Erasmus+ Partnerships for Cooperation
Cooperation Partnerships in the field of Education and Training, and Youth submitted by European NGOs (ERASMUS-2024-PCOOP-ENGO)

European Education and Culture Executive Agency (EACEA)

December 2023
This presentation and the other support materials provided to applicants do not substitute the official information which is available in the Erasmus+ Programme Guide 2024 and in the Funding & tender opportunities portal.

**The Erasmus+ Programme Guide 2024** stipulates the complete conditions and requirements of this call for proposals.
Call for Proposals 2024: main features

Teodora BALAU
Call coordinator
EACEA.A2 - Skills and Innovation
1. Call for proposals
2. What is a 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
This action aims at:

- **Increasing quality in the work, activities and practices of organisations and institutions involved**, opening up to new actors, not naturally included within one sector;
- **Building capacity of organisations** to work transnationally and across sectors;
- **Addressing common needs and priorities** in the fields of education, training, youth and sport;
- **Enabling transformation and change** (at individual, organisational or sectoral level), leading to improvements and new approaches, in proportion to the context of each organisation.

Cooperation Partnerships

Depending on the applicant coordinator, there are two types of Cooperation Partnerships in the fields of education and training, and youth:

1. Submitted by European NGOs
   - Managed by EACEA

2. Submitted by other organisations in the fields
   - Managed by the Erasmus+ National Agencies

This presentation covers the Cooperation Partnerships submitted by European NGOs to the European Education and Culture Executive Agency (EACEA).
Call for proposals
Cooperation Partnerships in the field of Education and Training, and Youth submitted by European NGOs
ERASMUS-2024-PCOOP-ENGO

- Managed by the European Education and Culture Executive Agency (EACEA)

- The applicant (applicant coordinator) MUST BE a European Non-governmental organisation (ENGO) active in the field of education and training, and youth and comply with the definition of a European NGO provided in the Erasmus+ Programme Guide 2024 (pages 239, 452, 457)

- Only a European NGO is eligible as coordinator / applicant.

Other applicant organisations which are not European NGOs should apply for Cooperation Partnerships in the fields of education, training and youth managed by the Erasmus+ National Agency of their country.
Call for proposals
ERASMUS-2024-PCOOP-ENGO

• The 2024 Call for proposals is open for applications between 6 December 2023 and 5 March 2024

• **Deadline** for submission of applications - **ONLY** for Cooperation Partnerships in education, training and youth submitted by European NGOs - 5 March 2024 – 17:00:00 (CET)

• **Budget** of the call

  5 Mil € (ERASMUS-EDU-2024-PCOOP-ENGO)

  2 Mil € (ERASMUS-YOUTH-2024-PCOOP-ENGO)

• **EU grant** per project can be **120 000 €, 250 000 € or 400 000 €**
There are two lots (topics):

**Cooperation Partnerships in the field of education and training submitted by European NGOs**
(ERASMUS-EDU-2024-PCOOP-ENGO)
> Applicant coordinator a European NGO in the field of education and training

- **Cooperation Partnerships in the field of youth submitted by European NGOs**
  (ERASMUS-YOUTH-2024-PCOOP-ENGO)
  > Applicant coordinator a European NGO in the field of youth
Where to apply

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

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

Pay attention you apply to the right lot (topic):

ERASMUS-EDU-2024-PCOOP-ENGO (education and training)

ERASMUS-YOUTH-2024-PCOOP-ENGO (youth)
Where to find information

- Erasmus+ Programme Guide 2024
- Funding & tender opportunities portal
Timeline of the call
ERASMUS-2024-PCOOP-ENGO

Deadline to apply
5 March 2024
17:00:00
Brussels time

Information to applicants
September 2024

Evaluation
March – June 2024

All grant agreements (GA) signed
By December 2024

Start of the project
After signature of GA
What is a European NGO?

N.B. The applicant coordinator to the call ERASMUS-2024-PCOOP-ENGO must be a European NGO.
Definition of ENGO for the purpose of the Erasmus+ Programme 2024

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
A European NGO must be composed of at least **nine entities**: 

- the **European body/secretariat** + eight national organisations / branches, which are **established in nine** different EU Member States and third countries associated to the Programme

> Therefore, the entire European NGO should include **entities from nine** different EU Member States and third countries associated to the Programme
## EU Member States

<table>
<thead>
<tr>
<th>Belgium</th>
<th>France</th>
<th>Netherlands</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bulgaria</td>
<td>Croatia</td>
<td>Austria</td>
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<tr>
<td>Czechia</td>
<td>Italy</td>
<td>Poland</td>
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<td>Denmark</td>
<td>Cyprus</td>
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<td>Germany</td>
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<td>Estonia</td>
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<tr>
<td>Ireland</td>
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<td>Slovakia</td>
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<td>Greece</td>
<td>Hungary</td>
<td>Finland</td>
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<tr>
<td>Spain</td>
<td>Malta</td>
<td>Sweden</td>
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</tbody>
</table>

## Third countries associated to the Programme

<table>
<thead>
<tr>
<th>North Macedonia</th>
<th>Serbia</th>
<th>Iceland</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liechtenstein</td>
<td>Norway</td>
<td>Türkiye</td>
</tr>
</tbody>
</table>

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

Call for proposals ERASMUS-2024-PCOOP-ENGO
Admissibility criteria

E+ Programme Guide 2024 under “Admissibility Criteria” in Part C – Information for Applicants

- Applications must be submitted electronically via the Funding & Tenders 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 application: 70 pages

- The application must be readable and accessible

- Applications must be complete containing all parts and mandatory annexes
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 – technical description

3. Part C

4. Calculator

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

- Eligibility criteria
- Exclusion criteria
- Selection criteria
- Award criteria
Eligibility criteria

Call for proposals ERASMUS-2024-PCOOP-ENGO
Eligibility Criteria

To be eligible, the applicant coordinator and the project **must meet all the eligibility criteria** of the Call ERASMUS-2024-PCOOP-ENGO.

If the project does not meet the eligibility criteria, it will be rejected without being further evaluated.

Eligibility Criteria – applicant

Who can apply?

- Applicant coordinator: must be a European NGO established in an EU Member State or third country associated to the Programme

The European Body / Secretariat applies on behalf of the European NGO.

The applicant must have been legally established at least 2 years before the application deadline.
Eligibility Criteria – participants in the project

- **Partner organisations**: Any public or private organisation 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) > they can receive funding

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

- **Affiliated entities** are allowed and can receive funding

- **Associated Partners** are allowed but no funding

Higher education institutions established in a EU Member State or third country associated to the Programme must hold a valid Erasmus Charter for Higher Education (ECHE).
Informal groups of young people are not eligible to participate (neither as applicants nor as partners).
Eligibility Criteria

Number and profile of participating organisations

Minimum 3 organisations 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 partners 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
Exclusion and selection criteria
Exclusion criteria


Exclusion situations linked to legal issues

Fields to **tick in application form + declaration on honour** if selected for funding
### Selection criteria

<table>
<thead>
<tr>
<th>OPERATIONAL CAPACITY</th>
<th>FINANCIAL CAPACITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appropriate professional competencies and qualifications</td>
<td>Stable and sufficient sources of funding</td>
</tr>
</tbody>
</table>

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 & 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](#)
Award criteria

Call for proposals ERASMUS-2024-PCOOP-ENGO
Award Criteria

✓ Scoring system
✓ 4 award criteria

Detailed description of each award criteria in the Erasmus+ Programme Guide 2024, pages 243-245
# Scoring system and award criteria

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Maximum points</th>
<th>Minimum pass points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Relevance of the project</td>
<td>25</td>
<td>13</td>
</tr>
<tr>
<td>Quality of the project design and implementation</td>
<td>30</td>
<td>15</td>
</tr>
<tr>
<td>Quality of the partnership and the cooperation arrangements</td>
<td>20</td>
<td>10</td>
</tr>
<tr>
<td>Impact</td>
<td>25</td>
<td>13</td>
</tr>
</tbody>
</table>

Total score: Maximum 100 points
To be considered for funding, two conditions:
1. Minimum total score 70 points
2. AND Minimum pass points per award criteria

More details on each criterion in Programme Guide
Relevance

• **relevant to objectives and priorities** of the Action
  • **highly relevant** if:
    - ✓ Address the priority “inclusion & diversity”
    - ✓ Support the implementation of *EU policies*

• **relevant** for the respect and promotion of shared EU values

• **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, makes use of Erasmus+ online platforms
- **is designed** in an eco-friendly way with green practices
- **(if applicable)** quality of the training, teaching or learning activities

More details on each bullet point in the Programme Guide
Quality of the partnership and the cooperation arrangements

- appropriate mix of participating organisations in terms of profile, past experience and 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
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

- 1. Admissibility & Eligibility Criteria
- 2. Exclusion Criteria
- 3. Selection Criteria
- 4. Award Criteria

Successful Application
Funding model

Lump sum type I, pre-defined 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).

• Lump sum budgets are based on cost estimations.

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

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

• Co-financing principle

• How to manage your lump sum grants
Funding model – LUMP SUM I

- You **MUST** choose as requested grant for the project **ONE** of the pre-defined lump sum amounts: 120 000 €, 250 000 € or 400 000 €.

- Only one pre-fixed amount per application! > Ensure coherence between different parts of the application

- Lump sum to be selected in accordance with the activities you want to undertake and the results you want to achieve.

- The lump sum amount must be calculated using the budget calculator > distribution of the lump sum amount per partner and per work package

- One lump sum share will be fixed in the grant agreement for each work package.
How to choose the lump sum amount to be requested?

1. Estimate the overall cost of the project
2. Identify the most appropriate lump sum:
   - 120,000 €
   - 250,000 €
   - 400,000 €
3. Adapt the project budget to the lump sum
Project - Work package – Activity - example

The portion of the lump sum allocated to this work package shall be maximum 20% of the total lump sum requested as grant.
### Work package – objectives – example

**Lump sum: 400,000 €**

<table>
<thead>
<tr>
<th>WP1 Project management</th>
<th>WP 2</th>
<th>WP 3</th>
<th>WP 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>70,000 €</td>
<td>140,000 €</td>
<td>110,000 €</td>
<td>80,000 €</td>
</tr>
</tbody>
</table>

#### Objective 1
- Deliverable
- Quantitative indicator
- Qualitative indicator

#### Objective 2
- Deliverable
- Quantitative indicator
- Qualitative indicator

#### Objective 1
- Deliverable
- Quantitative indicator
- Qualitative indicator

#### Objective 2
- Deliverable
- Quantitative indicator
- Qualitative indicator

#### Objective 3
- Deliverable
- Quantitative indicator
- Qualitative indicator
Application forms
To remember.... content of application

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

1. Application Form Part A – forms on the participants, the overall requested grant, etc.

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 – technical description of the project

3. Part C – includes information related to eligibility criteria

4. Budget calculator – lump sum distribution per partner and work package

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

CVs are not required
I. Part A – Administrative part – eForm

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

Pay attention to select correctly the type of organisation for the coordinator and the participants
Part A – Administrative part

3 - Budget

<table>
<thead>
<tr>
<th>No</th>
<th>Name of Beneficiary</th>
<th>Country</th>
<th>Requested grant amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Test Camilla valente</td>
<td>BE</td>
<td>150000.00</td>
</tr>
<tr>
<td>2</td>
<td>Janitor Tomasz Janisz</td>
<td>PL</td>
<td>250000.00</td>
</tr>
<tr>
<td>3</td>
<td>Charalampos Xantoklissis Comm.v.</td>
<td>BE</td>
<td>10000.00</td>
</tr>
<tr>
<td>4</td>
<td>Test France</td>
<td>FR</td>
<td>300000.00</td>
</tr>
<tr>
<td>5</td>
<td>Baird Consulting Ssc</td>
<td>BE</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td></td>
<td><strong>485000.00</strong></td>
</tr>
</tbody>
</table>

- must be one of the 3 prefixed lump sums: 120.000 € / 250.000 € / 400.000 €
- must equal to the total lump sum in the Calculator

No budget for associated partners.
II. Templates

Pay attention you apply to the right topic:
ERASMUS-EDU-2024-PCOOPENGO (education and training)
ERASMUS-YOUTH-2024-PCOOPENGO (youth)
Part B Application form – Narrative Part

- called “Tpl_Application Form (Part B) (ERASMUS LSI)”

- contains the technical description of the project;

- fill in all relevant sections; do not make changes to the template

- maximum 70 pages (additional pages are disregarded by evaluators)

- upload as pdf under “Part B” field in the submission system

> list of EU funded projects (if applicable) for the last 4 years and ongoing projects > projects must be listed at the end of Part B or uploaded in the submission system as a separate pdf
Part C

called “Part C – PCOOP ENGO 2024”

used to check the eligibility of the applicant and the project

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

fill in all sections; do not make changes to the template.

upload it in the Submission system under field “Part C” in Excel format
Part C

- remember to reply to all questions regarding the applicant / coordinator
- to be considered eligible, a European NGO must comply to all parts of the definition of a ENGO!
- list the national organisations / branches of the European NGO
- pay attention that only national organisations / branches established in EU member states and third countries associated to the Programme are counted
Budget calculator

- called “Tpl_Calculator (ERASMUS LS ENGO)”

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

- write the participants and the work packages, and the lump sum allocated to each

- total grant requested **MUST BE** one of the 3 lump sums

- to be uploaded under section ‘Calculator’ of the Submission System in Excel format

**PRE-FIXED LUMP SUM GRANTS:**
- 120 000 €
- 250 000 €
- 400 000 €
Ensure coherence in your application

Between financial data:

✓ lump sum amount (total and/or per beneficiary) indicated in the excel budget calculator and in the budget table of the online Part A, section 3 Budget must be the same

Between work packages

✓ the number and names of WPs in Part B application and in the budget calculator must be the same.

Between partners

✓ list the partners in the budget calculator in the same order as in the Part A, section 3 Budget

✓ use the same acronym for partners in different parts of the application
How to apply
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**.
Find the call

Funding & tender opportunities
Example for the EDU topic

Start submission
To access the Electronic Submission Service, please click on the submission button next to the type of action and the type of model grant agreement that corresponds to your proposal. You will then be asked to confirm your choice, as it cannot be changed in the submission system. Upon confirmation, you will be linked to the ERASMUS Portal.

Topic related FAQ
There are no FAQ related to this topic.
Portal Submission system

Proposal forms

Deadline: 04 March 2024 07:00 Brussels Local Time
83 days left until closure

Call data
Call: ERASMUS-2024-PCOOP-ENGO
Topic: ERASMUS-EDU-2024-PCOOP-ENGO
Type of action: ERASMUS-L5
Type of MGA: ERASMUS-LAG-L5

Your proposal contains changes that have not yet been submitted.

Administrative forms (Part A)

Part B and Annexes

In this section you may upload the technical annexes of the proposal (in PDF format only) and any other requested attachments.

Part B

- Coauthor
- CVs
- List of previous projects
- Other annexes

Part C

- Upload
- Upload
- Upload
- Upload

[Back to participants list] [Validate] [Submit]
✓ Make sure you read all relevant parts of the Erasmus+ Programme Guide 2024

✓ Make sure you apply under the correct lot / topic:

➢ ERASMUS-EDU-2024-PCOOP-ENGO - for education and training

➢ ERASMUS-YOUTH-2024-PCOOP-ENGO – for youth

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

✓ Check the presentation "How to prepare a good project proposal?" for more information and tips to improve the quality of your application.
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**).
<table>
<thead>
<tr>
<th>Useful links</th>
<th>Link</th>
</tr>
</thead>
<tbody>
<tr>
<td>Key steps “how to participate”</td>
<td><a href="https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/how-to-participate/1">https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/how-to-participate/1</a></td>
</tr>
<tr>
<td>F&amp;TP support section</td>
<td><a href="https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/support/support">https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/support/support</a></td>
</tr>
<tr>
<td>IT How to</td>
<td><a href="https://webgate.ec.europa.eu/funding-tenders-opportunities/display/IT/IT+How+to">https://webgate.ec.europa.eu/funding-tenders-opportunities/display/IT/IT+How+to</a></td>
</tr>
<tr>
<td>EACEA website ‘How to get a grant’</td>
<td><a href="https://www.eacea.ec.europa.eu/grants/how-get-grant_en">https://www.eacea.ec.europa.eu/grants/how-get-grant_en</a></td>
</tr>
</tbody>
</table>

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**
Thank you


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