

TRAIN4CSR

Project Description

Under the Leonardo da Vinci Lifelong Learning Programme, **TRAIN4CSR** aims to develop **CSR trainings** in a modern, interactive form, combining state of the art training methodology with sustainability awareness raising and information. The timeline for the project is 24 months starting in November 2008 and ending in November 2010.

The project aims to develop the following:

1. **Training development** working out training methodology
2. **Training the Trainers** packages
3. First **pilot course**: trainers training the company managers
4. Second pilot course: **company manager's trains employees**
5. **Finalization** of trainings and **dissemination** (among CSR Europe members and partners)

Target audience for Train the Trainers packages: Individuals with CSR responsibility (e.g. CSR managers) within SMEs and large companies. These individuals, after the training, will have the skills, knowledge and attitudes to train their colleagues (end users) within the company based on internal needs.

End users benefitting from Train the Trainers packages: Middle managers and employees across different functions within companies.

Leader of the Project: KOVET



KOVET Association for Sustainable Economies: KOVET is CSR Europe's Hungarian national partner and the leading Hungarian business organisation that promotes organisations on the road towards sustainability. KOVET are the leaders of

the project and the partner consortium, and have previous experience in managing and implementing EU co-funded projects in the area of Lifelong Learning.

[More information on KOVET](#)

Professional Partner: IKSZE



IKSZE: IKSZE provides vocational trainings and advisor services mainly for Hungarian non-profit and for-profit organisations and higher education institutions. IKSZE has started several trainings for top managers and trainers. The association implements its educational projects with help of internal trainers and external experts. IKSZE is an accredited vocational training institution, which participates regularly in vocational projects as a trainer and supervisor organisation. The association has very good cooperation with other institutions both from Budapest and the countryside.

Consortium of Partners: CSR Europe, Foretica, Scottish Business in the Community, Impronta Etica.



Scottish Business in the Community: SBC, CSR Europe's Scottish national partner, works to support, broker and challenge business of all sizes in Scotland, providing frameworks, products and services that strengthen the economic, society and the environment. SBC leads on the quality assurance of the project and has valuable experience and expertise in CSR trainings.

[More information on SBC](#)



Impronta Etica: Impronta Etica is one of CSR Europe's Italian national partners and a non-profit association made up of companies, utilities and public sector organisations with the aim of stimulating enterprises to implement policies of social responsibility. Impronta Etica is responsible for facilitating and monitoring the final production of the training materials and has experience leading and participating in other EU co-funded projects.

[More information on Impronta Etica](#)



CSR Europe is the leading European business network for corporate social responsibility with around 75 multinational corporations and 27 national partner organisations as members. Its mission is to support member companies in integrating CSR into the way they do business, every day. CSR Europe is a platform for connecting companies to share best practice on CSR; innovating new projects between business and stakeholders; shaping the modern day business and political agenda on sustainability and competitiveness.

[More information on CSR Europe](#)



Foretica: Foretica is one of CSR Europe's Spanish national partner organisations working with more than 230 members where companies, NGOs, academics and universities work together to improve the knowledge of CSR in Spain. Foretica lead on the topic and content development of the CSR Trainings.

[More information on Foretica](#)

Topics of Trainings

TRAIN4CSR aims to develop "train the trainers" packages in various topics and themes within CSR. Currently, the partners are working on developing specific content within these topics, to enable the development of the appropriate training methodology in the months of May and June 2009.

The topics of the trainings include:

- Accountability and Transparency
- Introduction to CSR
- CSR Operation/Implementation
- CSR Strategy
- Diversity
- Stakeholder Engagement (includes internal and external stakeholders)
- Environmental Management
- Extra-Financial Performance (Intangible Values)
- Product Responsibility
- Supply Chain

After June 2009, each partner will test the trainings with a number of their member companies. The objective of the testing phase is to get feedback on the methodology and content covered in order to adapt such trainings based on the individuals who will actually be providing the trainings internally.

Project Milestones

- *November 17-18, 2008: Kick-off Meeting in Hungary*
- *November to end of January: Partners disseminate questionnaire to companies, hold 2-3 face to face interview, and do desktop research to map the obstacles faced by companies in CSR and the type of trainings that exist (as well as players providing such trainings)*
- *February 24-26, 2009: End of Work Package 1 Meeting; discussing the findings of the questionnaires and interviews, as well as finalizing topic areas for training*
- *March 13th, 2009: Partner submit goal system for all topics*
- *March 19th, 2009: Skype call all partners*
- *April 2, 2009: Internal deadline for CSR Europe to provide the content information*

- *April 4th, 2009: All content papers are due for all partners*
- *April 4th-June 13th: IKSZE, the training organization, develops a methodology for the trainings*
- *June 15-19th: Train the Trainers session in Hungary*
- *July- December 2009: Testing the Trainings and Trainers' Training*
- *Beginning of 2010: Finalizing Training Packages*
- *End of February 2010: Start of Dissemination and Exploitation*