

BE01 - Frequently asked questions - Call 2020 Erasmus accreditations call in adult education, VET, and school education

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Purpose of this document

This document aims to answer a number of frequently asked questions about the 2020 Erasmus accreditations call.

A. Number type and field of applications

1. Is it possible to apply for an accreditation in more than one field?

Yes, but separate applications must be submitted for adult education, VET, and school education.

2. Is it possible to submit one application as individual organisation, and another one as consortium coordinator?

It is not possible for one applicant organisation to submit two applications in the same field, even if one of the applications is for an individual organisation and the other one for a consortium coordinator.

However, it is possible for one applicant organisation to apply in more than one field at the same time.

3. Is it possible to be accredited and run a short-term project (non-accredited)?

In the same field: No, successfully accredited organisations cannot apply for a non-accredited project. If the organisation is running any project at the time it receives an accreditation, it should finish their ongoing projects.

In different fields: It is allowed for an organisation to be accredited in one field and to apply for a non-accredited project in another field at the same time.

B. Mobility consortium

4. Is it going to be possible to apply for a mobility consortium in 2021 without having an Erasmus accreditation?

No. Starting from 2021, all mobility consortium coordinators must have an Erasmus accreditation. Organisations who want to coordinate a consortium and do not apply for the preparatory 2020 accreditations call will be able to do so in 2021.

5. What will be the minimum number of consortium members?

The minimum expected requirement is to have one coordinator + one member organisation. However, until the 2021 Programme Guide is published, this information cannot be officially confirmed. Applicants for coordinators should be advised to plan for enough flexibility to be able to add an additional member if necessary.

6. Is it possible to coordinate more than one consortium at the same time?

In the same field: No – **the rule is one accreditation per field**. A consortium accreditation can include multiple objectives and various clusters of organisations focusing on different topics so there is also no practical need for multiple consortium accreditations.

In different fields: Yes.

7. What are the rules on parallel participation?

- Is it possible for an organisation to run a non-accredited project and participate as a member in a mobility consortium?

- Is it possible to participate as a consortium member in more than one consortium at the same time?

- Is it possible for an organisation to be accredited and at the same time participate as a consortium member in the same field?

The rules on parallel participation will be defined in the 2021 Programme Guide. Following the latest consultation with NAs, the agreed approach is:

Organisations taking part in a mobility consortium can receive funding from a maximum of two Key Action 1 grant agreements in the same field [school education / VET / adult education] under the same Call for proposals. Therefore, organisations that receive a grant for a short-term project or an accredited project can additionally take part in only one mobility consortium (within the same field) as member organisations. Other organisations can take part in up to two mobility consortia.

When communicating with applicants, the NAs can advise that accredited organisations should expect to be able to take part in a consortium as members, but that limitations may apply to safeguard fair access to Programme funding.

8. Is it possible to change/rotate the consortium coordinator and keep the same accreditation?

No, at least not formally. The accreditation is given to a specific organisation and is not transferable. However, consortia have a lot of flexibility to organise their internal work so a form of 'rotation' of coordinating responsibilities is a practical possibility for stable consortia. The consortium must be fully transparent about such an arrangement and discuss it with the NA if needed.

9. Can consortium coordinators include their 'own' activities in the consortium application?

Yes. The coordinator organisation should address their own needs as part of the same accreditation by specifying appropriate objectives and activities in the application.

10. Are there any mobility limits in a KA1 Consortium (number of participants and meetings ...)?

The planned mobility activities need to be proportional to your consortium, its size and needs. The annual funding granted will be based on the funding application submitted by the consortium and the availability of funds. To ensure a fair distribution of funds, the National Agencies may define certain limits on grants. The details of rules for allocating funds will be defined and published once the 2021 Programme Guide is launched.

11. What will be the eligible consortium member organisations?

This eligibility criterion will be provided as part of the future Programme Guide, so it could not be included in this call. However, it should be expected that the same criteria will apply as for applicants to this call.

C. Eligibility, exclusion, selection and award criteria

12. Is organisation X eligible in adult education/VET/school education?

Exact eligibility definitions are to be provided by the National Authorities of each country, as stated in the Call.

13. How are the National Agencies going to check the selection criteria?

The standard check of the selection criteria will be conducted based on the application form, in particular sections 'Background' and 'Erasmus Plan: Management', as well as the data provided in ORS (e.g. to verify when the organisation has been established). The National Agencies have the option to request additional documentation to verify the correctness and relevance of declared information. The documents requested will depend on the context, and may consist of the organisation's yearly work programmes or reports, proof of expenses for past activities, curriculum vitae of responsible persons, etc. Extra checks of this type should be exceptional and limited to the necessary.

14. Organisation X is a VET institution, but it also provides adult education. Can they apply in both fields?

In principle, it is possible to apply in two fields. However, whether a specific organisation is actually eligible in both fields will depend on the definitions provided by their National Authority.

15. Does Erasmus accreditations require any previous experience?

No previous experience with Erasmus+ projects is required. What is required is previous experience more generally in the field of education and training where the organisation is applying.

16. In consortium application do we have to provide with an exact list members of the consortium?

The assessment of applications for consortium coordinators is not based on exact list of consortium members, but on objectives of the coordinator who must provide a planning and explanation about their planned consortium members. This is reflected in the application form, particularly the 'Background' and 'Management' sections.

This approach allows for a much more flexible consortium format, especially when it comes to adding each year new member organisations – this added flexibility is a part of the Commission's efforts to support more newcomers.

17. Who are participants with fewer opportunities?

The definitions available in the [2020 version of the Programme Guide](#) (page 11) should be considered relevant also for the 2020 Erasmus accreditations call.

D. Light procedure and excellence labels for current VET Charter holders

18. What if a VET Charter holder applies for the light procedure and fails?

Currently a repetition of the 'light procedure' is not foreseen for Call 2021. It means that VET Charter holders that are not re-accredited as part of the 2020 call would need to submit a full application in the future.

19. If an organisation holds an individual VET Charter, can they apply for a consortium accreditation under the light procedure? Or vice versa?

No, changing from individual accreditation to consortium or the other way around is considered to be 'significant change to the internationalisation strategy' and requires the applicant to submit a full application in the standard procedure.

20. What is the purpose of 'recognition of excellence'? Does it give an advantage at budget allocation stage?

The purpose is to maintain the visibility of the best performers and recognise that VET Charter holders were accredited under much stricter criteria than the new Erasmus accreditation. The label does not give advantages at budget allocation because it is based on performance – an element that is already one of the key budget allocation criteria.

21. Do KA102 projects count for excellence label award?

No. VET Charter holders that have not yet completed at least two KA116 projects will have a chance to be awarded with an excellence label later on.

22. What is the 'cut-off date' for KA116 final reports to be taken into account for the excellence label?

To be considered the KA116 projects must be closed and their final reports evaluated before the call deadline on 29 October 2020. This is to ensure that the procedure is not stalled by waiting for final report evaluations to be finished.

23. If VET Charter holders are re-accredited, do they still have to follow reporting obligations established for the VET Charter?

Granting of Erasmus accreditation does not end the VET Charter itself (contracts granted under the charter will also continue), therefore the reporting obligations formally remain in place. Further discussion will take place on how to reduce the administrative burden and avoid double-reporting obligations for VET Charter (for example by adapting the reporting schedule for Erasmus accreditation).

E. Other questions

24. Erasmus Plan : it might seem difficult to foreseen activities for 7 years !

When writing your application you should not worry about every detail. Rather, you should focus on the most important needs and objectives of your organisation and construct your application around that. You can make a very long plan of five years, or a short one for just two years – this is up to you. In the end, things always change and even the best plans need to be updated and that's OK. Your application is just the first version of your Erasmus plan - it can be changed, adapted and updated when needed.

25. Is drafting an international strategy obligatory?

Internationalisation strategy is not obligatory. Applicants have the choice to annex this type of document, but they can apply perfectly well without it.

VET charter holder should attach their most up to date internationalisation strategy. If the last internationalisation strategy submitted is older than two years, it should be updated accordingly.

F. Questions from applicants received through the School Education Gateway

26. Are there any priorities of objectives?

You can find the objectives for each sector in the Rules of Application - they describe the general purpose of the Call and the policy framework at EU level. At implementation level, you should refer to Erasmus quality standards - Part I on basic principles which include digital education, inclusion, networks and sustainability. Since the Erasmus quality standard form a part of the evaluation framework for the accreditation, organisations can achieve better results by integrating efforts in these areas in their plans and activities.

27. When defining the objectives is it better to choose macro-goals (including more) or sub-goals (smaller ones)?

According to the assessment criteria of the Call, objectives should be clear, concrete, realistic and possible to track. The exact approach will depend on your own context, however the need to define measures for progress and be concrete will probably require a certain level of precision rather than very broad definition of objectives. In some cases it may be possible to break down a more encompassing objective into several precise objectives.

28. If we make our Erasmus Plan just for 2 or 3 years, can we get the accreditation for the whole period from 2021 to 2027? And can we make a new plan after the first 2 or 3 years?

The Erasmus Accreditation is received for the whole duration of the Programme, which is at least until 2027. The Erasmus Plan you submit within your application should cover the needs and objectives of your organisation for the timeframe that you are able to provide: some organisations may have longer-term goals and others shorter-term goals. To ensure that the plan continues being relevant, it will be updated regularly, e.g. every 3-5 years. Therefore, once your organisation is accredited it won't need to apply again or create a new plan from scratch: the new versions of the plan would always build on the previous one. Erasmus Plan revision happens as a regular part of follow-up for your accreditation, usually as part of a progress report about the implementation. It can be initiated either by the National Agency (if your original plan is coming to an end), or it can be requested by your organisation if something very important has changed in the meantime. You do not have to stop implementing your activities while the revision is ongoing.

29. Is it possible to apply for accreditation if we have ongoing KA1 staff mobility project (2020-2022)?

Yes.

30. Our organisation functions mostly as HOST of Adult Education mobilities. What is the benefit for us to be accredited, as opposed to remaining with the current status (non-accredited)? E.g. Will the future applicants for one of our offered trainings get a higher score in their applications?

For host organisations, obtaining the accreditations is not relevant as such. It is only relevant for those organisations that plan to organise Key Action 1 mobilities themselves for their staff and students. If your organisation (host) is accredited, the sending organisation won't get additional advantage for it.

31. What is the difference between the terms "learners" and "staff" when the applicant is a school? In case of taking courses or job shadowing, aren't ' the teachers (participating in the mobility) school staff and learners at the same time?

The terms 'staff' and 'learners' refers to status of persons within their organisation, independently of any specific Programme activities. Therefore 'staff' refers to educators and other people working in the applicant organisations: teachers, trainers, school heads, librarians, career counselors, etc. The term 'learners' refers to persons who are being taught: pupils, apprentices, etc.

32. Shall we have to identify European partners involved in the short/long term mobilities of students and/or teachers right from the phase of application?

No, you don't need to specify the hosting partners in the application for Erasmus accreditation. You will need to report on the host organisations during and after implementation of the mobility activities.

33. In how many mobilities can the same teacher take part through the period of accreditation? Is it allowed for the same teacher to job shadow, for example, every year?

There is currently no formal limit on the number of times the same person can participate in mobility activities. All mobilities are based on needs, so if it is justified by the organisation's objectives that the same person goes on a mobility more than once, it is possible. The quality of activities and their relevance for agreed objectives are assessed as part of a reporting exercise at the end of each contracting period.

34. Can we design activities with European partners as a complement of a previous eTwinning one?

Yes, you can build on your previous eTwinning projects and plan mobility activities with partners you have linked with through eTwinning. Combining digital and physical forms of exchange is strongly supported within the Erasmus accreditations framework, and is part of the basic principles defined by its quality standards. Please note that as part of Key Action 1 you can only request funding for your own participants. For your partners to also receive support, they need to apply to the National Agency in their country.

35. A school with accreditation can make mobilities with schools without accreditation?

Yes. You can freely choose the host organisations you would like to work with. They do not have to be accredited.

36. If my Erasmus plan for 2021 - 2027 does not contain one type of activity (e.g. job shadowing) or some course content (e.g. arts), will it be possible for my projects to include these things in spite of not mentioning them earlier ? Or should I understand that Erasmus plan limits my future projects for 2021 -2027 years to only the actions I planned before, in the Erasmus plan?

Exact activities do not have to be defined in the application for Erasmus accreditation. You can include in the application examples of activities or themes that you want to work with to better explain your plans, but at the same time you should formulate your objectives more generally - based on how you want your organisation to benefit and evolve.

If you are accredited, you will be able to ask for specific activities each year. Even during the implementation it is possible to change details like duration of activities, or to replace one activity with another. Objectives of your Erasmus Plan should be your main guidance - any activity that can contribute to those objectives is a good activity.

The Erasmus Plan itself can also evolve - if something very important changes in your organisation, you can make a request to your National Agency to update the Erasmus Plan. You can also deliberately choose to make the plan shorter (e.g. two-three years), which means that there will be an update at the end of that period.

37. Once we have the Erasmus accreditation, will our annual funding requests be certainly approved?

You can rely on receiving funds each year. However, the amount that you receive will depend on the total available budget in your country and the total demand for funding. Even with an increased budget, there is a lot of demand for mobility activities and it is important for the Programme to remain inclusive and fair.

38. What if a Training Organisation is an international association, i.e. based in one EU country but its members are teachers and teacher trainers living and working in different countries within and outside the EU? Is this not considered a CONSORTIUM as long as the members share the vision and skills to provide teacher training and host mobilities in different countries ?

For the purpose of Key Action 1, organisations can only apply in one country. International organisations that have branches in multiple countries can register their country branches and apply separately to their local National Agencies. However, it is not possible to apply in one country and receive funds for activities based in multiple countries.

39. In order to plan ahead, it would be necessary to know the volume of the support, for students and teachers alike. We presume teachers can get a support for their courses, but eg. can students get course fee support for language courses? If so, how much and for how many days?

The details of funding will be published in the general call planned for autumn 2020. You should base your accreditation application on needs and objectives, rather than exact type and number of activities. That level of detailed planning will be rather handled in the yearly exercise of budget allocation. If you consider that you absolutely need all financial details to proceed, it may be prudent to wait for the next year's accreditation call.

40. In the 7 years of the Accreditation, how many Erasmus projects are advisable? 3 projects of 2 years, for example?

This will depend on the specific plans of your organisation. You may choose to request some funding each year, or to do it every two years.