



UNIVERSITY OF RWANDA

College of Science and Technology

UNIVERSITY OF RWANDA

AFRICAN CENTRE OF EXCELLENCE IN INTERNET OF THINGS (ACE-IoT)

ANNUAL WORK PLAN FOR THE FISCAL YEAR 2020/2021 REVISED DUE TO COVID-19



COMPONENT	Activity No	ACTIVITIES	OBJECTIVE	OUTPUT	JUSTIFICATION	Revised Budget	RESPONSIBLE	Month															
								July	August	September	October	November	December	January	February	March	April	May	June				
Learning excellence	1.1	Obtain International Accreditation of the new curricula	Ensure that the programs offered by the center meet the international standards	Atleast 2 PhD programme accreditation in progress	International standards allows job opportunities to the students	31,500,000	Head PhD and Center Director																
	1.2	Train high level professionals in the field of IoT through Masters Programmes	To increase the number national and regional students trained in the field of IoT at MSc level	30 new students enrolled with scholarships, min 7 visiting Professors invited to teach (short 2, 10 exam papers moderated, 34 cohort 1 projects supervised, 34 masters graduated and their supervisor payment)	Train students for capacity building and efficient service delivery	335,000,000	Head of MSc and admin for postgraduate																
	1.3	Train high level professionals and academics in the field of IoT through PhD Programmes	To increase the number of PhD students trained in IoT field	31 students continues, min 4 new students identified, 2 female scholarships given, 1 comprehensive meeting conducted with min 5 external DC members and supervisor payment	Train students for capacity building and efficient service delivery	110,000,000	Head of Research and PhD program admin for postgraduate																
	1.4	Train professionals in IoT through Short Courses/Training Programmes	To increase the number national and regional professionals trained in IoT through Short Course/Training	at least 1 short course conducted with min 30 students each	Train students for capacity building and efficient service delivery	10,000,000	Head of MSc, Head PhD and short course training coordinator																
	1.5	Review of programs for enhancement	To improve the quality of taught programs	two master program reviewed	To deliver high quality programs to students	5,000,000	Head Masters, admin for postgraduate, accountant, administrator																
	1.6	Setting up the two specialised laboratories & equipments for prototyping the applied research results of PhD students	To provide a favourable learning and research platform	WISNet and ECS laboratories established with IoT component, network equipments like switches, LAN cables, projectors, display's, security systems, video conferencing set, software licenses, trainings, custom lab storage facilities	For effective implementation of research and learning activities	300,000,000	Head PhD, Center Director, Lab Engineer, Research assistant																
	1.7	Setting up smart class room	To provide a favourable learning and research platform	One smart class room is established 50 Laptops	For effective implementation of research and learning activities through remote teaching or virtual class	70,000,000	Head of Research and PhD program, procurement, head of master, IT officer, Director																
	1.8	Setting up smart video conference room	to provide a favourable meeting environment between students and supervisors and other meetings	one video conference room to be established	For effective remote supervision, virtual meetings	90,000,000	Head of Research and PhD program, procurement, head of master, IT officer, Director																
	1.9	Purchase of software specialized in Internet of Things	to support students of the center in their researches	ADS and Proteus	For the researches of students of the center	20,000,000	Head Masters, admin for postgraduate.																

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		Total for Learning excellence																				
Teaching and Research excellence	2.1	Increase IoT applied research through Internships for Masters, Research fees for PhD and master students and faculty	To develop skills of MSc, PhD and staff of the center	cohort 1 PhD students and selected cohort 2 MSc students	For research capacity building of MSc, PhD and staff	972,500.00	Head of Research and PhD program															
	2.2	Quality Assurances for Teaching and Research Excellence	Ensure the quality and standardization of IoT programs	e-resources subscriptions by center students	Meeting quality assurance and standardization	10,000.00	Head of Research and PhD program, procurement															
	2.3	Organize special skills development workshops	Share knowledge and skills	min one short workshops	Development of special skills	5,000.00	Center Director, admin, communication															
	2.4	Increase IoT applied research output through International conference Presentations and Journal Publications by staff and students	To enhance ACEIoT standing at international level	min 10 publications supported	Disseminate results, network and enhancing visibility	35,000.00	Head of Research and PhD program															
	2.5	Increase low-cost, innovative, open and sustainable solutions through community outreach based projects	To develop industry, government and academic collaboration	at least one workshop	Community awareness about innovative technologies	5,000.00	Head of MSc, and short course trainings coordinator, communication specialist															
	2.6	Establishing virtual lab	handle virtual specialised research laboratories and support Applied Research by students	one virtual lab to be established	To allow students conduct lab experiments virtual to test their modules	60,000.00	IT officer															
	2.7	Organize and conduct an open day during the induction week	To introduce center students to the teaching environment of ACEIoT and CST	open day during the induction week (1)	Marketing of the center and induction of new students	3,000.00	Head of Master's studies															
	2.8	Organize and conduct M4D 2021 7th International conference	Transforming the society with mobile communication technology and innovation	M4D 2021 7th International conference on mobile communication Technology for Development	Providing a platform for academics in IoT and practitioners	10,000.00	Head of Master's studies															
		Total for Teaching and Research excellence:										160,000.00										
Regional/Inte rational partners and programs	3.1	Marketing of the center	Advertising all activities and programs of the center	all promotional materials development and publishing	To attract regional, national and international partners/stakeholders	10,000.00	communication and marketing specialist															
	3.2	Establish a framework for facilitating joint research collaboration with partners	To develop collaborative research framework within partners	Develop at least two MoUs with higher learning institutions and industry	Fostering collaboration and networking	10,000.00	Center Director/ CST Principal															
	3.3	Establish exchange programmes for strengthening the capacity of staffs	To facilitate skills and knowledge sharing	Exchange programs: * 4 IIT of faculty and students, * 4 phd exchanges	Promotion of sharing of skills, knowledge and resources among partner institutions	10,000.00	Center Director/Head Master studies															
	3.4	Create a forum for knowledge transfer and community outreach	Facilitation of knowledge transfer and dissemination	Public lectures (2), seminars (12)	Fostering collaboration and networking with the community	3,000.00	Center Director, Head PhD and research															
	3.5	Joint international conference organization with other centers	Present the center results and increase its awareness	One joint conference	To mark the center and present the center output to the community	10,000.00	Center Leader/Head PhD, Head of Teaching															

Management and governance																				
4.1	Establishment & Running of ACE/lot Office	Other office stationaries and other office related material needed to run the center activities including IT equipments	smooth running of the center	Support the center by providing all materials and stationaries that are needed in running activities, some maintenance and refurbishing of center allocated rooms, support audit, procurement, steering meeting logistics	43,000.00	47,523.00	administrator, Accountants, procurement officer													
4.2	Coordination of regular Advisory board	To ensure that lot training programs meets international standards	atleast one advisory board meeting	Effectiveness of the lot training program to meet international standards	5,000.00	5,000.00	Center Director													
4.3	Facilitation of travels Local/International) for LUCE/AAU/World Bank workshops	Pay accommodation, airfares and other related travel cost to the centers leaders	2 TAM meetings and other WB/LUCEA meetings as invited	Center Leaders need to attend workshop and meetings which are organized by LUCEA/WB and other stakeholders	15,000.00	15,000.00	Center Leader, Admin, accountant													
4.4	Provide Salaries for non-academic staff /Support staff	Pay the monthly salary to the support staff	IT officer, M&E officer, Accountant, Admin Assistant, Marketing officer, postgraduate officer	To support the center in its day to day activities	130,200.00	130,200.00	Accountant, Administrator													
4.5	To support the Center staff to attend professional short courses	facilitate center staff to enhance their capacity and implementing Staff development plan	ACE-lot staff capacity building	To enhance the competitiveness of center staff	17,000.00	17,000.00	Head of MSc, Head PhD and short course training													
4.6	Participation in center activities and preparation of center documents by all center staff	involving all staff in center activities and make all documentation available	at least one retreat	To support the center in its day to day activities and producing the required document on time	3,000.00	3,000.00	Accountant, Administrator, M&E													
4.7	Development of the center business plan and strategic plan	to increase income generation for sustainability of the center and show the center projection	one business and strategic plan for the center	to develop a strategic plan to guide its work and to communicate its vision, mission, values and objectives	10,000.00	10,000.00	Procurement officer, M&E													
4.8	The monitoring and evaluation of the status of assets of the center	to monitor the assets of the center	Two status report of assets of the center	Reporting on the status of assets			Center administrator and IT Officer													
Sustainable financing				Total for Management and governance																
5.1	Recruit self sponsored students	1. Follow up of the tuition fees payment of the students. 2. Document the externally generated revenue of the center	1. Quarterly progress report of the payment status of students at the center, 2. Bi-annual status report of the generated revenue of the center	For the sustainability of the center after the WB financing	227,723.00	227,723.00	Head PhD, Head Masters, admin, accountant													
5.2	Facilitate Grant Proposal writing	Attract external and internal generated resources	1. Generate USD 100,000 through grant proposals. 2. Conduct a workshop of center staff on grant writing. 3. Grant proposal writing according to call for applications		5,000.00	5,000.00														
Total for Sustainable financing				TOTAL BUDGET																
								5,000.00												
								1,408,223.00												

On 19th August, 2020
Prepared by:



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Reviewed and approved by:

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