

Erasmus+ with partner countries

International Staff Training Week

June 29, 2017

Erasmus+ with partner countries

International Staff Training Week, June 29, 2017



How it all starts: applying for funding

...in February!



Erasmus+

KA107 - Higher education student and staff mobility between Programme and Partner Countries

Application Form

Call: 2017

KA1 - Learning Mobility of Individuals

Form Version: 3.01

A. General Information

This application form consists of the following main sections:

- Context: this section asks for general information about the type of project proposal you want to submit and about the Agency that will receive, assess and select your proposal;
- Applicant organisation: this section asks for information about the applicant organisation;
- Main activities: this section asks for information about the type and number of mobilities foreseen;
- Budget: in this section you will be asked to give information about the amount of the EU grant you request;
- Quality questions: in this section, for each partner country, the applicant is asked to demonstrate the relevance of the planned mobilities, the quality of cooperation agreements, the quality of the project design and its impact and dissemination.
- Check List/Data Protection Notice/Declaration of Honour: in these sections, the applicant is made aware of important conditions linked to the submission of the grant request;
- Annexes: in this section, the applicant needs to attach additional documents that are mandatory for the completion of the application.
- Submission: in this section, the applicant will be able to confirm the information provided and to submit the form online.

For more information on how to fill in this application form, you can read the Technical Guidelines for e-Forms.

For more information on the award criteria according to which the quality assessment of this application will be done please refer to the Programme Guide and the Guide for Experts.

B. Context

Programme	Erasmus+
Key Action	Learning Mobility of Individuals
Action	Mobility of learners and staff
Action Type	Higher education student and staff mobility between Programme and Partner Countries
Call	2017
Round	Round 1
Deadline for Submission (dd-mm-yyyy)	02-02-2017 12:00:00

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D.1. Activities' Details

Activity No.		A1					
Activity Type		HE-SMS-T - Student mobility for Studies To/From Partner Countries					
Flow No.	Incoming/Outgoing	Country of Origin	Country of Destination	Distance Band	Requested Duration for All Participants		Total No. of Participants
					Total Duration (full months)	Total Duration (extra days)	
1	I - Incoming	United States	Germany	8000 - 19999 km	54	0	9
2	O - Outgoing	Germany	United States	8000 - 19999 km	54	0	9
3	I - Incoming	Canada	Germany	4000 - 7999 km	36	0	6
4	O - Outgoing	Germany	Canada	4000 - 7999 km	36	0	6
5	I - Incoming	Russian Federation	Germany	500 - 1999 km	120	0	20
6	O - Outgoing	Germany	Russian Federation	500 - 1999 km	120	0	20
7	I - Incoming	Taiwan	Germany	8000 - 19999 km	36	0	6
8	O - Outgoing	Germany	Taiwan	8000 - 19999 km	36	0	6
9	I - Incoming	Brazil	Germany	8000 - 19999 km	84	0	14
10	O - Outgoing	Germany	Brazil	8000 - 19999 km	36	0	6
11	I - Incoming	Argentina	Germany	8000 - 19999 km	24	0	4
12	O - Outgoing	Germany	Argentina	8000 - 19999 km	12	0	2
13	I - Incoming	Ecuador	Germany	8000 - 19999 km	24	0	4
14	O - Outgoing	Germany	Ecuador	8000 - 19999 km	12	0	2
15	I - Incoming	Colombia	Germany	8000 - 19999 km	42	0	7
16	O - Outgoing	Germany	Colombia	8000 - 19999 km	18	0	3

Form hash code: 72A32E00FB7F8808



This form has been submitted on: 2017-02-02 11:54:06. Status: OK (1405075).

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F. Quality Questions

Please answer the following quality questions for each of the previously mentioned Partner Countries (entered either as an origin or destination country).

Your answer to each question should refer to your higher education institution and to all other higher education institutions involved in the Programme and Partner Country.

It is important that you avoid any repetition. If the answers given for your higher education institution are the same for each Partner Country, please answer them only once, and refer to your answer throughout.

Finally, we advise you to refer to the guide for experts on quality assessment which indicates how your answers to these quality questions will be assessed.

F.1. Partner Country Argentina

Provide a list of the higher education institutions from the Partner country indicating their corresponding PIC if one exists.

Sequence No.	PIC	Partner Country Higher Education Institution (Legal Name in Latin characters)
1	940105959	Universidad de Buenos Aires
2	999890842	UNIVERSIDAD NACIONAL DE CORDOBA

F.1.1. Relevance of the strategy

Explain why the planned mobility project is relevant to the internationalisation strategy of the higher education institutions involved (both in the Programme and Partner Country). Justify the proposed type(s) of mobility (students and/or staff).

Mit der Eröffnung des Lateinamerika-Instituts (LAI) im Jahre 1970 legte die FU früh einen Schwerpunkt auf die interdisziplinäre, sozial- und kulturwissenschaftliche Forschung und Lehre der Region. Neben spezifischen Kenntnissen in den Disziplinen Anthropologie, Geschichte, Literaturwissenschaft, Ökonomie, Politikwissenschaft und Soziologie werden interdisziplinäre Fähigkeiten – beispielsweise mit dem Schwerpunkt Gender Studies – sowie regionale und interkulturelle Kompetenzen vermittelt. Das LAI ist das größte Institut für Lateinamerikaforschung in Deutschland und es gehört auch europaweit zu den führenden Institutionen für Lateinamerikastudien. In den letzten Jahren ist die strukturierte Internationalisierung in Forschung und Lehre sowie in der Nachwuchsförderung konsequent ausgebaut worden. Dies drückt sich aus in einer hohen Zahl von Gastwissenschaftler/innen sowie internationalen Promovierenden und Studierenden, die für mehrere Wochen, Monate oder Jahre am Lateinamerika-Institut forschen.

How it all starts: applying for funding

Relevance of the strategy

Explain why the planned mobility project is relevant to the internationalisation strategy of the higher education institutions involved

Quality of the cooperation arrangements

Detail your previous experience of similar projects with higher education institutions in this Partner Country, if any, and explain how, for the planned mobility project, responsibilities, roles and tasks will be defined in the Inter-institutional Agreement.

Quality of project design and implementation




Present the different phases of the mobility project and summarise what partner organisations plan in terms of selection of participants, the support provided to them and the recognition of their mobility period (in particular in the Partner Country).

Impact and dissemination

Explain the desired impact of the mobility project on participants, beneficiaries, partner organisations and at local, regional and national levels. Describe the measures which will be taken to disseminate the results of the mobility project at faculty and institution levels, and beyond where applicable

Waiting for the results...

.... until May!

 Antworten  Allen antworten  Weiterleiten



Mi 10.05.2017 13:21

Petra Podlech <podlech@daad.de>

Erasmus+ Mobilität mit Partnerländern (KA107) im Aufruf 2017 - unverbindliche Vorabinformation

An Boehler, Stefanie

Partnerland: Colombia

Sehr geehrte Frau Böhler,

unterdessen konnten wir die formale und gutachterliche Auswertung der Anträge auf Förderung von Mobilitätsprojekten mit Partnerländern im Erasmus+ Aufruf 2017 abschließen.

Bis zur Ausstellung der Finanzhilfvereinbarungen bedarf es weiterer Prozessschritte, die wir in Abhängigkeit von den Veröffentlichungen der Vertragsunterlagen der Europäischen Kommission gestalten. Einen genauen Termin für die Fertigstellung der Finanzhilfvereinbarungen können wir Ihnen deshalb leider nicht nennen.

Um die Aussichten Ihrer Hochschule auf Fördermittel unverzüglich darzustellen, listen wir hier die Eckdaten der wahrscheinlichen Bewilligung auf. Der genannte Betrag umfasst die Zuweisung aller Budgetkategorien für dieses Partnerland: individuelle Unterstützung, Reisekosten sowie OS-Mittel.

Bitte beachten Sie, dass die Fördersummen gerundet sind und die technische Umsetzung der Bewilligung in begrenztem Umfang zu Abweichungen führen kann. Insofern dienen die Angaben lediglich Ihrer Orientierung, sie sind nicht rechtsverbindlich.

FREIE UNIVERSITAET BERLIN

Erasmus Code: D BERLIN01

Projektnummer: 2017-1-DE01-KA107-003479

Partnerland: Colombia

Voraussichtliche Fördersumme: 30.000 €

Bitte informieren Sie Ihre Partner möglichst frühzeitig über die Bewilligung für das jeweilige Land, um damit die weitere Planung von Mobilitätsprojekten zu erleichtern.

Für Ihre Fragen stehen wir Ihnen gern zur Verfügung und wir wünschen Ihnen schon jetzt viel Erfolg mit Erasmus+ im neuen Projekt.

Mit bestem Gruß
Markus Symmank

...and the official results in June...

ANNEX II - KA1 - Agreement Number: 2017-1-DE01-KA107-003479

Date: 06.06.2017



Project: 2017-1-DE01-KA107-003479

Project details

Project Code	
Submission ID	1405075

The beneficiary will implement the Project described in the grant application with the aforementioned submission code, bearing in mind that the only mobility flows selected are those included in this Annex under "Activity Details". These mobility flows shall be implemented according to the description provided in section "Details per Partner Country" and in the fields covering the quality of cooperation with each Partner Country.

Budget Summary: Budget approved/grant awarded by NA

Budget items	Total Number of participants	Total Grant
Travel and Individual Support	235	640.030,00
Organisational Support	235	62.000,00
Total Granted		702.030,00

...and the official results in June...

ANNEX II - KA1 - Agreement Number: 2017-1-DE01-KA107-003479

Date: 06.06.2017

Details per Partner Country

Argentina

PIC	Partner Country Higher Education Institution
940105959	Universidad de Buenos Aires
999890842	UNIVERSIDAD NACIONAL DE CORDOBA

Activity Type	Incoming/Outgoing	No. of Participants	Travel and Individual Support	No. of Participants with special needs
Total Incoming		5	15.340,00	0
Total Outgoing		4	12.780,00	0
Of which: outgoing student mobility in short, first and second cycle		0	0,00	0
Total	28.120,00	9	28.120,00	0
HE-SMS-T - Student mobility for Studies To/From Partner Countries	Incoming	1	5.900,00	0
HE-SMS-T - Student mobility for Studies To/From Partner Countries	Outgoing	1	5.000,00	0
HE-STA-T - Staff mobility for Teaching To/From Partner Countries	Outgoing	1	3.340,00	0
HE-STA-T - Staff mobility for Teaching To/From Partner Countries	Incoming	2	5.560,00	0
HE-STT-T - Staff mobility for Training To/From Partner Countries	Incoming	2	3.880,00	0
HE-STT-T - Staff mobility for Training To/From Partner Countries	Outgoing	2	4.440,00	0

Inter Institutional Agreement

- has to be signed with every partner and FUB
- can be signed for the full duration of the Erasmus+ program (2020/21) so it does not have to be renewed every year
- can be amended should mobility numbers vary
- Needs to be signed before the start of the first mobility!

Erasmus+ Programme

Key Action 1
– Mobility for learners and staff –
Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2016/17-2020/21 between institutions from programme and partner countries

[Minimum requirements]²

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. They commit to respect the quality requirements of the Erasmus Charter for Higher Education in all aspects of the organisation and management of the mobility, in particular the recognition of the credits (or equivalent) awarded to students by the partner institution. The institutions also commit to sound and transparent management of funds allocated to them through Erasmus+.

A. Information about the higher education institutions

Full name of the institution / country	Erasmus code or city ³	Name of the contact person	Contact details (email, phone)	Website (eg. of the course catalogue)
Freie Universität Berlin	D BERLIN 01	Stefanie Böhler	ERASMUS+ international mobility coordinator stefanie.boehler@fu-berlin.de Tel: +49 (0) 30 838 73441	Lecture catalogue: www.fu-berlin.de/vv Semester dates: http://www.fu-berlin.de/en/studium/studienorganisation/termine

Call for applications

Student mobility:

a study period abroad at a partner higher education institution

To ensure high-quality mobility activities with maximum impact on the students, the mobility activity has to be compatible with the student's degree-related learning and personal development needs. The study period abroad must be part of the student's study program to complete a degree at a short cycle, first cycle (Bachelor or equivalent), second cycle (Master or equivalent) and third or doctoral cycle.

Staff mobility:

- **teaching periods:** this activity allows HEI teaching staff or staff from enterprises to teach at a partner HEI abroad. Staff mobility for teaching can be in any subject area/academic discipline.
- **training periods:** this activity supports the professional development of HEI teaching and non-teaching staff in the form of training events abroad (excluding conferences) and job shadowing/observation periods/training at a partner HEI, or at another relevant organization abroad.

Selection of students

Students apply to their HEI who carries out the selection of participants. The selection of students - as well as the procedure for awarding them a grant - must be **fair, transparent, coherent and documented** and shall be **made available to all parties involved** in the selection process.

The HEI shall take the necessary measures to prevent any conflict of interest with regard to persons who may be invited to take part in the selection bodies or process of students' selection.

The selection criteria - such as for example: the academic performance of the candidate, the previous mobility experiences, the motivation, the previous experience in the receiving country (i.e. return to country of origin) etc. - **shall be made public**.

For students from Partner Countries, the first criterion for selecting students will be academic merit, but with equivalent academic level, preference should be assigned to students from less advantaged socio-economic backgrounds (including refugees, asylum seekers and migrants).

Preconditions for students

Student must be **currently enrolled** at the partner university

Student must be **enrolled in a program offered** by FUB

Undergraduate students: must be in their 2nd year of studies

PhD students: invitation letter from host university professor

Minimum duration of funding: 3 months

Maximum duration of funding: 12 months

Application Documents Students

The completed application form

The completed enrollment form

Photocopy of the certificate of the university the student is enrolled at (i.e. transcript, record, grade report, relevé de notes)

Photocopy(ies) of the student's B. A., M. A. or other final degrees (if already available)

Photocopy of the student's passport (page with photograph)

Curriculum vitae

Study proposal (undergraduate and graduate students) or Research proposal (PhD students)

Confirmation of supervision at FU Berlin (for PhD students only)

Selection of staff

Staff taking part in a higher education mobility project must be selected by their sending HEI in a **fair and transparent** way. Prior to their departure, they must have agreed on a **mobility program** with the sending and receiving institutions/enterprise.

The selection of teachers and HEI staff shall be carried out by the HEI. The selection and grant award procedure must be **fair, transparent, coherent and documented** and shall be **made available to all parties involved** in the selection process. The **selection criteria** (for example priority given to staff going abroad for the first time, limitation on the possible number of mobility activities per staff member during a given time period, etc.) **shall be made public**.

The HEI shall take the necessary measures to prevent any conflict of interest with regard to persons who may be invited to take part in the selection bodies or selection process of individual beneficiaries.

Preconditions for teaching staff

Staff must currently be employed at the partner university

Staff can be professor, assistant professor, lecturer, PostDoc or PhD student

A minimum of 8 hrs of teaching per week (7 days)

Invitation letter from host university professor

Minimum duration of funding: 5 days (plus 2 travel days)

Maximum duration of funding: 2 weeks

Please note: Neither research stays nor participation in conferences can be funded through Erasmus+

Preconditions for training staff

Staff must currently be employed at the partner university

Administrative staff from all administrative units (international office, finances, continuing education, PR and Marketing, libraries, student services...)

Academic staff for training mobility also possible

Invitation letter from an administrative unit or institute at host university

Minimum duration of funding: 5 days (plus 2 travel days)

Maximum duration of funding: 2 weeks

Application Documents Staff

Invitation letter of a professor/institute/administrative unit at FUB

Mobility Agreement filled in and signed at least by applicant, home university and host

Curriculum Vitae

Selection protocol



**Erasmus+ mobility for students and staff
Between PROGRAMME and PARTNER COUNTRIES (KA 107)**

* Selection Process Documentation *

Dear Partner,

According to the Erasmus+ programme guidelines, the selection process must be fair, transparent, coherent and properly documented. Information on the mobility opportunities and the selection procedures (including the selection criteria) should be made public (e.g. on the University's website). For student mobility, the first selection criterion should be academic merit, but with equivalent academic level, preference should be assigned to students from less advantageous socio-economic backgrounds. Selection criteria for staff can be a priority to staff going abroad for the first time, limitation on the possible number of mobility activities per staff member during a given time period, etc.

To comply with the standard procedures we ask you to use and fill out the attached form in order to document the selection process of students participating in the Erasmus+ programme. You may adapt the form according to your requirements and/or add further lines if needed.

Please provide the following information:

Sending institution:	_____
Host Institution:	Freie Universität Berlin
Proposed time of mobility:	winter semester 2017/18 + summer semester 2018 (please adapt)
No. of nominated students:	_____
No. of nominated staff:	_____

Selection protocol



Erasmus+

Documentation of the selection process for Erasmus+ with partner countries

1) How was the opportunity for Erasmus+ student mobility announced (please check the respective boxes):

- On the homepage of the university please provide link if applicable: _____
- On the blackboard please submit a copy if applicable
- Via email please submit a copy of applicable
- Other, please specify: _____

2) How is the application / nomination procedure organised? (Please explain e.g. How are applications submitted? Who is involved in the selection process?)

3) Please specify the relevant selection criteria for students participating in exchanges with Freie Universität Berlin (e.g. academic performance, language skills, specific research interest or academic goals, motivation, particular interest in partner country, socio-economic factors, etc.):

4) Please specify the relevant selection criteria for teaching and training staff participating in exchanges with Freie Universität Berlin

Selection protocol



Documentation of the selection process for Erasmus+ with partner countries

4) List of Applicants/ Nominees

Last Name	First Name	Mobility type (Student: Undergraduate, Master, PhD), teaching staff, training staff	Study Program/ Research Area	Status: Erasmus+ grant yes/ no/ waiting list	In case of rejection of application: reason for rejection				Comments
					formal requirements not met, e.g. no invitation letter for PhD/staff	academic reasons	language requirements not met	other reasons, please specify	

Name and position of responsible person: _____
 E-Mail, Phone _____

Place, Date _____
 Signature, Stamp _____

Deadlines for nomination

	Winter Semester 17/18	Summer Semester 18
Grant dates	1 Oct 17 – 28 Feb 18	1 Apr 18 – 31 Jul 18
Orientation	1st week of October	1st week of April
Lecture period	16 Oct 17 – 17 Feb 18	16 Apr 18 – 21 Jul 18
Applic. deadline for students	31 May 2017	15 January 2018
Applic. deadline for staff	Anytime during the project duration	Anytime during the project duration
Mobility of teaching staff	Only during lecture period	Only during lecture period

Grants

Students (Undergraduate, Graduate, PhD students)

Mobility duration: 3 to 12 months

Monthly Grant: 800 €

Staff (teaching and training)

Mobility duration: 1 week (training staff), 2 weeks (teaching staff)

Daily Grant: 120 €

Fixed contribution to **travel costs**:

according to distance between home and host university

Between 275 € and 1.100 €

Learning Agreement for students

GfNA-II-C-Annex IV-Erasmus+ HE Learning Agreement for studiiess-2015



Higher Education Learning Agreement for Studies

Student's name
Academic Year 20.../20...

Student	Last name(s)	First name(s)	Date of birth	Nationality ¹	Sex [M/F]	Study cycle ²	Field of education ³
Sending Institution	Name	Faculty/Department	Erasmus code ⁴ (if applicable)	Address	Country	Contact person name ⁵ ; email; phone	
Receiving Institution	Name	Faculty/ Department	Erasmus code (if applicable)	Address	Country	Contact person name; email; phone	

Before the mobility

<i>Study Programme at the Receiving Institution</i>					
Planned period of the mobility: from [month/year] to [month/year]					
Table A Before the mobility	Component ⁶ (if any)	Component title at the Receiving Institution (as indicated in the course catalogue ⁷)	Semester [e.g. autumn/spring; term]	Number of ECTS credits (or equivalent) ⁸ to be awarded by the Receiving Institution upon successful completion	
					Total: ...

Web link to the course catalogue at the Receiving Institution describing the learning outcomes: *[web link to the relevant information]*

The level of language competence⁹ in _____ *[indicate here the main language of instruction]* that the student already has or agrees to acquire by the start of the study period is: A1 A2 B1 B2 C1 C2 Native speaker

Mobility Agreement for Teaching/Training Staff



Section to be completed BEFORE THE MOBILITY

I. PROPOSED MOBILITY PROGRAMME

Language of training:

Overall objectives of the mobility:
Added value of the mobility (in the context of the modernisation and internationalisation strategies of the institutions involved):
Activities to be carried out:
Expected outcomes and impact (e.g. on the professional development of the staff member and on both institutions):

II. COMMITMENT OF THE THREE PARTIES

Responsibilities of partner universities

Sign Inter Institutional Agreement

- Before the start of the first mobility

Establish a website for Erasmus+

Publish a call for applications

- fair, transparent, coherent and documented

Select students and staff

- Documented and sent to FUB with a selection protocol

Sign Learning Agreement for Students

- recognize the credits taken at FUB (for outgoing students)
- issue Transcript of Records (for incoming students)

Sign Mobility Agreement for Teaching / Training Staff