



Erasmus+ Programme

Jean Monnet Activities – Workshop

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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



Award 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

Type of Activity	Amount EUR	Min. N° of countries	Duration
Modules*	30.000 EUR	1	3 years
Chairs*	50.000 EUR		
Centres of Excellence	100.000 EUR		
Networks	300.000 EUR	3	3 years
Projects*	60.000 EUR	1	12, 18, 24 months
Support to Associations	50.000 EUR	1	3 years



Jean Monnet - calculation

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

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

Website for information:

https://eacea.ec.europa.eu/erasmus-plus/funding/jean-monnet-activities-2017_en

More information – Jean Monnet

- **Erasmus+ Programme Guide and 2018 General Call for proposals:**

http://ec.europa.eu/programmes/erasmus-plus/resources_en

- **Jean Monnet Activities:** http://eacea.ec.europa.eu/erasmus-plus/actions/jean-monnet_en

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

- **Jean Monnet Directory:** <https://eacea.ec.europa.eu/JeanMonnetDirectory/#/search-screen/>

- **Jean Monnet selection results:** http://eacea.ec.europa.eu/erasmus-plus/selection-results_en

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

<http://ec.europa.eu/programmes/erasmus-plus/projects/>

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

https://eacea.ec.europa.eu/sites/eacea-site/files/jean_monnet_cluster_2016_1607_0.pdf

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

https://eacea.ec.europa.eu/erasmus-plus/events/jean-monnet-network-activities-%E2%80%93-cluster_en

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