communication on his work as an academic conference.
		The Hungarian partner invite beyond academics involved in the matter, representatives of the Ministry of Justice, Prison directions, prison education professionals.
	Due date	May 2017
	Place	HU
	Language(s)	EN
	Media that will be used (publication on paper, online, other (specify)	Both
	Number	2
	Title	Regional symposium
	Lead Partner	ES - FR - TR - DE
Output	Description	4 partners will organize a regional conference in +/- midterm project that will bring together a panel of operators in prisons (managers, teachers, therapists, religious actors, volunteers,) invested in the topic to work at the intersection of observations on the state of the art (existing) in terms of educational activities that promote learning civic values on one hand and on the other hand to work in workshops on recommendations regarding pre-conception of new pedagogical activities to achieve the "ready to use" digital pack

		for a duration of 62 hours.
	Due date	October 2017 (ES/FR) – December 2017 (TR) – February 2018 (DE)
	Language(s)	EN
	Media that will be used (publication on paper, online, other (specify)	Both
	Number	3
	Title	National conferences with EU videoconference
	Lead Partner	DE - ES - FR
Output	Description	It is important to note that 3 national conferences will be held simultaneously in three countries, including a coordinated videoconferencing dedicated to European speakers of interest in the thematic field (speaking English). Two representatives per partner conference will
		travel to testify to the European dimension on all 3 sites.
	Due date	June 2018
	Language(s)	EN
	Media that will be used (publication on paper, online, other (specify)	Both
	Number	4
Output	Title	Closing conference of CITI-VAL
	Lead Partner	TR
	Description	The final conference in Ankara (TR) will be backed in the last transnational meeting so that all partners can participate by giving all the necessary visibility to the event, the issue of secularism and citizenship values also requesting a significantly different treatment as in national conferences in

	DE-ES-FR partners.
Due date	August 2018
Language(s)	EN
Media that will be used (publication on paper, online, other (specify)	Both

Work package No. 6	EVALUATION PLAN
	Management (including practical arrangements)
	Transnational meetings (including KICK-OFF)
	Preparation (including analysis, rationale of the "inspiring practice(s)" chosen, evidence of its effectiveness, etc.)
	Implementation (the substance of the work planned including testing, evaluating, adapting the "inspiring practice(s)" chosen, voluntary activities, training, etc.)
Work package type	Preparation of pedagogical activities, national symposiums and ending conferences (including practical arrangements)
	Quality Plan (including Evaluation)
	Dissemination and Communication (including description of the strategy for dissemination and upscaling the "inspiring practice(s)", awareness raising activities, etc.)
	Exploitation of results (including further dissemination and upscaling – in other sectors, areas, target groups, countries or regions, etc.; project sustainability, possible synergies with other programmes and funds, etc.)
Description and envisaged results	Each educational activity as a component of an overall production to achieve (see "ready to use" digital educational pack of 62 hours activities) will be divided into sequences (form, content, testing, adjustment, validation) which will unitary then collectively integrated into the intra-sequence programming. For example, if a two hours educational activity requires three different subjects, it is not the teaching activity of two hours which will be scheduled but all three materials for times varying from one to the next but totaling the final two hours.
	An important work of "sequencing" (brought to the agenda of C1 and C2 educational activities) is dedicated to the organization of time and instances of educational achievements.

	This work essentially is dedicated to professional experts in educative design to cut sequences for their individual and joint programming and result in a pedagogical monitoring table as evaluation support.	
Contributing partners	ALL	
	Number	1
	Title	VALIDATION by TEST GROUPS
	Lead Partner	FR
Output	Description	Test groups (made up of volunteer prisoners) accompanied by teachers in prison (also volunteers) will support the qualitative assessment of the contents and forms.
	Due date	June 2018
	Language(s)	EN
	Media that will be used (publication on paper, online, other (specify)	Online questionnaire
	Number	2
	Title	SELF EVALUATION from PARTNERS
	Lead Partner	FR
Output	Description	After each transnational meeting, representatives of the project partners will have to meet a qualitative questionnaire.
	Due date	Max. 1 month after each seminar
	Language(s)	EN
	Media that will be used (publication on paper, online, other (specify)	Online questionnaire
Output	Number	3
Саграс	Title	EVALUATION from LOCAL GUESTS attending

		transnational seminars/symposiums/national conferences/ ending conference
	Lead Partner	FR
	Description	After each time to debate and exchange, participants must answer a qualitative questionnaire.
	Due date	On site
	Language(s)	EN
	Media that will be used (publication on paper, online, other (specify)	Publication on paper
Output	Number	4
	Title	EVALUATION from CRITICAL FRIENDS
	Lead Partner	FR
	Description	These are es-quality professionals who have agreed to witness the project development and periodically have to deliver their opinion on the work as performed (teaching resources, investment, project life,).
	Due date	Directly on site
	Language(s)	EN
	Media that will be used (publication on paper, online, other (specify)	Publication on paper

Work package No. 7	Communication Plan		
Work package type	Management (including practical arrangements) Transnational meetings (including KICK-OFF) Preparation (including analysis, rationale of the "inspiring practice(s)" chosen, evidence of its effectiveness, etc.)		

	Implementation (the substance of the work planned including testing, evaluating, adapting the "inspiring practice(s)" chosen, voluntary activities, training, etc.)
	Preparation of pedagogical activities, national symposiums and ending conferences (including practical arrangements)
	Quality Plan (including Evaluation)
	Dissemination and Communication (including description of the strategy for dissemination and upscaling the "inspiring practice(s)", awareness raising activities, etc.)
	Exploitation of results (including further dissemination and upscaling – in other sectors, areas, target groups, countries or regions, etc.; project sustainability, possible synergies with other programmes and funds, etc.)
	Each partner has, at its level and its functions, support means (educational meetings, conferences, peer meetings,) and professional networks (prison administrations, insertion and probation services, inspectorate,) on which to base the provision of information about the progress of the project, the possible use of complementary research (eg. for the state of the art) and the communication of results at the end of the project (presentation of "ready to use" digital educational pack for 62 hours of pedagogical activities).
	Thus,
Description and envisaged results	- at European and international level: the next conference of EPEA (European Prison Education Association), which meets every two years, coinciding with the periodicity of this project (01/09/2016 - 31/08/2018) is a powerful vector of communication insofar as participation of representatives of ministries, directors and deputies of prisons, insertion and probation counselors, teachers in prison from several continents (Europe, Africa, Oceania, America)
	- at the national level of the countries involved in the consortium partners, as public authorities, all belong to the ministries (justice, education) regardless of the form of territories (national but also eg. lander in DE, government in ES). They will be directly able to communicate on CITI-VAL through articles in internal newsletters and intranet or during work meetings, services or between departments.
	- at regional level, based on partners competences and countries, partners will disseminate the projects' results to stakeholders and other departments directly involved such as regional services of the prison administration, inspectorates, other prisons on the same intervention area (eg. in Turkey, management of the teaching units of the Ankara region in all

Contributing partners	educational institutions; in Germany, to all prisons under a single lander; in France, on the territory of Regional Teaching Unit,). - at local level, each partner -from its competence- has a set of interlocutors invested for the same content, whether inside prison (prison staff, teachers, social workers, volunteers,) or outside (probation services, labor market, social services and reintegration assistance,).	
	Number	1
	Title	Working platform
	Lead Partner	FR
Output	Description	Digital working platform is a documented space where to download all working materials, project reports, accomplishments, assessments, recommendations, Working documents submitted by the various partners will be brought online gradually with the development of the project, mainly in English (which is the work language) but there will be also supports translated into national languages from partners countries and possibly others (whether detainees communities who do not speak the national language required a specific translation to enable them to participate in data collection). A menu of different sections will facilitate consultation. Digital working platform will be operational at the beginning of the 3rd month of the project (which included Partner Agreement with each partner once signed). Hosted on the website of the coordinating organization (with links to partner sites), the interest of the platform is to guarantee maintenance and update beyond the mere completion of the project (the platform will be maintained and updated during the 3 years

		following the project end).
		Periodically, during the highlights of the project (kick-off, signing of Partner Agreements, questionnaires to the two target groups, analysis, experimentation, production,), the digital platform will be prepared for a communication to professional contacts from many EU countries (not only those of the consortium) dressed on a mailing list enlarged from previous European projects, contact seminars and thematic conferences (yet -to be completed by new CITI-VAL partners- about 650 active electronic addresses).
	Due date	2 years project starting end of 2016 + 3 years after the project end in 08.2018
	Language(s)	EN
	Media that will be used (publication on paper, online, other (specify)	Online
	Number	2
	Title	Set of supports for communication
	Lead Partner	TR
Output		This is to acquire an image (logo) and a communication kit for various events of the CITI-VAL project.
	Description	The logo will appear first on the digital platform but also on all reports and working papers (program, questionnaire, analysis,) related to the project. This logo will be coupled with that of the ERASMUS + program and with compulsory references to EU grants.
		The poster, leaflet, bookmark, USB key, cardboard folder, will be distributed to participants of symposiums (academic, regional) and national conferences.
	Due date	From November 2016 till August 2018

	Media that will be used (publication on paper, online, other (specify)	Publication on paper
	Number	3
	Title	GLOSSARY
	Lead Partner	FR
Output	Description	This is a continuing work undertaken over different projects on the theme of education in prison and the results (digital / e-book publications) will appear on the digital platform of CITI-VAL.
		An overview from previous project results is already available by following the link http://www.esm-project.euro-cides.eu/news/news.php
		The enrichment of thematic vocabulary in the glossary is a matter for each / all partners. HU partner will be asked to complete translation of the existing document so as to constitute a new version of the collection.
		Apart from this project, we will seek free solutions (previous partners or other projects) to translate the updating of the glossary in MT and NL languages not represented in CITI-VAL.
	Due date	From January 2017 till August 2018
	Language(s)	EN
	Media that will be used (publication on paper, online, other (specify)	e-book

Work package No. 8	Use of Projects' Results	
Work package type	Management (including practical arrangements) Transnational meetings (including KICK-OFF)	

	Preparation (including analysis, rationale of the "inspiring practice(s)" chosen evidence of its effectiveness, etc.)		
	Implementation (the substance of the work planned including testing, evaluating adapting the "inspiring practice(s)" chosen, voluntary activities, training, etc.)		
		of pedagogical activities, national symposiums and ending conferences cal arrangements)	
	Quality Plan	(including Evaluation)	
	<u> </u>	tion and Communication (including description of the strategy for nd upscaling the "inspiring practice(s)", awareness raising activities,	
	sectors, areas,	of results (including further dissemination and upscaling – in other target groups, countries or regions, etc.; project sustainability, possible ther programmes and funds, etc.)	
	its participa the "Partn organization (activity of	consortium partners is a network link and as such tion in the dissemination of results is mentioned in er Agreement" signed with the coordinating of the project. A specific point on communication ten poor in the project dynamics) will be done at any to ensure regular dissemination of the project's	
Description and envisaged results	a material and the first section of the companion and the companio		
Contributing partners	ALL		
	Number	1	
	Title	EPEA Conference for 2017	
Output	Lead Partner	FR	
	Description	EPEA means European Prison Education Association. Teachers in prison, but also prison	

	staffs and managers from all parts of the world (United States, Australia, Africa, Middle East, and Europe for sure) meet every two years. Plenary sessions as well as workshops coordinated by stakeholders are organized and we will take this opportunity to present CITI-VAL and ask for contributions in the state of arts focusing on education to citizenship values.
Due date	2017
Language(s)	EN
Media that will be used (publication on paper, online, other (specify)	On site

Euro-CIDES (FR) as Beneficiary/Coordinator

Ministerium der Justiz Rheinland-Pfalz (DE) as Partner

Elie Charrier, President As legal representative

Thomas MESSER, Co-head Department As legal representative

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