



Strateška partnerstva u području visokog obrazovanja

KA2 radionica: Put od projektne ideje do projektnog prijedloga

(Natječaj 2016.)

Dijana Stilinović,
Odjel za visoko obrazovanje, AMPEU

11. prosinca 2015.



AGENCIJA ZA
MOBILNOST I
PROGRAME EU



Erasmus+



Obzor 2020.



eurodesk
hrvatska





PROGRAM RADA

14.00 – 14.30	Dijana Stilinović, Odjel za visoko obrazovanje, AMPEU	KA2 – Strateška partnerstva u području visokog obrazovanja
14.30 – 15.00	Aleksandra Banić, Ured za EU projekte Sveučilišta u Splitu	Primjer dobre prakse: <i>Student Business e-Academy (SBeA)</i>
15.00 – 15.10	Pauza za kavu	
15.10 – 16.10	Dijana Stilinović, Odjel za visoko obrazovanje, AMPEU	Tehnička pitanja i pitanja kvalitete, KA2 prijavni obrazac
16.10 – 16.30	Pitanja, diskusija	Razno

Strateška partnerstva

Erasmus+ Key Actions and higher education

KA1

Learning mobility for individuals

Credit mobility
Joint Master Degrees

KA2

Cooperation for innovation and good practice

Capacity-building actions
Knowledge Alliances
Strategic Partnerships

KA3

Support for policy reform

National Erasmus+ Offices
Higher Education Reform Experts
Publications
Studies
Events

- ✓ razvoj, prijenos i/ili provedba inovativnih praksi
- ✓ provedba zajedničkih inicijativa koje promiču suradnju i razmjenu iskustva na EU razini

➤ PROJEKTI RAZVOJA INOVACIJA

(rad na razvoju inovativnih rezultata; naglasak na diseminaciji i širenju rezultata)

➤ PROJEKTI RAZMJENE DOBRE PRAKSE *

(povezivanje organizacija; povećavanje kapaciteta za rad na transnacionalnoj razini; dijeljenje ideja, metoda i primjera dobre prakse)

* ovaj format SP u području visokog obrazovanja nije podržan



Strateška partnerstva



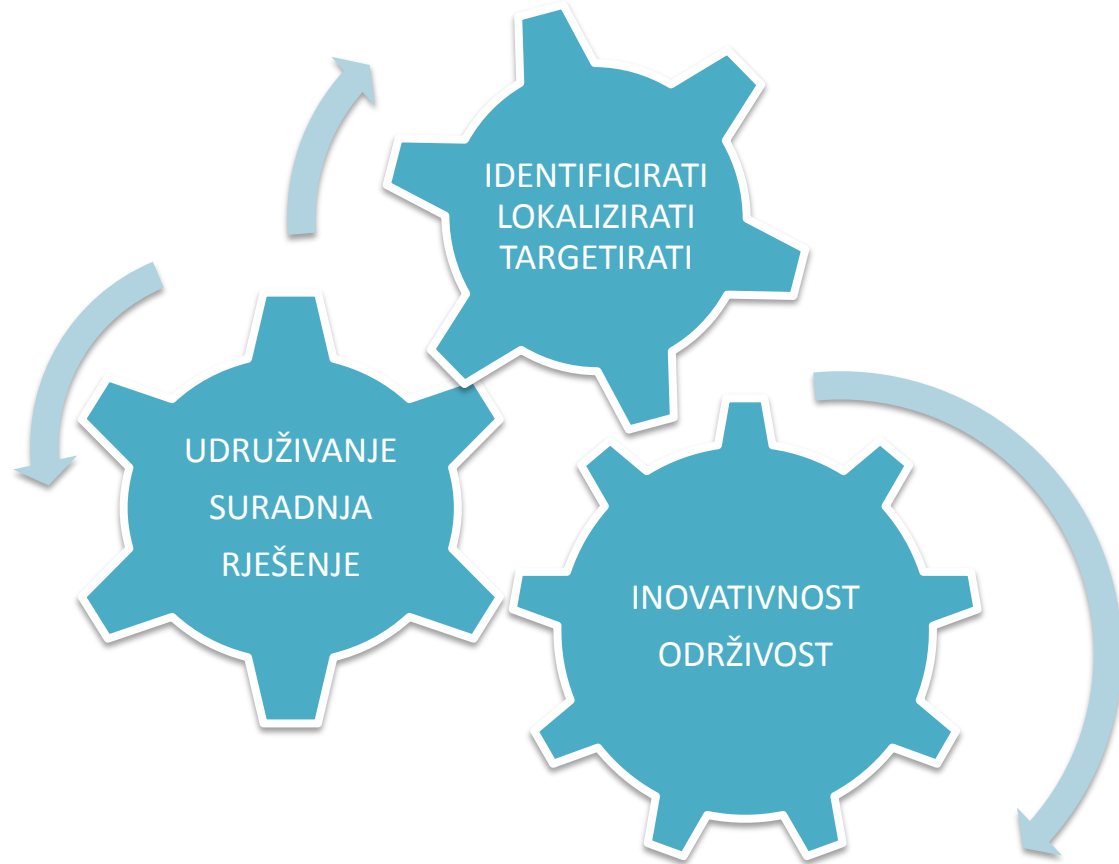
EU

nacionalno

lokalno

regionalno

organizacija



- ✓ **horizontalni prioriteti**
- ✓ **prioriteti po područjima (*field-specific*)**

Da bi bio financiran, projekt se mora odnositi barem na:

- jedan horizontalni prioritet ili
- jedan prioritet specifičan za područje koje najviše obuhvaća



- poboljšanje osnovnih i transverzalnih sposobnosti u cjeloživotnom obrazovanju
- inkluzija u području obrazovanja, osposobljavanja i mladih, a u skladu s Pariškom deklaracijom; aktivnosti koje razvijaju socijalne, građanske i međukulturne kompetencije i medijsku pismenost, a bore se protiv diskriminacije, segregacije i međuvršnjačkog nasilja te smanjuju razlike u ishodima učenja; fokus na izbjegličkoj krizi u Europi
- integracija digitalnog učenja; podrška sinergiji obrazovanja, istraživanja i inovativnih praksi; promicanje IKT-a kao pokretača sustavnih promjena kvalitete politika obrazovanja, osposobljavanja i mladih na svim razinama
- ojačavanje selekcije i uvođenja novih nastavnika i osoba koje rade s mladima, podržavanje stalnoga profesionalnog razvoja edukatora, posebice koji se nose s povećanjem različitosti među učenicima, koji se bave problemom ranog napuštanja obrazovanja i učenicima s manje mogućnosti (uključujući izbjeglice, tražitelje azila, migrante) te učenjem koje se temelji na radu, digitalnim vještinama i inovativnim pedagoškim metodama
- transparentnost i priznavanje vještina i kvalifikacija kako bi se poboljšali mehanizmi obrazovanja, zapošljivosti i mobilnosti radnika
- aktivnosti koje podržavaju učinkovitu implementaciju Investicijskog plana za Europu; podrška *design-based* reformama i učenju koje se temelji na radu; aktivnosti koje podupiru inovativne načine osiguravanja održivog ulaganja u sve oblike učenja, uključujući *performance-based* financiranje i *cost-sharing*

Prioriteti u visokom obrazovanju

Potporna u provedbi strategija:

- **EU Modernisation Agenda 2011:**

- povećati razinu završnosti; poboljšati kvalitetu i relevantnost visokog obrazovanja; ojačati kvalitetu kroz mobilnost i međunarodnu suradnju; primjena trokuta znanja u praksi; uključivanje interdisciplinarnе suradnje; poboljšati upravljanje i poduprijeti financiranje

- **2013 Communication on Opening Up Education:**

- promicanje razvoja novih modela podučavanja; korištenje novim tehnologijama u učenju i podučavanju




Aktivnosti koje se podupiru

- jačanje suradnje i umrežavanje organizacija
- razvoj, testiranje i/ili provedba inovativne prakse
- olakšavanje priznavanja i vrednovanja znanja, vještina i kompetencija stečenih preko formalnoga, neformalnoga i informalnog učenja
- suradnja između regionalnih tijela u cilju promicanja razvoja obrazovanja i integracije u lokalni i regionalni razvoj
- podrška učenicima s invaliditetom/posebnim potrebama i olakšavanje njihova ulaska na tržište rada; borba protiv segregacije i diskriminacije
- priprema stručnjaka za izazove povezane s jednakošću, različitošću i inkluzijom
- integracija izbjeglica, tražitelja azila i migranata, podizanje svjesnosti o izbjegličkoj krizi u Europi*
- transnacionalne inicijative kojima se potiču aktivno građanstvo, poduzetništvo




Tko može biti partner

Bilo koja javna ili privatna organizacija osnovana u programskoj ili partnerskoj zemlji:

- visoka učilišta ( nositelji ECHE-a, Sveučilišta)
- škole/instituti/obrazovni centri (na bilo kojoj razini)
- neprofitne organizacije, udruge, nevladine organizacije
- javna ili privatna, mala, srednja ili velika poduzeća (uključujući i društvena poduzeća)
- javna tijela na lokalnoj, regionalnoj ili nacionalnoj razini
- socijalni partneri ili drugi predstavnici tržišta rada (uključujući gospodarske komore, industriju, profesionalne, obrtničke i strukovne udruge te sindikate)
- istraživački instituti
- zaklade
- centri za usavršavanje unutar poduzeća
- poduzeća koja nude zajedničko osposobljavanje (suradničko osposobljavanje)
- kulturne organizacije, knjižnice, muzeji
- organizacije koje se bave profesionalnom orijentacijom, stručnim savjetovanjem i pružanjem informacija
- tijela koja ovjeravaju znanja, vještine i kompetencije stečenoga neformalnoga i informalnog učenja
- Europska udruga mladih (European Youth NGO)
- neformalne skupine mladih

Strateška partnerstva – Natječaj 2016.

- ✓ prijavitelj mora biti organizacija **iz programskih zemalja**
- ✓ ako je prijavitelj (ili jedan od partnera) visoko učilište, mora imati valjanu **ECHE**
- ✓ pravo prijave, kao koordinatori ili partneri, imaju samo Sveučilišta - „vlasnici“ jedinstvenog PIC broja 
- ✓ **najmanje 3 organizacije iz 3 različite programske zemlje**
- ✓ organizacije iz partnerskih zemalja mogu sudjelovati u projektu samo kao partneri (ako projektu donose dodanu vrijednost koju ne može ostvariti organizacija iz programske zemlje)
- ✓ **aktivnosti** se moraju održati u zemljama (jednoj ili više njih) odakle su organizacije koje čine partnerstvo*
- ✓ trajanje projekta: između **2 i 3 godine**
- ✓ prijavitelji odabiru područje obrazovanja, osposobljavanja i mladih najrelevantnije za njihov projekt
- ✓ jedna organizacija u ime partnerstva prijavljuje projekt vlastitoj nacionalnoj agenciji preko *online* prijavnog obrasca, rok: **31. ožujka 2016.**



* Aktivnosti moguće održati i u sjedištu EU ustanove, čak i ako nitko iz te zemlje ne sudjeluje u konzorciju.



AGENCIJA ZA
MOBILNOST I
PROGRAME EU

Financiranje



- dvogodišnji projekti: do **300.000 eura**
- trogodišnji projekti: do **450.000 eura**

- ✓ Upravljanje i provedba projekta
- ✓ Transnacionalni projektni sastanci
- ✓ Intelektualni rezultati
- ✓ Diseminacijska događanja
- ✓ Izvanredni troškovi
- ✓ Potpora za posebne potrebe
- ✓ Aktivnosti učenja, podučavanja i osposobljavanja

Upravljanje i provedba projekta

Prihvatljivi troškovi

Upravljanje projektom

(planiranje, financije, koordinacija i komunikacija među partnerima); jednostavniji materijali i alati za podučavanje; virtualna suradnja i lokalne projektne aktivnosti; promocija, diseminacija (brošure, letci, informacije na internetu)

Mehanizam financiranja

DOPRINOS
PAUŠALNOM
JEDINIČNOM
TROŠKU

Iznosi

Koordinator:
500 eura
mjesečno

Ostali:
250 eura
mjesečno

MAX: 2.750 eura
mjesečno

Pravilo za dodjelu

Na temelju trajanja projekta i broja organizacija sudionica

Transnacionalni projektni sastanci

Prihvatljivi troškovi

Sudjelovanje na sastancima projektnih partnera u organizaciji jednog od partnera u svrhu provedbe projekta i koordinacije; doprinos putnim i životnim troškovima

Mehanizam financiranja

DOPRINOS
PAUŠALNOM
JEDINIČNOM
TROŠKU

Iznosi

100 -1999 km
575 eura po
sudioniku po
sastanku

≥ 2000 km:
760 eura po
sudioniku po
sastanku

Pravilo za dodjelu

Potrebno je opravdati sastanke (broj sastanaka i broj sudionika)

Udaljenost se računa prema EK kalkulatoru za izračun udaljenosti u jednom smjeru

Izvanredni troškovi

Prihvatljivi troškovi	Mehanizam financiranja	Iznosi	Pravilo za dodjelu
Doprinos stvarnim troškovima vezanim za podugovaranje ili nabavu dobara i usluga.	UDIO PRIHVATLJIVIH TROŠKOVA	75% prihvatljivih troškova MAX: 50.000 eura po projektu	Troškovi usluga koje zbog opravdanih razloga ne može pružiti nijedna od partnerskih organizacija. Ne uključuje opremu za redovni rad.

Potpora za posebne potrebe

Prihvatljivi troškovi

Dodatni troškovi za sudionike s invaliditetom (uključujući dodatne troškove za osobe s posebnim potrebama i osobe u pratnji za transnacionalne aktivnosti učenja, podučavanja i osposobljavanja).

Mehanizam financiranja

UDIO
PRIHVATLJIVIH
TROŠKOVA

Iznosi

100 % prihvatljivih troškova

Pravilo za dodjelu

Odobrava se na zahtjev ovisno o obrazloženju u prijavnom obrascu.

Intelektualni rezultati

Prihvatljivi troškovi

Intelektualni rezultati:

konkretni, opipljivi rezultati projekta, npr. kurikulumi, pedagoški materijali, otvoreni obrazovni resursi, IT alati, analize, studije, *peer-learning* metode...

Mehanizam financiranja

DOPRINOS
PAUŠALNOM
JEDINIČNOM
TROŠKU

Iznosi

Troškovi osoblja iz partnerskih organizacija po danu rada ovisno o zemlji i kategoriji osoblja (u skladu s tablicama u Vodiču kroz program Erasmus+)

- istraživač/ nastavnik/ voditelj osposobljavanja
- tehničar
- voditelj
- administrativno osoblje

Pravilo za dodjelu

Trebaju biti značajni s obzirom na kvalitetu i količinu; trebaju imati potencijal za širu upotrebu i učinak

NB: troškovi administrativnoga i upravljačkog (voditelji) osoblja pokriveni su preko stavke **Upravljanje i provedba projekta**

Diseminacijska događanja

Prihvatljivi troškovi

Diseminacijska događanja:

doprinos za troškove nacionalnih i transnacionalnih konferencija/seminara/događanja kojima je cilj diseminacija intelektualnih rezultata projekta.

Ne uključuje putne i životne troškove za predstavnike partnerskih organizacija.

Mehanizam financiranja

DOPRINOS
PAUŠALNOM
JEDINIČNOM
TROŠKU

Iznosi

100 eura po lokalnom sudioniku (sudionici iz države u kojoj se provodi aktivnost)

200 eura po međunarodnom sudioniku

MAX: 30.000 eura po projektu

Pravilo za dodjelu

Projekt bez intelektualnih rezultata ne može dobiti potporu za diseminacijska događanja.



Aktivnosti učenja, podučavanja i osposobljavanja

Prihvatljivi troškovi	Mehanizam financiranja	Iznosi		Pravilo za dodjelu
Putni troškovi	DOPRINOS PAUŠALNOM JEDINIČNOM TROŠKU	100 - 1999 km: 275 eura po sudioniku ≥ 2000 km: 360 eura po sudioniku		Prijavitelj mora pravdati uključivanje ovih aktivnosti kao nužno.
Pojedinačna potpora (životni troškovi)	DOPRINOS PAUŠALNOM JEDINIČNOM TROŠKU	OSOBLJE UČENICI	Prema E+ Vodiču	Udaljenost - EK kalkulator za izračun udaljenosti u jednom smjeru.
Jezična priprema	DOPRINOS PAUŠALNOM JEDINIČNOM TROŠKU	za aktivnosti 2 - 12 mjeseci: 150 eura po prijavitelju		Za aktivnosti 2 - 12 mjeseci: 150 eura po prijavitelju
Izvanredni troškovi* (za sudionike iz najudaljenijih zemalja i prekomorskih teritorija)	UDIO PRIHVATLJIVIH TROŠKOVA	MAX 80 % prihvatljivog troška		Odobrava na zahtjev ovisno o obrazloženju u prijavnom obrascu.

* Programski vodič, str. 117.

Aktivnosti mobilnosti

(samo uz dodanu vrijednost)

Strategic Partnerships may also organise transnational **training, teaching and learning activities** of individuals, in so far as they bring added value in the achievement of the project's objectives. Some of these activities are particularly relevant in one or more fields of education, training and youth, as stated in the table below. For a more detailed description of the supported activities, see Annex I.

Type of activity	Particularly relevant for
Blended mobility of learners	All fields of education, training and youth
Short-term exchanges of groups of pupils	School education
Intensive Study Programmes	Higher education
Long-term study mobility of pupils	School education
Long-term teaching or training assignments	Higher education, VET, School and Adult education
Long-term mobility of youth workers	Youth
Short-term joint staff training events	All fields of education, training and youth

Detaljnije: Programski vodič, Annex I



- ✓ Je li projekt unutar relevantnih okvira? (ciljevi, prioriteti, stvarne potrebe)
- ✓ Je li projekt inovativan?
- ✓ Jesu li osigurani kvalitetni partneri?
- ✓ Jesu li sve faze pripreme i provedbe temeljito opisane?
- ✓ Odgovaraju li planirani rezultati ciljevima projekta?
- ✓ Ako je uključena zemlja iz skupine partnerskih zemalja – je li to opravdano?
- ✓ Ako su planirane aktivnosti mobilnosti – jesu li opravdane?
- ✓ Jeste li ispravno izračunali financijske stavke? Jesu li traženi iznosi realni?
- ✓ Što nakon projekta?

Želimo vam mnogo uspjeha s projektnim prijedlozima!



AGENCIJA ZA
MOBILNOST I
PROGRAME EU

Student Business e-Academy (SBeA)

- primjer dobre prakse
- *tips and tricks* na putu od projektne ideje do projektnog prijedloga

Aleksandra Banić, Voditeljica Ureda za EU
projekte
Sveučilište u Splitu



➤ STVARANJE ECAS RAČUNA

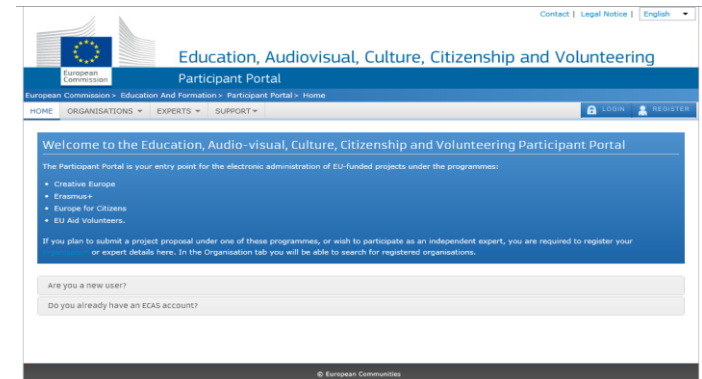
Za proces registracije potrebno je otvoriti **ECAS račun** (*European Commission Authentication Service*)

➤ REGISTRACIJA NA PORTALU ZA KORISNIKE (*Unique Registration Facility*)

Preduvjet za sudjelovanje u programu Erasmus+ jest registracija ustanove na URF portalu

<http://ec.europa.eu/education/participants/portal>

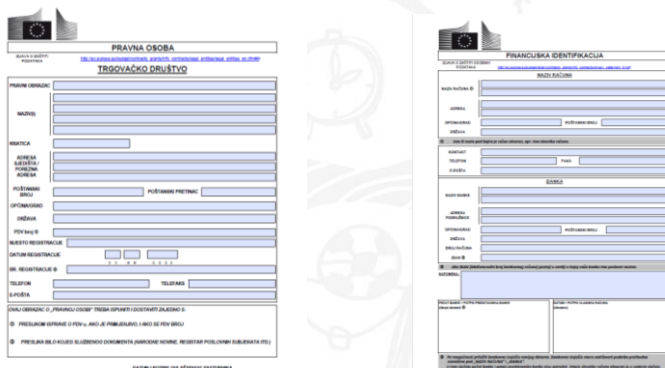
Nakon završetka registracije ustanove na URF portalu dobije se **PIC broj** (*Participant Identification Code*) koji je jedinstven i vrijedi za sve natječajne godine programa Erasmus+



➤ DODAVANJE OBRAZACA NA URF PORTAL

Tijekom registracije odnosno najkasnije do trenutka podnošenja prijave potrebno je dodati obrasce o:

- Pravnoj osobi (trgovačko društvo ili javni subjekt) (**Legal Entity Form**)
http://ec.europa.eu/budget/contracts_grants/info_contracts/legal_entities/legal_entities_en.cfm#hr
- Financijskoj identifikaciji (**Financial Identification Form**)
http://ec.europa.eu/budget/contracts_grants/info_contracts/financial_id/financial_id_en.cfm



The image shows two screenshots of online forms. The left form is titled 'PRAVNA OSOBA' and 'TRGOVAČKO DRUŠTVO'. It contains various input fields for company details such as name, address, identification number, and contact information. The right form is titled 'FINANCIJSKA IDENTIFIKACIJA' and contains fields for financial identification details, including company name, address, and identification number. Both forms have a header with the European Union flag and the agency's name.

➤ PROVJERA FINANCIJSKIH UVJETA

Ako zatraženi iznos financijske potpore premašuje 60.000,00 EUR, a prijavu podnosi privatna ustanova, potrebno je dodati i **račun dobiti i gubitka** te **bilancu** za posljednju dostupnu godinu



Erasmus+

Application Form

Call: 2016

KA2 - Cooperation for Innovation and the Exchange of Good Practices
Strategic Partnerships for higher education

Form Version: 3.04

A. 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;
- Participating organisation(s): this section asks for information about the applicant organisation and about other participating organisations involved as partners in the project;
- Description of the project: this section asks for information about the stages of the project which should include: preparation, implementation and follow-up;
- Budget: in this section you will be asked to give information about the amount of the EU grant you request;
- Project Summary: In this section you should describe in a compact way your project's rationale, objectives and how you intend to achieve these.
- Check List/Data Protection Notice/Declaration of Honour: in these sections, the applicant organisation 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 electronically.

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

B. Context

Programme	Erasmus+
Key Action	Cooperation for innovation and the exchange of good practices
Action	Strategic Partnerships
Which field is the most impacted?	Strategic Partnerships for higher education
Main objective of the project	Development of Innovation
Call	2016
Round	Round 1
Deadline for Submission (dd-mm-yyyy hh:mm:ss - Brussels, Belgium Time)	31-03-2016 12:00:00
Language used to fill in the form	

B.1. Project Identification

Project Title	
Project Acronym	
Project Start Date (dd-mm-yyyy)	
Project Total Duration (Months)	
Project End Date (dd-mm-yyyy)	
Applicant Organisation Full Legal Name (Latin characters)	

Form hash code: CEF83C6387E7019C

Form has not been submitted yet

Validate


EN




Page 1 of 30

Trenutačno dostupni modeli prijavnih obrazaca iz 2015.:

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



The 2016 on-line application forms and related documents are currently being prepared and will be also available on websites of either the **National Agencies** or the **Education, Audiovisual and Culture Executive Agency** , depending on the actions concerned.

- uskoro će na stranicama Agencije biti dostupni i KA2 prijavni obrasci
- **siva polja** su već ispunjena ili će se automatski ispuniti (npr. unosom PIC broja)
- **polja koja su označena ljubičastom bojom s crvenim obrubom** obvezna su za ispunjavanje  
- postoje padajući izbornici, a dijelovi se mogu dodavati (npr. **+/-**, tipke **Add/Remove**)
- s pomoću **tipke Validate** koja se nalazi u dnu desnog kuta svake stranice prijavnog obrasca možete provjeriti jesu li sva obvezna polja popunjena 
- prijava se podnosi *online* na ispravnom prijavnom obrascu poštujući krajnji rok za prijavu
- uz prijavni obrazac (dio **Annexes**) potrebno **priložiti i potrebne dokumente**: vremenski plan projektnih aktivnosti i rezultata (**Activities Timetable Template**); za sve partnere punomoć (**Mandate letter**); Izjavu o časti (**Declaration of Honour**) treba isprintati, potpisati i pečatirati zakonski predstavnik ustanove



Erasmus+

Application Form

Call: 2016

KA2 - Cooperation for Innovation and the Exchange of Good Practices
Strategic Partnerships for higher education



A. 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;
- **Participating organisation(s):** this section asks for information about the applicant organisation and about other participating organisations involved as partners in the project;
- **Description of the project:** this section asks for information about the stages of the project which should include: preparation, implementation and follow-up;
- **Budget:** in this section you will be asked to give information about the amount of the EU grant you request;
- **Project Summary:** In this section you should describe in a compact way your project's rationale, objectives and how you intend to achieve these.
- **Check List/Data Protection Notice/Declaration of Honour:** in these sections, the applicant organisation 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 electronically.

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

B. Context

Programme	Erasmus+
Key Action	Cooperation for innovation and the exchange of good practices
Action	Strategic Partnerships
Which field is the most impacted?	Strategic Partnerships for higher education
Main objective of the project	Development of Innovation
Call	2016
Round	Round 1
Deadline for Submission (dd-mm-yyyy hh:nn:ss - Brussels, Belgium Time)	31-03-2016 12:00:00
Language used to fill in the form	<input type="text"/>



B.1. Project Identification

Project Title	<input type="text"/>
Project Acronym	<input type="text"/>
Project Start Date (dd-mm-yyyy)	<input type="text"/>
Project Total Duration (Months)	<input type="text"/>
Project End Date (dd-mm-yyyy)	<input type="text"/>
Applicant Organisation Full Legal Name (Latin characters)	<input type="text"/>





B.2. National Agency of the Applicant Organisation

Identification

HR01 (HRVATSKA)



For further details about the available Erasmus+ National Agencies, please consult the following page:

http://ec.europa.eu/education/erasmus-plus/national-agencies_en.htm

C. Priorities

Please select the most relevant horizontal or sectoral priority according to the objectives of your project.



Please select other relevant horizontal or sectoral priorities according to the objectives of your project.

Please comment on your choice of priorities.



D. Participating organisation(s)

D.1. Applicant Organisation

PIC	<input type="text"/>	<input type="button" value="Check PIC"/>
Full legal name (National Language)	<input type="text"/>	
Full legal name (Latin characters)	<input type="text"/>	
Acronym	<input type="text"/>	
National ID (if applicable)	<input type="text"/>	
Department (if applicable)	<input type="text"/>	
Address	<input type="text"/>	
Country	<input type="text"/>	
Region	<input type="text"/>	
P.O. Box	<input type="text"/>	
Post Code	<input type="text"/>	
CEDEX	<input type="text"/>	
City	<input type="text"/>	
Website	<input type="text"/>	
Email	<input type="text"/>	
Telephone 1	<input type="text"/>	
Telephone 2	<input type="text"/>	
Fax	<input type="text"/>	



D.2. Partner Organisation

PIC	<input type="text"/>	<input type="button" value="Check PIC"/>
Full legal name (National Language)	<input type="text"/>	
Full legal name (Latin characters)	<input type="text"/>	



Add Partner

D.4. Other Organisations

If relevant, please identify and explain the involvement of any other organisations not formally participating in the project. Please explain how they bring added value to the planned activities, including by investing their own resources and know-how, and also describe how they will contribute to the achievement of the project's objectives.

E. Description of the Project

What is the rationale of this project, in terms of objectives pursued and needs and target groups to be addressed? Why should this project be carried out transnationally?

In what way is the project innovative and/or complementary to other projects already carried out?

E.1. Participants

Approximately, how many persons will benefit indirectly from or will be target of the activities organised by the project? (i.e. participants for whom a specific grant is not foreseen, such as local participants in multiplier events, or other types of events, etc.)

F. Preparation

Please describe what will be done in preparation by your organisation and by your partners before the actual project activities take place, e.g. administrative arrangements, etc.

F.1. Project Management

How will you ensure proper budget control and time management in your project?

How will the quality of the project's activities and results be monitored and evaluated? Please mention the involved staff profiles and frequency of such quality checks.

What are your plans for handling project risks (e.g. conflict resolution processes)?

G. Implementation

Please elaborate on the methodology you intend to apply in your project. Please also provide detailed information about the project activities that you will carry out with the support of the grant requested under the item "Project Management and Implementation".

Please provide detailed information about the activities that your project will organise and elaborate on the methods you intend to use.

G.1. Intellectual Outputs

Do you plan to include intellectual outputs in your project?

Yes

When filling in the Intellectual outputs section, please specify the leading and the participating organisations under each output that have a significant contribution in terms of potential impact and transferability (e.g. new curricula, pedagogical materials, IT Tools, analysis and studies, etc.). This will allow for specifying the corresponding costs in the specific section of the budget.

Output Identification	O1
Output Title	
Output Description	
Please describe the tasks leading to the production of the intellectual output and the applied methodology	
Start Date (dd-mm-yyyy)	
End Date (dd-mm-yyyy)	
Languages	<input type="button" value="+"/> <input type="button" value="-"/>
Media(s)	<input type="button" value="+"/> <input type="button" value="-"/>
Activity Leading Organisation	
Participating Organisations	<input type="button" value="+"/> <input type="button" value="-"/>

Add Output

Remove Output



G.2. Multiplier Events

Do you plan to include Multiplier Events in your project?

Yes

Grant support for Multiplier Events can only be asked for if the project intends to produce substantial Intellectual Outputs. Other dissemination activities will be supported via the grant item Project Management and Implementation.

Event Identification	E1
Event Title	
Country of Venue	
Event Description	
Start Date (dd-mm-yyyy)	
End Date (dd-mm-yyyy)	
Intellectual Outputs Covered	
	<input type="button" value="+"/> <input type="button" value="-"/>
Activity Leading Organisation	
Participating Organisations	<input type="button" value="+"/> <input type="button" value="-"/>

Add Event

Remove Event



G.3. Learning/Teaching/Training Activities

Do you plan to include transnational learning, teaching or training activities in your project?

Yes

What is the added value of these learning, teaching or training activities (including long-term activities) with regards to the achievement of the project objectives?

Please describe each of the learning, teaching or training activities you intend to include in your project:

Activity No.	C1
Fields	
Activity Type	
Activity Description	
No. of Participants	
Participants with Special Needs (out of total number of Participants)	
Accompanying Persons (out of total number of Participants)	
Duration (days)	
Duration (months)	
Participating Organisations	
	<input type="button" value="+"/> <input type="button" value="-"/>

Add Activity

Remove Activity

Please also describe the arrangements for recognition or validation of the learning outcomes of the participants in learning, teaching or training activities. Will your project make use of European instruments like Europass, ECVET, Youthpass, ECTS etc. or any national instruments/certificates?

H. Follow-up

H.1. Impact

What is the expected impact on the participants, participating organisations, target groups and other relevant stakeholders?

What is the desired impact of the project at the local, regional, national, European and/or international levels?

How will you measure the previously mentioned impacts?

H.2. Dissemination and Use of Projects' Results

You are requested to make plans for the dissemination of your project results. Please provide answers to the questions below.

To whom will you disseminate the project results inside and outside your organisation? Please define in particular your target audience(s) at local/regional/national/EU level and motivate your choice.

Who will be responsible for the dissemination activities within your partnership and which specific expertise do they have in this area? What resources will you make available to allow for the proper implementation of your dissemination plans?

What kind of dissemination activities do you intend to carry out and through which channels?



H.3. Sustainability

What are the activities and results that will be maintained after the end of the EU funding, and how will you ensure the resources needed to sustain them?



Budžet – zatražiti i upisivati prema pravilima iz Vodiča kroz program Erasmus+ i Tehničkim uputama za ispunjavanje prijavnih obrazaca

I. Budget

For further information please consult the Programme Guide for the overview of funding rules. Please note that all amounts must be expressed in Euros.

I.1. Project Management and Implementation

PIC of Organisation	Role of Organisation	Name of the Organisation	
		Total Grant Requested	

I.2. Transnational Project Meetings

PIC of Sending Organisation	Total No. of Meetings	Total No. of Participants	Distance Band	Grant per Participant	Grant Requested	
					Total	

+

-

I.3. Intellectual Outputs

Which concrete participating organisations' staff resources are you planning to use in the production of outputs that have a significant contribution in terms of potential impact and transferability (e.g. new curricula, pedagogical materials, IT Tools, analysis and studies, etc.)?

PIC of Organisation	Output Identification	Category of Staff	Country	No. of Working Days	Grant per Day	Grant Requested
				Total	Total	

+

-

J. Project Summary

Please provide a short summary of your project. Please recall that this section [or part of it] may be used by the European Commission, Executive Agency or National Agencies in their publications. It will also feed the Erasmus+ dissemination platform.

Be concise and clear and mention at least the following elements: context/background of project; objectives of your project; number and profile of participants; description of activities; methodology to be used in carrying out the project; a short description of the results and impact envisaged and finally the potential longer term benefits.

In view of further publication on the Erasmus+ dissemination platform, please also be aware that a comprehensive public summary of project results will be requested at report stage(s). Final payment provisions in the contract will be linked to the availability of such summary.

Please provide a translation in English.



K. Checklist

Before submitting online your application form to the National Agency, please make sure that it fulfils the eligibility criteria listed in the Programme Guide and check that:

- you have used the official Key Action 2 application form.
- all relevant fields in the application form have been completed.
- you have chosen the correct National Agency of the country in which your organisation is established.
- the application form has been completed using one of the official languages of the Erasmus+ Programme Countries.
- you have annexed all the relevant documents:
 - the Declaration of Honour signed by the legal representative mentioned in the application.
 - the mandates of each partner to the applicant signed by both parties (recommended).
 - the timeline for the project activities and outputs using the template provided.
- all participating organisations have uploaded the documents to give proof of their legal status in the participants' portal (for more details, see the section "Selection Criteria" in Part C of the Programme Guide).
- for grants exceeding 60 000 EUR, you have uploaded the documents to give proof of your financial capacity in the participants' portal (for more details, see the section "Selection Criteria" in Part C of the Programme Guide). Not applicable in the case of public bodies or international organisations.
- you are complying with the deadline published in the Programme Guide.
- you have saved or printed the copy of the completed form for yourself.



L. Data Protection Notice

PROTECTION OF PERSONAL DATA

The application form will be processed electronically. All personal data (such as names, addresses, CVs, etc.) will be processed in pursuant to Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data. Any personal data requested will only be used for the intended purpose, i.e.:

- In the case of grant application forms: the evaluation of your application in accordance with the specifications of the call for proposals, the management of the administrative and financial aspects of the project if selected and the dissemination of results through appropriate Erasmus+ IT tools. For the latter, as regards the details of the contact persons, an unambiguous consent will be requested.
- In the case of application for accreditation forms: the evaluation of your application in accordance with the specifications of the call for proposals,
- In the case of report forms: statistical and financial (if applicable) follow-up of the projects.

For the exact description of the collected personal data, the purpose of the collection and the description of the processing, please refer to the Specific Privacy Statement (see link below) associated with this form.

http://ec.europa.eu/programmes/erasmus-plus/documents/eplink-eforms-privacy_en.htm

M. Declaration of Honour

To be signed by the person legally authorised to enter into legally binding commitments on behalf of the applicant organisation.

I, the undersigned, certify that the information contained in this application form is correct to the best of my knowledge. I put forward a request of an Erasmus+ grant as set out in section BUDGET of this application form.

Declare that:

- All information contained in this application, is correct to the best of my knowledge.
- In the case of projects in the field of youth, the participants involved in the activities fall in the age limits defined by the Programme.
- The organisation I represent has the adequate legal capacity to participate in the call for proposals.

EITHER

The organisation I represent has financial and operational capacity to complete the proposed action or work programme

OR

The organisation I represent is considered to be a 'public body' in the terms defined within the Call and can provide proof, if requested of this status, namely:

It provides learning opportunities and

- Either (a) at least 50% of its annual revenues over the last two years have been received from public sources;
- Or (b) it is controlled by public bodies or their representatives

I am authorised by my organisation to sign Community grant agreements on its behalf.

Certify that (in case the grant requested exceeds 60 000€):

The organisation I represent:

- is not bankrupt, being wound up, or having its affairs administered by the courts, has not entered into an arrangement with creditors, has not suspended business activities, is not the subject of proceedings concerning those matters, nor is it in an analogous situation arising from a similar procedure provided for in national legislation or regulations;
- has not been convicted of an offence concerning its professional conduct by a judgment which has the force of 'res judicata';
- has not been guilty of grave professional misconduct proven by any means which the National Agency can justify;
- has fulfilled its obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which it is established or those of the country where the grant agreement is to be performed;
- has not been the subject of a judgment which has the force of 'res judicata' for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the Communities' financial interests;
- it is not currently subject to an administrative penalty referred to in Article 109(1) of the Financial regulations (Council Regulation 966/2012).

Acknowledge that:

The organisation I represent will not be awarded a grant if it finds itself, at the time of the grant award procedure, in contradiction with any of the statements certified above, or in the following situations:

- subject to a conflict of interest (for family, personal or political reason or through national, economic or any other interest shared with an organisation or an individual directly or indirectly involved in the grant award procedure);
- guilty of misrepresentation in supplying the information required by the National Agency as a condition of participation in the grant award procedure or has failed to supply this information.

In the event of this application being approved, the National Agency has the right to publish the name and address of this organisation, the subject of the grant and the amount awarded and the rate of funding.

Commit:

- my organisation and the other partner organisations herein, to take part upon request in dissemination and exploitation activities conducted by National Agencies, the Executive Agency and/or the European Commission, where the participation of individual participants may also be required.

I acknowledge that administrative and financial penalties may be imposed on the organisation I represent if it is guilty of misrepresentation or is found to have seriously failed to meet its contractual obligations under a previous contract or grant award procedure.

Place:	Date (dd-mm-yyyy):
Name of the applicant organisation:	
Name of legal representative:	
Signature:	
National ID number of the signing person (if requested by the National Agency):	
Stamp of the applicant organisation (if applicable):	

Print Declaration of Honour



O. Submission

Before submitting the form electronically, please validate it. Please note that only the final version of your form should be submitted electronically.

O.1. Data Validation

Validation of compulsory fields and rules

Validate

O.2. Standard Submission Procedure

Online submission (requires internet connection)

Submit Online

O.3. Alternative Submission Procedure

If you cannot submit your form online you can still do it by sending an email to your National Agency within the 2 hours following the official deadline. The email must contain the complete electronic form and any file attachments you wish to send. You must also attach a snapshot of section "Submission Summary" indicating that this electronic form could not be submitted online. Your National Agency will analyse your situation and provide you with further instructions.

O.4. Submission Summary

This form has not been submitted yet.

O.5. Form Printing

Print the entire form

Print Form

Strateška partnerstva – kriteriji



- Provjera formalne prihvatljivosti
- Evaluacija kvalitete

Kriteriji za dodjelu bodova za **kvalitetu prijave**:

- Relevantnost projekta** (30 bodova)
- Kvaliteta prijedloga projekta i provedba** (20 bodova)
- Kvaliteta projektnog tima i suradnja** (20 bodova)
- Učinak i diseminacija** (30 bodova)

Najmanje **60 bodova ukupno** + min. 50% po kriteriju (15/10/10/15)

Relevantnost projekta (30 bodova)

- ✓ relevantnost za ciljeve i prioritete aktivnosti - ako nije obuhvaćen barem 1 prioritet, projekt se neće financirati
- ✓ utemeljenost na stvarnoj i primjerenj analizi potreba
- ✓ jasno definirani i realni ciljevi relevantni za sudionike
- ✓ ostvarivanje sinergije različitih područja obrazovanja, osposobljavanja i mladih
- ✓ inovativnost i/ili komplementarnost s drugim inicijativama
- ✓ europska dodana vrijednost projekta

Kvaliteta projektnog prijedloga i provedba (20 bodova)

- ✓ jasnoća, potpunost i kvaliteta svih faza programa rada
- ✓ dosljednost između projektnih ciljeva i predloženih aktivnosti
- ✓ kvaliteta i izvedivost predložene metodologije
- ✓ mjere za kontrolu kvalitete
- ✓ troškovna učinkovitost/isplativost
- ✓ aktivnosti osposobljavanja/podučavanja/učenja:
 - u skladu s ciljevima projekta/ odgovarajući broj sudionika
 - kvaliteta dogovora oko priznavanja i vrednovanja ishoda učenja

Kvaliteta projektnog tima i suradnja (20 bodova)

- ✓ odgovarajući sastav komplementarnih organizacija sudionica (odgovarajući profil, iskustvo, stručnost)
- ✓ raspodjela odgovornosti i zadataka - aktivan doprinos svih partnera
- ✓ sudjelovanje organizacija iz različitih područja (ako je relevantno)
- ✓ uključivanje novih sudionica u aktivnost
- ✓ učinkoviti mehanizmi koordinacije i komunikacije među partnerima te drugim dionicima
- ✓ djelovanje organizacija iz Partnerskih zemalja (ako je primjenjivo) - uvjerljiv dokaz dodane vrijednosti

Učinak i diseminacija (30 bodova)

- ✓ kvaliteta mjera za vrednovanje ishoda projekta
- ✓ mogući učinak projekta na:
 - sudionike i organizacije sudionice tijekom i nakon projekta
 - izvan organizacija i pojedinaca koji izravno sudjeluju u projektu (lokalna, regionalna, nacionalna i/ili EU razina)
- ✓ kvaliteta plana diseminacije
- ✓ kako će materijali, dokumenti i mediji biti dostupni i propagirani preko otvorenih dozvola, bez nerazmjernih ograničenja
- ✓ kvaliteta plana za osiguranje održivosti projekta

➤ Vodič kroz program Erasmus+ 2016.

! paziti na korištenje posljednjom dostupnom verzijom

http://ec.europa.eu/programmes/erasmus-plus/documents/erasmus-plus-programme-guide_en.pdf

➤ Rok: 31. ožujka 2016. (u podne)

➤ ECAS priručnik, URF priručnik

➤ Vodič *Do's and Don'ts for Applicants*

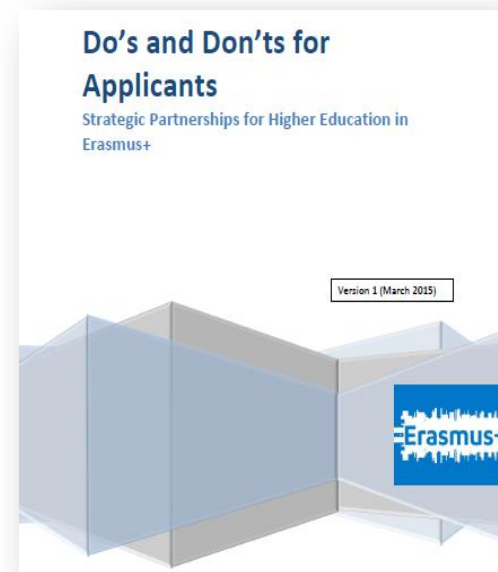
<http://mobilnost.hr/hr/sadrzaj/sudjelovanje/obrazovanje-i-osposobljavanje/erasmus-visoko-obrazovanje/dokumentacija-za-prijavu-2016-/>

➤ Upute za ispunjavanje prijavnih obrazaca (**Technical Guidelines for eForms**)

prošlogodišnje: http://ec.europa.eu/programmes/erasmus-plus/discover/guide/documents/eform-technical-guide_en.pdf

➤ **Guide for Experts** (na temu ocjene kvalitete projektnih prijedloga)

prošlogodišnje: http://eplusifusag.hu/ckeditor/uploads/files/III_1-Guide%20for%20experts%20on%20quality%20assessment_20150423%20%281%29.pdf



Čim budu dostupne, upute za 2016. bit će objavljene na mrežnim stranicama Agencije.



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.

