



SOCRATES PROGRAMME

ERASMUS – INTENSIVE PROGRAMME

“VITA NOVA”

**FINAL TECHNICAL IMPLEMENTATION REPORT AND
FINANCIAL STATEMENT**

FOR THE ACADEMIC YEAR 2006 – 2007

Grant Agreement number:

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General instructions

1. Overview

The Final Report for the project comprises the following parts:

- Part 1** Confirmation of the basic data on the project and the partnership held in the database of the Executive Agency.
Part 2 A description of the project activities, products and results.
Part 3 Declaration of Expenditure (presented as a series of self-calculating Excel tables).

- Help Notes for the use of the EXCEL files for IP Final Reports
- Receipt Acknowledgement

2. General guidance

- You should carefully read the *Administrative and Financial Handbook* (annexed to the Grant Agreement; later referred as the Handbook) before filling in the reporting forms.
- The Final Report is submitted by the Beneficiary on behalf of all the organisations participating in the project. The declaration on the following page confirms that a process of consultation and approval has been carried out throughout the partnership. It is therefore important that the required information should be collected in good time before the deadline for submission of the Final Report.
- The Report must be submitted in one of the **official** working languages of the European Community (English, French or German)
- **Two copies of the Report** must be sent by the 1st November 2007 to:

**Education, Audiovisual & Culture Executive Agency
Unit Erasmus - Jean Monnet - Study Centres
Att.: Mr. Ralf RAHDERS
BOUR
BE - 1049 Brussels**

- You have to attach to your Report, **one copy of all project products and results**. If you refer to web sites, passwords should be given for all private areas.
- Each page of the Report and all copies of products and results have to bear the Grant Agreement number.
- You are strongly advised to send your Report by registered post to ensure a record of postage. Additionally, you are advised to keep a copy of the full report, including any annexes.
- Please note that a late submission of the Report may result in penalties or even cancellation of the Grant Agreement, in accordance with the general conditions of the Agreement.

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Checklist and declaration

Checklist	<input checked="" type="checkbox"/>
Please check the following points before submitting your Final Report	<input checked="" type="checkbox"/>
There are two complete and securely bound copies of the Final Report.	<input type="checkbox"/>
The Grant Agreement number is specified on each page of your Report and on each attached document, product or result.	<input checked="" type="checkbox"/>
The <i>Declaration by the Beneficiary</i> below has been signed and stamped by the legal representative of the Beneficiary. One copy of the Final Report bears an original signature.	<input type="checkbox"/>
Part 1 (Project Data) of the Report has been duly amended or approved.	<input checked="" type="checkbox"/>
You have answered all the questions in Part 2 of the Report.	<input checked="" type="checkbox"/>
You have completed the partner table and summary tables.	<input type="checkbox"/>
One copy of all products and results is included.	<input type="checkbox"/>
The Receipt Acknowledgement has been duly completed (first part only).	<input type="checkbox"/>
Declaration of Expenditure	
All expenditure presented in Part 3 of the report is eligible (See section 2 of the Administrative and Financial Handbook).	<input type="checkbox"/>
The expenditure is consistent with the activities undertaken during the eligibility period.	<input type="checkbox"/>
All tables have been completed in EUR. Exchange rates have been calculated following the instructions of the Handbook (Section 3.3).	<input type="checkbox"/>
The Declaration of Expenditure has been checked by the accounts or finance department of your institution. In particular, the totals of the detailed tables are equal to the totals shown in the general table (Table 3.1).	<input type="checkbox"/>

Declaration by the Beneficiary

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I, the undersigned, hereby declare that the information contained in this Report is accurate and in accordance with the facts. In particular the financial data provided in this Report corresponds to the expenditure actually incurred by the project partners for the execution of the project activities. This information has been checked and approved by the partners involved in the activities set out in this Report.

I herewith request payment of the outstanding balance for the project, in accordance with the terms of the Grant Agreement.

Signed in: VIENNA

on / /

Signature of the Beneficiary's legal representative

Seal/stamp of the organisation

*Name and function in capital letters*DR. INGELA BRUNER
RECTOR

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Part 1: Confirmation of project data

Please complete the fields of the following page on the legal representative and co-ordinator of the IP.

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IDENTIFICATION

Legal Representative

(The same person as specified in the Grant Agreement, or as modified, of your institution)

Full legal name of the institution in the national language	UNIVERSITAET FUER BODENKULTUR WIEN
Acronym of the institution, if applicable	BOKU
Full name of the Institution in English (formal or informal translation)	UNIVERSITY OF NATURAL RESOURCES AND APPLIED LIFE SCIENCES
ERASMUS ID code (e.g. B BRUXEL01)	A WIEN03
Website	http://www.boku.ac.at
Legal representative of the institution (head of the institution): Last and first name	Until 30/09/2007: Dürrstein Hubert Since 01/10/2007: Bruner Ingela
Legal address of the institution Street Post code & town Country	Peter Jordanstrasse 70 1190 Wien Oesterreich
Phone (including country and area codes)	++43 / 1 / 47654 1000
Fax (including country and area codes)	++43 / 1 / 47654 1005
E-mail address	rektorat@mail.boku.ac.at

Coordinator of the IP

(The address provided will be used for the acknowledgement of receipt and all further correspondence relating to the project.)

Project coordinator: Last and first name	Treberspurg Martin
Department/Unit	Department of Structural Engineering and Natural Hazards / Institute for Structural Engineering
Official function within the institution	Head of the unit – Sustainable Constructions
Correspondence address: Street Post code & town Country	Peter Jordanstrasse 82 A 1190 Wien Oesterreich
Phone (including country and area codes)	++43 / 1 / 47654 5260
Fax (including country and area codes)	++43 / 1 / 47654 5299
E-mail address	martin.treberspurg@boku.ac.at

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Part 2: Description of project activities, products and results

This section describes the activities of the project. It is divided in two sections.

Section 2A – Summary of the activities undertaken.

Section 2B – An overall description of the project.

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Section 2A - Summary of the Activities

1. Project information

Title of the Intensive Programme	SUSTAINABLE DEVELOPMENT CONCEPT IN THE MONASTERY OF KLISURA		
Subject area code / name	02. 0 – Architecture, Urban and Regional Planning 07. 4 – Soil and Water Sciences 08. 2. - Theology		
Location of the IP	Monastery Klisura in Bulgaria		
Start date of the IP *	July 9 th 2007	End date of the IP*	July 21 st 2007
Total duration of the IP (number of days of subject-related work, min. 10 days)	12	Total duration of stay in the location of the IP	13

* The duration of the IP course, without including preparatory or evaluation activities.

2. List of ACTIVE partners who have taken part in the Intensive Programme

Erasmus Institutional ID Code (for Higher Education institutions)	Full name of the institution	Number of teaching staff participating in the IP	Number of students participating in the IP
Partner institutions from the country where the Intensive Programme took place			
BG SOFIA12	LTU - University of Forestry Sofia (Lesotehnicheski Universitet – Sofia)	3	3
Partner institutions from countries other than the country where the Intensive Programme took place			
A WIEN03	BOKU - University of Natural Resources and Applied Life Sciences Vienna - Institute of Structural Engineering, Sustainable Construction	2	4
A WIEN03	BOKU - University of Natural Resources and Applied Life Sciences Vienna - Centre for Environmental Studies and Nature Conservation	1	0
SK BRATISL01	STU - Slovak University of Technology Bratislava - Faculty of Civil Engineers	1	3
SK BRATISL01	FASTU - Slovak University of Technology Bratislava - Faculty of Architecture	2	4
	University Belgrade – Faculty of Geography	-	1
	University Belgrade – Faculty of Forestry	-	2
TOTAL		9	14 excl. Belgrade (17 incl. Belgrade)

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Section 2A - Summary of the Activities (continued)

3. Description of the preparatory activities undertaken BEFORE and AFTER the actual Intensive Programme took place.

Stage of the project (start-end dates)	Activities undertaken	Lead partner, other partners involved in the activities undertaken
Stage 1 PRELIMINARY (01/08/06 – 09/01/07)	+ Project management and appropriate methods for the various activities in the project. + An Agreement in German and Bulgarian was prepared to start the project – signed by the two rectors.	The Lesotehnickeski Universitet and the BOKU were involved
Stage 2 KICK OFF (10/01/07 – 17/01/07)	+ Coordination of Activities ¹ see final report from the ‘Kick off’ meeting.	Lesotehnickeski Universitet, STU Bratislava and BOKU
Stage 3 INVENTORY (18/01/07 – 08/07/07)	+ Selection of students by the universities. + Call for papers from professors and case studies from students. + Financial plan and report of preparatory activities.	Lesotehnickeski Universitet, STU Bratislava and BOKU
Stage 4 INTENSIVE PROGRAM (09/07/07 – 21/07/07)	+ Introduction + Future Search Conference + Project work (five groups) + Lectures during the workshop + Presenting Case Studies + Excursion + Questionnaire + Final Presentation	All participating partners
Stage 5 FOLLOW UP (22/07/07 – 30/08/07)	+ Final Report and Expenditures undertaken + Publication	The Lesotehnickeski Universitet and the BOKU were involved

Case studies from the students:

- + Slavica Cepic / Danka Grbac: Sustainability of monasteries and monastery complexes
- + Anna Cukorova – Renovation of the New Mill near Stift Zwettl in Austria
- + Eva Dvoncova – Historical monastery gardens in Bratislava past and present state
- + Zuzana Gladicova – Renovation of the pastorate centre in Bratislava – Raca
- + Jan Krizek : Solar energy in Slovakia
- + Marijana Pantic: Role of Serbian monasteries in sustainable tourism
- + Juraj Svancar: Sagrada familia in Barcelona
- + Roman Grüner / Ulla Ertl: Alternative energy systems
- + Reinhard Stundner / Christoph Schönherr / Jost Gadermaier: Reasons for use of renewable energy
- + Ivan Tuzynski: Trees as symbolic elements in the landscape

¹ http://www.academia-danubiana.net/projects/vita_nova/vita_nova_2/3.%20KICK-OFF%20%20Klisura%20Jan%202007.pdf

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4. Description of the timetable of the actual Intensive Programme (if a detailed timetable and/or programme was published, please also attach a copy to this report).

Stage of the project (start-end dates)	Activities undertaken
Day 1 Monday July 9 th 2007	Visiting the monastery of Klisura ² Introduction Future Search Conference ³ Phase 1: Relationship to the topic. Presenting our experiences about various topics (Architecture, energy, tourism, monasteries)
Day 2 Tuesday July 10 th 2007	Future Search Conference Phase 2: A+B External and desirable trends Future Search Conference Phase 3: Analysis Phase 4: Scenarios
Day 3 Wednesday July 11 th 2007	Future Search Conference Phase 5+6: Strategies and Action Plan Excursion The City of Berkovitsa (bus trip)
Day 4 Thursday July 12 th 2007	Lectures: Kvarda, Danchev, Kabatliyska, Grüner Lectures: Polomova, Kubo, Danchev, Ertl
Day 5 Friday July 13 th 2007	Starting Project work: Five project groups: Landscape and gardens; Masterplan Klisura; Sustainable tourism; Architectural design; Renewable energy systems
Day 6 Saturday July 14 th 2007	Project work: Installation of the electronic equipment in the seminar room, and starting the group work.
Day 7 Monday July 16 th 2007	Project work: Information about tourist activities in Berkovitsa Cartographic work: Maps 1:10.000, 1:5000, 1:2500 and 1:500; group work
Day 8 Tuesday July 17 th 2007	Project work: Analysis of landscape structures, group work First presentation of the project work and discussion in the Plenum
Day 9 Wednesday July 18 th 2007	Lecture: Treberspurg, Project work: Excursion: Monasteries in the region (bus trip)
Day 10 Thursday July 19 th 2007	Lecture Kvarda Project work: Finalizing the group work
Day 11 Friday July 20 th 2007	Preparation of Presentation Presentation: The five groups are presenting their work to the abbot and the two rectors from Lesotehnicheski Universitet and BOKU
Day 12 Saturday July 21 st 2007	Reflections and Follow up Questionnaire, Final Report, Web Site, Finalizing project work

Lectures during the workshop

- + Alexi Danchev / Istanbul University: Critical review of the application of contingent valuation method for studying the protection of cultural-historic monuments.
- + Alexi Danchev / Istanbul University: Valuing Cultural-Historic Heritage
- + Zlatka Kabatliyska / LTU Sofia: Flowers in the BG monasteries Interior and Exterior, traditions and future
- + Ladislav Kubo / STU Bratislava: Morality, guilt, sustainability and their political and medial reflection
- + Beata Polomova / STU Bratislava: Revitalization of Slovak monasteries – Examples from Slovakia
- + Georgi Kostov / Petrohan Forestry: Bulgarian forestry and the multifunctional management – temporal challenges and outlooks – a short review
- + Werner Kvarda / BOKU Vienna: Permaculture design and transdisciplinary joint problem solving
- + Martin Treberspurg / BOKU Vienna: Renewable resources and Sustainable Architecture
- + Ulla Ertl / BOKU Vienna: Thermal Refurbishment of old buildings
- + Roman Grüner / BOKU Vienna: Alternative energy systems

² http://www.academia-danubiana.net/projects/vita_nova/vita_nova_2/0.MONASTERY_KLISURA_IN_BG.pdf

³ see website FUTURE SEARCH CONFERENCE handouts

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Section 2B – Overall Description of the Project

Activities (maximum 3 pages)

Please provide a comprehensive description, which gives a full account of the project work. It should cover the following:

Objectives

- The **aims and objectives**: what were they? Have they been achieved? What means have been used to monitor their success or failure?
- How did the IP tie in with the **existing teaching programmes** of the participating institutions and explain what you consider to be **innovative** about the project (in relation to each of the participating countries if the situation is different in each of them), namely in relation to defining or building a **European dimension**).

Organisational aspects

- The **organisational approach and structure** developed within the partnership to manage the project: describe the role(s) of individual partners (including any non-participation), organisation of the work and the way transnational cooperation has taken place. Comment upon the appropriateness and effectiveness of the organisational approach in achieving the aims of the project. Please indicate also any other organisations/contacts involved.
- How was the **selection** of students and teachers made?
- Did you include disadvantaged and or disabled students and teachers in the project?

Outputs

- Describe the **outputs** of the project (the programme implemented, qualitative and quantitative description of teaching material produced specifically for the IP, report/theses from the students, web-based exercises, multimedia products, websites etc.) Specify the nature, volume, structure, content and language envisaged (where applicable).
- How was **academic recognition** arranged for the students? Were ECTS credits awarded and if so, how many ECTS points were awarded to how many students from which institutions?
- Any **additional benefits** and/or spin-offs of the project? What was the contribution of non-higher education institutions (if applicable) to the expertise and outputs developed in the project?

Evaluation and Dissemination

- What **tools and criteria** have been used to monitor and evaluate the appropriateness and effectiveness of your work (process and results)? Who did the evaluation? What were the results?
- Were the outputs of the IP **disseminated** to a wider audience and if so, how? Were links established with other projects and/or networks within Socrates or beyond? Have plans been made to extend the project partnership beyond the period of support from ERASMUS?

Feedback on the project

- Please describe any **divergence** from the initial project plan (aims and objectives, work programme, products, partnership, and budget). Give the reasons for the changes.
- Please provide an overview of any **difficulties** encountered during the eligibility period.
- Please add any additional comment you may wish to make to the **Executive Agency** (such as recommendations for future measures, administrative procedures, key issues, etc).

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Section 2B – Overall Description of the Project

Activity report answering questions above (please add additional pages if necessary)

1 OBJECTIVES

1.1 Aims and Objectives

The second phase of the Sokrates Erasmus Intensive program - IP - VITA NOVA took place from July 9th till July 21st 2007 in the monastery of Klisura in Bulgaria. Students from Czech Republic, Serbia, Macedonia, Bulgaria, Slovakia and Austria took part. To start the second phase of the VITA NOVA project we were organizing a joint meeting in January 2007 in Sofia, commencing the new cooperation between the Lesotehnicheski Universitet Sofia (LTU) and the University of Natural Resources and Applied Life Sciences Vienna (BOKU). The monastery of Klisura is situated in the north of Sofia next to the Stara Planina Mountains and close to the town of Berkovitsa.

The very idea about this international student-workshop was generating new concepts for the monastery- to develop sustainable programs in architecture, landscape and regional planning. The students were working on several projects, fostering new design concepts for the garden of the monastery and the landscape, making proposals for the restoration of the buildings for new functions and elaborating alternative energy heating concepts for solar and renewable resources. The vision of the abbot father Antim is incorporates new accommodation and recreation facilities for tourists and investment in the renovation buildings to preserve cultural heritage.

1.2 Existing teaching program

We asked the students of the participating institutions three questions concerning the relevance of the project in relation to their studies.

1. What kind of specific and generic skills do you need in the future, as a young researcher (PhD.) to realize the needs and the tasks related to EU programs?

- *Language skill, expert knowledge in interesting field, multi-disciplinarily view to problem-solving*
- *Managerial skills, organization and systematical thinking, computer skills*
- *Working in other international projects, studies and specialization in other Universities in EU*

2. What personal and individual competencies are required for realizing such projects getting more self confident and self organised?

- *In my opinion the most important thing is being open minded for new approaches how problems can be solved.*
- *Listening and understanding different backgrounds is also very important.*
- *Communicativeness (ability to communicate and understand) using not only language, but also cultural background;*
- *Knowledge of behaviour, experience in the field, self organisation*

3. Do you think, that our project VITA NOVA II is relevant for such kind of new experiences? (Please write some comments)

- *Yes. I've learnt a lot about team work, presenting and sharing ideas, speaking in public... It is good for boosting self-confidence.*
- *Although this workshop was sometimes really confusing, it was a really great experience being in a group of people from different countries and profession. One of the most important thing for me is that this workshop motivated me and gave me hope for the future.*
- *Yes, it helped me to better understand the importance of organizing the structure / outline for what needs to be done and the order of steps that needs to be discussed. I understand the importance of searching for the common ground and how it is important for the final solution that we all supported the same goal. I will definitely try to apply it in my own work.*

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1.3 Innovations and European dimension

Innovative as this IP was, that after a theoretical preparation and inventory of the monastery Klisura the students were working on architectural, renewable energy, regional planning and socio-economic concepts in an interdisciplinary way with experts and scientists. Additionally, the transdisciplinary approach was, to prove the developed concepts, critically and to discuss them in regard to practical feasibility with the users on location.

Due to universities and experts from EU-countries, and also from the countries Serbia and Macedonia, as non eligible partners, participation at the IP, a discourse on an European level took place.

2 ORGANISATIONAL ASPECTS

2.1 Organisational approach and structure

For realising the second run of the VITA NOVA II project, a change of location was organised between the Lesotehnicheski Universitet Sofia (LTU) and the BOKU Vienna. First we informed the agency in Brussels about the alternative situation, but then the two universities decide to construct a special agreement in both languages – Bulgarian and German – which was finally signed by the two rectors.⁴ Concerning top 9.2 in the agreement, a financial plan was prepared by the LTU for transferring the expenses for accommodation and subsistence from the BOKU to the LTU.

The roles of the individual partners

Ass. Prof. Mihova (LTU Sofia) and Prof. Kvarda (BOKU Vienna) managed the project.

Ass. Prof. Polomova, Dr. Kubo (both FASTU Bratislava) and Prof. Treberspurg (BOKU Vienna) assisted lecturers during the workshop

The PhD. Students Ertl (BOKU Vienna), and Grünner (FASTU Bratislava) assisted all organisational matters.

The appropriateness and effectiveness of the organisational approach in achieving the aims of the project was organised by the BOKU Vienna - Institute for Structural Engineering – Sustainable Constructions and the LTU Sofia - Department of Environmental Management.

The transnational co-operation has taken place by our virtual learning environment at BOKU, based on an open source management system (<http://moodle.boku.ac.at>). The course VITA NOVA II is implemented at this BOKU website. It comprises the activity of a discussion board and also several folders for downloading the pdf files (see <https://moodle.boku.ac.at/course/category.php?id=32> -> click on IP VITA NOVA II Klisura -> User name: rrahders, password: test).

In general our transnational co-operation is connected by a network of excellence called 'Academia Danubiana' a scientific NGO fostering educational network and promoting a higher degree of territorial integration with the new accession countries within the Danube region.⁵

During our workshop in Klisura, the bishop from the north-western region in Bulgaria and the director from the Orthodox seminar for priests, visited our project and talked with the students. Additionally the official deputy of the mayor of the town Berkovitsa presented his municipality in a lecture to the students.

2.2 Selection of the students

The selected students were chosen at their universities at home by their professors, whereas PhD-students and students in advanced semesters were preferred (see Questionnaire).

2.3 Disadvantaged or disabled students and teachers

No disadvantaged or disabled students and teachers took part at the IP.

⁴ Vereinbarung / Agreement (bulgarisch und deutsch)

⁵ <http://www.academia-danubiana.net>

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3 OUTPUTS

3.1 Output – exchanging scientific experiences

The main aim of the VITA NOVA project is to exchange ideas and structural management concepts between western and eastern monasteries in the Danube space. The Great Schism divided Christianity into Western Catholicism (Latin) and Eastern Orthodoxy (Greek) branches. The Bulgarian Orthodox Church has its origin in the flourishing Christian communities and churches, set up in the Balkans as early as the first centuries of the Christian era. Our first publication from the VITA NOVA project in Stift Zwettl⁶ is expounding within several projects the idea of conceptualizing perspectives for various activities in the monastery (renovation of buildings, appropriate energy technology, tourism etc.) and also fostering pastoral activities for young people. All these ideas helped us in the follow up of the project this year.

We started our project in Klisura with a Future Search Conference, well suited for strategic planning, with designing the structure and a new content for the workshop produced by the participants. The students specified for themselves what can be done during the IP in Klisura. Our 'joint problem identification among various disciplines' was challenging and a new approach of mutual learning. We have chosen a trans-disciplinary approach as a new form of learning and problem solving involving cooperation among different parts of society (public sector, the orthodox church etc.) and academia in order to meet complex challenges in our times. The various projects of the groups – architecture, gardening, tourism, renewable energy systems – rely on knowledge integration within an ecological design process.

Ecological design implies any form of design that minimizes environmentally destructive impacts by integrating itself with living processes to minimize resource depletion, preserve water cycles and respects species diversity etc.

We will publish our work within an ACADEMIA DANUBIANA publication (edition ca. 100) and also put it on our websites (<https://moodle.boku.ac.at/course/category.php?id=32> and <http://www.academia-danubiana.net>).

3.2 Academic recognition

The students are awarded academic recognition in the form of ECTS credits. The IP program lasts for 12 days and the participating students attain **6 ECTS credit** points. Specifically, the students will receive 2 ECTS credit points for their research at home (data collection etc.) presented with a final report / or case study (2 weeks), 2,0 ECTS credit points for participating at the IP in Klisura and 2,0 ECTS for offering a positive report.

The **ECTS grading scale** is

- 1, **A / B** Excellent/ Very good;
- 2, **C** Good;
- 3, **D** Satisfactory;
- 4, **E** Pass;
- 5, **F** Fail

3.3 Additional benefits

One of the spin-offs of the project is to support the future development of the monastery in Klisura with several activities.

The forests, as a private property belonging to the monastery, enable some personal independence and self-reliance for the monks. The output and selling of the wood in the forests supports the budgetary situation. One group was working on renewable energy systems with wood chip to reorganise the heating system in the monastery.

Another group will present new open space concepts for vegetable, fruit and herb gardens to use the, still existing, orchards and fields and, also, to manage products from the garden for personal needs and the 'Klosterladen' (monastery shop).

Most of all, the architecture group established new concepts and ideas for the appearance of the buildings and elaborating new functional design proposals for educational needs and new buildings of hospitality.

⁶ http://www.academia-danubiana.net/projects/vita_nova/vita_06_results.html

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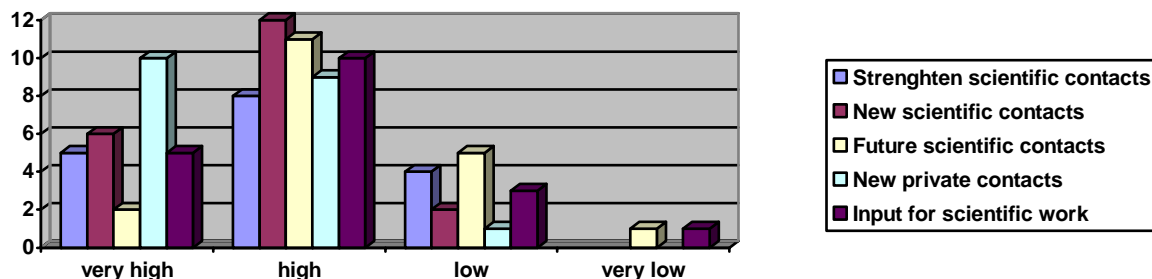
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4 EVALUATION AND DISSEMINATION

4.1 Questionnaire

After finishing the IP in Klisura, the students were asked to evaluate the appropriateness and effectiveness of our project with a questionnaire.

1. Please indicate to what degree the VITA NOVA II has had the following effects:



2. How do you assess the organisational approach of Vita Nova II concerning the transnational cooperation?

+ It is professionally done

3. How do you judge the scientific quality of the VITA NOVA II project?

10 excellent 10 good 1 average below average poor

4.2 Dissemination

The final presentation of the IP took place July 20th 2007 on the Veranda of the monastery. The students were presenting their ideas and the two rectors from LTU Sofia and BOKU Vienna were joining the meeting. All together the lectures and projects will be published in the ACADEMIA DANUBIANA publication.

5 FEEDBACK OF THE PROJECT

5.1 Divergence

The initial project plan had to be changed, because of a few essential reasons. First of all, the abbot of Stift Zwettl Wolfgang Wiedermann, informed Prof. Treberspurg and Prof. Kvarda on Nov. 13th 2006, that he did not see any possibility for further co-operation with the VITA NOVA project. The monastery could not provide any financial support, such as discounted rates for accommodation. He did explain that it is was not possible to deliver any financial support to the project. Within a very short time before Christmas, we had to make a decision about a new place in Klisura Bulgaria, which was the monastery already mentioned within our submitted second project application. We informed, via e-mail, Mrs. Maria-Luisa Garcia-Minguez on December 18th 2006 about this new arrangement.

Also three of the participating institutions, who were mentioned in the submitted second project application, had to cancel the IP, because of following reasons:

- University of Applied Science Weihenstephan (FH Weihenstephan) in Freising, Germany: Students and teachers of this university could not take part because their exams coincide with the two-week-workshop of the IP:
- Catholic-Theological Private University of Linz (KTU Linz) in Linz, Austria: This year our Contact-Person Prof. Rosenberger became rector of the KTU Linz, so he was not able anymore to oversee the IP.
- Philosophical-theological University Benediktbeuern (PTH-Benediktbeuern) in Benediktbeuern, Germany: Due to shortage of teacher-staff, the university was not able to attend carefully the IP.

5.2 Difficulties

It made a great display to organise the project (see German and Bulgarian agreement ->

<https://moodle.boku.ac.at/course/category.php?id=32> -> under point Preliminaries "Vereinbarung + BOKU Wien – Lesotechnische Universität Sofia").

5.3 Additional comment

Since Bulgaria is now a member of the European Union since January 1st 2007, we were very satisfied to continue transferring our experiences about monasteries and project management into the Danubian countries, especially in Bulgaria.

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Part 3 - Declaration of Expenditure (in EUR)

This section sets out the financial information required by the Executive Agency. We advise you to read carefully the **Administrative and Financial Handbook** before filling in this section.

Table 3.1 provides a summary of the Total costs of the project. In addition the following tables must be completed if there is related expenditure:

- Table 3.2 provides a Breakdown of Organisational Costs
- Table 3.3a provides a Breakdown of Travel, Accommodation and Subsistence costs for TEACHER travelling to the IP
- Table 3.3b provides a Breakdown of Travel, Accommodation and Subsistence costs for STUDENTS travelling to the IP

In all cases table 3.4 (Breakdown of the sources of finance within the partnership) must be completed.

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Help Notes for use of the EXCEL Tables for IP Final Reports

General Notes:

- **You cannot introduce additional rows to the EXCEL tables as the tables are locked** – should you require additional rows please send the EXCEL tables (electronically) to the contact details mentioned below and ask for additional rows to be introduced (please specify the number of rows that you require).
- All tables have an automatic “wrap text” function that will expand the cells in order to hold all the required data.
- **Only the yellow boxes are to be completed.** The blue, white and polka dot boxes are locked and therefore cannot be completed.
- **Each table must contain the project (agreement) reference.** Please ensure that you complete the appropriate cell within Table 3.1 - missing data is represented by an asterisk (*).
- Table 3.1 is linked to the totals of tables of the other tables. Thus, as you introduce data to tables 3.2, 3.3a and 3.3b this will be automatically transferred to Table 3.1. **You will not be able to enter data in the automated cells within Table 3.1 as these cells are locked.**
- If you wish to add additional comments with regard to the declared expenditure please create a Word document for that purpose and send it to us with the EXCEL tables.

Please also note that throughout the EXCEL tables there are a number of additional automatic formulas for which these cells are also locked.

If you have problems using the Tables then please contact the following contact person at the Executive Agency:

Mr. Benjamin Couls Rodriguez
Telephone: +32 (0)2 296 41 01
e-mail: Benjamin.Couls@ec.europa.eu

Printing:

- Highlight the Area to be Printed.
- Click on File then Print Area then Set Print Area.
- Do not change the formatting unless trying to fit the entire table on one page.

For visitors and further information:

Education, Audiovisual & Culture Executive Agency

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Mrs. Maria Luisa GARCIA MINGUEZ

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This page will be returned to you when your final report form has been received. Therefore, please complete the information below clearly.

Title of project: Sustainable development concept in the monastery Klisura in Bulgaria

Name of Beneficiary	Universität für Bodenkultur Wien
Name of legal representative	Dr. Ingela Bruner, Rector
Street Number	Peter Jordanstrasse 70
Country code - Post code - Town/City	A 1190 Wien
Fax number	++43 1 47654 1005

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Yours sincerely

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