ERASMUS+

Kooperationsprojekte - Antragswerkstatt
Wie stelle ich einen erfolgreichen Antrag ?

Heike Franz 9. November 2021

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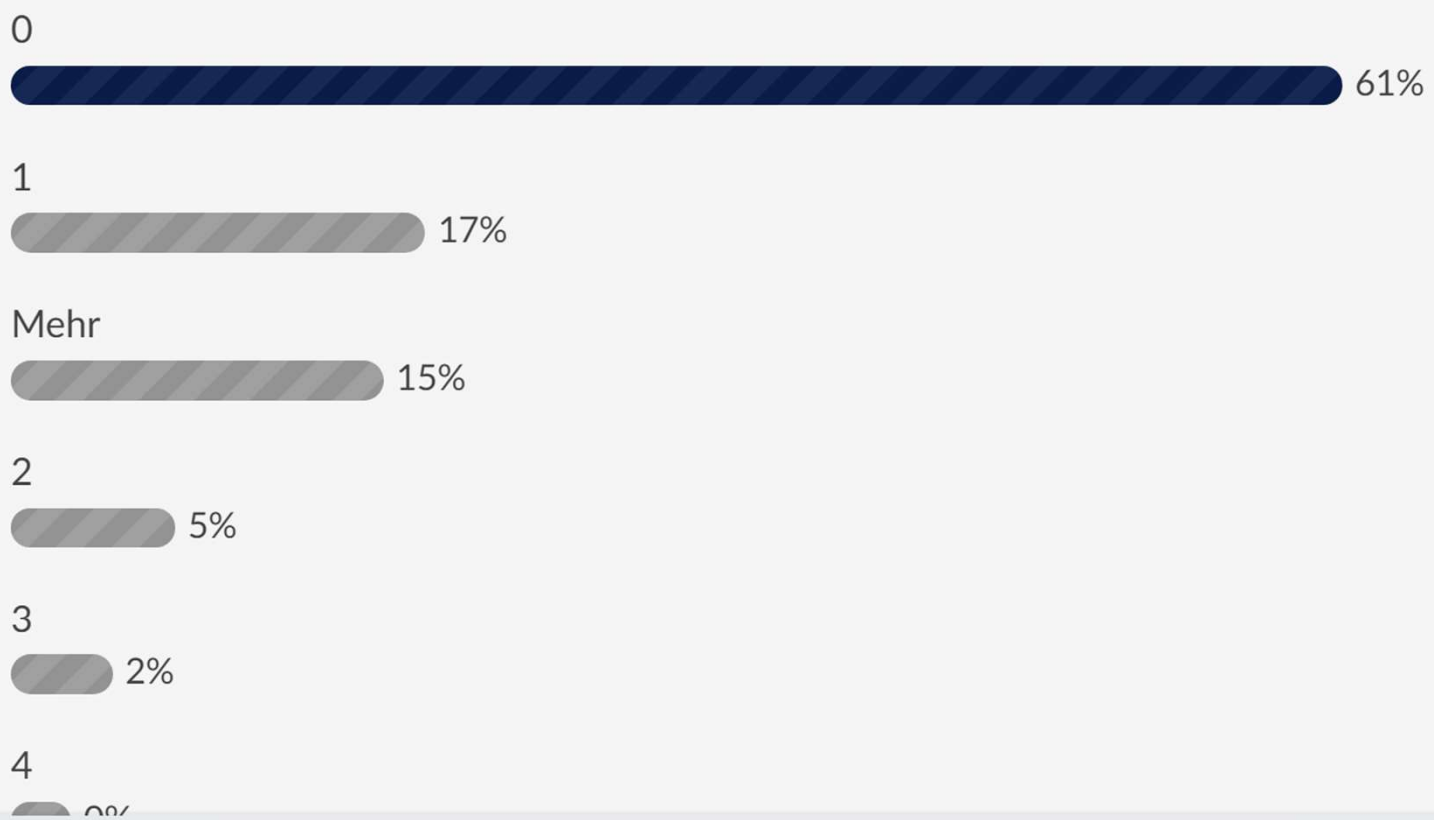
Wie viele Erasmus+ Anträge haben Sie schon gestellt?



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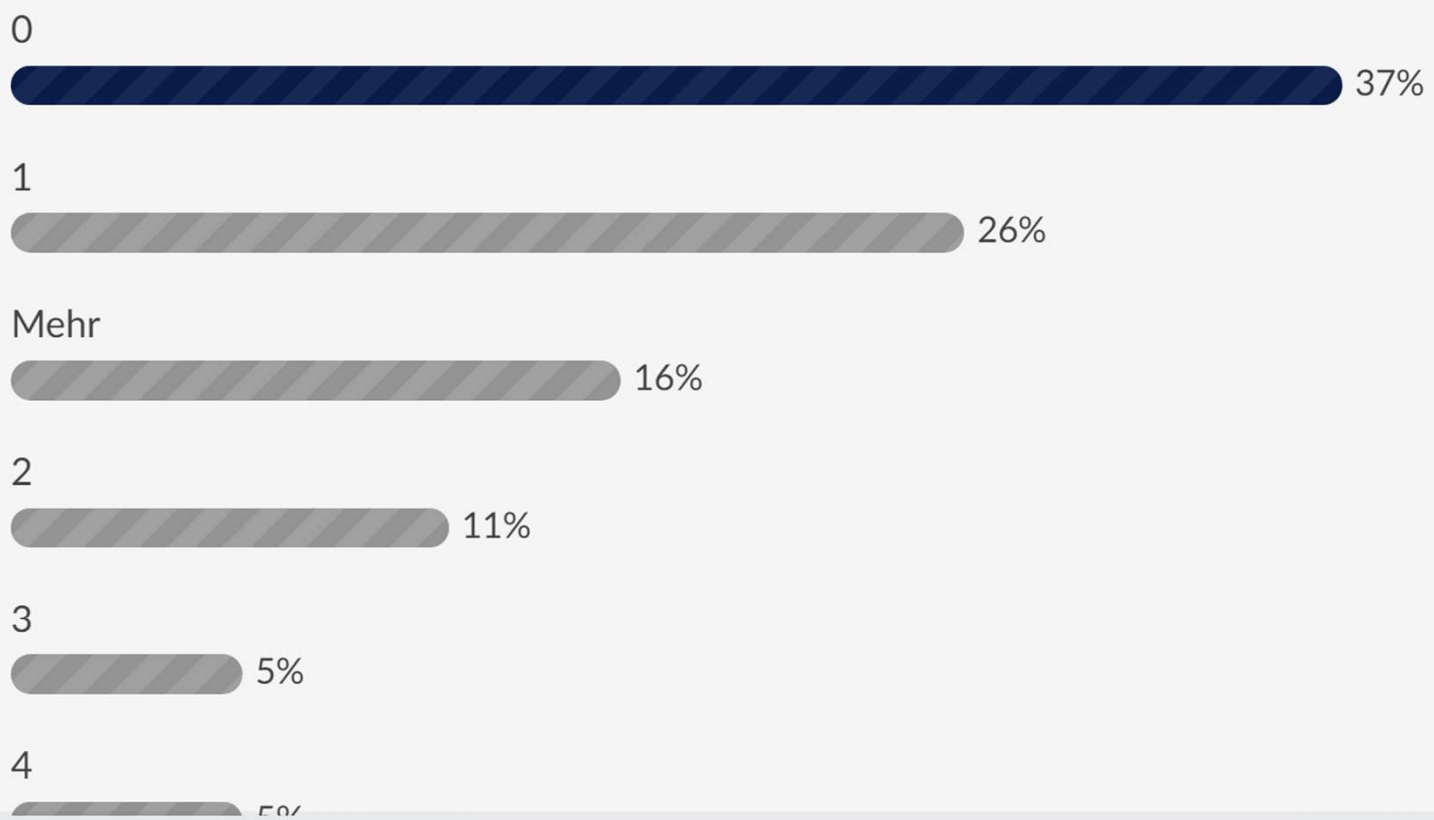
Wie viele Erasmus+ Anträge wurden davon für eine Förderung ausgewählt?



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Was macht die Antragstellung schwierig?

Aufwand - sehr viel Vorbereitungszeit notwendig
Fragestellung ungenerisch
Redundante Inhalte
Antragsumfang (CBHE)
Zuordnung zu EU/Programm-Prioritäten
Fristen
Komplexität
Wettbewerb
Zeitdruck
EU Terminologie
Zu viele Vorgaben
Aufwand
Zu wenig Personal
Co-Finanzierung
Zu wenig Anleitung
Umfang
einschränkende Themenpassung
Mangelnde Erfahrung
Die Pandemie
Übersicht über Antragsmöglichkeiten/EU Wirrwarr
Erwartungen der Gutachter

Informationsquellen zielgerichtet sichten und nutzen

ERASMUS+ Programmleitfaden

- Zielsetzung des Programms
- Durchführung:
  zentral → https://eacea.ec.europa.eu/erasmus-plus_de
  dezentral → https://eu.daad.de/infos-fuer-hochschulen/de/
- Ziele der Leitaktionen → Programmlinien → Maßnahmen
  Aufbereitungen und Beratungsangebote des DAAD nutzen
- Teilnahmebedingungen und Antragstellung
- Finanzierungsregeln
- Auswahlkriterien und Gutachterleitfäden
- Web forms application process: https://erasmus-plus.ec.europa.eu/resources-and-tools/how-to-apply/web-forms-application-process

Auswahl der passenden Aktion: Thematischer und methodische Ausrichtung, Zielgruppenfokus, Partnerzusammensetzung usw.

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Wer stellt gerade einen Antrag für welche genannte Aktion zusammen?

Eurpean Universities und Capacity Building

capacity building - cooperation partnerships- Jean Monet Teacher Training-

weiß noch nicht

Cooperation Partnership
Weiß noch nicht!

Erasmus Mundus Joint Master
Erasmus Mundus Design Measure

Eignungskriterien aktionsbezogen analysieren

- Wer ist antragsberechtigt?
- Welche Arten von Organisationen können an dem Projekt teilnehmen?
- Beteiligung assoziierter Partnerorganisationen
- Anzahl und Profil der teilnehmenden Organisationen
- Abgedeckte Prioritäten
- Ort und Art der Aktivitäten
- Projektdauer
- Wo ist der Antrag zu stellen? → Beratungsangebote nutzen
- Wann ist der Antrag zu stellen? → Vorlaufzeit planen = Hektik vermeiden

Auswahlkriterien aktionsbezogen analysieren

1. RELEVANCE

1.1 Background and general objectives

Background and general objectives

Please address all guiding points presented in the Call document/Programme Guide under the award criterion 'Relevance'.

1.2 Needs analysis and specific objectives

Needs analysis and specific objectives

Please address the specific conditions/objectives set out in the Call document/ Programme Guide, if applicable.

2. QUALITY

2.1 PROJECT DESIGN AND IMPLEMENTATION

2.1.1 Concept and methodology

Concept and methodology

Please address all guiding points presented in the Call document/Programme Guide under the award criterion 'Quality of the project design and implementation'.

3. IMPACT

3.1 Impact and ambition

Impact and ambition

Please address each guiding points presented in the Call document/Programme Guide under the award criterion 'Impact'.

2.2 PARTNERSHIP AND COOPERATION ARRANGEMENTS

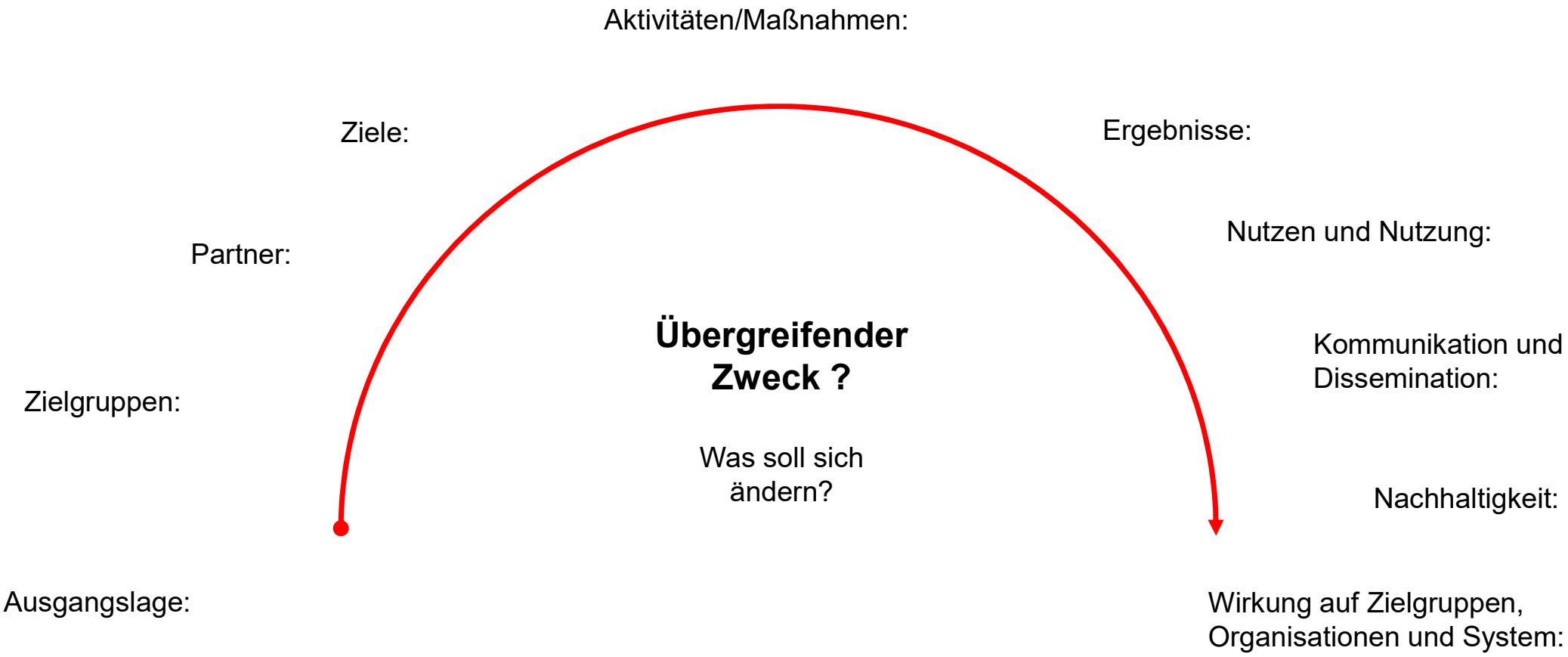
2.2.1 Consortium set-up

Consortium cooperation and division of roles (if applicable)

Please address all guiding points presented in the Call document/Programme Guide under the award criterion 'Quality of the partnership and the cooperation arrangements'.

ACHTUNG: Spezifika im Portal Funding & tender opportunities z.B. FAQ Partnerships for Innovation: Alliances

Roten Faden gemeinsam entwickeln



Roten Faden gemeinsam entwickeln

Ziele:
- Qualitative und quantitative
- Realistisch und messbar

Partner:
- Komplementäre Expertise für das Thema
- Schlüsselpersonen
- Ausgewogener Beitrag
- Governance

Zielgruppen + Bedarfe:
- Direkte und indirekte
- Innerhalb und außerhalb der Partnerschaft

Ausgangslage:
- Bedingungen/Strategien aller Partner
- Relevante Politiken EU/national/regional
- Relevante Studien und Vorprojekte
- …

Aktivitäten/Maßnahmen:
- Projektmanagement inkl. QA, Risiko, Budget etc.
- Methodik
- Erhebungen, Anforderungsanalyse, Pilotkurse
- Curricularentwicklung, Mobilitäten etc. ppt.

Übergreifender Zweck ?

Was soll sich ändern?
Projektspezifische Innovation und Europäischer Mehrwert?

Ergebnisse:
- Ziele erreicht? Open Access?
- Tangible results und intangible outcomes

Nutzen und Nutzung:
- Eigennutzung der Ergebnisse
- …

Kommunikation und **Dissemination**:
- Information vs. Multiplikation und Transfer, Sprache

Nachhaltigkeit:
- Verstetigung von Ergebnissen und Partnerschaft

Wirkung
auf Zielgruppen, Organisationen und System

Roten Faden gemeinsam entwickeln

Ziele:
- Qualitative und quantitative
- Realistisch und messbar

Partner:
- Komplementäre Expertise für das Thema
- Schlüsselpersonen
- Ausgewogener Beitrag
- Governance

Zielgruppen + Bedarfe:
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Aktivitäten/Maßnahmen:
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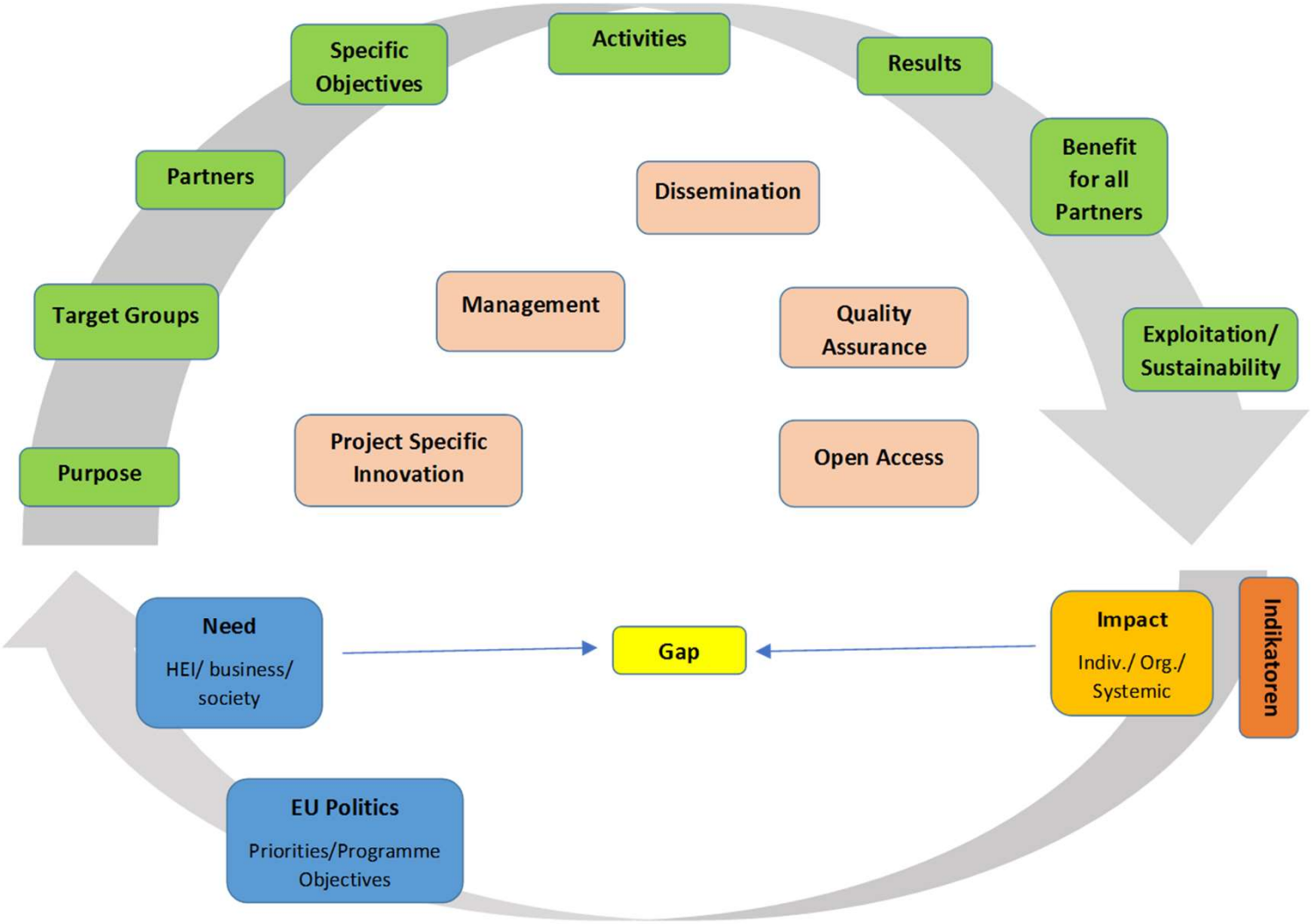
Kommunikation und **Dissemination**:
- Information vs. Multiplikation und Transfer, Sprache

Nachhaltigkeit:
- Verstetigung von Ergebnissen und Partnerschaft

Wirkung
auf Zielgruppen, Organisationen und System

Antrag gemeinsam konzipieren und Antragslogik beachten



Fragen konkret beantworten

1.3 Complementarity with other actions and innovation — European added value

Complementarity with other actions and innovation

Explain how the project builds on the results of past activities carried out in the field, and describe its innovative aspects (if any).

Explain how the activities are complementary to other activities carried out by other organisations (if applicable). Illustrate the trans-national dimension of the project; its impact/interest in the EU area; possibility to use the results in other countries, potential to develop cross-border cooperation among Programme countries and Partner countries, if

3.3 Sustainability and continuation

Sustainability, long-term impact and continuation

Describe the follow-up of the project after the EU funding ends. How will the project impact be ensured and sustained?

What will need to be done? Which parts of the project should be continued or maintained? How will this be achieved? Which resources will be necessary to continue the project? How will the results be used?

Are there any possible synergies/complementarities with other (EU funded) activities that can build on the project results?

komplexe Fragen strukturiert beantworten

(Erasmus Mundus Design Measures)

2.1.1 Concept and methodology

Concept and methodology

Please address all guiding points presented in the Call document/Programme Guide under the award criterion 'Quality of the project design and implementation'.

Outline the approach and methodology behind the project. Explain why they are the most suitable for achieving the project's objectives.

4.1 Work plan

Work plan

Provide a brief description of the overall structure of the work plan (list of work packages or graphical presentation (Pert chart or similar)).

Fragen vollständig beantworten

(Erasmus Mundus Joint Master)

2.1 PROJECT DESIGN AND IMPLEMENTATION

2.1.1 Concept and methodology

Concept and methodology

Describe how elements of jointness/integration are incorporated into the design of the EMJM, and the chosen methodology with regard to:

Academic programme

Describe the curriculum and highlight the elements that guarantee the academic excellence of your project.

Describe how the curriculum and the EMJM degree articulate with the current academic offer of the HEIs involved.

How will you ensure an integrated and innovative approach in the teaching and the learning experience/method?

Study periods and recognition

Describe the organisation of the study periods, and how the minimum mobility requirements and the mutual recognition of the learning outcomes/credits will be ensured.

Management of students

Explain the foreseen joint student admission requirements and application, selection, monitoring, mentoring, and examination/performance evaluation rules/procedures.

Describe the rules of participation in the programme, including students' rights and obligations concerning academic, administrative and financial aspects of the programme (Student Agreement).

Describe the information and services offered to students before and upon arrival, as well as during their study periods at the host institutions. How will the services be managed across the partnership?

Illustrate the arrangements for student insurance.

Management of staff/scholars

Describe how staff mobility (academic and non-academic, if applicable) will be ensured and how it will improve the quality of the academic programme and/or its administrative organisation.

Describe the contribution of invited scholars in the teaching, training or research part of the programme.

Fragen gezielt beantworten

1.1 Background and general objectives

Background and general objectives

Please address all guiding points presented in the Call document/Programme Guide under the award criterion 'Relevance'.

Describe the background and rationale of the project.

How is the project relevant to the scope of the call? How does the project address the general objectives of the call? What is the project's contribution to the priorities of the call (if applicable)?

2.2.1 Consortium set-up

Consortium cooperation and division of roles (if applicable)

Please address all guiding points presented in the Call document/Programme Guide under the award criterion 'Quality of the partnership and the cooperation arrangements'.

Describe the participants (Beneficiaries, Affiliated Entities, Associated Partners and others, if any) and explain how they will work together to implement the project. How will they bring together the necessary expertise? How will they complement each other?

In what way does each of the participants contribute to the project? Show that each has a valid role and adequate resources to fulfil that role.

Logik zwischen Antworten beachten

3.1 Impact and ambition

Impact and ambition

Please address each guiding points presented in the Call document/Programme Guide under the award criterion 'Impact'.

Define the expected short, medium and long-term effects of the project. Who are the target groups? How will the target groups benefit concretely from the project and what would change for them?

1.2 Needs analysis and specific objectives

Needs analysis and specific objectives

Please address the specific conditions/objectives set out in the Call document/ Programme Guide, if applicable.

Describe how the objectives of the project are based on a sound needs analysis in line with the specific objectives of the call. What issue/challenge/gap does the project aim to address? The objectives should be clear, measureable, realistic and achievable within the duration of the project. For each objective, define appropriate indicators for measuring achievement (including a unit of measurement, baseline value and target value).

Fragen projektspezifisch beantworten

3.3 Sustainability and continuation

Sustainability, long-term impact and continuation

Describe the follow-up of the project after the EU funding ends. How will the project impact be ensured and sustained?

What will need to be done? Which parts of the project should be continued or maintained? How will this be achieved? Which resources will be necessary to continue the project? How will the results be used?

Are there any possible synergies/complementarities with other (EU funded) activities that can build on the project results?

Work Package 1: [Name, e.g. Project management and coordination]			
Duration:	MX - MX	**Lead Beneficiary:**	1-Short name

Objectives

List the specific objectives to which this work package is linked.

-

Activities (what, how, where) and division of work

Provide a concise overview of the work (planned tasks). Be specific and give a short name and number for each task.

*Show who is participating in each task: Coordinator (COO), and if applicable Beneficiaries (BEN), Affiliated Entities (AE), Associated Partners (AP) and others, indicating **in bold** the task leader.*

Add information on other participants' involvement in the project e.g. subcontractors, in-kind contributions.

Antworten auf Fragen differenzieren

1.2 Needs analysis and specific objectives

Needs analysis and specific objectives

Please address the specific conditions/objectives set out in the Call document/ Programme Guide, if applicable.

Describe how the objectives of the project are based on a sound needs analysis in line with the specific objectives of the call. What issue/challenge/gap does the project aim to address? The objectives should be clear, measureable, realistic and achievable within the duration of the project. For each objective, define appropriate indicators for measuring achievement (including a unit of measurement, baseline value and target value).

2.1.2 Project management, quality assurance and monitoring and evaluation strategy

Project management, quality assurance and monitoring and evaluation strategy

Please address the specific conditions set out in the Call document/ Programme Guide.

Describe the measures foreseen to ensure that the project implementation is of high quality and completed in time.

Describe the methods to ensure good quality, monitoring, planning and control.

Describe the evaluation methods and indicators (quantitative and qualitative) to monitor and verify the outreach and coverage of the activities and results (including unit of measurement, baseline and target values). The indicators proposed to measure progress should be relevant, realistic and measurable.

Fragen nachvollziehbar beantworten

2.2.2 Consortium management and decision-making

Consortium management and decision-making (if applicable)

Explain the management structures and decision-making mechanisms within the consortium. Describe how decisions will be taken and how regular and effective communication will be ensured. Describe methods to ensure planning and control.

Note: *The concept (including organisational structure and decision-making mechanisms) must be adapted to the complexity and scale of the project.*

5.1 Ethics

Ethics (if applicable)

If the Call document/Programme Guide contains a section on ethics, describe ethics issues that may arise during the project implementation and the measures you intend to take to solve/avoid them.

Describe how you will ensure gender mainstreaming and children's rights in the project activities.

2.1.4 Cost effectiveness and financial management

Cost effectiveness and financial management *(n/a for prefixed Lump Sum Grants)*

Describe the measures adopted to ensure that the proposed results and objectives will be achieved in the most cost-effective way.

Indicate the arrangements adopted for the financial management of the project and, in particular, how the financial resources will be allocated and managed within the consortium.

⚠ *Do NOT compare and justify the costs of each work package, but summarize briefly why your budget is cost effective.*

Technische Hinweise von Anbeginn berücksichtigen

Character and **page limits**:

- page limit normally 40 pages for calls for low value grants (60 000 or below); 70 pages for all other calls (unless otherwise provided for in the Call document/Programme Guide)
- supporting documents can be provided as an annex and do not count towards the page limit
- minimum font size — Arial 9 points
- page size: A4
- margins (top, bottom, left and right): at least 15 mm (not including headers & footers).

Please abide by the formatting rules. They are NOT a target! Keep your text as concise as possible. Do not use hyperlinks to show information that is an essential part of your application.

⚠ If you attempt to upload an application that exceeds the specified limit, you will receive an automatic warning asking you to shorten and re-upload your application. For applications that are not shortened, the excess pages will be made invisible and thus disregarded by the evaluators.

⚠ **Please do NOT delete any instructions in the document. The overall page limit has been raised to ensure equal treatment of all applicants.**

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Welche brennende Frage ist offen geblieben?

Wie wichtig ist das Einbinden von mehreren europäischen Regionen?

Gibt es zu den European Universities Neuigkeiten zum nächsten Call? Laut dem Update im August 2021 auf der DAAD Webseite soll es 2022 eine Ausschreibung für einige, wenige neue Allianzen geben.

Bei einem "Folgeantrag": Kann das Konsortium 1zu 1 weiterbestehen oder ist hier Fluktuation zwingend erforderlich?

Sind Info-Grafiken erlaubt bzw. gewünscht zum Verständnis des Themas?

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Welche ist die wichtigste Erkenntnis, die Sie für sich mitnehmen können?

Keine Redundanz in den Fragen!

Vielen herzlichen Dank!

Schönen Einblick in die Antragstellung Dritter und Bewertung durch die Gutachter*innen

Die Erkenntnis, dass sich eine intensive Vorarbeit lohnen kann. Danke!!!

Die Würze liegt im Detail 🙂

Zusammenfassung

- Informationsquellen zielgerichtet sichten und nutzen
- Auswahl der passenden Aktion:
  Thematische und methodische Ausrichtung, Zielgruppenfokus, Partnerzusammensetzung usw.
- Eignungskriterien aktionsbezogen analysieren
- Auswahlkriterien aktionsbezogen analysieren
- Antrag gemeinsam (!!!) konzipieren
- Antragslogik beachten (Roter Faden)
- Fragen im Antrag projektbezogen beantworten:
  vollständig – strukturiert – gezielt - konkret – differenziert – nachvollziehbar
- Kein copy-paste von Passagen
- Technische Hinweise berücksichtigen

Gutes Gelingen und viel Erfolg !