

Dear TEMPUS project RODOS Partners,

The evaluation form below serves as one of the tools of internal evaluation of RODOS project. We kindly ask you to provide us with the required information which will allow us to assess the structure and content development of the project, and if needed, provide further indications for improvement of the project workflow.

Thank you for your cooperation!

I The role of your own organisation in the RODOS project

What is the **reason** of your institution to participate in RODOS project?

What are the **expectations** of your institution to gain from RODOS project?

II Structure of the project

Please indicate how strongly you agree or disagree to the statements below by marking the appropriate answer.

	Strongly disagree			Strongly agree	
All partners share a common understanding of what the project is about.	1	2	3	4	5
All partners are perfectly familiar with the project's underlying concepts.	1	2	3	4	5
All partners are perfectly familiar with the project's aims and objectives.	1	2	3	4	5
All partners are perfectly familiar with the project's target groups.	1	2	3	4	5

Do you think all **aims and objectives** can be accomplished during the project term?

Please mark the statement that applies and possibly provide explanations on your answers.

- I think all aims and objectives can be achieved within the project term.
- I think it is difficult to achieve all aims and objectives, because:

- I think the aims and objective cannot be achieved, because:

- I am not familiar with the project's aims and objectives, therefore I cannot judge if they can be achieved or not.

Are you clear about your **organisation's role, the activities and responsibilities** you have to carry out in the project?

Please mark the statement that applies and possibly provide explanations on your answers.

1. Yes, I know exactly what my organisation is expected to contribute to the RODOS project. I am familiar with the activities I have to carry out.
2. I am not so sure about my organisation's role in the project and the activities I have to carry out, because:

3. I don't know which role my organisation plays in the project and which activities are to be carried out, because:

Are you familiar with the other **partners' roles and activities** in the RODOS project?

Please mark the most appropriate answer.

1. I know about all the partners' tasks in the project.
2. I know about most of the partners' tasks in the project.
3. I know about some of the partners' tasks in the project.
4. I only know my organisation's tasks in the project.

How do you evaluate the **work process** of RODOS project, i.e. the structure/the sequence of the various tasks?

Please mark the statement that applies and possibly provide explanations on your answers.

1. The project has a clear structure. The workflow follows a logic sequence.
2. The work process is not quite clear to me because:

3. I disagree with the work process because:

III Implementation of the project activities/deliverables

Please indicate at least **three obstacles** that you had when implementing project activities in the first project year.

Please indicate how strongly you agree or disagree to the statements below by marking the appropriate answer.

	Strongly disagree			Strongly agree	
Deliverables comply with the overall objectives of the project.	1	2	3	4	5
Deliverables comply with the WP Objectives as specified in the WP description.	1	2	3	4	5
Deliverables correspond with the activity description as specified in the Application Form.	1	2	3	4	5
It's possible to realize all deliverables till the end of the project.	1	2	3	4	5

IV Dissemination

Please indicate how strongly you agree or disagree to the statements below by marking the appropriate answer.

	Strongly disagree			Strongly agree	
Web site of the project gives precise and updated information on the project objectives and activities.	1	2	3	4	5
Project is well presented in the media.	1	2	3	4	5
Promotional materials reflect the visual identity of the project.	1	2	3	4	5

V Management of the project

Are you familiar with the project's **management structure** (overall technical and financial management, management of the work packages)?

Please mark the statement that applies and possibly provide explanations on your answers.

1. The management structure is clear to me. I know who is responsible for the technical and financial parts of the project and who is in charge of the various work packages.
2. The management structure is not quite clear to me because:

3. I am not familiar with the project's management structure at all because:

Are you informed of all **financial and contractual** aspects of the project?

Please tick the statement that applies and possibly provide explanations on your answers.

1. I am completely familiar with all these aspects.
2. I need some clarifications on financial/budgetary issues, that is,

3. I need some clarification on contractual issues, that is,

Communication and conflict management

Please indicate how strongly you agree or disagree to the statements below by marking the appropriate answer.

	Strongly disagree			Strongly agree	
Current communication channels are sufficient to achieve excellent project results.	1	2	3	4	5
Coordinator informs all partners on all aspects of activity implementation.	1	2	3	4	5
Coordinator informs all partners on financial aspects of the project realization.	1	2	3	4	5
The partners' responsiveness is excellent.	1	2	3	4	5
During the first year the partnership had to solve a considerable number of conflicts.	1	2	3	4	5
If conflict arose, the partners were able to solve it.	1	2	3	4	5

Project meetings/workshops, trainings, conferences and study visits

Please indicate how strongly you agree or disagree to the statements below by marking the appropriate answer.

	Strongly disagree			Strongly agree	
The project meetings/workshops, trainings, conferences and study visits are well structured.	1	2	3	4	5
The project meetings/workshops, trainings, conferences and study visits have good prepared agendas sent on time.	1	2	3	4	5
The project meetings/workshops, trainings, conferences and study visits usually address all necessary aspects that we need for carrying out the project.	1	2	3	4	5
The project meetings/workshops, trainings, conferences and study visits usually provide enough opportunities to discuss and exchange ideas	1	2	3	4	5
The project meetings/workshops, trainings, conferences and study visits usually prepare us well for the next steps of the project work	1	2	3	4	5
The Management Board meeting minutes are usually concise and informative	1	2	3	4	5

VI Partnership

Please indicate how strongly you agree or disagree to the statements below by marking the appropriate answer.

	Strongly disagree			Strongly agree	
All members of the consortium put much effort in their tasks.	1	2	3	4	5
All members of the consortium take responsibility for project results.	1	2	3	4	5
If the necessity arises, partners are helping each other.	1	2	3	4	5
All members of the consortium are acknowledging skills and expertise of other project members.	1	2	3	4	5
The partnership motivates us to collaborate with the partners in the future projects.	1	2	3	4	5

VII Sustainability

Please indicate how strongly you agree or disagree to the statements below by marking the appropriate answer.

	Strongly disagree			Strongly agree	
Sustainability of the project is well determined.	1	2	3	4	5
It's possible to extend project impact during and after project life time.	1	2	3	4	5
Sustainability of the project is provided.	1	2	3	4	5