EASTERN AND SOUTHERN AFRICA CENTERS OF EXCELLENCE (ACE II)

Name of the ACE: :Center for Research Excellence, Academic Teaching and Sustainability (CREATES)

Year 2018

Component	Sub-component	Action Plan	Objective	Justification	Output	DLI #	DLR #	Estimated Budget	ACE	Partners	Responsible Unit	January - December 2018												
												January	February	March	April	May	June	July	August	September	October	November	December
1. Teaching and learning Excellence	Establish Life Sciences / CREATES-experiential based curricula	Support working sessions for incorporating the TCU comments and inputs to the submitted curricular	To incorporate comments from TCU for approval	TCU requirements	TCU approved curricula	2	2.3	7,000	7,000	-	CREATES Management, LISBE Dean Office & NM-Academic Office													
		Support resubmission of curricula to TCU for approval	To cover the cost for resubmission of the curricular to TCU for approval	Re-submission of the curr/TCU requirementsicular to TCU	TCU approved curricula	2	2.3	4,000	4,000	-	CREATES Management, LISBE Dean Office & NM-Academic Office													
		Printing and advertising/promotion of the new curricular	To print and advertise the new curricular to attract more National and regional students	To attract more students	Number of curricula printed	2	2.3	8,000	8,000	-	CREATES Management, LISBE Dean Office & NM-Academic Office													
		Support initial process for international accreditation of one international program (i.e. readiness review and Programme evaluation)	NM-AIST Programmes to be internationally accredited	It is the procedure for the program to be internationally accredited and it will attract more regional and international students	Readiness review and evaluation produced and submitted	2	2.3	30,000	30,000	-	CREATES Management, LISBE Dean Office & NM-Academic Office													
	Improve the CREATES-Teaching and learning approach	Facilitate short course on pedagogy to NM-AIST staff in collaboration with Zhejiang Normal University of China	To build the capacity and skills of the faculty members in delivering teaching to students	It will increase efficiency in teaching	Number of faculty members with teaching skills will be increased	2	2.2	25,000	20,000	5,000	CREATES Management, LISBE Dean Office & NM-Academic Office													
		Organize and support training on students supervision and mentorship skills to Faculty Staff	To build the capacity and skills of the faculty members in supervision of the students	It important for efficiency in students supervision	Effective and efficient students supervision	2	2.2	15,000	9,000	6,000	CREATES Management, LISBE Dean Office & NM-Academic Office													
	Co-create CREATES teaching and learning environment	Support hosting or sending PhD and Faculty from/or to other institutions for research or teaching	To enhance staff mobility and sharing of the human resources to cutoff staff shortage	It is necessary for improving teaching and learning	Faculty members and PhD participated in exchange program	2	2.6	25,000	10,000	15,000	CREATES Management, LISBE Dean Office & NM-Academic Office													
		Support recruitment and retaining of these post docs in teaching and supervising the students	To produce more project proposals to generate funds and student supervision	It is important for the financial sustainability, support teaching and students supervision	Two Post Docs recruited and retained	2	2.5	20,000	20,000	-	CREATES Management, LISBE Dean Office & NM-Academic Office													
		Support field practical and student's internships to industries, farms, NGOs and other institutions	To give students more practical experience to students	Students will gain more practical experience in solving real challenges facing the community and industries	Students enrolled in MSc and PhD programmes participated in Internships	2	2.2	30,000	20,000	10,000	CREATES Management, LISBE Dean Office & NM-Academic Office													
		Facilitate operationalization of e-learning and virtual access to international resources (Including; trainings on how to run the courses & purchasing software)	To facilitate teaching and learning through e-learning and virtual access to international resources	It will improve access of the learning resources to students and Lecturers	Functional E-learning system installed	2	2.2	25,000	15,000	10,000	CREATES Management, LISBE Dean Office & NM-Academic Office													
	Enroll and support Masters and PhD candidates	Enroll and support Masters and PhD students	To train more students at the level of masters and PhD in the field of Life Science and Bio engineering	Increasing the number of regional experts in the field of Life Science and Bio engineering	Increa30 Master and 15 PhD students admitted for degree programme in water, sanitation and energy	2	2.2	170,000	130,000	40,000	CREATES Management, LISBE Dean Office & NM-Admission Office													
		Support students with concrete findings, innovations to attend conferences and short-term trainings	To enable students to share the research findings, and gain more knowledge	Needed for students to disseminate their research findings and also attend short-term trainings	Students taking MSc and PhD will attended conferences and short courses	2	2.2 &2.5	10,000	5,000	5,000	CREATES Management &LISBE Dean Office													
	Develop and run new short courses to students, industries, practitioners, and stakeholders	Preparing training materials for shortcourse and delivery logistics	To support cost for preparation of training manuals relevant to the training to be carried out	There are need for preparing proper training material relevant to the training to be delivered and assisting	Trainings materials/manuals that will be prepared.	2	2.2	5,000	5,000	-	CREATES Management &LISBE Dean Office													
		Conduct short courses as per the need assessment results	To facilitate delivery of the demand driven short-courses to different stakeholders	Improving the knowledge and skills of different stakeholders from the regional	Participants who attended the short-courses	2	2.2	25,000	15,000	10,000	CREATES Management &LISBE Dean Office													
	Sub total							**399,000**	**290,000**	**101,000**														
2. Research Excellence	Strengthen the R4D framework and support research in CREATES	Support Research conducted by MSc and PhD students through lab facilities, greenhouse and botanical gardens facilities, through lab exchanges with	To create enabling environments for the students and researchers to conduct their researches	More resources and support is need for support students researches and field activities	Research conducted and findings published	2	2.2, 2.5 & 2.6	140,000	110,000	30,000	CREATES Management &LISBE Dean Office													
		Upgrading LISBE Laboratories for research activities	Support purchasing of the laboratory equipment and facilities	It is need for upgrading of the laboratory facilities to increase its efficiency	Equipment and facilities purchased	2	2.2 & 2.5	50,000	35,000	15,000	CREATES Management &LISBE Dean Office													
		Support establishment of Research data Hub/Centre in collaboration with SAGCOT, LITENGA & Moggy Business Machines	To establish a data centre for agriculture that will be used by different national and regional stakeholders	Existence of the centralized data source so that researchers, managers, private sectors, policy maker and decision makers.	Centre established	2	2.4	150,000	150,000	-	CREATES Management, LISBE Dean Office & Partners													
	Improve the CREATES research approach	Support joint researches with CREATES partners on topics related to the pillars identified during need assessment	To support research that will creates or provide solutions to the pressing challenges facing the industries and community	More research work is needed to provide solutions to problems facing the region	Research conducted and findings or innovations disseminated	2	2.4	45,000	35,000	10,000	CREATES Management, LISBE Dean Office & Partners													
		Support /facilitate knowledge exchange activities (i.e. participate in International conferences, Mandela week and TCU exhibitions)	To show case CREATES capacity, dissemination of knowledge/skills to different stakeholders	It will provide a platform to CREATES to show case it capacity and capability to other stakeholders	National Events CREATES participated to show case its capacity and capability	2	2.2	15,000	10,000	5,000	CREATES Management &LISBE Dean Office													
		Support publications and dissemination of the research findings and innovations to society, practitioners, policy makers and industries (including; Establishing Demo-	To support sharing of the research finding and innovations	More effort is required to disseminate the research findings and innovations to society, practitioners, policy makers and industries	Publications and Innovations disseminated to society, practitioners, policy makers and industries	2	2.5	32,000	25,000	7,000	CREATES Management &LISBE Dean Office													
	Sub total							**432,000**	**365,000**	**67,000**														
3. Quality Assurance	Developing quality assurance Framework	Support development of NM-AIST quality assurance policy (including, Manual and Standard Operating Procedures (SOPs)measuring tools & Tsuinings) -Together with WISE-Futures	Improved quality assurance at M-AIST	Adherence to quality assurance policy, manual and procedures in daily activities	Functional quality assurance Framework and tools in place	2.3, & 4	2.3.2,8,3.3,4.1 &	10,000	10,000	-	CREATES-Management & NM-AIST QA Unit													
		Develop e-feedback and quality assurance system to ensure quality teaching and learning practices	To establish a effective electronic system that will ensure feedback from students and faculty are captured	It is need for improvement in teaching and learning	E-feedback system for quality assurance installed and functioning	2.3, & 5	2.3.2,8,3.3,4.1 &	8,000	8,000	-	CREATES-Management & NM-AIST QA Unit													
		Participate in the Partnership of Applied Sciences, Engineering and Technology (PASET) benchmarking exercise.	To support benchmarking of the MSc and PhD programs with other institutions	For assurance of high quality programs	Number of programs participated in PASET Benchmarking	2	2.8	5,000	5,000	-	CREATES-Management , NM-AIST QA Unit & Academic Office													
	Support ISO 9000 and ISO 17025 Acquisation	Support initial preparations for acquisition of ISO 9000 and ISO 17025 Certificates	To improve quality management system and laboratory competence in testing	For ensuring Laboratory quality in sampling, testing or calibration n	Laboratory improvement towards ISO certification	2	2.2	20,000	20,000	-	CREATES-Management & LISBE Dean Office													
	Sub total							**43,000**	**43,000**	**-**														
4. Equity dimension	Reflect equity within CREATES-FNS faculty, students and management	Develop an Equity Strategy to guide CREATES activities implementation	Develop a strategy that will guide CREATES in its implementation	To ensure equity issues are take care in CREATES implementation	Strategy developed	2	2.2	8,000	8,000	0	CREATES-Management													
		Participate in ongoing AWARD activities (mentorship courses, best performance recruitment), initiation of the first Soapbox Science event in Tanzania with 12 female speakers in Arusha in June 2018	Attracting more regional female students to be enrolled in the CREATES programs	More female regional experts are needed	Number of Female participated in AWARD activities	2	2.2	12,000	12,000	0	CREATES-Management													
		Sensitize and engage the public and partners on equity issues	Attracting more regional female students to be enrolled in SET programs	More female regional experts are needed	Number of Female participated in SET programs	2	2.2 & 2.4	10,000	10,000	0	CREATES-Management													
		Collaborate with Tanzania Women Chamber of Commerce and other partners in mobilization of women and other small scale processors to be involved researches and innovation platforms of NM-AIST	To empower women and marginalized groups with relevant knowledge and skills that will enhance their productivity	Still that is huge knowledge and skills gap among the women and marginalized group compared to men in the region	Number of women reached by CREATES and Partners	2	2.2 & 2.5	25,000	20,000	5000	CREATES-Management													
		Support women and special groups with knowledge and skills to improve their activities	To empower women and marginalized groups with relevant knowledge and skills that will enhance their productivity	Still that is huge knowledge and skills gap among the women and marginalized group compared to men in the region	Number of women reached by CREATES and Partners	2	2.4	10,000	10,000	0	CREATES-Management													
	Sub total							**65,000**	**60,000**	**5,000**														
5. Attracting Regional Academic Staff and Students	Attracting Regional Academic Staff and Students	Updating Centre -website with opportunities and CREATES capacities	To enable sharing of information to public and ensure transparency	Required for insurance transparency and sharing of the information to public	Information published/shared	3	3.4	4,000	4,000	0	CREATES-Management													
		To participate in various Regional events and forums to showcase the capacity of CREATES to faculty, research scientists and students from the region	To show case CREATES capacity, dissemination of knowledge/skills to different stakeholders	It will provide a platform to CREATES to show case it capacity and capability to other stakeholders	Events CREATES participated to show case its capacity and capability	2	2.2 & 2.4	10,000	10,000	0	CREATES-Management													
		Support e-recruitment and e-admission portal and update it regularly	To enable smooth and effective recruitment of the students	For effective recruitment of the students	Number of students recruited through e-admission portal	2	2.2	5,000	5,000	0	CREATES-Management & NM-AIST Admission office													
		Support international staff and student information office - together with WISE	To create enabling for international students and staff during teaching and learning at NM-AIST	To attract more international students and staff	Number of students and staff services by the international office	2	2.2	3,000	3,000	0	CREATES-Management & WISE Futures													
	Sub total							**22,000**	**22,000**	**-**														
6. Engaging National and Regional Academic Partners	Becoming a knowledge translation and exchange hub	Support joint teaching among the National and Regional academic partners	To involve regional partners in teaching	It is needed to strengthen regional collaboration	Students being taught by National and Regional faculty	2	2.2 & 2.4	30,000	10,000	20,000	CREATES-Management & LISBE Dean Office													
		Facilitate and promote Students co-supervision with regional partners	To involve regional partners in supervision	It is needed to strengthen regional collaboration	Students being co-supervised leading to publications and theses	2	2.2 & 2.5	30,000	15,000	15,000	CREATES-Management & LISBE Dean Office													
		Facilitate Student's exchange between National and regional Partners	To enable students to share experience and knowledge	To support student exchange programme	Students participated in exchange programmes	2	2.2 & 2.6	30,000	10,000	20,000	CREATES-Management & LISBE Dean Office													
	Sub total							**90,000**	**35,000**	**55,000**														
7. Attracting National and Regional Sector Partners	Extending CREATES' multi-level and inter-sectorial activities	Collaborate with National and Regional Partners to promote technological transfer, products and spin-offs across levels and sectors	To enhance technology and innovations transfer to industries, community and practitioners	Technology and innovation transfer if a key element for addressing development challenges in the region	Number of technology, innovations, products or spin-offs produced are transferred	2	2.4	20,000	15,000	5,000	CREATES-Management & LISBE Dean Office													
		Quarterly community extension events (week directly with independent farmers, small businesses such as Lirenga, ECHO, Oikos)	To facilitated knowledge and skills transfer to community and industries through outreach and extension services	It will help to improve the knowledge and skills to farmers, processers etc	Number of farmers, processors, and other stakeholders involved in extensions and outreach activities	2	2.2 & 2.4	30,000	30,000	-	CREATES-Management & LISBE Dean Office													
	Sub total							**50,000**	**45,000**	**5,000**														
8. International academic collaboration	Attracting International academic collaboration	Sustain bi-lateral presence and involvement of international collaborators	Strengthening collaborations between international partners and share resources	It will hence joint interventions in addressing regional challenges	Number of joint projects established	2	2.4	25,000	25,000	-	CREATES-Management													
		Support establishment of joint projects with international partners	Strengthening collaborations between partners and share resources	It will hence joint interventions in addressing regional challenges	Number of joint projects established	2	2.4 & 2.7	20,000	10,000	10,000	CREATES-Management													
		Support joint teaching and co-supervision with International partners	To involve international partners in teaching and supervision	It is needed to strengthen international collaboration	Students and Lecturers participated in teaching or co-supervised	2	2.2 &2.6	30,000	10,000	20,000	CREATES-Management & LISBE Dean Office													
	Sub total							**75,000**	**45,000**	**30,000**														
	Improve programme implementation	strategic plan including research strategy, teaching strategy, Outreach strategy, partnership strategy, enrolment strategy, resource mobilization strategy communication strategy and equity strategy	To support preparation Centre strategic plan	It will guide centre implementations	Strategic plan developed	2	2.1	8,000	8,000	-	CREATES-Management													
		Retain CREATES admin team and incentivize leaders and others through conference attendance and seminar participation etc. - not in monetary terms)	To operationalize the center	It is needed for the proper functioning of the center	salary and incentives given to CREATES Admin-Team	2 & 3	2.1 & 3.1	160,000	160,000	-	CREATES-Management													
		Support short-term trainings to CREATES - admin to enhance their performance	To improve the performance	It is needed to have maximum delivery	Staff participated in trainings	2 &3	2.1 & 3.1	20,000	20,000	-	CREATES-Management													

9. Center Management and Governance	Staff and stabilize key leadership positions in each of the core units	Procurement of equipment, furnishing and office supplies and vehicle repair and maintenance	To operationalize the center	It is needed to have maximum delivery	cost for office consumables, equipments and vehicle maintenance and repair	2	2.1	25,000	25,000	-	CREATES-Management & NM-AIST PMU													
		Purchasing fuel for vehicle and power generator	To operationalize the center	It is needed to have maximum delivery	Litres of fuel used	2	2.1	40,000	40,000	-	CREATES-Management & NM-AIST PMU													
		Prepare annual budget and action plan, procurement plan and support the National ACE Steering Committee	To ensure proper planning of the Centre activities and effective management of the Centre	It is needed for the proper functioning of the center	Budget, Plans developed and approved	2 & 3	2.1 & 3.1	4,000	4,000	-	CREATES-Management													
		Support training for finance and other supporting staff	To improve the performance	It is needed to have maximum delivery	Staff participated in trainings	2,3,&4	2.1 , 3.3 , 4.1 & 4.2	5,000	5,000	-	CREATES-Management													
		Support conducting sub working groups, management and governing board meetings	To ensure effective management of the Centre	It is needed for the proper functioning of the center	Management meetings held	2 , 3, & 4	2.1,3.1, 3.3 3.3, 3.4, 4.1 &4.2	4,000	4,000	-	CREATES-Management													
		Advertise products and services to be procured	To support advertise of the products and services to be procured by the Centre	To secure the right and competent service providers	Adverts shared	4	4.1 & 4.2	3,150	3,150	-	CREATES-Management & NM-AIST PMU													
		Facilitate meetings of tender board and tender evaluation committee	To ensure transparency/fairness and compliance to procurement procedures	To secure the right and competent service providers	Tender board and tender evaluation committee meetings	4	4.1 & 4.2	3,000	3,000	-	CREATES-Management													
		Facilitate travels to two regional ACE meetings each year	Facilitate travels cost for regional ACE meetings	For proper management of the ACEs	Travel cost and meeting attended	4	4.1 & 4.3	3,000	3,000	-	CREATES-Management													
		Prepare audit report and provide it to the Council Audit Committee	To enable effective management of the Centre	For effective and efficient centre management	Report prepared and submitted to Council Audit Committee	2 & 3	2.1 & 3.1	3,000	3,000	-	CREATES-Management & NM-AIST Internal Audit Unit													
	Sub total							**278,150**	**278,150**	**0**														
10. Sustainable Financing	To socialite fund to ensure Centre Financial sustainability	Facilitate development of winning grant proposals (grants writing support, seed money, identifying calls) including	Enhance sustainable financing of the Centre	Submitted successful proposals and signed service provision contracts	Increased extra funding from proposals and consultancy services	2	2.7	20,000	20,000	-	CREATES-Management													
		Conduct demand- industry-driven short courses and international conferences on a cost-plus basis	To generate more funds from the participants in terms of participation fees	It is essential for the center financial sustainability	Amount of funds generated	2	2.7	10,000	10,000	-	CREATES-Management & LISBE Dean Office													
		Prepare an ethical framework for provision of consultancy services to the industry and society	To ensure transparency/fairness and compliance to procurement procedures	To secure the competent service providers in fairness process	Ethical framework for provision of consultancy services	4	4.2	3,000	3,000	-	CREATES-Management & NM-AIST PMU													
	Sub total							**33,000**	**33,000**	**-**														
11. Monitoring and Evaluation	Strengthen of monitoring and evaluation unit	Develop a Monitoring and EvaluationSystem (shared across all key partners, including equity indicators)	Improved CREATES program performance and sustainability	Availability of CREATES indicator sheet and M&E framework	Project Performance System software developed	2	2.1	8,000	8,000	-	CREATES-Management													
		Support Monitoring and Evaluation logistics at the Centre	To support functioning of the M&E unit	It is required for the center to operate according to the plan	M&E framework and various reports(monitoring or evaluation reports)	2	2.1	5,000	5,000	-	CREATES-Management													
	Sub total							**13,000**	**13,000**	**-**														
TOTAL								**1,500,150**	**1,237,150**	**263,000**														
% of Total Budget								100	82	18														