



How to get Erasmus+ funding for your teacher training course

Session 4: Follow-up and final details

Wed 1st February 2023 17.00-18.00

Welcome!

- Session 1: Welcome to the Erasmus+ Programme
 - Session 2: Priorities and objectives
 - Session 3: Activities and budget
 - **Session 4: Follow-up and final details**
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- Every Wednesday for 4 weeks
 - Video-recording and material
 - FREE/your time commitment
 - Questions in the “Questions and answers” box
 - [Schedule your call with us](#) or contact us via email!

Today

- Follow-up (impact and dissemination)
- Annexes
- Review your application form

Erasmus+ quality standards and responsibility

- Basic principles

- Inclusion
- Green
- Digital
- Active participation

- Selection of participants, their preparation, and support during the activity

- Definition, evaluation and recognition of learning outcomes

- Good management of mobility activities



Who is **responsible?**

Impact means integrating results



- **What:**
 - Learning outcomes
 - Other aspects of your organisation
 - management competences, staff competences, new teaching methods or tools, European dimension, language competences, curriculum, the organisation of teaching and learning or more
- **Who:**
 - students, teachers, non-teaching staff, parents, management board, etc
- **How:**
 - Within your organisation
 - Between organisations
 - Local and regional level
 - National and international level
- **Example:**
 - “Web tools for teachers” + “English language level 1” + “English language level 2”
 - Learning outcomes
 - New teaching tools for **teachers** + language competences for **teachers** + Improve digital skills and language skills of **students** + more international cooperation **between organisations** + develop new **international partnerships** + impact on **local digital projects**

Dissemination means sharing results



- Difference between “integrating the results” (impact) and “sharing the results” (dissemination).
- Why
- What
- Who
- How
- Acknowledging European Union funding
 - Using the EU emblem and mentioning the Erasmus+ in your dissemination documents
- **Example**
 - Presenting the project to local authorities and associations
 - School newsletter
 - Press and media

Project summary

- Summarise the background, objectives, activities, follow-up

Annexes

- **Declaration on Honour** (must be signed by legal representative)
- **Other documents:**
 - [Formal agreements](#) (don't need to be signed)
 - Hosting organisation: just *Terms and conditions*
 - Supporting organisation: *Terms and conditions* and *Partnership agreement*
 - [Letters of intent](#)
 - Any other evidence to support the award criteria!

Your live application form

Content menu

- ✗ Context **i**
- ✗ Participating Organisations **i**
- ✗ Background **i**
- ✗ Project objectives **i**
- ✗ Activities **i**
- ✗ Quality Standards **i**
- ✗ Follow-up **i**
- ✗ Project Summary **i**
- ✗ Annexes **0** **i**
- ✗ Checklist **i**
- ✗ Sharing **i**
- ✗ History **i**

Context

School Education

Project Title *

Project Title In English *

Project Start Date (dd/mm/yyyy) *
01/09/2021

National Agency of the Applicant Organisation

i For the list and contact information of Erasmus+ National Agencies, please consult the following page:

PROTECTION OF PERSONAL DATA

Review your application form

Checklist for success (page 11-12 of the Project application guide)

- A 12-point checklist to doublecheck your application!

Award criteria (details for school sector at page 112 of the Programme Guide)

- Relevance of the project (30 points)
- Quality of the project design (40 points)
- Quality of the follow-up actions (30 points)

Project application guide

- Part 4: please, read it carefully and contact us if you have any question
- Read «your checklist for success» (pages 11-12)

Fill in your application form

- Use your previous assignments from other sessions to fill in your application form
- Add the documents to the Annexes
 - Signed declaration on honour
 - [Formal agreements](#)
 - [Letters of intent](#)
 - Any other evidence
- Review your application
 - Use your checklist for success (12 points)
 - Evaluate your application using the award criteria
- Plan to submit before 23rd Feb 12.00.00 Brussel time
 - **ask our feedback well in advance of your planned submission**
 - **submit at least a few days in advance!**

Sharing your application

Content menu <

- ✘ Context **i**
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What happens after you submit your application

- Deadline: 23rd Feb 12.00.00 Brussel time
- Final decision during the summer
- Notification of grant award decision
- Grant agreement and payment procedure (2 months?)
- Project start date
- You can book up to 3 months before the course start date

Wrapping up

- Follow-up (impact and dissemination)
- Annexes (DoH, Formal agreements, letters of intent + other)
- Review your application form (checklist for success and award criteria)

Assignments

- Project summary
- Project application guide – part 4
- Fill in the application form

Deadline is 23rd Feb 12.00.00 Brussel time:

- **complete your application draft and ask our feedback NOW!**
- **submit at least a few days in advance!**
- [Schedule your call with us](#)
 - Basic information desk – 15 Minute Meeting
 - Erasmus+ application support – 30 Minute Meeting

Questions

- Questions from the Q&A box

Thank you!

- You will receive slides, material and video-recording tomorrow morning
- [Feedback survey](#) or click “Continue” in the page shown when the webinar is terminated:
 - Please, take 2 minutes to complete the feedback survey and tell us how we can improve our webinar.
- [Schedule your call with us](#)