

Macroeconomics for Justice and Inclusive Growth

MAJIG

Milestone 3

Governing bodies' doc.

Project Coordinator: Professor Marco Missaglia, University of Pavia

Lead Beneficiary: University of Pavia

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1. Steering Committee (SC)

Composition:

- The Project Coordinator (Marco Missaglia - UNIPV)
- Two representatives from each partner (one taking care of the academic aspects of the project, one taking care of the administrative aspects of the project)

Role:

It is the main body that takes the strategic decision. Specifically, it is responsible for the approval of changes in the Consortium and for the project changes on finance, legal and administrative matters.

Meetings:

- During the in-presence project meetings
- One online meeting each three months

1. Administrative Coordination Team (ACT)

Composition:

- The Project Coordinator (Marco Missaglia - UNIPV)
- The Administration Coordinators of University of Pavia (Alberto Forte - UNIPV; Dalila Formica - UNIPV; Martina Altea Bellinzona - UNIPV)
- The Administrative Manager of University of Cassino and Lazio Meridional
- The Administrative Manager of Aalborg University
- The Administrative Manager of Universidad Nacional de Colombia
- The Administrative Manager of Universidad de La Salle
- The Administrative Manager of Universidad de Cartagena
- The Administrative Manager of Universidad Mayor de San Simón
- The Administrative Manager of Universidad Mayor de San Andrés

Role:

- Daily administration of the project
- Financial management of the project and overall budgeting, including the monitoring on the use of resources, the budgetary execution and the establishment of a budget & schedule-controlling system
- Reporting activities

Meetings:

- During the in-presence project meetings
- One online meeting each six months

2. Quality Assurance Committee (QAC)

Composition:

- The Project Coordinator (Marco Missaglia - UNIPV)
- The WP Leaders
- The external Evaluator

Role:

- Guaranteeing quality assurance of the project
- Monitoring that the project activities are implemented in compliance with the quality standards and the identified indicators

Meetings:

- One online meeting each six months, starting from the selection of the External Evaluator

3. Work Package Leaders (WPLs)

Composition:

- One representative from Universidad de Cartagena (UdeC)
- One representative from Aalborg University (AAU)
- One representative from Universidad de La Salle (ULSA)
- One representative from University of Cassino and Lazio Meridionale (UNICLAM)
- One representative from Universidad Mayor de San Andrés (UMSA)
- One representative from University of Pavia (UNIPV)

Role:

- Managing the activities included in each respective Work Package
- Monitoring the academic and technical progress of the activities in each respective Work Package
- Taking part in the detailed planning, monitoring and reporting of the tasks of each respective Work Package
- Collecting and submitting the required academic, technical, financial and administrative data

Meetings:

- During the in-presence project meetings;
- Multilateral meetings according to the project's needs;
- Ad-hoc bilateral Meetings with the Project Coordinator (Marco Missaglia - UNIPV) according to the project's needs.

Body	Function	Composition	Meetings
Steering Committee (SC)	It is the main body that takes the strategic decision. Specifically, it is responsible for the approval of changes in the Consortium and for the project changes on finance, legal and administrative matters.	a) The Project Coordinator from UNIPV. b) Two representatives from each partner (one academic, one administrative).	a) During the in-presence project meetings. b) One online meeting each three months.
Administrative Coordination Team (ACT)	a) Daily administration of the project. b) Financial management of the project and overall budgeting, including the monitoring of the use of resources, budgetary execution, establishment of a budget and schedule-controlling system. c) Reporting activities.	a) The Project Coordinator from UNIPV; b) The Administrative Coordinators from UNIPV; c) One Administrative Manager from each partner.	a) During the in-presence project meetings b) One online meeting each six months
Quality Assurance Committee (QAC)	Guaranteeing quality assurance of the project, monitoring the project activities are implemented in compliance with quality standards and the identified indicators.	a) The Project Coordinator from UNIPV b) The WP Leaders c) The external Evaluator	One online meeting each six months, starting from the selection of the External Evaluator
Work Package Leaders (WPLs)	Management of the activities included in their respective WP. Each WPL will constantly be supported by the coordinator in performing its tasks: a) Monitoring the academic and technical progress of the activities in his/her WP; b) Participation in the detailed planning, monitoring and reporting of each task the WP; c) The collection and submission of the required academic, technical, financial and administrative data.	a) One representative from Universidad de Cartagena (UdeC). b) One representative from Aalborg University (AAU). c) One representative from Universidad de La Salle (ULSA). d) One representative from University of Cassino and Lazio Meridionale (UNICLAM). e) One representative from Universidad Mayor de San Andrés (UMSA) f) One representative from University of Pavia (UNIPV).	a) During the in-presence project meetings. b) Multilateral meetings according to the project's needs. c) Ad-hoc bilateral Meetings with the Project Coordinator according to the project's needs.

