



APPLICATION FORM

Name of the Development Project:	Improving quality of teaching through digitalization of learning environment
Country Recipient: Bosnia and Herzegovina	Region/province: Federation of BiH, Kanton Sarajevo Location: Sarajevo
Duration:	15 months
Planned Start of Implementation of the Development Project:	(18/12/2020)
Planned End Date of Implementation of the Development Project:	(01/04/2022)
Project Goals:	Overall objective (s): Enhancing quality of education by improving teaching and learning environment. Specific objectives: Improving technical equipment of classrooms; broadening the number of students with the access to modern IT at the Faculty; strengthening the digital transformation of learning environment; improving working conditions.
Description of the Target Group	Primary target group are teachers and students of the Faculty of Political Sciences. Furthermore, participants in our trainings program (primary and secondary school teachers, librarians and students from other universities in Bosnia and Herzegovina will have the equipment and rooms at their disposal.
Total Value of the Development Project:	48.934,00 BGN/48.934,00 BAM
Funding requested by the Development Aid of Bulgaria	100%

I. DESCRIPTION OF THE APPLICANT - THE BENEFICIARY

Full Name of the Applicant:	Faculty of Political Sciences, University of Sarajevo
Applicant's Country of Origin:	Bosnia and Herzegovina
Date the Applicant's organisation was established:	17.10.1961
Scope of Activity of the Applicant:	Faculty of Sarajevo is an institution of higher education, that offers bachelor, master and PhD studies in five research areas (political sciences, security and peace studies, media studies, social work and sociology).
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Name and Position of the Person authorized to sign the Grant Agreement:	Sead Turčalo

II. DETAILED DESCRIPTION OF THE DEVELOPMENT PROJECT PROPOSAL

1. Name:

Improving quality of teaching process through digitalization of learning environment
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2. Territorial Scope:

State (s)	Bosnia and Herzegovina
Region (s)	Federation of Bosnia and Herzegovina, Kanton Sarajevo
Location	Sarajevo
Address of the Building / Premises, where activities will be carried out	Skenderija 72, 71 000 Sarajevo

3. Amount of Project Funding:

Total Value of the Project	Amount of Requested Funding	Percentage (%) of the Requested Funding from the Total Cost of the Project
48.934,00	48.934,00	100 %

3.1. Estimates the Activity Costs:

Type of Activity:	Price per each	Total BGN	Total EUR
Painting two classrooms and corridor between them: 3 containers of colors for walls	69 BAM per container	207 BAM	105,67 EUR
Procurement of IT equipment:			
6 laptops	1.299,00 BAM per laptop	7.794,00 BAM	3.981,20 EUR
10 CPU's (Central Processing Units)	1.499,00 BAM per CPU	14.999,00 BAM	7.661,54 EUR
2 Projectors	1.039,00 BAM per unit/projector	2.078,00 BAM	1061,45 EUR
2 Projector wall screens	479,00 BAM per unit	958,00 BAM	489,35 EUR
2 Smart table	2.599,00 BAM per unit	5.198,00 BAM	2.655,16 EUR

Procurement of furniture for two classrooms			
100 chairs with armtable	72,00 BAM per chair	7.200,00 BAM	3.677,78 EUR
2 modular conference tables	2.500,00 BAM per unit	5.000,00 BAM	2.554,02 EUR
2 Lectern with acoustics	1.100,00 BAM per unit	2.200,00 BAM	1.123,77 EUR
TOTAL:		45.634,00 BAM	23.299,94 EUR
Communication Plan (from 3% to 5% from the total value of the project but not exceeding 5 000 BGN)	Promotional materials leaflets	150,00 BAM	76,62 EUR
	Wallpapers in the equipped classrooms	350,00 BAM	178,78 EUR
	Back board/Press Wall	1000,00 BAM	510,80 EUR
Expenditure for the preparation of an Independent Financial Audit of the completed project	1.800,00 BAM	1.800,00 BAM	919,45 EUR

4. Conformity:

4.1. Objectives of the Project Proposal

4.1.1. Overall Goal	Enhancing quality of teaching process through improvement of teaching and learning environment
4.1.2. Specific Objectives	<ul style="list-style-type: none"> -to make the learning environment more stimulating to the students - to enable students access to an enhanced digital environment - to enable teachers at the Faculty to adapt their teaching materials to a digital environment - to improve technical presentation skills of teachers and students - to enable students an equal access to IT technologies

4.2. Conformity of the Project Proposal with the stated in the CALL FOR PROPOSALS priorities and areas of cooperation for development for Bosnia and Herzegovina. Contribution for the realization of the Agenda 2030 for the sustainable development and of the priority goals of the respective recipient state national strategy/ development program.

An inclusive and quality higher education is necessary for overcoming existing obstacles and ensure sustainable development of Bosnia and Herzegovina. An utmost important component for achieving this goal of Agenda 2030 is enhancement of teaching and learning environment that leads to better opportunities to both, students and teachers, to improve their skills in today's world. In order to keep-up with digital learning and digital transformation of society, education system in Bosnia and Herzegovina, including Faculty of Political Sciences, needs to improve its capacities, creates an environment where teachers and students can improve their skills and competences. It is especially important in higher education, where we are working with tomorrows decision makers and educators. Hence, may find proper way of strategic development trough university to secondary and primary schools, even preschool. With this project we will be able to improve capacities for in class and e-Learning in terms of technical capacities and methodology. Furthermore, students from different environments will be able to equally access modern IT technologies in their learning process.

4.3. Description of the Target Group

Target group of this project are students and teachers from different education levels and environments. The improved learning and teaching environment will not only be offered to university students and teacher, but also to primary and secondary pupils, teachers and librarians. Since the Faculty of Political Sciences is already running a Media and Information Literacy training program for the teachers, pupils and librarians from Sarajevo, East Sarajevo and Mostar the facilities and equipment from this project will be at disposal for their training. In this way we will be able to reach a broader group of those involved in education process at primary, secondary and higher education level, and work towards different aspects of in class and digital interaction between them. Furthermore, bringing these groups together is a way to work on intercultural understanding.

5. Methodology and Organization

5.1. Description of the Activities

Please, fill in the table with details for each specific activity of your development project proposal.

<p>Name of the Activity:</p>	<ol style="list-style-type: none"> 1. Adaptation of two classrooms 2. Faculty of Political Sciences will collect bids from companies and implement tender procedures according to the local legislations. 3. Procurement of IT equipment 4. Procurement of furniture for two classrooms 5. Media promotion
<p>Purpose of the Activity:</p>	<ol style="list-style-type: none"> 1. Creating a more pleasant environment for students and teachers by adaptation of two classrooms. Students and teachers will have a stimulating environment for teaching and studying. 2. Through procurement of IT equipment it will be secured that both, teachers and students, have access to a more modern technological devices, and develop better skills for e-learning. 3. New furniture will guarantee better working and studying conditions. 4. Though media promotion public will be introduced to the project, and learn more about Bulgaria, and its development aid program.
<p>Description and Justification of the Activity:</p>	<ol style="list-style-type: none"> 1. Faculty of Political Sciences' janitor will work on adaptation of the two classrooms by painting them, and creating through it a more enjoyable environment for the students and teachers. 2. Equipping two classrooms with new IT technologies will make it possible for the students and teachers to keep up with a pronounced digital transformation of teaching and learning process in higher education. Furthermore, this equipment will enable us to continue delivering our free of charge Media and Information Literacy training to more pupils, teachers and librarians from primary and secondary schools. 3. Furnishing two classrooms will create a more comfortable working and learning area for students and teachers.

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	<ol style="list-style-type: none"> 4. Faculty of Political Sciences has cooperation agreement with more than 30 media houses and PR agencies, which makes it possible for us to achieve a better promotional reach for this project, and make Bulgarian development aid more visible throughout country.
Results:	<ol style="list-style-type: none"> 1. Two classrooms will be new painted 2. Modern IT and multimedia equipment improves learning and teaching process. 3. New furnished rooms enhance working and studying conditions for students and teachers. 4. Project promoted via electronic and print media and social channels of the Faculty of Political Sciences.
Executor of the Activity:	Staff of the Faculty of Political Sciences

5.2. Methodology for Implementation of the Development Project Proposal

5.2.1. Communication plan and Publicity in the Implementation of the Development Project Proposal

Faculty of Political Sciences has a wide reach in media and on social networks. All information about implementation of the project will be published on our website, official social network channels of the Faculty of Political Sciences and promoted through media appearances of our key staff. At the end of implementation period of the project an event will be organized where the results of the project will presented to the wider public together with the representatives of the Embassy of the Republic of Bulgaria.

5.2.2. Organization and Management

- A project implementation team will be appointed by the Dean of the Faculty of Political Sciences. Project team will write narrative and financial report for the project.
- A internal control team will be appointed that will supervise and check procured equipment, the process of setting it up and entire preparation of the classrooms.
- Public procurement procedure will be conducted by the Faculty of Political Science commission
- Media team of the Faculty of Political Sciences will implement promotional activities (layout of the promotional materials according to the Publicity and visibility guidelines for the Bulgarian Development Aid, publishing texts on website and official social media channels, print media, and organizing media appearances as well as final event.
- Technical acceptance of the classrooms by the internal control team.
- Preparation and submission of final narrative and financial report of the Project implementation team.
- Report of the external auditor.
- Submission of all reports to the donor.

5.3. Duration of the Development Project

Duration of the Development Project	15 months
Planned Start of the Implementation of the Development Project	(18/12/2020)
Planned end of the Implementation of the Development Project	(01/04/2022)

5.4. Monitoring and Internal Evaluation when Implementing the Activities

An internal control team will be appointed and charged with monitoring implementation of the project, and regularly report about all phases of the project. Furthermore, an external auditor will monitor, evaluate, and submit a final opinion about the project implementation. After implementation of the project a survey among the teachers and students will be conducted to receive a feedback on importance of the project to enhance

5.5. Performance Indicators

RESULT INDICATORS	
Indicator	Quantity /pcs/
1. Purchased painting for walls	3
2. Purchased laptops	6
3. Purchased CPU's	10
4. Purchased projectors	2
5. Purchased projector wall screens	2
6. Purchased smart table	2
7. Purchased chairs with arhtable	100
8. Purchased modular conference tables	2
9. Purchased lectern with acoustics	2

5.6. Indicators for Evaluation of the Development Project

- Report of external auditor
- Report of Faculty of Political Sciences' commission for public procurement procedure
- Report of internal control team
- Narrative and financial report of Project implementation team

5.7. Sustainability of the Development Project

After the implementation of the project our improved learning and teaching environment will not only be offered to university students and teacher, but also to primary and secondary pupils, teachers and librarians. We will be able to run more media and information literacy courses with modern equipment. The new equipment will contribute to the digital transformation of education at the Faculty.

6. There are no circumstances under Art. 23, para. 3-8 of Decree No. 234 of the Council of Ministers of 01.08.2011 on the policy of the Republic of Bulgaria on participation in international development cooperation.

Date and place:

08.07.2020.

Names, contact details and signature of the applicant:

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