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KA2 – Cooperation Partnerships

Area Relazioni Internazionali

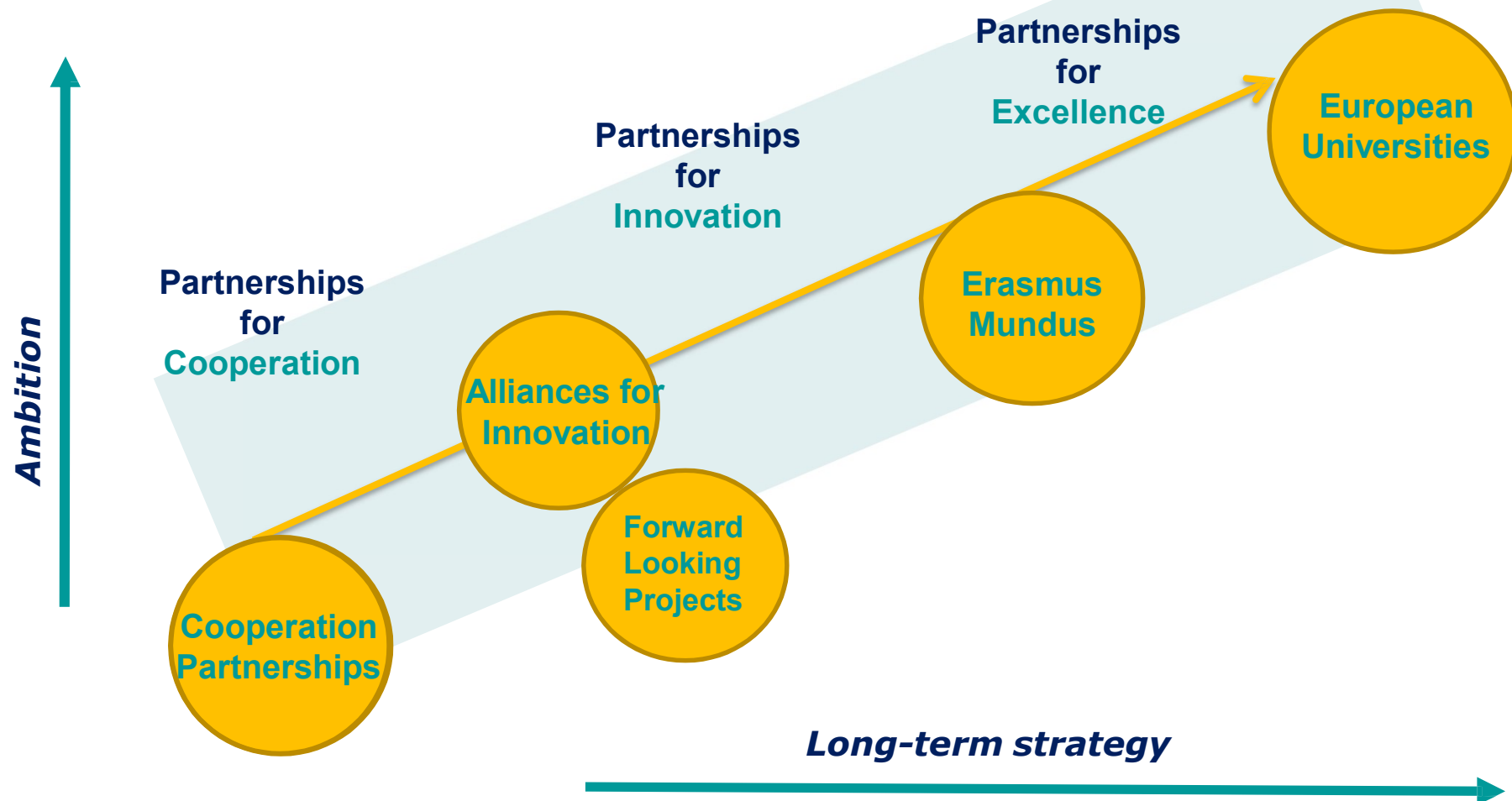
19 Aprile 2021

Il webinar inizierà tra pochi minuti

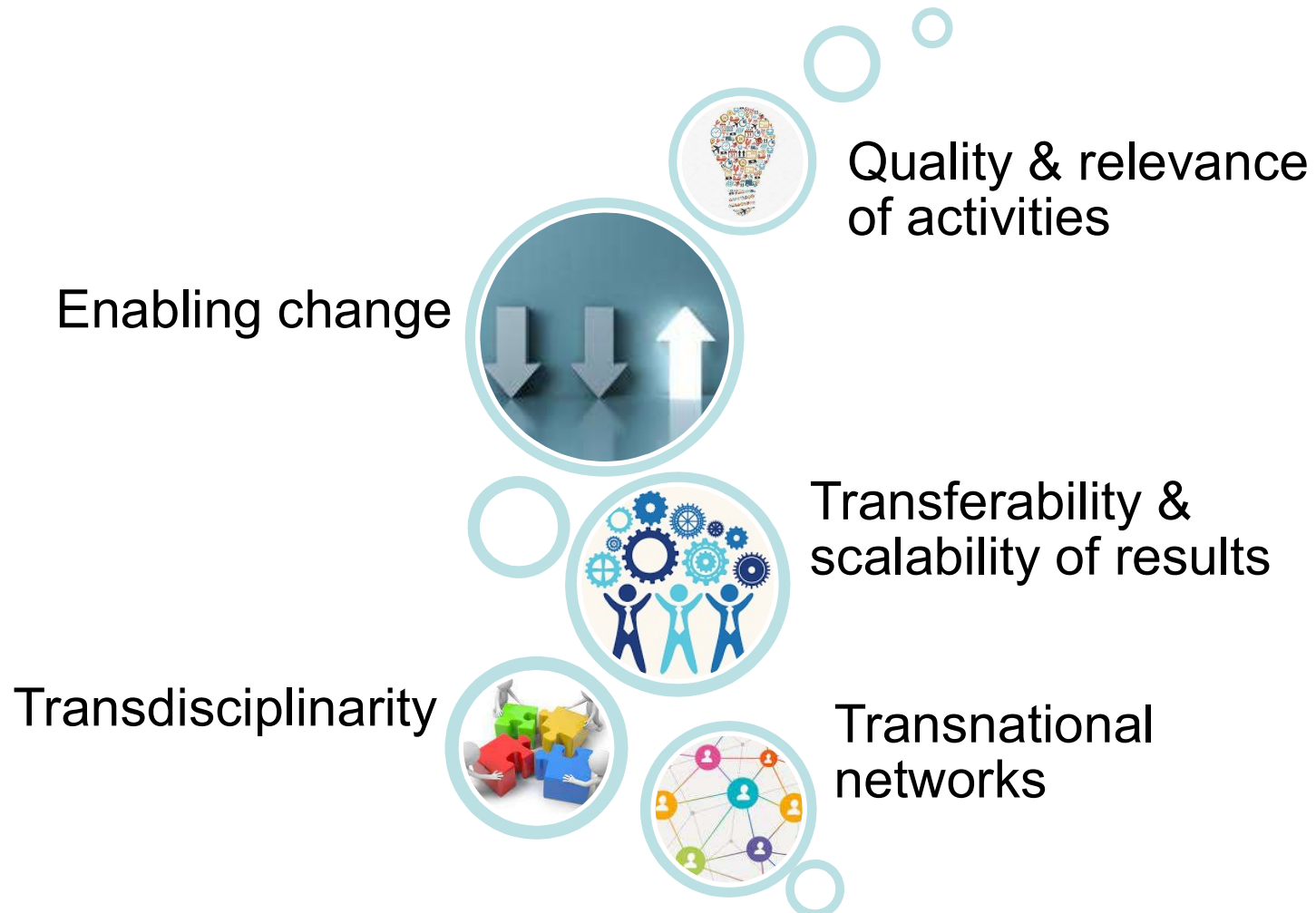
Agenda

- 12:00 – 12:10 Welcome & Introduction
- 12:10 – 12:50 Presentation of Cooperation Partnerships
- 12:50 – 13:05 Tips to write a successful proposal
- 13:05 – 13:30 Questions & Answers

KA2 - Cooperation among Organisations and Institutions



Key Words



Objectives

- ✓ **Cooperation Partnerships** should aim to:
- ✓ support the **development, transfer and/or implementation of innovative practices**;
- ✓ support the implementation of **joint initiatives** promoting cooperation, peer learning and exchanges of experience at European level;
- ✓ increase the **quality** in the work and practices of institutions;
- ✓ build **capacity** of organisations to work transnationally and across sectors;
- ✓ create better **links between policy priorities and projects**.

Project results

- ✓ Results should be **re-usable, transferable, up-scalable** and have a strong transdisciplinary dimension;
- ✓ Selected projects will be expected to **share the results** of their activities at local, regional, national level and transnational level.

Priorities

HORIZONTAL PRIORITIES

- ✓ Inclusion & diversity
- ✓ Environment & climate change
- ✓ Digital transformation, readiness & capacity
- ✓ Civic engagement

**OVERARCHING
DESIGN
APPROACH**

HIGHER EDUCATION SECTOR SPECIFIC PRIORITIES

- ✓ Promoting inter-connected HE systems
- ✓ Innovative learning and teaching practices to tackle societal challenges
- ✓ Develop STE(A)M and women participation
- ✓ Rewarding excellence in learning, teaching and skills development

+ NATIONAL PRIORITIES

MIN. REQUIREMENTS
1 horizontal priority
and/or 1 HE priority
(+ National priorities)

Consortium

**organisations established in *Programme* Countries, with ECHE
Min. 3 organisations from 3 different *Programme* Countries**

organisations from *Partner* Countries

ONLY as partners (not as applicants)

**ONLY if their participation brings an essential added
value to the project**

**no max. number of partners, BUT budget for management costs
is capped (and equivalent to 10 partners)**





Italian National Agency recommends max 6!

TOTAL GRANT


100.000 EUR (12 months) - 400.000 EUR (36 months)

Item	Eligible cost	Amount
Project management and implementation unit costs	Project management (e.g. planning, finances, coordination and communication between partners, etc.); learning/teaching/training materials, tools, etc; virtual cooperation and local project activities ; information, promotion and dissemination materials . ≈ overheads	Coordinator: 500 EUR per month Partner: 250 EUR per organisation per month Max 2750 EUR per month
Transnational project meetings unit costs	Participation in meetings between project partners and hosted by one of the participating organisations for implementation and coordination purposes . Contribution to travel and subsistence costs	For travel distances between 100 and 1999KM: 575 EUR per participant per meeting For travel distances of 2000 KM or more: 760 EUR per participant per meeting

Item	Eligible cost	Amount
Project Results unit costs	<p>Results /tangible deliverables of the project (e.g. curricula, pedagogical materials, open educational resources (OER), IT tools, studies, peer-learning methods, etc.).</p> <p>Staff costs of the participating organisations (former Intellectual Outputs)</p> <p>All results must be available under open license</p>	<p>Amounts depending on the country and the profile of the staff involved with specific reference to project activities, not to own role in the institution (ONLY teacher / trainer / researcher, technician – NO management, administrative)</p>
Multiplier events unit costs	<p>Costs linked to national and transnational conferences, seminars, events sharing and disseminating project results (excluding costs for travel and subsistence of representatives of project partners).</p> <p>In countries of project partners, EU institutions seats or at relevant thematic transnational events/conferences in other countries</p>	<p>100 EUR per local participant</p> <p>200 EUR per international participant (i.e. participants from other countries)</p> <p>15 EUR per virtual participant </p> <p>Max 30 000 EUR per project</p>

Item	Eligible cost	Amount
Inclusion support unit + real costs	Costs related to the participation of participants with fewer opportunities.	100 EUR per participant 
	Additional costs directly linked to participants with fewer opportunities and their accompanying persons (including justified travel and subsistence costs if a grant for these participants is not requested through budget headings "Travel" and "Individual support").	100% eligible real cost
Exceptional costs real costs	Costs related to subcontracting, purchase of goods and services, financial guarantee (if required by NA), expensive travel costs including the use of cleaner, lower carbon emission means of transport.	80% of eligible costs Max 50.000 EUR per project

Transnational Training, Teaching and Learning Activities (i.e. STAFF / STUDENT MOBILITY)

Item	Eligible cost	Amount
Travel unit costs	Contribution to the travel costs of participants, including accompanying persons, from their place of origin to the venue of the activity and return	Depends on distance band Higher unit cost for “green travels” 
Individual support unit costs	Unit cost per day covering the subsistence of participants, including accompanying persons, during the activity	According to type of mobility, duration and country where the activity takes place
Linguistic support unit costs	Only for activities lasting between 2 and 12 months	150 EUR per participant needing linguistic support

Award Criteria

- ***Relevance of the project (30 pt)***
- ***Quality of the project design and implementation (20 pt)***
- ***Quality of the partnership and the cooperation arrangements (20 pt)***
- ***Impact (30 pt)***

Threshold: min. 60 points and half of the max score in each criteria



Relevance of the project (max 30 points)

Relevance **to the objectives and the priorities** of the Action

- highly relevant if addressing «inclusion & diversity» and national priorities.

Extent to which the proposal:

- is based on a evidence-based and adequate needs analysis;
- is suitable of realising synergies between different fields and of impacting on more fields;
- is innovative and/or complementary to other initiatives;
- brings added value at EU level;
- includes partners with profile and experience relevant for the field.

NEW

Quality of the project design and implementation (max 20 points)

- clear and realistic objectives, addressing needs of project partners and target groups;
- consistency between project objectives and activities proposed;
- clear, adequate and feasible methodology, i.e.:
 - clarity, completeness and effectiveness of the work plan;
 - cost-effectiveness;
 - appropriate quality control measures;
- activities are designed to enable accessibility and inclusion;
- use of digital tool and learning methods is incorporated;
- eco-friendly design of project activities.

If the project plans training, teaching or learning activities:

- appropriateness to the project's aims;
- involvement of the appropriate number of participants;
- quality of arrangements for management, recognition and validation of participants' learning outcomes.

Quality of the partnership and the cooperation arrangements (max 20 points)

- appropriate mix of complementary organisations;
- distribution of responsibilities demonstrates the commitment and active contribution of all organisations;
- the project involves newcomers to the Action;
- effective mechanisms for coordination and communication;
- if applicable, the extent to which the involvement of a participating organisation from a Partner Country brings an essential added value to the project.

Impact (max 30 points)

- concrete and logical steps to integrate project results in the regular work of participating organisations;
- impact on participants, their organisations, and wider communities during and after the project lifetime;
- concreteness and effectiveness of the dissemination plan;
- concreteness and effectiveness of the sustainability plan.

IMPACT

effect that the project activities and results have on stakeholders during and after the funding period

DISSEMINATION

when results become available
→ planned process of providing information on project results to key actors during and after the funding period

SUSTAINABILITY

capacity of the project to continue and use its results beyond the end of the funding period

TRANSFERABILITY / REPLICABILITY

Project Description

Priorities and Topics

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

If relevant, please select additional priorities according to the objectives of your project.

Please explain how your chosen priorities relate to the aims and objectives of your project.

Please select up to three topics addressed by your project

Project Description

Please explain the context and the concrete objectives of your project.

How will the project meet the needs of your partnership and those of the target groups?

Outline the benefits of cooperating with transnational partners to achieve the project objectives.

What outcomes, including project results when relevant, are expected during the project and on its completion?

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

How did you choose the project partners and what will they bring to the project? Does it involve organisations that have never previously been involved in a EU-funded partnership project?

If relevant, please identify and explain the involvement of associated partners, not formally participating in the project. Please explain how they will contribute to the implementation of specific project tasks/activities or support the sharing of project results and the sustainability of the project.

Participants

Please briefly describe how you will select and involve participants (e.g. learners, staff, etc.) in the different activities of your project.

Participants with fewer opportunities: does your project involve participants facing situations that make their participation more difficult?

Preparation

Please describe what will be done in preparation by your organisation/group and by your partners/group before the actual project activities take place, e.g. administrative arrangements, communication about the activities, selection of the persons, coaches, involvement of stakeholders, etc.

Project Management

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

Please describe the tasks and responsibilities of each partner organisation in the project.

How will the progress, quality and achievement of project activities be monitored? What qualitative and quantitative indicators will you use to measure the quality of the project's results?

Please give information about the involved staff, as well as the timing and frequency of the monitoring activities.

What are your plans for handling risks which could happen during the project (e.g. delays, budget, conflicts, etc.)?

Implementation

Please explain how will the project activities lead to the achievement of the project objectives and delivery of the planned results?

How will you communicate and cooperate with your partners?

Have you used or do you plan to use eTwinning, School Education Gateway, EPAL or the Erasmus+ Project Results Platform for preparation, implementation or follow-up of your project? If yes, please describe how.

Project Results Details (1)

Result Id

Result Title

Result Leading Organisation

Result Description (including: needs analysis, target groups, elements of innovation, expected impact and transferability potential)

Result Type

Please describe the division of work, the tasks leading to the production of the result and the applied methodology

Result Production Start Date (dd-mm-yyyy)

Result Production End Date (dd-mm-yyyy)

Result Languages

Result Media

Result Participating Organisations

Multiplier Events Details

Event Id

Event Title

Event Leading Organisation

Country of Venue

Event Description (Including: Targets groups and objectives)

Event Start Date (dd-mm-yyyy)

Event End Date (dd-mm-yyyy)

Project Results Covered

Event other Participating Organisations

Multiplier Events Budget

Event Id

Organisation

Country of the Organisation

Local Participants

Foreign Participants

Participants in virtual events

Grant per Local Participant

Grant per Foreign Participant

Grant per Participant in virtual events

Grant

Training, teaching, learning activities

Background Information

How will these learning, teaching or training activities help achieving your project objectives?

How will you select, prepare and support participants and ensure their safety? Please describe the practical arrangements including training, teaching or learning agreements, if applicable.

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?

Activity Details

In this section, you are asked to provide details about this specific activity. The section consists of two parts: Activity Details and Groups of Participants.

In the first part (Activity Details) you are asked to provide information about the planned activity as a whole, to define the activity's lead organisation, and to list the other participating organisations. The lead organisation is typically the one hosting the activity in its premises. In case you decide to organise the activity outside of the lead organisation's premises, you must respect the detailed rules provided in the Programme Guide and you need to provide an explanation for this choice as part of the activity description. The other participating organisations are all project partners who will send their participants to take part in the activity. Adding a partner organisation to the list of participating organisations will allow you to ask funding for their participants in the second part of this section.

In the second part (Groups of Participants) you are asked to provide some details about the participants who will take part in this activity. The main purpose of this section is to calculate the budget that the project will receive for the participants' travel, individual support and other expenses. The participants are organised in groups for easier calculation. Each group and its budget are linked to their sending organisation.

Follow-up

Impact

What is the expected impact of the project 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?

Sharing, Promotion and Use of the Project's Results

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

What will be the target groups of your sharing and promotion activities inside and outside your partnership? Please define in particular your target audience(s) at local/regional/national/European/international level and motivate your choice.

Which activities will you and your partner carry out in order to share the results of your project beyond your partnership?

Who will be responsible for the sharing and promotion 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 sharing and promotion plans?

Erasmus+ has an open access requirement for all materials developed through its projects. If your project is producing tangible project results, please describe how you intend to ensure free access for the public to a digital form of this material. If you intend to put any limitation on the use of the open licence, please specify the reasons, extent and nature of this limitation.

How will you ensure that the project results will remain available and will be used by others?

If relevant, please provide any other information you consider appropriate to give a full understanding of your sharing and promotion plan and its expected impact (e.g. how you have identified which results are most relevant to share and promote; how you will ensure the involvement of all partners; how you see synergies with other stakeholders, etc.)

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?

UNIPD Project Examples

- Digital Transformation & **Employability**: acquiring transversal competences in curricular education – [DiTEMP](#) (Career Service);
- Death Education for Palliative **Psychology** – [DE4PP](#) (FISSPA);
- EU Cooperation for **Social Responsibility** – [SHOUTOUT4SDGs](#) (TESAF);
- **Geo tools** for Modernization and Youth employment – [MYGEO](#) (DICEA);
- Network for **Intercultural** Competence to facilitate **Entrepreneurship** – [NICE](#) (ARI)
- Counselling for **Refugee** & Migrant Integration into the Labour Market – [CMinaR](#) (FISSPA);
- Tackling skills gap in the **wildlife** conservation sector – WildSkills EU (TESAF);
- Integrating digital collaborative environments into **Joint Programmes** – GODIJP (ARI);
- Learning how to Teach, Teaching how to Learn: facing Challenges of Global Change in HE using Digital Tools for Reflective, Critical & Inclusive Learning on European **Historical Landscapes** – EDITOR (DBC);
- Teaching online **electronics**, microcontrollers and programming in HE – ENGINE (DII);
- Digital competences of **academic staff**: new dimension of Mediterranean studies (SPGI).

Important information

DEADLINE: May 20th 2021, at 12:00 Brussels time

PROJECT STARTING DATES: November 1st 2021 – February 28th 2022

WEBFORM: <https://webgate.ec.europa.eu/erasmus-esc/index/>

RESULTS CALL 2020, ITALIAN NATIONAL AGENCY

	CALL KA203	CALL KA226
Received applications	98	50
Selected applications	26 (26,5%)	14 (28%)
Budget	9.351.271 EUR (≈ 359.664 EUR / project)	3.853.925 EUR (≈ 275.280 EUR / project)

Erasmus+ @ Unipd: we are here to help!

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- Signature process:
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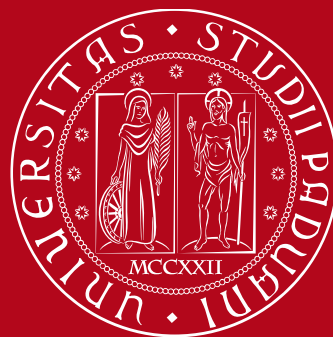
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international.projects@unipd.it
- **Mobility Unit**
KA1 student mobility - erasmus@unipd.it

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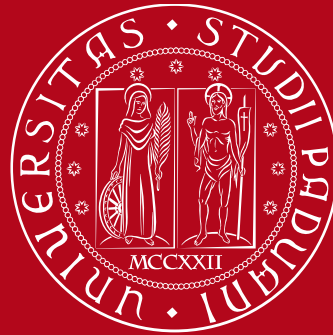
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Grazie per l'attenzione!

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KA2 – Cooperation Partnerships ***How to write a good proposal***

Area Relazioni Internazionali
19 Aprile 2021

Il webinar inizierà tra pochi minuti

What is a good application ?

It is not just succeeding in being selected, but in delivering the expected results

- ✓ leading to an effective implementation
- ✓ producing the expected changes
- ✓ keeping the results alive after the funding period

Smooth implementation highly depends on the amount of time you invest in the **preparation**, as at this stage you are able to wipe out many potential obstacles.

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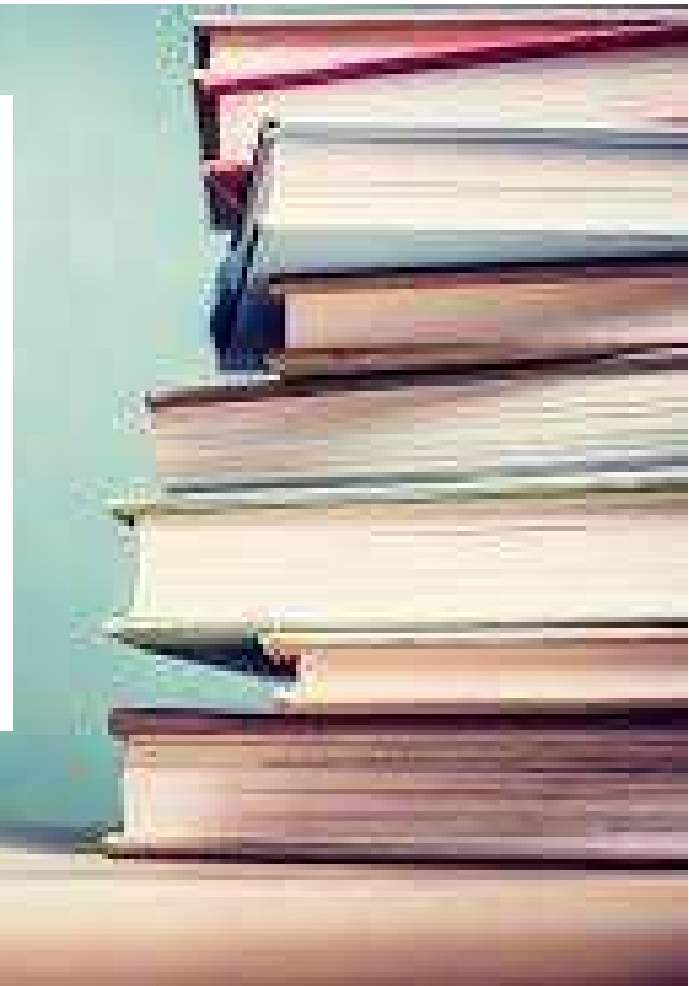
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GENERAL TIPS



STEP 1

- **Start** now!
- Read all the relevant **information**, from the Erasmus+ [Programme Guide](#), [EACEA website](#) or [National Agency website](#), guidelines, etc. to make sure you have clear what is expected from you;



STEP 2

- Choose your **idea**, structure it well and stick to it;
- Define the main elements and make sure you have clear:
 - **project objectives** → THINK STRATEGICALLY: relate to your institution and partners expertise, priorities & strategies, to the programme documents, previous or potential future projects;
 - **target groups identification**;
 - **needs**: start from a clear need analysis and state-of-the-art and relate it to your target group → are proposed activities the most suitable to answer their needs?
- Check previously selected projects and **avoid overlapping** with existing projects in the same subject area/priorities.

STEP 3

- **Build a strong consortium**
Are all the required **skills** and competencies present in the consortium?
→ **complementarity**, not redundancy!
- Choose **partners you know!**
- Do not underestimate cultural diversity within your consortium
- Make sure everyone has a **clear role**, consistent with his/her competencies
- Involve a **team** (rather than a single contact) for each partner institution → if the contact person changes, that partner still has to work!
- Consider **geographical balance**



STEP 4

- Define the **budget** with a **bottom-up approach**:
 - i. define the tasks
 - ii. estimate efforts needed
 - iii. check regularly its consistency while advancing on with your Work Plan.



STEP 5

- Write your **proposal together with your partners**
 - i. plan your working steps with a clear and realistic time-frame
 - ii. design a communication and dissemination strategy keeping in mind your purpose
 - iii. a **pre-proposal meeting** is usually very useful!



STEP 6

- Consider the project **impact & sustainability**
 - i. what impact does my project intends to create?
 - ii. is it transnational?
 - iii. does it effectively reach target groups and stakeholders?
 - iv. how can it be measured?
 - v. is it sustainable?
 - vi. are project results **replicable** in other fields and institutions?

STEP 7

- Don't forget about final polishing!

KEY WORDS for a competitive application

- **Coherent** → avoid contradictions and «patchwork» → fine-tuning;
- **Concrete** → use examples, justify your statements, bring evidence;
- **Clear** → follow the questions and give real answers;
- **Focused** → stick to what is asked and to your objectives;
- **Simple language** (also for complex subjects) → short sentences;
- **Explicit** → do not take anything for granted; do not assume experts will always understand; 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;
- **Complete** → ensure you have followed all the instructions and that the proposal fulfils all the mandatory requirements.

To sum up

A COMPETITIVE APPLICATION...



- demonstrates that the combination of all its elements will produce **concrete, transferable** / scalable and **sustainable results** for the benefit of all the parties concerned
- is ready to start immediately after the selection decision

Partnership and cooperation arrangements

- When building the consortium, assign activities and chose expertise focusing on what is specifically related to the project;
- Avoid generic presentation of the partners and their key staff → National Agencies / EACEA the same presentation of the university in all the submitted applications, regardless of the subject, faculty or department involved. → **customise** description for the project!
- **Team** vs individual commitment → involve a sufficient number of staff at each partner institution;
- Mix senior and junior staff;
- Involve newcomers;

Partnership and cooperation arrangements

- **Shared ownership** of results is guaranteed by all partners being committed and involved in all project activities (balanced distribution of responsibilities, tasks and budget) → **co-creation**;
- Describe precisely **management** arrangements (decision-making process, bodies to be established, communication channels) → no specific provisions demonstrate lack of awareness in the consortium about the difficulties of international and cross cultural projects and/or an insufficient preparation of the consortium to start immediately the activities;
- **Communication** is never too much, it avoids many problems in project implementation → plans periodical bilateral sessions with each partner, and/or short monthly consortium meeting (1 hour).

Impact and sustainability

- Sustainability → describe concretely the measure ensuring that project results will last beyond the project lifetime;
- Impact → demonstrate impact at different levels (individuals, institutions, wider society and policy) envisaging specific measures and indicators for each level;
- Scalability and replicability → demonstrate how can project results can be transferred to other contexts / actors, envisaging proper measures.



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