



A. GENERAL INFORMATION

Before completing this form, please read the relevant sections in the 2013 Call for Proposals published by the European Commission and by your National Agency and the Lifelong Learning Programme Guide for 2013 which contain additional information e.g. the specific priorities for that year. Links to these documents and further information such as frequently asked questions can be found on the Lifelong Learning Programme website:

http://ec.europa.eu/education/llp/doc848_en.htm

and on your National Agency website, whose address is available upon selecting the National Agency in the field below.

This application form should be completed by the applicant of the proposed Transfer of Innovation project, in cooperation with the planned partners. The application must be submitted to the National Agency of the country of the applicant by 31 January 2013. Use the "Eligibility Checklist" in section F below in this application form.


In accordance with standard European Commission practice, the information provided in your application form may be used by the Commission to evaluate the Lifelong Learning Programme. The relevant data protection regulations will be respected.

B. SUBMISSION

B.1. CONTEXT

| | |
|----------------------|--|
| Programme | LIFELONG LEARNING PROGRAMME |
| Sub-programme | LEONARDO DA VINCI |
| Action | LEONARDO DA VINCI Transfer of innovation |
| Deadline | 31-01-2013 |
| Application language | EN - English |
| Project duration | 24 months |

B.2. PROJECT IDENTIFIERS

| | |
|-----------------|--|
| Project title | Social Responsible Investment - Training Course |
| Project acronym | SRI |
| Applicant name | Österreichische Gesellschaft für Umwelt und Technik |
| Submission id | |
| Form id | 4A7B2E2E |
| Form hash code |  4A7B2E2EE27481A6 |



B.3. NATIONAL AGENCY

| | |
|----------------|---|
| Identification | AT1 LLP (OEAD) |
| Postal address | Nationalagentur Lebenslanges Lernen (OeAD GmbH) Ebendorferstraße 7 1010 Wien Austria |
| Email address | lebenslanges-lernen@oead.at |
| Helpdesk | leonardo-innovationstransfer@oead.at |
| Website | www.lebenslanges-lernen.at |



B.4. SUMMARY

Limit 3000 characters, should be provided in EN, FR or DE.

The summary will be used as the general description of your project throughout the evaluation procedure and, should the proposal be successful, as the published abstract of the project. It must summarise the key issues covered in your proposal, notably:

- The reason for the project (the main problem being tackled)
- The main aims and objectives of the projects
- The characteristics of the consortium that will implement the proposal
- A general description of the tangible and intangible outcomes
- The impact envisaged

Not only since the 2008/09 world financial crisis sustainable - ecological and social criteria - have become a more and more important factor of modern financial businesses. The application of criteria aiming at environmental stewardship, consumer protection, human rights and diversity is equally called for by the European Commission supporting to integrate non-financial information into investment decisions.

However, today most financial advisors are not able to consult clients in an adequate way. To this end, the "SRI-project" intends to transfer a training course and educational material for European financial consultants to raise their skills and competences on sustainable/ethical investment. The main basis of this project is the already existing SRI training course in Austria which is successfully running since 2010 with yearly reiteration. Other consortium partners offer less comprehensive educational units on the topic and intend to significantly upgrade these offers by the Austrian course respectively the common European course resulting from this project.

The main tangible result will include a concerted training-course curriculum for SRI, consisting of a homogenous core-component and additional modules, adapted to the social cultural, political and legal aspects of SRI respective national market specifics of the partner countries. Further results include an SRI examples database, which will also be used within the training courses and essentially support the exchange of knowledge and experiences, improved learning and networking among the national SRI agencies involved.

The benefits of a European cooperation are to promote the idea of SRI with its typical cross-border nature of financial transactions and learning from the project partners about different SRI approaches.

The multi-national consortium, consisting of nine organisations specialised in SRI for their respective markets, covers 7 countries, namely Austria, Belgium, England, France, Germany, Switzerland and Sweden, comprises of all necessary competences, and a clear picture how to implement the course in the long run not only in their home countries.

The impact of the project is personalized in the form of financial advisors adequately equipped with competences for responding to and anticipating the future challenges of the financial market. They will be able to offer qualified SRI-consulting for their clients which finally leads to a higher demand for SRI investments in return raising the supply of these financial products. The long-term impact and EU added value is the project's valuable contribution to sustainable development, knowledge society and competitiveness by strengthening SRI within Europe.

B.5. PARTNERS

Number of partners

| Role | Name | Country | Type of organisation | Legally authorised person |
|---------------------------------|---|--------------|--|---------------------------|
| Applicant co-ordinator (CO-APP) | Österreichische Gesellschaft für Umwelt und Technik | AT - AUSTRIA | Non profit / Non governmental organisation (NFP-NGO) | Gerlinde Wimmer |
| Core partner (PA-CORE) | akaryon Niederl & Bußwald OG | AT - AUSTRIA | SME (ENT-SME) | Franz Niederl |



| Role | Name | Country | Type of organisation | Legally authorised person |
|------------------------|---|---------------------|--|------------------------------|
| Core partner (PA-CORE) | Forum Nachhaltige Geldanlagen e.V. | DE - GERMANY | Non profit / Non governmental organisation (NFP-NGO) | Volker Weber |
| Core partner (PA-CORE) | UK Sustainable Investment and Finance Association | UK - UNITED KINGDOM | Non-profit associations (NFP-ASC) | Penny Shepherd |
| Core partner (PA-CORE) | Novethic | FR - FRANCE | Non profit / Non governmental organisation (NFP-NGO) | Anne-Catherine HUSSON-TRAORE |
| Core partner (PA-CORE) | Universiteit Gent | BE - BELGIUM | Non-university higher education (EDU-HE) | Paul VanCauwenberge |
| Core partner (PA-CORE) | Schweizerisches Institut für Finanzausbildung (SIF) | CH - SWITZERLAND | University or higher education institution (tertiary level) (EDU-UNIV) | Bernhard Koye |
| Core partner (PA-CORE) | ECOEFFEKT GMBH | DE - GERMANY | Company (services) (ENT-COMPser) | Jörg Weber |
| Core partner (PA-CORE) | Ethix SRI Advisors AB | SE - SWEDEN | Consultancy (CONS-CNST) | Ulrika Hasselgren |



C. ACTORS IDENTIFICATION

C.1. INSTITUTION / ORGANISATION

Partner number

PO

C.1.1. ORGANISATION

Role

Applicant co-ordinator (CO-APP)

Full legal name (national language)

Österreichische Gesellschaft für Umwelt und Technik

Full legal name (latin characters)

Österreichische Gesellschaft für Umwelt und Technik

Acronym

ÖGUT

National id (if requested by the NA)

Type of organisation

Non profit / Non governmental organisation (NFP-NGO)

Commercial orientation

Not for Profit (NP)

Scope

national (N)

Legal status

public (PB)

Economic sector

M72 - Scientific research and development

Size (staff)

staff 21 to 50

Legal address

Hollandstraße 10/46

Postal code

1020

City

Vienna

Country

AT - AUSTRIA

Region

AT13 - Wien

Telephone 1

+43/1/315 63 93 - 14

Telephone 2

+43/1/315 63 93 - 30

Fax

+43/1/315 63 93 - 22

Email

office@oegut.at

Website

www.oegut.at



C.1.2. CONTACT PERSON

| | |
|--|--|
| Title | PhD |
| First name | Katharina |
| Family name | Sammer |
| Department | Green Investment |
| Position | Senior Scientific Researcher and Project Manager |
| <input checked="" type="checkbox"/> Same address as the organisation | |
| Telephone 1 | +43/1/315 63 93 - 14 |
| Telephone 2 | +43/1/315 63 93 - 30 |
| Mobile | 004369912290290 |
| Fax | +43/1/315 63 93 - 22 |
| Email | katharina.sammer@oegut.at |



C.1.3. PERSON AUTHORISED TO LEGALLY COMMIT THE PARTICIPANT (LEGAL REPRESENTATIVE)

| | |
|--|--------------------------|
| Title | Mrs. |
| First name | Gerlinde |
| Family name | Wimmer |
| Department | executive board |
| Position | General Secretary |
| <input checked="" type="checkbox"/> Same address as the organisation | |
| Telephone 1 | +43/1/315 63 93 - 13 |
| Telephone 2 | +43/1/315 63 93 - 10 |
| Mobile | |
| Fax | +43/1/315 63 93 - 22 |
| Email | gerlinde.wimmer@oegut.at |

C.1.4. OBJECTIVES AND ACTIVITIES OF THE ORGANISATION

General description of the organisation: size, scope of work, areas of specific expertise and competence in relation to the project proposed. Limit: 1000 characters.

The Austrian Society for Environment and Technology (OeGUT) is a non profit organisation, formed in 1985 as a scientific platform for environment, economy and administration with the goal to overcome communicational barriers in the conflict areas of economy and ecology.

Due to the membership of around 85 organisations from ministries (e.g. Ministry of Economics and Labour, Ministry of Life), public authorities (e.g. Municipality of Vienna), private industry and enterprises (e.g. Siemens Austria, Raiffeisen Zentralbank Österreich AG, Oesterreichische Kontrollbank AG, Erste Group Bank AG), interest groups (e.g. Chamber of Commerce), environmental organisations (e.g. Greenpeace, WWF, Global 2000) and professional individuals, OeGUT has the best preconditions for networking, preparation and providing of competent information and innovative and best-practice example for sustainable financing and green investment. ÖGUT also hosts the Austrian platform for "Ethical-ecological investment".

Role of the participant organisation in the proposed project. Limit: 1000 characters.

Acting as the Applicant Coordinator, ÖGUT will be responsible for the overall management and coordination of the consortium. ÖGUT therefore holds the Lead of Work Package (WP) 1, aiming at effectively executing all management tasks associated with the project in order to ensure that the project will be executed and completed successfully, within the given time frame and budget constraints.

Further, ÖGUT holds the core innovation, the Austrian national SRI-training course, successfully running since 2010 and provides this as the basis for the Transfer of Innovation. ÖGUT can thereby rely on three years of experience in SRI-related education methodology, and has an in-depth understanding of the Austrian country-specifics of Social Responsible Investment.

ÖGUT will also lead WP2, focusing on the preparation of the SRI training course, reviewing the existing curricula towards the elicitation of a common core for the future curriculum and drafting the specific national modules.

Skills and expertise of key staff involved in the project. Limit: 5000 characters.



Gerlinde Wimmer is the ÖGUT General Secretary. Besides personnel and budget management responsibilities, her duties include the lead of ÖGUT working groups, Support and networking of members and public appearances (speeches, moderation of public events etc.) Her professional focus thereby lies in the fields of Sustainable Financial Market, based on her long-year experience as a Consultant for „Employee benefits“(GrECo International AG) her position as Consultant for process optimisation, Financial market (KPMG Consulting GmbH) and her involvement as Head of “Employee benefits” department, (BAWAG Insurance) and Head of contract & customer services (Skandia Austria Holding AG) Her background educations includes studies of business administration, WU Vienna, a Diploma for „systemic business coach” and a Diploma for „integrated CSR management“.

Katharina Sammer holds a PhD in economy and ecology from the University St.Gallen, Switzerland. She also studied environmental system sciences majoring in economics at the Karl-Franzens-University, Graz. She is employed in ÖGUT since 2008 as a senior scientific researcher, following her earlier appointments as environment and energy consultant in the Parliamentary Club of the Green Party. Her key activities in ÖGUT focus on Sustainable finance, ethical-ecological investments and CSR and sustainability reporting. Her publications include subjects such as financing of Biomass related projects, the influence of eco-labeling on consumers buying behaviour and evaluation of the swiss energy-chain via Discrete-Choice-Experiments. She is further an appointed reviewer for "Greener Management International" – The Journal of Corporate Environmental Strategy and Practice.

Daniel Gitau Baumgarten, holds a degree in Ecological Energy Technologies. He is a scientific project manager at ÖGUT, focusing on knowledge- and communication management. As a native-english speaker, his expertise is relied upon in EU Projects such as EcoWeb and BuildUp (both FP7) where he acts as team leader, responsible for the multiplication and dissemination of research results and as an information analyst. He is also a long-year teammember in the counseling team of the austrian climate-active programme, encouraging and promoting ecological measures for CO2 reduction, works as a consultant for the ÖGUT working group for banks and insurances, has long year experience in preparing and teaching curricula for adults and students in multiple fields and further functiones as the main contact point for all Web2.0 related dissemination activities of ÖGUT, including video based documentation, dissemination and education. He also manages the public Multimedia Library of ÖGUT.

Susanne Hasenhüttl studied environmental sciences majoring in economic and wrote her master thesis focusing on the regional-economic and ecological importance of sustainable energy technologies in the framework of the eco-cluster Eastern Styria. Prior to her employment at ÖGUT, she worked as project-related employee of the project management group of the Vienna University of Economics and Business Administration. At ÖGUT, her key activities include CSR and Sustainability Reporting, Sustainable finance – ethical-ecological investments, Sustainable consumption and Eco-economic instruments.

Thomas Sturm studied Environment and Bio-Resource Management at the University of Natural Resources and Life Sciences in Vienna. He also graduated an evening school for electrical engineering with a focus on renewable energies. His key activities at ÖGUT lie in the fields of natural Ressources, Sustainable Consumption Renewable Energies. Selected Publications include international research in the field of ecological building site management, full-cycle-cost analysis of heating systems for single family homes and his thesis, focusing on potentials of renewable energies to cover the austrian net energy demand. He is further dedicated with the analysis of sustainability criteria for SRI funds.

C.1.5. BACKGROUND/EXPERIENCE

Please indicate similar or related projects funded by the LLP programme and/or its former programmes or funded by other similar programmes in the last five years.

| Year | Programme | Type of activity | Agreement number | Organisation | Title of the project | Website |
|------|-----------|------------------|-----------------------------|---|---|---------|
| 2007 | IEE | | EIE / 07 / 259 / SI2.466712 | ÖGUT | Establishment of a cooperation network of passive house promoters- PASSNET | |
| 2008 | FP7 | | NMP2-ER-2008-219395 | Centre Scientifique et Technique du Batiment - CSTB | Strategic network of RDI Programes in Construction and Operation of Buildings | |



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|------|-----|--------------------|-------------------------|---|---|---|
| 2010 | LLP | | DE/10/LLP-LdV/TO/147322 | Technische Universität Dortmund | Improving Gender Equality Competences of Persons Responsible for Personnel Development in Private Enterprises and Higher Education | http://www.gender-competence.eu/ |
| 2010 | FP7 | FP7-NMP-2010-CSA-4 | 267024 | Centre Scientifique et Technique du Batiment - CSTB | Multi-stakeholder, Cross-sectorial, Collaborative long term Research & Innovation Road Map to overcome Technological and Non-technological barriers towards more energy-efficient buildings & districts | http://www.buildingup-e2b.eu/ |
| 2011 | FP7 | ENV.2011.3.1.9-4 | 282864 | Eutema Technology Management GmbH. & Co KG. | EcoWeb - a dynamic e-dissemination platform for EU eco-innovation research results | http://www.ecoweb.info/ |

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C.1.6. PROJECT ORIGIN

Is the organisation's involvement in this application the result of:

Other (OTH)

Other - Please state the source

Idea derived because of the already existing in-house innovative training course.

C.1.7. INVOLVEMENT IN OTHER APPLICATIONS

Details of other LLP applications in this selection year in which the institution / organisation is involved:

| Project type | Acronym | Project title | Applicant organisation |
|----------------------|----------------------|----------------------|------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

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C.2. INSTITUTION / ORGANISATION

Partner number

P1

C.2.1. ORGANISATION

Role

Core partner (PA-CORE)

Full legal name (national language)

akaryon Niederl & Bußwald OG

Full legal name (latin characters)

akaryon Niederl & Bußwald OG

Acronym

Akaryon

National id (if requested by the NA)

175741v

Type of organisation

SME (ENT-SME)

Commercial orientation

For profit (P)

Scope

european (E)

Legal status

private (PR)

Economic sector

J62 - Information technology service activities

Size (staff)

staff 1 to 20

Legal address

Grazer Straße 77

Postal code

8665

City

Langenwang

Country

AT - AUSTRIA

Region

AT22 - Steiermark

Telephone 1

+43-3854-25099

Telephone 2

Fax

+43-3854-25098

Email

info@akaryon.com

Website

www.akaryon.com



C.2.2. CONTACT PERSON

| | |
|--|---------------------|
| Title | Dr |
| First name | Franz |
| Family name | Niederl |
| Department | |
| Position | CEO |
| <input checked="" type="checkbox"/> Same address as the organisation | |
| Telephone 1 | +43-3854-25099 |
| Telephone 2 | |
| Mobile | +43-699-10116694 |
| Fax | |
| Email | niederl@akaryon.com |



C.2.3. PERSON AUTHORISED TO LEGALLY COMMIT THE PARTICIPANT (LEGAL REPRESENTATIVE)

| | |
|--|---------------------|
| Title | Dr |
| First name | Franz |
| Family name | Niederl |
| Department | |
| Position | CEO |
| <input checked="" type="checkbox"/> Same address as the organisation | |
| Telephone 1 | +43-3854-25099 |
| Telephone 2 | |
| Mobile | +43-699-10116694 |
| Fax | |
| Email | niederl@akaryon.com |

C.2.4. OBJECTIVES AND ACTIVITIES OF THE ORGANISATION

General description of the organisation: size, scope of work, areas of specific expertise and competence in relation to the project proposed. Limit: 1000 characters.

Akaryon is a research based SME combining knowledge in Mathematics, Statistics, ICT and Sustainability/Corporate Responsibility of the their staff. It focusses on accessible web-based science communication, educational and evaluation tools including questionnaires and automated quantitative and qualitative analyses. Its ICT knowledge has already proofed to yield considerable synergies and high efficiency in learning and teaching projects on national and EU level, for example in CLIPMA – Training course for municipal climate protection managers in Central Europe. 2011-1-AT1-LE005-04880 Leonardo Innovation Transfer www.clipma.eu
 Akaryon currently works with a staff of 10 highly motivated, complementarily skilled and experienced people. Membership in numerous relevant academic and business networks on national and international level ease dissemination activities and ensures high impact.

Role of the participant organisation in the proposed project. Limit: 1000 characters.

With its IT and sustainability competence, akaryon will be responsible for the design and development of the project website (completely barrier-free) aiming for high visibility of the project and its results in the internet. This will be supported by search engine optimization of the website programming code as well as by accompanying measures like Social Communities / Webx.0 activities, management and small cost-efficient web campaigns (WP7).
 Furthermore, akaryon will implement a web-based project management system to support efficient communication and information exchange among the project partners (WP1).
 Most importantly, akaryon will support the consortium in the establishment of web-based example database (WP3) and the eLearning platform including evaluation features for the training course of this project. (WP4)
 The team working on this project has been selected due to the complementary competences and has a perfect gender equality balance.



Skills and expertise of key staff involved in the project. Limit: 5000 characters.

DI Dr. Franz Niederl, manager
born in 1967, PhD in 'technical mathematics' (informatics, economics, statistics) and postgraduate degree in 'technological protection of the environment' (environmental planning, air pollution) at the University of Technology in Graz / Austria. He is senior expert with more than 15 years of experience in the fields of informatics, graphical and world wide web informatics ('EDP-based environmental management' and 'emission catastrofer', MISSION-Multi Image Synergistic Satellite Information for the Observation of Nature). Niederl has published numerous international publications and since 2000 he is also professor for new media at FH Joanneum Styria for the degree programs Internet Technology, Software Engineering and Advanced Security Engineering of the FH JOANNEUM, Graz.

Within this project, he will coordinate the software development process, integrate the eLearning perspective and is responsible for selection of the best suited IT technology.

DI Petra Bußwald, manager/researcher
born in 1968, holds a degree in 'technical mathematics' (informatics, economics, statistics) and 'technical protection of the environment' from the University of Technology in Graz / Austria; where she also worked in research projects. After a phase of employment at an environmentally oriented ICT company, in 1999 she founded akaryon together with Franz Niederl, a research colleague, based on former multi-year cooperation. Since 2008 Bußwald is also head of Forschungsgesellschaft SOL (research for sustainable life-styles) and as such works in close relation with the NGO SOL, dedicated to sustainable education. Experiences with SOL and akaryon are both very valuable for this project, in which she will be mainly responsible for specification of tools' requirements, working at the interface of consortium partners and IT development.

Martin Buchmayr, technical staff
born in 1987, holds a Bachelor of Science degree in Internet Technologies and currently applies the Master course in IT Security. He is Junior software developer, with broad experiences in project management and evaluation tools. For example, he is currently lead programmer in the lifelong learning project CLIPMA.

He will be responsible for implementing project management tool, website and evaluation tools for this project.

Martina Freitag, technical staff
born in 1984, completed an IT oriented school in 2004 and has since then made extensive experiences in internet software development. Her diploma was on eLearning tools and she is at the moment implementing the eLearning platform for the CLIPMA project. She will be responsible for implementing the examples database and the eLearning platform for this project.

Gertrude Mauerbauer, assistant
born in 1966, is our well-experienced assistant. Building on her correspondent experiences in the CLIPMA project, she will be mainly responsible for user support including training and manuals, search engine optimization, web dissemination, documentation and administration.

C.2.5. BACKGROUND/EXPERIENCE

Please indicate similar or related projects funded by the LLP programme and/or its former programmes or funded by other similar programmes in the last five years.

| Year | Programme | Type of activity | Agreement number | Organisation | Title of the project | Website |
|------|-----------|------------------------------|------------------------|-------------------------|--|---------------|
| 2011 | LLP | Leonardo Innovation Transfer | 2011-1-AT1-LEO05-04880 | Klimabündnis Österreich | CLIPMA – Training course for municipal climate protection managers in Central Europe | www.clipma.eu |



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|------|--------------------|------------------|--------|---------|--|-----------------|
| 2012 | Neue Energien 2020 | Reserach/Service | 834668 | akaryon | Kommunaler Klimaschutz -Aktionsplan für Österreich, Umsetzung von Klimatechnologien in Gemeinden | www.komklima.at |
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C.2.6. PROJECT ORIGIN

Is the organisation's involvement in this application the result of:

Other (OTH)

Other - Please state the source

previous successfull cooperation with the coordinator ÖGUT, previous experience in IT for education and sustainability

C.2.7. INVOLVEMENT IN OTHER APPLICATIONS

Details of other LLP applications in this selection year in which the institution / organisation is involved:

| Project type | Acronym | Project title | Applicant organisation |
|-------------------------------------|---------|---------------|------------------------|
| Leonardo, Development of Innovation | | | Donau Soja |

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C.3. INSTITUTION / ORGANISATION

Partner number

P2

C.3.1. ORGANISATION

Role

Core partner (PA-CORE)

Full legal name (national language)

Forum Nachhaltige Geldanlagen e.V.

Full legal name (latin characters)

Forum Nachhaltige Geldanlagen e.V.

Acronym

FNG

National id (if requested by the NA)

Vereinsregister Nr. 12134

Type of organisation

Non profit / Non governmental organisation (NFP-NGO)

Commercial orientation

For profit (P)

Scope

european (E)

Legal status

private (PR)

Economic sector

S94 - Activities of membership organizations

Size (staff)

staff 1 to 20

Legal address

Rauchstr. 11

Postal code

10787

City

Berlin

Country

DE - GERMANY

Region

DE3 - BERLIN

Telephone 1

0049-30-264 70 511

Telephone 2

0049-30-264 70 544

Fax

0049-30-262 70 04

Email

office@forum-ng.org

Website

www.forum-ng.org



C.3.2. CONTACT PERSON

| | |
|--|--------------------|
| Title | |
| First name | Claudia |
| Family name | Tober |
| Department | |
| Position | Executive Director |
| <input checked="" type="checkbox"/> Same address as the organisation | |
| Telephone 1 | 0049-30-264 70511 |
| Telephone 2 | |
| Mobile | 0049-178-7100 740 |
| Fax | 0049-30-262 70 02 |
| Email | tober@forum-ng.org |



C.3.3. PERSON AUTHORISED TO LEGALLY COMMIT THE PARTICIPANT (LEGAL REPRESENTATIVE)

| | |
|--|---------------------------------|
| Title | |
| First name | Volker |
| Family name | Weber |
| Department | |
| Position | Chair of the Board of Directors |
| <input checked="" type="checkbox"/> Same address as the organisation | |
| Telephone 1 | 0049-30-264 70 44 |
| Telephone 2 | |
| Mobile | 0049-175-4656911 |
| Fax | |
| Email | weber@forum-ng.org |

C.3.4. OBJECTIVES AND ACTIVITIES OF THE ORGANISATION

General description of the organisation: size, scope of work, areas of specific expertise and competence in relation to the project proposed. Limit: 1000 characters.

Forum Nachhaltige Geldanlagen (FNG), founded in 2001, is the industry association promoting sustainable investment in Germany, Austria and Switzerland. It has over 140 corporate members, including banks, investment management companies, insurance companies, rating agencies, investment companies, asset managers, financial advisers and NGOs, and around 20 individual members. The aims of FNG are:
 To provide comprehensive and up-to-date information to the general public, to investors and to decision-makers in the realms of politics, business and academia.
 To increase awareness of sustainable investment in the financial sector and amongst the general public.
 To highlight the positive impact of sustainable investment on the direction of social and environmental change.
 To encourage networking between the relevant players.
 To take an active part in promoting the development, transparency and quality of sustainable financial products.
 To help shape the necessary political, legal and economic

Role of the participant organisation in the proposed project. Limit: 1000 characters.

FNG with its broad network in the German-speaking financial sector and long-year experience in promoting Sustainable Investment in Germany will contribute its knowledge, experience and network to help build up the SRI training course curricula. FNG will also host one of the consortium meetings in Germany, conduct one of the pilot-training courses and participate in the projects overall development. Furthermore, FNG will also carry out lead responsibility for the dissemination and exploitation of the projects results, as described in Work package 7.

Skills and expertise of key staff involved in the project. Limit: 5000 characters.

Claudia Tober is the Executive Director of Forum Nachhaltige Geldanlagen, for Austria, Germany and Switzerland.



She studied economics with an emphasis on environmental economics at the University of Hamburg and the Berlin University of Technology. She obtained her diploma in economics in 1998.

After her studies she worked for several years as consultant in a public network institution on transport technologies. There, she was responsible for several national and european projects on sustainable transport systems, benchmarking, designs on pricing schemes and infrastructure analysis. She created several networks of SME's and groups for R&D activities.

In 2002 she joined the staff at the German parliament, where she was a consultant for different Members of Parliament. She worked closely with the financial committee of the Deutschen Bundestag. She has been the consultant for the financial spokesman, working on different themes of financial policy and managing sustainable investment strategies and consumer protection. In March 2009, she joined the FNG as Executive Director. Since 2009 she is in the Board of Directors of Eurosif, since 2011 Vice-President of Eurosif (the European Sustainable Investment Forum).

Gesa Vögele joined FNG, the Sustainable Investment Forum for Austria, Germany and Switzerland, in 2010. As a Market and PR officer, she is responsible for press work, communication and tasks that refer to the sustainable investment market such as the Transparency Code for sustainable investment funds. Before FNG, Gesa Vögele worked as an editor in a publishing house where she was in charge of a monthly magazine dealing with education issues. He gathered first experiences in the range of sustainable investments in 2004 during an internship at the NGO Südwind. She holds a degree in economics from the University of Cologne and is a trained journalist.

Simon Dittrich is the Organisation and Policy Officer of Forum Nachhaltige Geldanlagen, the German, Switzerland and Austrian Sustainable Investment Forum (SIF).

He studied Political Science at the Otto Suhr Institute of the Free University of Berlin and graduated with diploma. While his studies he accumulated some work experience in different branches like the building business, metal industrie and environment services.

After a three months internship at a berlin based Agency for consumer communication he joined FNG (2009) for an internship. Then he supported FNG as a student assistant. In Juni 2011 he completed his studies with a diplom thesis about public utilities and environmentally friendly energy production.

C.3.5. BACKGROUND/EXPERIENCE

Please indicate similar or related projects funded by the LLP programme and/or its former programmes or funded by other similar programmes in the last five years.

| Year | Programme | Type of activity | Agreement number | Organisation | Title of the project | Website |
|------|-----------|------------------|------------------|--------------|----------------------|---------|
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C.3.6. PROJECT ORIGIN

Is the organisation's involvement in this application the result of:

Other (OTH)

Other - Please state the source

contacted by Ögut (applicant coordinator)

C.3.7. INVOLVEMENT IN OTHER APPLICATIONS

Details of other LLP applications in this selection year in which the institution / organisation is involved:

| | | | |
|--------------|---------|---------------|------------------------|
| Project type | Acronym | Project title | Applicant organisation |
|--------------|---------|---------------|------------------------|



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C.4. INSTITUTION / ORGANISATION

Partner number

P3

C.4.1. ORGANISATION

Role

Core partner (PA-CORE)

Full legal name (national language)

UK Sustainable Investment and Finance Association

Full legal name (latin characters)

UK Sustainable Investment and Finance Association

Acronym

UKSIF

National id (if requested by the NA)

Type of organisation

Non-profit associations (NFP-ASC)

Commercial orientation

Not for Profit (NP)

Scope

national (N)

Legal status

private (PR)

Economic sector

K66 - Other financial activities

Size (staff)

staff 1 to 20

Legal address

Holywell Centre, 1 Phipp Street

Postal code

EC2A 4PS

City

London

Country

UK - UNITED KINGDOM

Region

UKI1 - Inner London

Telephone 1

+44 (0) 20 7749 9950

Telephone 2

Fax

Email

info@uksif.org

Website

www.uksif.org



C.4.2. CONTACT PERSON

| | |
|--|--------------------------|
| Title | Ms |
| First name | Penny |
| Family name | Shepherd |
| Department | |
| Position | Chief Executive |
| <input checked="" type="checkbox"/> Same address as the organisation | |
| Telephone 1 | +44 (0) 20 7749 9950 |
| Telephone 2 | |
| Mobile | |
| Fax | |
| Email | penny.shepherd@uksif.org |



C.4.3. PERSON AUTHORISED TO LEGALLY COMMIT THE PARTICIPANT (LEGAL REPRESENTATIVE)

| | |
|--|--------------------------|
| Title | Ms |
| First name | Penny |
| Family name | Shepherd |
| Department | |
| Position | Chief Executive |
| <input checked="" type="checkbox"/> Same address as the organisation | |
| Telephone 1 | +44 (0) 20 7749 9950 |
| Telephone 2 | |
| Mobile | |
| Fax | |
| Email | penny.shepherd@uksif.org |

C.4.4. OBJECTIVES AND ACTIVITIES OF THE ORGANISATION

General description of the organisation: size, scope of work, areas of specific expertise and competence in relation to the project proposed. Limit: 1000 characters.

The UK Sustainable Investment and Finance Association (UKSIF) supports the UK finance sector to be a global leader in advancing sustainable development through financial services. We promote and support responsible investment and other forms of finance that advance sustainable economic development, enhance quality of life and safeguard the environment. We also seek to ensure that individual and institutional investors can reflect their values in their investments.

UKSIF was created in 1991 to bring together the different strands of sustainable and responsible finance nationally and to act as a focus and a voice for the industry. UKSIF's 250+ members and affiliates include pension funds, institutional and retail fund managers, banks, financial advisers, research providers, consultants and NGOs.

For more information about UKSIF, please visit www.uksif.org.

Role of the participant organisation in the proposed project. Limit: 1000 characters.

In our role as core partner of the project consortium, UKSIF will bring its long-year experience in promoting and supporting responsible investment and other forms of finance that advance sustainable economic development, enhance quality of life and safeguard the environment in the UK.

As a focus and a voice for the respective industry and together with our broad network, UKSIF will help to build the SRI training curricula, support the project in its development and its dissemination tasks and also hold a pilot training course for financial advisors from the UK via online solutions.

UKSIF will also host one of the consortium meetings during the project duration.

UKSIF further holds lead responsibility for work package 3, consisting of the collection of best practices and the establishment of a SRI knowledge base.

Skills and expertise of key staff involved in the project. Limit: 5000 characters.



Penny Shepherd MBE has been UKSIF Chief Executive since 2005. She is recognised internationally as a leading commentator on sustainable investment and finance. Her publications include the chapter on sustainable and responsible investing in “The Handbook of Personal Wealth Management” (Kogan Page, 2012). Penny is also a lay member of the Professional Regulation Committee of the UK’s Institute and Faculty of Actuaries and was a member of the UK government’s Advisory Group for the Green Investment Bank. She was the first Chief Executive of the London Sustainability Exchange (2001-2005) and has been a member of the Mayor of London’s Sustainable Development Commission (2002-2007). She has over thirty years’ experience working with the finance sector, including over fifteen years on sustainability and corporate responsibility issues. In 2000, she was appointed a Member of the Order of the British Empire (MBE) for “services to sustainable economic development and socially responsible investment”.

Lisa Stonestreet is UKSIF’s Programme Director. She has over five years of experience in supporting sustainable and responsible investment by financial advisers, institutional and retail investors. Since 2008, Lisa has been the UK project manager for the premier pan-European Sustainable and Responsible Investment Market survey, coordinated by Eurosif. In this role, she engaged UKSIF institutional investment members and others to provide confidential information on their investment volumes and practices.

As project manager for UKSIF’s “National Ethical Investment Week” campaign since 2010, Lisa has engaged financial advisers, investment managers and other actors in the investment chain to promote responsible and impact investing. By engaging with the Association of Professional Financial Advisers, the Personal Finance Society, the Association of British Insurers, UKSIF members and others, she has grown the total supporter base for the campaign.

Lisa provides the secretariat for the Ethical Investment Association, UKSIF’s membership chapter for financial advisers seeking to be in the forefront of developments in green, ethical and impact investing. Previously, Lisa supported UKSIF’s institutional investment members with information exchange, seminars and projects. Lisa was editor of UKSIF’s information exchange service “What’s New” for nearly three years and organized seminars and other events for institutional investors. Lisa initially developed her interest in sustainable finance while studying Finance and Environmental Economics and completing her dissertation on Ethical Investment Funds in South Africa.

Pamela Lindegaard is UKSIF’s Company Secretary, providing project and business support. She has nearly three years of experience in supporting sustainable investment and finance organisations. Prior to joining UKSIF in 2010, she spent over twenty years as a business manager within the wine trade, working with major UK supermarkets and French wine suppliers.

UKSIF is currently recruiting for a Programme Officer who will undertake technical activities in support of this project. The most recent post holder was previously a policy adviser and project manager at the UK Sustainable Development Commission (SDC) and a policy analyst at the Institute for European Environmental Policy, and held a degree in Natural Sciences from the University of Durham.

C.4.5. BACKGROUND/EXPERIENCE

Please indicate similar or related projects funded by the LLP programme and/or its former programmes or funded by other similar programmes in the last five years.

| Year | Programme | Type of activity | Agreement number | Organisation | Title of the project | Website |
|------|-----------|------------------|------------------|--------------|----------------------|---------|
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C.4.6. PROJECT ORIGIN

Is the organisation's involvement in this application the result of:

Other (OTH)



Other - Please state the source

Approach to UKSIF by FNG. UKSIF and FNG are established partner organisations. We worked together with others to create the European Sustainable Investment Forum (Eurosif) in c. 2001 and have both been represented on the board of Eurosif since then.

C.4.7. INVOLVEMENT IN OTHER APPLICATIONS

Details of other LLP applications in this selection year in which the institution / organisation is involved:

| Project type | Acronym | Project title | Applicant organisation |
|--------------|---------|---------------|------------------------|
| None | | | |
| + | - | | |



C.5. INSTITUTION / ORGANISATION

Partner number

P4

C.5.1. ORGANISATION

Role

Core partner (PA-CORE)

Full legal name (national language)

Novethic

Full legal name (latin characters)

Novethic

Acronym

Novethic

National id (if requested by the NA)

RCS Paris B 437 499 296

Type of organisation

Non profit / Non governmental organisation (NFP-NGO)

Commercial orientation

Not for Profit (NP)

Scope

european (E)

Legal status

private (PR)

Economic sector

M72 - Scientific research and development

Size (staff)

staff 1 to 20

Legal address

56 rue de Lille

Postal code

75007

City

Paris

Country

FR - FRANCE

Region

FR10 - Île de France

Telephone 1

+33 /0/ 1 58 50 98 14

Telephone 2

Fax

+33 /0/ 1 58 50 00 30

Email

contact@novethic.fr

Website

www.novethic.fr



C.5.2. CONTACT PERSON

| | |
|--|--|
| Title | M. |
| First name | Dominique |
| Family name | BLANC |
| Department | Research Center |
| Position | Senior Scientific Researcher and Project Manager |
| <input checked="" type="checkbox"/> Same address as the organisation | |
| Telephone 1 | +33 /0/ 1 58 50 98 17 |
| Telephone 2 | |
| Mobile | +33/0/6 68 49 10 23 |
| Fax | +33 /0/ 1 58 50 00 30 |
| Email | dominique.blanc@novethic.fr |



C.5.3. PERSON AUTHORISED TO LEGALLY COMMIT THE PARTICIPANT (LEGAL REPRESENTATIVE)

| | |
|--|-----------------------------------|
| Title | Mrs |
| First name | Anne-Catherine |
| Family name | HUSSON-TRAORE |
| Department | Executive Board |
| Position | CEO |
| <input checked="" type="checkbox"/> Same address as the organisation | |
| Telephone 1 | +33 /0/ 1 58 50 98 21 |
| Telephone 2 | |
| Mobile | |
| Fax | +33 /0/ 1 58 50 00 30 |
| Email | anne-catherine.husson@novethic.fr |

C.5.4. OBJECTIVES AND ACTIVITIES OF THE ORGANISATION

General description of the organisation: size, scope of work, areas of specific expertise and competence in relation to the project proposed. Limit: 1000 characters.

Founded in 2001, Novethic is a non-profit organization promoting SRI and CSR through a unique combination of a research center and a media. Novethic is a not-for-profit part of French Caisse des Dépôts Group. As the leading research center on Responsible Investment in France, Novethic conducts studies and organises events to mobilise economic players on Environmental, Social and Governance (ESG) issues into investment practices.

Novethic Research Center offers its expertise to business professionals and raises ESG issues to various stakeholders (investors, companies, NGOs and local administrations). Novethic studies analyses how French major companies and financial institutions are facing their sustainable development issues. In 2009, Novethic launched the first French SRI Label, awarded to mutual funds whose management systematically takes into account Environmental, Social and Governance criteria.

Role of the participant organisation in the proposed project. Limit: 1000 characters.

Acting as a core partner in this project, Novethic will share its expertise as the leading research center on Responsible Investment in France with the other partners of the project to build up the SRI training curricula. It will then support the project in its dissemination activities and also provide training courses for French financial investors via online sessions and/or sessions in person. The aim is to sensitize the participants to socially responsible investment and give them the key points to build their investment strategy. Novethic will also lead the work package number 6 which consists in the certification process and fine tuning of the SRI training program.

Skills and expertise of key staff involved in the project. Limit: 5000 characters.

Dominique BLANC - Since 2008, Dominique Blanc has run Novethic's SRI research studies. Managing 3 collaborators, he analyses the SRI market from a quantitative perspective (funds, mandates, assets under management, etc.) as well as from a qualitative one. As an expert on socially responsible investment, he is a frequent speaker at events. Co-founder of the extra-financial rating agency Ethifinance in 2004, he was an SRI analyst until 2008. At Ethifinance, he was in charge of methodological developments (rating



benchmarks, databases) pertaining to the analysis of businesses. He also spearheaded developments in the area of governance. Dominique Blanc holds a Master's of Science in Mechanical and Industrial Engineering from the Ecole Nationale Supérieure d'Arts et Métiers (ENSAM) in Paris.

Jean-Philippe MARSAN - In 2012, Jean-Philippe Marsan joined Novethic to work on forging and managing partnerships that cover ist publications and events. He is Novethic's contact for CSR and SRI partners in both France and abroad. Following an undergraduate degree in Information and Communication and initial professional experience in advertising, Jean-Philippe co-founded Nouveau Pôle, a community-focused communications agency with a team of 3 collaborators. In 2008, his interest in corporate responsibility drove him to design an SRI analysis tool in partnership with ARKEON Finance, where he also advised investors with the publication of a number of extra-financial analysis reports. In 2010, Jean-Philippe joined Financière de Champlain, an investment management firm specialising in sustainable development, where he provided investment guidance for asset managers.

Aela COZIC - Since 2010, Aela Cozic has contributed to Novethic's SRI research studies, which involve a quantitative survey of the SRI market, an assessment of asset managers' SRI processes and transparency, as well as in-depth studies of various issues such as ESG integration or extra financial rating of governments, etc... Prior to that, she worked in a consulting company, and in investment banking. Aela Cozic graduated from Toulouse Business School and from ESEC Barcelona. She wrote her Master's thesis on the subject of SRI funds' diversification.

C.5.5. BACKGROUND/EXPERIENCE

Please indicate similar or related projects funded by the LLP programme and/or its former programmes or funded by other similar programmes in the last five years.

| Year | Programme | Type of activity | Agreement number | Organisation | Title of the project | Website |
|------|-----------|------------------|------------------|--------------|----------------------|---------|
| | | | | | | |

C.5.6. PROJECT ORIGIN

Is the organisation's involvement in this application the result of:

Other (OTH)

Other - Please state the source

asked/invited by Austrian Society for Environment and Technology (ÖGUT)

C.5.7. INVOLVEMENT IN OTHER APPLICATIONS

Details of other LLP applications in this selection year in which the institution / organisation is involved:

| Project type | Acronym | Project title | Applicant organisation |
|--------------|---------|---------------|------------------------|
| | | | |



C.6. INSTITUTION / ORGANISATION

Partner number

P5

C.6.1. ORGANISATION

Role

Core partner (PA-CORE)

Full legal name (national language)

Universiteit Gent

Full legal name (latin characters)

Universiteit Gent

Acronym

UGent

National id (if requested by the NA)

Type of organisation

Non-university higher education (EDU-HE)

Commercial orientation

Not for Profit (NP)

Scope

international (I)

Legal status

public (PB)

Economic sector

M72 - Scientific research and development

Size (staff)

staff 2.001 to 5.000

Legal address

St-Pietersnieuwstraat 25

Postal code

9000

City

Gent

Country

BE - BELGIUM

Region

BE23 - Prov. Oost-Vlaanderen

Telephone 1

003292646087

Telephone 2

003292646090

Fax

003292646241

Email

Patrick.VanDamme@Ugent.be

Website

www.ugent.be, www.cdo.ugent.be



C.6.2. CONTACT PERSON

| | |
|--|------------------------------------|
| Title | prof. dr. ir. |
| First name | Patrick |
| Family name | Van Damme |
| Department | Centre for Sustainable Development |
| Position | Director |
| <input checked="" type="checkbox"/> Same address as the organisation | |
| Telephone 1 | 00322646087 |
| Telephone 2 | 00322646090 |
| Mobile | |
| Fax | |
| Email | Patrick.VanDamme@UGent.be |



C.6.3. PERSON AUTHORISED TO LEGALLY COMMIT THE PARTICIPANT (LEGAL REPRESENTATIVE)

| | |
|--|-----------------|
| Title | prof. dr. |
| First name | Paul |
| Family name | VanCauwenberge |
| Department | rectorate |
| Position | rector |
| <input checked="" type="checkbox"/> Same address as the organisation | |
| Telephone 1 | 003292643001 |
| Telephone 2 | |
| Mobile | |
| Fax | |
| Email | rector@ugent.be |

C.6.4. OBJECTIVES AND ACTIVITIES OF THE ORGANISATION

General description of the organisation: size, scope of work, areas of specific expertise and competence in relation to the project proposed. Limit: 1000 characters.

Gent University, abbreviated to UGent, is one of the major universities in the Dutch-speaking region of Europe. It distinguishes itself as a socially committed and pluralistic university in a broad international perspective. Over 130 faculty departments, spread over 11 faculties, offer high-quality courses in every one of their scientific disciplines. Within the university, the Centre for Sustainable Development (CDO) is a multidisciplinary research group at Gent University. The research focus lies on sustainability transitions, indicators and monitoring, sustainability impact assessment, complex decision-making, multi-level governance, future scenarios and visions of sustainability. SRI is one of the thematics studied by CDO

Role of the participant organisation in the proposed project. Limit: 1000 characters.

Acting as a core partner, with over five years in the specific field of Social Responsible Investments with a focus on the Belgian market, UGENT will provide hands-on and experience-based content to help build up the SRI training course curricula and help with the overall management and coordination, research, and development of teaching modules within the project, using its extensive network to provide additional contacts and insights.
UGENT will also be responsible of an internal evaluation of the overall project management, bringing in its previous experience with cooperative and international projects.
UGENT will provide a pilot training course for financial advisors in Belgium.

Skills and expertise of key staff involved in the project. Limit: 5000 characters.

Prof. dr. ir. Patrick Van Damme is a tropical agronomist, with teaching activities /experience in the broad field of agricultural economics. He has more than 30 years of experience in development world research, and more than 5 years in the specific field of Social Responsible Investments. As such, he has been on the advisory board for Ethical Investments of the Belgian KBC Bank (now KBC Group), and thus helped to develop the evaluation/screening tools that are now applied KBC groupwide in applying SRI to its investment policy (for results, consult: www.kbcam.be/sri).



C.6.5. BACKGROUND/EXPERIENCE

Please indicate similar or related projects funded by the LLP programme and/or its former programmes or funded by other similar programmes in the last five years.

| Year | Programme | Type of activity | Agreement number | Organisation | Title of the project | Website |
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C.6.6. PROJECT ORIGIN

Is the organisation's involvement in this application the result of:

Other - Please state the source

C.6.7. INVOLVEMENT IN OTHER APPLICATIONS

Details of other LLP applications in this selection year in which the institution / organisation is involved:

| Project type | Acronym | Project title | Applicant organisation |
|--------------|---------|---------------|------------------------|
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C.7. INSTITUTION / ORGANISATION

Partner number

P6

C.7.1. ORGANISATION

Role

Core partner (PA-CORE)

Full legal name (national language)

Schweizerisches Institut für Finanzausbildung (SIF)

Full legal name (latin characters)

Schweizerisches Institut für Finanzausbildung (SIF)

Acronym

SIF

National id (if requested by the NA)

Type of organisation

University or higher education institution (tertiary level) (EDU-UNIV)

Commercial orientation

For profit (P)

Scope

national (N)

Legal status

private (PR)

Economic sector

P85.42 - Tertiary education

Size (staff)

staff 1 to 20

Legal address

Jungholzstr. 43

Postal code

8050

City

Zürich

Country

CH - SWITZERLAND

Region

CH04 - Zürich

Telephone 1

0041 44 200 1919

Telephone 2

Fax

0041 44 200 1915

Email

stefanie.auge-dickhut@kalaidos-fh.ch

Website

<http://www.kalaidos-fh.ch/sif/>



C.7.2. CONTACT PERSON

| | |
|--|--------------------------------------|
| Title | Prof. Dr. |
| First name | Stefanie |
| Family name | Auge-Dickhut |
| Department | SIF |
| Position | Head of Applied Research |
| <input checked="" type="checkbox"/> Same address as the organisation | |
| Telephone 1 | 0041 44 200 1943 |
| Telephone 2 | |
| Mobile | 0041 79 619 1404 |
| Fax | 0041 44 200 1915 |
| Email | stefanie.auge-dickhut@kalaidos-fh.ch |



C.7.3. PERSON AUTHORISED TO LEGALLY COMMIT THE PARTICIPANT (LEGAL REPRESENTATIVE)

| | |
|--|--|
| Title | Prof. Dr. |
| First name | Bernhard |
| Family name | Koye |
| Department | SIF |
| Position | Director of the Institute SIF, Dean Kalaidos University of Applied Science |
| <input checked="" type="checkbox"/> Same address as the organisation | |
| Telephone 1 | 0041 44 200 19 93 |
| Telephone 2 | |
| Mobile | 0041 79 768 29 77 |
| Fax | 0041 44 200 1915 |
| Email | bernhard.koye@kalaidos-fh.ch |

C.7.4. OBJECTIVES AND ACTIVITIES OF THE ORGANISATION

General description of the organisation: size, scope of work, areas of specific expertise and competence in relation to the project proposed. Limit: 1000 characters.

The Kalaidos Swiss Education Group offers an integrated curriculum for all levels in Banking & Finance. All degrees are approved by the Swiss Government and internationally acknowledged. Kalaidos University of Applied Science is the only private university of applied science in Switzerland, approved by Swiss Government. Swiss Institute for Financial Training is an Institute of the Kalaidos University of Applied Science. The SIF was founded in 2010. It offers a Master in Banking & Finance and various Certificate in Advanced Studies (CAS) Courses. The research department of the SIF is focused on clientcentric bankarchitekture. One research topic is Sustainability in Banking.

Role of the participant organisation in the proposed project. Limit: 1000 characters.

With its long-year experience as an educational center focused on Banking & Finance with a special focus on Sustainability in Banking especially for Swiss-based stakeholders, SIF will be contributing specific Swiss aspects of SRI-topics to the project to help to build the SRI training curricula. SIF will further support the project in its development and its dissemination tasks and also hold a pilot training course for financial advisors in Switzerland through online sessions and/or sessions in person. SIF will further execute lead responsibility for work package 5, the SRI training course testing, aiming at the transfer of the existing training course to the partner countries (AT, BE, CH, DE, FR, GB, SE).

Skills and expertise of key staff involved in the project. Limit: 5000 characters.

Prof. Dr. Bernhard Koye
 Dean/ Head of SIF,
 Prof. Dr. Bernhard Koye, born in 1968, PhD in economic sciences ("Wirtschaftswissenschaften") at the University Zurich. He is dean of the department finance and tax and a specialist in client centric bank architecture. He is a senior expert in banking education (divisional head executive education at Swiss Finance Institute and executive director leadership education and asset management at UBS). He has a broad knowledge in consulting and research and is author of various publications as well as co-



author of the study "Sustainability in Swiss Banking" 2012. He has worked in the finance field (managing director at Zurich Wealth Forum, Swiss Finance Institute) notably in the banking industry (UBS AG). He moderates the annual "Euroforum Bank-IT" and is being invited to various conferences as line speaker.

Prof. Dr. Stefanie Auge-Dickhut
Head Research SIF

Prof Dr. Stefanie Auge-Dickhut, born in 1966, PHD in economic sciences ("Wirtschaftswissenschaften") at the RWTH Aachen. She is head of research of the SIF and her research topics are client centric bank architecture including the SRI-topic as one of the consumer needs. She has a broad knowledge as consultant and researcher with various publications and has worked in the finance field (team head Ernst & Young), notably in the banking industry (head of valuation HVB Consult) for more than 10 years. She works as lecturer for various institutes, conferences, universities and companies.

She is co-author of the study "Sustainability in Swiss Banking" 2012 and moderated the conference of the top management of the Kantonalbanken on SRI-Themes 2012. At the UN Principles of Responsible Academic & German Network Conference in December 2012 in Frankfurt she was invited as a panel-participant with the topic "Engaging Consumer in ESG discussion".

Dr. oec. HSG Annett Baumast is a sustainability expert, lecturer, writer, consultant and researcher who has been working in this field for nearly 20 years. She holds degrees in economics and business administration, arts management and English literature. Her PhD focused on Environmental Management and Cultural Differences in Germany, Great Britain and Sweden and was completed at the University of St. Gallen in Switzerland in 2002. After working as a research assistant at the Universities of Hanover (Germany) and St. Gallen (Switzerland), she was employed as an IT consultant in the pharmaceutical industry and worked as a sustainability analyst for a Swiss bank until the end of 2010. In 2011, she started her own business, baumast . culture & sustainability, and works with companies and organisations from the cultural, educational and financial industries with a focus on creating awareness for the challenges of a sustainable development and how to tackle them. She works as a lecturer for the "Höhere Fachschule Banking and Financ" and other universtites in the field of SRI.

Christian Hörler holds a degree in Finance from the University of Zurich and studied for two years computer sciences at the Federal Institute of Technology (ETH) in Zürich. He worked as an investment banker (JP Morgan) and for a hedge fund start-up. He qualified for teaching apprentices and adults in finance, accounting and economics. At UBS he restructured and streamlined the internal Wealth Management education. At WKS KV Bildung Bern he was head of the department that teaches Accounting and Controlling and led an e-learning project. At Kalaidos he co-designed, managed and lectured a CAS Investment Advisory where the iPad forms an integral part of learning and teaching. He has broad knowledge in e-learning and finance.

Mahmoud Hemmo, born in 1983, holds a BSc in Psychology (BSc) and studied philosophy, psychology & politics at the Universities of Luxembourg, Trier & Saarbrücken and business engineering at the University of Applied Science Trier. Since 2009 he studies at the University of Zürich clinical and health psychology (Master Course).

He worked as a reaseach assistant at the University of Zürich (Institut of applied psychology), costumer consultant in the field of consumer electronics and tour guide in Trier.

He absolved various internship in psycho-social institutions.

N.N. The technical and administrative staff is not named now.

C.7.5. BACKGROUND/EXPERIENCE

Please indicate similar or related projects funded by the LLP programme and/or its former programmes or funded by other similar programmes in the last five years.

| Year | Programme | Type of activity | Agreement number | Organisation | Title of the project | Website |
|------|-----------|------------------|------------------|--------------|----------------------|---------|
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C.7.6. PROJECT ORIGIN

Is the organisation's involvement in this application the result of:

Other (OTH)

Other - Please state the source

Contact with ÖGUT

C.7.7. INVOLVEMENT IN OTHER APPLICATIONS

Details of other LLP applications in this selection year in which the institution / organisation is involved:

| Project type | Acronym | Project title | Applicant organisation |
|--------------|---------|---------------|------------------------|
| | | | |
| + | - | | |



C.8. INSTITUTION / ORGANISATION

Partner number

P7

C.8.1. ORGANISATION

Role

Core partner (PA-CORE)

Full legal name (national language)

ECOeffekt GmbH

Full legal name (latin characters)

ECOEFFEKT GMBH

Acronym

ecoeffekt

National id (if requested by the NA)

Type of organisation

Company (services) (ENT-COMPser)

Commercial orientation

For profit (P)

Scope

national (N)

Legal status

private (PR)

Economic sector

P85.5 - Other education

Size (staff)

staff 1 to 20

Legal address

Semerteichstraße 60

Postal code

44141

City

Dortmund

Country

DE - GERMANY

Region

DEA - NORDRHEIN-WESTFALEN

Telephone 1

+49 / 231 / 477 359 65

Telephone 2

+49 / 231 / 477 359 63

Fax

+49 / 231 / 477 359 61

Email

stein@ecoeffekt.de

Website

<http://www.ecoeffekt.de>



C.8.2. CONTACT PERSON

| | |
|--|------------------------|
| Title | |
| First name | Bettina |
| Family name | Stein |
| Department | |
| Position | Executive assistant |
| <input checked="" type="checkbox"/> Same address as the organisation | |
| Telephone 1 | +49 / 231 / 477 359 65 |
| Telephone 2 | |
| Mobile | |
| Fax | |
| Email | stein@ecoeffekt.de |



C.8.3. PERSON AUTHORISED TO LEGALLY COMMIT THE PARTICIPANT (LEGAL REPRESENTATIVE)

| | |
|--|------------------------|
| Title | |
| First name | Jörg |
| Family name | Weber |
| Department | |
| Position | director |
| <input checked="" type="checkbox"/> Same address as the organisation | |
| Telephone 1 | +49 / 231 / 477 359 63 |
| Telephone 2 | |
| Mobile | |
| Fax | |
| Email | weber@ecoreporter.de |

C.8.4. OBJECTIVES AND ACTIVITIES OF THE ORGANISATION

General description of the organisation: size, scope of work, areas of specific expertise and competence in relation to the project proposed. Limit: 1000 characters.

ECOeffekt GmbH is an innovative company located in the Ruhr-region city of Dortmund. ECOeffekt focusses on services around SRI, ranging from qualification of personnel, to trade fairs, exhibitions, public relations and other marketing services. The company has three employees plus several freelancers. The main business areas are: The distance-learning class "ecoanlageberater", the trade-fairs "Grünes Geld" and the exhibition "Rendite-Plus-X". The distance-learning class "ecoanlageberater" was launched in 2005 and constantly improved and updated since then. ECOeffekt has now successfully trained more than 300 participants in 20 classes.

Role of the participant organisation in the proposed project. Limit: 1000 characters.

The ECOeffekt GmbH will contribute to the project by bringing in the experiences gained during seven years of conducting the distance-learning class "ecoanlageberater". As a core-partner it will contribute to the development of an introductory course to the SRI-topic. Eventually, ECOeffekt could implement that class (either as a one or two-day class or a short online-class) in Germany. Furthermore, the ecoanlageberater-distance-learning-class could be introduced during the kick-off meeting. ECOeffekt will be glad to comment on and give feedback concerning the SRI-course to be developed. Certainly, ECOeffekt will be able to contribute to the collection of best practices and to the SRI knowledge base.

Skills and expertise of key staff involved in the project. Limit: 5000 characters.

Jörg Weber ist CEO of Ecoeffect and board executive of the ECOreporter.de AG. Born 1960 he studied jurisprudence and biology resulting in the first and second juridical national exam. He has a background as a economy-focused journalist for print (Die Woche) and TV (WDR) media and as organizer of the "Grünes Geld" fair (since 2001). In 2005 he organized the first issue of the ECOanlageberater telecourse. Jörg Weber holds the environmental award of the city of Dortmund, the German environmental award for journalism (1993). The award for engagement in Journalism (2007) and the B.A.U.M. media-award (2011) He further is autor and co-author of several book publications, such as: „ Rendite ohne Reue (1996, Eichborn, mit Kirsten Prinz), „Grünes Geld“ (2000, Altop, mit Max Deml) and „Zukunftssicher anlegen mit Umwelt- und Nachhaltigkeitsfonds“ (2001,ökom verlag)



Jürgen Röttger, born in 1965 is financial journalist and lecturer at the Institute for Social Banking in Witten (Germany). He holds two teaching degrees, from the traineeship at school & teaching seminar in Bochum and academic studies at the "Westfälische Wilhelms Universität Münster". He works as a freelance journalist primarily specialized in sustainability & sustainable responsible investment (published at ecoreporter.de, Financial Times Deutschland, VDI nachrichten, tageszeitung, photovoltaic magazine etc) since around 2002 and is further employed as tutor at ecoanlageberater (ECOeffekt GmbH); since 2006 and as university lecturer at BiTS - Business and Information Technology School, Iserlohn since 2010.

C.8.5. BACKGROUND/EXPERIENCE

Please indicate similar or related projects funded by the LLP programme and/or its former programmes or funded by other similar programmes in the last five years.

| Year | Programme | Type of activity | Agreement number | Organisation | Title of the project | Website |
|------|-----------|------------------|------------------|--------------|----------------------|---------|
| | | | | | | |

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C.8.6. PROJECT ORIGIN

Is the organisation's involvement in this application the result of:

Other (OTH)

Other - Please state the source

asked/invited by ÖGUT

C.8.7. INVOLVEMENT IN OTHER APPLICATIONS

Details of other LLP applications in this selection year in which the institution / organisation is involved:

| Project type | Acronym | Project title | Applicant organisation |
|--------------|---------|---------------|------------------------|
| | | | |

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C.9. INSTITUTION / ORGANISATION

Partner number

P8

C.9.1. ORGANISATION

Role

Core partner (PA-CORE)

Full legal name (national language)

Ethix SRI Advisors AB

Full legal name (latin characters)

Ethix SRI Advisors AB

Acronym

Ethix

National id (if requested by the NA)

SE

Type of organisation

Consultancy (CONS-CNST)

Commercial orientation

For profit (P)

Scope

international (I)

Legal status

private (PR)

Economic sector

K66 - Other financial activities

Size (staff)

staff 21 to 50

Legal address

Box 5759, Stureplan 4C

Postal code

11487

City

Stockholm

Country

SE - SWEDEN

Region

SE11 - Stockholm

Telephone 1

+46 8 407 00 11

Telephone 2

+46 708 211 708

Fax

Email

ulrika.hasselgren@ethix.se

Website

www.ethix.se



C.9.2. CONTACT PERSON

| | |
|--|----------------------------|
| Title | CEO |
| First name | Ulrika |
| Family name | Hasselgren |
| Department | Top management |
| Position | CEO |
| <input checked="" type="checkbox"/> Same address as the organisation | |
| Telephone 1 | +46 407 00 11 |
| Telephone 2 | |
| Mobile | +46 708 211 708 |
| Fax | |
| Email | ulrika.hasselgren@ethix.se |



C.9.3. PERSON AUTHORISED TO LEGALLY COMMIT THE PARTICIPANT (LEGAL REPRESENTATIVE)

| | |
|--|----------------------------|
| Title | CEO |
| First name | Ulrika |
| Family name | Hasselgren |
| Department | Top Management |
| Position | CEO |
| <input checked="" type="checkbox"/> Same address as the organisation | |
| Telephone 1 | +46 8 407 00 11 |
| Telephone 2 | |
| Mobile | +46 708 211 708 |
| Fax | |
| Email | ulrika.hasselgren@ethix.se |

C.9.4. OBJECTIVES AND ACTIVITIES OF THE ORGANISATION

General description of the organisation: size, scope of work, areas of specific expertise and competence in relation to the project proposed. Limit: 1000 characters.

Ethix SRI Advisors is a leading Nordic-based advisor and research service provider in the area of sustainable and responsible investment. Its clients represent a wide range of institutional investors including pension funds, banks, municipalities, foundations, insurance companies, unions, business federations, churches and asset managers across Europe. Ethix SRI Advisors is known for being innovative and solutions-oriented and pioneered the development of Norm-Based Screening in year 2000 for Sweden's state pension fund AP7. Norm-Based Screening is today a standard for investors throughout the Nordic region and the fastest growing SRI strategy in Europe. Ethix SRI Advisors is an international team of 25 people located in Copenhagen, Helsinki, London and Stockholm; it participates and leads various initiatives with investors, expert organizations in various normative fields and industry in discussions on international standards for corporate responsibility.

Role of the participant organisation in the proposed project. Limit: 1000 characters.

Acting as a core partner in the consortium, and having provided training and skill-building in the area of sustainable and responsible investment for institutional investors across the Nordic region since 2003 and for universities and business schools in Stockholm since 2002, Ethix will share its expertise with the other partners of the project, bringing in especially the Scandinavian perspective and specific market knowledge for the Nordic region (Denmark, Finland, Norway and Sweden) to help build up the SRI training course curricula. It will then provide training courses for Swedish financial advisors via online sessions and/or sessions in person. Ethix will further participate in the program development and its dissemination activities and will be responsible for hosting one consortium meeting in Sweden.

Skills and expertise of key staff involved in the project. Limit: 5000 characters.

All key staff involved in the project has documented competence in education, training and skill-building:



Ulrika Hasselgren is founding partner and CEO. Ulrika is an advisor to institutional investors in the field of sustainable and responsible investment since 1999. In 2000, she helped Sweden's state pension fund AP7 to develop their policy for responsible investment and developed the innovative norm-based screening methodology. Ulrika has a background in the management consulting industry and spent 12 years with McKinsey and 3 years with Solving, before establishing Team Ethix in 1999. She is a guest lecturer on Responsible Investment in Sweden at Stockholm University School of Business and a frequent speaker at international investor conferences and seminars throughout Europe. She serves as member of the board of Eurosif and Swesif.

Dr Rory Sullivan is strategic advisor and chairman of Ethix's Advisory Council. Rory is an internationally recognised expert on responsible investment. He was previously Head of Responsible Investment at Insight Investment, where he established Insight as one of the world's leading responsible investment management for the manner in which it integrated environmental, social and governance (ESG) issues into its investment process and the quality of its engagement with companies on these issues. Rory is an internationally recognised expert on climate change, human rights and development issues. He has written seven books and over 400 papers, reports and articles on these and related issues, including Valuing Corporate Responsibility (2011), Corporate Responses to Climate Change (2008), Responsible Investment (2006) and Business and Human Rights: Dilemmas and Solutions (2003).

Reinhilde Weidacher is head of research. Reinhilde is an expert in the area of arms trade and violent conflicts. Reinhilde holds a Laurea in political science from Bologna University, Italy, and a Post Graduate Diploma in Social Sciences from Stockholm University. Prior to joining Ethix SRI Advisors, she has worked as an independent consultant on arms and peace related issues for international NGOs and research organizations, including the Swedish Defence Research Agency and the Geneva-based Small Arms Survey. She also researched the global military industry for six years at the Stockholm International Peace Research Institute (SIPRI). Reinhilde speaks German, Dutch, Italian, Swedish and English.

Tobias Henmark has have five years of experience in the telecommunication and media industry as a Senior Investment Manager and 10 years as an Industry Analyst and Project Manager. He further has thorough experience of marketing and sales, strategy and financial issues as well as project delivery. His professional focus lies in the fields of CSR framework, governance of environmental and social factors, risk assessment, CSR due diligence and sustainable procurement.

Parul Sharma head of CSR Auditing Suppliers, Sandvik AB with a special professional focus on Human rights, corruption, CSR-compliance, audit and training/skill building

Ola Löhman is a consultant with special focus on CSR policy and strategy, CSR training/skill building.

Dr. Emma Sjöström is Head of Communications for the publication series Forskning i Fickformat at the SSE Institute for Research (SIR).

Sjöström was previously a researcher and teacher at the Stockholm School of Economics, where she was a co-founder of SuRe: Sustainability Research Group. She conducted research in the areas of corporate social responsibility (CSR) and socially responsible investment (SRI). Sjöström's PhD dissertation is titled Shareholder Influence on Corporate Social Responsibility.

C.9.5. BACKGROUND/EXPERIENCE

Please indicate similar or related projects funded by the LLP programme and/or its former programmes or funded by other similar programmes in the last five years.

| Year | Programme | Type of activity | Agreement number | Organisation | Title of the project | Website |
|------|---------------|------------------|------------------|---|----------------------|---------|
| 2012 | Executive MBA | ESG training | | Stockholm School of Economics | | |
| 2012 | Economics | Business Ethics | | Stockholm University School of Business | | |



| | | | | | | |
|------|---------------------|-------------------------|--|--|--|--|
| 2011 | Engingering | Business Ethics | | Royal Institute of Technology, Stockholm | | |
| 2012 | Management Training | SRI and business ethics | | Swedish Institute (China and India) | | |

C.9.6. PROJECT ORIGIN

Is the organisation's involvement in this application the result of:

Other - Please state the source

C.9.7. INVOLVEMENT IN OTHER APPLICATIONS

Details of other LLP applications in this selection year in which the institution / organisation is involved:

| Project type | Acronym | Project title | Applicant organisation |
|--------------|---------|---------------|------------------------|
| | | | |



D. PRESENTATION OF THE PROPOSAL

D.1. GENERAL INFORMATION

Before completing this form, please read the relevant sections in the Lifelong Learning Programme Guide 2013 and the 2013 Call for Proposals published by the European Commission and by your National Agency, which contain additional information on closing dates, National Agency addresses to which the application must be sent, and specific priorities for that year. Links to these documents and further information can be found on the Lifelong Learning Programme website:

http://ec.europa.eu/education/llp/doc848_en.htm

This application form should be completed by the applicant of the proposed Transfer of Innovation project, in cooperation with the planned partners. The application must be submitted to the National Agency of the country of the applicant by 31 January 2013. Please check on the website of the responsible National Agency in which form and to which address the application must be submitted. Use the "Eligibility check-list" in section F below before sending your application.

D.2. RELEVANCE TOWARDS THE OBJECTIVES OF THE PROGRAMME AND THE PRIORITIES OF THE CALL FOR PROPOSALS

Please select from the following, the strategic issues that your proposal addresses within the Programme. Select only those that are relevant to your planned activities and, for each one selected, provide a concise explanation of the way(s) in which the issue is addressed in your plans. Please note that only the relevant Leonardo da Vinci priorities are listed below.

D.2.1. PROGRAMME GENERAL OBJECTIVES

Which objective(s) of the Programme does your proposal address? (Please refer to the Call for Proposals 2013 and the LLP Guide 2013)

- To support participants in training and further training activities in the acquisition and the use of knowledge, skills and qualifications to facilitate personal development, employability and participation in the European labour market (LEO-SpObj-a)
- To support improvements in quality and innovation in vocational education and training systems, institutions and practices (LEO-SpObj-b)
- To enhance the attractiveness of vocational education and training and mobility for employers and individuals and to facilitate the mobility of working trainees (LEO-SpObj-c)

D.2.2. PROGRAMME OPERATIONAL OBJECTIVES

Which of the following operational objectives does your proposal address? Please tick at least one of the boxes (Please refer to the Call for Proposals 2013 and the LLP Guide 2013 for further clarification).

- To improve the quality and to increase the volume of mobility throughout Europe of people involved in initial vocational education and training and in continuing training, so as to increase placements in enterprises to at least 80.000 per year by the end of the LLP (LEO-OpObj-1)
- To improve the quality and to increase the volume of co-operation between institutions or organisations providing learning opportunities, enterprises, social partners and other relevant bodies throughout Europe (LEO-OpObj-2)
- To facilitate the development of innovative practices in the field of vocational education and training other than at tertiary level, and their transfer, including from one participating country to others (LEO-OpObj-3)
- To improve the transparency and recognition of qualifications and competences, including those acquired through non-formal and informal learning (LEO-OpObj-4)



- To encourage the learning of modern foreign languages (LEO-OpObj-5)
- To support the development of innovative ICT-based content, services, pedagogies and practice for lifelong learning (LEO-OpObj-6)

D.2.3. EUROPEAN PRIORITIES OF LEONARDO DA VINCI

Which priority in the Call for Proposals 2013 does your proposal address? (Please indicate only one priority)

- Encouragement of cooperation between VET and the world of work (LEO-TraInno-7)
- Support to initial and continuous training of VET teachers, trainers, tutors and VET institution managers (LEO-TraInno-8)
- Promotion of the acquisition of key competences in VET (LEO-TraInno-9)
- ECVET for transparency and recognition of learning outcomes and qualifications (LEO-TraInno-11)
- Improving quality assurance systems in VET (LEO-TraInno-12)
- Strategies to reduce the number of drop-outs in iVET (LEO-TraInno-13)

D.2.4. CONTRIBUTION TO NATIONAL PRIORITIES

Which national priorities (if published on the website of the National Agency) does your proposal address?

No national priorities in Austria

Please explain how you will address these specific national priorities.

D.2.5. HORIZONTAL ISSUES

Does your proposal directly address one of the following issues? If yes, please tick as appropriate. If not, proceed to the next section.

- Promoting an awareness of the importance of cultural and linguistic diversity within Europe, as well as of the need to combat racism, prejudice and xenophobia (Div)



- Cultural and linguistic diversity (CulDiv)
- Fight against racism and xenophobia (RacXen)
- Making provision for learners with special needs, and in particular by helping to promote their integration into mainstream education and training (SpecNeed)
- Promoting equality between men and women and contributing to combating all forms of discrimination based on sex, racial or ethnic origin, religion or belief, disability, age or sexual orientation (Discr)
- Equal opportunities men and women (Equal)
- Sexual discrimination, orientation (SexDis)
- Racial or ethnic origin (RacEth)
- Age (Age)



D.3. PROJECT DESCRIPTION

| Total numbers of partners including applicant | Total number of countries involved: | Total project costs, Euro | Total Community grant requested, Euro |
|---|-------------------------------------|---------------------------|---------------------------------------|
| 9 | 7 | 399287.00 | 299465.00 |

D.3.1. WHY IS THIS PROJECT NECESSARY?

Explain the rationale of and background to the project by describing the problems or needs that it seeks to address (current situation in the countries involved, previous or preparatory work in the domain, the results of any needs analysis undertaken). Outline the main (published) indicators that illustrate these needs and include references to any declared national or European political priority in this area if relevant.

Major causes of the financial crisis include short-termism, inadequate use of governance powers by investors, poor/unenforced regulation, misaligned compensation and/or incentive systems and a lack of transparency. “European Institutions should encourage and reward long-term investing and discourage short-term, speculative bubbles”, demandes Eurosif, the European Sustainable Investment Forum, the pan-European network whose mission is to address sustainability through the financial market. Such a “Sustainable Financial Market”, in order to foster a long-term, sustainable economy within the EU, can be promoted by SRI, ie. investing money according to sustainable criteria like investing in renewable energy alongside financial criteria. This SRI approach is also in line with the new policy on corporate social responsibility of the European commission supporting capacity-building for how to integrate non-financial information into investment decisions (renewed EU strategy 2011-14 for Corporate Social Responsibility, COM(2011) 681 final)). The Commission even intends to consider a requirement on all investment funds and financial institutions to inform their clients (citizens, enterprises, public authorities etc.) about any ethical or responsible standards and codes to which they adhere. With climate change becoming a global thread and the financial crises customers increasingly ask for sustainable/ethical possibilities for investment. In the AXA Investment Managers survey 2011 in Germany more than 50% stated that sustainability played an important role in their investment decisions. In the Union Asset Management Survey 2010 private investors in Germany even indicated high acceptance of a poorer performance of sustainable financial products. However, today most financial advisors are not able to support clients in an adequate way. To this end, the SRI-project intends to develop a training course and educational material for European financial consultants to raise their skills and competences on sustainable/ethical investment. The benefits of a European cooperation are: establishing a high-quality SRI training with standardized EU core and national amendments, promoting the idea of SRI with its typical cross-border nature of financial transactions, learning from the project partners about different SRI approaches and finally contributing to sustainable development, knowledge society and competitiveness by strengthening SRI within Europe.

D.3.2. AIMS AND OBJECTIVES

Define the concrete aims and objectives of the project and describe the ways in which the situation set out under the needs analysis will be changed and addressed by the project. Then show how these aims and objectives are linked to the European priorities of the call selected under section D.2.3.

In line with (LEO-SpObj-a) and (Leo-Traininno-7) the overall objectives of this proposal are to

- A) Transfer, fine tune and certify a training course curriculum for financial advisors in the field of social responsible investments in seven European countries, notably Austria, Belgium, France, Germany, Sweden, Switzerland and United Kingdom, including formal and informal aspects of education, tightly integrated in the course participants’ world of work, comprising new skills and competence needs
- B) Support networking activity and interchanges among the diverse stakeholder involved in the field, integrated in and addressed by project activities (e.g. setting up a web database on SRI examples for training and experience exchange purposes), aimed to continue beyond project lifetime
- C) Offer a unified methodology exploiting the different approaches for further dissemination in other EU countries



The consortium is closely interlinked with associations representing the sector, institutions, mainly banks, employing course participants and with self-employed advisors. Thus the consortium is able to secure early anticipation of skill, competence and labour market needs; it can explicitly contribute to develop green jobs and skills. The course will be tailor-made for the target group and will be integrated into the sectoral certification scheme for certified financial planners (CFP) and other certification schemes.

The transfer process will strive for improvement of transparency and recognition of the course (LEO-OpObj-4) building on a constantly growing multiple network of co-operating stakeholders (LEO-OpObj-2). With its eLearning Tool, the project also develops Internet and Communication Technology (ICT) based content, services and practice for lifelong learning (LEO-OpObj-6).

The learning content of SRI includes multifold relations to (Discr), (SexDis) and (RocEth), thus contributing to achieving awareness of these issues among course participants.

In line with (EQUAL) the consortium will actively encourage women course participants (in case of too many registrations for the course, women will be given preference (up to 50%)).



D.3.3. TYPE OF TRANSFER

Import / Export

Export (Export)

Export of Innovation:

Applicant organisation transfers the innovation FROM

AT - AUSTRIA

UK - UNITED KINGDOM

DE - GERMANY

+

-

TO

BE - BELGIUM

FR - FRANCE

CH - SWITZERLAND

SE - SWEDEN

DE - GERMANY

UK - UNITED KINGDOM

+

-

The transfer of innovation is:

Within the same sector (Within)

Within sector

K - FINANCIAL AND INSURANCE ACTIVITIES

Please explain the type of transfer and how your proposal implements the Transfer of Innovation from a (1) sectoral, (2) geographical and (3) any other perspective. Limit: 2500 characters.

(1)

- The target group, financial advisors, normally are not familiar with sustainability/environmental education. As the course will address exactly these sustainable and/or environmental subjects, it can be seen as a tool of transfer of innovation from the environmental sector to the financial sector. The content of the training course is inter- und multidisciplinary: that makes the course very interesting but also very challenging for the participants.
- The transferred course will especially include participation and diversity management aspects, which so far hardly has been considered by any of the existing approaches.

(2)

SRI is a geographical transfer project, as it transfers an existing innovative training course and evaluated didactic concept from Austria (plus contributions from Germany and the UK) to the other partners, notably from Belgium, France, Germany, Sweden, Switzerland and United Kingdom.

The transfer includes different types of innovative transfer:

- Transfer to European countries which do not have such a course, well considering cultural differences, economic customs and



regional settings.

- Elements/approaches/experiences from the German and the English course will contribute to the transfer process and the final course will be transferred to these countries.
- While the Austrian course will be the basis course, this course itself will benefit from different other SRI training units/teaching aids which partially exist in varying degrees.

(3)

- The majority of the consortium partners have a longlasting experience and profound knowledge of SRI and its development within their country. This project thus will also trigger a transfer of knowledge about the diverse SRI cultures between these different organizations.

Together, this project intends to create a European quality standard education for socially responsible investment.

D.3.4. INNOVATIVE RESULT(S) ON WHICH THE PROJECT IS BASED

Is the project based on similar or related projects funded by the LLP Programme and/or its predecessors and/or other similar programmes or initiatives in the last five years?

No

Does this proposal seek to exploit other existing materials?

Yes

If Yes, please complete the following table

| Title of the materials | Publisher/ copy-right or ownership | Permission has been granted to use the materials | |
|--|------------------------------------|--|--|
| Training Course for "Ethisches Investment" | ÖGUT and Raiffeisenakademie | yes | |
| Training course for financial advisers about SRI | UKSIF | yes | |
| ecoanlageberater | Ecoeffect GmbH | yes | |

Describe the innovative content or result/s your project is based upon:

- Describe the nature of the result/s on which this proposal is based (please refer to D.3.3 if appropriate).
- Describe the rationale behind choosing the above result/s as basis for this proposal
- How does your proposal use the result/s?
- What is the added value of your proposal compared to the previous project(s) (listed above)?

If the initial developer of the chosen result/s is not part of the current partnership, please provide a clear description of the relationship that the current partnership will establish with the initial developer. Limit: 5000 characters.

- Describe the nature of the result/s on which this proposal is based

The main basis, the SRI Austrian training course, is innovative regarding

- its content promoting new "green skills" in line with various EU-policies
- the selected target group which is normally not addressed with sustainability education
- meeting a European need contributing to the viable future of the financial market
- regarding as a result of national scientific project (Austrian research programme "Factory of Tomorrow", nr. 819223, "INtegration von Aspekten des Nachhaltigen Investments in das Schulungsprogramm eines ausgewählten FINANZdienstleisters", partners: Raiffeisen Capital Management and Institute for Environmental Management and Economics) in cooperation with important Austrian bank Raiffeisen.

Raiffeisenakademie, partner institute of Raiffeisen responsible for vocational training, integrated the course in its official training programme, where the course since 2010, is successfully running with yearly reiteration. It is constantly being updated according to changes in the field and continuous evaluation by the participants. The training usually takes two days.



Content of training: the course consists of nine modules:

Module 1: Sustainability/Ethics and Investments – History and Definitions

Module 2: Types and Categories of SRI

Module 3: SRI-Ratings

Module 4: Benefits – Chances – Risks

Module 5: Aspects of Performance

Module 6: Status quo and Framework Conditions in Austria

Module 7: Figures and Facts

Module 8: Surveys, Target Groups, Consulting

Module 9: SRI Initiatives Worldwide

Concerning the methods in the training course the lecturers offer a mixture of presentations and exercises with lots of possibilities for discussions.

- Describe the rationale behind choosing the above result/s as basis for this proposal

The existing curriculum is a perfect basis for developing a standardized European curriculum, because this course, compared to other existing approaches in the EU (also present in this proposal), is the most comprehensive in terms of scientific foundation, applicability at EU level and actuality.

The UK Partner offered a SRI training course purely based on E-learning in 2006. While the course content focusing on client service potentially adds complementary aspects to the Austrian SRI course, the IT-solutions usability was unsatisfactory, technically outdated, and will not feed into this project. Currently the course is not actively promoted. The "ecoanlageberater" of the German partner Ecoeffect which already started in 2005 can contribute broad and long experience from teaching financial advisors.

- How does your proposal use the result/s?

The existing Austrian curriculum and teaching materials (55 pages of profound information) will build the basis of the transfer. Starting from this, the consortium will contribute their SRI expertise and course experiences (if existing) in order to identify the common core curriculum. This will be into a compact entry level module realized as eLearning tool, identical in content for all partner countries, available in all partner country languages. The content of this entry level module will provide a first step and overview into the topic. In addition an in-depth follow up course comprising of three main modules will build on the existing courses as follows:

- module "background": transfer from Austrian course, plus input from German course and consortium experts, at EU level

- "client service": combination of Austrian and UK course, plus input from German course

- "practical training": using the new examples database, filled with examples from all partners' knowledge.

These modules again will have a common core but also allow for national modifications and amendments in terms of contents as well as concerning pedagogical concepts.

- What is the added value of your proposal compared to the previous project(s) listed above?

The partners of this consortium are perfectly suited to work with the target group in this field based on their individual long-year experience. Only their joint efforts can bring about a training course that can be sustainable for years, regularly updated and suitable to become a European standard. Participants will also benefit from the growing examples database and from lecturers (most of them staff of the consortium partners) that regularly exchange their experiences at EU level and will always be up to date about current and future developments.

Please enclose two copies of any product/s (produced or in course of production within the previous project(s) which will be used as a basis for the current proposal! Where possible electronic copies should be provided rather than hard copies (CD-ROM, links to websites).

D.3.5. PEDAGOGICAL MATERIALS

In case the proposal seeks to adapt and transfer pedagogical materials for learners or teaching staff, please:



a) describe the international state of the art and summary of limitations of existing pedagogical materials in this area. Limit: 2500 characters.

Even though a variety of specific materials exist on the subject, they are not very practical for financial advisors respectively, due to the theoretical approach, not feasible for the needs in daily work life. These materials on social responsible investment are too scientific and complex, targeting students or academics rather than practitioners. Many of these materials mainly deal with questions on assessment criteria (which criteria? Which weighting among the different criteria? Etc.) and on the financial performance of SRI/green investments: Of course this is one important question, which is often examined in various academic studies. However, the target group of this project, the financial consultants, is not interested in the methods or the approaches how to examine this question. They are mostly interested in the results and how to use them in advising their clients. The experiences of the existing training course in Austria have shown that the financial advisors are especially interested in trainings with high practical relevance. That is why this project will transfer a course which is optimally addressing financial advisors within their needs in the world of work. Therefore the trainers of the common SRI training course must always take into account the practical relevance of all the pedagogical materials. The materials of the Austrian course are already adjusted to these requirements.

b) describe the methodological / didactic approaches on which the products will be based (c) outline the measures that will be adopted for testing the materials on target users. Limit: 2500 characters.

Sustainability assessment is always requiring human decisions, it cannot be based on scientific results only: While it is possible to calculate the energy saved, it will, always rest a human decision how much value we assign to "safeguarding 1 m2 land for wild life" e.g. compared to "saving 1 kWh of energy".

In this context of not only dealing with facts but also with values, it is highly challenging to design an SRI training course. SRI is not about learning some methodology delivering "right" or "wrong", it is about understanding the criteria that can contribute to SRI, combine this knowledge with values, and learn to talk about advantages and disadvantages.

Therefore the transferred curriculum will be set up as follows:

- entry-level module (eLearning, standardized core, overview/first steps into the topic)
- in-depth training course consisting of the following modules
 - o background
 - o client service
 - o practical training

Methodologically, the course combines in class elements with obligatory and optional further off-class-elements:

In-Class-elements:

- lectures e.g. on scientific background, on the sustainable financial market, on sustainable rating and sustainable criteria.
- workshops
- discussions e.g. on criteria weighting, different approaches for weighting according to different cultural backgrounds etc.
- presentations of the projects by the participants

Obligatory off-class-elements:

- projects: a) sustainable assessment of examples from the database, b) Test / evaluation procedures with the eLearning tool

Optional off-class-elements:

- additional information on the eLearning-tool
- exchange of information with the lecturers and the participants in the other countries via eLearning platform.

All sessions are designed to facilitate discussions and exchange among the participants. Participatory elements and exchange with the lecturers are key features of in- and off-class sessions.

Sustainability assessment is always requiring human decisions, it cannot be based on scientific results only: While it is possible to calculate the energy saved, it will, for instance, always rest a human decision how much value we assign to "safeguarding 1 m2 land for wild life" compared to "saving 1 kWh of energy".



It is highly challenging to design an SRI training course, because SRI is not only dealing with facts but also with values. SRI is not about learning some methodology delivering "right" or "wrong", it is about understanding the criteria that ca

d) indicate how the planned project will contribute concretely to enhance the diversity of languages in its different activities, if applicable. Limit: 2500 characters.

Financial advisors comprise of very diverse educational backgrounds respectively entry levels into the course. Some of them have started their career in a bank in the frame of an apprenticeship, others graduated from university. These different educational backgrounds are not at least reflected in different levels of language skills, therefore it is deemed to be crucial that the participants of the training courses will be taught in their national languages rather than in English to guarantee maximum impact of the course. Of course, the high quality of the initial training course will be maintained in the translations and any national course amendments, thus the (European) quality standard of course and education is guaranteed.

D.3.6. QUALITY OF THE CONSORTIUM

Please present the consortium as a whole and describe its structure, functioning and experience in transnational cooperation and the rationale behind the distribution of activities in the consortium. Limit: 2500 characters.

The consortium consists of nine partner organisations from seven countries:

- Austria: ÖGUT, research and technology transfer institute, and Akaryon, SME
- Belgium: UGent, university
- France : Novethic, research institute
- Germany: FNG, association for sustainable investment and Ecoeffect, SME
- Sweden: Ethix, advisor and research service provider
- Switzerland: SIF, university
- UK: UKSIF, association for sustainable investment

Despite their different institutional set-up, most of the partners are the leading organizations for sustainable investment in their countries contributing to the project:

- a) their expertise
- b) their individual long-standing experiences
- c) their individual networks

On a detailed level, partners have different approaches and specializations.

The variety and complementarity will secure a fruitful co-operation, a maximum of knowhow transfer on European level and high quality of the common results of the project.

Slightly overlapping competences guarantee quality control throughout the project and allow for easy backup (transfer of tasks from one partner to another) in case of any problems.

The associations are very valuable to secure broad dissemination effects.

The Austrian SME akaryon, the only non-SRI specialist in the consortium, brings in the information technology expertise. Building on broad knowledge in sustainability, multi-year experience with developing IT tools for this field, especially eLearning tools, and LifelongLearning experience, they are the optimal partner to develop IT tools for this project: high-quality, target oriented, and in a cost-efficient manner (partly building on existing tools).

Specify how effective cooperation and communication will be ensured between the partner institutions, and the specific arrangements envisaged for resolving any conflicts which may arise between the partners, identify where relevant, the allocation of tasks to third parties (external to the consortium itself) and explain why these tasks cannot be undertaken within the consortium. Limit: 2500 characters.

Effective cooperation and communication is ensured through and effective management set up by the coordinator experienced in cooperation projects at EU level.

Cooperation and communication tools are: a) 4 partner meetings (see WP 1 management), b) regular email, and Skype conferences and regular phone communication and c) a web platform with internal parts for partner communication, document exchange etc.



There have been diverse bi- and multilateral previous co-operations among the partners - an optimal basis for efficient collaboration. The enthusiasm of the partners allowed straightforward decisions even during the preparatory phase (including numerous Skype conferences) of the project proposal.

Communication with course lecturers is also very efficient as lecturers - to a high extent - will be staff from consortium partners anyway involved in the project.

The decision-making style will be consensual. However, if no consensus can be reached, there will be one vote per partner-institution and the project coordinator will have the casting vote.

D.3.7. EUROPEAN ADDED VALUE

Describe the benefits anticipated from the implementation of the proposal at an European level rather than at national or regional one. Limit: 2500 characters.

The financial market in general is a subject which is to be discussed on a global level. The financial market, including ethical/sustainable investments, are of cross-border nature requiring a course on these issues to broadly reflect and consider this European/worldwide perspective. As such, the core of the training will present content of EU-wide relevance. This content has to be transferred and maintained respectively updated on European level.

Despite this cross-border nature, different social, cultural, political and legal aspects (and interpretations) of SRI exist in the single EU-countries and have to be taken into account. Some national Eco investment labels have been introduced, for instance by the ÖGUT (Sustainability certification for severance-pay funds and company pension funds) or the French partner (Novethic SRI label). For years SRI stakeholders have been struggling to harmonize the criteria how to assess the sustainability of financial products/investments. EUROSIF, association on sustainable investment, silent partner of this project, tries to draft, maintain and establish common guidelines to build the frame for national implementations. In this context the project and the cooperation of the involved partners will also yield benefits on EU level that could not be put forth by national projects. Partners will contribute their expertise to methodology, content and approach of the course and will raise the focus from national to an EU perspective. Regarding this background, only a European consortium / project sharing and contributing their local specifications and views will be able to deliver a high-quality training course with high and long-term impact.

The societal benefits on EU level are promising: mutual learning among the project partners about different SRI approaches and finally contributing to sustainable development, knowledge society and competitiveness by strengthening SRI within Europe.



D.4. METHODOLOGY AND WORKPLANS

Please give an overall description of the methodology and work plan in the project. Limit: 5000 characters + attachments, graphics = one A4 page.

The project is divided into 7 work packages which include activities that directly fulfill the overall aims of the project (see D.3.2) and contribute to achieving the expected results (see D.4.2). Also the work packages contribute to the impacts outlined in section D.4.5. Above all, the conception of objectives, activities (work packages) and results corresponds to the programme general and operational objectives as well as the European priorities of Leonardo and horizontal issues (see D.2.1. to D.2.5).

WP1 is the guiding management work package, WP7 is dedicated to dissemination.

WP2 – WP5 include the transfer process of the training course as follows:

WP2 is setting the optimal ground for the transfer of the course, including an in-depth up-to-date analysis of the field and of the existing curriculum and partial approaches of consortium partners.

Also integrating the target group and their stakeholders, the output of this WP is the first core curriculum of the entry-level module and of the in-depth modules. Furthermore drafts of the individual curricula for the partner countries will result from this WP.

In WP3 partners develop a common SRI examples database which will be a very powerful tool for course participants (providing examples to be used during the course or for off-class elements) as well as it will be working as cross-border information pool.

WP4 is dedicated to the development of the eLearning platform and the evaluation tool connected with it. The platform will be growing in functionality and scope along with WP2, 3, 5, 6.

In WP5 transfer of curricula, lectures and teaching aids are performed in consequent steps to maximize the output quality.

WP6 is dedicated to concluding evaluation and finalization of the curricula for all partner countries and aims at obtaining certificates for the course.

The evaluation process:

Evaluation will be an integral part of all work packages rather than a separate work package to assure the use of evaluation results within the project's lifetime in order to maximize the quality of the outputs.

In WP2 existing approaches will be evaluated.

WP3's database is setting the ground for comparison and assessment of SRI approaches.

WP4 provides the evaluation tool with online questionnaires.

Special regard will be given to the evaluation of the test courses in WP5.

The main responsibility for the evaluation process as a whole rests with the coordinator ÖGUT. The national core partners, though, will also bear main responsibilities in preparing national curricula and ensuring a concise evaluation of the test courses (WP 5) by involving participants and at least two experts, be it staff from other consortium partners (capable of the local language) or external experts. The participants, representative for the target group, will provide in class feedback and feedback via the online evaluation tool. Feedback will be analysed and be treated as critical for amending and adapting the curricula and the whole course framework including the eLearning platform.

D.4.1. WORK PACKAGES

Provide one table per work package (use the table below) and if needed add sub-tasks under each work package. Please add as many work packages as you require, including one for the management of the consortium.

Note: The work package/s on dissemination and exploitation of results should also be provided here! They should fit with the key outputs in section D.4.3.

| | | |
|---------------------|---|--|
| Work package number | 1 | |
|---------------------|---|--|



| Work package title | Start month | End month | Costs (euro) | Package leader (indicate legal name of the relevant partner) |
|--------------------|-------------|-----------|--------------|--|
| Management | 10/2013 | 09/2015 | 111486.00 | ÖGUT |

Work package aims. Limit: 2500 characters.

The overall aim of this work package is to deal effectively with the management tasks associated with the project in order to successfully complete the project within the given time-frame and budget constraints. For this, its objectives are:

1. To organize the work of the different work packages within the consortium in order to reach the project goals
2. To coordinate regular project meetings (four transnational partnership meetings)
3. To ensure effective communication among the project partners in between the partnership meetings
4. To solve any conflicts or problems that might arise
5. To set up and maintain a management structure and system to support all management tasks
6. To monitor the project progress
7. To deal with all administrative (e.g. reporting activities) and financial matters related to the grant agreement with the Austrian National Agency
8. To be the central communication point with the project officer of the Lifelong Learning Programme to enable full and effective communication between subcontractors at an appropriate level

All project partners are involved into this WP. Agreements, including rules concerning work budget, specific roles, timetables and other necessary information, will be signed between the coordinator and each partner within the first month of the project. All partners will work together within face-to face partnership meetings and via email, Skype etc. between the meetings in order to achieve the project aims. The leading role in this work package takes the project coordinator ÖGUT (AT). Next to the coordinator, three other partners (P2 FNG, P3 UKSIF, P8 Ethix) will be responsible for hosting partnership meetings. The other partners will participate in the meetings and will communicate actively concerning the project implementation and the development of outcomes. Four consortium meetings are planned to be held during the project lifetime.

- 1: November 2013 in Vienna (AT)
- 2: June 2014 in Berlin (D).
- 3: November 2014 in London (GB).
- 4: June 2015 in Stockholm (SE).

Collected minutes of the meetings will be serve as a monitoring tool for the project implementation. An internal evaluation of the overall project management will be performed by Partner P5, due to their experience with cooperative and international projects. This partner is responsible for writing the minutes among other things. A sophisticated quality management will be carried out by the coordinator (see description of D.4.4.)

Description of activities. Limit: 2500 characters.

(T 1.1) Kick-off Meeting – Basis of cooperation

Setting the ground for the joint work with a kick-off meeting in Nov. 2013: Getting familiar both with the transfer and partners, consolidation of the work programme and time-table, arrangements for communication, agreements on partners' tasks and consortium contract. The Communication and Information Exchange Agreement (presented as a draft at the kick-off meeting), defines in detail the process of information exchange and decision making among the partners. It is planned to extend this agreement to include all aspects of a complete Consortium Agreement including rights & duties. Working language is English.

(T 1.2) Continuous monitoring of project progress

ÖGUT as coordinator is responsible for monitoring of the progress of the work of all partners. The work plan and the performance indicators are the central tools for this task. ÖGUT has overall responsibility for the quality of the work and ensures that partners deliver their tasks in a timely manner. Therefore regular project reviews take place in terms of timing, deliverables and other project outcomes as well as extent and success of the dissemination activities on European and national level. The internal evaluator will ensure the quality of the project and improve the effectiveness of the project management.

(T 1.3) Regular Wrap-up of Results, Reporting

The project meetings of the partners, the deliverables of the individual work packages and the progress reports to the Austrian National Agency are the milestones in the regular exchange and evaluation of results among the partners. The project meetings serve as interface to coordinate the parallel work in work packages. In addition Skype conferences are held on a regular basis to discuss the progress of the project. A web-based project management and reporting tool will be used to ease management



processes and data/knowledge management. Preparation of a Progress Report and a Final Report to the Austrian National Agency is in full responsibility of the project coordinator; while partners are required to provide input for the technical and financial parts of the reports.

(T1.4) Financial management

This task comprises of the continuous accounting and controlling, transfer of payments to partners, taking the necessary steps if budgetary shifts arise, and financial reporting to the Austrian National Agency.

Description of methodological / pedagogical framework (where relevant). Limit: 2500 characters.

In addition to the web-based management tool and Skype conferences, the main method for steering and monitoring the project are regular project meetings, alternatively held in three partner countries and once in Austria. They will bring together the entire project consortium, keeping the partners fully involved in the overall management of the project. They will be well-prepared, held and documented. The project meetings serve to address major strategic issues of the project, including possible unforeseen developments and problems. One part of the agenda of each meeting will be dedicated to the reporting about the work of each partner and a general exchange about the project, while the second and main part of the meeting will be on the specific subject matters in accordance to the relevant work package(s) for that meeting. The aims are: to wrap up the results, to present and comment the deliverables, to evaluate the progress achieved and to agree on the next steps.

The decision-making style will be consensual. However, if no consensus can be reached, there will be one vote per partner-institution and the project coordinator will have the casting vote.

To guarantee the quality of the management plan and continuous evaluation, the milestones of WP1 are: 1-1: Two project reports including evaluation/performance indicators (M12, M26); 1-2: Web platform for internal project communication (M3, then continuous upgrade); 1-3: Consortium Agreement / Communication and Information Exchange Agreement (M3)

Role and tasks of sub-contractors (if any). Limit: 2500 characters.

Legal advice will help to define rights & duties in using project results.

This work package will contribute to the achievement of the following expected result (please refer to the numbering and types of expected results in section D.4.2, respectively to the key outputs in section D.4.3)

| N | Short description of result | |
|---|----------------------------------|--|
| 1 | Project Manual | |
| 2 | Four internal evaluation reports | |
| 3 | Project Interim Report | |
| 4 | Project Final Report | |



| | | | | |
|--|-------------|-----------|--------------|--|
| Work package number | 2 | | | |
| Work package title | Start month | End month | Costs (euro) | Package leader (indicate legal name of the relevant partner) |
| Preparation of the SRI training course | 11/2013 | 06/2014 | 75219.00 | ÖGUT |

Work package aims. Limit: 2500 characters.

The objective of work package 2 is to review the existing curricula aiming at transferring them into a common core for the future curriculum as well as starting to prepare the specific national modules. The detailed objectives are:

- To analyze courses and teaching aids offered by partner institutions (especially from ÖGUT, UKSif and Ecoeffect) or other institutions concerning environmental and social responsible investments
- To provide critical input and the specific legal requirements and political, economic and environmental conditions in the partner countries, that have to be taken into account when preparing the course
- To identify the core curriculum that will be translated to the different national languages
- To establish a framework for selection of quality lecturers
- To identify most appropriate eLearning aspects for the target group
- To draft the curricula for the partner countries (AT, BE, CH, DE, FR, GB, SE)

At the end of the project there will be the common entry-level module and a core curriculum for the in-depth training, all partners will follow when preparing their national SRI trainings around the developed common core (WP 4).
During project lifetime and in the partner countries lecturers are widely available from consortium staff. However, for the future respectively potential further partner countries a framework for the selection of quality lecturers will be established. Qualified lecturers are essential elements of every successful training.

Description of activities. Limit: 2500 characters.

Three main tasks are planned within WP2:

(T2.1) Preparations, learning outcomes, lecturers
At the beginning the project partners will analyze the already existing SRI-courses (from Austria, the UK and Germany) concerning f.e. the scope, the structure, the contents, the methodologies of the individual trainings/materials already existing. The analyses should lead to a collection of evaluation results (already existing, enhanced by up-to-date evaluation within this project e.g. qualitative interviews with course developers and sector stakeholders): what are the strengths, what are the deficits of each training? In line with the approaches of ECVET, EQF and NGF, each partner will define a set of learning outcomes evolving from the existing course or desired learning outcomes. Based on this preparatory work the Austrian course will then be transferred to the common core of the training first to be prepared in English.
Furthermore, the framework for the transfer process is discussed in terms of pedagogical, transparency, cultural and language aspects.
Most of the lecturers will be staff of consortium members. For potential additional lecturers the partners also discuss the quality criteria. A lecturers' list will be established.

(T2.2) Curriculum for entry-level module and in-depth training
Based on the results of (T2.1) the coordinator ÖGUT will prepare a suggestion of a set of learning outcomes for the core curriculum, which will be discussed among all partners before partners start to prepare the common entry-level module and first drafts of national versions of the curriculum. Even though the UN decade for Education for Sustainable Development will expire 2014 before the course is designed, the Characteristics of ESD will be taken into account where appropriate and feasible.
The first draft of the transferred curriculum will contain:

- Aims
- Pedagogical methodologies
- Learning outcomes
- Schedule
- List of lecturers (national and international, if necessary)

The individual results will be provided in the internal section of the web platform.

(T2.3) Fine-tuning of curriculum of entry-level module and core curriculum for the in-depth training
All involved partners give a critical review of the drafts from (T2.2). In a second meeting, feedbacks will be discussed and



incorporated. The co-ordinator will finalize a first consolidated version of the curricula.

Description of methodological / pedagogical framework (where relevant). Limit: 2500 characters.

The first two consortium meetings will dedicate discussion time to WP2. Transfer will build on existing approaches, especially the Austrian course, and existing and new evaluations. Clear guidelines for the transfer of curricula (including quality levels for lecturers) and the exchange of written statements facilitate the preparation of the curricula. Partners will discuss the drafts and approaches to improve them, some of them have lecturing experiences which will be very valuable for the review process. Furthermore reviews of the draft curricula by supporting organizations (EUROSIF and further silent partners) are foreseen. All necessary materials are distributed in advance to all partners.

The realization of the entry-level module is planned as an elearning tool appropriate for the first step into the SRI world. The in-depth training course can be organized in other forms, that might also differ from country to country.

Milestones:

2-1 learning outcomes defined, 12/2013

2-2 first draft of curricula ready, 1/2014

2-3 second draft of curricula ready, 3/2014

2-4 entry-level module specification ready for implementation in WP 4, 6/2014

Role and tasks of sub-contractors (if any). Limit: 2500 characters.

This work package will contribute to the achievement of the following expected result (please refer to the numbering and types of expected results in section D.4.2, respectively to the key outputs in section D.4.3)

| N | Short description of result | |
|---|---|--|
| 5 | Curriculum of entry level module | |
| 6 | Course Content of the entry-level module | |
| 7 | Core curriculum for in-depth training | |
| 8 | Lecturers list (first version, continuous upgrades) | |



| | | | | |
|--|-------------|-----------|--------------|--|
| Work package number | 3 | | | |
| Work package title | Start month | End month | Costs (euro) | Package leader (indicate legal name of the relevant partner) |
| Collection of SRI examples/ SRI knowledge base | 06/2014 | 01/2015 | 39308.00 | UKSIF |

Work package aims. Limit: 2500 characters.

The direct exchange of experience and examples of SRI (SRI approaches and methods like ethical funds, alternative financing etc.) between the partners is crucial to learn from best or worst practice but to also highlight the local differences among the partner countries. Partners will develop a standard to describe and assess the examples along common criteria. Examples will be generic explaining general approaches e.g. from micro credits or they can explicitly relate to a certain financial product (only for training purposes, not assessment of concrete products will be published).

Experiences gained through the collection of these examples will be incorporated into a web-based knowledge base and the course modules. Furthermore the exchange will offer an opportunity for networking and experiencing and benefiting from cultural diversity among the partner countries.

General examples of the database will be open to the public. Both type of examples also serve as teaching aids for the course and as home work and test examples (e.g. assessment of financial products according to sustainability criteria, comparison of financial products, identification of "best products" for certain client requirements etc.) The aim is to maintain and enlarge this database also after the end of the project.

Description of activities. Limit: 2500 characters.

(T3.1) Collection of national examples

Each partner is asked to collect examples within their countries and beyond, most of them fit the SRI-criteria to a high extent, but for educational purposes also examples that do not fit are valuable. A common structure for collecting and describing the examples will be developed. The web-platform will provide a password-protected section for the consortium allowing for well-structured input, storage and retrieval of examples. Commenting and rating facilities support experience exchange and input mask to secure a needed set of data essential to assess each example.

The major part of this database is restricted to the consortium partners and course participants. Selected information of the database will also be available to the public.

(T3.2) Benchmarking of examples

The consortium will decide on a common set of indicators to assess each of the collected examples which will also be incorporated within the database system. Like this the database work as an assessment tools, where consortium partners can compare different SRI approaches. and will have a common outcome of the examples.

(T3.3) IT development

Partner akaryon will develop the database according to the specifications and requirements of the partners.

Description of methodological / pedagogical framework (where relevant). Limit: 2500 characters.

The assessment framework will build on SRI and economic criteria/indicators of different types (qualitative and quantitative scales). The database will be implemented as a web based solution building on open source development frameworks in php and MySQL. A user and rights management will be implemented to allow for different access levels.

Milestones:

3-1 framework defined, start of IT development, 7/2014

3-2 first version ready for input of examples by partners, 10/2014

3-3 first version ready to be used in test courses (WP 5), 1/2015

Role and tasks of sub-contractors (if any). Limit: 2500 characters.



This work package will contribute to the achievement of the following expected result (please refer to the numbering and types of expected results in section D.4.2, respectively to the key outputs in section D.4.3)

| N | Short description of result | |
|----|--|--|
| 9 | Data structure and assessment framework | |
| 10 | SRI Examples | |
| 11 | Database and user interface for storage, retrieval, assessment, commenting, rating | |



| | | | | |
|---|-------------|-----------|--------------|--|
| Work package number | 4 | | | |
| Work package title | Start month | End month | Costs (euro) | Package leader (indicate legal name of the relevant partner) |
| eLearning platform including evaluation tool and lecturers database | 01/2014 | 09/2015 | 43101.00 | akaryon |

Work package aims. Limit: 2500 characters.

The aim is to establish an online platform that provides course lecturers and participants all necessary course materials and information and eLearning functions. The entry-level module will be implemented as separate eLearning unit, it will be standardized and available in all partner languages. The eLearning elements corresponding to the in-depth training course will be more diverse for the partner countries.

In addition, the eLearning portal will interlink the participants in the various participating countries, thus facilitating discussions and exchange of experiences among the learners. The portal will also offer evaluation functionality based on online questionnaires. Via this tool, participants can be directly invited to provide their feedback online.

Detailed objectives included are:

1. To develop, test, and evaluate all parts of the platform, to be used only by the consortium, in English
2. To develop all parts of the platform to be used by externals (course participants, stakeholders) in all languages of the partner countries
3. To provide manuals and to train selected staff of the consortium partners to use and maintain the platform and its tools

Description of activities. Limit: 2500 characters.

(T4.1) eLearning platform

Based on the specifications from WP2 the eLearning platform will be designed for entry-level module and in-depth training course, developed to serve the special needs of the target group of the course.

It is planned to include

- information (downloads of lecture handouts – presentations, texts or scientific papers),
- communication tools (to contact lecturers, course organization and to improve the networking of the participants from the different partner countries)
- guidance through the course including incremental evaluation of the course and the individual learning success of the participants
- possibilities to submit home works
- support for working with the examples of the database (WP3)
- test sections

(T4.2) Evaluation tool / questionnaires

The evaluation tool can build on an existing tool developed by partner akaryon. This tool will be customized to the needs of the consortium. It will include a series of questionnaires corresponding to specific parts of the eLearning platform and offline course modules.

(T4.3) Training and manuals, support

Consortium partners including lecturers will be trained in the use of the eLearning platform and the evaluation functionalities, e.g.

- How to transfer teaching aids and content in the respective sections.
- How to configure a test for course participants
- How to incorporate a new questionnaire into the evaluation tool
- How to analyse evaluation results

- ...

In addition to training sessions in the frame of partner meetings, akaryon will provide tailor-made manuals and direct support by email and skype to best assist consortium partners in their work.

All elements of the online platform described are provided in a timely manner to support and serve the corresponding activities.

Milestones:

4-1 First version entry-level module, ready for input by the partners, 7/2014

4-2 First version of eLearning for in-depth modules and evaluation tool, ready for input by the partners, 10/2014

4-3 entry-level module, ready for testing (WP 5), 10/2014



4-4 in-depth modules and questionnaires, ready for testing (WP 5), 1/2015
 4-5 entry-level module, final version (integration of feedback from WP 5+6), 6/2015
 4-6 in-depth modules, final version (integration of feedback from WP 5+6), 8/2015

Description of methodological / pedagogical framework (where relevant). Limit: 2500 characters.

The specification of the eLearning tool will be elaborated in close cooperation with all consortium partners. The IT development will be performed by core partner akaryon.
 The first test step will be performed by staff members of akaryon not involved in the development. For the second test step, for each tool, a dedicated test group consisting of consortium members other than akaryon will be set up.
 Throughout the project's lifetime (and beyond) there will be a test version of the tool hosted at one of akaryon's server. The real server will be updated periodically with components that have already passed the first and second test layer.
 Tools will first be developed in English, transfer to other languages is following as soon as the English version presents a solid state. Technically, the online platform will be based on open source eLearning components (probably Moodle or aTutor). For the evaluation tool, core partner akaryon can build on previous experiences with questionnaire based tools developed throughout several years and projects.
 At least one staff member of each country will be involved in a training how to use and administer/maintain the tools. This training will be held together with partner meeting 2, a refreshment training will be offered at partner meeting 3.

Role and tasks of sub-contractors (if any). Limit: 2500 characters.

Server costs

This work package will contribute to the achievement of the following expected result (please refer to the numbering and types of expected results in section D.4.2, respectively to the key outputs in section D.4.3)

| N | Short description of result | |
|----|---|--|
| 12 | eLearning platform | |
| 13 | Evaluation tool (first version, continuous upgrades) | |
| 14 | Users' manual and administrators' manual for the eLearning platform and the evaluation tool | |



| | | | | |
|-----------------------------|-------------|-----------|--------------|--|
| Work package number | 5 | | | |
| Work package title | Start month | End month | Costs (euro) | Package leader (indicate legal name of the relevant partner) |
| SRI training course testing | 06/2014 | 06/2015 | 65445.00 | SIF |

Work package aims. Limit: 2500 characters.

The aim of this work package is to transfer the existing training course to the partner countries (AT, BE, CH, DE, FR, GB, SE). To do so, the entry-level module and the in-depth training courses, including the modules / lectures and training materials, will be tested and evaluated in a real course setting.

In brief, the objectives of WP 5 are:

1. To transfer the entry-level module and the training course to all partner countries
2. To organize, test and evaluate the course in all partner countries with à 5 - 15 participants
3. To provide feedback for the improvement of the curriculum, lectures and teaching aids
4. To provide feedback for the improvement of the eLearning tool and other IT tools (evaluation tool, , SRI examples database from WP3)

Description of activities. Limit: 2500 characters.

(T5.1) Preparation of lectures and other course elements together with experts within the partner organizations and external experts. Content has also to be implemented on the eLearning platform.

Furthermore, the participant evaluation questionnaire for the existing course will be transferred and implemented into the eLearning platform (WP 4).

(T5.2) Organization and administration of training courses

To be able to offer the training course, training locations (if face-to-face seminars are provided) have to be organized, invitations have to be posted and participants finally identified and invited. For the invitations the partners will develop and implement measures to especially address women participants.

(T5.3) Delivering test courses / modules in the specific national languages

The modules of the SRI-training course (approximately 2 days – depending on national conditions) will be offered in all partner countries.

Between the modules, the participants will work flexibly on their individual home works (example: assessment of financial products relating to sustainability) and will use the first finished elements of the newly developed eLearning tool,

- to further amend their knowledge with optional content offered on the platform

- to evaluate their progress by test routines

- to evaluate the modules.

- and for discussion with their fellow participants in their country or other countries.

(T5.4) Evaluation and fine tuning

The evaluation sessions with the participants will be held in class where the course is offered in a face-to-face seminar. In addition, though, the participants will have the opportunity to give anonymous feedback via online and paper questionnaires (using the evaluation tool from WP4).

Furthermore, the project coordinator will establish an evaluation plan e.g. delegating consortium staff members or externals to attend and evaluate modules of fellow partner courses (exemplary). Special questionnaires, other than those for participants, will be prepared for evaluation by consortium members and silent partners to explicitly integrate their views (other questions than for course participants, qualitative interviews).

The feedback will be jointly evaluated and discussed by the partners .

and the results will be incorporated into the further fine-tuning and adaptation process of the course (WP 6).

Description of methodological / pedagogical framework (where relevant). Limit: 2500 characters.

The courses will be held one after another to incorporate the learnings into the following course.



The integrated evaluation of the test courses, conducted by the participants and partners via questionnaires and qualitative interviews, will continuously enhance the quality of the course. To support course participants and encourage them using their new competences in their daily work it is foreseen to offer a webforum on the eLearning platform and the examples database to ask questions concerning SRI and advising. In this work package the partners will involve the key stakeholders (see LOIs and other) and networks in sending participants and multiplication of the course to guarantee the envisaged number of participants.

Milestones:

5-1 entry-level module tested in all partner countries, 12/2014

5-2 in-depth training tested in all partner countries, 6/2015

Role and tasks of sub-contractors (if any). Limit: 2500 characters.

This work package will contribute to the achievement of the following expected result (please refer to the numbering and types of expected results in section D.4.2, respectively to the key outputs in section D.4.3)

| N | Short description of result | |
|----|--|--|
| 15 | 35 Financial advisors (minimum number) trained in 7 countries (AT, BE, CH, DE, FR, GB, SE) | |
| 16 | Revised course contents | |
| 17 | Evaluation Report on eLearning and curriculum | |



| | | | | |
|---------------------------------------|-------------|-----------|--------------|--|
| Work package number | 6 | | | |
| Work package title | Start month | End month | Costs (euro) | Package leader (indicate legal name of the relevant partner) |
| Certification process and fine tuning | 04/2014 | 09/2015 | 25783.00 | Novethic |

Work package aims. Limit: 2500 characters.

The aims of this work packages are

1. to finalize the curriculum and course materials, based on the test courses and their evaluations
2. to finalize the eLearning platform and other tools
3. to achieve national certifications for the training course in the partner countries and European Quality standards

Description of activities. Limit: 2500 characters.

(T6.1) Finalizing the training course curricula
Based on the feedback of partners and participants, final adaptations to the curriculum will be made based on the set of learning outcomes defined in WP2. They will be discussed at a partner meeting with special feedback from consortium members lecturing in the test courses. The partners will also up-date the list of lecturers.

(T6.2) Finalizing the eLearning platform and other tools
Based on the feedback of partners and participants, also the final adaptations for the eLearning platform, the examples database and the evaluation tool will be specified and implemented within WP 3/4.
The final content of the eLearning platform will reflect the final status of curricula and course materials.

(T6.3) Achieving certifications
From its very beginning, the compliance with European and national quality standards is an integral part of the design and the process of amending the training course. The certification standards the consortium will build upon include the European Credit system for Vocational learning & Training (ECVET) in particular the learning outcomes approach, the national qualification frameworks (NQFs) and the European Qualifications Framework (EQF). In order to do so, the work package leader will observe the latest developments regarding certifications on EU level and guide partners to survey the national possibilities. According to the given situation partners will work closely with their respective national and the EU agencies to receive official recognitions for the training course to be offered with a European wide acknowledged and recognized degree.
The eLearning platform will be certified with the standard Open ECBCheck (Open Certification Standard for eLearning in Capacity Building) which consists of a self-assessment and a peer-review to secure the quality of the platform.

Description of methodological / pedagogical framework (where relevant). Limit: 2500 characters.

The results of the first evaluation of the core curriculum as well as the seven evaluations of the training courses will be used to finalize the curriculum, teaching aids and IT tools. The partners will exchange written statements and discuss the results in Skype conferences and during one personal meeting. The possible national differences in the evaluations will be taken into account to address national specifics in the final curricula.
The developments of requirements and processes of standardization in ECVET, EQF, ECB and others if relevant is closely watched throughout the project. If needed, adaptations in the curriculum or other course elements (eg. Certificate given to the trainees) will be done to meet the upcoming needs.

To ensure the quality of the management plan, the following milestones have been identified:

- 6-1 Final training course curricula and lectures, 4/2015
- 6-2 Final eLearning course materials, 7/2015
- 6-3 National and one European certificate, 9/2015

Role and tasks of sub-contractors (if any). Limit: 2500 characters.



This work package will contribute to the achievement of the following expected result (please refer to the numbering and types of expected results in section D.4.2, respectively to the key outputs in section D.4.3)

| N | Short description of result | |
|----|--------------------------------------|--|
| 18 | Certification of SRI training course | |
| 19 | Overall evaluation report | |



| | | | | |
|---|-------------|-----------|--------------|--|
| Work package number | 7 | | | |
| Work package title | Start month | End month | Costs (euro) | Package leader (indicate legal name of the relevant partner) |
| Dissemination and exploitation of results | 10/2013 | 09/2015 | 38944.00 | FNG |

Work package aims. Limit: 2500 characters.

The aim is to document the progress of the project and inform political decision-makers, institutional investors, banks, asset management companies and in/dependent financial advisors in the partner countries as well as on EU level about the training course. During the term of the project, the progress in amending the curriculum and the project activities (especially events like testing the developed SRI- courses in partner countries) will be communicated. Once the curriculum has been fine tuned, the actions performed by course participants following the training and the training course itself will be presented .

1. To inform the broader target group (banks, asset management companies, institutional investors and financial advisors in the partner countries and in the further existing european-wide networks) about the project
2. To specifically inform key political decision-makers in the partner countries, in Brussel and on the EU-Level about the project progress and results
3. To communicate the results of the project in the scientific community (papers, articles, or conferences) as well as by selected academic/research institutions
4. To inform the broad public via media, online news, consumer organisations etc.
5. To identify key actors and establish co-operation in a "network of key actors" in order to build a multi-sectoral foundation for the project and generate synergies
6. To continuously anticipate newly needed skills of the target group in the context
7. To implement the Link to the online-tool (appetizer) on relevant websites of acadmeics, NGOs, education, Finance Sector, associations of financial and sustainable sector

Description of activities. Limit: 2500 characters.

(T7.1) Permanent monitoring of financial advisors needs for new skills, academic and educational/vocational activities in the field social responsible investment (all partners involved in providing content, lead: FNG)

(T7.2) Establishing a project website (integrated with the eLearning and evaluation tool from WP4, SRI examples database from WP3) with up to date reports on the project progress (all partners involved in providing content, lead: akaryon).

(T7.3) PR and media work, in particular media specialized on such complimentary issues as financial sector, environmental, social and financial education (target: at least 3 articles in every partner country at different levels: local, regional, national)

(T7.4) Networking with supporters: Broadening of the existing networks, identifying synergies, link exchange etc. (target: at least one qualified supporters in every partner country, plus at least two supporters from other EU countries or European bodies)

(T7.5) Presentation of results in scientific community (conferences, papers, articles – target figure: 1 per country)

(T7.6) Dissemination and Exploitation plan

Whereas dissemination and exploitation activities have already been drafted right now, a detailed dissemination and exploitation plan will be elaborated within the project.

Description of methodological / pedagogical framework (where relevant). Limit: 2500 characters.

The consortium regards the dissemination of the results of this project to national and local political decision-makers as crucial for ensuring the further exploitation of the results, e.g. the offering of the training course in the partner countries as well as in other European nations. Therefore ministers and civil servants from the key ministries and other political key stakeholders will also be invited to join e.g. end of a training course and the certification. This could also trigger broad media coverage.

The project website and related web-based dissemination activities will be another essential means for the dissemination of the project results. Consequently, it will be regularly updated, e.g. with analyses of the test phases, learning materials, the report of the study visit and so on.

The milestones of this WP that ensure the quality management are:

7-1 Dissemination and Exploitation plan (for all seven partner countries – and EU level), 12/2014 (first version)

7-2 Project website (akaryon), 12/2013 (first version)



7-3 Course to be advertised on partner sites (all partners), 8/2014
 7-4 Media reports on all certification ceremonies (all partners), 9/2015
 7-5 Certificates for the participants (all partners), 8/2015
 7-6 Dissemination report presenting a summary of all activities, 9/2015

Role and tasks of sub-contractors (if any). Limit: 2500 characters.

corporate design, printing

This work package will contribute to the achievement of the following expected result (please refer to the numbering and types of expected results in section D.4.2, respectively to the key outputs in section D.4.3)

| N | Short description of result | |
|----|-----------------------------|--|
| 20 | Project Website | |
| 21 | Dissemination Report | |
| 22 | Exploitation Plan | |



D.4.2. EXPECTED RESULTS

What specific results are expected in the course of the project and on its completion? Please provide a detailed description of the expected results completing the table below

- type of result (e.g. handbook, curriculum, recognition procedure, new teaching/training method, etc.),
- target group(s) concerned (final users of the results)
- languages in which they will be available
- medium that will be used (e.g. CD-Rom, Internet, etc.),
- when they will be available,
- number of copies foreseen (if applicable)
- didactic methodology (if applicable)
- Others

| | | | |
|---|--|---|---|
| Result number | 1 | | |
| Short description of result | Project Manual | | |
| Target group(s) / potential beneficiaries | Consortium | | |
| Language of the product | EN - English | + | - |
| Medium that will be used | Text (TXT) | + | - |
| Availability (when?) | 31-10-2013 | | |
| Number of copies foreseen if applicable | | | |
| Didactical methodology (if applicable) | | | |
| Others | | | |
| Result number | 2 | | |
| Short description of result | Four internal evaluation reports | | |
| Target group(s) / potential beneficiaries | Consortium, OEAD | | |
| Language of the product | EN - English | + | - |
| Medium that will be used | Text (TXT) | + | - |
| Availability (when?) | 31-03-2014 | | |
| Number of copies foreseen if applicable | | | |
| Didactical methodology (if applicable) | | | |
| Others | 4 versions, availability date refers to the first report | | |



| | | | |
|---|----------------------------------|---|---|
| Result number | 3 | | |
| Short description of result | Project Interim Report | | |
| Target group(s) / potential beneficiaries | Consortium, OEAD | | |
| Language of the product | EN - English | + | - |
| Medium that will be used | Text (TXT) | + | - |
| Availability (when?) | 31-10-2014 | | |
| Number of copies foreseen if applicable | | | |
| Didactical methodology (if applicable) | | | |
| Others | | | |
| Result number | 4 | | |
| Short description of result | Project Final Report | | |
| Target group(s) / potential beneficiaries | Consortium, OEAD | | |
| Language of the product | EN - English | + | - |
| Medium that will be used | Text (TXT) | + | - |
| Availability (when?) | 30-09-2015 | | |
| Number of copies foreseen if applicable | | | |
| Didactical methodology (if applicable) | | | |
| Others | | | |
| Result number | 5 | | |
| Short description of result | Curriculum of entry level module | | |
| Target group(s) / potential beneficiaries | Consortium, Financial Advisors | | |
| Language of the product | EN - English | + | - |
| Language of the product | DE - German | + | - |
| Language of the product | FR - French | + | - |



| | | | |
|---|--|---|---|
| Language of the product | SV - Swedish | + | - |
| Medium that will be used | Text (TXT) | + | - |
| Availability (when?) | 30-06-2014 | | |
| Number of copies foreseen if applicable | | | |
| Didactical methodology (if applicable) | | | |
| Others | | | |
| Result number | 6 | | |
| Short description of result | Course Content of the entry-level module | | |
| Target group(s) / potential beneficiaries | Consortium, Financial Advisors | | |
| Language of the product | EN - English | + | - |
| Medium that will be used | Text (TXT) | + | - |
| Availability (when?) | 30-06-2014 | | |
| Number of copies foreseen if applicable | | | |
| Didactical methodology (if applicable) | | | |
| Others | | | |
| Result number | 7 | | |
| Short description of result | Core curriculum for in-depth training | | |
| Target group(s) / potential beneficiaries | Consortium, Financial Advisors | | |
| Language of the product | EN - English | + | - |
| Medium that will be used | Text (TXT) | + | - |
| Availability (when?) | 30-06-2014 | | |
| Number of copies foreseen if applicable | | | |
| Didactical methodology (if applicable) | | | |
| Others | | | |



| | | | |
|---|---|---|---|
| Result number | 8 | | |
| Short description of result | Lecturers list (first version, continuous upgrades) | | |
| Target group(s) / potential beneficiaries | Consortium, Financial Advisors | | |
| Language of the product | EN - English | + | - |
| Medium that will be used | Table (TABLE) | + | - |
| Availability (when?) | 30-09-2014 | | |
| Number of copies foreseen if applicable | | | |
| Didactical methodology (if applicable) | | | |
| Others | | | |
| Result number | 9 | | |
| Short description of result | Data structure and assessment framework | | |
| Target group(s) / potential beneficiaries | Consortium, Financial Advisors | | |
| Language of the product | EN - English | + | - |
| Medium that will be used | Database (DB) | + | - |
| Availability (when?) | 30-09-2014 | | |
| Number of copies foreseen if applicable | | | |
| Didactical methodology (if applicable) | | | |
| Others | | | |
| Result number | 10 | | |
| Short description of result | SRI Examples | | |
| Target group(s) / potential beneficiaries | Consortium, Financial Advisors | | |
| Language of the product | EN - English | + | - |
| Medium that will be used | Collection (COLL) | + | - |
| Availability (when?) | 31-01-2015 | | |



| | | |
|---|--|--|
| Number of copies foreseen if applicable | | |
| Didactical methodology (if applicable) | | |
| Others | | |

| | | | |
|---|--|---|---|
| Result number | 11 | | |
| Short description of result | Database and user interface for storage, retrieval, assessment, commenting, rating | | |
| Target group(s) / potential beneficiaries | Consortium, Financial Advisors | | |
| Language of the product | EN - English | + | - |
| Medium that will be used | Database (DB) | + | - |
| Availability (when?) | 31-01-2015 | | |
| Number of copies foreseen if applicable | | | |
| Didactical methodology (if applicable) | | | |
| Others | | | |

| | | | |
|---|--------------------------------|---|---|
| Result number | 12 | | |
| Short description of result | eLearning platform | | |
| Target group(s) / potential beneficiaries | Consortium, Financial Advisors | | |
| Language of the product | EN - English | + | - |
| Language of the product | DE - German | + | - |
| Language of the product | FR - French | + | - |
| Language of the product | SV - Swedish | + | - |
| Medium that will be used | Website (WEB) | + | - |
| Availability (when?) | 31-01-2015 | | |
| Number of copies foreseen if applicable | | | |
| Didactical methodology (if applicable) | | | |
| Others | | | |



| | | | |
|---|---|---|---|
| Result number | 13 | | |
| Short description of result | Evaluation tool (first version, continuous upgrades) | | |
| Target group(s) / potential beneficiaries | Consortium, Financial Advisors | | |
| Language of the product | EN - English | + | - |
| Medium that will be used | Text (TXT) | + | - |
| Availability (when?) | 30-09-2014 | | |
| Number of copies foreseen if applicable | | | |
| Didactical methodology (if applicable) | | | |
| Others | | | |
| Result number | 14 | | |
| Short description of result | Users' manual and administrators' manual for the eLearning platform and the evaluation tool | | |
| Target group(s) / potential beneficiaries | Consortium, Financial Advisors | | |
| Language of the product | EN - English | + | - |
| Medium that will be used | Text (TXT) | + | - |
| Availability (when?) | 31-01-2015 | | |
| Number of copies foreseen if applicable | | | |
| Didactical methodology (if applicable) | | | |
| Others | | | |
| Result number | 15 | | |
| Short description of result | 35 Financial advisors (minimum number) trained in 7 countries (AT, BE, CH, DE, FR, GB, SE) | | |
| Target group(s) / potential beneficiaries | Financial Advisors | | |
| Language of the product | EN - English | + | - |
| Medium that will be used | Event (EVENT) | + | - |
| Availability (when?) | 31-05-2015 | | |



| | | |
|---|--|--|
| Number of copies foreseen if applicable | | |
| Didactical methodology (if applicable) | | |
| Others | | |

| | | | |
|---|-------------------------|---|---|
| Result number | 16 | | |
| Short description of result | Revised course contents | | |
| Target group(s) / potential beneficiaries | Financial Advisors | | |
| Language of the product | EN - English | + | - |
| Language of the product | DE - German | + | - |
| Language of the product | FR - French | + | - |
| Language of the product | SV - Swedish | + | - |
| Medium that will be used | Text (TXT) | + | - |
| Availability (when?) | 30-06-2015 | | |
| Number of copies foreseen if applicable | | | |
| Didactical methodology (if applicable) | | | |
| Others | | | |

| | | | |
|---|---|---|---|
| Result number | 17 | | |
| Short description of result | Evaluation Report on eLearning and curriculum | | |
| Target group(s) / potential beneficiaries | Financial Advisors | | |
| Language of the product | EN - English | + | - |
| Medium that will be used | Text (TXT) | + | - |
| Availability (when?) | 30-09-2015 | | |
| Number of copies foreseen if applicable | | | |
| Didactical methodology (if applicable) | | | |
| Others | | | |



| | | | |
|---|--------------------------------------|---|---|
| Result number | 18 | | |
| Short description of result | Certification of SRI training course | | |
| Target group(s) / potential beneficiaries | Financial Advisors | | |
| Language of the product | EN - English | + | - |
| Language of the product | DE - German | + | - |
| Language of the product | FR - French | + | - |
| Language of the product | SV - Swedish | + | - |
| Medium that will be used | Text (TXT) | + | - |
| Availability (when?) | 30-09-2015 | | |
| Number of copies foreseen if applicable | | | |
| Didactical methodology (if applicable) | | | |
| Others | | | |

| | | | |
|---|---------------------------|---|---|
| Result number | 19 | | |
| Short description of result | Overall evaluation report | | |
| Target group(s) / potential beneficiaries | Consortium, OEAD | | |
| Language of the product | EN - English | + | - |
| Medium that will be used | Text (TXT) | + | - |
| Availability (when?) | 30-09-2015 | | |
| Number of copies foreseen if applicable | | | |
| Didactical methodology (if applicable) | | | |
| Others | | | |

| | | | |
|---|--------------------|--|--|
| Result number | 20 | | |
| Short description of result | Project Website | | |
| Target group(s) / potential beneficiaries | Financial Advisors | | |



| | | | |
|---|----------------------|---|---|
| Language of the product | EN - English | + | - |
| Language of the product | FR - French | + | - |
| Language of the product | SV - Swedish | + | - |
| Language of the product | DE - German | + | - |
| Medium that will be used | Website (WEB) | + | - |
| Availability (when?) | 15-12-2013 | | |
| Number of copies foreseen if applicable | | | |
| Didactical methodology (if applicable) | | | |
| Others | continous upgrades | | |
| Result number | 21 | | |
| Short description of result | Dissemination Report | | |
| Target group(s) / potential beneficiaries | Consortiom, OEAD | | |
| Language of the product | EN - English | + | - |
| Medium that will be used | Text (TXT) | + | - |
| Availability (when?) | 30-09-2015 | | |
| Number of copies foreseen if applicable | | | |
| Didactical methodology (if applicable) | | | |
| Others | | | |
| Result number | 22 | | |
| Short description of result | Exploitation Plan | | |
| Target group(s) / potential beneficiaries | Consortium, OEAD | | |
| Language of the product | EN - English | + | - |
| Medium that will be used | Text (TXT) | + | - |
| Availability (when?) | 15-12-2014 | | |



| | | |
|---|--|--|
| Number of copies foreseen if applicable | | |
| Didactical methodology (if applicable) | | |
| Others | date relates to first version, regular upgrades after first versions | |



D.4.3. DISSEMINATION AND EXPLOITATION OF RESULTS

Please provide here a dissemination and exploitation plan and a timetable which clearly shows key outputs (should fit with the work package/s on dissemination and exploitation of results in section D.4.1).

Please describe how your dissemination and exploitation strategy ensures that the project results will be used with regards to the target group(s), target sector(s) and potential users such as social partners, VET policy makers etc. Please ensure that your plans for sustainability will enable the impact described in Section D.4.5 Expected Impact. Limit: 2500 characters.

Dissemination is important and will form a continuous activity throughout the project.

The dissemination strategy is geared up to ensure sustainability of project results, their visibility, accessibility and use after the end of the project.

It will be connected to the specific needs of the course's target group, their world of work, and based on a permanent monitoring of the field.

The following primary target groups will be addressed by the dissemination activities:

- target group for the course /participants
- the (broad) range of multipliers promoting the results
- potential users / co-operation partners within the partner countries (e.g. educational institutes) and in other countries (to organize courses there)

Consortium partners have been in contact with all these groups for years, thus knowing them very well in order to reach and activate them the "right" way.

Two project partners are associations for sustainable investment: FNG for the German speaking countries and UKSIF for the UK. Other partners are the leading organizations for sustainable investment in their countries, which as well means that they can start dissemination based on a high level of recognition and already existing profound networks.

An ideal combination of online and offline activities has been designed to optimally address these different groups. In addressing the target group special attention will be paid to attract women for the course - by gender sensitive wording and explicitly inviting women.

Consortium partners are well aware that in order to secure effective exploitation, securing intellectual property rights and developing business models are essential. ÖGUT holds the rights on the current training course in Austria. Consortium partners will have the exploitation rights of the results for their countries. Regarding the online tool, while the consortium partners will be granted rights to use it in their countries, partner akaryon will be granted the right to transfer it to potential other countries or sectors. A suitable exploitation plan will be drafted right at the beginning of the project and updated until the end of the project according to new insights, project progress and evaluation results.

Please demonstrate that the consortium has the capacity and necessary experience to carry out the dissemination and exploitation of results activities. Indicate the human and financial resources assigned to these tasks. Limit: 2500 characters.

All project partners are very experienced in dissemination and exploitation activities, all are well established and well-known institutions in the field. Furthermore, they comprise of well-established contacts to the target groups and their world of work including institutions, multipliers and key players. Many of the partners are actively involved in a high number and broad range of local, national and international networks, building a crucial starting point for dissemination activities.

Some of the partners have also gained a high level of expertise in European projects which also always include dissemination activities, ranging from brochures, websites, study trips to workshops and international conferences.

Within this project, each partner has at least designated one key staff person with personal experience in dissemination and exploitation activities. A dedicated work package for dissemination and exploitation has been included in the work plan, including 73 working days and a calculated budget of 39.148 Euro.

This shows the clear commitment to and awareness of the importance of these activities.

With their training courses, ÖGUT (and UKSif and EcoEffect) have already demonstrated their ability to not only develop the



theoretical concept of a course but to also successfully test and run the courses.

The consortium comprises all necessary competences, a wide geographical spread and a clear picture how to implement the course in the long run not only in their home countries.

D.4.4. QUALITY MANAGEMENT PLAN

Please provide a quality management plan: procedures, criteria and resources for monitoring and evaluation of the project; procedures, criteria and resources for internal and/or external evaluation - including quality control and testing, if applicable - of the interim and final results with regard to the needs of the target group(s) and sector(s) and of the potential end-users.

Please explain in particular how the target group/s and/or potential end-users will be involved in these activities. Limit: 2500 characters.

The management plan ensures a permanent internal evaluation of the project through regular partner meetings, Skype conferences, and the list of (intermediate deliverables) with a clear schedule and responsible partners assigned (see Work package activities and results). WP leaders have been assigned to all work packages, who will quarterly submit progress reports to the coordinator. The interim and the final report as well as the evaluation report, the dissemination report and exploitation plan are further means of quality assurance.

Aiming to obtain national and European certifications for the training course, the qualitative and transparency criteria both for internal and external evaluation of the course and the project itself are necessarily very strict.

To further adapt and fine-tune the training course, external feedback from the target group and other experts including representatives of the end-users, is essential. As the courses are conducted in a real course setting, the participants, representative for the target group, are confronted with a real rather than laboratory situation. It is thus much easier for them to give valid feedback. The main method used is the evaluation tool (for both anonymous and non-anonymous feedback). In addition, the consortium partners will also critically review the curriculum and its adaptations.

In addition, discussions and exchange of opinions will always be encouraged and there will be discussions and critical reviews at the partner meetings.

The evaluation reports are also dedicated project results, they will periodically sum up all evaluation processes and results in a concise document to be used beyond the project's lifetime.



D.4.5. EXPECTED IMPACT

Please identify below the most suitable codes of educational field and level relevant to your target groups and sectors on which your proposal expects to have an impact.

| | | | |
|-------------------|---|---|---|
| Educational field | Finance, banking, insurance (343) | + | - |
| Educational level | ISCED 3VOC - vocational or technical programmes | + | - |
| Economic sector | K - FINANCIAL AND INSURANCE ACTIVITIES | + | - |

Please describe the expected short term and long term impact of your proposal on (1) target groups and/or sector and (2) geographical target areas (local, regional, national, and/or European). Limit: each answer to 2500 characters.

| | Target group(s) and/or sectors | Geographical areas (local, regional, national and/or European) |
|-------------------|--------------------------------|--|
| Short term impact | Financial advisors | national - partner countries (test courses), European (dissemination activities) |
| Long term impact | in SRI interested persons | European |

How do you intend to measure the described levels of impact achieved during the project (i.e. short-term impact)? Please describe qualitative and quantitative indicators for (1) impact on target groups/sectors and (2) on geographical areas.

1) Indicators for impact on target groups and/or sectors

Positive evaluation results of SRI training courses
 Number of participants of SRI training courses
 Number of hits on the project website and SRI examples database

2) Indicators for impact on geographical areas

Mix of SRI examples from all partner countries on the project website.
 Number of hits on the project website from the different countries / in different languages.

Please describe (1) which aspects of your proposal (e.g. consortium, products and results, networks, etc) will be maintained after the Leonardo funding and (2) how you intend to manage them (e.g. financial and human resources, etc). In the case of products, please also specify how do you intent to sustain them (e.g. accreditation of materials, commercialisation, free of charge use etc.).

1) Aspects of the proposal which will continue after the Leonardo da Vinci funding

The fine tuned and certified curricula of trainings are designated to be used after the finalisation of SRI by the consortium partners. The consortium partners are convinced, that following the positive Austrian example, where the course has been offered since 2010 on a balanced financial basis without the need for subsidies, this will also be possible in the partner countries of this and further European countries. The pillars for success are:

- a) fulfilling the needs of the target group,
- b) offering tailor-made high-quality education
- c) certification
- d) high reputation of the partners (and lecturers) in the field and by the target group
- e) integration of the course in the world of work/VET of the target group, e.g. by being part of the continuous communication flow of the consortium and other services for the target group. This setting is a form of a win-win situation: A good output of SRI is an added



value for the services offered by the partners. The other way round, though, the partners' portfolio and initial reputation will also contribute to good results of the project and their sustainable use thereafter.

2) Mechanisms and resources to maintain them

Sustainability of the action is guaranteed by the fact that the core partners have high credibility and reputation in the field and are in steady contact with the target group. Furthermore there is a high chance that the course will be self sufficient once successfully implemented, as the existing examples of Austria shows.

The best practice and experience exchange database will be continuously updated drawing on the following mechanism:

- parts of the content will be available to the public
- detailed content is available for course participants during the course period
- detailed content is available for registered users who also contribute content to the platform (if a registered user submits content password will stay valid for a certain period of time)

Consortium partners intent that this platform will be a central platform for SRI in Europe. As such it will also function as a marketing vehicle for the course offers of the partners.

The core-partners will not only use the training curricula to offer further training courses, but will also maintain the contents (online and offline) and the certification (which also require update processes). To keep the national courses consistent, there will be a meeting of the consortium partners at least every two years, which can easily be organized as partners co-operate in various contexts due to their similar fields of activities.

For technical updates or new features of the eLearning and evaluation platform (not much to be expected, but as with every IT, necessary after some time) contracts with IT professionals have to be considered, where partner akaryon will be integrated in the selection and organization process.

Partners are also interested in extending their networks to other EU countries and thus continuously gain an even broader variety of expertise and experiences.

Transfer of the results to other countries after the project shall be subject to special agreement between ÖGUT and the organisation interested in implementing the course. In principal, this transfer will be free of charge, but any necessary consulting has to be remunerated and new partners shall contribute their experiences to the network and attend the partner meetings.

Please identify how your project will have a direct impact on (1) the national VET system of your country and (2) the national VET systems of your partners.

1) Expected impact on the national VET system of your country

The Austrian course will improve in quality and reputation due to the European project and expertise exchange and any possible certification achieved within the project. The integration into the European network respectively consortium of this project adds value in terms of content, actuality and scope. All these assets will strengthen its position in VET for financial advisors.

2) Expected impact on the national VET system of your partners

In partner countries not comprising of any educational offer dealing with sustainable investment, the course will fill a vital gap. In other partner countries the course will substitute preceding singular educational offers and, similar to the Austrian situation, thus strengthen their position in VET for financial advisors.

Partner organizations will also strengthen their cooperation with the world of work and VET educational institutions.



E. BUDGET

E.1. DETAILS OF BUDGET CALCULATION

Please justify how you have addressed the cost effectiveness in the proposed budget. Limit: 5000 characters.

The project shows overall consistency between the work program and the budget. In all WPs, a clear explanation of the staff costs is present, taking into account, that the leading partner of a WP has higher level of involvement than the other partners. All items of the budget relate to justified activities in the work programme and are fully developed in accordance to the rules of the Administrative and Financial Handbook.

Project calculation bases on the following considerations:

Labour:

The working-day categories have been considered carefully.

Travel:

In order to minimise travel expenses, telecommunication will be used in daily work coordination. To ensure a good working relationship between the partners who are distributed throughout Europe, four face-to-face meetings will take place (kick off, two mid-term meetings and a project closing meeting). Dates for the midterm and closing meetings will be planned about half a year in advance of the next meeting so that low cost flights and reasonable hotel prices can be taken into account.

Subcontracts:

To save costs and optimise results, the consortium will, in accordance with the regulations for subcontracting, use different kinds of sub-contractors.

- Legal Fees for advice (common exploitation rights): The determination of the common exploitation rights is crucial to success of the SRI-Training course. The costs are based on an offer of a law firm specialized within these subjects (AT).
- Server Costs: For the implementation of E-Learning platform including evaluation tool and lecturers database a high qualitative server service is necessary for hosting.
- Corporate Design (Logo, Certificate, Folder, Screendesign Project website): are needed to guarantee a professional graphical preparation of dissemination products. The costs are based on an offer of a Graphic Design firm (D).
- Printing Costs Folder (English, German, French and Swedish): also essential for dissemination. These costs are based on Internet research and experience.

Other costs:

- Certification costs: are expected to certificate the SRI course.

The Advisory Board (Eurosif), which will be set up to be synergetic to the knowledge and skills of the consortium will validate and assess the entry-level module/ core course.

A representative of Eurosif will only receive travelling costs for participating in consortium meeting 3.

E.2. STAFF

All figures in Euro. Please use a . (dot) as the decimal separator.

| | Type of Staff | | | |
|--|---------------|---|--------------|-------------------|
| | 1. Manager | 2. Researcher, teacher and / or trainer | 3. Technical | 4. Administrative |
| | | | | |



| | | | Type of Staff | | | | | | | | | | | | |
|---------|-------------------------------|---------------------------|------------------------|--------------|-------------------|---|--------------|-------------------|------------------------|--------------|-------------------|------------------------|--------------|-------------------|---------|
| | | | 1. Manager | | | 2. Researcher, teacher and / or trainer | | | 3. Technical | | | 4. Administrative | | | |
| Country | Overall total of working days | Overall total Staff costs | Number of working days | Cost per day | Total staff costs | Number of working days | Cost per day | Total staff costs | Number of working days | Cost per day | Total staff costs | Number of working days | Cost per day | Total staff costs | |
| Total | 901 | 314312.00 | 416 | | 176284.00 | 312 | | 99595.00 | 136 | | 32128.00 | 37 | | 6305.00 | |
| P0 | AT | 178 | 60462.00 | 66 | 449.00 | 29634.00 | 90 | 302.00 | 27180.00 | 2 | 244.00 | 488.00 | 20 | 158.00 | 3160.00 |
| P1 | AT | 154 | 44817.00 | 39 | 440.00 | 17160.00 | 16 | 302.00 | 4832.00 | 82 | 240.00 | 19680.00 | 17 | 185.00 | 3145.00 |
| P2 | DE | 81 | 29470.00 | 40 | 419.00 | 16760.00 | 41 | 310.00 | 12710.00 | | | 0.00 | | | 0.00 |
| P3 | UK | 96 | 28196.00 | 52 | 351.00 | 18252.00 | | | 0.00 | 44 | 226.00 | 9944.00 | | | 0.00 |
| P4 | FR | 88 | 34752.00 | 46 | 435.00 | 20010.00 | 42 | 351.00 | 14742.00 | | | 0.00 | | | 0.00 |
| P5 | BE | 72 | 31500.00 | 62 | 450.00 | 27900.00 | 10 | 360.00 | 3600.00 | | 240.00 | 0.00 | | | 0.00 |
| P6 | CH | 88 | 35296.00 | 40 | 478.00 | 19120.00 | 40 | 354.00 | 14160.00 | 8 | 252.00 | 2016.00 | | | 0.00 |
| P7 | DE | 68 | 24568.00 | 32 | 419.00 | 13408.00 | 36 | 310.00 | 11160.00 | | | 0.00 | | | 0.00 |
| P8 | SE | 76 | 25251.00 | 39 | 360.00 | 14040.00 | 37 | 303.00 | 11211.00 | | 250.00 | 0.00 | | | 0.00 |

E.3. TRAVEL AND SUBSISTENCE

ESTIMATED travel and subsistence costs

All figures in Euro. Please use a . (dot) as the decimal separator.

| Purpose of the journey | Country of destination | Partner(s) | Work package | Number of persons a | Number of days b | Daily subsistence cost per person c | Average price return journey d | Total costs aX[(bXc)+d] |
|------------------------|------------------------|------------|--------------|---------------------|------------------|-------------------------------------|--------------------------------|-------------------------|
| Total | | | | 34 | 93 | | | 40555.00 |
| Kick-off Meeting | AT | P2 | 1 | 1 | 3 | 246.00 | 400.00 | 1138.00 |
| Kick-off Meeting | AT | P3 | 1 | 1 | 3 | 246.00 | 400.00 | 1138.00 |
| Kick-off Meeting | AT | P4 | 1 | 1 | 3 | 246.00 | 400.00 | 1138.00 |
| Kick-off Meeting | AT | P5 | 1 | 1 | 3 | 246.00 | 400.00 | 1138.00 |
| Kick-off Meeting | AT | P6 | 1 | 1 | 3 | 246.00 | 400.00 | 1138.00 |
| Kick-off Meeting | AT | P7 | 1 | 1 | 3 | 246.00 | 400.00 | 1138.00 |



| Purpose of the journey | Country of destination | Partner(s) | Work package | Number of persons a | Number of days b | Daily subsistence cost per person c | Average price return journey d | Total costs $a \times [(b \times c) + d]$ |
|------------------------|------------------------|------------|--------------|------------------------|---------------------|--|-----------------------------------|--|
| Kick-off Meeting | AT | P8 | 1 | 1 | 3 | 246.00 | 400.00 | 1138.00 |
| Second Meeting | DE | P0 | 1 | 2 | 3 | 220.00 | 400.00 | 2120.00 |
| Second Meeting | DE | P1 | 1 | 1 | 3 | 220.00 | 400.00 | 1060.00 |
| Second Meeting | DE | P3 | 1 | 1 | 3 | 220.00 | 400.00 | 1060.00 |
| Second Meeting | DE | P4 | 1 | 1 | 3 | 220.00 | 400.00 | 1060.00 |
| Second Meeting | DE | P5 | 1 | 1 | 3 | 220.00 | 400.00 | 1060.00 |
| Second Meeting | DE | P6 | 1 | 1 | 3 | 220.00 | 400.00 | 1060.00 |
| Second Meeting | DE | P7 | 1 | 1 | 3 | 220.00 | 400.00 | 1060.00 |
| Second Meeting | DE | P8 | 1 | 1 | 3 | 220.00 | 400.00 | 1060.00 |
| Third Meeting | UK | P0 | 1 | 2 | 3 | 312.00 | 400.00 | 2672.00 |
| Third Meeting | UK | P1 | 1 | 1 | 3 | 312.00 | 400.00 | 1336.00 |
| Third Meeting | UK | P2 | 1 | 1 | 3 | 312.00 | 400.00 | 1336.00 |
| Third Meeting | UK | P4 | 1 | 1 | 3 | 312.00 | 400.00 | 1336.00 |
| Third Meeting | UK | P5 | 1 | 1 | 3 | 312.00 | 400.00 | 1336.00 |
| Third Meeting | UK | P6 | 1 | 1 | 3 | 312.00 | 400.00 | 1336.00 |
| Fourth Meeting | UK | P7 | 1 | 1 | 3 | 312.00 | 400.00 | 1336.00 |
| Fourth Meeting | UK | P8 | 1 | 1 | 3 | 312.00 | 400.00 | 1336.00 |
| Fourth Meeting | SE | P0 | 1 | 2 | 3 | 275.00 | 400.00 | 2450.00 |
| Fourth Meeting | SE | P1 | 1 | 1 | 3 | 275.00 | 400.00 | 1225.00 |
| Fourth Meeting | SE | P2 | 1 | 1 | 3 | 275.00 | 400.00 | 1225.00 |
| Fourth Meeting | SE | P3 | 1 | 1 | 3 | 275.00 | 400.00 | 1225.00 |
| Fourth Meeting | SE | P4 | 1 | 1 | 3 | 275.00 | 400.00 | 1225.00 |
| Fourth Meeting | SE | P5 | 1 | 1 | 3 | 275.00 | 400.00 | 1225.00 |
| Fourth Meeting | SE | P6 | 1 | 1 | 3 | 275.00 | 400.00 | 1225.00 |
| Fourth Meeting | SE | P7 | 1 | 1 | 3 | 275.00 | 400.00 | 1225.00 |
| Sub total | | P0 | | 6 | 9 | | | 7242.00 |
| Sub total | | P1 | | 3 | 9 | | | 3621.00 |
| Sub total | | P2 | | 3 | 9 | | | 3699.00 |
| Sub total | | P3 | | 3 | 9 | | | 3423.00 |
| Sub total | | P4 | | 4 | 12 | | | 4759.00 |
| Sub total | | P5 | | 4 | 12 | | | 4759.00 |
| Sub total | | P6 | | 4 | 12 | | | 4759.00 |



| Purpose of the journey | Country of destination | Partner(s) | Work package | Number of persons a | Number of days b | Daily subsistence cost per person c | Average price return journey d | Total costs aX[(bXc)+d] |
|------------------------|------------------------|------------|--------------|------------------------|---------------------|--|-----------------------------------|----------------------------|
| Sub total | | P7 | | 4 | 12 | | | 4759.00 |
| Sub total | | P8 | | 3 | 9 | | | 3534.00 |

E.4. SUBCONTRACTING

ESTIMATED subcontracting costs

All figures in Euro. Please use a . (dot) as the decimal separator.

| Subcontract | Task description | Partner(s) | Work package | Total costs |
|---------------|--|------------|--------------|-------------|
| | Total | | | 14800.00 |
| Subcontract 1 | Legal fees for advice (common exploitation rights) | P0 | 1 | 2500.00 |
| Subcontract 2 | Server Costs | P1 | 4 | 800.00 |
| Subcontract 3 | Corporate Design (logo, certificate, folder, screendesign) | P2 | 7 | 8500.00 |
| Subcontract 4 | Printing costs for folder (English, German, French, Swedish) | P2 | 7 | 3000.00 |
| | Sub Total | P0 | | 2500.00 |
| | Sub Total | P1 | | 800.00 |
| | Sub Total | P2 | | 11500.00 |
| | Sub Total | P3 | | 0.00 |
| | Sub Total | P4 | | 0.00 |
| | Sub Total | P5 | | 0.00 |
| | Sub Total | P6 | | 0.00 |
| | Sub Total | P7 | | 0.00 |
| | Sub Total | P8 | | 0.00 |

E.5. EQUIPMENT

ESTIMATED equipment costs

All figures in Euro. Please use a . (dot) as the decimal separator.



| Description | Justification | Partner(s) | Work package | Number of items a | Cost per item b | Usage rate % c | Depreciation rate % d | Total costs aXbXcXd |
|-----------------------|---------------|------------|--------------|-------------------|-----------------|----------------|-----------------------|---------------------|
| Total equipment costs | | | | | | | | 0.00 |
| | | | | | | | | 0.00 |
| Sub total | | P0 | | | | | | 0.00 |
| Sub total | | P1 | | | | | | 0.00 |
| Sub total | | P2 | | | | | | 0.00 |
| Sub total | | P3 | | | | | | 0.00 |
| Sub total | | P4 | | | | | | 0.00 |
| Sub total | | P5 | | | | | | 0.00 |
| Sub total | | P6 | | | | | | 0.00 |
| Sub total | | P7 | | | | | | 0.00 |
| Sub total | | P8 | | | | | | 0.00 |

E.6. OTHER

ESTIMATED other costs

All figures in Euro. Please use a . (dot) as the decimal separator.

| | Description | Partner(s) | Work package | Total costs |
|---|---|------------|--------------|-------------|
| | Total | | | 3500.00 |
| 1 | Travelcosts/accomodation for the advisory board (Eurosif) | P0 | 1 | 500.00 |
| 2 | Certification costs | P4 | 6 | 3000.00 |
| | Sub total | P0 | | 500.00 |
| | Sub total | P1 | | 0.00 |
| | Sub total | P2 | | 0.00 |
| | Sub total | P3 | | 0.00 |
| | Sub total | P4 | | 3000.00 |
| | Sub total | P5 | | 0.00 |
| | Sub total | P6 | | 0.00 |
| | Sub total | P7 | | 0.00 |
| | Sub total | P8 | | 0.00 |



E.7. EXPENDITURES AND REVENUE

| | |
|------------------|--|
| Project acronym: | SRI |
| LLP action: | Leonardo Da Vinci - Transfer of Innovation |

ESTIMATED EXPENDITURES and REVENUE by TYPE OF COSTS and by PARTNER

All figures in Euro. Please use a . (dot) as the decimal separator.

| | Costs | | | | | | | | Financing | | | | | | | | |
|-------|----------------|---------------------------|-------------------------------|--------------------------|----------|----------------------------|----------------|----------------------------|-----------|------------------------------------|-----------|---------------|----------|------------------------|--|----------------------------|---------------------------------|
| | Direct costs | | | | | | Indirect costs | Total project expenditures | | Community grant requested from LLP | | Other sources | | Total project revenues | | | |
| | A. Staff costs | Operations | | | | B. Total operational costs | | | | | | | | | | Total direct costs (A + B) | Total indirect costs (up to 7%) |
| | | 1. Travel and subsistence | 2. Subcontracting (up to 30%) | 3. Equipment (up to 10%) | 4. Other | | | | | | | | | | | | |
| % | 84.23% | 10.87% | 3.97% | 0% | 0.94% | 15.77% | 100% | 7% | 100% | | 75% | | 25% | 0% | | 100% | |
| Total | 314312.00 | 40555.00 | 14800.00 | 0.00 | 3500.00 | 58855.00 | 373167.00 | 26120.00 | 399287.00 | 100% | 299465.00 | 100% | 99822.00 | 0.00 | | 399287.00 | 100% |
| P0 | 60462.00 | 7242.00 | 2500.00 | 0.00 | 500.00 | 10242.00 | 70704.00 | 4949.00 | 75653.00 | 18.95% | 56740.00 | 18.95% | 18913.00 | | | 75653.00 | 18.95% |
| P1 | 44817.00 | 3621.00 | 800.00 | 0.00 | 0.00 | 4421.00 | 49238.00 | 3446.00 | 52684.00 | 13.19% | 39513.00 | 13.19% | 13171.00 | | | 52684.00 | 13.19% |
| P2 | 29470.00 | 3699.00 | 11500.00 | 0.00 | 0.00 | 15199.00 | 44669.00 | 3127.00 | 47796.00 | 11.97% | 35847.00 | 11.97% | 11949.00 | | | 47796.00 | 11.97% |
| P3 | 28196.00 | 3423.00 | 0.00 | 0.00 | 0.00 | 3423.00 | 31619.00 | 2213.00 | 33832.00 | 8.47% | 25374.00 | 8.47% | 8458.00 | | | 33832.00 | 8.47% |
| P4 | 34752.00 | 4759.00 | 0.00 | 0.00 | 3000.00 | 7759.00 | 42511.00 | 2975.00 | 45486.00 | 11.39% | 34114.00 | 11.39% | 11372.00 | | | 45486.00 | 11.39% |
| P5 | 31500.00 | 4759.00 | 0.00 | 0.00 | 0.00 | 4759.00 | 36259.00 | 2538.00 | 38797.00 | 9.72% | 29098.00 | 9.72% | 9699.00 | | | 38797.00 | 9.72% |
| P6 | 35296.00 | 4759.00 | 0.00 | 0.00 | 0.00 | 4759.00 | 40055.00 | 2804.00 | 42859.00 | 10.73% | 32144.00 | 10.73% | 10715.00 | | | 42859.00 | 10.73% |
| P7 | 24568.00 | 4759.00 | 0.00 | 0.00 | 0.00 | 4759.00 | 29327.00 | 2053.00 | 31380.00 | 7.86% | 23535.00 | 7.86% | 7845.00 | | | 31380.00 | 7.86% |
| P8 | 25251.00 | 3534.00 | 0.00 | 0.00 | 0.00 | 3534.00 | 28785.00 | 2015.00 | 30800.00 | 7.71% | 23100.00 | 7.71% | 7700.00 | | | 30800.00 | 7.71% |

F. ELIGIBILITY CHECKLIST

Before sending in your application form to the National Agency, the following points should be addressed in order to ensure eligibility.

- Make sure that, in addition to the electronic form of your application, you also submit a signed paper version: in section I of the application form (see below) the paper version must bear the original signature of a person authorised by the applicant organisation. The signature also confirms that your organisation is not in a situation of the exclusion criteria and that you have the necessary capacity to successfully implement your project
- Make sure that you have used the official application form for the activity planned in the project
- Make sure that all fields in the application form where you are required to fill in have been completed.
- The form is not handwritten (except for the signature of the 'Declaration')
- Make sure that you comply with the deadline published in the call.
- Make sure that the duration of your project is not shorter than 12 months and not longer than 24 months.
- Make sure that your organisation, the applicant organisation, has the status of a legal body.



- Be sure to comply with the minimum size of the consortium, i.e. partners from at least 3 countries (including the country of the applicant), including at least one from the European Union.
 - The proposal has to be written in the language which will be used among the consortium partners for the implementation of the work programme. Should the working language of the consortium not be English, French or German then the summary in the application must be in English, French or German.
 - Make sure that you have filled in the budget tables in detail.
 - The application must include letters of intent from the obligatory minimum number of partners. *)
 - If you are not a public body and your grant request exceeds EUR 60.000, please add a copy of the official accounts for the most recent financial year for which the accounts have been closed. **)
- *) Faxed or scanned versions of letters of intent can be accepted at application stage provided that at contracting stage the originals are available.
- **) Public body: For the purpose of this call, all schools and higher education institutions specified by the participating countries and all institutions or organisations providing learning opportunities which have received over 50% of their annual revenues from public sources over the last two years or which are controlled by public bodies or their representatives, are considered as public bodies."official" means accounts certified by an appropriate external body, and/or published, and/or approved by the organisations general meeting.



G. DATA PROTECTION NOTICE

PROTECTION OF PERSONAL DATA

Processing this form may involve the recording and processing of personal data. Such data will be processed pursuant to Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data. Any personal data requested will only be used for the intended purpose, i.e.:

- In the case of grant application forms: the evaluation of your application in accordance with the specifications of the call for proposals,
- In the case of report forms: statistical and financial (if applicable) follow-up of the projects.

For the exact description of the collected personal data, the purpose of the collection and the description of the processing, please refer to the Specific Privacy Statement accompanying this form.

You are entitled to obtain access to your personal data on request and to rectify any such data that is inaccurate or incomplete. If you have any queries concerning the processing of your personal data, you may address them to your National Agency. You have the right of recourse at any time to your national supervising body for data protection or the European Data Protection Supervisor for matters relating to the processing of your personal data.

You are informed that for the purposes of safeguarding the financial interest of the Communities, your personal data may be transferred to internal audit services, to the European Court of Auditors, to the Financial Irregularities Panel and/or to the European Anti-Fraud Office (OLAF).

http://ec.europa.eu/dgs/education_culture/calls/dpo_en.htm

H. DECLARATION OF HONOUR

To be signed by the person legally authorised to enter into legally binding commitments on behalf of the applicant organisation.

I, the undersigned,

Request from my National Agency a grant for my organisation as set out in section BUDGET of this application form.

Declare that:

- All information contained in this application, is correct to the best of my knowledge.
- The organisation I represent has the adequate legal capacity to participate in the call for proposals.

EITHER

The organisation I represent has financial and operational capacity to complete the proposed action or work programme

OR

The organisation I represent is considered to be a "public body" in the terms defined within the Call and can provide proof, if requested of this status, namely: It provides learning opportunities and

- Either (a) at least 50% of its annual revenues over the last two years have been received from public sources;
- Or (b) it is controlled by public bodies or their representatives
- I have taken note that identical or similar applications will be subject to a specific assessment in order to exclude the risk of double funding and that the Commission and the National Agencies reserve the right not to fund identical or similar applications

I am authorised by my organisation to sign Community grant agreements on its behalf.

Certify that (in case the grant requested exceeds 60.000€):

The organisation I represent:

- is not bankrupt, being wound up, or having its affairs administered by the courts, has not entered into an arrangement with creditors, has not suspended business activities, is not the subject of proceedings concerning those matters, nor is it in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- has not been convicted of an offence concerning its professional conduct by a judgment which has the force of 'res judicata';
- has not been guilty of grave professional misconduct proven by any means which the National Agency can justify;
- has fulfilled its obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which it is established or those of the country where the grant agreement is to be performed;
- has not been the subject of a judgment which has the force of 'res judicata' for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the Communities' financial interests;
- it is not currently subject to an administrative penalty referred to in Article 96(1) of the Financial Regulation (Council Regulation 1605/2002 of 25/06/02, as amended).

Acknowledge that:

The organisation I represent will not be awarded a grant if it finds itself, at the time of the grant award procedure, in contradiction with any of the statements certified above, or in the following situations:

- subject to a conflict of interest (for family, personal or political reason or through national, economic or any other interest shared with an organisation or an individual directly or indirectly involved in the grant award procedure);
- guilty of misrepresentation in supplying the information required by the National Agency as a condition of participation in the grant award procedure or has failed to supply this information.

In the event of this application being approved, the National Agency has the right to publish the name and address of this organisation, the subject of the grant and the amount awarded and the rate of funding.

I acknowledge that administrative and financial penalties may be imposed on the organisation I represent if it is guilty of misrepresentation or is found to have seriously failed to meet its contractual obligations under a previous contract or grant award procedure.



I. SIGNATURE

SIGNATURE

I, the undersigned, certify that the information contained in this Application Form is correct to the best of my knowledge.

Applicant organisation (Full legal name): _____

Place: _____ Date: _____

Name: _____

Position: _____

Signature: _____

National ID number of the signing person (if requested by the NA): _____

Stamp (if applicable):

Make sure that you also submit within the deadline 31 January 2013 (post mark date not later than this date) a signed paper version bearing the original signature of a person authorised by the applicant organisation.



J. SUBMISSION

Before submitting the form electronically, please validate it. Please note that only the final version of your form should be submitted electronically.

J.1. DATA VALIDATION

Validation of compulsory fields and rules

J.2. SUBMISSION SUMMARY

This table provides additional information (log) of all form submission attempts, particularly useful for the National Agencies in case of multiple form submissions.

| Number | Time | Event | Form hash code | Status |
|--------|-----------------------|---------------------------------|------------------|---------|
| 1 | 2013-02-01 15:16:29 * | Form has not been submitted yet | 4A7B2E2EE27481A6 | Unknown |

* means local PC time, which is not trusted and cannot be used for claiming that the form has been submitted in time

J.3. STANDARD SUBMISSION PROCEDURE

Online submission (requires internet connection)

J.4. ALTERNATIVE SUBMISSION PROCEDURE

Creates a file to be sent by email to the National Agency

(To be used ONLY if online submission is not available. Please see instructions about this procedure in the "Applicant Guide")