Erasmus+ Sport Info Day

Erasmus+ Sport – The Evaluation Process

SESSION 4

Brussels, 24 March 2021

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Evaluation in brief

Eligibility & Exclusion criteria → Selection criteria → Award criteria → Final evaluation

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Programme criteria

- Eligibility criteria

- Exclusion criteria

- Selection criteria

- Award criteria

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Eligibility criteria

Who can apply?

Eligible participating organisations

N° & profile of participating organisations

Priorities addressed
for Cooperation / Small-scale partnerships only – NEW

Venue(s) of the activity(ies)

Duration of project

Where to apply?

When to apply?

Eligible learning, teaching and training activities
for Cooperation partnerships only – NEW

Detailed in Erasmus+ Programme Guide under each action:

- Cooperation partnerships

- Small-scale partnerships

- Not-for-profit European sport events

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Exclusion criteria

Explained in Erasmus+ Programme Guide:
Part C – Information for applicants

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

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Selection criteria

Operational capacity	• General profiles (qualifications and experiences) of the staff responsible for managing and implementing the project • Description of the consortium participants • List of EU-funded projects for the last 4 years
Financial capacity	Provide only upon request > upload in Funding and Tender Opportunities Portal: • Profit and loss accounts • Balance sheet • Other documents, if requested **– NEW** Evaluation by the Validation Service (Research and Executive Agency – REA)

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Award criteria

Detailed in Erasmus+ Programme Guide under each action:

- Cooperation partnerships

- Small-scale partnerships

- Not-for-profit European sport events

Criteria titles identical for three actions,

but some differences among sub-criteria depending on the action
> check this out in Erasmus+ Programme Guide

Relevance of the project

Quality of the project design and implementation

Quality of the partnership and the cooperation arrangements
NEW for Events

Impact

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Award criteria – Scoring

Award Criteria	Cooperation partnerships	Small-scale partnerships	Events
Relevance of the project	30 p	30 p	30 p
Quality of the project design and implementation	20 p	30 p	20 p
Quality of the partnership and cooperation arrangements	20 p	20 p	20 p
Impact	30 p	20 p	30 p
Total	**100 p**	**100 p**	**100 p**

Double threshold:
- 50% of each criterion
- at least 60 points in total

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Evaluation process in practice

- External experts

- Evaluation of the award criteria

- Notification letter

External experts

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┌──────────────┐      ┌──────────────┐      ┌──────────────┐      ┌──────────────┐
│   Call for   │      │              │      │              │      │   Contract   │
│  expressions │  ──▶ │   Database   │  ──▶ │ Availability │  ──▶ │  with EACEA  │
│  of interest │      │              │      │              │      │  for 1 call  │
└──────────────┘      └──────────────┘      └──────────────┘      └──────────────┘
```
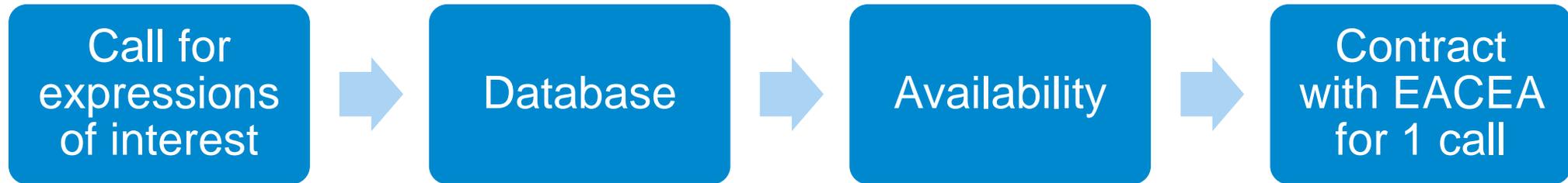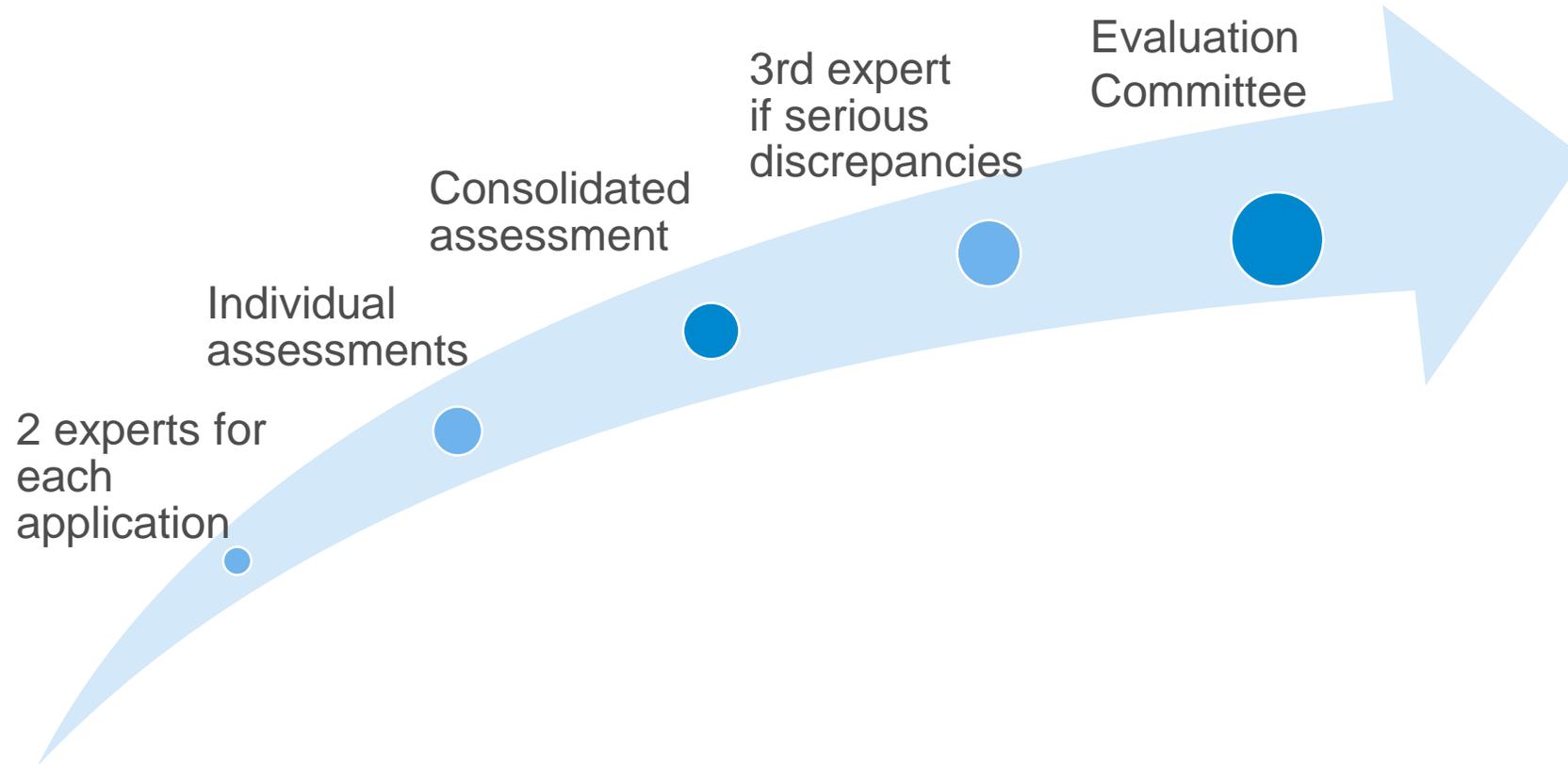
- New call for expressions of interest to be published shortly

- Experts who already applied under former call:
  their data is automatically transferred into the new database,
  but they are advised to check and also fill in additional fields

https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/work-as-an-expert

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Evaluation of the award criteria

Evaluation
Committee

3rd expert
if serious
discrepancies

Consolidated
assessment

Individual
assessments

2 experts for
each
application

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Notification letter

Letter

- General information
- Evaluation result
- Funding thresholds

Letter
Actions/docs requested if project selected

- PIC validation
- Grant agreement preparation in Funding and Tender Opportunities Portal
- Bank account
- Financial capacity documents

Annex: Evaluation report

Per each award criterion:

- Scores
- Assessment

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Evaluation Report

Award criteria	Experts' comments	Score	Max score
Relevance of the project	«Comment_1»	«Score_1»	«Score_1»
Quality of the project design and implementation	«Comment_2»	«Score_2»	«Score_2»
Quality of the partnership and the cooperation arrangements	«Comment_3»	«Score_3»	«Score_3»
Impact	«Comment_4»	«Score_4»	«Score_4»
	Total:	«Total_score»	100

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Advice for applicants

- Most common issues per award criteria

- Tips in brief

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Applicants' common mistakes

- Vague description

- No focus

- No consistency between project objectives, methodology, activities and budget

- Inflated budget

- Weak impact and dissemination

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Weaknesses - Relevance of the project

- Objectives are not **realistic**, not clearly **defined**, do not address **issues relevant** to the participating organisations and target groups

- Project's ability to **bring EU added value** not demonstrated

Only for Cooperation partnerships and Events:

- A genuine and adequate needs **analysis** missing

- **Innovative aspects** not convincingly addressed

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Evaluation Report – examples of comments Relevance

Weakness

"The initial research is the pivotal element of the project as the data that will be gathered is identified as missing at EU level and all the subsequent work will be based on this research. For this reason a more detailed planning on the target group, concrete research activities and the identification of this as a risk element of the project shall be addressed."

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Weaknesses - Quality of project design and implementation

- The description is not specific enough, lack of **focus**

- No **consistency** between the project objectives, methodology, activities and budget proposed

- Clarity, **completeness** and quality of all phases of project not ensured

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Evaluation Report – examples of comments Quality of design and implementation

Weakness

"It is not explained who the experts for the e-learning modules will be and how they are defined and recruited. For example, it is missing what kind of experience and skills is necessary and how potential trainers will be involved and encouraged to be involved in the project. The structure of e-learning courses as well as the methodology to construct them is not fully explained."

"The proposal refers to but unfortunately does not include a clear timeline."

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Weaknesses - Quality of partnership and cooperation arrangements

- Project does not involve an **appropriate mix** of complementary participating organisations

- **Distribution of responsibilities and tasks** between the members of the project team not convincing

Only for Cooperation partnerships and Events:

- Essential added value of involvement of **Partner Country** organisation not presented (if applicable)

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Evaluation Report – examples of comments Quality of partnership and cooperation

Strength

"Roles and responsibilities are well shared across the partnership, with different organisations in charge of different intellectual outputs and key activities. These address the involvement and commitment of different organisations."

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Weaknesses - Impact

- Measures for **evaluating and disseminating the outcomes** of the project, within and outside the participating organisations, not of high quality

- Measures ensuring **visibility** and media coverage of the project/event and EU support not demonstrated

Only for Cooperation partnerships and Events:

- **Sustainability** not ensured after the EU grant has been used up

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Evaluation Report – examples of comments Impact and Dissemination

Strength

"In terms of dissemination, the proposal foresees dissemination and communication activities throughout the entire project life cycle as well as on the longer term, considering project sustainability. It focuses on exploitation of results as well as on valorisation."

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Tips in brief

➢ Have the project idea firmly in mind before starting to complete the application

➢ Take time to understand how the application is structured

➢ Be sure your project fits into the Erasmus+ Sport objectives and actions

➢ Ensure that partner involvement (work packages and budget) has been fully discussed and agreed

➢ Allow time for drafting *and* reviewing *and* redrafting

➢ Test your draft application on someone outside the partnership

➢ It is a time-intensive process and it will require dedicated staff time

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Suggestions to prepare with your partners

➢ Don't involve large number of partners

➢ Be familiar with partners' profile for a proper project implementation

➢ Partners who provide low quality input to the drafting of application will not provide high quality input into the project!

➢ Inform your partners about the administrative requirements if selected

➢ Make sure that your partners are ready to implement the project if selected

➢ Clarify the number & dates & venues of meetings in advance

➢ Make sure you have adequate project team for implementation

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Thank you

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