

# Jean Monnet Activities Key recommendations for successful project application

**EACEA** 

Education, Audiovisual and Culture Executive Agency

Erasmus+ Information Day in Kiev 15th November 2016

Erasmus+





Information on Jean Monnet Objectives - Type of activities

Jean Monnet - How to apply - Call for proposals 2017 What is new - Deadline - Financial overview

> Selection results of the last Call for Proposals - Information sources



## Erasmus+ (2014-2020): 3 Key Actions

## A single integrated programme



• Jean Monnet

• Sport

3



- Jean Monnet Programme. 1989 Introduction of European integration studies in universities
- Dedicated to the memory of Jean Monnet (1888-1979)
- Nowadays, Jean Monnet continues under Erasmus+ as a separate activity
- Managed centrally by the EC/EACEA



#### Jean Monnet a worldwide Network 1989 - 2016



**86 countries** throughout the world more than **1000 universities** offering Jean Monnet courses as part of their curricula

Over **4,730 projects** in the field of European integration studies.

Erasmus+



## Jean Monnet in brief

- Focus on EU studies to promote excellence in teaching and research on the European integration process in various disciplines
- European Union studies comprise the study of Europe in its entirety with particular emphasis on the European Integration process in both its internal and external aspects





# **Objectives**

- Promote excellence in teaching and research in the field of European Union Studies worldwide
- Foster the dialogue between the academic world and policy-makers
- Equip students and young professionals with knowledge of European Union subjects relevant for their academic and professional lives and enhance their civic skills
- **Promote innovation and teaching and research** (e.g. cross-sectoral and /or multi-disciplinary studies, open education, networking with other institutions)
- Improve the quality of professional training on EU subjects



## **Classical JM Subjects**

- EU Comparative Regionalism
- EU Communication & Information
- EU Economic Studies
- EU Historical Studies
- EU Intercultural Dialogue
- EU Interdisciplinary Studies
- International Relations and Diplomacy Studies
- EU Legal Studies
- Political and Administrative

## **Associated Studies**

Sociology Philosophy Religion Geography Literature Art Sciences (veterinary, agronomy, health) Environmental Studies Globalisation Studies



## Different types of Jean Monnet Activities

#### I. TEACHING AND RESEARCH ACTIVITIES

- Jean Monnet Modules
  - Jean Monnet Chairs
- Jean Monnet Centres of Excellence

**II. POLICY DEBATE WITH THE ACADEMIC WORLD** 

- Jean Monnet Networks
  - Jean Monnet Projects

**III. SUPPORT TO ASSOCIATIONS** 

• Jean Monnet support to Associations





## Jean Monnet Module – Characteristics

- Short teaching programme/ course in EU studies taught at HE institution
- Minimum 40 teaching hours per academic year.
  - direct contact hours: group lectures, seminars, tutorials
  - includes distance learning
- Mono or multidisciplinary (combined disciplines)
- Possible inputs by several professors and experts

S years S Max grant: 30,000 € ♥ 40h teaching





## Jean Monnet Module – Activity types

- General or introductory courses on EU issues
- Specialised teaching on European Union developments
- Summer and intensive courses that are fully recognised





## **Jean Monnet Chair - Characteristics**

- Teaching post with specialisation in EU studies for university professors.
- Professor MUST do a minimum 90 direct contact hours per academic year himself

   not individual instruction /thesis supervision.
- Must carry out at least one additional activity per academic year (seminar, conference, round-table...)

S 3 years S Max grant: 50,000€ S 90h teaching





## Jean Monnet Chair – Activities

- Deepen teaching in EU studies embodied in official curriculum of a HEI;
- In-depth teaching on EU for future professionals in fields increasingly demanded by labour market;

#### At least one additional activity per academic year:

- Provide teaching/lectures to students from other departments to better prepare them for their future professional life;
- Encourage, advise and mentor the young generation of teachers and researchers in EU Studies subject areas;
- Conduct, monitor and supervise research on EU subjects, for other educational levels such as teacher training and compulsory education;
- Organise activities (conferences, seminars/webinars, workshops etc.) targeting to policy makers at local, regional and national level as well as to civil society;





## Jean Monnet Centre of Excellence Characteristics

Focal point of competence and knowledge on EU subjects:

- Gather expertise/ competences of high-level experts
- Develop synergies among various disciplines and resources in EU studies (national, transnational)
- Openness to civil society
- Broad reach out:
  - students from faculties not normally dealing with EU issues
  - policy makers, civil servants, organised civil society + general public

## S 3 years S Max grant: 100,000 € INO JM Chair needed



## Jean Monnet Centre of Excellence Activities

#### Strategic 3-year annual plan

Research

- organise-coordinate human and documentary resources related to EU studies
- Lead research activities on EU specific subjects
- Systematic publication of research activities' results
- Teaching
  - Develop content and tools on EU subjects to update/ complement existing courses and curricula
- Think-tank
  - Enhance debate + exchange of experiences about EU
  - Seek partnerships with local stakeholders and/or EU Representations Offices in Member States and EU Delegations in third countries



## Policy debate and exchanges

## **NETWORKS**

**Objective:** Foster creation, development of consortia of international players (HEIs, Centres of Excellence, departments, etc.) in area of EU studies.

- Involvement of minimum 3 partner institutions from 3 different countries
- Duration up to 3 years;
- Max grant:300.000 €



# Policy debate and exchanges PROJECTS

Objective: Support innovation, cross-fertilisation, the spread of the EU content. Involvement of other partners possible, duration between 12 – 24 months; (max grant:60.000 €) Main activities:

- Gathering and promoting information and results on methodologies applied to high-level research and teaching on EU-studies
- Enhancing cooperation between different HEIs and other relevant bodies throughout Europe and around the world
- Innovation projects explore new angles and different methodologies in view of making EU subjects more attractive, adopted to various kinds of target populations
- Cross-fertilisation projects promote discussion and reflection on EU issues, enhance knowledge about the Union and its processes
- Spread content projects mainly concern information and dissemination activities



## **Support to Associations**

Aims to support:

**ASSOCIATIONS:** contribute to the study of the EU integration process, interdisciplinary approach, officially registered and independent; open to all interested professors, teachers and researchers specialising in EU issues, at regional, national or supranational level; duration 3 years; (max grant:  $50.000 \in$ )

#### Main activities:

- organise and carry out statutory activities of associations dealing with EU studies and EU issues;
- Perform research in the field of specific European issues in order to advise local, regional, national and European policy makers, dissemination of outcomes including the EU institutions, enhancing active citizenship.



## Jean Monnet – Activities overview

Max. community grants (of total budget): 75% - 80% \*Flat rate financing system

Type of Activity	Amount EUR	Min. N of countries	Duration	
Jean Monnet Modules*	30.000 EUR			
Jean Monnet Chairs*	50.000 EUR	1	3 years	
<b>Centres of Excellence</b>	100.000 EUR			
Jean Monnet Networks	300.000 EUR	3	3 years	
Jean Monnet Projects*	60.000 EUR	1	12-24 months	
Support to Associations	50.000 EUR	1	3 years	



# What's in for participants, individuals involved?

- Enhance employability, career prospective
- More active Citizenship
- Support for young researchers
- Increase opportunities for academic staff





# What's in for organisations?

- Increased capacity to teach and research
- Improved and innovative curricula
- Increase financial resources
- Modern, professional **environment**
- Promoting young researchers, professors
- Integration of good practices, new EU subjects
- Collaboration with other organisations





## What is new since 2016?

#### 2016

- Jean Monnet Chair holders: to carry out at least 1 additional activity/year on top of the minimum 90 teaching hours/year
- Jean Monnet Centre of Excellence: requirement to hold a Chair in order to set up a Centre of Excellence is removed
- Jean Monnet Networks: The minimum number of countries involved is reduced from 5 to <u>3</u>
- No support to Institutions any more

#### 2017

 The gap-year rule for applying to Teaching and Research Activities has been removed





# How to apply?

- Annual Calls for Proposals published by the EU
- Apply directly to Executive Agency (EACEA)
- Applicants from all countries
- Applicants: HEIs or organisations active in EU subject area, depending on the action type
- Only one applicant institution is required
- Proposals assessed by experts on basis of relevance, quality of design, quality of team, impact and dissemination



## **Planning a new proposal?**

#### **Call for proposals**

One call for proposals per year – part of the general Erasmus+ call published in October 2016: <u>https://eacea.ec.europa.eu/erasmus-</u> plus/funding/jean-monnet-activities-2017 en

All details in the Erasmus+ Programme Guide Deadline 23 February 2017





# **Application process**

The application package is composed of the **eForm** and **three compulsory annexes:** 

- **1. Detailed Project Description**
- 2. Budget Form
- **3. Declaration of Honour**
- Fill in the **eForm**, and complete and attach the **compulsory annexes**.
- Validate the eForm.
- Automatic check: If form is complete it can be **submitted online**.
- Successful submission > confirmation email and reference number.

NB: No paper copy is required





# **Application process**

**Instructions** on completing the application package and an **eForm User Guide** published on the website

Call notice Guidelines	eForm and Annexes 1. Fill in the eForm (available soon) with the required data.		
How to apply	EForm and its user guide are available here (available soon).		
Eforms	Further assistance If, after referring to the eForm User Guide you still have a question or have encountered a technical problem, please contact the HelpDesk services. HelpDesk e-mail address: eacea-helpdesk@ec.europa.eu HelpDesk phone: +32 2 299 0705		
	<ol><li>Do not forget to complete and attach the <u>compulsory</u> annexes to the eForm, <u>using the official templates provided.</u></li></ol>		
	Compulsory annexes to be completed and uploaded with the eForm:		
	<b>A. Description of the project</b> Jean Monnet Modules, Jean Monnet Chairs, Jean Monnet Centres of Excellence (available soon) Jean Monnet Support to Associations (available soon) Jean Monnet Networks, Jean Monnet Projects (available soon)		
	<b>B. Detailed budget tables</b> Jean Monnet Modules, Jean Monnet Chairs (flat-rate financing system) (available soon) Jean Monnet Projects (flat-rate financing system) (available soon) Jean Monnet Centres of Excellence, Jean Monnet Support to Associations, Jean Monnet Networks (budget-based financing system) (available soon)		
	C. Declaration of honour by the legal representative of the applicant organisation (available here).		



# **Application process**

In the section **Guidelines**, you will find E-tutorials and FAQ which will help you to prepare your proposal







## **1)** Register your organisation within the Participant Portal







## **Participant Portal – important points for applicants:**

- Unique entry point for the registration of organisations that want to apply for programmes managed by the EACEA
- Organisation will need to register only once and receive a Participant Identification Code (PIC) via the unique registration facility
- Only one PIC for all projects proposed and/or managed by one university

Applicants should check for example with the International Office of their university





#### 2) Complete the eForm

- **Part A.** Applicant organisation (and partners for Networks only)
- → Most details automatically retrieved from the Participant Portal

**Part B.** Major information about the project: summary, priorities and topics addressed, duration, budget

**Part C.** Specific information: discipline, number of teaching hours, students, etc.



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ACCEPTANCE

eForm



#### 3) Complete and attach compulsory annexes to the E-form

#### <u>Annex I</u> Description of the project

$\langle \rangle$	Application Form Call: 2016 Jean Monnet Activities • Jean Monnet Networks • Jean Monnet Projects
Erasmus+	
	2016 Call for proposals
DETAI	ILED PROJECT DESCRIPTION
	(To be attached to the eForm)
	(To be attached to the eForm)

**Part D.** Characteristics and relevance: Rationale for the proposal, relevance to the objectives of the Action, relevance to target groups

**Part E.** Participating organisations – teams: Aims and activities of the organisation, skills and expertise of key staff (publications, teaching)

**Part F.** Design and implementation of the proposal:

Work programme, methodology, time schedule

Part G. Impact, dissemination and exploitation

**Part H.** Curriculum Vitae and full list of publications



#### 3) Complete and attach compulsory annexes to the eForm

#### <u>Annex II</u> Budget table

3 forms depending on the action:

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Modules and Chairs - Flat-rate financing system

**Projects - Flat-rate financing system** 

#### **Centres of Excellence, Associations, Networks – Budget-based financing system**



#### 3) Complete and attach compulsory annexes to the eForm

#### Annex III Declaration of Honour

DECLARATION OF HONOUR BY THE LEGAL REPRESENTATIVE THE APPLICANT ORGANISATION

...... authorised to represent the consortium, hereby request from

<u>Declaration of honour for Grants < 60.000 EUR</u> To be completed by the person legally authorised to sign on behalf of the applicant organisation

I centify that the information constanted in this application is correct and complete and that none of the applicants has received any other Union finding to carry out the action which is the subject of this grant application. I centify that the applicants have the financial and operational capacity to carry out the proposed action.

I ventury use the applicants intre the minimum and operational capacity to carry on the proposed action. If selected to be awarded a grant, the applicants accept the standard conditions as laid down in the grant agreement.

In the event that my grant application is successful, I am aware that the Education, Audiovisual and Culture Executive Agency / European Commission will publish on its website or in any other appropriate medium:

the name and address of the beneficiary of the grant;

the subject of the grant;

the amount awarded and the rate of funding of the costs of the approved project

Please tick the statement below that applies to the organisation you represent I declare that the organisation I represent is:

a public body (<sup>1</sup>)

I, the undersigned, ...

a private body which has financial and operational capacity to carry out the proposed action or work programme and is solve to provide a Sank Guarantee for the smount of the 1st (and Ind, if applicable) pre-financing payment(s), should the Education, Andiovisual and Culture Executive Agency request so.

By signing this application form, I accept all the conditions set out in the Call for proposals 3013 (DG EAC 507/12) of the Lifelong Learning Frogramme (2007-2013), including the general conditions published on the Education, Audiovisual and Caluten Executive Agency whether. I also decires that all the puttures participating in this project have agreed with the content of the application and have confirmed their intention to carry our the tasks decribed accordingly.

Name / first name:

Title or position in the consortium

Signature [and official stamp] of the applicant:

Date:

1 For the Lifelong Learning Programme, considered to be public bodies are all schools and higher education institutions specified by Member States (participating committee), and all institutions or organisations providing learning opportunities which have network of work of their summal revenues from public sources over the list networks, or which are concolled by public bodies or their representatives. To be signed by the legal representative





## Then what happens?

#### **Evaluation Process**

- 1. Eligibility verification against selection criteria
- 2. Quality assessment against 4 award criteria
  - All proposals are assessed by independent experts
  - Proposals are ranked according to their assessed quality





## Then what happens?

- All proposals are assessed by independent experts
- Proposals are ranked according to their assessed quality
- The best proposals are selected for funding by the European Commission
- All candidates are informed, and results are published
- Contracts are prepared for successful projects
- Start of the projects 1 September 2016





# **Award criteria**

L. Relevance of the project

OBJECTIVES

PRIORITIES AND ADDED VALUE

TARGET GROUPS




# **Award criteria**

2. Quality of the project design

QUALITY OF WORK PROGRAMME

CONSISTENCE BETWEEN OBJECTIVES AND ACTIVITIES ADN BUDGET

FEASIBILITY





# Award criteria

3. Quality of the project TEAM

PERTINENCE OF PROFILE

RELEVANT EXPERIENCE





# **Award criteria**

### **4. IMPACT AND DISSEMINATION**

IMPACT

### DISSEMINATION





# **Coherence and feasibility**





## Then what happens?

### Selection Process

- The best proposals are selected for funding by the European Commission
- All candidates are informed, and results are published
- Contracts are prepared for successful projects
- Start of the projects 1 September of the year of application





### Recommendations for submitting a good quality application – in brief

- A Jean Monnet proposal must demonstrate <u>relevance</u> in the European integration context; it should aim for originality and innovation, based on own experience of the applicant organisation.
- Applications should demonstrate the <u>need and objectives</u> of the participating organisations and academics involved
- <u>Demonstrate the</u> use of new methodologies and technologies.
- Design the Jean Monnet project having its impact already in mind.
- Make sure that the <u>project design</u> presents a detailed <u>work</u> <u>programme</u>, which is in line with your project aims and the expertise of the team.





### Recommendations for submitting a good quality application – in brief

- The <u>work programme</u> should be realistic and feasible, you should avoid incoherence.
- Define clear roles and responsibilities for the project team and partners (if relevant).
- When identifying <u>target groups</u> explain their relevance to the proposal and how they will be reached.
- Use a variety of <u>different information channels</u> in order t<u>o reach</u> <u>out to a large public and civil society at local, regional national</u> <u>and/or European level</u>.





### Recommendations for submitting a good quality application – in brief

How to avoid the most common mistakes:

- Check eligibility criteria of your organisation
- Start working on your application early and avoid submitting the E-form on the last day
- Use official Jean Monnet application form





### **Recommendations for improving the quality of projects** – in brief

How to avoid the most common mistakes:

- Respect the min. number of teaching hours required for JM Modules and Chairs and ensure that this information is coherent across the application foms (project description/ E-form/budget form)
- Only information presented in the application can be assessed
- Do not assume prior technical or 'historical project-related' knowledge of the expert





## Example - <u>Jean Monnet Module</u> in European Banking and Financial Integration in EU, 2007-2010

#### Universitatea Alexandru Ioan Cuza Iasi, Iasi, Romania Prof. Gabriel Stefura

#### Aims

• Due to the great demand for accurate information regarding the European integration process and to its position in the social environment, the UAIC Iasi can and must act like a leader in bringing Europe closer to the citizens and highlighting the implications of this process

#### Activities

- Course on European Banking and Financial Integration, to train future European citizens in Romania
- Information about European economic integration at postgraduate level
- Promote and strengthen active European citizenship through understanding that the economic impact of enlargement will be significant as a bigger and more integrated market boosts economic growth
- Promote the active participation of students/citizens in the process of European integration through reflection and debate on the various economic aspects of this process;

#### **Target groups**

• Students, teachers, trainers, civil society





Example - Jean Monnet Chair in European Integration and Youth 2010-2014 National University of Ireland, Maynooth Dr Maurice DEVLIN

#### Aims

- To respond to unprecedented increase in emphasis on youth policy at EU level in recent years
- To consolidate and expand European integration studies for youth and community work students at the National University of Ireland, Maynooth
- To explore ways of furthering the European dimension in vocational and professional youth and community work, education and training

#### Activities

- Lectures, including a module for vocational and professional students
- Doctoral seminars
- Training course for civil society groups

#### **Target groups**

- Higher education institutions at national level, civil society groups and organisations and academics and students from outside the EU
- gathering together academics and practitioners working in the field of youth studies





**Example - Jean Monnet Centre of Excellence** Between Globality and Locality: Europe in a Global Context 2010-2013 Institute of Social and European Studies Foundation (ISES), Köszeg, Hungary Prof. Ferenc MISZLIVETZ

#### Aims

- To target disadvantaged regions and populations with new post graduate courses in European Studies
- To combine theoretical and practical studies, responding to changing social and economic conditions, international political, social, economic and cultural life
- To provide public space for multi-stakeholder debates on the challenges of European integration and Europe's role in the world
- To enhance regional cooperation and integration through exchanges between institutions of higher education in Member States and EU neighbourhoods

#### Activities

- Master programmes, new university courses and summer courses
- Cross-border lecture series, roundtable debates and conference for students, educators, civil society, business and government
- Publications, Website





#### **Target groups**

- Key beneficiaries are students, policy makers, practitioners, civil society
- Students come primarily from Central Europe, the Baltics, the Balkans and former Soviet republics, also Turkey and Africa (e.g. Cameroun)
- Cooperation with other Hungarian Universities, other institutions in field of European Integration, in particular through the Jean Monnet network
- Particularly good contacts with European Integration initiatives in Turkey and Latin America
- All academic programmes open to civil society participation, including MA programmes and the Summer University
- Concerted effort to recruit civil society participants to its events and cultural programmes
- The Centre successfully creates links between academia, business community and government of the city and region, hereby contributing to local and regional development





#### **Example - Jean Monnet Network**

European Identity, Culture, Exchanges and Mulitlingualism 2014-2017 Sofiiski Universitet Sveti Kliment Ohridski, + 7 Partners from China, BE, UK, LU, PL, IE, SK

Assoc. Prof Maria STOICHEVA

#### Aims

- European identity formation, theme with three dimensions of more focused research (patterns of European identity and citizenship among students studying courses in the area of EU Studies eliminating the constraint of knowledge deficit and information about European affairs), identities in urban contexts (the European multilingual city) and the issue of emerging new European young researchers' identities (exchanges and doctoral studies – an international study of processes and outcomes in the EU)
- core task of the network to build knowledge and become reference point for researchers in these EU-related themes





#### Activities

 3 summer schools, 13 events (seminars, workshops, conferences and final conference), 10 major deliverables (books, collection of papers, conference proceedings, thematic issues of national journals, working papers)

#### **Target groups**

• Core target group are young researchers (doctorate students, potential doctorate students and young researchers who have obtained a PhD degree in the past 5 years), doctorate students from other scientific fields





### **Example - Jean Monnet Project**

L'Europe: parle m'en au Lycée 2013-2014 Fondation Nationale des Sciences Politiques, Dijon, France Prof Lukas MACEK

#### Aims

- To increase awareness of EU issues at high schools in Burgundy (focusing both on students and teachers)
- To identify and develop a network of people (with a direct link to secondary education) interested in EU affairs and willing to promote awareness of EU citizenship, knowledge of the EU etc. within the high school student population
- To create a network which will develop its activities far beyond the period of the present project's implementation
- To enhance teachers' willingness, competence and creativity regarding the introduction of the "EU subject" into their courses and/or into their contribution other activities for students





# **Selection 2016**

- 1034 eligible applications received
- 270 projects selected:
  202 projects Jean Monnet funds / 11.3M€
  68 PI funds / 4.0M€





## **Selection 2016 - Activities**





# **Selection 2016 - Disciplines**



- EU and Comparative Regionalism Studies
- EU Communication and Information Studies
- EU Economic Studies
- EU Historical Studies
- EU Intercultural Dialogue Studies
- EU Interdisciplinary Studies
- EU International Relations and Diplomacy Studies
- EU Legal Studies
- EU Political and Administrative Studies
- Other Studies



# Selection 2016 in Ukraine, future perspectives

- Number of projects selected in Ukraine stable between 2014-2016
- During 2014-2017 the success rate has been 11%
- Increase of number of proposals from Ukraine almost by 5 since 2014
- Ongoing negociations for additional funding





# **More information – Jean Monnet**

• Erasmus+ Programme Guide and 2017 General Call for proposals:

http://ec.europa.eu/programmes/erasmus-plus/discover/guide/index\_en.htm

• 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

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

http://eacea.ec.europa.eu/erasmus-plus/library\_en

Erasmus+ Project Results:

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

Mailbox Jean Monnet: <u>EACEA-AJM@ec.europa.eu</u>



# Thank you for your attention !

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