



ERASMUS +

**KA2 – Cooperation for innovation and exchange of good practices
Sector Skills Alliances**

Preparation and submission of applications

Vytaute EZERSKIENE, Education, Audiovisual and Culture Executive Agency
(EACEA)

Brussels, 26/10/2018



**Read the relevant documents and collect all
information**

Find relevant partners

Check eligibility and award criteria of the Action

Fill in and submit the application package





Important documents and information

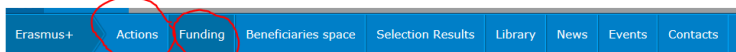
- [The Call for proposals](#)
- [The Erasmus + Programme Guide](#)
- [Instructions for application package and eForm, application package](#)



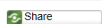
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Important reference documents and tools on [the dedicated webpage](#)



Funding



Here you can find relevant information concerning the funding opportunities and application procedures within the Erasmus+ programme.

3 **Actions**
Sector Skills Alliances

Call status
- Any -

Call reference

Deadline for

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Important reference documents and tools on [the dedicated webpage](#)

Call notice	Organisations wishing to apply for Sector Skills Alliances are invited to submit applications online by 28 February 2018, 12:00 noon (midday, Brussels time) to the Education, Audiovisual and Culture Executive Agency in Brussels.
Guidelines	
How to apply	The instructions for the Application Package are intended to help applicants for Sector Skills Alliances to find information they need to complete their applications.
Eforms	
Annexes	Before starting your application:
Contacts	<ol style="list-style-type: none">1. Read carefully the relevant section of the Erasmus+ Programme Guide, as well as the Instructions for the Application Package [PDF]2. Applicants must have an EULogin (European Commission Authentication Service) account. If you already have an EULogin account, you may use it, otherwise, click here to create the EULogin account. When you have created your EULogin account, return to this page. <p>You are now ready to start the application process:</p> <ol style="list-style-type: none">1. The applicant and all partner and affiliated organisations must be registered in the Participant Portal. Organisations that register in the Portal receive a Participant Identification Code (PIC) that will be requested in the application form. <p>Given that each applicant organisation should use only one PIC code, please first check with your legal representative's office whether such a PIC number has already been created for your organisation. If this is the case, you may use this PIC code to create your electronic application form.</p>



Additional information

Examples of running projects on the Erasmus+ Projects results platform

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





Co-financing mechanism

The contribution to the costs in Sector Skill Alliances is given through a simplified form of grants and takes form of the system "unit costs".




Budget structure and unit cost system

The contribution is organised around one budget heading only:

- Project implementation support (Staff days)

*Grant contribution = "days of staff related to project implementation * "pre – established amounts"*



	Budget	Staff days per month	Unit cost	Amount per month
	€ K	€ K	€ K	€ K
Staff days related to project implementation (including management, intellectual outputs, IT tools, analyses, studies, dissemination, participation in events, conferences, travel, etc.)	100	100	100	100
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The resulting EU grant is the EU contribution to cover all **activities**/costs of the project, whatever their **nature**:

- **Activity** directly linked: project management, project meetings, intellectual outputs, IT tools, analyses, studies, dissemination, participation in events, conferences, travel, etc.).
- **Nature**: staff; travel and subsistence; subcontracting; equipment; direct and indirect costs



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What role for participating organisations

- **Full partners:** participating organisations which contribute actively to the accomplishment of the Sector Skills Alliance.
- **Affiliated entities (optional):** organisations which contribute to the achievement of project objectives and activities. **They are not counted for the minimum number of partners and partnership composition (eligibility criterion).** *They are receiving a grant and are listed in the grant agreement.*
- **Associated partners (optional):** Sector Skills Alliances can involve associated partners who contribute to the activities of the Sector Skills Alliance. *They are not receiving a grant and are not listed in the grant agreement.*



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Important!

- Register yourself and ask the partners to register in the **Participant Portal** to get a **PIC number**

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Lot	Composition: number of E+ countries (minimum requirements)	Composition: number and typology of organisations (minimum requirements)	Sector	Deadline
Lot 3	8	12 partners: 5 companies/industry/sector representatives and 5 E&T* providers	6 pilot sectors	<u>28 February</u> <u>2019</u> 12 pm (midday Brussels time)

- List of eligible participating organisations for each Lot (E+ Guide)



Award criteria

Title	Maximum points	Threshol d
Relevance	25	13
Quality of project design and implementation	30	16
Quality of project team and cooperation arrangements	25	13
Impact and dissemination	20	11
TOTAL	100	70



How to prepare an application?

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The Application Package

Application package:

1) eForm
and
2) 3 annexes

**a) Detailed project
description (Ms Word)**

**b) Budget and Gantt
chart (Ms Excel)**

c) Declaration of honour



Submit the application package (Validation and Submission)

Deadline:

end February 2019

12 midday Brussels time.

Online submission only.

- If you experience technical difficulties with the submission of your eForm - contact the helpdesk (eacea-helpdesk@ec.europa.eu) by email **BEFORE** the submission deadline, explaining the nature of the problem.
- If you face technical problems **CLOSE TO THE SUBMISSION DEADLINE**, please **ALSO** send a screenshot of the submission error message and time of occurrence, as well as a copy of the eForm and attachments.



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After Deadline: Selection of applications

A. Formal check (Eligibility, Selection, Exclusion criteria)



B. Quality check (Award criteria - independent evaluators)



C. Selection (Ranking list)



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Prepare for the next stage (*after approval of application*)

Month (planned)/2019	Action
July-August 2019	Communication of selection results
August-October 2019	Collection of additional documents (e.g. Mandate letters from partners), validation of PIC numbers
October -November 2019	Signing grant agreement
1 November 2019 or 1 December 2019 or 1 January 2020	Start date of the projects



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Information

- **Website**

https://eacea.ec.europa.eu/erasmus-plus/funding_en

- **Online Infoday**

Beginning of December 2018

HelpDesk

SSA Team

- EACEA-EPLUS-SSA@ec.europa.eu concerning Sector Skills Alliances

Technical HelpDesk

- eacea-helpdesk@ec.europa.eu



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