

**ISCAP DRAFT of Exploitation Plan**

**Project “BT in SME”**

**2010**

## **1. Introduction**

The main objective of the Exploitation Plan is to propose recommendations and guidelines to promote future results of the "BT in SME", in order to ensure continuity of services resulting from the project possible. This document is expected to convey the definition of groups concerned with the project as well as their characteristics, expectations and motivations for participating in the project.

## **2. Aims of the organisation to offer and to organise this program**

The ISCAP is a higher education institution that is able to offer a higher education with quality. Its area of teaching is accounting and management, with a range of training nationwide, but predominantly in the north. Besides the above-mentioned offer, ISCAP also offers training to lower levels, by having a long life education centre. Initially, we expect to provide training for managers, consultants, successors, predecessors and all those interested in family businesses. In the future we expect to include this subject in the curriculum of ISCAP.

### 3. Calculation of the costs (10 participants – 18 hours group training + 1 hour coaching/trainee)

	<b>EUR</b>
	<b>(estimative)</b>
<b>Trainer (28 hours * € 75,00/h, 18 hours group training + 10 hours individual coaching)</b>	<b>€ 2.100,00</b>
<b>Conference Facilities (€ 100,00/day * 6 days group training + 2 days for individual coaching)</b>	<b>€ 800,00</b>
<b>Coffee (€ 5,00)</b>	<b>€ 50,00</b>
<b>Lunch (€ 10,00)</b>	<b>€ 100,00</b>
<b>Printing Material ( € 0,05/black copy &amp; € 0,60/colour copy A4) 100 copies</b>	<b>€ 5,00 (B&amp;W)</b> <b>€ 60,00 (Colour)</b>
<b>Printing “BT in SME” leaflets and posters (10 A4* € 0,60 + 10 A2 * € 2,40)</b>	<b>€ 30,00</b>
<b>Merchadising (pens, pencils, etc)</b>	<b>€ 30,00</b>
<b>Marketing activities, promotion, experts, etc</b>	<b>€ 100,00</b>
<b>TOTAL</b>	<b>€ 3.275,00</b>
<b>TOTAL PER PARTICIPANT</b>	<b>€ 327,50</b>

#### **4. Possibilities to find additional subsidy**

For now we don't have any additional possibilities for additional subsidy.

#### **5. Research to develop individual coaching**

We have a coaching department in our institution, which is available to cooperate.

#### **6. Regular evaluation**

Questionnaires to all participants.

#### **7. General information**