Erasmus+ Partnerships for Cooperation Cooperation Partnerships in the field of Education and Training and Youth submitted by European NGOs (ERASMUS-2023-PCOOP-ENGO)

Online Info Session

European Education and Culture Executive Agency (EACEA)

19 January 2023

Call for Proposals 2023: main features

Teodora BALAU
Call coordinator
EACEA.A3 - Skills and Innovation

Slido and Q&A

- Go to www.slido.com and
  enter the following **code after the #**:

  ### ENGO2023

- or **Scan the QR code** with your phone >>

European Commission

What to think about

1. Call for proposals

2. What is an European NGO

3. Admissibility criteria

4. Eligibility criteria

5. Exclusion and selection criteria

6. Award criteria

7. Lump sum funding model

8. Application content

9. How to apply

European Commission

Call for proposals
ERASMUS-2023-PCOOP-ENGO

Coordinator (applicant organisation) **must be** an **European Non-governmental organisation (ENGO)**

Two topics:

- Partnerships for Cooperation in the field of education and training - European NGOs (**ERASMUS-EDU-2023-PCOOP-ENGO)**

- Partnerships for Cooperation in the field of youth - European NGOs (**ERASMUS-YOUTH-2023-PCOOP-ENGO)**

European Commission

Call for proposals
ERASMUS-2023-PCOOP-ENGO

- The 2023 Call for proposals is open for applications between **29 November 2022** and **22 March 2023**

- **Deadline** for submission of applications - **ONLY** for partnerships in education, training and youth submitted by European NGOs - **22 March 2022 – 17:00:00** (CET)

- **Budget** of the call

    5 Mil € (ERASMUS-EDU-2023-PCOOP-ENGO)
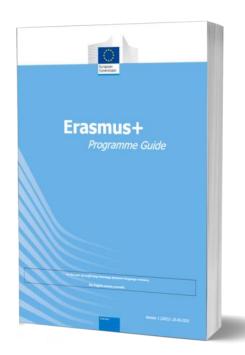
    2 Mil € (ERASMUS-YOUTH-2023-PCOOP-ENGO)

- **EU grant** per project can be **120 000 €, 250 000 € or 400 000 €**

European Commission

Where to find information

Erasmus+ Programme Guide & 1st Corrigendum

Funding & tender opportunities portal

Where to apply

Only for Partnerships in education, training and youth submitted by **European NGOs**

Apply to the **European Education and Culture Executive Agency (EACEA)**
via the **Funding and Tender Portal**

ERASMUS-EDU-2023-PCOOP-ENGO

ERASMUS-YOUTH-2023-PCOOP-ENGO

Other organisations established in an EU Member State or third country associated to the Programme should apply to the **National Agency** of their country.

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Timeline of the call
ERASMUS-2023-PCOOP-ENGO

Deadline to apply

22 March 2023

17:00:00

Brussels time

Information to applicants

September 2023

Start of the project

After signature of GA

Evaluation

March – July 2023

All grant agreements signed

By December 2023

European Commission

What is an European NGO?

Definition of ENGO for the purpose of the Erasmus+ Programme

E+ Programme Guide 2023 under "PART D- Glossary"

European NGOs (ENGOs) are NGOs that operate:

- through a formally **recognised structure** composed of **a European body/secretariat** legally established for **at least one year** in *an EU Member State or third country associated to the Programme and*

- **of national organisations/branches** in at least **nine** *EU Member States and third countries associated to the Programme*

These national organisations/branches must:

□ have a proven *statutory link* with the European body/secretariat

□ **be active** in the field of **education, training or youth**

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Definition of statutory links

E+ Programme Guide 2023 under "PART D- Glossary"

This notion implies that the **cooperation between the organisations** concerned is based on a **formalised/documented relation**,

> neither limited to the project they apply for, nor established for the sole purpose of its implementation

This link **can cover many forms**, from a **very integrated one**

> one "*mother organisation*" with its national branches/affiliated entities

to a **looser one**

> a network functioning through **a clearly defined membership modality** requiring for instance: the *payment of a fee*, the *signature of a membership contract/agreement*, the *definition of rights and obligations from the two parties*

Admissibility criteria

Admissibility criteria

E+ Programme Guide 2023 under "Admissibility Criteria"

in Part C – Information for Applicants

❑ applications must be submitted **electronically** via the Funding & Tender Portal Electronic Submission System **no later than the call deadline**

❑ Applications (including annexes) must be submitted using the **forms** provided in the Submission System

❑ Page limit Part B: **70 pages**

❑ The applications must be **readable** and **accessible**

❑ Applications must be **complete** containing all parts and mandatory annexes

European Commission

Admissibility Criteria – content of application

I. Online forms to be filled in directly in the Funding and Tender Portal Submission System

    1. Application Form Part A

II. Forms to be downloaded from the Portal Submission System, completed and then assembled and re-uploaded in the Portal Submission System:

    2.   Application Form Part B

    3.   Part C

    4.   Budget calculator

    5.   List of previous / ongoing projects – as part of Part B or a separate document

Presentation on the application forms and the submission process available on EACEA event page

Evaluation Criteria

- Eligibility criteria

- Exclusion criteria

- Selection criteria

- Award criteria

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Eligibility criteria

Eligibility Criteria

E+ Programme Guide 2023
under "Eligibility Criteria" for Cooperation Partnerships

Who can apply?

- **Coordinator (applicant)**: an **ENGO** established in an *EU Member State or third country associated to the Programme*

* fulfil the eligibility criteria for an European NGO (see definition of an ENGO in the Erasmus+ Programme Guide)

Participants in the project

- **Partners**: Any organisation active in any *field of education, training, youth or other socio-economic sectors* established in an *EU Member State or third country associated to the Programme, or in any third country not associated to the Programme* (if their participation brings an essential added value)

Exception: *organisations from Belarus (Region 2) and the Russian Federation (Region 4) are **not eligible** to participate in this action.*

- *Associated Partners* are allowed but no funding

Eligibility Criteria

Number and profile of participating organisations

Minimum <u>3 organisations</u> from 3 different EU Member States or third countries associated to the Programme.

Venue of the activities

In the countries of the organisations participating in the project, either as full or as associated partners (some exceptions in the Programme Guide).

Project duration

Between **12** months and **36** months. Defined at application stage.

Extensions of project duration is possible, but total duration of project maximum 36 months.

Eligibility Criteria – Priorities

Priorities to be addressed

 at least one horizontal priority applying to all Erasmus+ sectors (Inclusion and diversity; Digital transformation; Environment and fight against climate change; Common values, civic engagement and participation)

and/or

 at least one specific priority relevant to the field of education and training (in the fields of higher education, school education, vocational education and training, adult education) or youth

Eligibility Criteria – Priorities

1st Corrigendum to the 2023 Erasmus+ Programme Guide (21.12.22):

Addition of sector-specific priorities in the fields of higher education, school education, vocational education and training, adult education, and youth, in relation to **supporting those affected by the war in Ukraine**. E.g.:

- supporting Ukraine in reshaping and re-building its higher education system

- implement, share and promote inclusive pedagogical approaches and work-based practices targeting pupils and staff fleeing the war in Ukraine

- implement, share and promote inclusive approaches and practices targeting young people and youth workers fleeing the war in Ukraine and youth work providers of receiving countries

Exclusion and selection criteria

Exclusion criteria

**E+ Programme Guide 2023 under "Exclusion Criteria"
in Part C – Information for Applicants**

Exclusion situations linked to legal issues

Fields to **tick in application form +
declaration on honour**
if selected

Selection criteria

OPERATIONAL CAPACITY *Appropriate professional competencies and qualifications*	**FINANCIAL CAPACITY** *Stable and sufficient sources of funding*
Include in **Part B of application form**: • Description of relevant skills and experience of project staff (no CVs) • Description of the consortium participants • List of previous and running EU-funded projects Applicants must have the know-how, qualifications and resources.	Provide **upon request** and upload in Funding and Tender Opportunities portal: • Profit and loss account • Balance sheet • Other documents if requested • see Rules for Legal Entity Validation, LEAR Appointment and Financial Capacity Assessment

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Award criteria

Award Criteria

✓ Scoring system

✓ 4 award criteria

Detailed description of each award criteria in the Erasmus+ Programme Guide 2023

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Scoring system and award criteria

Criteria	Maximum points	Minimum pass points
Relevance of the project	25	12
Quality of the project design and implementation	30	15
Quality of the partnership and the cooperation arrangements	20	10
Impact	25	12
Total score: Maximum 100 points To be considered for funding: 1. Minimum total score 60 points AND 2. Minimum pass points		

More details on each criterion in Programme Guide, pages 225 – 227

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Relevance

- **relevant to objectives and priorities** of the Action

  - **highly relevant** if:

    - ✓ Address the priority "*inclusion & diversity*"

    - ✓ Support the implementation of *EU policies*

- the **profile, experience and activities** of the organisations are relevant

- based on a genuine and adequate **needs analysis**

- **suitable for creating synergies** between different fields or it has potentially a strong impact on one or more of those fields

- **innovative**

- **complementary** to other initiatives already carried out by the participating organisations

- brings **added value at EU level**

Quality of the project design and implementation

- the **project objectives** are clearly **defined, realistic** and **address needs** of the participating organisations and target groups

- the proposed **methodology** is **clear, adequate and feasible**

  - ✓ the work plan is *clear, complete and effective*

  - ✓ *project is cost-effective* with *resources to each activity* & *quality control, monitoring and evaluation measures*

- the activities are designed in an **accessible and inclusive way** and are open to people with fewer opportunities

- incorporates **the use of digital tools & learning methods**

- is designed in an **eco-friendly way** with **green practices**

- (if applicable) quality of the **training, teaching or learning activities**

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Quality of the partnership and the cooperation arrangements

- **appropriate mix of participating organisations** in terms of profile, expertise

- the project involves **newcomers** and **less experienced** organisations to the Action

- the **distribution of tasks** demonstrates the commitment and active contribution of all

- **effective mechanisms for coordination and communication** between participating organisations & with other relevant stakeholders

- (if applicable) the involvement of an **organisation** from *a third country not associated to the Programme* brings an **essential added value**

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Impact

- includes **concrete steps** to **integrate the results** in the **regular work** of participating organisations

- has the potential to **positively impact** its participants and participating organisations, as well as their wider communities

- includes expected **project results** with the **potential to be used outside the participating organisations** at local, regional, national or European level

- includes **concrete and effective steps** to make the **results known** within the participating organisations and shared with the public (*acknowledge of EU funding*)

- describes how **the materials, documents and media produced** will be made **freely available** (if relevant)

- ensures the **sustainability**

Fulfilling the Evaluation Criteria

Funding model

Lump sum type I, predefined lump sum

Funding model – LUMP SUM type I

- Lump sums allow their payment upon achievement of concrete outputs and results (EU Financial Regulation, article 181)

- A lump sum may cover the entire eligible costs of an action or a work programme

- Documentation lump sum approaches

- Budget of the proposal > principles of economy, efficiency and effectiveness

- Co-financing

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Funding model – LUMP SUM I

- You **MUST choose ONE of the pre-defined lump sum amounts** corresponding to the total grant amount for the project, according to the activities you want to undertake and the results you want to achieve.

- Only one pre-fixed amount per application!

- The lump sum amount must be calculated using the budget table/calculator > one lump sum share is fixed in the grant agreement for each work package.

- **Ensure coherence** between:

  ✓ lump sum amount (total and per beneficiary) indicated in the excel budget calculator and in the budget table of the online Part A;

  ✓ the number and names of WPs in Part B and in the budget calculator.

How to choose the lump sum amount to be requested?

Estimate the overall cost of the project

→

Identify the most appropriate lump sum

120/250/400 000 EUR

→

Adapt the project budget to the lump sum

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Project - Work package – Activity - example

Work package – objectives – example

Lump sum: 400.000 €

| Project management 80.000 € | WP 1 140.000 € | WP 2 80.000 € | WP 3 100.000 € |

WP 1

Objective 1
- *Deliverable*
- *Quantitative indicator*
- *Qualitative indicator*

Objective 2
- *Deliverable*
- *Quantitative indicator*
- *Qualitative indicator*

WP 2

Objective 1
- *Deliverable*
- *Quantitative indicator*
- *Qualitative indicator*

Objective 2
- *Deliverable*
- *Quantitative indicator*
- *Qualitative indicator*

WP 3

Objective 1
- *Deliverable*
- *Quantitative indicator*
- *Qualitative indicator*

Objective 2
- *Deliverable*
- *Quantitative indicator*
- *Qualitative indicator*

Objective 3
- *Deliverable*
- *Quantitative indicator*
- *Qualitative indicator*

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Application forms

To remember…. content of application

I. Online forms to be filled in directly in the Funding and Tender Portal Submission System:

1. Application Form Part A

II. Forms to be downloaded from the Portal Submission System, completed and then assembled and re-uploaded in the Portal Submission System:

2.   Application Form Part B

3.   Part C

4.   Budget calculator

5.   List of previous / ongoing projects (if applicable) – as part of Part B or a separate document

Part A – Administrative part – eForm

- General information entered by participants – generated by the IT system
- Some legal data of participants is retrieved from the Submission System => no possibility to change

TO BE FILLED IN DIRECTLY **ONLINE**

Application forms

Call: ERASMUS-2023-PCOOP-ENGO
(Partnerships for Cooperation in the fields of education and training and youth - European NGO)
Topic: ERASMUS-EDU-2023-PCOOP-ENGO

Type of Action: ERASMUS-LS
(ERASMUS Lump Sum Grants)

Proposal number: SEP-210919973

Proposal acronym: test EACEA

Type of Model Grant Agreement: ERASMUS Lump Sum Grant

Table of contents

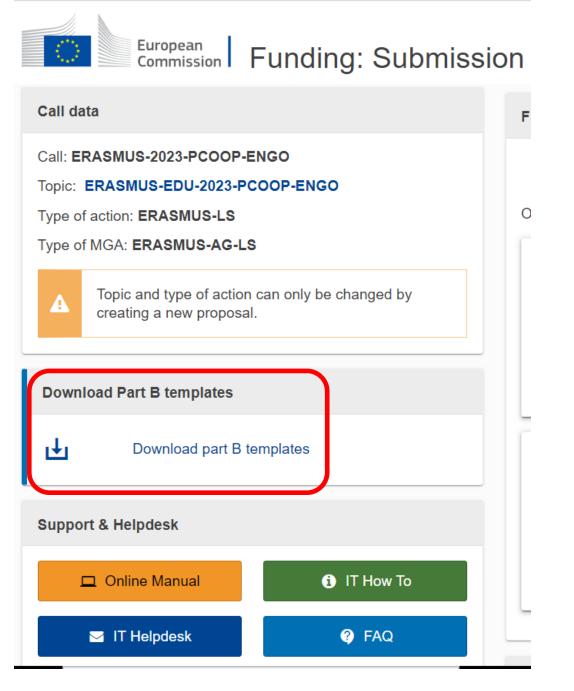| Section	Title	Action
1	General information	Show
2	Participants	Show
3	Budget	Show

How to fill in the forms

The administrative forms must be filled in for each proposal using the templates available in the submission system. Some data fields in the administrative forms are pre-filled based on the steps in the submission wizard.

Read more

European Commission

Templates

Part A – Administrative part

Application forms

Proposal ID SEP-210899872

Acronym TEST ENGO 2023 1

3 - Budget

No	Name of Beneficiary	Country	Requested grant amount
1	Test Camelia-valeria	BE	150000.00
2	Janitom Tomasz Janisz	PL	25000.00
3	Charalampos Xenogiannis Comm.v.	BE	10000.00
4	Test France	FR	300000.00
5	Baird Consulting Scs	BE	
	Total	✖	485000.00

= to Total in **Detailed budget/ Calculator**

&

= one of the **3 prefixed lump sums**: **120.000 / 250.000 / 400.000**

No budget for associated partners.

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Part B – Application form – Narrative Part

- called "Tpl_Application Form (Part B) (ERASMUS LSI).rtf"

- contains the technical description of the project > more details in the next presentation

- maximum 70 pages

- upload as pdf under "Part B" field

> list of previous projects (if applicable) for the last 4 years and ongoing projects > at the end of Part B or upload in the submission system as a separate pdf

TECHNICAL DESCRIPTION (PART B)

COVER PAGE

Part B of the Application Form must be downloaded from the Portal Submission System, completed and then assembled and re-uploaded as PDF in the system. Page 1 with the grey IMPORTANT NOTICE box should be deleted before uploading.

Note: Please read carefully the conditions set out in the Call document/Programme Guide (for open calls: published on the Portal).Pay particular attention to the award criteria; they explain how the application will be evaluated.

PROJECT	
Project name:	[project title]
Project acronym:	[acronym]
Coordinator contact:	[name NAME], [organisation name]

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Part C

- called "Part C ERASMUS-2023-PCOOP-ENGO v2"

- contains information about the applicant organisation and the project (priorities, venues of activities, etc.)

- used to check the eligibility of the applicant

- upload it in the Submission system under field "Part C" in Excel format

Part C does not include the priorities referring to helping those affected by war in Ukraine (Erasmus + Corrigendum priorities)
> if applicable, declare in Part B (section *1.1. Background and general objectives*)

ERASMUS-2023-PCOOP-ENGO
Lot 1: ERASMUS-EDU-2023-PCOOP-ENGO
Lot 2: ERASMUS-YOUTH-2023-PCOOP-ENGO

Partnership for Cooperation in the field of Education, Training and Youth - European NGOs

Answer all the required fields (*). In case you are asked to answer other than yes/no (number, explanations, etc), use the column "additional information"

REMINDER: In order to be eligible for an Erasmus+ grant, project proposals for Cooperation Partnerships must comply with the eligibility criteria established in the Programme Guide
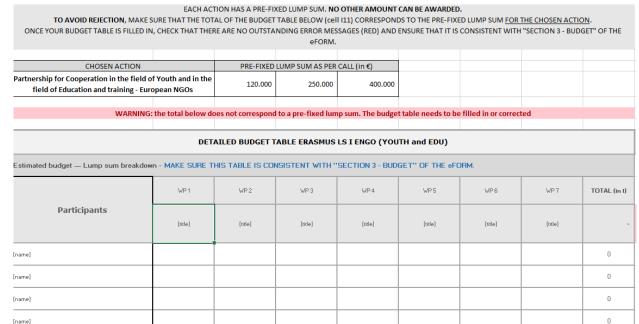
1. APPLICANT/COORDINATOR	
1. It is **European NGO** in accordance to the definition of Part D- Glossary of the Programme Guide*:	
1.1. NGO that operate through a formally recognised structure composed of a European body/secretariat legally established for at least one year in an EU Member State or third country associated to the Programme and of national organisations/branches in at least nine EU Member States and third countries associated to the Programme*	
1.2 The national organisations/branches which belong to your NGO:	
a) have a proven statutory link with the European body/secretariat*	
b) are active in the field of education, training or youth*	

2. HORIZONTAL PRIORITIES* *(multiple answers allowed)*	
Inclusion and diversity	☐
Digital transformation	☐
Environment and fight against climate change	☐
Participation in democratic life	☐

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Budget calculator

- called "Tpl_Calculator (ERASMUS LS ENGO)"

- contains information on the lump sum amount per Work package and per participant

- Ensure coherence between total budget in Part A (online administrative form) and Detailed budget calculator

- To be uploaded under section 'Calculator' of the Submission System in Excel format

EACH ACTION HAS A PRE-FIXED LUMP SUM. **NO OTHER AMOUNT CAN BE AWARDED.**
TO AVOID REJECTION, MAKE SURE THAT THE TOTAL OF THE BUDGET TABLE BELOW (cell I11) CORRESPONDS TO THE PRE-FIXED LUMP SUM <u>FOR THE CHOSEN ACTION</u>.
ONCE YOUR BUDGET TABLE IS FILLED IN, CHECK THAT THERE ARE NO OUTSTANDING ERROR MESSAGES (RED) AND ENSURE THAT IT IS CONSISTENT WITH "SECTION 3 - BUDGET" OF THE eFORM.

CHOSEN ACTION	PRE-FIXED LUMP SUM AS PER CALL (in €)		
Partnership for Cooperation in the field of Youth and in the field of Education and training - European NGOs	120.000	250.000	400.000

WARNING: the total below does not correspond to a pre-fixed lump sum. The budget table needs to be filled in or corrected

DETAILED BUDGET TABLE ERASMUS LS I ENGO (YOUTH and EDU)

Estimated budget — Lump sum breakdown - MAKE SURE THIS TABLE IS CONSISTENT WITH "SECTION 3 - BUDGET" OF THE eFORM.

Participants	WP 1 [title]	WP 2 [title]	WP 3 [title]	WP 4 [title]	WP 5 [title]	WP 6 [title]	WP 7 [title]	TOTAL (in I)
								-
[name]								0
[name]								0
[name]								0
[name]								0

PRE-FIXED LUMP SUM GRANTs:
120.000
250.000
400.000

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How to apply

Technical Steps for the
Coordinating organisation submitting the application

1. Applicant coordinator has to have an **EU Login account (**formerly ECAS**)**

2. Ensure that applicant & partner organisations have a **PIC** (Participant Identification Code)

3. Find the funding opportunity call on the Funding & Tender Opportunities Portal (**F&TOP**).

4. Fill in the **e-application form, attach all mandatory documents &** submit

European Commission
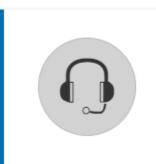
Portal Submission system

TIPS

✓ Do not wait until the **last hour/day** to submit your application

✓ Make sure you read **all parts of the Programme Guide**

✓ Make sure you apply under the correct Call IDs:

  ➢ **ERASMUS-EDU-2023-PCOOP-ENGO - for education and training**

  ➢ **ERASMUS-YOUTH-2023-PCOOP-ENGO – for youth**

✓ Make sure you include the right **number and profile of participating organisations**

What to do in case of problems at submission?

- Submit your application **WELL BEFORE THE DEADLINE (48 H)**

- In case your submission **FAILED due to IT problems:**

  ❖ Submit IMMEDIATELY a complaint via the **F&TP IT Helpdesk;**

  ❖ Keep a **PDF version of the part B and annexes** of your application holding a time stamp before the call deadline;

  ❖ Keep a proof of the alleged failure (**screenshots**).

IT Helpdesk

The IT Helpdesk answers your questions about the Funding & Tenders Portal tools and processes.

European Commission

Useful links

F&TP online manual	https://webgate.ec.europa.eu/funding-tenders-opportunities/display/OM/Online+Manual
Key steps "how to participate"	https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/how-to-participate/1
F&TOP support section	https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/support/support
IT How to	https://webgate.ec.europa.eu/funding-tenders-opportunities/display/IT/IT+How+to
EACEA website 'How to get a grant'	https://www.eacea.ec.europa.eu/grants/how-get-grant_en

Support

Any questions about the action or the application process? *Write to us*:

- EACEA-EPLUS-EDU-ENGO@ec.europa.eu Education and training

- EACEA-YOUTH@ec.europa.eu Youth

Technical questions or challenges

[IT Helpdesk](#)

European Commission

Q&A session

Questions on this presentation will be answered after the presentation on "Sharing of experience: presentation of an ENGO 2021 project".

Thank you and please remember:

Thank you