



Understanding Erasmus+: opportunities and support

Guide

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WHO WE ARE

“**Mobility and cooperation**” is a newly established education startup whose mission is enabling people to have access to mobility and cooperation opportunities and to experience and share new ways of learning.

Teachersrise is the teacher training initiative by “Mobility and cooperation” and was informally developed as an independent teacher training initiative in 2020 during the initial outbreak of the COVID-19 pandemic to respond to the emerging needs of resilient schools facing several challenges compounded by an unprecedented global crisis. Its team is made up of a network of experienced teacher trainers.

Teachersrise specialises in the provision of professional development courses and language immersion training programmes for teachers in English and other languages.

Teachersrise is dedicated to teachers and school staff who want to undertake professional development in a friendly atmosphere for learning and transformation.

Early in 2021, Teachersrise evolved and consolidated in the “Mobility and cooperation SRL” organisation, which took over its network and will develop it further. “Mobility and cooperation” operates at its headquarters in Padova (Italy) and opened its new location in Dublin (Ireland) in 2021, and new locations in Barcelona (Spain), Florence (Italy), Rome (Italy) and Saint Julian's (Malta) in 2023.

ERASMUS+ PROGRAMME STRUCTURE

FIELDS

Erasmus+ covers many fields:

- **school education**
- **vocational education and training (VET)**
- **adult education**
- higher education
- youth
- sport



Contact your National Agency!

If you are not sure what field your organisation belongs, please contact [your National Agency](#)

KEY ACTIONS

There is a number of actions and each action can support a number of activities.

| Action | What is it? | Activities |
|--------------|---|--|
| Key Action 1 | Key Action 1 is about mobility , ie moving physically to a country other than the country of residence, in order to undertake study, training or non-formal or informal learning; it may take the form of traineeships, apprenticeships, youth exchanges, teaching or participation in a professional development activity, and may include preparatory activities, such as training in the host language, as well as sending, receiving and follow-up activities. | Staff mobility <ul style="list-style-type: none">• Job shadowing (2 to 60 days)• Teaching assignments (2 to 365 days)• Course and training (2 to 30 days) Learner mobility <ul style="list-style-type: none">• Group mobility of school pupils (2 to 30 days, at least 2 pupils per group) |

| | | |
|--------------|---|---|
| | | <ul style="list-style-type: none"> • Short-term learning mobility of pupils (10 to 29 days) • Long-term learning mobility of pupils (30 to 365 days) <p>Other supported activities</p> <ul style="list-style-type: none"> • Invited experts (2 to 60 days) • Hosting teachers and educators in training (10 to 365 days) • Preparatory visits |
| Key Action 2 | Key Action 2 is about cooperation , ie initiatives addressing one or more topics in the fields of education, training and youth and promote innovation, exchange of experience and know-how between different types of organisations involved in education, training and youth or in other relevant fields. Certain mobility activities are supported in so far as they contribute to the objectives of the project. | Partnership for cooperation <ul style="list-style-type: none"> • Cooperation partnership projects • Small scale partnership projects Partnership for excellence Partnership for innovation Alliances for Innovation Capacity building Sport events |
| Key Action 3 | Key Action 3 is about policy support, ie knowledge in the fields of education, training and youth for evidence-based policy making and monitoring. | Support to policy development and cooperation |
| Jean Monnet | Jean Monnet Actions stimulate teaching and learning on European Union (EU) matters to raise awareness of EU values and promote active citizenship from an early age | Jean Monnet Actions in the field of higher education Jean Monnet Actions in other fields of education and training |

WHO CAN PARTICIPATE

Only organisation can apply for Erasmus+ Key Action 1 mobility projects and individuals cannot apply directly for a grant.

Organisations must be based in one of the **27 Members of the European Union + Norway, Iceland, Liechtenstein, North Macedonia, Turkey and Serbia**.

Funding is available for schools and colleges that provide general, vocational, or technical education at any level, from pre-school/nursery centres to upper secondary education, or for a VET organisation or an adult education organisation.

The following organisation types are eligible to apply for Erasmus+ schools' funding:

- A school sending its staff abroad (individual application);
- The coordinator of a national mobility consortium (consortium application)

Not only teachers! Participants can be teachers, trainers, principals, school and education managers, directors, administrators, educational counsellors, career counsellors, administration, personnel of extra academic activities, canteen workers, cleaning and maintenance staff, other school staff, other adult education staff, other higher education staff, education authorities, local authorities, etc. All participants are in a working relationship with the

sending school organisation. Whilst a teacher can complete the application form on behalf of their school, the project remains the school's responsibility even if that staff member leaves the organisation.



What is the field of your organisation?

What are the Key Actions?

Who can apply?

GETTING YOUR OID

Organisations that have already participated in an Erasmus+ or European Solidarity Corps action managed by a National Agency have already register for their Organisation ID (OID) number. If your organisation is already registered, you don't need to register it again: please, [search for your organisation here](#). If you are not registered, you must first register your organisation in [EU Login](#) (formerly ECAS European Commission Authentication Service). Once your organisation has its EU Login, you then need to register your organisation at the [Erasmus+ organisation registration](#). Once the registration is completed, the organisation will receive an OID.



Contact your National Agency!

If you experience technical issues with your OID registration, please contact [your National Agency](#)

KEY ACTION 1

TEACHER TRAINING COURSES

The main activity we focus on is called "Courses and training" and it consists in teacher training courses. They usually last one week.

Funding is available approx. 2500€ per mobility.

Why should I attend your courses?

We recommend our courses to teachers and staff whose motivation is to:

- **learn new skills and knowledge:** participants want to improve teaching skills, learn more about a topic, develop language skills or gain specialist knowledge about a topic
- **find new resources:** participants want to find useful resources
- **transfer to practice:** participants want to innovate classroom practice and innovate in school
- **network and influence:** participants want to collaborate with other teachers and management

We believe professional development of teachers is not a task for one single teacher: it is a task for a team. We aim to build a community of practice and interaction and we facilitate:

- **active learning and peer exchange:** we provide teachers the authentic opportunity to discuss openly practice and exchange ideas. We engage teachers with a meaningful process of mutual curiosity and collective reflections. We give teachers the opportunity to practise language skills.
- **new resources:** we provide participants with new resources and ideas for their teaching profession
- **transfer to practice:** we encourage participants to transfer their learning into a concrete resource they can use in the classroom and in their school
- **links between teachers, management and other schools:** Our training is effective for the global improvement of the institution and field if it is collaborative, constructive and productive. We encourage participants to activate several levels in an organisation and between organisations.

Example: A school director of a technical college understands it is time to take the funding opportunity and she decides together with the board to take part. A group of 6 teachers will attend to teacher training courses abroad about digital tools in the classroom, while 3 teachers attend English language courses and a specialised task-force made of 4 teachers attend courses about how to use EU funding. Eventually, the beneficiaries will be the students, who will develop their digital competence in a more international school.

OTHER ACTIVITIES

You can apply for funding for other activity types, both for teachers (job shadowing, teaching assignments, etc) and learners (short-term/long-term/group mobilities).

If this is your first application, we recommend you focus on teacher mobilities so you can start building an Erasmus+ team within your organisation.

Contact your National Agency!



If you are not sure if your organisation can apply for this project, please contact [your National Agency](#) for clarification.

HOW TO PARTICIPATE TO KEY ACTION 1 MOBILITIES

If you are planning to prepare a Key Action 1 application for your school, we recommend to organise your project with the help of a **small internal team of dedicated teachers and staff of your school**. We believe professional development of teachers is not a task for one single teacher: it is a task for a team. When you go abroad, we recommend to take one or more of your fellow teachers with you: together you will accomplish so much more.

You have 2 ways to participate to Key Action 1 mobility projects.

1. Apply for funding
 - a. Short term mobility projects (KA122)
 - b. Accredited projects (**accreditation KA120 in October + budget request KA121**)
 - i. Individual organisation
 - ii. Mobility consortium coordinator
2. Join without an application
 - a. Join a mobility consortium
 - b. Host Erasmus+ participants

| | | WILL YOU AND YOUR TEAM WRITE YOUR APPLICATION? | |
|----------------------------------|-----|--|--|
| | | Yes | No |
| IS YOUR ORGANISATION ACCREDITED? | Yes | Individual organization budget request (KA121) | Mobility consortium budget request |
| | No | Apply for a short-term mobility project (KA122) | Join a mobility consortium or Host Erasmus+ participants |

SHORT TERM MOBILITY PROJECTS

Ideal for newcomers and less experienced organisations! Short term mobility projects are projects of only one organisation with project duration from 6 to 18 months (i.e. you can take the course over a period of 6-18 month). You can get maximum 3 grants in 5 years' time with maximum 30 participant per project. You can apply for one short-term mobility project per round.

Priority is given to:

- **Newcomer organisation:** organisation that has not previously received support in a given type of action supported by this Programme or its predecessor programme either as a coordinator or a partner.
- **Less experienced organization:** any organisation or institution that has not received support in a given type of action supported by this Programme or its predecessor programme more than twice in the last seven years.



Is this the first time you apply for Erasmus+?

If this is your first time you apply for Erasmus+ funding and have no previous Erasmus+ experience, we recommend you consider Short mobility projects for teachers.

Such a great way to build your Erasmus+ team!

JOIN A MOBILITY CONSORTIUM

Local or regional school authorities and school coordination bodies can submit an application to coordinate a Key Action 1 mobility project that covers a number of schools. A school coordination body is an organisation that has a clear organisational link to the running or management of those schools involved in the consortium partnership in a supervisory, coordinating, administrative support role. This could include:

- Local Authorities and councils with a role in school education
- Academy Trusts
- Local Authority Consortia
- General Teaching Councils
- School Federations
- Teaching School Networks
- Teacher training faculties of universities



Contact your National Agency!

This list is not exhaustive, if you are unsure as to whether your organisation would be eligible to act as a Consortium Coordinator please contact your National agency.

HOST ERASMUS+ PARTICIPANTS

Are you interested to host Erasmus+ participants and your school is close to Padova (Italy), Barcelona (Spain), Dublin (Ireland), Florence (Italy), Rome (Italy) or Valletta (Malta)? Please, contact us and we will be happy to discuss further arrangements.

ERASMUS+ ACCREDITATION

Erasmus accreditation is a new way to access mobility activities under the new Programme's Key Action 1.

Applications are open to organisations from Programme Countries. Erasmus accreditation for **individual organisations or mobility consortium coordinators**.

Accreditation are field-specific.

Accredited Erasmus organisations will gain simplified access to funding opportunities under Key Action 1 of the future Programme (2021-2027).

The conditions for accredited organisations' access to funding will be defined in yearly calls for proposals published by the European Commission.

Award of the Erasmus accreditation confirms that the applicant has set up a plan to implement high quality mobility activities and to use them to improve its education and training offer. This plan is called an Erasmus Plan and it is a key part of the application for Erasmus accreditation.

A new call for Erasmus accreditations will open each year in October.



What are the activities of Key Action 1?

Why is it important to start from teacher training courses?

What is the difference between a Short-term mobility project and Accreditation?

WHAT SUPPORT WE CAN PROVIDE (KA122)

We provide support for short-term mobility projects (KA122).

Our support service aims to help you write your Erasmus+ staff mobility application for [one of our courses](#). You will learn the content and structure of the Erasmus+ Programme, how to fund your teacher training courses and successfully manage your project for your school.

Our support service consists of:

- **FREE webinar series:** The webinar series “How to get Erasmus+ funding for your teacher training course” is made of **4 sessions**, each with an assignment to complete before the following session: you will have access to **video-recordings**, **project application guide** and **session slides** which will help you complete **your assignments** and write your project.
- **FREE feedback reports:** After watching our webinar series, you can submit your application drafts and receive an **unlimited number** of feedback reports. These reports, typically spanning 2-5 pages, offer **structured advice** on enhancing the content of your KA122 application draft to maximize your application's score.
- **FREE online consultation sessions:** To qualify for a 30-minute online consultation, please watch our webinars and receive at least 2 feedback reports. Following this preparation, you'll gain access to our online 30-min consultation sessions for **personalised guidance and support** where you can ask questions and seek clarifications about your unique application, feedback reports, and any doubt you may have!

TIME COMMITMENT FOR KA122

We estimate it might take up to 30-50 hours to prepare an Erasmus+ KA122 application.

Indeed, it takes 4 hours to attend the webinars. We estimate it might take up to 3- 5 hours between each of the 4 webinar sessions and the following to complete the assignments and write your project for one or more of our courses. It is easier to organise your project with the help of a small internal team of dedicated teachers and staff of your school.

You will need to be able to commit those hours as well as additional time to meet with your team outside of the facilitated sessions to work on your project. Please ensure that you can commit to this time, as your teammates will depend upon you, just as you will depend upon them, to succeed in your school application.

KEY ACTION 1 DEADLINES

- Call is published in November

- Key Action 1 Mobility projects – first round: **February**
- Results are published in the summer and activities can start from September or later
- Possible Key Action 1 Mobility projects – second round: October (but depends on National Agency, not confirmed)

KEY ACTION 2

SMALL-SCALE PARTNERSHIPS

An Erasmus+ small-scale partnership (KA210) is ideally composed of 3 or 4 organisations of various types from different countries. Each partner leads a few project-based activities aimed at addressing one or more topics in the fields of education and training and at promoting innovation, the exchange of experience, and know-how among the partners. For example, activities could involve developing or piloting educational materials such as toolkits or guides; organising online meetings with teachers and students; attending teacher training courses or workshops; or engaging in digital practices with other organisations, and much more!

[Example of project ideas](#)

Funding consists of two possible lump sums: 30.000 euro or 60.000 euro per approved application.

OTHER TYPES OF KEY ACTION 2

You can apply for funding for other types of Key Action 2, including other types of partnership for cooperation such as the cooperation partnerships or partnership for excellence, partnership for innovation, alliances for Innovation, capacity building and sport events.

If this is your first application, we recommend you focus on small-scale partnerships.

Contact your National Agency!



If you are not sure if your organisation can apply for this project, please contact [your National Agency](#) for clarification.

HOW TO PARTICIPATE TO KEY ACTION 2 PARTNERSHIPS

Here are the steps to participate in Erasmus+ KA2:

- **Identify your objectives:** Determine the specific objectives of your project, such as improving the quality of education, enhancing skills development, or fostering innovation and entrepreneurship.
- **Find partners:** KA2 projects require international partnerships involving organisations from different participating countries. Seek out potential partners who share your project objectives.
- **Develop a project proposal:** Work with your partners to create a detailed project proposal that outlines the goals, activities, and expected outcomes of your project. Be sure to address the specific priorities and criteria set by the Erasmus+ programme.
- **Prepare and submit the application:** Fill out the Erasmus+ Key Action 2 application form, which can typically be found on the website of your National Agency. Be thorough and accurate in providing all required information and documents.

Participating in Erasmus+ Key Action 2 projects can be very challenging due to the complex application process and the need for international cooperation, but Erasmus+ small-scale partnerships (KA210) offer a simplified option for organizations looking to engage in collaborative activities with fewer administrative requirements and a more manageable scale!

SMALL-SCALE PARTNERSHIPS

Ideal for newcomers and less experienced organisations! Small-scale partnership (KA210) are projects with duration from 6 to 24 months. While a unique combination of partners grouped in a consortium can submit only one application to one Agency per deadline, it's important to remember that submitting an application does not guarantee its approval. However, different combinations of partners can submit multiple applications with significant content variations to meet their unique needs and topics. We recommend using our service to finalise multiple applications (at least 2- 3 or more).

Priority is given to:

- **Newcomer organisation:** organisation that has not previously received support in a given type of action supported by this Programme or its predecessor programme either as a coordinator or a partner.
- **Less experienced organization:** any organisation or institution that has not received support in a given type of action supported by this Programme or its predecessor programme more than twice in the last seven years.



What are the most appropriate Key Action 2 for a new comer/less experienced organisation?

Why is it important to be involved in multiple distinct applications?

What is the difference between a Key Action 1 and Key Action 2?

WHAT SUPPORT WE CAN PROVIDE (KA210)

We provide support for small-scale partnerships (KA210).

Our service is a matchmaking platform that connects organisations, previously selected by us, based on similar interest and commitment to project topics and ideas with the goal of forming Erasmus+ small scale-partnerships! It is designed to offer a guided and self-paced experience, matching you with your favourite partners and getting your projects ready in just a few steps! As part of our FREE service, we will provide a professionally written application draft for each project idea you accept. This draft is ready for submission and fully-developed with clear key documents to address the application form questions in a way that maximises scoring criteria.

TIME COMMITMENT FOR KA210

It depends on the number of applications you would like to be involved in: the more applications you commit to, the more efficiently you can use your time! For example, we estimate that it might take up to 10 hours for you to contribute to 2 finalised applications or up to 20 hours to contribute to 5 finalised applications. You can allocate this time at your convenience, and it does not necessarily require scheduling meetings with us or other partners before the approval, unless required. In addition, you need time for discussions with your team within your organisation, time to get the final documents signed by your organisation's legal representative and time to liaise with your National Agency if needed. If you are a coordinator (usually one application), you need time to fill in the application form and submit. Overall, these additional tasks should take up to 10-20 hours, depending on your organisation.

KEY ACTION 2 DEADLINES

- Call is published in November
- Key Action 2 Small scale partnership projects: **March**
- Results are published in the summer and activities can start from September or later
- Possible Key Action 2 Mobility projects – second round: October (but depends on National Agency, not confirmed)

KEY DIFFERENCES BETWEEN KA122 AND KA210

| | KA122 Short-term mobility project | KA210 Small-scale partnership |
|---------------------------------|--|--|
| Focus | Mobility | Cooperation |
| Max number of mobilities | 30 | 2 or 3, but they shouldn't be the focus of the project |
| Activity types | Teacher training courses Other activities | Project-based activities about specific topics to promote innovation, exchange of experience and know-how between different types of organisations |
| Funding | Approx 2500 € per mobility | Lump sums: 30.000 € or 60.000 € |
| Time commitment | We estimate it takes 30-50 hours to prepare an application + time to meet up with your team | We estimate it takes 10 hours to contribute to two (2) applications or 20 hours to contribute to five (5) applications + time to meet up with your team |
| Deadlines | First round: February Possible second round: October | First round: March Possible second round: October |
| Support we provide | Webinars Feedback reports 30-min consultations (after 2 reports) | Joining: partner selection Swiping: mutual interest Matching: idea, draft, signatures |
| How many applications | If you are new to Erasmus+ or have limited experience, we recommend submitting one KA122 application AND getting involved in at least 2-3 (or more) KA210 applications. | |



Please, consider collaborating with a team as it can help in distributing the workload: it is easier to organise your project with the help of a small internal team of dedicated teachers and staff of your school! Overall, careful planning, time management, and effective use of our support services can greatly enhance your experience with Erasmus+ programme. If you plan well ahead and leave enough time for writing and developing your ideas, your organisation might benefit immensely! Register NOW to our support services!

REGISTRATION TO OUR SUPPORT SERVICES

Are you a teacher or school staff member interested in Erasmus+? Then, our support services are ideal for you! Your team should appoint one single delegate who should register to represent your organisation. We will use their email address for all the communications. Maintaining a single point of contact is crucial for consistency and effective communication channels. Your single delegate should [register here](#) to initiate the process.

Our support services are FREE.