Erasmus+ Programme

Jean Monnet Activities – Workshop

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EACEA- Education, Audiovisual and Culture Executive Agency
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Recommendations for Applicants

• Design the Jean Monnet project having its impact already in mind
• Be coherent in the application regarding objectives, activities and available instruments
• Justify the needs of the project at institutional, local, regional and national level
• Do not assume prior knowledge on the part of the expert
Recommendations for Applicants

• Be innovative:
  - Different target groups
  - Methodology
  - Tools and technologies

• Project team and partners: define the role, tasks, ensure good communication
What is a successful proposal

- A **successful** proposal is amongst others, capable demonstrating that the combination of all its elements will produce concrete and sustainable results for the benefit of all the parties concerned
- **Coherent:** in its entirety, avoid contradictions, avoid 'patchwork'
- **Simple:** better a few well-chosen words, than long/vague explanations
- **Concrete:** use examples, justify your statements, bring proofs
- **Clear:** Follow the questions and answer them in the right order
- **Explicit:** do not take anything granted; do not assume: experts cannot read your mind, avoid abbreviations or explain them
- **Focused:** stick to what is asked
- **Complete:** ensure you have followed all instructions and that all required attachments are submitted
Avoid the most common mistakes

- Use the official Jean Monnet application form
- Attach all requested documents/attachments
- Take into account the different number of teaching hours in the different activities (Modules 40h, Chairs 90h)
- Demonstrate the relevance of the Jean Monnet activity in the European Integration studies context
- Identify the needs of the target group/s
- Explain how civil society is involved
- Remember that only information presented in the application can be assessed
- Do not assume prior technical or 'historical project-relate' knowledge on the part of the experts
Avoid the most common mistakes

- Demonstrate the relevance experience (CV and list of publications) linked to the project proposal
- Pay attention that:
  - for Jean Monnet Projects, only 'events' are taken into consideration for the grant calculation
  - For Jean Monnet teaching activities (Modules, Chairs, Centres of Excellence) only teaching activities are taking into consideration for the grant calculation
- Pay attention that e.g. the number of participants must be coherent with the calculation sheet
To clearly elaborate in all applications:

- Teaching
- Research
- Events
- Deliverable
Award criteria

• Relevance of the proposal
  - demonstrate relevance of the project in the context of European Union studies
  - explain the added value of your project in the context of your institution
  - pay attention to the consistency between activities, methodology and the expected results of your project

• Quality of the project design and implementation
  - demonstrate the quality of the work programme, including the preparation, implementation, evaluation and dissemination
  - pay attention to the consistency between activities and the budget proposed
  - Quality and feasibility of methodology proposed should be realistic
Awards criteria

- Quality of the project team
  - demonstrate the relevant expertise in the field of European Union studies and in the specific subject area addressed by the project
  - if your institution does not have prior experience implementing activities related to the European issues, you may consider collaboration with external experts
  - (please bear in mind the eligibility criteria for each type of action, ex. in case of a Jean Monnet Chair, the minimum 90 teaching hours per academic year must be delivered by a professor who is a permanent staff member at the applicant institution)
  - explain the specific role of each member of the project team and in case of the Jean Monnet Networks describe the role of each partner in the project
  - make sure to include CV and list of publications for all key staff involved in the content-related activities of the project in Description of the Project
Award criteria

• Impact and dissemination
  - pay attention to conceptual and methodological clarity
  - present your dissemination strategy
  - define target groups and identify their needs
  - bear in mind that Erasmus+ Programme promotes activities addressing civil society
  - provide measures for evaluating the outcome of the project’s activities (quality control and monitoring)
# Jean Monnet Activities – Overview

Maximum EU grant: 75% - 80% of the total budget

*Flat rate financing system

<table>
<thead>
<tr>
<th>Type of Activity</th>
<th>Amount EUR</th>
<th>Min. N° of countries</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Modules*</td>
<td>30.000 EUR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chairs*</td>
<td>50.000 EUR</td>
<td>1</td>
<td>3 years</td>
</tr>
<tr>
<td>Centres of Excellence</td>
<td>100.000 EUR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Networks</td>
<td>300.000 EUR</td>
<td>3</td>
<td>3 years</td>
</tr>
<tr>
<td>Projects*</td>
<td>60.000 EUR</td>
<td>1</td>
<td>12, 18, 24 months</td>
</tr>
<tr>
<td>Support to Associations</td>
<td>50.000 EUR</td>
<td>1</td>
<td>3 years</td>
</tr>
</tbody>
</table>
Jean Monnet - calculation

A) Lump sums / flat rates calculation: Modules, Chairs, Projects

B) Budget based calculation: Centres of Excellence, Networks, Associations

Website for information:
More information – Jean Monnet

• **Erasmus+ Programme Guide and 2018 General Call for proposals:** [http://ec.europa.eu/programmes/erasmus-plus/resources_en](http://ec.europa.eu/programmes/erasmus-plus/resources_en)


• **Funding - Jean Monnet Activities within Erasmus+:** [http://eacea.ec.europa.eu/erasmus-plus/funding_en](http://eacea.ec.europa.eu/erasmus-plus/funding_en)


• **Erasmus+ Project Results:** Erasmus+ platform for dissemination and exploitation of project results:

• **Jean Monnet Cluster 2016: Good practices in the context of 'A Union of shared values – The role of Education & Civil Society'**

• **Jean Monnet Cluster 2017 - Network activities:**

• **Jean Monnet functional mailbox:** EACEA-AJM@ec.europa.eu