



Name of Center: Africa Centre of Excellence in Public Health and Toxicological Research  
 Institution: University of Port Harcourt  
 Country: Nigeria  
 Center Leader: Prof. Daprim Ogaji

 On Schedule  
 Behind Schedule

Annual Workplan: (January - December, 2023)

| Work Plan Activities  | Description   | Partner Contribution (if relevant) | 2023 Q1 |       |        | 2023 Q2 |       |       | 2023 Q3 |       |       | 2023 Q4 |       |        | Milestone/Output  | If NEW, Provide Justification   | Estimated Budget(\$)   | Estimated Revenue (\$) | Contribution from Partner (\$) | Person Responsible |  |
|---|---|------------------------------------|---------|-------|--------|---------|-------|-------|---------|-------|-------|---------|-------|--------|---|---|--|------------------------|--------------------------------|--------------------|--|
|   |   |                                    | Jan     | Feb   | Mar    | Apr     | May   | Jun   | Jul     | Aug   | Sep   | Oct     | Nov   | Dec    |   |   |  |                        |                                |                    |  |
| <b>Action 1: Action 1: Centre Governance and Administration\ DLI Action:1</b>   |   |                                    |         |       |        |         |       |       |         |       |       |         |       |        |   |   |  |                        |                                |                    |  |
| <b>Sub Action 1a: Centre Governance and Administration</b>  |   |                                    |         |       |        |         |       |       |         |       |       |         |       |        |   |   |  |                        |                                |                    |  |
| Activity 1: Support activities of the Centre Management Committee (CMC), Sub-Committee, Steering committee, International Scientific Asdvisory Board (ISAB) and Sector Advisory Board (SAB) | Support activities of the CMC, sub-committee, Steering committee, ISAB, IAB   |                                    |         | 1,250 |        | 1,250   | 1,250 | 1,250 |         |       | 1,250 | 1,250   | 1,250 | 1,250  |   | Timely and accurate implementation of project plans together with timely achievements of DLIs. At least, 4 Minutes of meetings/list of attendance for management committee, 2 for steering committee, 2 for academic board, 1 for sector advisory committee and 12 reports on management's engagement with stakeholders |  | 10,000                 | 200,000                        |                    | Centre Leader                              |
| Activity 2: Ongoing Administration – consumables, maintenance, subscriptions to professional organisations, etc.  | Day-to-day running of the centre and coordination of all activities - office consumable, fueling, repairs, subscriptions to professional organisations such as the Association of Schools of Public Health in Africa, transport etc                                 |                                    | 2,000   | 2,000 | 2,000  | 2,000   | 2,000 | 2,000 |         | 2,000 | 2,000 | 2,000   | 2,000 | 2,000  | 2,000   | Coordinated and efficient service delivery  |  | 24,000                 | 0                              |                    | Centre Leader                              |
| Activity 4: Development of post ACE-IMPACT strategic and sustainability plan for ACE-PUTOR  | Committee activiteis and organisation of a 2- day retreat involving all members of the ACE-PUTOR team, resources persons and partners for the development of a strategic plan for the sustainability of the ACE-PUTOR following completion of current funding cycle |                                    | 2,000   |       |        | 2,000   |       |       |         |       |       | 2,000   |       |        | Production of the ACE-PUTOR Strategic Development and Sustainability Plan   | This would assist the transition from the current funding cycle to ensure the activiteis and gains of the ACE IMPACT Project is sustained   | 6,000  |                        | 10,000                         | Centre Leader      |  |
| <b>Sub-Action 1b:Partnership and Network Management</b>   |   |                                    |         |       |        |         |       |       |         |       |       |         |       |        |   |   |  |                        |                                |                    |  |
| Activity 1: Support Implementation of commitments with Partners and networks- at least 12 joint activities  | Implement objects in the memorandum of understanding with partners, netwroks and collaborators that will strengthen project delivery  |                                    | 5,000   | 5,000 | 5,000  | 5,000   | 5,000 | 5,000 |         | 5,000 | 5,000 | 5,000   | 5,000 | 5,000  | 5,000   | Number of joint projects executed; number of industry-based faculties; external revenue generated   | Implement objects in the memorandum of understanding that will strengthen project/ sign new MOUs | 60,000                 | 500,000                        | 100,000            | Centre Leader/Partnership Coordinator/ M&E |
| Activity 2: Support participation in Biannual ACE-Impact Regional Workshop Organised by WB, AAU   | ACE Team to attend WB, AAU, NUC Meetings and activities   |                                    |         |       | 45,000 |         |       |       |         |       |       |         |       | 45,000 | WB and AAU biannual workshops attended - Center Steering Committee equipped and updated with current practices, WB, AAU guidelines, discussions and review of progress reports. |   | 90,000   | 0                      |                                | Centre Leader      |  |
| Activity 3: Support participation in meetings organized by the NUC  | ACE Team to attend 12 NUC organised meetings and activities   |                                    | 1,000   | 1,000 | 1,000  | 1,000   | 1,000 | 1,000 |         | 1,000 | 1,000 | 1,000   | 1,000 | 1,000  | NUC meetings and trainings attended - Center leadership equipped with relevant updates for project implementation   | Need to attend project facilitation trainings/mee tings   | 12,000   | 0                      |                                | Centre Leader      |  |

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|  |   |  |       |         |  |  |       |  |       |  |  |  |  |  |  |  |  | organised by the NUC   |  |                |   |  |             |
| <b><i>Sub-Action 1c: Provide critical infrastructure to enhance central administration, teaching and research</i></b>  |   |  |       |         |  |  |       |  |       |  |  |  |  |  |  |  |  |  |  |                |   |  |             |
| Activity 1: Project Vehicle 1 (Car)  | Procurement of 1 Utility vehicle (Toyota Corrolla 2.0 for the Centre Leader   |  |       | 102,000 |  |  |       |  |       |  |  |  |  |  |  |  |  | National and regional patronage. The need to conduct aggressive campaign for the centre requires a dedicated vehicle for the Centre Leader | Effective transportation and logistics for Centre administration   | <b>102,000</b> | 0 |  | Procurement |
| Activity 2: Project Vehicle 2 (Mini Bus)   | Procurement of 1 Bus for conveying students and faculties for effective coordination  |  |       | 116,000 |  |  |       |  |       |  |  |  |  |  |  |  |  | This will ensure better coordination of national and regional students and faculties   | Effective transportation and logistics for Centre administration and students  | <b>116,000</b> | 0 |  | Procurement |
| Activity 3: Digital security for the Centre  | Procure full Digital security for the Centre  |  |       |         |  |  | 5,000 |  |       |  |  |  |  |  |  |  |  | Enhance Digital security   | It would improve the security infrastructure and learning  | <b>5,000</b>   | 0 |  | Procurement |
| Activity 3: Annual subscription and management of Learning Management Software for teaching and learning   | Annual subscription and mgt of website, learning management software, zoom and cloud subscription for remote teaching and learning in ACE-PUTOR   |  | 3,000 | 1,000   |  |  |       |  | 1,000 |  |  |  |  |  |  |  |  | Effective education management system and effective management information systems in collaborating faculty and colleges.                  |  | <b>5,000</b>   | 0 |  | Procurement |
| Activity 4: Procure Laptops for administrative and academic use  | Procure laptops 4 laptops for administrative and academic use   |  |       | 6,000   |  |  |       |  |       |  |  |  |  |  |  |  |  | This will enhance the efficiency of administrative staff and would support the delivery of lectures  | Need for laptop for administrative and academic tasks at the Centre  | <b>6,000</b>   | 0 |  | Procurement |
| Activity 5: Alternate Power: 150KVA Generator, Diesel tank with installation in the Centre   | Procure alternative power supply for ACE PUTOR Building to include diesel tank, 150KVA Generator, solar power with installation   |  |       | 40,000  |  |  |       |  |       |  |  |  |  |  |  |  |  | Uninterrupted power supply   | This will enhance efficient and effective utilization of infrastructure together with routine activities and processes | <b>40,000</b>  | 0 |  | Procurement |
| Activity 6: Alternate Power: Solar power and with installation in the Centre   | Procure alternative power supply for ACE PUTOR Building to include 3 units of 10KVA solar power with installation and reactivation/transfer of existing 5KVA and 3.5KVA Inverter and Solar Systems in the temporary offices of the Centre |  |       | 55,000  |  |  |       |  |       |  |  |  |  |  |  |  |  | Uninterrupted power supply   | This will enhance efficient and effective utilization of infrastructure together with routine activities and processes | <b>55,000</b>  | 0 |  | Procurement |
| Activity 7: Power: 300KVA transformer with installation in the Centre  | Procure 300 KVA step down transformer for power supply for ACE PUTOR Building with installation   |  |       | 30,000  |  |  |       |  |       |  |  |  |  |  |  |  |  | Uninterrupted power supply   | This will enhance efficient and effective utilization of infrastructure together with routine activities and processes | <b>30,000</b>  | 0 |  | Procurement |
| <b>Action 2: Enhance and Sustain academic programmes in the Centre/</b><br><b>DLI Action:3 (Quantity of students with focus on gender and regionalization)</b> |   |  |       |         |  |  |       |  |       |  |  |  |  |  |  |  |  |  |  |                |   |  |             |
| <b>Sub-Action 2a: XXX</b>  |   |  |       |         |  |  |       |  |       |  |  |  |  |  |  |  |  |  |  |                |   |  |             |

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|--|---|--|-------|-------|-------|-------|-------|--------|-------|--------|-------|-------|-------|-------|-------|--------|-------|---|---|--------|---------|--------|----------------------|
| Activity 1: Curriculum review/Development workshop involving regional/International partners for new Short Courses, Masters and PhD Programme Curricula  | Set up and inaugurate ACE-PUTOR curriculum review committee, organise 3 curriculum review/development/implementation workshop   |  |       |       |       | 1,000 |       |        |       | 1,000  |       |       |       |       |       | 1,000  |       | Enhance capacity of new and old faculties in delivering the M.Sc. and PhD Programme Curricula for research and innovation excellence. Organise curricula benchmarking and alignment to ensure the training of students that contribute to solving real world problems and compete anywhere in the world | This will enhance our patronage and help meet logistics for preparation of curricula documents  | 3,000  | 0       |        | Centre Leader        |
| Activity 2: Revision and production of academic materials, students' handbook, manuals, examination materials, Stationeries,etc.   | Produce academic materials, students' handbook, manuals, examination materials, Stationeries,etc.   |  |       | 3,000 |       |       |       |        | 1,000 |        |       |       |       |       |       | 1,000  |       | Copies of academic materials, students' handbook, manuals, examination materials, Stationeries,etc.   |   | 5,000  | 0       |        | Centre Leader        |
| Activity 3: Scholarship (40 Students)  | Award 40 scholarship to students to undertake postgraduate education in the PUTOR's ecosystem, support attendance at conferences/seminars/workshops for sessions 2022/2023 session  |  |       |       |       |       |       | 20,000 |       | 20,000 |       |       |       |       |       | 10,000 |       | Scholarships awarded, Excellence in research and education.   |   | 50,000 | 180,000 |        | Centre Leader        |
| <b>Sub Action 2b: Enhance Students' Welfare</b>  |   |  |       |       |       |       |       |        |       |        |       |       |       |       |       |        |       |   |   |        |         |        |                      |
| Activity 1: Accommodation and welfare for 30 regional students   | Secure and upgrade spaces for accommodation to be used by 30 regional students in the ACE-PUTOR ecosystem, provide for the safety and welfare of these regional students  |  |       | 2,000 |       | 1,000 |       |        |       |        |       |       |       |       |       | 2,000  |       | Regional Student accommodation and upkeep   |   | 5,000  | 0       |        | Centre Leader        |
| Activity 2: Student lunch and entertainment during training activities   | Provision of lunch and entertainment to students and staff during lectures and other training activities  |  | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 | 2,500  | 2,500 | 2,500  | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 | 2,500  | 2,500 | Number of onsite students' lecture for which lunch was provided   | Improve learning during face to face prolonged lecture contact hours  | 30,000 | 0       |        | Centre Leader        |
| Activity 3: Student Graduation Ceremony  | Year 2023 Graduation Ceremony for successful Masters and PhD students   |  |       |       |       |       |       |        |       |        |       |       |       |       |       | 5,000  |       | Industry ready Graduates able to profer real world solutions and compete with their peers anywhere in the world   | This gives an opportunity of showcasing motivating narratives of excellent performance of students and provide publicity for the Centre | 5,000  |         |        | Centre Leader        |
| <b>Sub Action 2c: Faculty and staff development and exchange</b>   |   |  |       |       |       |       |       |        |       |        |       |       |       |       |       |        |       |   |   |        |         |        |                      |
| Activity 1: Support 10 visiting/adjunct instructors scholars, seminars, etc.   | Award 10 slots to visiting scholars to participate in students' training. Attend conferences/seminars/workshops; Communicate research findings; Students/Faculty development, host visiting scholars, Research and innovation and publicity |  |       | 3,000 |       |       |       | 3,000  |       | 4,000  |       |       |       |       |       | 5,000  |       | Support provided to enhance excellence in research and education.   |   | 15,000 | 0       | 50,000 | Centre Leader        |
| Activity 2: Attend short courses by project technical team, Support participation in trainings organized by the AAU/NUC and Support participation at Workshops/Conferences   | ACE Technical Team to attend AAU meetings and training activities as well as other continuing professional development activities organised by professional bodies  |  |       | 5,000 | 5,000 | 5,000 | 5,000 | 5,000  | 5,000 | 5,000  | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000  |       | Short courses, AAU meetings, Conferences and trainings attended- Center leadership equipped with relevant updates for project implementation. Attendance certificates, Minutes of meetings, etc.  |   | 45,000 | 0       |        | Centre Leader/ M / E |
| <b>Action 3: Enhancing Quality of Education and Research\DLI Action:4 (Quality of Education &amp; research through international accreditation, research publications and improved teaching and research infrastructure)</b> |   |  |       |       |       |       |       |        |       |        |       |       |       |       |       |        |       |   |   |        |         |        |                      |
| <b>Sub Action 3a: Support student research</b>   |   |  |       |       |       |       |       |        |       |        |       |       |       |       |       |        |       |   |   |        |         |        |                      |

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| Activity 1: Support for students using external laboratories for their research | Laboratory support for students who are conducting research outside the Centre and University's research facilities  |  |  | 5,000   |  | 5,000   |  |        | 5,000 |  |  | 5,000 |       |   | laboratory support for students, modern laboratory equipment, reagents, and process in the temporary structure. | This will help produce high performing students able to utilize new laboratory equipment/supplies  | 20,000  | 0       | 4,000         | Centre Leader |
| Activity 2: Organise 2023 Public Health & Toxicological Research Fair           | Organise Public Health & Toxicological Research Fair   |  |  | 3,000   |  |         |  |        |       |  |  |       |       | Showcase PUTOR's research and community intervention activities and sustainable impact. | Establish the presence and impact of the center within the university, state, nation and region                 | 3,000  | 0       | 1,000   | Centre Leader |               |
| Activity 3: Research support to PhD Research field/bench work                   | Provide research support to 60 national and regional PhD students in the PUTOR's ecosystem to support conduct and dissemination of their research findings             |  |  | 15,000  |  |         |  | 15,000 |       |  |  |       |       | Beneficiaries who received these support and have concluded their research              | Supporting PhD candidates to embark on novel and original research  | 30,000   |         |         | Centre Leader |               |
| <b>Sub Action 3b: Teaching and Research Infrastructure</b>                      |  |  |  |         |  |         |  |        |       |  |  |       |       |   |   |  |         |         |               |               |
| Activity 1: Books and hard copy journal subscription for the PUTOR Library      | Procure at least 500 volumes of books and subscribe to 10 journals and periodicals   |  |  | 5,000   |  | 500     |  | 500    |       |  |  | 500   |       |   | Copies of books and volumes of journals and periodicals   | To ease learning challenges, enhance access to print literature/ Preference for use of ACE-PUTOR library by students and faculty for increased scholarship, innovative research, publication and patenting | 6,500   | 0       |               | Procurement   |
| Activity 2: Modern Animal House with Battery Cages                              | Complete the animal house with battery cage with modern facilities   |  |  |         |  |         |  | 25,000 |       |  |  |       | 5,000 |   | Completed Animal House for the Centre   | To have a well completed building for PUTOR animal house to aid learning and research  | 30,000  | 0       |               | Procurement   |
| Activity 3: Furnishing of PUTOR's new building                                  | Procure furnishing listed in the approved DLI4.3 formulation for the new PUTOR's building and transfer existing furniture from the temporary to the permanent facility |  |  | 200,000 |  | 200,000 |  |        |       |  |  |       |       |   | Fully furnished PUTOR building  | To create a conducive environment for teaching and learning in the Centre of excellence  | 400,000 | 300,000 |               | Procurement   |
| Activity 4: Provide essential equipment for the PUTOR's building                | Procure equipment listed in the approved DLI4.3 formulation for the new facility for ACE-PUTOR   |  |  | 600,000 |  |         |  |        |       |  |  |       |       |   | Fully furnished and equipped PUTOR building   | To create a conducive environment for teaching and learning in the Centre of excellence  | 600,000 | 300,000 |               | Procurement   |
| Activity 5: External works in ACE-PUTOR main building                           | Landscaping, asphaltting pavement & drainage/security lighting   |  |  | 35,000  |  |         |  |        |       |  |  |       |       |   | Completed Landscaping, Asphaltting pavement & drainage/security lighting  | To enable easy drive way/car lots and security/Flood control   | 35,000  | 0       |               | Procurement   |

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| Activity 6: Complete the construction of PUTOR building  | Conclude the construction of the building housing offices, classrooms, laboratories and libraries for the Centre  |  |  | 200,000 | 50,000 |        |  |        |  |  |        |  |  |       | Completed building  |   | 250,000 | 300,000 |        | Procurement         |
| Activity 7: IT NOC equipment   | Server Rack, Routers, Modem and EU-Rack for fibre optic cable termination, distribution of high speed internet services to critical areas in the University |  |  |         |        | 60,000 |  |        |  |  |        |  |  |       | Robust internet connectivity, Server Rack, Routers, Modem and EU-Rack for fibre optic cable termination               | This is to aid Campus wifi deployment to all ACE-PUTOR's eco-systems  | 60,000  | 0       |        | Procurement         |
| <b>Action 4: Enhancing Relevance of Education, Applied Research and Innovation\DLI Action: 5 (Relevance of Education and Research through externally generated revenue, internships, and entrepreneurship)</b> |   |  |  |         |        |        |  |        |  |  |        |  |  |       |   |   |         |         |        |                     |
| <b>Sub Action 4a: International Programme Accreditation</b>  |   |  |  |         |        |        |  |        |  |  |        |  |  |       |   |   |         |         |        |                     |
| Activity 1: Conclude International Programme Accreditation for Master of Public Health Programmes with APHEA   | Carefully conclude the international institutional accreditation of New Master of Public of Public Health programs in ACE-PUTOR Ecosystem with APHEA        |  |  |         |        |        |  | 15,000 |  |  |        |  |  |       | Programmes accredited by international accreditation agencies   | Improve relevance of training curricula for local and international students  | 15,000  |         |        | Centre Leader       |
| <b>Sub Action 4b: Organising Short Courses</b>   |   |  |  |         |        |        |  |        |  |  |        |  |  |       |   |   |         |         |        |                     |
| Activity 1: Organise quarterly short course on grantsmanship, research entrepreneurship and patenting  | Support implementation of DLR 5.3 through hybrid training on intellectual property, technology transfer, innovation and entrepreneurship and patenting      |  |  | 1,250   |        |        |  | 1,250  |  |  | 1,250  |  |  | 1,250 | Have well trained staff and academics with award winnings grant writing skills, research entrepreneurship and patents | Improve the resourcefulness of staff and academics in UNIPORT and beyond  | 5,000   | 5,000   | 5,000  | Centre Leader/M & E |
| <b>Sub Action 4c: Support entrepreneurship and innovation ecosystem</b>  |   |  |  |         |        |        |  |        |  |  |        |  |  |       |   |   |         |         |        |                     |
| Activity 1. Promote training on innovation and Entrepreneurship at undergraduate and postgraduate levels in the University   | Support the establishment/upgrade of the innovation and entrepreneurship curricula in undergraduate and postgraduate levels                                 |  |  | 2,000   |        |        |  | 2,000  |  |  |        |  |  |       | Development of new curricula and upgrade of existing curricula at undergraduate and postgraduate levels               | enhance knowledge and competency of undergraduate and postgraduate students on entrepreneurship, innovation, development of patents and intellectual properties | 4,000   |         |        |                     |
| Activity 2. Promote innovation and Entrepreneurship studies at undergraduate and postgraduate levels in the University   | Support the production of training resources for innovation/entrepreneurship for undergraduate and postgraduate students in the university                  |  |  |         |        |        |  | 10,000 |  |  |        |  |  |       | Development of new curricula and upgrade of existing curricula at undergraduate and postgraduate levels               | enhance knowledge and competency of undergraduate and postgraduate students on entrepreneurship, innovation, development of patents and intellectual properties | 10,000  |         | 10,000 |                     |
| Activity 3: Support Entrepreneurship, Innovations and Development of Patents   | Create, encourage, support at least 2 innovations and patents   |  |  |         |        |        |  | 10,000 |  |  | 10,000 |  |  |       | Have well trained entrepreneurs with sound innovations and patents  | Guarantee support of entrepreneurship, innovations and patents  | 20,000  | 100,000 | 30,000 | Centre Leader       |

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| Activity 4. Development and implementation of Centre Institutional Seed grant  | Support the development of a policy on centre institutional seed grant and award of 5 seed grants of \$2,000 each to deserving recipients as approved in the Centre's DLR 5.3 formulation                               |  |       | 1,000 |  |        |        | 10,000 |       |        |       |       | Approved policy on seed grant. Details of recipients of seed grant  | Inspire entrepreneurs hip among in the Centre and University   | <b>11,000</b> |         |        |   |
| Activity 5. Support conduct of institutional annual innovation week  | Plan and implement 2023 annual innovation week in the university and provide an award of \$4,000 to winner of the 'innovator of the year' award   |  |       | 1,000 |  |        |        |        |       |        | 7,000 |       | Appointment of committee for the organisation of the innovation week,. Advert for the innovation week, implimentation of the innovation with reports on proceedings, award of innovator of the year | Thisevent will showcase innovations in the centre and university and would encourage participants to translate research findings into products and services that can be patented | <b>8,000</b>  |         |        |   |
| Activity 6. Develop testing facility for local innovation  | Plan and establish one fully functional testing facility for local innovations in the Centre  |  |       | 2,000 |  |        | 15,000 |        |       | 15,000 | 3,000 |       | Functional testing facility developed in the university and beneficiaries of the functional testing facility in the university  | This would support validation of inventions by innovators in the university  | <b>35,000</b> |         |        |   |
| Activity 7. Plan and implement faculty consulting business development office  | Plan and implement a functional faculty bsuiness consulting office and mentoring programme for start-offs   |  | 1,000 |       |  | 20,000 |        |        | 4,000 |        |       |       | office set up, deployment of human resources, record of consultations   | improve the capacity of staff and students on start-ups and spin-offs  | <b>25,000</b> |         |        |   |
| <b>Sub Action 4d: Support Dissemination of Research Outputs</b>  |   |  |       |       |  |        |        |        |       |        |       |       |   |  |               |         |        |   |
| Activity 1: Support International Research Publication with National Partners  | Sponsorships and support for research publications with national partners   |  |       | 2,000 |  |        | 5,000  |        |       | 2,000  |       | 5,000 | Number of publications accepted with national partners  | Need for research/ publications into new areas of knowledge in partnership with national partners  | <b>14,000</b> | 150,000 | 15,000 | Applied Research Coordinator                          |
| Activity 2: Support International Research Publication with Regional/International Partners  | Sponsorships and support for research publications with regional/international partners   |  |       | 5,000 |  |        |        |        | 5,000 |        | 5,000 |       | Number of publications accepted with regional/international partners  | Need for research/ publications into new areas of knowledge in partnership with regional/international partners  | <b>15,000</b> | 45,000  | 10,000 | Applied Research Coordinator                          |
| Activity 3: Establish the Journal of Public Health and Toxicological Research, support the Port Harcourt Medical Journal and The Nigerian Health Journal | Set up editorial committee, launch journal domain/website, license, fees and editorial processes and facilitate indexing with reputable indexing systems, resolve current challenges with Port Harcourt Medical Journal |  | 5,000 |       |  | 2,500  |        | 2,500  |       |        | 2,500 |       | New Journal of Public Health and Toxicological Research Established and existing journals enhanced in terms of visibility, availability and readership  | dissemination of scientific findings   | <b>12,500</b> |         |        | Centre Leader and Editor-in-Chief                     |
| Activity 4: Online repository for research outputs   | Clearly communicate the research outputs of studies conducted by the centres and make it easy for stakeholders to access them.  |  |       |       |  | 1,000  |        | 1,000  |       | 1,000  |       |       | Visible page/ tab on centre's website outlining the various research undertaken byPUTOR   | To highlight and make visible the research output from PUTOR   | <b>3,000</b>  |         |        | Centre Leader, Communication Officer, Head of IT Unit |

| Sub Action 4e: Students and Staff Internship and Exchange   |  |  |  |  |  |  |  |       |  |  |  |  |  |  |  |        |  |  |  |  |  |  |        |        |        |   |
|---|--|--|--|--|--|--|--|-------|--|--|--|--|--|--|--|--------|--|--|--|--|--|--|--------|--------|--------|---|
| Activity 1: Plan and Organize Merit-based Local & International Staff Exchange for 5 Staff  | Develop proper plan and implement local/regional/international faculty exchange and capacity building in critical areas including educational pedagogy, curriculum development and other technical skills for 5 staff  |  |  |  |  |  |  | 6,000 |  |  |  |  |  |  |  | 15,000 |  |  |  |  | Number of staff benefited from focused training, exchanges and certification | Have a well robust design and development plan for local/regional/international internship and staff placement | 21,000 | 8,000  | 10,000 | Centre Leader   |
| Activity 2: Plan and Organize Merit-based Local/Regional Internship Placements for 30 Students  | Develop proper plan and implement local/regional/international internship for 30 students  |  |  |  |  |  |  |       |  |  |  |  |  |  |  | 5,000  |  |  |  |  | 5,000  |  | 10,000 | 30,000 | 40,000 | Centre Leader   |
| Activity 3: Hosting of members of the International Scientific Advisory Board, Expatriates & Experts from the diaspora and partners' institutions | Provide support for 4 exchange between diasporas and academic partners   |  |  |  |  |  |  |       |  |  |  |  |  |  |  | 3,000  |  |  |  |  | 3,000  |  |        |        | 50,000 | Centre Leader   |
| Action 5: Communication/DLI Action 1-7  |  |  |  |  |  |  |  |       |  |  |  |  |  |  |  |        |  |  |  |  |  |  |        |        |        |   |
| Sub Action 5a: Communication strategy   |  |  |  |  |  |  |  |       |  |  |  |  |  |  |  |        |  |  |  |  |  |  |        |        |        |   |
| Activity 1: Revise Communications Strategy`   | Host 20 meetings and support activities of the strategy formulation committee to define main objectives, key messages, intended publics, branding and visibility guidelines, communication channels, detailed communication activities and indicators to track implementation of the objectives and the performance of activities outlined. Also include engagement with the AAU |  |  |  |  |  |  |       |  |  |  |  |  |  |  | 2,000  |  |  |  |  |  |  |        |        |        | Centre Leader   |
| Sub Action 5b: Implement Communication Strategy   |  |  |  |  |  |  |  |       |  |  |  |  |  |  |  |        |  |  |  |  |  |  |        |        |        |   |
| Activity 1:Regular Website updates  | Update links to the website. Weekly update of PUTOR's website with news, originally generated articles, success stories, alumni/student focused articles, stories written from research works etc.   |  |  |  |  |  |  |       |  |  |  |  |  |  |  | 1,000  |  |  |  |  | 1,000  |  |        |        |        | Centre Leader, Communication Officer, Head of IT Unit |
| Activity 2: Regular update of social media platforms. (Centres without Social Media accounts should create them)                                  | Update social media accounts. Support verification of social media accounts, support paid social media advertising   |  |  |  |  |  |  |       |  |  |  |  |  |  |  | 500    |  |  |  |  | 500  |  |        |        |        | Centre Leader, Communication Officer, Head of IT Unit |
| Activity 3: Media engagement  | Engage mainstream media to further disseminate centre's output/ success stories-sharing compelling articles with local and international media.  |  |  |  |  |  |  |       |  |  |  |  |  |  |  | 1,000  |  |  |  |  | 1,000  |  |        |        | 15,000 | Centre Leader, Communication Officer, Head of IT Unit |

|   |   |  |  |  |        |  |  |  |        |  |  |  |        |  |  |  |  |         |         |        |   |
|---|---|--|--|--|--------|--|--|--|--------|--|--|--|--------|--|--|--|--|---------|---------|--------|---|
| Activity 4: Production of communication materials- newsletters, brochures, factsheets, infographics, videos, engaging images (photo repository/image bank)  | Produce 12 newsletters that highlight success stories, key activities, calls for applications and events of the centre.                               |  |  |  | 1,000  |  |  |  | 1,000  |  |  |  | 1,000  |  |  | Production of quarterly/ bi-annual newsletters (depending on the centre's output)<br>One (1) factsheet<br>One (1) brochure<br>Image Repository | To increase awareness on centres activities to all stakeholders  | 3,000   |         | 5,000  | Centre Leader, Communication Officer, Head of IT Unit |
| <b>Action 6: Enhance Fiduciary Activities in the University/DLI Action 6</b>  |   |  |  |  |        |  |  |  |        |  |  |  |        |  |  |  |  |         |         |        |   |
| <b>Sub Action 6a: Enhance fiduciary activities</b>  |   |  |  |  |        |  |  |  |        |  |  |  |        |  |  |  |  |         |         |        |   |
| Activity 1: Fiduciary Reporting, Audit and Procurement Support  | Support training and information systems upgrade for the finance, internal audit department, procurement units to enhance timely reporting            |  |  |  | 2,000  |  |  |  | 2,000  |  |  |  | 2,000  |  |  | Strong Fiduciary reporting, internal audit and procurement systems   | To ensure ease of project financial management and procurement processes. This will aid in achieving the goals of the Center                               | 10,000  | 100,000 |        | Centre Leader   |
| <b>Sub Action 6b: Improve efficiency in administrative and other activities</b>   |   |  |  |  |        |  |  |  |        |  |  |  |        |  |  |  |  |         |         |        |   |
| Activity 1: Procurement/Accounting and Administrative Software/Training   | Procurement/accounting/administrative Software to manage ACE-PUTOR inflow and out flow goods and services   |  |  |  | 5,000  |  |  |  | 5,000  |  |  |  | 5,000  |  |  | Tracking spending, approval comments and location of items   | For internal monitoring of purchased items and distribution  | 15,000  |         | 5,000  | Procurement   |
| <b>Action 7: Create Institutional Impact/DLI 7</b>  |   |  |  |  |        |  |  |  |        |  |  |  |        |  |  |  |  |         |         |        |   |
| <b>Sub Action 7a: Digital Infrastructure</b>  |   |  |  |  |        |  |  |  |        |  |  |  |        |  |  |  |  |         |         |        |   |
| Activity 1: Enhance digital infrastructure and networking – university-wide electronic management information system and learning management system- NgRENs | Annual subscription to NgRENs for ICT equipment, journal subscription necessary for the running of the Center, collaborating faculties and University |  |  |  |        |  |  |  | 50,000 |  |  |  | 50,000 |  |  | effective communication, research, learning and data management within the Centre, collaborating faculties and the University                  | This will aid effective communication, research, learning and data management within the Centre, collaborating faculties and the University                | 100,000 | 100,000 | 50,000 | Centre Leader/ Director ICTC                          |
| Activity 2: Support for University-wide transformation of administrative processes to paperless (electronic) systems  | Support ease of administration, reduce cost, improve efficiency in administrative processes in the University   |  |  |  | 25,000 |  |  |  | 5,000  |  |  |  |        |  |  | Functioning paper-less administrative processing systems within the University   | This boosts institutional impact and improves efficiency in the university's administrative management system  | 30,000  | 0       | 15,000 | Centre Leader/ DVC R&D                                |
| <b>Sub Action 7b: Support domestication of the University Sexual Harassment Policy</b>  |   |  |  |  |        |  |  |  |        |  |  |  |        |  |  |  |  |         |         |        |   |
| Activity 1: Support Implementation of Sexual Harassment Policy through University Youth Friendly  | Support ongoing sensitization activities and implementation of the sexual harassment policy of the university   |  |  |  |        |  |  |  | 1,000  |  |  |  | 1,000  |  |  | Strong Sexual Harassment policy implementation in the University   | The centre supported the development of the sexual harassment policy of the university. This fund will support the dissemination and implementation of the | 2,000   | 0       | 5,000  | Centre Leader/ Director, Youth Friendly Centre        |



|   |   |   |         |         |           |   |         |        |         |   |         |        |        |   |        |        |        |   |  |   |           |           |         |  |
|---|---|---|---------|---------|-----------|---|---------|--------|---------|---|---------|--------|--------|---|--------|--------|--------|---|--|---|-----------|-----------|---------|--|
|   |   |   |         |         |           |   |         |        |         |   |         |        |        |   |        |        |        |   | launched policy  |   |           |           |         |  |
| <b>Sub Action 7c: International Institutional Accreditation</b>   |   |   |         |         |           |   |         |        |         |   |         |        |        |   |        |        |        |   |  |   |           |           |         |  |
| Activity 1: Conclude International institutional accreditation  | Conclude international institutional accreditation with QAA-Global  |   | 2,000   |         | 75,000    |   |         |        |         |   |         |        |        |   |        |        |        |   | Correction of gap areas following institutional improvements and final accreditation by QAA Global                                       | This would enhance the quality improvement drive of UNIPORT   | 77,000    | 200,000   |         | Centre Leader/ Vice Chancellor           |
| <b>Sub Action 7d: Enhance University Image &amp; Accessibility</b>  |   |   |         |         |           |   |         |        |         |   |         |        |        |   |        |        |        |   |  |   |           |           |         |  |
| Activity 1. Video toru documentary of the entire University   | Public relation and virtual marketing of the Unievrsty for enhanced visibility  |   |         |         | 10,000    |   |         |        |         |   |         |        |        |   |        |        |        |   | Video documentary of the University  | Improved intangible (reputation) asset of the University  | 10,000    | 0         |         | Centre Leader/ Vice Chancellor           |
| Activity 2. Establishment and management of UNIPORT Graduate School Portal                                    | Establsihment of an electronic database of alumni that would be used to track alumni/graduate destinations, achievements, boost UNIPORT foundation and collaboration with alumni and the image of the university  |   |         | 10,000  |           |   |         |        |         |   |         |        |        |   |        |        |        |   | Functional database of all Alumni of the University of Port Harcourt, their destination, activities and contribution to their Alma Mater | Improvement collaboration and boost activiteis of the UNIPORT Alumni                                  | 10,000    | 0         |         | Centre Leader/ Vice Chancellor           |
| <b>Sub Action 7e: Critical Infrastructure for the University</b>  |   |   |         |         |           |   |         |        |         |   |         |        |        |   |        |        |        |   |  |   |           |           |         |  |
| Activity 1. Acquisition of an anatomage table for the University  | Acquisition of an anatmage table for simulation and training in Gross Human Anatomy in the University   |   |         | 85,000  |           |   |         |        |         |   |         |        |        |   |        |        |        |   | Procured, installed anatomage table and trained technical staff on the operations of the anatomage table                                 | Improved teaching of the basic science of medicine and pathologic basis of diseases in the University | 85,000    | 0         |         | Centre Leader/ Vice Chancellor           |
| Activity 2: Enhance academic integrity in the university through the provision of access to plagiarism checks | Work with the IPTTO office to procure plagiarism Software which would be accessible to both staff and students in the university for coursework submission, thesis, dissertation and screening of other scientific manuscript   |   |         | 11,000  |           |   |         |        |         |   |         |        |        |   |        |        |        |   | Access to plagiarism screening by faculties and students in the university   | To stem the high incidence of academic malpractice and enshrine academic integrity in the university  | 11,000    |           |         | DVC(R&D), Director, IPTTO                |
| Activity 3. Annual subscription to Sciencedirect Freedom Collection and Scopus Indexed Journals               | Payment for the university's subscription for the freedom collection of Sciencedirect databases and the Scopus Databases that would grant access to the University Committee to articles published in journals indexed by these databases. Other value benefits include focused workshop, analytic reports and free access for 2 months |   |         | 125,118 |           |   |         |        |         |   |         |        |        |   |        |        |        |   | Access to all journals indexed in Sciencedirect Freedom collectiona and Scopus databases   | Improve the resourcefulness of staff and academics in UNIPORT and beyond                              | 125,119   |           |         | Centre Leader/Vice Chancellor /Librarian |
| <b>TOTAL</b>  |   | - | 229,500 | 576,368 | 1,142,750 | - | 359,250 | 51,750 | 113,000 | - | 124,500 | 60,750 | 89,500 | - | 60,750 | 31,750 | 19,250 | - | -  | -   | 2,861,119 | 2,518,000 | 430,000 |  |