



EaSI programme – Call for proposals VP/2017/011 Awareness-raising activities in Member States on "Upskilling Pathways: New Opportunities for Adults"

Action implementation progress report

Article 1.4.2 of your grant agreement states:

The coordinator must submit a request for the second pre-financing payment within 60 calendar days following the end of the first reporting period.

The request must be accompanied by the following documents:

(a) a progress report on the implementation of the action ('technical report on progress');

(b) a statement on the amount of the previous pre-financing instalment used to cover costs of the action ('statement on the use of the previous pre-financing instalment').

The progress report is a free-format document. However, you may find it helpful to use the following template as a guide.

Please send your request and documents (a) and (b) to: EMPL-VP-2017-011@ec.europa.eu by the deadline indicated in your grant agreement.

For the progress report no more than ten pages are needed.

Application reference (generated by SWIM): VP/2017/011/123
Agreement n° VS/2018/0016

**Action: "E.Q.U.A.L. – Enhancing Qualification of Adult Learners
through the implementation of Upskilling Pathways"**

I. Progress in implementation of work packages

Please provide details of your progress in implementation the project in accordance with the work programme of your Grant Agreement. Present the work carried out and the status of the project results in relation to the specific objectives of the call.

Copy-paste the box below and insert as many as there are work packages in your initial Description of Action.

No more than one page per work package is needed.

Work package nr and title: 1. TAKING STOCK-EXISTING ADULT LEARNING POLICIES, MEASURES AND RESOURCES
Implementation stage:
<input checked="" type="checkbox"/> Completed

Details on progress made, by activity/deliverable:

This WP aims to map existing upskilling provisions, stakeholders, tools and resources upon which Upskilling Pathways can be built drafting a stocktaking Report.

Survey activities, both on-desk and on-field, has been concluded and the Report is actually under validation process by partners (internal referees) before its publication on project website.

As foreseen, the literature review and desk research covered the national territory, while a more in-depth analysis in Regions involved (Lazio, Lombardy and Autonomous Province of Trento) on specific and local needs and trends has been included. In this phase, specific chapters of the Report has been prepared directly by partners, following an agreed format to describe specific and peculiar policies and schemes locally developed. Moreover, a chapter is devoted to illustrate the VET and CVET French System, considering that in the last two Years very important national reforms have taken place in these sectors, having a potential considerable impact on provision of Upskilling pathways for adult learners.

During the on desk phase, PIACC and CVTS micro-data represented the most important sources for mapping and reviewing relevant indicators to identify low-skilled individuals and under-skilling in general, in order to single out vulnerable groups, also considering a) the regional and b) position on labour market differences. Moreover the participation ratio of low skilled adult in Italy has been subject of a specific focus of attention (data considered are extracted from AES 2017 and analysis has been supported by Istat Report ("La partecipazione degli adulti alle attività formative", December 2018) (see activity 1.1 in the application form)

The exercise of mapping and reviewing of policies and measures activity has been guided by the decision adopted to focus **at national level** on those relevant specifically to each of the main components of the "three steps strategy" (i.e. for example, considering the existing qualifications and skills validation frameworks, in line with the low-skilled profiles identified, reporting on Profiling activities in PES or certification processes in Regions or, finally, the Patti formativi individuali in the Adult learning Centers, CPIA, belonging to the Ministry of

<p>The objective of this work package was to contribute to meeting the aims of Call Specific Objective 2, by supporting the national bodies in charge of the implementation of the Upskilling Pathways Recommendation in Italy in the identification of priority groups.</p> <p>A part of the related activities was carried out, as planned, in parallel with the action of WP1. In particular, have been realized the activities related to the data analysis and methodology of measurement using PIAAC findings (and other surveys such as ESS, for instance) to better define each sub-group of low-skilled individuals and pinpoint those whose needs appear as more pressing. According to the contents defined in Activity 2.1 (see WP2 description in the proposal), such analysis of data and methodology of measurement has been carried out in order to define proficiency levels of each sub-group identified in WP1, therefore the actual skills endowment of sub-groups of low skilled. Skills endowments has been therefore</p>	<input checked="" type="checkbox"/> not yet completed
Implementation stage:	
<p>Work package nr and title: 2. TARGETING. A MODEL TO IDENTIFY PRIORITY GROUPS FOR THE IMPLEMENTATION OF UP RECOMMENDATION IN ITALY</p>	

<p>Challenges encountered (explain how you have solved/ intend to solve them):</p> <p>No challenges or difficulties have been faced or met during this exercise.</p>	<p>education; or, as per training pathways <i>flexibilization</i> describing the interventions under the Fondi Interprofessional umbrella or, again, in the CPLA contexts, including the use of ODL solutions to reduce and adapt the provision to individual needs and/or constraints).</p> <p>Moreover, the Report considers the analysis carried out by INAPP within the national qualifications framework development and describes some tools as the Atlas of Labour and Qualifications and the national database on Professions, Occupations and Needs.</p> <p>The provision of upskilling services is presented in terms of legal framework, infrastructures and service organisation, together with a short description of the multilevel governance and its components (from institutional, private and social contexts) Nevertheless, further efforts in advancing the governance of the system are viewed as key enablers for reaching full effectiveness of the system. Apart from the existing and official institutional Networks and Committees, the report mention also some networking activities and infrastructures less formalized but equally interesting and intensively engaged in the adult learning sector. The objective was investigating ways to increase coherence and coordination among them (see <i>activity 1.2 in the application form</i>)</p> <p>Moreover, a chapter is devoted to illustrate the VET and CVET French System, considering that in the last two Years very important national reforms have taken place in these sectors, having a potential considerable impact on provision of Upskilling pathways for adult learners. (see <i>activity 1.3 in the application form</i>).</p>
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integrating the composition of the working groups. The action, which will start with the

The actions envisaged in this WP consist essentially in the detection of good practices and in the direct observation, on field, of the related operating mechanisms. No less than three good practices are to be identified in each of the Regions involved in the project, which imply the involvement of the experts of the regional administrations in both the desk and field phases aimed to the collection and analysis of the documentation.

Not yet started

Implementation stage:

Work package nr and title: 3. MODELLING: REGIONAL CASE STUDIES FOR THE DEFINITION OF A MODEL FOR THE IMPLEMENTATION OF THE UPSKILLING PATHWAYS, INCLUDING VALIDATION

No challenges or difficulties have been faced or met during this exercise.

Challenges encountered (explain how you have solved/ intend to solve them):

employed as a component to better define the most at risk subgroups of low skilled adults. Regions participating in the Project have been collected and analyzed: this allows to integrate, in a next step, the analysis of labor market needs, the most requested qualifications and related skills. The aim is to monitor the adequacy of the existing solutions to meet the upskilling needs of the adult population in a perspective that also favors the matching with the job request.

Some important contributors are expected from regional events foreseen during the first 2019 quarter: they represent an opportunity to support the identification of labour market relevant skills needs and learning needs (Activity 2.2): this activity is concerned with accurately define labour market needs and learning needs, focussing on regional LMs and their occupations. Full stock will be taken of the relevant work carried out in the frame on Professions, Occupations and Needs developed by Inapp, to identify specific characteristics and learning needs.

The foreseen scenario analysis (Activity 2.3), including social innovation and skills-biased technical change, is not yet fully accomplished, even if team of INAPP researchers is engaged in studying exactly on this specific issue (which is part of Research programme of the Institute).

Even if the expected "Targeting report" including a model for the identification of priority groups among the target groups identified (Activity 2.4) will only be produced at end of activities foreseen in WP3 focusing on regional case studies, some results have been included in the stocktaking Report above mentioned (WP1).

<p>surveys on the territories in early 2019, has not yet started at the time of the writing of this Progress Report. Nevertheless, during the mapping and stocktaking actions carried out under the WP 1 activities, some rather significant experiences have already emerged. They basically concern:</p> <ul style="list-style-type: none"> - educational and vocational training courses supply on transversal skills, addressed to adults (PA Trento); - short modules on linguistic literacy, addressed to low skilled (nationals) (PA Trento); - short modules on linguistic literacy, addressed to migrants - IT level A2 - (Lazio); - partnership agreement between the Regional administration and inter-professional funds for the preparation of a modular and flexible training offer addressing workers and the unemployed (Lombardy region); - skills validation and certification of adults working in voluntary organizations (Latium); - large and complex territorial networks for lifelong learning (Lombardy, Latium and PA Trento); - implementation of integrated experimental training pathways for the upskilling of low skilled Adults (CPIA in Latium and Lombardy). 	<p>Challenges encountered (explain how you have solved/ intend to solve them):</p>
	<p>No challenges or difficulties have been faced or met during this exercise.</p>

Work package nr and title: 4. DISSEMINATING: MULTI-CHANNEL COMMUNICATION STRATEGY AND DISSEMINATION ACTIVITIES

Implementation stage:

☐ In Progress

This work package contributes to specific objective 3 of this call for proposals, by informing stakeholders on the activities carried out within the action, systematising and disseminating deliverables and, in so doing,

- raising the awareness among relevant stakeholders on the UP and how they can directly contribute to its implementation
- improving their capacity to implement UP
- ensuring a proactive involvement of relevant actors in the implementation of the action.

Activities carried out during the first implementation period are listed according the specific objectives and related activities set up in the EQUAL proposal.

Dissemination Plan has been drafted on time. A draft version was discussed during the kickoff meeting held in Rome on June 2018 and the final one is published on the project website <http://www.upskillinglytaly.eu/project-outputs/>.

Activity 4.1: Dissemination Plan and stakeholders' Identification



Among the dissemination tools expected, in addition to the project website, it is included the creation of a series of **Newsletter**, the first issue of which was published on August 2018. The next issue is scheduled at the end of February, on the occasion of the finalization of the stocktaking Report. The newsletter is distributed through a dedicated page on the Website.

E.Q.U.A.L.
Logo Proposals for the project

The dissemination plan also envisaged the creation of a graphic layout, including a project logo to be added to the one of European Commission, *in primis*, and to the ones of the partnership members.

Three proposals created by a company specialized in institutional communication were analyzed and the Partners have adopted the one shown in the figure alongside.



Montserrat



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DOI: 10.1002/anie.200525006

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1. 2019年12月31日，公司总资产为1,000,000,000.00元，净资产为500,000,000.00元，营业收入为1,200,000,000.00元，净利润为100,000,000.00元。

The logo appears on all the outputs and communication tools, thus contributing to make the action of the project and its objectives recognizable.

As regards the identification of relevant stakeholders, the task is made easier by the fact that the project coordinator (INAPP) made available for EQUAL the capital of relations with the main institutional stakeholders and with the private and social sectors (including social partner), built over years of management of interventions concerned with Adult Learning. This particular "placement" has facilitated the task of promoting the project and its objectives at institutional Committees (Inter-institutional Table for Lifelong Learning) or self-constituted, as EDAFORUM - committee that includes social partners and representatives of the third sector and local administrations.

In terms of results, it is possible to affirm that the EQUAL Project is well known today and that attracts interest on its activities by the most relevant stakeholders.

Activity 4.3: Development of a project website/platform

A project website has been developed so as to act as a showcase for project activities, as a repository for project deliverables and other relevant documents. Its architecture is based on different sections where the user can find out info on project and partnership, activities carried out and related results, deliverables and output (all downloadable), news and Resources (as relevant publications, articles, statistics), management, monitoring and evaluation tools adopted, project newsletter issues and info-material as brochure or leaflet. Major part of contents are in English.

- as per Activity 4.2: *Analysis of means to address specific target groups of low-skilled*, the action will produce concrete outputs at the end of WP1 and WP3 (This activity entails a review of existing literature for the identification of best practices on outreach measures, stemming from the idea that each sub-group of low-skilled, especially harder to reach individuals, may need a specific approach to be sensitised on the benefits of upskilling and guided/supported towards higher up-taking of training measures”);

Nevertheless it occurs to mention that:

No challenges and no changes with respect to the agreed work-plan.

Challenges encountered (explain how you have solved/ intend to solve them):

results and outputs of the work done.
In the next implementation phase this activity will be reinforced thank to availability of first results and outputs of the work done.

to raise awareness and interest on these contents.
dialogue was focussed on Upskilling Pathways objectives and Project aims, thus contributing Not being available results and outputs of activities, contents of speeches and bilateral Partners actively participated to several conferences (at national and regional level).

Ministry of Labour, Ministry of Education e Social Partners representatives were carried out. organised, one at the onset of the action (M1). Moreover, several bilateral meeting with stakeholders (Rome June 2018). At least it was foreseen that at least two workshops are order to ensure active involvement in project validation and dissemination activities by During the first stages of the project Stakeholders one workshop has been organised in

Activity 4.5: Stakeholders workshops

webinars.
Facilitating communication with stakeholders and provide a platform for the organisation of In the next implementation phase, the website will also include interactive feature



website homepage <http://www.upskillingitaly.eu/>

- as per Activity 4.4: Drafting of a handbook /guideline for the implementation of the UP, as foreseen in the project proposal, concrete actions will build upon the definition and validation of a model to implement the UP. It will be adjusted to reflect information needs and responsibilities of the specific stakeholder addressed;
- obviously Activity 4.6 - Final conference and Activity 4.7- Drafting of Final Report are not accomplished being both planned for September 2019.

Work package nr and title: 5. MONITORING AND EVALUATION	
<p>Implementation stage:</p> <p><input type="checkbox"/> In Progress</p>	<p>A stated in the proposal, monitoring and evaluation are a cornerstone of project approach. The project has to be assessed in terms of processes and results. M&E also respond to transparency and accountability criteria vis à vis the general public, the European Commission and relevant stakeholders and given that M&E are strictly linked with quality assurance it has been necessary to put in place procedures in order to ensure that the project outputs and deliverables are in line with state of the art quality standards.</p> <p>During the first implementation period, a Quality Plan focused on the refinement of procedures, means for verifications and implementation of the main objectives, has been drafted and agreed By the Consortium.</p> <p>The Quality Plan is one of the tools that accompany the achievement of the project objectives, that is, the implementation conformity and regularity with respect to the planned action, and the increasing of the quality of the performance (especially referred to the processes - strongly connected with efficiency, sustainability and replicability) and of the results (effectiveness, usefulness, relevance and scalability).</p> <p>The Plan includes aspects concerning:</p> <ul style="list-style-type: none"> • problems and needs of the beneficiaries of the project action, that is, the persistence or change of problems/criticalities that have determined their origin; • compliance with implementation standards and regulations, defined both by the external Commission body (European Commission) and by the internal one (Project Steering



3. QUALITY PLAN PROGETTO IT - IMPLEMENTATION OF THE EU AGENDA

FOR ADULT LEARNING 2015-2017

Attività e azioni WP	Responsabilità e staff coinvolti	Output attesi	Supporto output (indicatori, indicatori, indicatori)
WP1: Taking stock of existing Adult Learning policies, measures and resources in Italy			
Activity 1.1: Mapping of existing policies, measures and resources	Staff of INAPP e staff di ricerca	Taking stock report, including analysis of policies, measures and resources at different levels by sub-group	Publication su website, PPT o PPT, PPT o PPT, PPT o PPT
Activity 1.2: Mapping of existing policies, measures and resources	Staff of INAPP e staff di ricerca	Report analysis of the national legal framework, measures and funding upon which the UP can be built	Publication su website, PPT o PPT, PPT o PPT, PPT o PPT
Activity 1.3: Rapid assessment of European policies and measures	Staff of INAPP e staff di ricerca	Report and list of recommendations, drawing from European best practices and recommendations, on how to increase convergence and synergies among existing provisions in Italy	Publication su website, PPT o PPT, PPT o PPT, PPT o PPT
Activity 1.4: Launch of the project	Staff of INAPP e staff di ricerca	EU overview and comparative analysis with the French context, tools and practices	Publication su website, PPT o PPT, PPT o PPT, PPT o PPT
Activity 1.5: Launch of the project	Staff of INAPP e staff di ricerca	Report and list of recommendations, drawing from European best practices and recommendations, on how to increase convergence and synergies among existing provisions in Italy	Publication su website, PPT o PPT, PPT o PPT, PPT o PPT
Activity 1.6: Launch of the project	Staff of INAPP e staff di ricerca	Report and list of recommendations, drawing from European best practices and recommendations, on how to increase convergence and synergies among existing provisions in Italy	Publication su website, PPT o PPT, PPT o PPT, PPT o PPT
Activity 1.7: Launch of the project	Staff of INAPP e staff di ricerca	Report and list of recommendations, drawing from European best practices and recommendations, on how to increase convergence and synergies among existing provisions in Italy	Publication su website, PPT o PPT, PPT o PPT, PPT o PPT
Activity 1.8: Launch of the project	Staff of INAPP e staff di ricerca	Report and list of recommendations, drawing from European best practices and recommendations, on how to increase convergence and synergies among existing provisions in Italy	Publication su website, PPT o PPT, PPT o PPT, PPT o PPT
Activity 1.9: Launch of the project	Staff of INAPP e staff di ricerca	Report and list of recommendations, drawing from European best practices and recommendations, on how to increase convergence and synergies among existing provisions in Italy	Publication su website, PPT o PPT, PPT o PPT, PPT o PPT
Activity 1.10: Launch of the project	Staff of INAPP e staff di ricerca	Report and list of recommendations, drawing from European best practices and recommendations, on how to increase convergence and synergies among existing provisions in Italy	Publication su website, PPT o PPT, PPT o PPT, PPT o PPT
Activity 1.11: Launch of the project	Staff of INAPP e staff di ricerca	Report and list of recommendations, drawing from European best practices and recommendations, on how to increase convergence and synergies among existing provisions in Italy	Publication su website, PPT o PPT, PPT o PPT, PPT o PPT
Activity 1.12: Launch of the project	Staff of INAPP e staff di ricerca	Report and list of recommendations, drawing from European best practices and recommendations, on how to increase convergence and synergies among existing provisions in Italy	Publication su website, PPT o PPT, PPT o PPT, PPT o PPT
Activity 1.13: Launch of the project	Staff of INAPP e staff di ricerca	Report and list of recommendations, drawing from European best practices and recommendations, on how to increase convergence and synergies among existing provisions in Italy	Publication su website, PPT o PPT, PPT o PPT, PPT o PPT
Activity 1.14: Launch of the project	Staff of INAPP e staff di ricerca	Report and list of recommendations, drawing from European best practices and recommendations, on how to increase convergence and synergies among existing provisions in Italy	Publication su website, PPT o PPT, PPT o PPT, PPT o PPT
Activity 1.15: Launch of the project	Staff of INAPP e staff di ricerca	Report and list of recommendations, drawing from European best practices and recommendations, on how to increase convergence and synergies among existing provisions in Italy	Publication su website, PPT o PPT, PPT o PPT, PPT o PPT
Activity 1.16: Launch of the project	Staff of INAPP e staff di ricerca	Report and list of recommendations, drawing from European best practices and recommendations, on how to increase convergence and synergies among existing provisions in Italy	Publication su website, PPT o PPT, PPT o PPT, PPT o PPT
Activity 1.17: Launch of the project	Staff of INAPP e staff di ricerca	Report and list of recommendations, drawing from European best practices and recommendations, on how to increase convergence and synergies among existing provisions in Italy	Publication su website, PPT o PPT, PPT o PPT, PPT o PPT
Activity 1.18: Launch of the project	Staff of INAPP e staff di ricerca	Report and list of recommendations, drawing from European best practices and recommendations, on how to increase convergence and synergies among existing provisions in Italy	Publication su website, PPT o PPT, PPT o PPT, PPT o PPT
Activity 1.19: Launch of the project	Staff of INAPP e staff di ricerca	Report and list of recommendations, drawing from European best practices and recommendations, on how to increase convergence and synergies among existing provisions in Italy	Publication su website, PPT o PPT, PPT o PPT, PPT o PPT
Activity 1.20: Launch of the project	Staff of INAPP e staff di ricerca	Report and list of recommendations, drawing from European best practices and recommendations, on how to increase convergence and synergies among existing provisions in Italy	Publication su website, PPT o PPT, PPT o PPT, PPT o PPT



- The articulation of its contents includes:
- a. summary of the Work Breakdown Structure;
 - b. evidence of the roles of the human resources involved (organization and coordination);
 - c. time planning of the activities linked to the production of deliverables and expected final products;
 - d. definition of control methods.

A regular assessment of the project taken into account the planned and achieved objectives, respect for deadlines, the contribution of each partner to the project, the quality and efficiency of communication between partners. A member of INAPP Staff has been entitled and is in charge to make the controls foreseen. A Monitoring and Evaluation Plan, even not foreseen, has been realised. Both Monitoring and Evaluation Plans are available and downloadable from the project website: <http://www.upskillitaly.eu/project-outputs/>

The first was held on 20 June 2018 and represented also an opportunity to launch the project (kick-off meeting). It was the occasion on which Partners dealt with both contents (presenting their own policies (in the case of the administrations) and the set of available knowledge resources (research organizations), and administrative-management issues. In particular, with respect to this last point, details have been defined and agreements have

Two meetings of the Project Steering Committee were held.

Project management is based on a close coordination between partners concerning deadlines, outputs' structure and contents and organisation of the events. As foreseen, these activities were ensured by means of constant coordination via mail, bilateral meetings and Steering Committee Meetings.

☐ In Progress

Implementation stage:

Work package nr and title: 6. PROJECT MANAGEMENT

Challenges encountered (explain how you have solved/ intend to solve them):



been reached on the internal monitoring and quality control system, as well as on the administrative rules to be complied with.

Another theme was the communication strategy (channels, tools and tasks of each with respect to this objective).

The second meeting, held in Rome on November 2018, was more focused on the contents of the stocktaking Report envisaged as the output of WP1. In particular, the contributions prepared by each national partner and by the CEREQ on the important reform of VET in France, were present. The researchers of INAPP and of the Fondazione Brodolini have assumed the task of summarizing these contributions and preparing the draft version of the Stocktaking Report.

During the meeting the first edition of the project newsletter was also presented and approved, as well as the website structure.

The documents discussed and approved, as well as the participants list and a series of photographs relating to both events are available (in downloadable format) on the website. The administrative relations between partners are regulated through internal cooperation agreements, which INAPP has signed with each one of the Partners. The agreement process has been made via certified e-mail (for Italian partners) also using the digital signature as required by national legislation.

Following the signing of these contracts, INAPP proceeded to transfer the resources to each partner, to support the actions envisaged in the first period of implementation of the action.

Subsequently, bilateral meetings were held to share the staff effort planning and the procedures to check the work done by each member of the partner staff. A Time sheet format has been prepared and adopted by everyone.

A first progress check of the expenditure incurred was carried out on October 2018 and already in that phase it was possible to verify the regularity of the expenditure flows.

At the time of the financial reporting, the Consortium has not only spent all the amount allocated with the first tranche (EUR 108.175,2) but has advanced an additional EUR 22.131,94.

Each partner has forwarded its financial statement to INAPP, accompanying it with a certification and assumption of responsibility



on the correctness of the reported data. INAPP proceeded to enter the administrative data on the SWIM platform and the submission was carried out on March 8th (To be noted that by email dated 28 February, the Commission had authorized the submission of this report by 11 March 2019).

Moreover a Risk assessment Chart has been drafted: for each of the WP a certain number of risks have been predicted and measures to cope with established.

These activities ensured that all reporting activities for the correct implementation of the grant agreement and timely disbursement of resources was carried out in due time and according to highest quality standards.

Challenges encountered (explain how you have solved/ intend to solve them):

No challenges or difficulties have been faced or met during this exercise.

II. Project management and coordination

Please provide details of how your organisation (and your co-applicants in case of a consortium) have managed the action so far. Have you encountered any challenge in terms of operational capacity, for instance change of staff in charge, workload...?

Is the task allocation the same as in the initial proposal?

Have you encountered any challenge regarding cooperation and communication between co-applicants/ partners?

No more than one page is needed.

The Action management is based on the Workplan and the tasks-sharing, both agreed during the application phase. No major changes intervened after selection.

After the signature of Internal Cooperation Agreements with each of the Consortium members, during the First Partnership meeting (Kick-off Meeting, Rome 21st-22nd June 2018) all Partners had the opportunity to discuss and share the most important tools (internal monitoring, timesheet model, staff effort planning tool) to be adopted during the implementation.

Project manager visited Region Lazio premises to guide and assist the regional administration services to properly use the provided tools. A meeting on bilateral basis has been held in Rome with Region Lombardia partner, that could not participate to the Kick-off Meeting held in Rome in June.

Several tools, as previously mentioned, have been produced and made available on the project website. Among these tools - particularly useful for a smooth project management - the main ones are the following:

- Internal Cooperation Agreements model;

- Timesheet format;
- Staff effort planning tool;
- Risk assessment Chart
- Quality Plan;
- Monitoring and evaluation Plan;
- Dissemination Plan.

The major part of contents are in English, to ensure the possible transferability and use at European level (and to allow a Quality assessment by EU Commission evaluators).

At the moment of Progress Report preparation two meetings (both in Rome) took place (and a third has been planned on next March, beside a Conference and several visits to local Services and projects): during the second one (Rome, 15th-16th November 2018) a rapid consensus has been reached on the progress report contents and some clarification on administrative issues (financial statement way to complete and SWIM Platform features illustration) were provided by the Project Manager.

Having regard to the specific questions:

1) No challenges have been encountered in terms of operational capacity. For scientific and methodological reasons, the staff in charge has been enlarged in number without any impact on budget. For instance, Inapp involved more researchers than foreseen because of the emerged need to go more in depth when describing some relevant tools and to explore PIAC and CVTS micro-data; and Region Lazio, where a new General Directorate (Education and Vocational training) has been involved, joining one responsible for Labour market and PES management, involved from the beginning;

2) The task allocation remained the same as in the initial proposal. There are no reasons to change the established internal responsibilities;

3) From a geographical point of view, EQUAL Project covers three Regions (Center and North of Italy) and extend this coverage outside the Country thanks to the co-operation with C.E.R.E.Q. (FR): *nevertheless*, no problems or *bottlenecks* in communication has been encountered and internal co-operation can be considered as a strength point of the project. Each member of the Consortium has been involved in the design of the project main outputs, providing the contribution expected. The continuous circulation of deliverables realized by each member allowed for the mutual control of deadlines and agreed quality criteria respect.

III. Risk management and anticipation

Please report any unforeseen deviations from the project plan which may affect the planning, financing and expected results and impact of the project. Explain any tasks not fully implemented, critical objectives not fully achieved, changes to the schedule as well as impact on the use of resources. Explain the proposed corrective actions, according to the risk management plan initially proposed. This information will enable the Commission to provide you with the best possible assistance if needed.

There were no significant and unexpected difficulties. The work-program, especially with reference to WP1, 4, 5 and 6, was not affected by the delay accumulated in the start-up phase of the project. The continuous dialogue with the European Commission, both in the context of the activities related to the implementation of the European Agenda and those linked to the organization of the Mutual Learning Workshops (Bucharest - November 2017 and Rome - April 2018) has allowed to remain strongly anchored to the tasks and objectives of the Project.

Furthermore, the Project long incubation period was, in any case, spent maintaining the contacts between the partners and the main and relevant stakeholders, both institutional and of the private and social sector. Moreover, some partnership members have invested more in this phase in terms of commitment of the human resources involved in the implementation of the project, both in terms of the number of days dedicated to the action and of the number of experts.

Particularly positive has been the involvement of the Directorates (?) and Departments of the regional administrations and of Inapp, initially not foreseen but useful and necessary during the mapping and stocktaking phase (WP1) to guarantee the maximum completeness of the information collected and to better prepare the subsequent phases of project implementation.

The changes that occurred at the level of Government of the Country between the project presentation, its approval and the consequent contracting, had no impact on the work program implementation.

A few changes have been applied to the time schedule:

- the planned kick-off meeting has been postponed, even if preceded by a preparatory activity that has allowed the presentation - on that occasion - of a series of deliverables (regarding in particular the WPs concerning dissemination, management and monitoring);
- the choice to include in the stock-taking exercise also a first selection of regional good practices - which will be the object of the in-depth analysis envisaged in WP3 - was adopted to compensate for the delays accumulated during the contracting phase;
- from this choice and its outcomes also comes the decision to invert the implementation of WP 2 and 3. In fact, it is believed that the action (WP2) of Modelling the interventions and preparing the Recommendations (whose conclusion was initially planned before the start-up of the research phase in the regional territories) could be more effective and efficient if it is fueled by the results of these on-field surveys (WP3) and by what will emerge during the dissemination and sensitization action;
- the contracting phase between the partners and INAPP was concluded without difficulty and the transfers of resources were punctual and prompt.

IV. Adjustments

If the Commission proposed any adjustment before the grant agreement was signed (please refer to the Commission's first notification letter "LNI" informing you that you had been awarded a grant) and if you endorsed this adjustment, please explain how you have taken it into account in the implementation of your action.

No more than one page is needed.

The Commission did not require any change to the work plan or budgeting: no action was taken to change what was initially planned.

IV. Other comments

If you have any other comments regarding the implementation of your action, please provide them below. Feel free to also ask any administrative or financial question for the Commission staff.

As far as the administrative and financial aspects are concerned, it is requested to confirm that at the end of the project it will not be necessary to produce an external certification of the report. According to the provisions in art. 1.4.4., a certificate by an approved auditor is requested if:

- the cumulative amount of payments the beneficiary requests a reimbursement of actual costs as referred in art.1.3.2(a)(i) (and for which no certificate has yet been submitted is EUR 325.00 or more;
- the maximum grant amount indicated for that beneficiary and its affiliated entities in the estimated budget as reimbursement of actual costs is EUR 750000 or more.

Given that the maximum amount of grant is EUR 270438 and the eligible costs of action are estimated at EUR 360585, it is expected that there is no need to produce such a statement: but, according to the Par.13.2 of the Financial Guidelines for Applicants ", it "may be required by authorizing officer on the basis of its assessment risks".