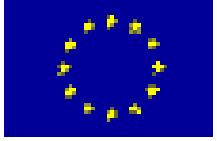


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# TEMPUS IV

## The First Call for Proposals And How to Apply

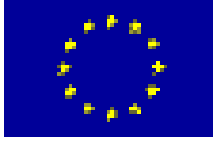
Joint Projects and Structural Measures



### **Joint Projects: 4 Activity Areas**

- 1. Curricular reform**
- 2. Governance reform**
- 3. Higher education and society**
- 4. Thematic networks**

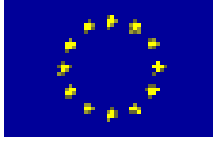
Bottom-up approach affecting change at the institutional level



### **Structural Measures: 2 Activity Areas**

- 1. Governance reform**
- 2. Higher education and society**

Top-down approach involving endorsement from the Ministry of Education and affecting change at the system or national level.



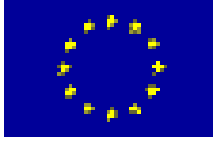
## Tempus IV

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### Eligible partnerships for national projects

- At least two higher education institutions, each from a different EU Member State
- At least one academic or non-academic partner from a third EU Member State (new)
- At least three higher education institutions from the partner country (in the case of Montenegro, Kosovo and FYROM one institution is sufficient)

Minimum 6 partners



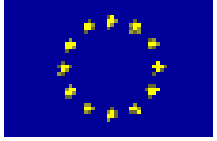
## Tempus IV

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### **Eligible partnerships for multi-country projects**

- At least two higher education institutions, each from a different EU Member State
- At least one academic or non-academic partner from a third EU Member State (new)
- At least one higher education institution from each partner country

**Minimum 5 partners**

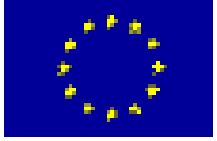


## Tempus IV

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### Eligible partners

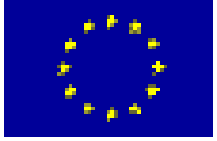
- State-recognised **higher education institutions** from the EU and the partner countries
- **Associations** and **networks** of higher education institutions
- **Public authorities** (ministries or national/regional administrations)
- National and international rector, teacher and student **representative organisations**
- Non-governmental organisations (**NGOs**)
- **Social partners** and their training organisations
- Private and public **enterprises**
- **Research** institutions



## Tempus IV

### Eligible Applicants

<u>Joint Projects</u>	<u>Structural Measures</u>
Higher Education institutions	Higher Education institutions
Associations, Networks, Other organisations of HE	Associations, Networks, Other organisations of HE
	Public authorities
	Rector / teacher / student organisations (nation level +)



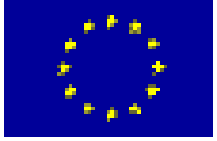
## Tempus IV

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### Eligible Applicants

- Must be legal entities in EU or Tempus partner countries; established at least 5 years
- Must prove their operational capacity: CVs of project team and list of projects already undertaken in the relevant field
- Must prove their financial capacity: profit and loss accounts of the last three years (except for public bodies)



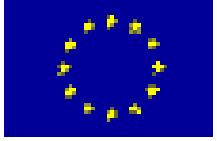


## Tempus IV

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### New elements

- **No** “Guide for Applicants” with four parts but one call for proposals with annexes
- **Instructions in the** application form (Part 4 of former Guide for Applicants)
- **No** more Individual Mobility Grants
- **Student mobility:** maximum **3 months** to avoid overlap with Erasmus Mundus/ECW (mobility must be recognised)
- **No** more Complementary Measures

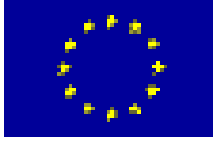


## Tempus IV

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### New elements

- Programme-wide and national priorities are compulsory
- New partner country: Israel
- Participation on self-financing basis: Turkey and EFTA countries only
- Possibility to collaborate with any EU or partner country (in any region) in same project

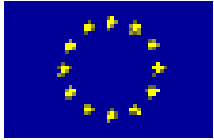


## Tempus IV

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### New elements

- EU university applicants must have adhered to the Erasmus University Charter
- Universities in Partner Countries can act as grant applicants
- Teacher and student organisations can be involved as partners or applicants (in SM)

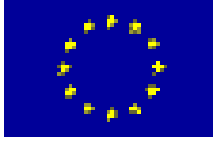


## Tempus IV

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### New elements

- **No threshold for staff costs** (in terms of % of total costs): proof of cost-effectiveness; must respect country staff cost ceilings (Annexes 1 & 2 of Call).
- **Larger projects w/ more impact** → larger grant size
- EC may **adjust proposal** content or budget based on evaluation
- Programme to be ultimately managed by Executive Agency for Education, Audiovisual and Culture in Brussels for whole project cycle

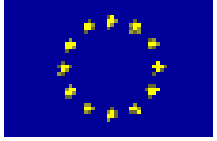


## Tempus IV

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### New elements

- New type of **Structural Measures for Ministries of Education** (i.e. direct grants – not subject to a call for proposals)
- Involvement of **students** or their organisations throughout the project life is encouraged
- Involvement of **non academic partners** is encouraged
- Involvement of **research** in projects (but not focus)
- More emphasis on dissemination and **sustainability**



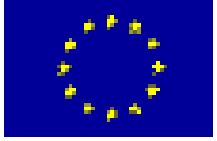
## Tempus IV

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### New elements

Conditions for non-eligibility have been reinforced:

- legal entities which have managed a Tempus project in the past two years which has been **terminated** by the Commission may not apply for a grant;
- proposals which are obviously "**copied**" and just include different partners and another partner country are not eligible.

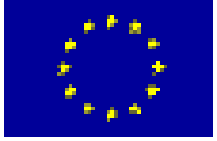


# Eligible costs for Joint Projects and Structural Measures

- At least 5 % co-financing

### **Eligible costs:**

- Staff costs (no more ceiling) for academic and admin staff
- Travel and subsistence
- Equipment (max. 30%) and supplies
- Printing and publishing
- 7% administrative costs



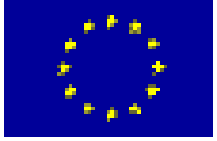
## Tempus IV

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### **Eligible activities for Joint Projects**

- Modernise and restructure curricula;
- Develop or establish new study programmes;
- Establish recognition arrangements, joint or double degrees;
- Modernise and develop capacity in management and governance of HE institutions;
- Promote quality assurance culture, develop criteria for QA;
- Enhance contribution of HE to development of lifelong learning;
- Knowledge triangle of education, research and innovation;
- Encourage links with labour market;
- Development of thematic networks in partner countries, etc





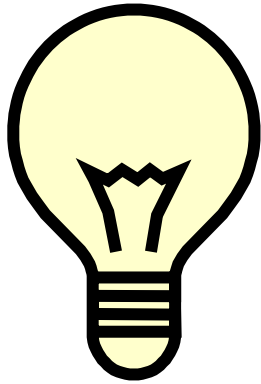
### **Eligible activities for Structural Measures**

- Surveys and studies
- Policy and expert advice;
- Organisation of conferences, seminars, workshops, round tables
- Staff training on policy issues
- Awareness raising campaigns

### **The Ministry of Education must**

- Directly **participate** in the project, or
- Formally **endorse** the projects' objectives and activities

# A proposal needs:



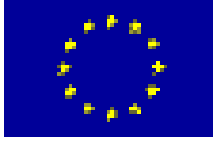
A good idea...

.... support from other partners



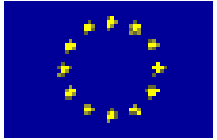
.... and to be presented well!





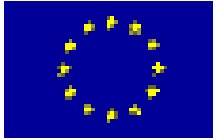
## Preparing the Application

- Read the Call for Proposals
- Decide which of the issues identified in the Call would be best to develop a project
- Read the whole Application form carefully
- Find other interested and relevant partners
- Consult your NTO/NCP
- Be aware of other HE projects in the PC concerned



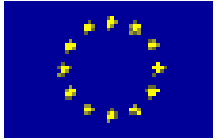
## Background for the project

- ✓ Demonstrate the relevance of the project in the local/regional context
- ✓ Show link between the PC national HE context & needs to be addressed by the project
- ✓ Identify the needs of major stakeholders
- ✓ Describe clearly Dept/Faculty/structure directly concerned by project



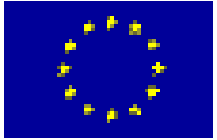
## Avoid the most common mistakes

- ❖ Do not modify the application form
- ❖ Remember that only information presented in the application can be assessed
- ❖ Do not assume prior technical or “historical project related” knowledge on the part of the assessor
- ❖ Do not submit several similar proposals



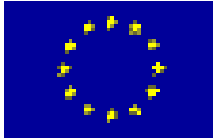
## Partnership

- ✦ Demonstrate the relevant experience and role of each PC/EU partner
- ✦ Demonstrate the ability of partnership to address the PC Higher Education Institutions' or system needs and to deliver the expected outcomes



## The project

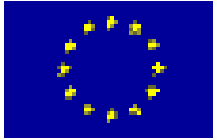
- Ensure that project proposal clearly addresses the problem & needs analysis
- Use most appropriate methodology (processes/ approaches/ tools and resources)
- Ensure new or up-dated subjects / procedures / courses are relevant to the project objective(s)
- Clearly describe the content of new or up-dated subjects / procedures & their duration / structure



## Logical framework (LFM)

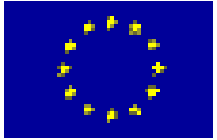
- ✓ Read literature on LFM
- ✓ Ensure that entries are consistent with the previous sections & adequately completed
- ✓ Re-check the logic of the project as set out in the LFM
- ✓ Indicators should be realistic & relevant to the project objectives and outcomes
- ✓ Identify & address main assumptions & risks





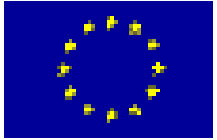
## Workplan

- Allocate sufficient time for implementation & preparation
- Consider carefully the scheduling & location of activities
- Ensure the most logical and cost-efficient planning



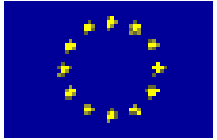
## Outcomes & Activities

- Be clear
- Ensure a logical progression of outcomes from one project year to next
- Indicate & address assumptions & risks
- Propose suitable activities to achieve each individual outcome
  - *Remember that you may re-group reoccurring activities*
- Distribute tasks among consortium members/experts for each activity clearly & appropriately



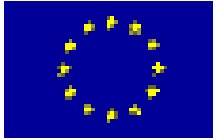
## Outcomes & Activities

- Identify and quantify all appropriate target groups
- Ensure inputs requested directly relate to activities & are cost-efficient
- Identify, budget & justify relevant equipment
- Plan appropriate number of individual, direction and duration for each mobility flow in relation to each activity



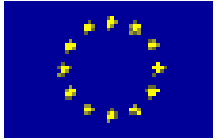
## Dissemination & Sustainability

- ✓ Consider relevant dissemination & sustainability strategies
- ✓ Plan internal dissemination within PC institutions & external dissemination activities
- ✓ Identify suitable tools
- ✓ Consult stakeholders to ensure sustainability
- ✓ Evaluate and describe what will happen after the end of the project



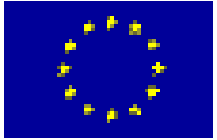
## Quality Control & Monitoring

- Choose an appropriate quality control strategy (peer reviews, accreditation, surveys)
- Plan for regular monitoring measures (quantitative approaches: overall quotas and deadlines for tangible and intangible outputs)
- Clearly select indicators of progress & tools for assessment appropriate to the activities?



## Management of the Project

- ✓ Allocate roles & clear division of responsibilities to each partner
- ✓ Integrate all partners into the decision-making process and implementation structure
- ✓ Ensure fair decision-making processes & effective communication



## Help available from:

- ✓ National Tempus Office coordinators in partner countries (NTO)
- ✓ Tempus National Contact Points in EU Member States (NCP)
- ✓ European Training Foundation (ETF) for technical assistance

<http://ec.europa.eu/tempus>

**We hope your ideas will fly!**



Thank you for your attention !