



ENVHEI

DELIVERABLE REPORT

WP1. Project management

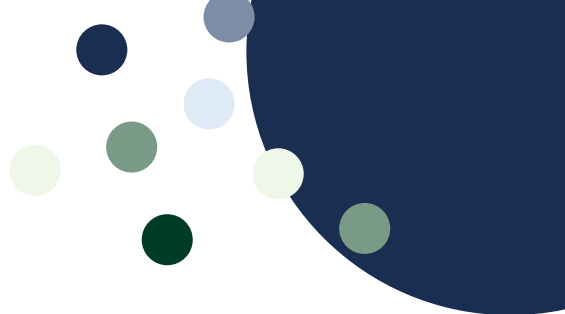
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Green Project Plan

P. No. 2024-1-ES01-KA220-HED-000246733

WP Leader: ULE

Submission date: 2026.01.12



PROJECT DETAILS

Project acronym	Project title
ENVIHEI	Student-Centered Learning for Environmental Sustainability at Higher Education Institutions
Project number	Funding scheme
2024-1-ES01-KA220-HED-000246733	Erasmus+ Programme (KA220-HED) Key Action 2: Cooperation among organizations and institutions, EAC/A07/2023
Project duration	Funding body
December 1 st , 2024 – November 30 th , 2026	ES01 – Servicio Español para la Internacionalización de la Educación (SEPIE)

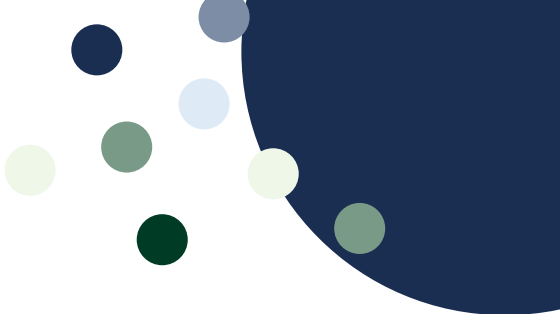
ENVIHEI CONSORTIUM



DOCUMENT INFORMATION

Deliverable ID	Title
D1.4_1	Green Project Plan
Delivery date	Activity
2026.01.12	A1.4 Green project plan definition and revision
Author	Work Package
ULE	WP1





REPORT DETAILS

Submission Date	Number of pages
2026.01.12	14

DOCUMENT HISTORY

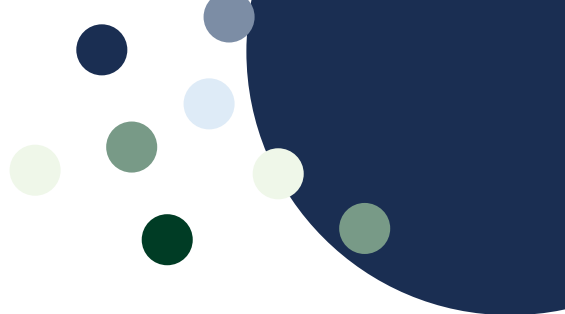
Date	Author	Reason for modification	Status
March 2025	ULE	Created by María Borrego and Angela Taboada	Draft
May 2025	ULE	New project activities	Revised
July 2025	ULE, MUL	Additional modifications by Anja Vujakovic	Draft
November 2025	ALL	Shared with ALL	Revised
January 2026	ULE		Final

Co-funded by the European Union. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or the Spanish Service for the Internationalization of Education (SEPIE). Neither the European Union nor SEPIE can be held responsible for them. [2024-1-ES01-KA220-HED-00 0246733]



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PROJECT SUMMARY

The ENVIHEI project (Student-centered learning for ENVironmental sustainability at Higher Education Institutions) is a two-year Erasmus+ KA220-HED initiative that brings together five European universities: Universidad de León (Spain, coordinator), Montanuniversität Leoben (Austria), Silesian University of Technology (Poland), Hasselt University (Belgium), and Aalborg University (Denmark).

The project addresses one of the most pressing challenges for Europe: the need to integrate environmental sustainability and green competences into higher education curricula in order to support the goals of the European Green Deal and the EU's GreenComp framework. Despite the publication of the GreenComp conceptual model in 2022, there is a lack of tested tools and approaches for adapting these competences to real higher education environments and, in particular, to technical and engineering study programs.

WORK PACKAGE 1 – MAIN AIMS & TASKS

Work Package 1 (WP1) focuses on overall Project Management and ensures the effective coordination, implementation, and monitoring of the ENVIHEI project. Its main objectives include **supervising all project management aspects**, **monitoring project progress**, establishing and applying **quality assurance procedures**, and implementing a **risk management strategy** to anticipate and mitigate potential challenges. WP1 also covers the development of the **project's visual identity**, including logo creation, the preparation and periodic revision of a comprehensive **green project plan**, as well as **the facilitation of effective communication** among partners, the Advisory Board, and external stakeholders, to support strategic decision-making, continuous risk detection, evaluation, and alignment with project goals. Additionally, it comprises tasks such as organizing meetings, preparing and submitting financial and internal reports, and administering the budget in connection with task implementation and the quality of project outcomes.



GREEN PLAN: PURPOSE

The **ENVIHEI Green Plan** is fully **aligned with** the horizontal priority of **Environment and Fight Against Climate Change** set out in the Erasmus+ Programme Guide. In accordance with the European Green Deal, which positions education as a key driver in achieving climate neutrality by 2050, ENVIHEI integrates sustainability across all aspects of its project lifecycle, from design to implementation and dissemination. The project supports the Council Recommendation on learning for the green transition, offering students and educators opportunities to develop green competences through innovative, student-centred educational practices, both formal and non-formal. ENVIHEI directly contributes to embedding sustainability in higher education curricula, professional development for lecturers, and operational practices, advancing the systemic transformation called for by EU policies.

By focusing on technical and engineering profiles, ENVIHEI addresses critical green skills gaps in strategic sectors, fostering competences that enhance career prospects and support sustainable growth, with a special attention to fields such as natural resource management and sustainable innovation. The project incorporates green practices into daily activities by promoting sustainable transport options, carbon footprint reduction, digitalization, resource-efficient event management, and environmentally responsible behaviour. In line with Erasmus+ strategic objectives, ENVIHEI transforms students, academic staff, and associated partners into active agents of change, inspiring local and global actions towards sustainability.

Through participatory and transformative pedagogical methods, such as Project-Based Learning, ENVIHEI engages participants not only in acquiring knowledge but also in promoting behavioural shifts, cultural change, and increased environmental awareness. In doing so, it helps operationalize the Strategy on green transition and sustainable development within Erasmus+, contributing concretely to the broader goal of climate neutrality and sustainable development by 2050.

This **Green Plan outlines the sustainability measures and environmentally responsible strategies to be integrated throughout the planning, implementation, and dissemination phases of the ENVIHEI project**. All project members are expected to adopt sustainable practices, foster environmental awareness, and actively contribute to the green transition through their involvement in ENVIHEI.



ENVIHEI SUSTAINABILITY PRINCIPLES

1. Environmental Responsibility

We will integrate sustainability principles in all project activities, ensuring that environmental considerations inform our decisions and actions. We aim to raise awareness and foster behavioural change in both lecturers and students toward long-term environmental responsibility.

2. Sustainable Resource Use

We commit to minimizing the use of natural resources, reducing waste, and prioritizing eco-friendly materials and processes. Energy-efficient practices will be implemented during events, including the use of green venues and low-impact catering options.

3. Sustainable Transport

We will prioritize environmentally friendly modes of transport for project meetings and events, favouring rail, public transport, and carpooling, while offsetting any unavoidable emissions. Additionally, we will make extensive use of digital tools and online collaboration platforms, such as Padlet and non-print digital materials, to minimize travel-related emissions and reduce our environmental footprint.

4. Digital and Eco-Efficient Work

We will maximize the use of digital tools to reduce paper consumption and optimize the environmental efficiency of digital resources. We will prioritize the development and use of open-access, digital-only educational materials to avoid unnecessary printing.

5. Waste Reduction and Management

We will actively promote waste reduction, recycling, and the elimination of single-use plastics in all project-related activities and events.

6. Dissemination of Sustainable Practices

We will promote the dissemination of sustainable practices and encourage their adoption beyond the project's scope, within our institutions and communities. This includes ensuring open-access publication of all materials for future reuse and scalability and developing a post-project sustainability roadmap to support ongoing green integration within Higher Education Institutions.



COMMITMENTS

To ensure the effective implementation of this Green Plan and uphold the environmental values embedded in the ENVIHEI project, all partners commit to the following:

- Inform every six months on the environmental measures adopted and their impacts.
- Actively participate in the continuous improvement of the project's Green Plan.
- Advocate for sustainability and green practices at local, national, and international levels.
- All project members will integrate environmental responsibility into their work, aligning with the sustainability principles outlined in this plan.
- Each partner will adopt and promote sustainable practices during the planning and execution of project tasks, including the use of digital tools, responsible travel, eco-conscious procurement, and efficient resource management.
- All members agree to serve as role models for sustainability within their institutions, promoting environmental awareness among students, staff, and external stakeholders.
- Partners will participate in tracking environmental indicators and reflecting on ways to reduce the project's ecological impact. Feedback and improvement strategies will be shared regularly.
- Project staff will actively engage in professional development to enhance their green competences, ensuring that sustainability is effectively embedded in teaching, learning, and operational practices.
- Partners will contribute to the open dissemination of green methodologies, results, and materials, enabling replication and upscaling of ENVIHEI's sustainable practices across the European higher education sector.



CONCLUSIONS

Overall, the ENVIHEI project demonstrates a coherent and well-structured approach to integrating environmental sustainability into the project objectives and development, supported by effective management, a clearly defined Green Plan, and the active engagement of all partners. The documents provided in the annexes complement this vision by offering detailed evidence of the procedures, tools, and good practices developed throughout the project, as well as supporting materials that facilitate the practical application of sustainability principles in each phase.

Particularly, a **checklist** designed to help ENVIHEI partner institutions create and maintain sustainable, environmentally conscious workspaces, that should be reviewed and updated regularly, is included in the Annexes. Additionally, a set of **templates for monitoring Green Practices in ENVIHEI** at different levels: the overall project, the transnational in-person meetings in León (Spain) and Leoben (Austria), and the in-person phase of the Winter School in Leoben (Austria). For each template, the indicators and objectives within each area are outlined, along with the planned actions to achieve it, the responsible person/team, the timeline, and the methods for monitoring progress.

Together, these tools enhance transparency, ensure traceability of the work carried out, and provide essential resources for the future replication and upscaling of ENVIHEI's impact beyond the project's duration.



ANNEXES

A) ENVIHEI Green Office Checklist

This checklist is designed to help ENVIHEI partner institutions create and maintain sustainable, environmentally conscious workspaces. It should be reviewed and updated regularly.

1. Energy Efficiency

- LED or energy-saving lighting is used in all workspaces.
- Lights and devices are turned off when not in use.
- Motion sensors or timers are installed for lighting in low-traffic areas.
- Heating and cooling systems are used responsibly (e.g., thermostats set efficiently).

2. Digital Sustainability

- Cloud storage and collaborative platforms (e.g., Padlet, Drive, Moodle) are used to minimize printing.
- Email attachments and unused files are regularly deleted to reduce digital waste.
- Devices and systems are regularly updated for energy-efficient performance.
- Preference is given to virtual meetings to reduce travel emissions.

3. Waste Reduction

- Paper use is minimized; printing is double-sided and only when necessary.
- Recycling bins are available and clearly labelled (paper, plastics, e-waste).
- Single-use plastics (cups, bottles, utensils) are avoided.
- Staff are encouraged to bring reusable items (mugs, containers).

4. Sustainable Procurement

- Office supplies are eco-certified (e.g., recycled paper, refillable pens), if possible.
- Catering for events includes local, seasonal, vegetarian/vegan options when possible.

5. Indoor Environmental Quality

- Indoor plants are used to improve air quality and enhance well-being.
- Natural light is maximized; window blinds are used strategically.
- Ventilation systems are efficient and regularly maintained.





6. Green Mobility

- Staff are encouraged to use public transport, bike, or walk to work.
- Bike racks and sustainable commuting information are provided.
- Carpooling and shared travel options are promoted for ENVIHEI meetings/events.

7. Awareness and Engagement

- Sustainability guidelines are visibly posted or shared digitally.
- Staff are informed about the ENVIHEI Green Plan and their role in it.
- Green initiatives are included in internal meetings and communications.

8. Monitoring and Reporting

- The checklist is reviewed regularly, and improvements are tracked.
- Environmental report is submitted after highlighted events.





B) Templates for Green Practices Monitoring in ENVIHEI

1. Green practices for the whole project

Area	Indicator	Target (Objective)	Actions Planned	Responsible	Timeline	Monitoring Method
Digitalization	% of meetings held online	80% of all project meetings	Encourage digital meetings when no travel is essential	Project Coordinator (WP1)	2024-2026	Meeting minutes
Paper Reduction	% of documents shared digitally	100% digital sharing	Use cloud-based document systems (e.g., Google Drive)	Project Coordinator (WP1)	2025	Periodical reporting
Energy Awareness	% of partners applying eco-efficiency guidelines in their offices	70% adoption	Distribute green office checklist to partners	Project Technician	2025	Checklist
E-Communication	% of newsletters, updates sent digitally	Maintain at 100%	Only use digital newsletters, social media and reports	Project Technician	2025-2026	Project reports

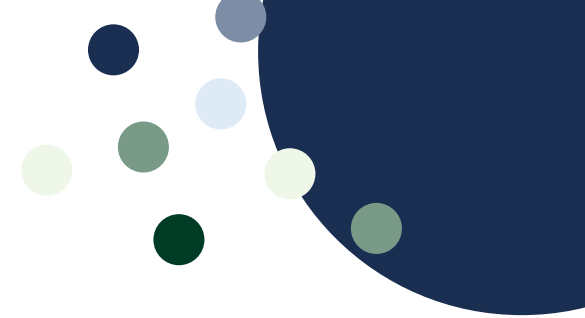




2. Green Practices for Transnational and In-Person Meetings

Area	Indicator	Target (Objective)	Actions Planned	Responsible	Timeline	Monitoring Method
Mobility	% of participants using train or public transport	50%	Recommend train travel where feasible and support sustainable transport costs	Meeting attendee	Before each meeting	Travel tickets
Catering	% of vegetarian/vegan or local food options	80%	Select local, seasonal, vegetarian/vegan caterers	Local Host	Before each meeting	Catering invoices
Waste Reduction	% of reusable materials (bags, mugs, etc.) used during meetings	80%	Provide reusable materials and eco-friendly event kits	Local Host	Before each meeting	Materials checklist
Paper Reduction	% of printed materials (documents, agenda, venue info, etc.)	90%	Provide most materials in digital format (e.g. padlet, attachments to emails, etc.)	Local Host	Before each meeting	Materials
Accommodation	% of eco-certified hotels used	50%	Recommend eco-certified accommodations to participants	Local Host	Before each meeting	Hotel booking records





3. Green Practices for the in-person phase of the Winter School in Austria

Area	Indicator	Target (Objective)	Actions Planned	Responsible	Timeline	Monitoring Method
Sustainable Transport	% of local transport via public options (bus)	70%	Arrange group local transport with public buses	Local Host	During event	Transport tickets
Food	% of meals vegetarian/vegan or locally sourced	80%	Include vegetarian/vegan menus and prioritize local sourcing	Local Host	During event	Meal plans and invoices
Paper Reduction	% of printed materials (documents, agenda, venue info, etc.)	90%	Provide most materials in digital format (e.g. padlet, attachments to emails, etc.)	Local Host	Before each meeting	Materials
Waste Reduction	% of reusable materials (bags, mugs, etc.) used during meetings	80%	Provide reusable materials and eco-friendly event kits	Local Host	Before each meeting	Materials checklist
Accommodation	% of eco-certified hotels used	50%	Recommend eco-certified accommodations to participants	Local Host	Before each meeting	Hotel booking records

