



TEMPUS

Modernising Higher Education

TEMPUS IV- SIXTH CALL FOR PROPOSALS

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Tempus



Outline of the presentation

Part I: Basic features of the Tempus IV programme

Part II: Novelties under the 6th Call for Proposals

Part III: Submission procedure

Part IV: Steps in the selection process



Part I

Basic features of the Tempus programme

3 TYPES OF ACTION

- Joint Projects: implemented at institutional level to reform curricula, improve university governance, create better links with society.
- Structural Measures: implemented at national level to develop and reform national higher education structures and systems in Partner Countries.
- Accompanying Measures: dissemination and information activities (*conferences, studies, exchange of good practice, National Tempus Offices, Higher Education Reform Experts, etc.*)



GRANT SIZE

€ 500 000 to € 1 500 000

- For both Joint Projects and Structural Measures Projects.
- Minimum co-financing: 10%

PROJECT DURATION

24 or 36 months

Tempus

ELIGIBLE PARTNERSHIPS

National projects: (targeting 1 single Partner Country)	Multi-country projects: (targeting more than 1 Partner Country)
minimum of 6 higher education institutions	minimum of 7 higher education institutions
3 from the involved Partner Country*	2 from <u>each</u> involved Partner country *(minimum 2 PC)
3 from 3 different EU countries	3 from 3 different EU countries

*Except for Kosovo and Montenegro, where one higher education institution is sufficient.



ELIGIBLE APPLICANTS

Joint Projects:

- State-recognised public or private higher education institutions* (either in the EU or PC)**
- Associations, organisations or networks of higher education institutions

Structural Measures:

- State-recognised public or private higher education institutions (either in the EU or PC)
- Associations, organisations or networks of higher education institutions
- Rector/teacher/student organisations

*HEIs established in EU must have a valid **Erasmus University Charter** issued on the name of the applicant institution

** HEIs (either from EU or PC) must have been legally established for more than **5 years** by the deadline for submission of applications



ELIGIBLE PARTNERS (2)

- State-recognised public or private HE institutions (either in the EU or PC)
- Associations, organisations or networks of HE institutions
- Rector/teacher/student organisations
- Non-governmental organisations
- Social partners and their training organisations
- Private and public enterprises
- Research institutions
- *Public administrations (Ministries, other national/regional/local administrations) or governmental organisations BUT with special funding conditions (only their travel costs and costs of stay can be reimbursed by the Grant)*



ELIGIBLE PARTNERS

Additional condition for Structural Measures projects

- The Ministries responsible for higher education in each Partner Country must be involved as a full partner.
- BUT under special funding conditions.



ELIGIBLE ACTIONS

Themes structured around the main components of the modernisation agenda for higher education.

➤ **Joint Projects:**

- Curriculum reform
- Governance reform
- Higher Education and Society

➤ **Structural Measures projects**

- Governance reform
- Higher Education and Society



NATIONAL AND REGIONAL PRIORITIES for Serbia

Curricular Reform	National priorities - Serbia	Regional priorities – Western Balkans
Joint projects	Teacher training and education science, Social and behavioral science (all excluding economics), Business and administration, Law, Veterinary, <i><u>Robotics and aeronautical engineering, Urban and regional planning, Building and civil engineering, Nursing and caring, Dental studies</u></i> , Social services, Personal services, Transport services, Interdisciplinary and multidisciplinary sciences	Education/pedagogy (including primary and secondary teacher training), vocational education and training, rural development, law and good governance (including human rights)



NATIONAL AND REGIONAL PRIORITIES for Serbia

Governance reform	National priorities - Serbia	Regional priorities – Western Balkans
Joint projects	It is not possible to submit this type of national joint projects for Serbia in Call 6	<ul style="list-style-type: none"> - University management and services for students - Introduction of quality assurance
Structural measures	<ul style="list-style-type: none"> - <u>University management and student services</u> - <u>Institutional and financial autonomy and accountability</u> - <u>Development of international relations</u> 	<ul style="list-style-type: none"> - Institutional and financial autonomy and accountability - Equal and transparent access to higher education

NATIONAL AND REGIONAL PRIORITIES for Serbia

Higher education and society	National priorities – Serbia	Regional priorities – Western Balkans
Joint projects	<ul style="list-style-type: none"> - Training of non-university teachers - Training courses for public services (ministries, regional/-local authorities) - Qualification frameworks 	<ul style="list-style-type: none"> - Development of partnerships with enterprises - Knowledge triangle education-research-innovation - Training courses for public services (ministries, regional/local authorities)
Structural measures	<ul style="list-style-type: none"> - Training of non-university teachers - <u>Development of partnerships with enterprises</u> - <u>Development of lifelong learning in society at large</u> - Qualification frameworks 	<ul style="list-style-type: none"> - Development of lifelong learning in society at large - Qualifications framework



NATIONAL AND REGIONAL PRIORITIES

National projects (targeting 1 single Partner Country)

- Focus on the national priorities set for the Partner Country.
- Defined by the Ministries of Education in close consultation with the European Union Delegations in the Partner Countries.



NATIONAL AND REGIONAL PRIORITIES (2)

Multi-country projects
(targeting more than 1 Partner Country)

- Focus on the regional priorities common to all PCs within a specific region
- Based on strategic documents from the European Commission
- Can address a national priority which is common to all participating PCs
- Cross-regional cooperation: Possible if the theme of the proposal is identified as a regional or national priority for all participating PCs

CROSS-CUTTING PRIORITIES



Will be taken into consideration by external experts under the “**Relevance**” award criteria:

- Projects focusing on subject areas / themes listed as national priorities, insufficiently covered by past or existing projects
- Projects that include Partner Country higher education institutions, which have not benefitted (or had a limited participation) from Tempus IV funding

PREFERENCE

Following the experts' assessment, the Evaluation Committee may give preference to:

- Structural Measures projects
- Multi-country projects, when cooperation is relevant and justified by detailed analysis of common needs and objectives and the choice of the countries coherent with the objectives proposed



Part II

Novelties of the sixth Call for Proposals

TEMPUS IV Indicative budget for projects selected under 6th Call: €129.8 million*

REGION/COUNTRIES	2012	2011	2010
Western Balkans	€ 14.15 million* Albania € 1.9; Bosnia and Herzegovina € 2.28; Montenegro €0.76; Serbia: € 6.65; Kosovo: € 2.56	€ 14.5 million Albania € 1.9; Bosnia and Herzegovina € 2.3; Montenegro € 1.2; Serbia: € 6.6; Kosovo: € 2.5	€ 12.4 million Albania € 0.9; Bosnia and Herzegovina € 2.2; Montenegro € 1; Serbia: € 6.3; Kosovo: € 2
Southern Mediterranean	€ 41.7 million	€ 29 million	€ 11.4 million
Eastern Europe/Caucasus (Russia not included)	€ 42.35 million	€ 29 million	€ 11.4 million
Bilateral allocation for Russia	€ 17.1 million (for national and multi-country projects involving Russia)	€ 8.5 million (for national and multi-country projects involving Russia)	€ 4.5 million (for national projects)
Central Asia + bilateral allocation to Uzbekistan	€ 9.5 million € 5 million	€ 9.5 million	€ 9 million

** An additional budget for the Western Balkan countries might become available following the adoption of the relevant Commission's decision.*



Novelties under the 6th Call for proposals (1)

Updates:

- ✓ **Budget** : new budget earmarked for Tempus 6th Call and breakdown by regions
- ✓ **National priorities**: revision and update by the national authorities in Partner Countries
- ✓ **Salary rates**:
 - alignment of the maximum salary rates in EU Member States, in line with other EU programmes for cooperation in HE (LLP);
 - update of the maximum salary rates in Partner Countries;

Novelties under the 6th Call for Proposals (2)

Content-related changes

- ✓ **Cross-cutting priorities** added under Section 2, point 2.5:
 - subject areas / themes listed as national priorities, which have been insufficiently covered by projects selected under the past Calls for Proposal;
 - HEIs that have not benefitted / had a limited participation under Tempus IV; will be assessed by external experts within “Relevance” award criterion

- ✓ **Award criteria**
 - revised and synthesised
 - “Relevance” criterion strengthened
 - assessment grid introduced in the text of the guidelines;

Novelties under the 6th Call for proposals (3)

Content-related changes

- ✓ **Financial conditions**
 - ✓ few changes occurred following the revision of the Financial Regulations
 - ⇒ shorter deadlines for payments to projects:
 - 30 days** (instead of 45) for the first pre-financing;
 - 60 days** (instead of 90 for the second pre-financing and payment of the balance)
 - ✓ **Audit certificates (=Report of Factual Findings on the Final Financial Report) required** for all projects (no longer confined to those above € 750.000)
 - ⇒ A template will be available together with the documents related to this Call for Proposals on <http://eacea.ec.europa.eu/tempus>



Novelties under the 6th Call for proposals (4)

✓ Financial Guarantees

The Agency may require any organisation which has been awarded a grant to provide a guarantee in order to limit the financial risks linked to the pre-financing payment(s).

Applicants from **private higher education institutions** should know that, if their project is recommended for funding, a bank guarantee is likely to be required. Private higher education institutions should make sure that they can obtain such a bank guarantee and provide it to the Agency when required.



Part IV

Submission procedure



Submission of the applications: E-form

- One deadline →
End of March 2013 (date tbc) at 12:00 (midday) Brussels time

- Two steps:
 - 1 - On-line submission of the eForm**, including 3 mandatory annexes (Declaration of Honour, Workplan and Budget Excel and Logical Framework Matrix) = **unique reference** information for the submission deadline.

 - 2 - Administrative and legal documents by post.**
NO paper copy of the eForm is needed anymore.

Submission of the applications: E-form

Administrative and legal documents by post

- Copy the **Project reference number** on each of the following **documents**:
 - Declaration of honour by the legal representative of the applicant organisation
 - Legal entity form
 - Bank identification form
 - Profit and loss accounts/ Balance sheet (if applicable)
 - Mandates

- **Send** the complete application package, **by the deadline of *March 2013* (date tbc)**, date of postmark, by registered post to the Agency postal address mentioned in the Call for Proposals.

(Scanned versions are accepted for all supporting documents –including the mandates)

Sources of guidance

- **The Instructions (for completing the Application form and the Budget Tables)**
 - ⇒ **Rules and guidance on eForm content and the entire application process**

- **The eForm User Guide**
 - ⇒ **Help with the technical aspects of completing the eForm**

- **Still need further assistance...?**
EACEA-TEMPUS-CALLS@ec.europa.eu



Part V

Steps in the selection process

Indicative roadmap for selection process – 6th Call for Proposals

Steps	Date
Publication of Sixth Tempus IV Call for Proposals	Second half of November 2012
Deadline for submission of applications	<i>End of March 2013 (date tbc)</i>
Expert assessment	April – June 2013
Consultation of Ministries of Education in Partner Countries, EU Delegation and National Tempus offices	Mid-July – end-August 2013
Award decision	September 2013
Notification of applicants & publication of results	October 2013
Preparation and signature of grant agreements	October-November 2013
Start of eligibility period	<i>1 December 2013 (tbc)</i>

The Call requirements

The selection process is based on the assessment of applications against 4 types of criteria:

- ❖ Eligibility Criteria
- ❖ Exclusion Criteria
- ❖ Selection Criteria
- ❖ Award Criteria

Eligibility criteria

- ❖ Formal submission requirements
- ❖ Grant size and duration
- ❖ Applicant, Partners and Partnership requirements (number of partners, status of the grant applicant & partners, etc.)
- ❖ National & regional priorities

It does not matter how well the project has been designed if it does not fulfil the eligibility criteria: this will lead to the automatic rejection of the proposal



Main reasons for rejection on formal criteria 2012 (1)

Out of 676 projects received, 100 were rejected for not complying with the eligibility criteria, for the following reasons:

- ☒ Applicant is NOT a higher education institution or association of HEIs
 - non-HEIs: non-profit organisations, foundations established as fund-raiser in universities; international organisations
 - faculties, departments, institutes, research centres or other university components

- ☒ Legal documents NOT signed by the legal representative of the applicant organisation
 - Declaration of Honour
 - Mandates
 - Legal entity form



Main reasons for rejection based on formal criteria 2012 (2)

- ❑ Consortium composition: **minimum number of higher education institutions** NOT respected:
 - Non-profit organisations, faculties, departments, institutes, research centres or other university components cannot count for HEIs

- ❑ **Ministry of higher education** in Structural Measures projects NOT included

- ❑ **Minimum or maximum grant size** NOT respected



Award criteria

Five award criteria defined in the Call and assessed by external experts:

- ❖ Relevance (25%)
- ❖ Good quality partnership (20%)
- ❖ Quality of the project's content and methodology (25%)
- ❖ Dissemination & Sustainability (15%)
- ❖ Budget and Cost-effectiveness (15%)

Project assessment by external experts

Briefing session

- ❖ Two-day briefing on site: general and specific presentations, one-day assessment simulation, based on case study (team work) & handbook, debriefing

Assessment

- ❖ Each application assessed by two different experts, by teleworking, supported by the Agency's on-line assessment tool
- ❖ 1st stage: Each expert carries out an individual assessment
- ❖ 2nd stage: the 2 experts assessing the same proposals → consensus discussions → consolidated judgements and scores
- ❖ Lead-experts - mediate discussions for consensus, ensure quality assessment outputs; perform 3rd assessment wherever consensus is not reached

Debriefing panel with experts

- ❖ Discussion on the quality of the proposals
- ❖ Suggestions for improvement of the evaluation process

Selection of external experts

- ❖ Currently > 500 experts names in database covering nationals from EU & Tempus Partner Countries
- ❖ 30% renewal each year, out of which 10% completely new experts
- ❖ An expert can assess Tempus projects for a maximum of three years consecutively
- ❖ Lack of conflict of interest duly checked and must be respected

Criteria:

- ❖ Professional experience in thematic areas covered by applications
- ❖ Competences in the Tempus working languages: EN, FR, DE
- ❖ Proved expertise in project cycle management, Tempus Programme and cooperation with the Tempus Partner Countries / Regions
- ❖ Knowledge of the higher education modernisation agenda



To conclude....

Avoid the most common mistakes

- ❖ Remember that only information presented in the application can be assessed
- ❖ Do not assume prior technical or “historical project related” knowledge on the part of the assessor
- ❖ Explain the concepts and ideas (avoid abbreviations, acronyms)
- ❖ Be precise & specific: provide facts and figures; indicate WHY, by WHOM and HOW something will be done
- ❖ Avoid “patchwork” (copy-paste information)

...before submitting, ask somebody who does not know the project to read/proofread the draft proposal.

How to start up...

- ❖ Read the Call application guidelines carefully (check the changes in the 6th Call vs. 5th Call)
- ❖ First check the **changes in the 6th call**, in particular **national priorities**, then decide which of the themes identified in the Call would be best to develop a project
- ❖ Check to what extent your subject/theme is still relevant for the addressed Partner Countries / region
- ❖ Read the Instructions for completing the application form and compulsory attachments* + the eForm User Guide carefully
- ❖ Find interested and **relevant partners**
- ❖ Consult your NTO / NCP **early**

* Declaration of Honour, Workplan and Budget tables, LFM

When to start?

- ❖ As early as possible
- ❖ Set a realistic time-frame for project preparation (including reception of Mandates from partners)
- ❖ Establish methodology: who will develop what part (narrative, financial, attachments, etc.)
- ❖ Decide WHO will write the draft; complete the eForm; submit the eForm and attachments
- ❖ Get information on technical requirements for on-line submission as early as possible

Tempus Programme

You are here: [EACEA](#) > [Tempus](#)

- Education & Training
- Youth
- Culture
- Citizenship
- MEDIA

Tempus is the European Union's programme which supports the modernisation of higher education in the Partner Countries of Eastern Europe, Central Asia, the Western Balkans and the Mediterranean region, mainly through university cooperation projects. [More about Tempus](#)

The Education, Audiovisual and Culture Executive Agency (EACEA) is responsible for the management of Tempus IV (2007 - 2013) under the supervision of [EuropeAid](#) (DEVCO) and [Directorate-General for Enlargement](#) (DG ELARG) of the European Commission.

The Tempus Programme 2007-2013 is composed of 3 different actions, all managed by the Executive Agency.



More info

- Contacts
- Publications
- Glossary
- Useful links
- Events

News & updates Tempus

- New 6th Call Tempus IV to be published early November with deadline Feb/March 2013**
- New calendar of upcoming 6th Call Information Days available here**
- New 5th Call project documents now published here**

[News feed](#) [Receive updates in real time!](#)

22/10/2012 - 12:57
5th Call project documents now published here

22/10/2012 - 12:56
Calendar of upcoming 5th Call Information Days available here

22/10/2012 - 12:56
6th Call Tempus IV to be published early November with deadline Feb/March 2013

29/11/2011 - 16:15
The new "Erasmus for all" programme for 2014-2020 - The new programmes have been presented by the European Commission

04/11/2011 - 16:35
Tempus IV - Fifth call for proposals has been published



Programme

Tempus IV (2007 - 2013)

Who can participate?

How to apply?

Action 1: Joint Projects


Action 2: Structural Measures

Action 3: Accompanying Measures

Higher Education Reform Experts

Funding opportunities

More information on funding opportunities, application procedures and the selection process can be found here

 For Higher Education institutions and Other Bodies

 For students and academics

Archives

Beneficiaries space

Reporting templates for final and intermediary reports and other information for beneficiaries can be found here.

Tempus IV (2007 - 2013)

Tempus III (2000-2006)

Results, statistics & country information



Information on the results of previous selections rounds, statistics about the Programme, and information about the participating countries can be found here.

Information on Tempus IV projects

Selection results

Tempus statistics

Tempus by country

Useful links - [All links](#)



Information on the Programme

How to apply

Publications with Programme Guide

Proposals

Access to the list of selected projects

Selection Results

Tempus Programme


- Education & Training
- Youth
- Culture
- Citizenship
- MEDIA

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 - Information on Tempus IV projects
 - Selection results
 - Tempus statistics
 - Tempus by country

Information on Tempus IV projects

The Excel table below provides basic details about projects funded under Tempus IV: project number, project type, project title, list of partners and countries, names and e-mail addresses of contact persons, budget awarded and project summary as provided in the initial application.

Table of projects:  

When you open the table, you will see a security warning "macros have been disabled". In order to be able to use the table properly, choose the option "enable this content".

You can manipulate the Excel sheet and sort the data using the normal Excel functions.


Please note that, since each row of the table corresponds to one partner, each project appears several times, depending on the number of partners. The partner role is indicated in column F, where APP refers to the applicant (=coordinator) and PAR to partners.

How to use the table

- ¹ To view the list of all projects currently supported under Tempus IV select "APP" from the dropdown in column F ("Partner Role"). From this list you will also be able to see the name of the coordinating institution and the contact person (column I and J).
- ² To view the main features of any individual project, notably the partners involved and the summary, select the relevant project number from the dropdown in column B ("Project Number").
- ³ To access the list of projects in which a specific country is involved (including details of partners from that country), select the country concerned from the dropdown in column E ("Country").
- ⁴ To read the summary of a given project, click on the corresponding cell in column L ("Summary of project", in yellow).
- ⁵ If you are looking for projects that address a certain subject, you can search on column D ("Project Title") or column L ("Summary"). On the filter of the relevant column, choose "Text filters" and then the option "contains". You can then input a term that you are looking for and the result will show only those projects where the term appears (in the title or the summary, depending on the column that you have chosen).
- ⁶ To reset the sheet and return to the full list of projects, click on the Reset button (at the top of the Excel sheet, under the title).

Notes

- ¹ When searching for an institution, please note that the same institution name can appear in different versions (spelling, language), depending on how it has been entered in the application form.
- ² This project list is extracted once a year from the Tempus internal database and may therefore not always include the most recent changes or modifications.

Last update: 28/10/2011  Print | [Top of page](#)

List of selected Tempus IV projects

Thank you for your attention!

More on:

<http://eacea.ec.europa.eu/tempus>

