

# Higher Education European Funding Services Limited

**Universities  
UK  
GuildHE**

Tel: 0151 707 1378  
 Fax: 0151 707 0412  
 Website: [www.heefs.ac.uk](http://www.heefs.ac.uk)  
 Email: [heefs@ljmu.ac.uk](mailto:heefs@ljmu.ac.uk)

## Bulletin 9 2009

September 2009

Programmes	Type of Information				
	Summary	Workplan	Calls	Results	Dissemination
<b>Lifelong Learning Programme</b>			<p>Details of a Call for Tenders for the analysis and exploitation of results of actions under the Grundtvig Programme are provided on pages 2 -3</p> <p>Details of a Call for Tenders for an information project on Higher Education Reform III are provided on pages 4-5</p> <p>Details of a Call for Tenders for a 'Study on the role of education and training policies and instruments in global governance and globalisation' are provided on pages 6-7</p>		
<b>PROGRESS</b>					
<b>CULTURE</b>					
<b>MEDIA</b>					
<b>Competitiveness &amp; Innovation Programme</b>					
<b>ESF</b>					
<b>Others</b>					HEEFS is offering to visit 10 HEIs to provide information on EU funding opportunities and the support we can offer. Details are provided on page 8

**Analysis and exploitation of results of two Grundtvig measures****Deadline: 22 October 2009****EACEA/2009/04****Background**

Grundtvig is the strand of the Lifelong Learning Programme (LLP) concerned with adult education; it is a continuation of the Grundtvig Action of the Socrates II Programme which operated between 2000 and 2006. The Socrates II Programme stated that:-

*‘Grundtvig seeks to encourage the European dimension of life-long learning, to contribute – through enhanced transnational cooperation – to innovation and improved availability, accessibility and quality of other educational pathways, and to promote the learning of languages. The action is thus addressed to people who, at whatever stage of their life, seek access to knowledge and competences within the framework of formal or non-formal education or by means of autonomous learning, thereby increasing their intercultural awareness and employability and enhancing their capacity to progress in education and play a full and active role in society’*

The Grundtvig strand of the LLP continues this direction with an added focus on addressing the needs of older learners in response to changing demographic need.

The purpose of this tender is to identify, analyse and assess the results of Grundtvig projects in order to make recommendations about how the results can be used to support policy development.

**Subject of this call**

This specific call for tenders is in two Lots:-

**Lot 1:** to look at Grundtvig European Cooperation Projects, Networks and Accompanying Measures

**Lot 2:** to look at Grundtvig In-service Training activities

The analyses must cover all countries eligible to participate in the Grundtvig Programme, (the EU 27 plus Norway, Iceland, Liechtenstein and Turkey).

For **Lot 1**, the contractor will be expected to:-

- Systematically map the projects
- Identify projects that have produced high quality results for inclusion in a compendium
- Prepare project information for the EVE database
- Produce an inventory of projects
- Create a catalogue of the most appropriate means of dissemination
- Identify HEIs and research institutes specialising in adult education that may be interested in analysing and further developing the results
- Produce an inventory of events for the dissemination of project results
- Identify a significant number and broad range of good practice examples which would fit with the Action Plan on Adult learning
- Provide the design of a European conference
- Compile a list of key experts
- Identify projects that could be treated as the subject of training courses for adult education staff at national and European level

- Indicate other methods for exploiting and disseminating the results

For **Lot 2**, the contractor will be expected to:-

- Analyse the participation of adult education staff in in-service training (IST)
- Conduct a mapping exercise
- Identify the impact of IST activity for projects and their organisations
- Identify innovation in the use of IST
- Assess the contribution of IST under Grundtvig to the professional development of adult education staff in Europe
- Produce an overview of courses and other types of in service training activity available to adult education staff in the countries covered
- Identify cases where the contents of training courses supported by Grundtvig have been commercialised
- Identify the parameters, conditions and operational methods which could help to increase the offer and quality of IST activities
- Identify important topics for adult learning
- Compile a list of key experts
- Identify HEIs and research institutes specialising in IST
- Make a set of recommendations to the Commission on the ways in which Grundtvig could be further improved and monitored in the future

### **Technical Features**

Contractors can tender for one, or both of the Lots

Maximum contract duration is 12 months

There are specific requirements in terms of the involvement of key experts

Lot 1 – Total price cannot exceed €200,000

Lot 2 – Total price cannot exceed €200,000

### **Selection Criteria**

Contractors must be able to demonstrate and provide evidence that they have the necessary financial and technical capacity to carry out the project. In addition, each tender will be assessed against the following criteria:-

1. The level of understanding of the terms of reference of the task - 25 points
2. The relevance and quality of the methodology proposed - 25 points
3. Feasibility and appropriateness of the management plan - 25 points
4. The appropriateness and the quality of the skills of the team - 25 points

100 points will be awarded to the lowest price tender, all other tenders will be subject to the following formula (lowest price tender/price of the tender in question) x 100.

### **Further Information**

All information relating to this call can be obtained from the following link:-

[http://eacea.ec.europa.eu/about/call\\_tenders/2009/call\\_tenders\\_04\\_2009\\_en.php](http://eacea.ec.europa.eu/about/call_tenders/2009/call_tenders_04_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:-

**Higher Education European Funding Services Limited**

**Tel: 0151 707 1378**

[www.heefs.ac.uk](http://www.heefs.ac.uk)

email: [heefs@ljmu.ac.uk](mailto:heefs@ljmu.ac.uk)

**Information Project on Higher Education Reform III (Lisbon Strategy and Bologna Process)**

**Deadline: 26 October 2009**

**EAC/25/2009**

**Background**

The aim of this project is to assist institutional implementation of reforms in HE through materials, case studies, the virtual community-website and training seminars which will provide a European dimension and a comparative perspective. The materials developed will be used by National Teams of Bologna Experts and Higher Education Reform Experts and others with an interest in HE modernisation.

**Subject of the call**

The specific objectives are to:-

- Raise awareness about EU HE policies and modernisation process and to promote reforms convergent with the principles of the Lisbon Agenda and Bologna Process
- Provide updated information and specific training regarding EU HE policies for National Teams of Bologna Experts and HE Reform Experts in the LLP/Tempus countries and to support their networking
- Diversify and tailor training appropriate to the needs of the experts
- Raise awareness about the various actions of the following EU programmes amongst HEIs: Erasmus, Erasmus Mundus and Tempus.

**Specific Tasks to be undertaken**

**Part A** – Activities to benefit the National Teams of Bologna Experts and the HE Reform Experts of the Tempus partner countries

1 Material

- Upgrading and development of webpages in HE Reforms
- Production and printing of information materials for the experts
- Upgrading ready-made power point presentations on Bologna objectives etc.

2 Events

- Organise 5 training seminars of 2-3 days duration each

3 Coordination and networking

- Ensuring optimal coordination between the various national teams, by amongst other things, managing the Bologna Experts' Virtual Community

**Part B** – activities to benefit the HE Reform Experts of the Tempus partner countries

4 Events

- Organise 5 regional seminars of 1-2 days duration each, designed to meet common needs in specific regions, sub-regions or a group of partner countries involved in the Tempus Programme

5 Technical expertise

- Specific technical expertise should be proposed in order to provide it locally to institutions regarding implementation of the Bologna process. The applicant will identify relevant external experts who will conduct short term missions in the Tempus partner countries

## 6 Study

- Study on the state of implementation of reforms in HE by institutions and/or countries.

### Technical Features

- Earliest start date of contract 1/1/2010. Contractors are invited to submit tenders to cover all of the above tasks for a two year period (2010-2011). The contract may be renewed for a further 2 years, subject to a review of price.
- Tenders must clearly separate costs of Parts A and B
- Tender documentation estimates 615 person days for Part A and 140 for Part B
- Sub-contracting is acceptable
- Tenders from consortia will be accepted
- Tender documentation does not indicate a maximum price

### Selection Criteria

Contractors must be able to demonstrate and provide evidence that they have the technical and financial capacity to carry out the project. Specific requirements in terms of expertise include the following:-

#### 1 *At least 3 years* experience in the following fields:-

*For Part A* - knowledge of the HE sector in the EU Member States and the EFT-EEA countries, the Lisbon Agenda with its Education and Training 2010, the all-European Bologna Process and with Tempus and Erasmus Mundus

*For Part B* – knowledge of the HE Sector in the Tempus partner countries, the all-European Bologna Process and with the Tempus and Erasmus Mundus

#### 2 *At least 3 years* competences in arranging events for high level professionals

The contract will be awarded to the contractor offering the best value for money, on the basis of the following criteria:

- The organisation's understanding of the subject and the purpose and requirements of the services to be provided (25 points)
- The relevance and quality of the methodology proposed (50 points)
- The quality of the team proposed to carry out the project (25 points)

The lowest acceptable tender will receive the maximum number of points. The remaining tenders will receive a number of points corresponding to the ratio between their offer and the lowest acceptable offer.

### Further Information

All information relating to this call can be obtained from the following link:-

[http://ec.europa.eu/education/calls/doc1699\\_en.htm](http://ec.europa.eu/education/calls/doc1699_en.htm)

### 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:-

**Higher Education European Funding Services Limited**

**Tel: 0151 707 1378**

[www.heefs.ac.uk](http://www.heefs.ac.uk)

**email: [heefs@ljam.ac.uk](mailto:heefs@ljam.ac.uk)**

**‘Study on the role of education and training policies and instruments in global governance and globalisation’**

**Deadline: 26 October 2009**

**EACEA/2009/03**

**Background**

This call for tenders is made under the Transversal Sub-Programme of the Lifelong Learning Programme. Specifically it is concerned with the observation of policies and systems in the field of lifelong learning.

The objective of this study is to better understand the challenges which globalisation poses for global governance and, in this context, the interaction of globalisation and education: how education is evolving in a globalised world, meaning what governance structures are needed to allow it to flourish.

**Subject of the call**

Specifically, this call is for a study which addresses:-

- The challenges and opportunities which globalisation, in its current and anticipated future phases and patterns, poses/offers for global governance structures;
- The relationship between globalisation and education and training policies; firstly, in regard to how globalisation is impacting on education and training policies and challenges; and, secondly, to make proposals for global governance instruments which will allow education and training to maximise its contribution to a positive response to globalisation.

The study will survey and review academic literature, media and trends, to

1. provide a forward looking analysis of globalisation and global governance; clarifying the economic, social and policy context for education and training;
2. analyse the impact of these trends on education and training policies and challenges; focussing in particular on the impact on skills needs;
3. analyse the existing and potential future role of education and training instruments and policies in response to the challenges of globalisation, in particular to assess the relevance of innovative European and non-European instruments, programmes, structures and participatory cooperation methods and policy dialogues in education and training for effective global governance.

The analysis should cover all continents.

### **Technical Features**

Maximum duration of contract is 12 months

The project team must include the following expertise:-

- a team leader with 3 or more years experience of project management
- expert in globalisation and global government issues
- expert in education and training
- expert in European studies or European education and training policies

Maximum Price for the contract is €200,000

### **Selection Criteria**

Contractors will be required to demonstrate that they have the necessary technical and financial capacity to undertake the project. Only those that satisfy on this basis will be put forward to evaluation against the following award criteria:-

- the relevance and quality of the methodology proposed (40 points)
- the appropriateness and the quality of the team (40 points)
- the congruence of the management plan for achieving results and providing good quality and timely results (20 points)

100 points will be awarded to the lowest-priced tender. The rest of the tenders will be subject to the following formula (lowest price tender/price of the tender in question) x 100.

### **Further Information**

All information relating to this call can be obtained from the following link:-

[http://eacea.ec.europa.eu/about/call\\_tenders/2009/call\\_tenders\\_03\\_2009\\_en.php](http://eacea.ec.europa.eu/about/call_tenders/2009/call_tenders_03_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:-

**Higher Education European Funding Services Limited**

**Tel: 0151 707 1378**

**[www.heefs.ac.uk](http://www.heefs.ac.uk)  
email: [heefs@ljamu.ac.uk](mailto:heefs@ljamu.ac.uk)**

## **HEEFS Information Visits to HEIs – Autumn/Winter 2009**

As you will be aware, HEEFS has been established to provide information and support to HEIs considering applying for support from a variety of EU funded programmes which offer financial support for teaching, research and other activities in such areas as widening participation, lifelong learning, the environment, ICT, criminal justice etc.

As part of this support, we have recently undertaken a series of visits to HEIs in England, Scotland and Wales, to provide detailed information on specific funding opportunities.

As a result of the success of these visits, our Board has released resources to enable us to undertake a further series of visits in the autumn. Therefore, we can offer to visit up to 10 HEIs during the period 1/10 to 11/12 2009. A visit during this period might be particularly timely for those HEIs considering applying for support under the forthcoming bidding round of the Lifelong Learning Programme.

A specific format and agenda for each visit will be agreed with the HEI concerned, in order to suit their particular needs. During the summer visits, we have found that a formal presentation on funding opportunities (lasting between one and two hours) followed by sessions with individual members of staff to discuss potential projects, has been most popular.

We are now inviting HEIs to contact us to arrange a visit, for which there will be no charge. As previously, visits will be allocated on a first come first served basis.

### **Interested?**

If you are interested in arranging a visit then please do not hesitate to contact us.

**Higher Education European Funding Services Limited**  
**Tel: 0151 707 1378**

[www.heefs.ac.uk](http://www.heefs.ac.uk)  
[heefs@ljmu.ac.uk](mailto:heefs@ljmu.ac.uk)

## **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.

**Higher Education European Funding Services Limited**

**Tel: 0151 707 1378**

[www.heefs.ac.uk](http://www.heefs.ac.uk)

**email: [heefs@ljmu.ac.uk](mailto:heefs@ljmu.ac.uk)**