

Capacity Building in the field of Higher Education

Information Day

Dorina ANGELESCU
*Education, Audiovisual and
Culture Executive Agency*

Bucharest, Romania
10-11 November 2016

What information will you have at the end of the presentation?

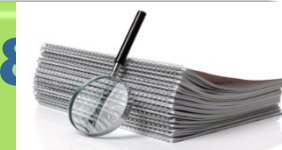
I. General Overview of CBHE



II. The consortia and the financing rules



III. Results of the previous Call for Proposals & messages

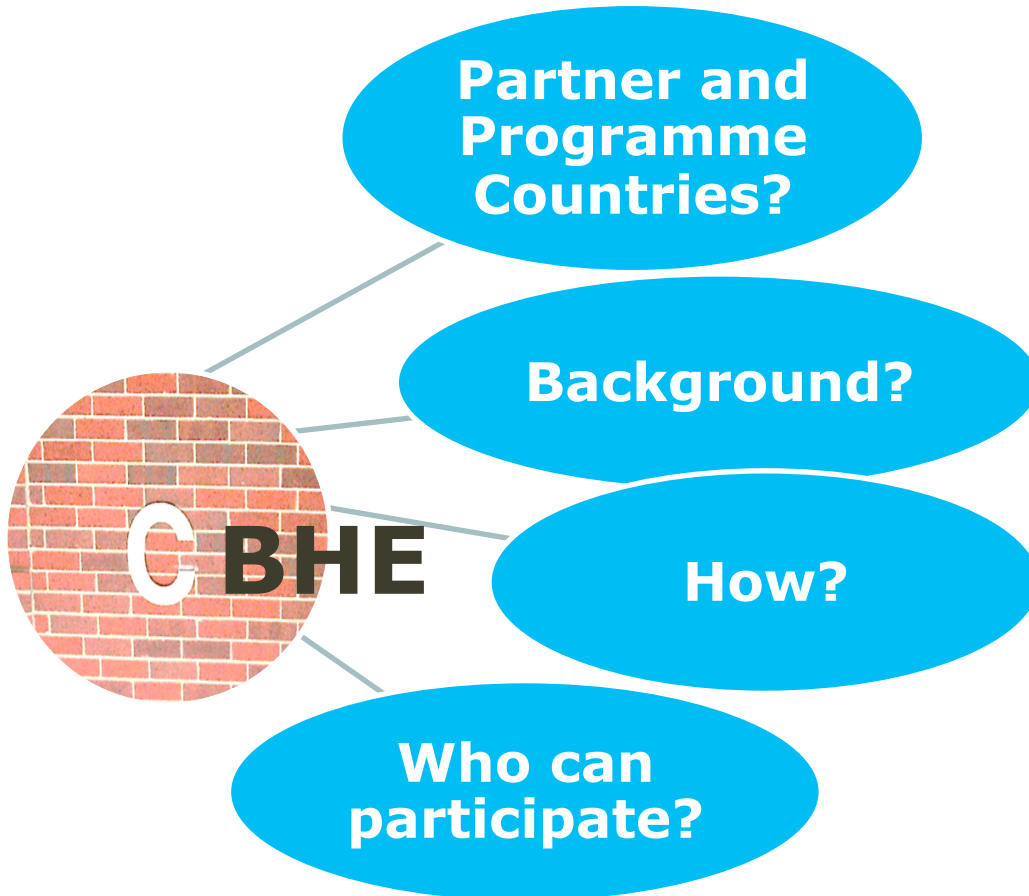


IV. How to take part under the new Call for Proposals and the Selection process





I. General Overview of CBHE



⇒ **Capacity-Building Projects** are transnational cooperation projects based on **multilateral partnerships** primarily between **higher education** institutions (HEIs) from Programme and eligible Partner Countries

⇒ Budget available under the new call for CBHE: **XXXXXX €**



Part I.1: Programme/Partner Countries

Programme Countries

EU Member States:

Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, United Kingdom

Other programme countries:

Iceland, Liechtenstein, Norway, former Yugoslav Republic of Macedonia, Turkey.

Partner Countries

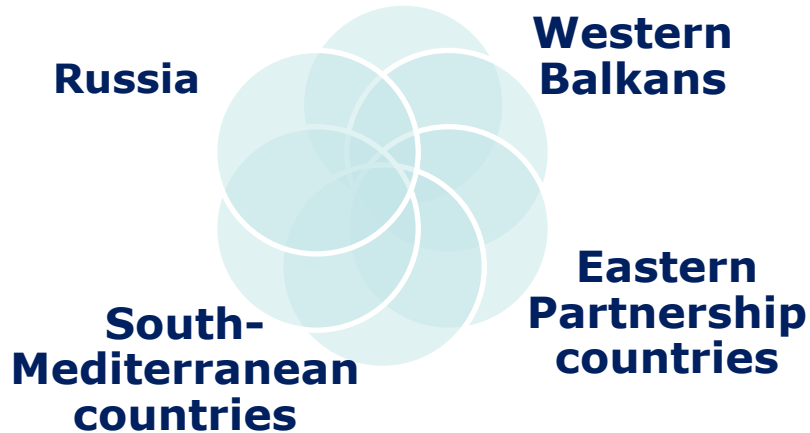
ELIGIBLE PARTNER COUNTRIES >150

Target Beneficiaries



Part I.1: Programme/Partner Countries

Partner Countries Neighbouring the EU



Other Partner Countries





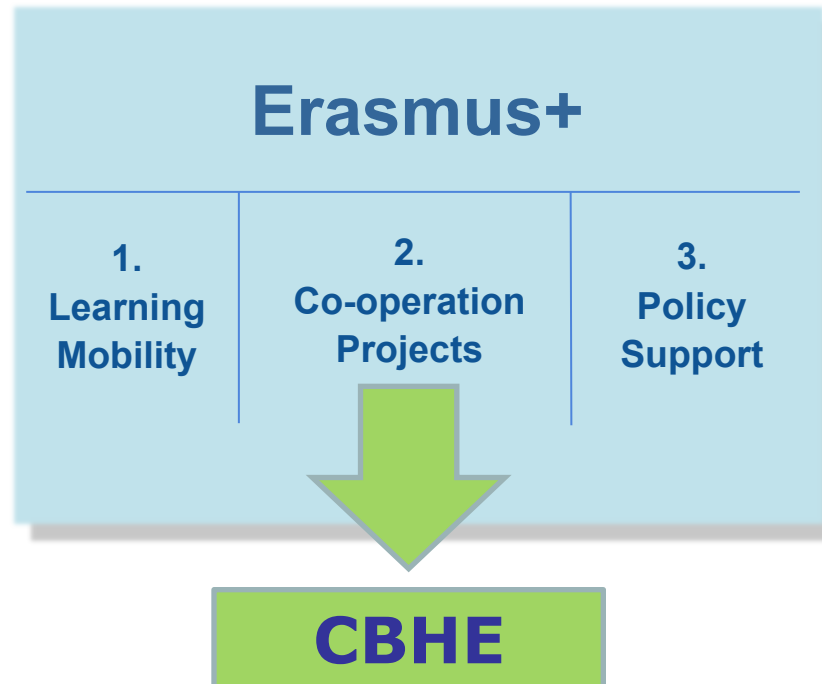
Part I.2: Background – Where to find CBHE in Erasmus+

**Part of
Erasmus+**

**EU External
Policies**

**Internationalisation
and
Modernisation of
Universities**

A single integrated programme



Specific activities:

- **Jean Monnet**
- **Sport**



Part I.2: Background - Approaches





Part I.2: How? – Types of Projects

Joint Projects: => Impact Institutions

- curriculum development
- university governance & management
- Links between HE **institutions** and the wider economic and social environment

Structural Projects: => Impact Systems

- modernisation of policies, governance and management of higher education systems
- Links between HE **systems** and the wider economic and social environment



Part I.3: How ?- Joint Projects – Example of Activities



**Development,
testing and
adaptating of
tools and
methods**



**Staff Training
(academic and
non-academic)**



**Strengthening
internationalisation
and promoting the
Knowledge
Triangle**



**Upgrading
facilities
necessary
to
implement
innovative
practices**



Part I.3: How? Structural Projects – Example of Activities



Internationalisation and Bologna Process

ECTS, 3 cycles, recognition of degrees etc.



Quality

Frameworks, assurance systems/ guidelines



Innovation

policy making + monitoring (including the establishment of representative bodies, organisations or associations)¹⁰



Part I.4: Who can Participate? - Eligible Applicants

State-recognised public or private Higher Education Institutions

Associations/ Organizations of Higher Education Institutions

Only for Structural Projects: recognized national or international rector, teacher or student organisations.

Applicants can be submitted by organisations located either in Programme or Partner countries



**Exception
Libya
Russia
Syria**



Part I.4: Who can Participate ? - Eligible Partners

As Full Partners:

State-recognised public or private HEIs

Any public or private organisation active in the labour market or in the fields of education, training and youth (e.g. enterprise, NGO) etc.)

Associations or organisations of HEIs with main focus on HE

As Associated Partners:

International governmental organisation (self-financing basis)



Each participating organisation can be located either in a Programme or in an eligible Partner country

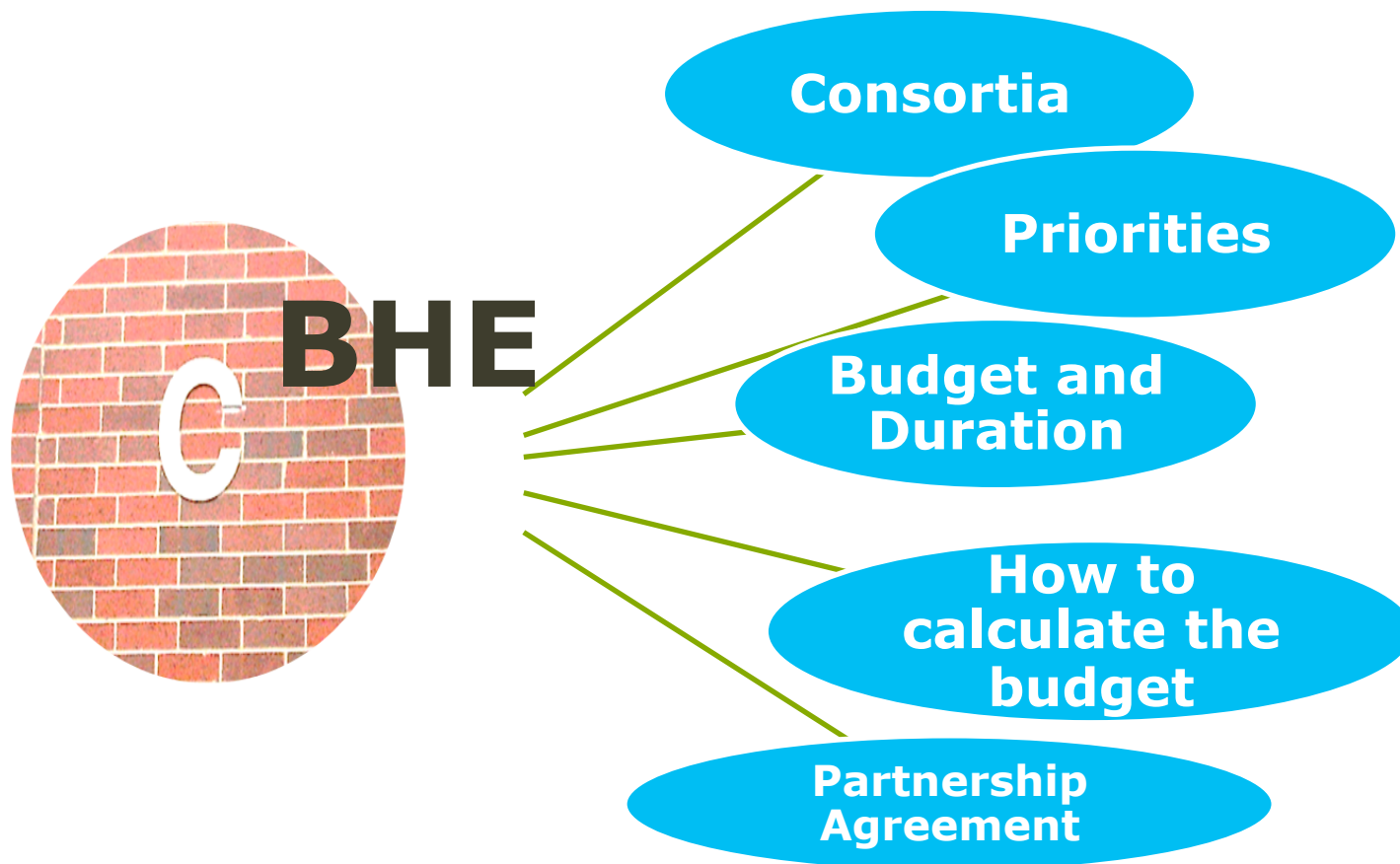


Part I: Who can participate? - Associated Partners



- **Contribute indirectly**
- **“Associated partners” are not considered as part of the consortium and therefore cannot benefit from any financial support from the project**
- **Ex: non-academic partners providing placement opportunities**

II. The consortia and the financing rules



Part II.1: Consortia Structure

National Projects

(1 Partner Country only + **min.**
3 Programme Countries)

Min.1 HEI from each
Programme Country

Min.3 HEI from the
Partner Country

At least as many
Partner Country HEIs as
Programme Country HEIs

**STRUCTURAL
PROJECTS:**
Partner
Country
Ministries
for HE must
participate

Multi-Country Projects

(≥ 2 Partner Countries + **min.**
3 Programme Countries)

Min.1 HEI from each
Programme Country

Min.2 HEI from **each**
Partner Country

At least as many
Partner Country HEIs as
Programme Country HEIs

Exception
Russia
Latin
America

Part II.2: Priorities & Project Types

National Projects

Defined by the **Ministries of Education** in close consultation with the EU Delegations

Must address **National priorities** set for Partner Country in Regions 1, 2, 3, 7, 10

Regional priorities for the regions where no national priorities are established:
Regions 6, 8, 9, 11

Multi-Country Projects

Defined by the **Commission** and based on EU's external policy priorities

Must address the **regional priorities** for countries in the same region
(regional projects)

or

regional / national priority common to different regions
(cross-regional projects)

Part II.2: Priorities – Categories/Types of Activities

| Types of Activities Categories of Priorities | Curriculum Development | Governance and Management | Higher Education and Society |
|--|---------------------------|------------------------------|---------------------------------|
| A. Subject Areas | X | | |
| B. Improving quality of education and training | X | X | X |
| C. Improving Management and operation of HEIs | | X | |
| D. Developing the HE sector within society at large | | | X |

Part II.3: Budget and Duration

| Region | Budget allocated 2016 (in Mio €) | Budget allocated 2017 (Indicative) (in Mio €) | Indicative number of selected projects** |
|---|--|---|---|
| REGION 1 - Western Balkans | 13,17 | 13,82 | 16 |
| REGION 2 - Eastern Partnership countries | 13,86 | 13,51 | 15 |
| REGION 3 - South-Mediterranean countries | 28,57 | 27,84 | 31 |
| <i>Additional allocation for Tunisia*</i> | 0 | 3,00 | 4 |
| REGION 4 - Russian Federation | 6,89 | 6,72 | 8 |
| REGION 6 - Asia | 35,38 | 39,55 | 44 |
| REGION 7 - Central Asia | 9,2 | 8,80 | 10 |
| REGION 8 - Latin America | 13,1 | 13,20 | 15 |
| REGION 9 - Iran, Iraq, Yemen | 1,9 | 2,00 | 2 |
| <i>Specific allocation for Iran</i> | 0,69 | 0,69 | 1 |
| REGION 10 - South Africa | 3,42 | 3,91 | 4 |
| REGION 11 - ACP countries | 5,29 | 5,64 | 6 |
| TOTAL | 131,47 | 138,68 | 156 |

*An additional allocation for Tunisia might become available subject to the relevant Commission decisions being taken.

** Calculated on the average grant/project recorded in 2016

Part II.3: Grant size and Duration

**Duration
24 or 36
Months**

**Min. 500,000 -
Max. 1,000,000 €**

Excluding
mobility
strand

**Real Costs
and Unit
Costs**

5 Budget Headings

Part II.3: How to calculate the budget –Categories

Staff costs (max 40%)

4 Staff Categories (Manager, Researcher/Teacher/Trainer, Technician, Administrator)

Travel costs

Students/staff from partners in countries involved in the project from their place of origin to the venue of the activity and return.

Costs of stay

Subsistence, accommodation, local and public transport, personal or optional health insurance.

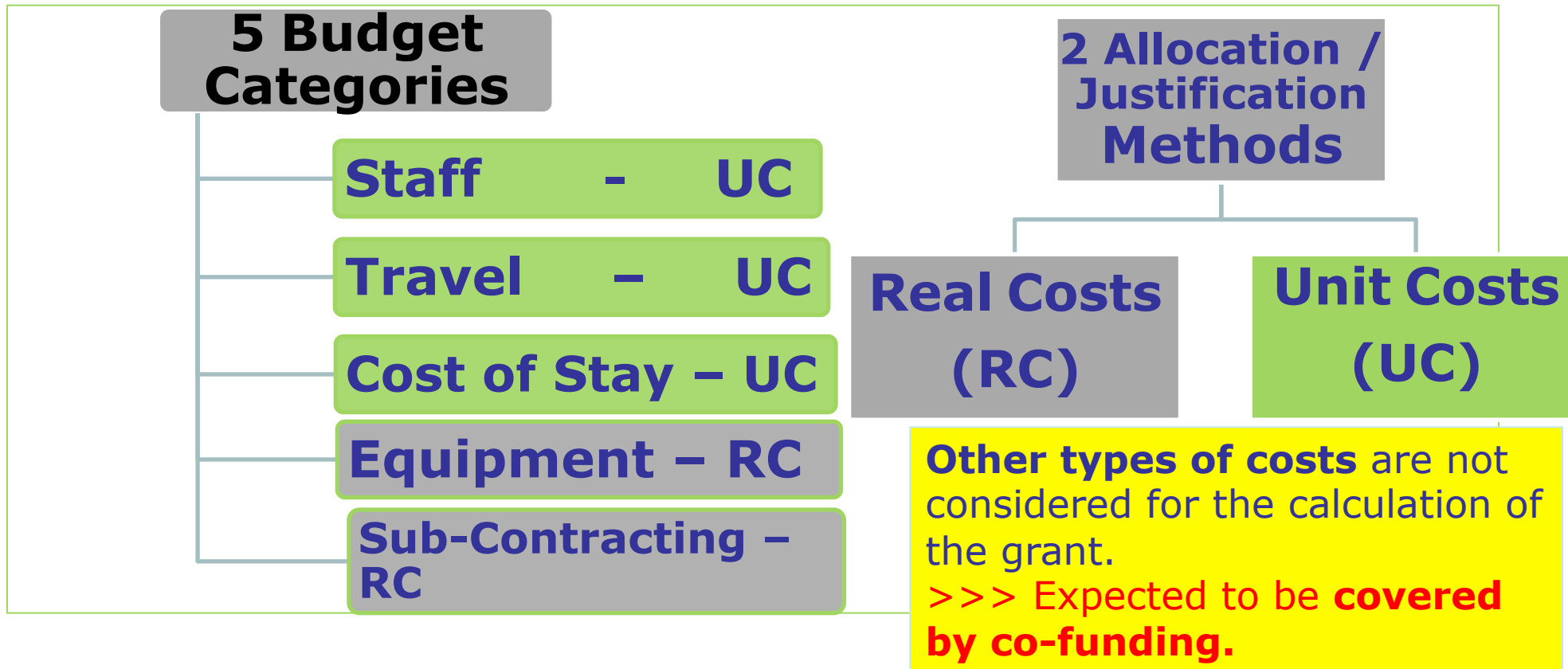
Equipment (max 30%)

Purchased **exclusively** for the benefit of HEIs in the Partner Countries

Sub-contracting (max 10%)

Exceptional for services related to competences that can't be found in the consortia

Part II.3: How to calculate the budget -Methods

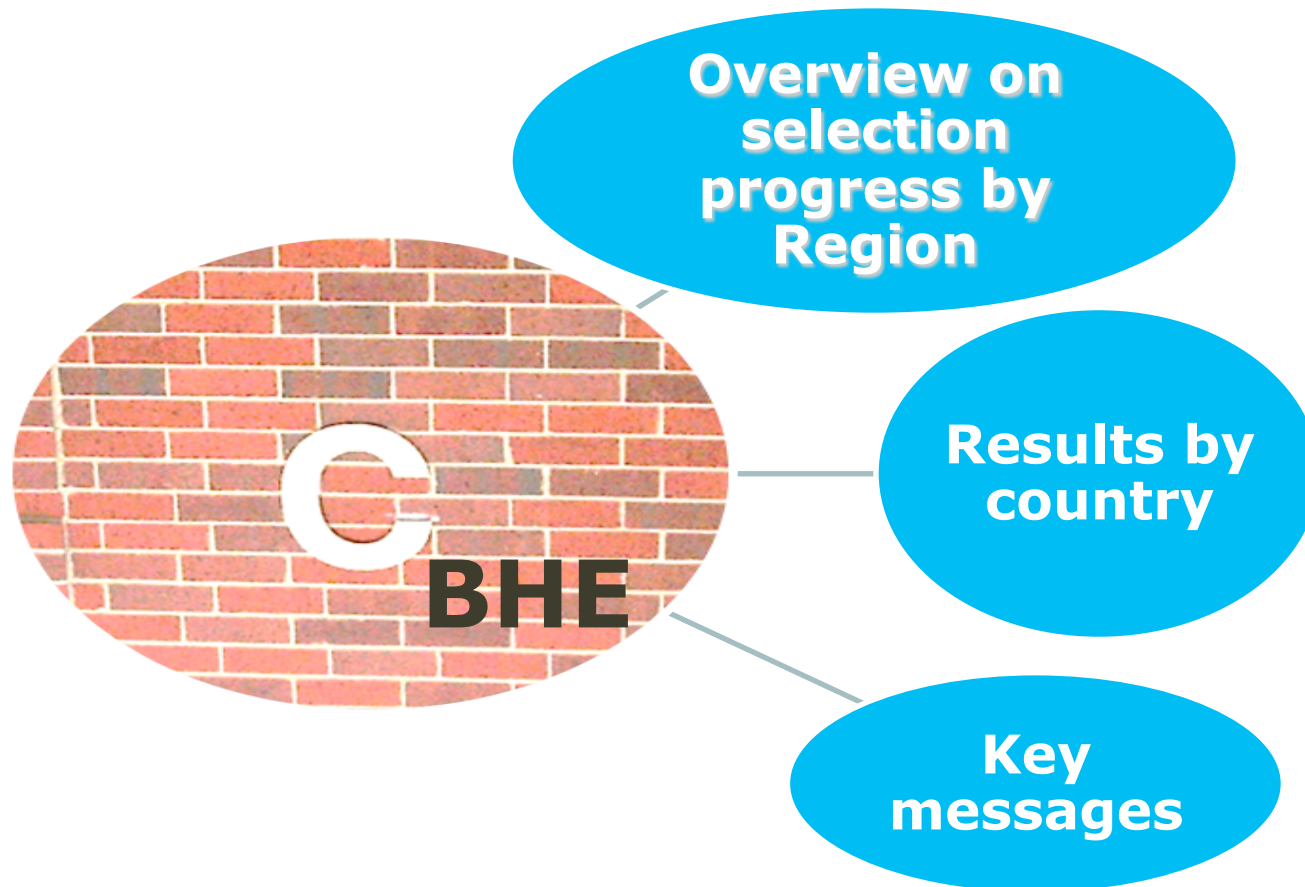


Part II.4: Partnership Agreement

- **Mandatory**
- **To be submitted to the Agency within 6 months of the signature of grant contract (Signed by the legal rep.)**
- **Joint** (one doc signed by all partners) **or Bilateral** (partner A + coordinating inst.)
- **Template** available to be adapted to specific needs of partnership
- **Comprehensive** : covering all aspects of the project:
 - **The partners role and responsibilities;**
 - **Financial Management;**
 - **Project Management;**
 - **Project Quality Assurance;**
 - **Student issues;**
 - **Decision/Conflict resolution mechanisms**



III. Results of the previous Call for Proposals & key messages





Selection 2016 Results - Overview

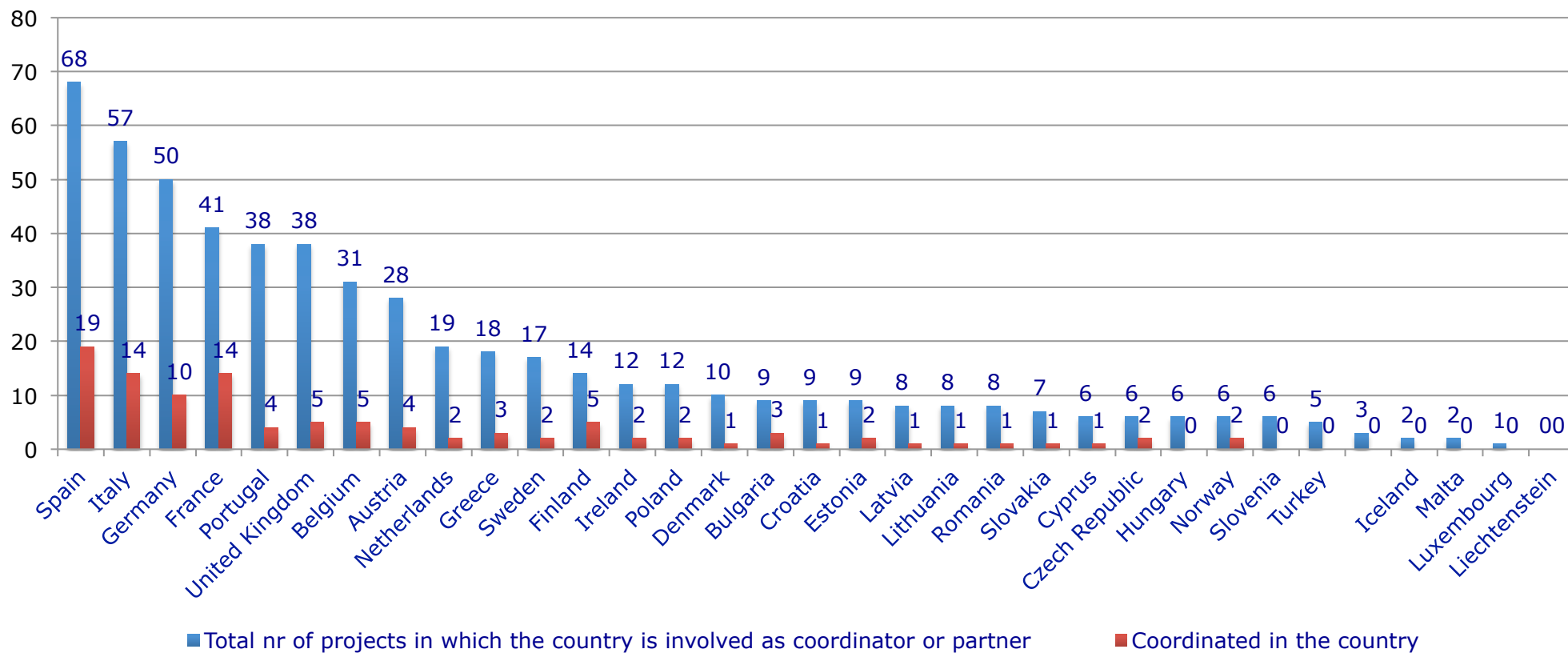
| Stage | 1 Western Balkans | 2 Eastern Partner- ship | 3 South Med | 4 Russia | 6 Asia | 7 Central Asia | 8 Latin America | 9 Iran, Iraq, Yemen | 10 South Africa | 11 ACP | Total * |
|---------------------------------|-------------------------|----------------------------------|----------------------|----------------------|----------------------|----------------------|-----------------------|------------------------------|-----------------------|------------------|----------------------|
| Reception | 109 | 238 | 169 | 78 | 78 | 101 | 78 | 8 | 14 | 53 | 736 |
| Eligible | 93 | 219 | 146 | 77 | 68 | 93 | 72 | 8 | 13 | 42 | 653 |
| Sent to Consultation | 37 | 64 | 80 | 35 | 57 | 49 | 31 | 5 | 6 | 19 | 287 |
| Selected for funding | 18 | 24 | 36 | 16 | 53 | 19 | 14 | 4 | 5 | 9 | 147 |
| <i>(compared to 2015)</i> | (15) +20% | (23) +4% | (40) -10% | (13) +23% | (27) +96% | (23) -17% | (19) -26% | (2) +100% | (4) +25% | (0) - | (140) +5% |
| <i>Success rate in 2016</i> | 16,5% | 10% | 21% | 20,5% | 68% | 19% | 18% | 50% | 36% | 17% | 20% |



* Figures cannot be added as cross-regional applications are counted in one or two regions



Selection 2016 Results – Participation of Programme Countries in selected projects





Key messages for 2017

- **Keep on intensifying efforts to encourage the cooperation with Asian countries**
- **Disseminate widely the new opportunity to cooperate with ACP countries, in particular Caribbean and Pacific Countries**
- **Pay particular attention to the eligibility criteria, mainly minimum number of nationally recognised HEIs in consortia**
- **Encourage the diversification of projects in terms of overall and specific objectives, activities, target groups and consortium composition.**
- **Revision of national and regional priorities will start early in 2017 (applicable for the 2018 Call for proposals)**



IV. How to take part under the new Call for Proposals and the Selection process



**How and what
do I submit?**

What is assessed?

**Selection
Process & Tips**



Part IV.1 : How and what do I submit? - General

- More information on CBHE and application forms:
https://eacea.ec.europa.eu/erasmus-plus/funding/capacity-building-in-field-higher-education-2017_en
- Applications to be submitted using an *eForm* with attachments



Part IV.1: How and what do I submit ? Application form - structure & contents (1)

eForm (PDF Adobe doc)

- A. Identification of the applicant and other partners**
- B. Description of the project (summary information)**
- C. Specific information related to CBHE**

Detailed project description (Word doc. Attached to eForm)

- D. Quality of the project team and the cooperation arrangements**
- E. Project characteristics and relevance**
- F. Quality of the project design and implementation**
- G. Impact, dissemination and exploitation, sustainability; LFM; Workplan**
- H. Work packages**
- I. Special Mobility Strand (where applicable)**
- J. Other EU Grants**

Part IV.1: How and what do I submit ?

Application form – compulsory attachments (1)

2. Detailed Budget (Excel tables)

- **Overview**
- **Staff costs**
- **Travel Costs and Costs of Stay**
- **Equipment Costs**
- **Sub-contracting Costs**
- **Special Mobility Strand - Students**
- **Special Mobility Strand - Staff**
- **Co-financing**
- **Breakdown and project funding (automatically fully filled in)**
- **Indicative rates (*informative*)**



Part IV.2: How and what do I submit ?

Application form – compulsory attachments (2)



Key Action 2: Cooperation for innovation and the exchange of good practices
Capacity building in the field of higher education

Before completing this table please read carefully the instructions available on

CALL FOR PROPOSALS 2015 – EAC/A04/2014 - Erasmus+ Programme

Programme guide and instructions for applicants

| | |
|---------------------------|--|
| Action | Joint Project |
| Duration number of months | 24 |
| Project Acronym | ATM |
| Project Title | XX |

EU GRANT REQUESTED FROM THE EUROPEAN UNION (in EUR)

| | | |
|--|-------------|---|
| 1. Staff Costs | 0,00 | Cannot exceed 40% of total A. |
| 2. Travel Costs | 0,00 | |
| 3. Costs of Stay | 0,00 | |
| 4. Equipment Costs | 0,00 | Cannot exceed 30% of total A. |
| 5. Subcontracting Costs | 0,00 | Cannot exceed 10% of total A. |
| A. Grant for Project Activities | 0,00 | Should be equal or above EUR 500.000,00 and cannot exceed EUR 1.000.000,00 |
| B. Additional Grant for Special Mobility Strand | 0,00 | Value cannot exceed 80% of total A |
| Total Grant requested from the European Union (A + B) | 0,00 | |

DISTRIBUTION OF THE GRANT BY ORGANISATION (in EUR)

| Partner N° | Name of Partner | Country | PR/PA | 1. Staff Costs | 2. Travel Costs | 3. Costs of Stay | 4. Equipment Costs | 5. Subcontracting Costs | B. Special Mobility Strand | Total Costs |
|------------|-----------------|---------|---------------------|----------------|-----------------|------------------|--------------------|-------------------------|----------------------------|-------------|
| P1 | University 1 | Belgium | Programme Countries | - | - | - | - | - | - | - |
| P2 | University 2 | Croatia | Programme Countries | - | - | - | - | - | - | - |
| P3 | University 3 | Vietnam | Partner Countries | - | - | - | - | - | - | - |
| P4 | | | | - | - | - | - | - | - | - |
| P5 | | | | - | - | - | - | - | - | - |

Part IV.2: How and what do I submit ? Application form – compulsory attachments (3)

3. Declaration of Honours + Mandates (PDF)

- **Declaration of Honours – only from the Applicant organisation**
- **Mandates – from all partners (except for P1 – Applicant)**
 - not required for Associated Partners (if applicable)
 - must be scanned and attached in one single document, with Mandates keeping the order as in List of Partners (P1-Pn)



Part IV.2: What is assessed? – Criteria

**Eligibility
Criteria**

**Exclusion
&
Selection
Criteria**

**Award
Criteria**



Part IV.2: What is assessed? Eligibility Criteria

Formal submission requirements

Grant size and duration

Applicant, Partners and Partnership requirements (number of partners, status of the grant applicant & partners, etc.)



Part IV.2: What is assessed? Exclusion and Selection Criteria

The institution is **not in one of the situations described in section C.** Exclusion criteria of the Guidelines (such as bankruptcy, professional misconduct, subject of fraud, corruption, administrative penalties, conflict of interest, etc.)

Legal person status of the applicant organisation

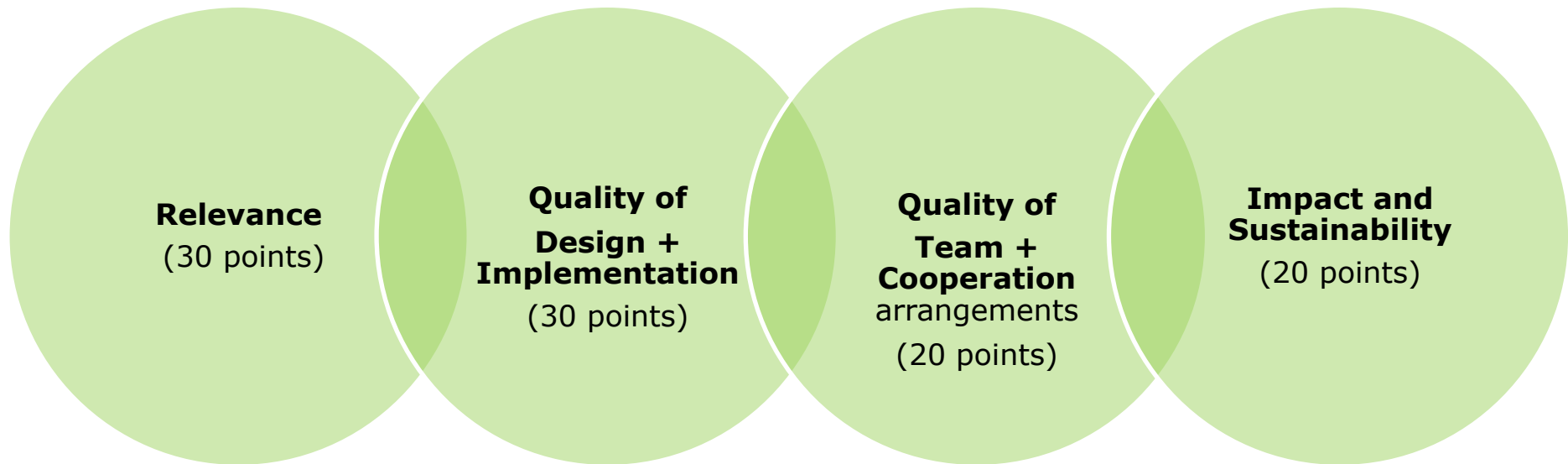
Financial capacity to complete the proposed activities (**private entities only**)

Operational capacity to complete the proposed activities

Based on supporting and administrative documents, like the declaration of honour, legal entity form, profit and loss accounts...



Part IV.2: What is assessed? Award Criteria



To be considered for funding, proposals must score at least 60 points in total and - out of these points at least 15 points for "Relevance"³⁶



European
Commission



Part IV.2: What is assessed? Award Criterion 1 – Relevance – **30 pts**

DEFINITION

- *The project contributes to the achievement of the policy objectives of the participating partners*
- *It is based on and addresses real needs & problems of the target groups*



CONTENT

- How clearly the project addresses the Programme **objectives** and **priorities (thematic, national and regional priorities)**
- **Needs analysis** and presentation of **specific problems** addressed
- Definition of **target groups**
- What is **innovative** or complementary to other initiatives
- How the **project was prepared**



Part IV.2: What is assessed ? Award Criterion 2 - Quality of Design and Implementation – **30 pts**

DEFINITION

- *The activities proposed are appropriate to achieve the specific and wider objectives*
- *It uses the most appropriate methodology*
- *It demonstrates a logical and sound planning capacity*



CONTENT

Description of the project as a whole, including:

- **specific objectives**
- **activities**, expected **outcomes**, wider and specific objectives
- academic **content** and pedagogical **approach**
- **involvement** of academics, students and stakeholders at large
- **quality control** processes



What is assessed?

Award Criterion 3 - Quality Team and Cooperation – 20 pts

DEFINITION

- *The partnership includes all the skills, recognised expertise and competences required*
- *Suitable distribution of tasks*
- *Sound communication and coordination*



CONTENT

- Presentation of the **partners competences** and **roles** in the project
- Description of any **complementary skills**, expertise and competences directly relating to the planned project activities
- ensure **regional dimension**
- Planned measures to ensure effective **communication**



Part IV.2: What is assessed?

Award Criterion 4 - Impact and Sustainability – 20 pts

DEFINITION

- *Information/outcomes of the project are made available to groups not directly involved (multiplier effect)*
- *Optimal use of the results during & beyond the project lifetime*
- *Expected impact will be substantial and sustainable in the long term (financial, institutional and policy level)*

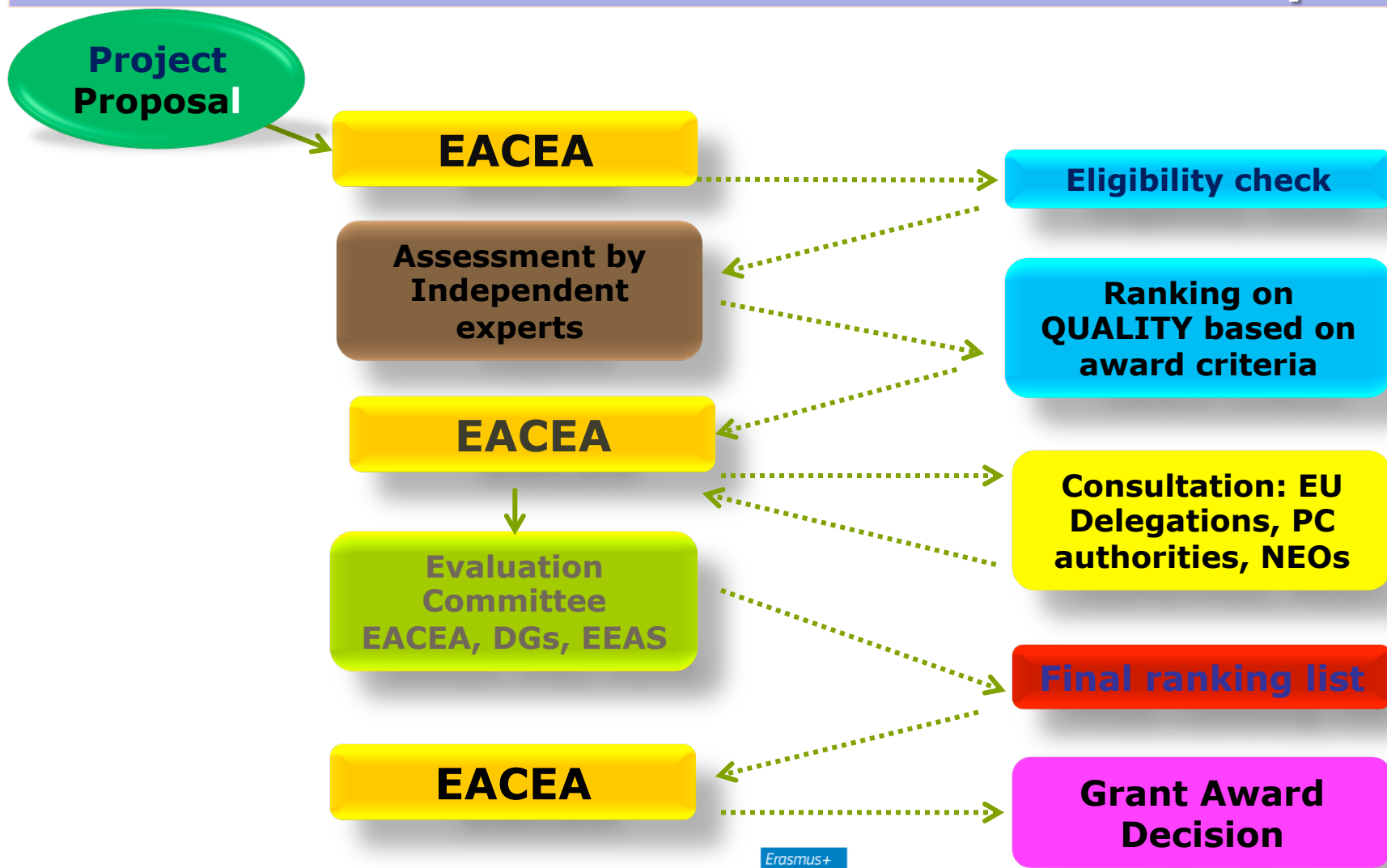


CONTENT

- Expected **impact** at different levels
- **Dissemination strategy:** outputs to be disseminated, target groups, dissemination tools & activities
- **Measures** planned to ensure the sustainability of project outcomes and outputs at **three levels:** financial, institutional and political
- **Evidence of impact** on HE at institutional / national level in PCs



Part IV.3: Selection Process - Steps





Part IV.3: Selection process - Award Decision

**EACEA takes
decision based on:**

**Evaluation
Committee's
recommendation,**
taking into account:

ranking list on quality established by external experts

the results from the consultation process

the budget available for each region

the need to achieve a geographical balance within a region

sufficient coverage of the priorities

Part IV.3- How and what do I submit? Indicative roadmap for selection process-CBHE

| Steps | Date |
|--|--------------------------------|
| Publication Erasmus+ CBHE Call for Proposals | 20 October 2016 |
| Deadline for submission of applications | 9 February 2017, 12:00 CET |
| Verification of eligibility of project proposals | <u>February – March 2017</u> |
| Assessment of projects by experts (remotely) | mid-March – mid May 2017 |
| Consultation procedure | <u>mid-May – mid-June 2017</u> |
| Evaluation Committee for selection of projects | early July 2017 |
| Sending for signature of Award decision by Agency AO | mid-July 2017 |
| Notification of applicants & publication of results | end-July 2017 |
| Preparation and signature of grant agreements | August-September 2017 |
| Start of eligibility period | 15 October 2017 |



A **successful proposal** demonstrates that the combination of all its elements will produce **concrete and sustainable results** for the benefit of all the parties concerned.

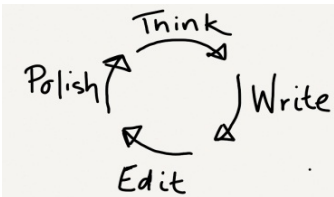
✓ You have a concrete idea for a project

- Does it fit the programme's objectives, priorities, requirements, intervention modalities, etc.?
- Does it address your institution (/sector /country) needs?

✓ Your idea is supported by your institution

✓ Drafting the proposal is a shared exercise

- It reflects the partners shared responsibilities at project implementation stage
- It requires regular revisions/rewriting in order to ensure
 - ✓ Consistency and coherence
 - ✓ Comprehensiveness
 - ✓ Fulfilment of all the E+ Action requirements



✓ Have your final Draft proofread by a colleague not involved in the proposal





- **COHERENT** in its entirety; avoid contradictions; avoid "patchwork"
- **SIMPLE**: better a few well-chosen words than long/vague explanations
- **CONCRETE**: use examples, justify your statements, bring proofs
- **CLEAR**: Follow the questions and answer them in the right order
- **EXPLICIT**: do not take anything for granted; don't assume: experts cannot read your mind; avoid abbreviations or explain them
- **RIGOROUS**: the application is the basis on which your project will be implemented; it is also the cornerstone of your partnership commitment
- **FOCUSED**: stick to what is asked
- **COMPLETE**: ensure (twice!) you have followed all the instructions and that the proposal fulfils all the mandatory requirements.



Local Support

Centrally managed (EACEA) but local support :

International E+ Contact Points (**ICPs**) in Programme Countries

https://eacea.ec.europa.eu/erasmus-plus/contacts/international-erasmus-plus-contacts_en

National Erasmus+ Offices (**NEOs**) in certain Partner Countries (PCs)

https://eacea.ec.europa.eu/erasmus-plus/contacts/national-erasmus-plus-offices_en

More Information:

Erasmus+ website - EACEA

http://eacea.ec.europa.eu/erasmus-plus_en

https://eacea.ec.europa.eu/erasmus-plus/funding/capacity-building-in-field-higher-education-2017_en

Programme Guide

Erasmus+ website – EU Commission

http://ec.europa.eu/programmes/erasmus-plus/index_en.htm



European
Commission

Questions & Answers

