

Higher Education European Funding Services Limited

Universities
UK

GuildHE

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Bulletin 10 2009

October 2009

Programmes	Type of Information				
	Summary	Workplan	Calls	Results	Dissemination
Lifelong Learning Programme			Details of the General Call for Proposals for 2010 are provided on pages 2 & 3		
PROGRESS					
CULTURE					
MEDIA					
Competitiveness & Innovation Programme					
ESF					
Others			Details of a Call for Tenders for clusters of Erasmus Mundus projects are provided on Page 4		

Centralised Actions**Deadline: 26 February & 31 March 2010****EAC/41/09****Background**

The call for applications under the centralised actions of the EU Lifelong Learning Programme (LLP) has just been announced.

Details of the application procedure and the application forms will be available from 30 October 2009 from the Programme website:-

http://eacea.ec.europa.eu/llp/funding/2010/call_lifelong_learning_2010.htm.

The deadlines for applications are as follows:-

Comenius, Erasmus, Leonardo da Vinci and Grundtvig – **26 February 2010**
Transversal Programme – **31 March 2010**

Background information on the Programme is available from our website (<http://www.heefs.ac.uk/programmes/welcome.asp?list=3>).

Many of the LLP themes are very closely aligned to policy areas previously addressed by UK HEIs involved in projects supported by the European Social Fund. Participation by UK HEIs in the LLP is, however, considered to be low. In the 2009 application round, only 15 out of 273 selected projects had a UK HEI as the lead organisation. Nationally, there is concern that UK HEIs are not fully participating in the Programme and consequently missing the opportunity, not only to secure vital external funding, but perhaps more importantly to collaborate with EU partners. HEEFS has therefore been given the task of informing UK HEIs of the opportunities available and collaborating with them to submit applications and subsequently deliver successful projects.

Main Opportunities for UK HEIs

The LLP has 5 sub-programmes dealing with all aspects of lifelong learning:-

Comenius	– School education
Erasmus	– Higher Education
Leonardo da Vinci	– Vocational Education and Training
Grundtvig	– Adult Education
Transversal	– activities relating to policy cooperation and innovation, languages, ICT and dissemination and exploitation of results that cut across 2 or more of the other 4 sub-programmes

In summary, opportunities include:-

Curriculum development	Business interaction and support
Development of materials and methodology	Course delivery
Community engagement	Initial or in-service teacher training
Online and distance learning & support	Networking
Entrepreneurship	Some research

HEIs are eligible to apply for all areas of the Programme and are not restricted to the Erasmus sub-programme. Indeed, for many of our former ESF projects concerned with, for instance, delivering widening participation activities, vocational training or interacting with businesses, the other sub-programmes may be more appropriate.

Technical Features

- All projects must be transnational (i.e. must involve at least 3 partner organisations in at least 3 eligible countries, for some actions the requirement is for more partners)
- Grant rate is up to 75% of eligible costs
- Project duration is, in most cases up to 3 years
- Maximum contribution is, in the main, up to €300,000

HEEFS Role

Our role with respect to the LLP is threefold and covers the following:-

- 1. To provide information on the Programme and the opportunities it offers**
 - General information available to all (in effect this bulletin)
 - Visits to HEIs to provide an overview of the Programme and detailed information about specific actions of interest
- 2. To assist HEIs to develop proposals and to submit an application**
 - Advice on appropriateness of project ideas and how they might best be tailored to the Programme
 - Provision of a workplan for the application process to ensure submission is achieved
 - Assistance with partner search
 - Comment on draft applications
 - Support in preparing the project budget
- 3. To support successful HEIs to deliver projects effectively**
 - Draw up a project management plan
 - Manage the transnational partnership
 - Contract compliance
 - Support preparation for monitoring visits
 - Assist with preparation of reports and claims

There are basically two options for paying for our involvement, either a levy of 1.4% of any grant income received as a result of our collaboration, or we can act as a project partner with our costs built in to the project, so that we draw down a proportion of the grant accordingly.

Further Information

All documents relating to this call for proposals are available from the EACEA:-

http://eacea.ec.europa.eu/llp/funding/2010/call_lifelong_learning_2010.htm

We produced a summary of the Programme earlier this year, it is available at:-

<http://www.heefs.ac.uk/programmes/displayItem.asp?ItemId=174&WordNo=0&PageNo=1&list=3>

Interested?

If you are interested in submitting an application in response to this call, then please do not hesitate to contact us for more information and to discuss how we might be able to assist

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Clustering Erasmus Mundus Masters Courses and Attractiveness Projects**Deadline: 23 November 2009****EACEA/2009/05****Background**

The Erasmus Mundus programme aims to promote European higher education, to help improve and enhance the career prospects of students and to promote intercultural understanding through cooperation with third countries.

The aim of this call is to bring together clusters of Erasmus Mundus and Attractiveness projects around the themes of :-

- Sustainability
- Employability
- Degree recognition and joint degrees
- Regional clusters
- Thematic clusters

The overall aim is to disseminate and exploit the results of the projects supported and to draw from their experience through surveys and workshops.

Results to be achieved

For tender purposes, each of the themes will be a 'Lot' and a contractor may tender for one or several lots. For each of the Lots, the following must be achieved:-

- A survey
- A workshop
- A handbook containing easily-usable guidelines on good practice
- A dedicated thematic section on the Erasmus Mundus Excellence website

Technical Features

Contract duration for each of the 'Lots' will be 12 months
Maximum cost is €200,000 for each 'Lot'

Selection Criteria

In addition to demonstrating the necessary technical and financial capacity to undertake the work, tenders will be assessed against the following selection criteria:-

- Understanding of the subject and the purpose and requirements (10%)
- Quality, feasibility and relevance of the proposed approach (60%)
- Relevance of the profiles in the team, quality of the workplan and organisational arrangements (30%)

Cost will be taken into account as follows – lowest price tender/price of tender x100

Further Information

All information relating to this call for tenders is available to download from:-

http://eacea.ec.europa.eu/about/call_tenders/2009/call_tenders_05_2009_en.php

Interested?

If you are interested in submitting a tender in response to this call we may be able to offer some assistance, please contact us for an informal discussion about how we might be able to help:-

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Support from Higher Education European Funding Services (HEEFS)

In 2008, the Executive Boards of Universities UK and GuildHE decided that the company formerly known as HE ESF Services Limited, should be renamed Higher Education European Funding Services Limited. This change of name reflects the company's change of role which has been widened to cover support to HEIs interested in participating in a variety of EU programmes, such as the **Lifelong Learning Programme**, **PROGRESS**, the **Competitiveness and Innovation Programme**, **Culture** and **MEDIA Programmes** as well as the **Structural Funds**. With regard to these Programmes, HEEFS will offer support to UK HEIs in the following ways:-

- Information
- Support for applicant HEIs
- Support for projects

Information

- i. Analysis of annual workplans to identify relevant calls for proposals;
- ii. Regular monitoring of the Commission's website so that when the relevant calls are announced during the year, they can be identified and HEIs notified;
- iii. When calls are made they will be highlighted in the 'HEEFS Bulletin' which will be circulated to the HEEFS mailing list and placed on HEEFS website.

Support for applicant HEIs

HEEFS will offer support and advice to any HEI interested in submitting a proposal or a tender against any of the calls made by the Commission. Support may take the form, for example, of:-

- Interpretation and explanation of the call documentation;
- Identification of opportunities and assistance with project design to meet requirements;
- Assistance with the preparation of a project proposal or a tender;
- Advice on costing for a project

Support for projects

HEEFS will offer support to any HEI that is successful in the application process. Support may take the form, for example, of:-

- Assisting the HEI to ensure that it is able to comply with contract requirements;
- Assistance with completion and submission of interim and final claims/reports;
- Where appropriate, management of elements of a project, (e.g. managing a network or providing management support);
- Assistance with dissemination of project outcomes via HEEFS contacts network.

The **Information** element of HEEFS support will be provided free of charge to all interested HEIs. HEEFS will however, seek to recover its costs in relation to **Support for applicant HEIs** and **Support for projects** through a levy charged on the funds awarded to HEIs or by building its own costs into overall project costs. As rules governing Programmes differ, details will be negotiated with individual HEIs on a case by case basis.

Interested?

Anyone working in a UK HEI who would like support to submit a proposal under any of the EU Programmes listed above should contact HEEFS for an informal discussion.

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