

Prijavni obrasci – tehnička pitanja i pitanja kvalitete (KA1)

Seminar za područje visokog
obrazovanja
za prijavitelje Erasmus+
za 2015.

Zagreb, 5.prosinca 2014.



AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Erasmus+



Obzor 2020.



EURAXESS



eTwinning



europass



eu
eurodesk



eurodesk
hrvatska



CEEPUS

Ključna aktivnost 1

Prijavni obrasci













<http://www.mobilnost.hr/index.php?id=1012>

http://ec.europa.eu/programmes/erasmus-plus/discover/guide/documents-applicants_en.htm

Trenutačno dostupne **DRAFT verzije**:

KA1 - Learning Mobility of
Individuals

- Accreditation of youth volunteering organisations  (554 kB)
- School education staff mobility  (749 kB)
- VET learner and staff mobility  (746 kB)
- Higher education student and staff mobility  (509 kB)
- **New!** Higher education student and staff mobility between Programme and Partner Countries  (1.15 Mb)
- Accreditation of Higher Education Mobility Consortia  (504 kB)
- Adult education staff mobility  (744 kB)
- Youth mobility  (602 kB)
- Erasmus Mundus Joint Master Degrees 
- Large Scale European Voluntary Service Events 



Prijavni obrazac KA1 – projekti mobilnosti unutar programskih zemalja

http://ec.europa.eu/programmes/erasmus-plus/discover/guide/2015/documents/higher-education-student-staff-mobility_en.pdf



Erasmus+

Application Form – Call: 2015

KA1 - Learning Mobility of Individuals
Higher education student and staff mobility within
programme countries

Form version: 0.1 Adobe Reader Version: 10.104

General Information

This application form consists of the following main sections:

- **Context:** this section asks for general information about the type of project proposal you want to submit and about the Agency that will receive and process your proposal;
- **Participating organisation(s):** this section asks for information about the applicant organisation;
- **Main Activities:** this section asks for the details of the mobility activities;
- **Check List/Data Protection Notice/Declaration of Honour:** in these sections, the applicant is made aware of important conditions linked to the submission of the grant request;
- **Annexes:** in this section, the applicant needs to attach additional documents that are mandatory for the completion of the application.
- **Submission:** in this section, the applicant will be able to confirm the information provided and to submit the form online.

For more information on how to fill in this application form, you can read the Technical Guidelines for e-Forms.

Prijavni obrazac KA1 – projekti mobilnosti unutar programskih zemalja

Activities' Details

Please enter the different mobility activities you intend to implement in your project.

| | | | | | |
|---------------------|----------------------------------|-------------------------------------|------------------------------------|------------------------------|----|
| Activity No. | | | | | A1 |
| Activity Type | | | | | |
| When | Total No. of Participants | Total Duration (full months) | Total Duration (extra days) | Total Duration (days) | |
| Requested | | | | | |
| Estimated (2014/15) | | | | | |
| Actual (2013/14) | | | | | |

Add Activity

Remove Activity

[MAX NUMBER OF ACTIVITIES = 4]

Validate

Form hash code: 0000000000000000

EN

Page 10 of 19

Mogućnost – prijava u okviru konzorcija

Visoko učilište može se prijaviti **samostalno** ili podnijeti prijavu **u okviru konzorcija** te provoditi sve navedene aktivnosti.

Nacionalni konzorcij mora biti sastavljen **od minimalno 3 organizacije od kojih su 2 visoka učilišta** a uz visoka učilišta mogu sudjelovati javne ili privatne organizacije (npr. poduzeća, javna tijela, socijalni partneri, instituti itd.).

- ✓ Prijavu za financijsku potporu podnosi **koordinator konzorcija**, a rok za prijavu je 4.3.2014.
- ✓ Istovremeno, koordinator se prijavljuje za **Potvrdu konzorciju za visoko obrazovanje**.
- ✓ Financijska potpora dodijelit će se samo u slučaju dodjele Potvrde.

Kriteriji:

relevantnost projekta (30 bodova),
kvaliteta projektnog tima i suradnja (20 bodova),
kvaliteta aktivnosti konzorcija i provedbe projekta (20 bodova),
učinak i diseminacija (30 bodova).



Novo! – Natječaj 2015.: KA1 projekti mobilnosti između partnerskih i programskih zemalja - Međunarodna mobilnost u svrhu stjecanja bodova



2015. „međunarodne aktivnosti”:

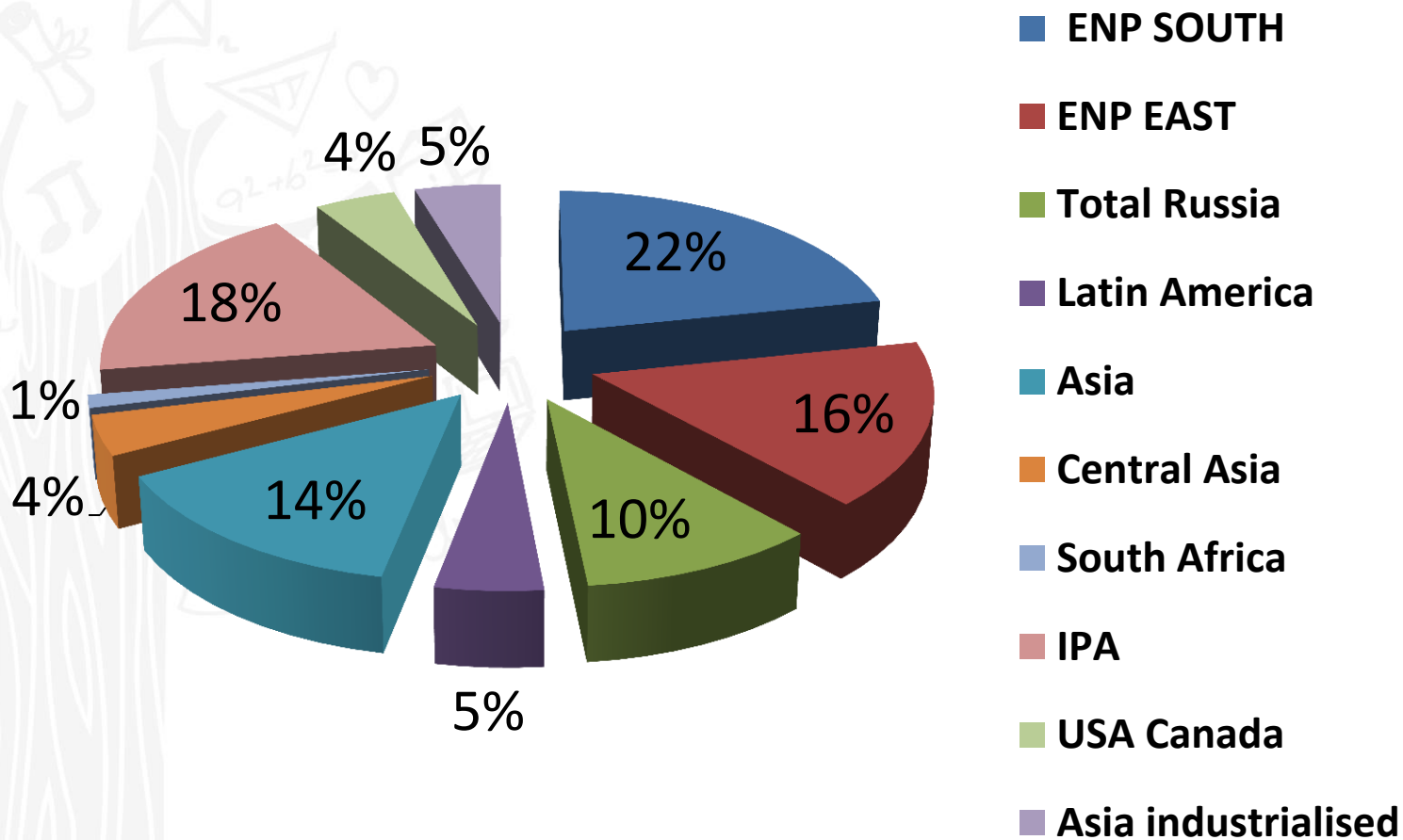
- Međunarodna mobilnost u svrhu stjecanja bodova, EMJMD, CBHE, Jean Monnet
- Financiranje iz budžeta EU za vanjske aktivnosti do 2020: 1,68 bilijuna eura
- Institucionalne strategije internacionalizacije (tip aktivnosti, geografski opseg)
- European higher education in the world: <http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:52013DC0499&from=EN>
- ECHE principi: priznavanje razdoblja studija, ECTS dokumenti, informacijski paketi, internacionalizacija kod kuće

Finacijski instrumenti odražavaju specifične političke prioritete:

- Instrument for Pre-accession Assistance – **IPA**
- European Neighbourhood Instrument – **ENI**
- Development Cooperation Instrument – **DCI**
- The European Development Fund (**EDF**)
- Partnership Instrument – **PI**



Budget % by envelope



- Ciljevi na nivou **EU level do 2020** (ne na nivou države ili pojedine institucije)
- Podijeljeni su između 10 omotnica
- Geografska ravnoteža

DCI/ Asia max 30% Kina & Indija, 25% for LCDs

DCI/ Latinska Amerika max 35% Brazil & Mexico, 25% for LCDs

DCI ograničenja na odlaznu mobilnost

ENI: $\leq 10\%$ odlazna mobilnost



Dostupan budžet/Hrvatska

| Instrument / Envelope | Credit mobility (€) 2015 | Approx. Number of credit mobilities 2015 |
|---|-----------------------------|---|
| ENI SOUTH | 313.980,00 | 50 |
| ENI EAST | 237.155,00 | 38 |
| Total Russia* | 147.051,00 | 24 |
| DCI Latin America | 66.479,00 | 11 |
| DCI Asia | 204.423,00 | 33 |
| DCI Central Asia | 57.504,00 | 9 |
| DCI South Africa | 18.614,00 | 3 |
| IPA | 265.474,00 | 42 |
| PI USA Canada | 63.155,00 | 10 |
| PI Asia industrialised, Australia, New Zealand | 67.008,00 | 11 |
| Total | 1.440.844,00 | 231 |

KA1 - Projekti mobilnosti za studente i osoblje u visokom obrazovanju

- jedan natječaj i jedan rok ali odvojeni prijavni obrasci

Projekti mobilnosti između programskih i partnerskih zemalja:

- ✓ mogućnost suradnje sa više zemalja
- ✓ prijedlozi suradnje podliježu ocjeni kvalitete
- ✓ prijedlog suradnje sa svakom zemljom ocjenjivat će se zasebno
- ✓ povezanost sa strategijom internacionalizacije



Engleska verzija prijavnog obrasca s uputama (PDF dokument):

http://ec.europa.eu/programmes/erasmus-plus/documents/form/mobility-programme-partner-countries_en.pdf

Međuinstitucijski sporazum

- Koristiti predložak sporazuma:

http://ec.europa.eu/education/opportunities/higher-education/quality-framework_en.htm

- Pravna obveza potpisivanja međuinstitucijskog sporazuma postoji slanjem prijavnog obrasca – sam sporazum se mora potpisati prije početka mobilnosti

Prijavni obrazac KA1 – Međunarodna mobilnost u svrhu stjecanja bodova

PDF

http://ec.europa.eu/programmes/erasmus-plus/discover/guide/documents-applicants_en.htm

➤ http://ec.europa.eu/programmes/erasmus-plus/documents/form/mobility-programme-partner-countries_en.pdf

- On-line obrazac će biti dostupan u siječnju 2015.



Application Form – Call: 2015

**KA1 - Learning Mobility of Individuals
Higher education student and staff mobility between
Programme and Partner Countries**

Form version: 0.1 Adobe Reader Version: 10.104

Erasmus+

General Information

This application form consists of the following main sections:

- **Context:** this section asks for general information about the type of project proposal you want to submit and about the Agency that will receive, assess and select your proposal;
- **Applicant organisation:** this section asks for information about the applicant organisation;
- **Main activities :** this section asks for information about the type and number of mobilities foreseen;
- **Budget:** in this section you will be asked to give information about the amount of the EU grant you request;
- **Quality questions:** in this section, for each Partner Country, the applicant is asked to demonstrate the relevance of the planned mobilities, the quality of cooperation agreements, the quality of the project design and its impact and dissemination.
- **Check List/Data Protection Notice/Declaration of Honour:** in these sections, the applicant is made aware of important conditions linked to the submission of the grant request;
- **Annexes:** in this section, the applicant needs to attach additional documents that are mandatory for the completion of the application.
- **Submission:** in this section, the applicant will be able to confirm the information provided and to submit the form online.

For more information on how to fill in this application form, you can read the Technical Guidelines for e-Forms.

For more information on the award criteria according to which the quality assessment of this application will be done, please refer to the Programme Guide and the Guide for Experts.

Context

| | |
|-------------|---|
| Programme | Erasmus+ |
| Key Action | Learning Mobility of Individuals |
| Action | Mobility of Learners and Staff |
| Action Type | Higher education student and staff mobility |

EN

Form hash code: 0000000000000000

Validate

Page 1 of 23

Struktura prijavnog obrasca

Jedna prijava po prijavitelju za sve mobilnosti prema partnerskim državama

- Kontekst
- Podaci o prijavitelju
- Opis predviđenih mobilnosti
- Budžet (IS, OS, putovanja)
- Pitanja kvalitete
- Checklist / Data protection Notice
- Izjava o časti



Application Form – Call: 2015

KA1 - Learning Mobility of Individuals

Higher education student and staff mobility between Programme and Partner Countries

Form version: 0.1 Adobe Reader Version: 10.104

Erasmus+

You should try to be as precise as possible in order to receive a grant that will cover your needs as accurately as possible.

Activities' Details

| | | |
|---------------|--|----|
| Activity No. | | A1 |
| Activity Type | You will be able to choose an activity type between: "Student Mobility for Studies To/From Partner Countries" "Staff Mobility for Teaching To/From Partner Countries" "Staff Mobility for Training To/From Partner Countries" | |

| Flow No. | Incoming/Outgoing | Education Level | Country of Origin | Country of Destination | Distance Band | Requested Duration | | | | | No. of Participants |
|----------|-------------------|---|-------------------|------------------------|---------------|--|---|---|---|---|---------------------|
| | | | | | | Total Duration (full months) <small>[Visible if Students]</small> | Total Duration (extra days) <small>[Visible if Students]</small> | Total Duration Excluding Travel (days) <small>[Visible if Staff]</small> | Travel Days <small>[MAX 2 DAYS] [Visible if Staff]</small> | Total Duration Including Travel (days) <small>[Visible if Staff]</small> | |
| 1 | | You will be able to choose between: EQF-5 Short cycle within the first cycle / Short-cycle tertiary education (ISCED-5) EQF-6 First cycle / Bachelor's or equivalent level (ISCED-6) EQF-7 Second cycle / Master's or equivalent level (ISCED-7) EQF-8 Third cycle / Doctoral or equivalent level (ISCED-8) | | | | | | | | | |

After using the "distance-calculator", choose between:
 0-99 km
 100-499 km
 500-1999 km
 2000-2999 km
 3000-3999 km
 4000-7999 km
 8000 km or more

If you click here you will be able to insert a new table and choose a different activity type

If you click here you will be able to insert a new flow

Add Activity

Remove Activity

Validate

For example, if you choose to introduce an "incoming" flow, the country of destination will be automatically prefilled with your country and you will be able to choose the country of origin from a drop-down menu

Međunarodna mobilnost u svrhu stjecanja bodova – pitanje kvalitete



Application Form – Call: 2015

KA1 - Learning Mobility of Individuals

Higher education student and staff mobility between
Programme and Partner Countries

Form version: 0.1 Adobe Reader Version: 10.104

Erasmus+

Quality Questions

Partner Country [X]

Relevance of the strategy

Explain why the planned mobility project is relevant to the internationalisation strategy of the higher education institutions involved (both in the Programme and Partner Country). Justify the proposed type(s) of mobility (students and/or staff). Provide a list of the higher education institutions from the Partner Country.

Ocjena kvalitete projektnog prijedloga

Prag - minimum od **70 bodova**

(uz minimalno 50% mogućih bodova po kriteriju)

| Kriteriji | Bodovi |
|--|--------|
| Relevantnost strategije | 30 |
| Kvaliteta sporazumne suradnje | 30 |
| Kvaliteta projektnog prijedloga i provedbe | 20 |
| Učinak i diseminacija | 20 |

Međunarodna mobilnost u svrhu stjecanja bodova – pitanje kvalitete

Relevantnost strategije

Prijavitelji moraju:

- ✓ objasniti zašto je planirani projekt mobilnosti relevantan za provedbu strategije internacionalizacije uključenih visokih učilišta iz programskih i partnerskih zemalja
 - ✓ Jasno definirani prioriteti internacionalizacije u strateškim dokumentima obje institucije
- ✓ opravdati predloženi tip/tipove mobilnosti studenata i/ili osoblja – može li zatraženi broj i tip mobilnosti ostvariti određeni učinak na VU

Međunarodna mobilnost u svrhu stjecanja bodova – pitanje kvalitete

Kvaliteta sporazumne suradnje

Prijavitelji trebaju:

- ✓ detaljno opisati ranija iskustva sličnih projekata/slične suradnje sa visokim učilištima iz partnerskih zemalja (ako ista postoje) neovisno jesu li bili financirani iz EU ili drugih izvora
- ✓ objasniti kako će za planirani projekt mobilnosti biti definirane obveze, uloge i zadaće u međuinstitucijskim sporazumu.

Međunarodna mobilnost u svrhu stjecanja bodova – pitanje kvalitete

Kvaliteta projektnog prijedloga i provedbe

Prijavitelji moraju:

- ✓ prikazati različite faze projekta mobilnosti (priprema, implementacija i follow-up)
- ✓ sažeti što partnerske ustanove planiraju po pitanju odabira sudionika, pružanja podrške sudionicima te priznavanja razdoblja mobilnosti (naročito u partnerskim zemljama)

Međunarodna mobilnost u svrhu stjecanja bodova – pitanje kvalitete

Učinak i diseminacija

Prijavitelji trebaju:

- ✓ objasniti željeni učinak projekta mobilnosti na sudionike, korisnike i partnerske ustanove na lokalnoj, regionalnoj i nacionalnoj razini
- ✓ opisati mjere koje će biti poduzete za diseminaciju rezultata projekta mobilnosti na razini ustanove te šire (ako je primjenjivo) u programskim i partnerskim zemljama
- ✓ Strategija praćenja i evaluacije ishoda mobilnosti



- Prednost već postojećim bilateralnim aktivnostima
- Navesti sve preliminarne radnje za ostvarivanje mobilnosti s tom partnerskom institucijom
- Prijava za bilateralnu mobilnosti vezana je uz strategiju internacionalizacije na obje institucije
- Prednost mobilnosti osoblja (novi sporazumi)
- Više od 70% bodova po setu mobilnosti po partnerskoj državi

Preporuke

- Financiranje svih traženih mobilnosti prema partnerskoj državi
- Zadržavanje samo nekih tipova mobilnosti
- Smanjenje broja mobilnosti u tipu
- Odbacivanje svih mobilnosti

- NA radi 10 rang lista (1 za svaku omotnicu)
- Financiranje se dodjeljuje prema ostvarenim bodovima i zemljopisnoj zastupljenosti
 - Treba izbjegavati usmjeravanje budžeta prema samo jednoj ili dvije države

Primjer prilagodbe rang liste

- Ranking for IPA envelope in Slovenia (€211,853)

| | | | |
|----------------------|----------------|------------|-------------|
| U Ljubljana | Serbia | 88% | €50k |
| U Nova Gorica | Serbia | 86% | €52k |
| U Primorska | Albania | 84% | €60k |
| U Maribor | Serbia | 82% | €45k |
| U Maribor | Kosovo | 80% | €48k |
| U Nova Gorica | Bosnia | 79% | €26k |
| U Ljubljana | Bosnia | 75% | €50k |

- Nema mogućnosti mijenjanja partnerske države, no VU iz partnerske države se može promijeniti ukoliko NA odobri
- OS – dopušten transfer 50% na mobilnosti
- Za odlazne stipendije nije dopušten transfer sredstva između studentske mobilnosti i mobilnosti osoblja, a za dolaznu mobilnost dopušteno 100% prebacivanja sredstava
- OS će se podijeliti između VU koji prima i onog koji šalje na obostrano prihvatljiv način određen u interinstitucijskom ugovoru
- Dolazne stipendije će se isplatiti po dolasku studenata/osoblja iz partnerske zemlje



AGENCIJA ZA
MOBILNOST I
PROGRAME EU

Hvala na
pozornosti!

Odjel za visoko
obrazovanje
erasmus@mobilnost.hr

Informacije sadržane u
službenoj dokumentaciji imaju prednost
pred informacijama
navedenima u prezentaciji.

