



Erasmus +

Key Action 2

Capacity Building in the field of Higher Education (II)

Call for proposals 2017

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OUTLINE

Project types

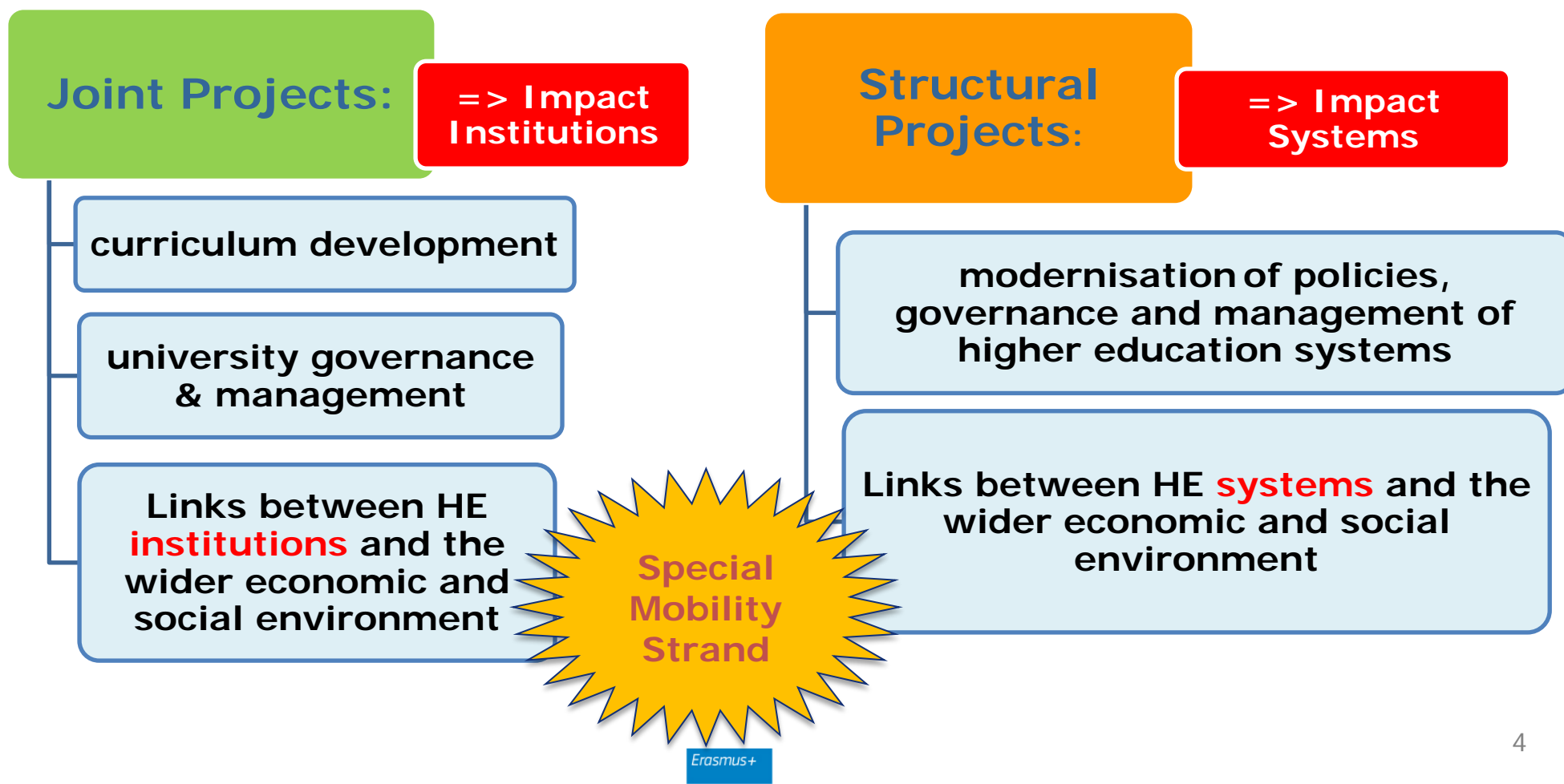
Financial rules

Assessment of applications

PART I

Project types

CBHE – Types of Projects



Joint Projects – Examples of Activities

- **Development, testing and adapting of curricula**, learning and teaching **materials, tools and methods** for professional development of academic and administrative staff, new governance and management systems and structures
- Organisation of **staff training** (academic and non academic)
- Strengthening of the **internationalisation of HEI** and the **capacity to network** effectively in **research**, scientific and technological **innovation**
- **Upgrading facilities** necessary to implement **innovative practices** (i.e. for new curricula and teaching methods, for the development of new services)

Structural Projects – Examples of Activities

- **Strengthening** of **internationalisation** of higher education systems;
- Introduction of **Bologna-type reforms** (i.e. three-level cycle system, quality assurance, evaluation)
- Implementation of **transparency tools** such as credit systems, accreditation procedures, guidelines for the recognition of prior and non-formal learning;
- Strengthening the **integration** of **education**, **research** and **innovation**

Part II

Financial rules





How to calculate the budget -Categories

Staff costs (max 40%)

4 Staff Categories (Manager, Researcher/Teacher/Trainer, Technician, Administrator)

Travel costs

Students/staff from partners in countries involved in the project from their place of origin to the venue of the activity and return. Activities and related travels must be carried out at **project beneficiaries organisation**.

Costs of stay

Subsistence, accommodation, local and public transport, personal or optional health insurance.

Equipment (max 30%)

Purchased exclusively for the benefit of HEIs in the Partner Countries

Sub-contracting (max 10%)

Exceptional for services related to competences that can't be found in the consortia



How to calculate the budget -Methods

5 Budget Categories

Staff - UC

Travel – UC

Cost of Stay – UC

Equipment – RC

Sub-contracting – RC

2 Allocation / Justification Methods

Real Costs
(RC)

Unit Costs
(UC)

Other types of costs are not considered for the calculation of the grant.

>>> Expected to be **covered by co-funding**.

How to calculate the budget –Unit Costs

- A unit cost is a **fixed contribution** which is multiplied by the specific **number of units** to cover the costs linked to the implementation of a specific activity or task.
- **EU Grants** : 2 important principles.
 - Non profit
 - Co-funding
- **E+ Unit Cost amounts** are the result of a **statistical analysis** carried out on real project costs from previous generation of programmes (LLP, Erasmus Mundus, Jean Monnet, Tempus, etc.)
- **For CBHE**, simulation on Tempus projects -> "*statistically*" the combination of real and unit costs corresponded +/- to 90% of their total eligible costs.

How to calculate the budget –Unit Costs

- **Real costs:** How did you **use** the grant ?
 - => **input** based
 - => Expenses incurred, supporting documents

- **Unit costs:** what did you **achieve** with the grant ?
 - => **output** based
 - => No need to prove the actual expenditure but you need to show the "triggering event" (i.e.: the fact the activity was indeed properly implemented (e.g. teaching, training))

How to calculate the budget – Unit Cost

Unit Costs

Grant Allocation

*Volume (/nature) of activities
proposed in the application*

Grant Justification

(final report)

*Eligibility verification of the
"triggering event"*

Use of the Grant

*internal decision of
the partnership (in
coherence with
application)*

How to calculate the budget - STAFF COSTS

Financing mechanism for staff costs (see Programme Guide page 158, 160 and page 161 Table A and B)	Amount	
Unit costs Subdivided in 4 categories and country groups (4 groups for Programme and 4 groups for Partner Countries)	per manager involved per day	Max. 40% of the total grant
	per researcher/ teacher/trainer involved per day	
	per technician involved per day	
	per administrative staff involved per day	

How to calculate the budget - Travel/Cost of Stay

Costs of Stay

Travel Costs

for eligible activities please refer Programme Guide

DAYS	STAFF	STUDENTS
1-14	120€	55€
15-60	70€	-
15-90	-	40€
61 – 90	50€	n.a.

Distance Bands (one way)	Unit Cost (return trip)
100-499 km	180€
500-1999 km	275€
2000-2999 km	360€
3000-3999 km	530€
4000-7999 km	820€
8000 km and more	1.100€

PART III

Assessment of applications



What is assessed? Eligibility Criteria




Formal submission requirements

Grant size and duration

Applicant, Partners and Partnership requirements (number of partners, status of the grant applicant & partners, etc.)



What is assessed? Exclusion and Selection Criteria



The institution is **not in one of the situations described in section C.** Exclusion criteria of the Guidelines (such as bankruptcy, professional misconduct, subject of fraud, corruption, administrative penalties, conflict of interest, etc.)

Legal person status of the applicant organisation

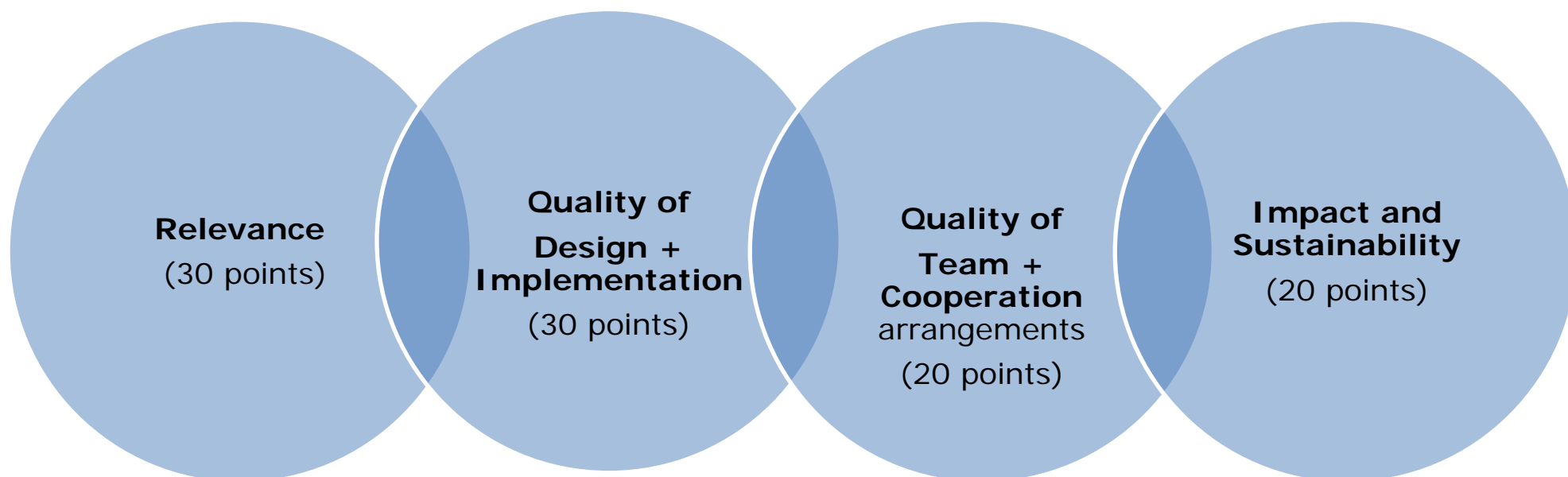
Financial capacity to complete the proposed activities (**private entities only**)

Operational capacity to complete the proposed activities

Based on supporting and administrative documents, like the declaration of honour, legal entity form, profit and loss accounts...



What is assessed? Award Criteria



To be considered for funding, proposals must score at least 60 points in total and - out of these points at least 15 points for "Relevance"

