

ERASMUS

CREATING OPPORTUNITIES FOR THE UK ACROSS EUROPE



Erasmus+ for Adult Education

2015-16

About Erasmus+

Erasmus+ is the European Union programme for education, training, youth and sport. It runs for seven years, from 2014 to 2020, with organisations invited to apply for funding each year to undertake unique and worthwhile activities.

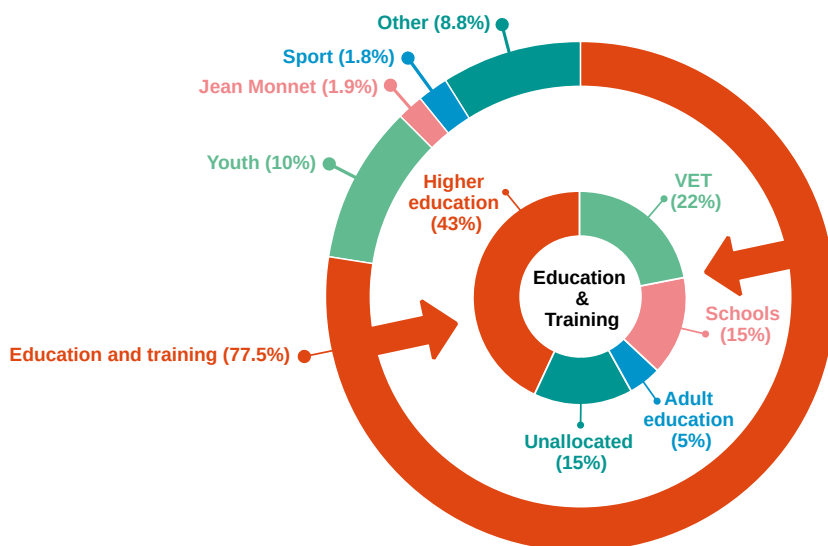
Erasmus+ replaces the Grundtvig programme which previously provided European funding for adult education. The Erasmus+ programme in the UK falls under the authority of the Department for Business, Innovation and Skills (BIS). The programme itself is managed in the UK by the UK National Agency, a partnership between the British Council and Ecorys UK.

Changing Lives, Opening Minds

Erasmus+ enables your organisation to provide teaching and training assignments abroad for staff, to exchange modern European adult education practices and supports professional development opportunities. You can create partnerships with other adult education organisations, and with other organisations involved in education, training and youth practice across the European Union and beyond. These partnership activities can include innovative approaches and practices for adult learners, staff and organisations. Your Erasmus+ experience can also align with your organisation's own international strategy. There are a range of online tools to support you through the process and find partners, such as EPAL. There's a whole world of possibilities for adult education in Erasmus+.

Key facts and figures

Over its lifetime, Erasmus+ has an overall budget of €14.7 billion for the development of knowledge and skills. A proportion of this budget is allocated to provide funding for adult education projects.



With this funding, by 2020, the European Union aims to support:

- 800,000 lecturers, teachers, trainers, education staff and youth workers to teach or train abroad;
- 25,000 partnerships, involving 125,000 organisations, to implement joint initiatives and promote exchange of experience and know-how and links with the world of work.

What can I do?

There are a number of different funding streams available under Erasmus+ for which UK adult education organisations can apply.

Adult education funding is split into two areas:

- Staff mobility funding for people who work in adult education. This activity is known as Key Action 1 of Erasmus+ and;
- Strategic Partnerships funding for organisations to develop provision and exchange practices through working in partnership. This is known as Key Action 2 of Erasmus+.

Information on adult education funding opportunities can be found on our website at: www.erasmusplus.org.uk/adult-education-funding



Mobility for adult education staff (Key Action 1)

If you work in adult education, whether in a teaching or non-teaching role, Key Action 1 is the funding strand that applies to you as an individual. It is about mobility, which means that you spend time abroad. Mobility projects can cover one or more of the following: study courses, observation, job shadowing, training, and teaching. Overall, projects last from between 1 to 2 years, but an individual mobility activity can be as little as 2 days or up to 2 months in duration.

The aim of Key Action 1 is to fund opportunities for individuals to improve their skills and knowledge, enhance their employability and gain cultural awareness. This professional development is intended to complement the international strategy of the organisation. Mobility projects are transnational, and so must involve at least two organisations – your own organisation and the organisation(s) abroad.

If you are interested, we advise you to find out if there is an Erasmus+ coordinator in your organisation and talk to them as soon as possible. There is a lot of planning and preparation needed, not only in submitting the application, but also to ensure you benefit from taking part in the activity e.g. to consider any language training needed before you go.

If you have a teaching role, your organisation can apply for funding for you to undertake teaching or training assignments at a partner organisation abroad. Your professional development can also be supported through going abroad for courses or training events. Alternatively you might decide to spend time abroad in an adult education organisation to job shadow or to carry out observation.

If you have a non-teaching role, your organisation can apply for funding to support your professional development through going abroad for courses or training events. You can also choose to spend a period abroad in a relevant organisation to job shadow or carry out observation.

For both types of mobility funding organisations apply, as grants are not available directly to individuals.

Types of adult education staff mobility include:

- Teaching/training assignments where staff deliver teaching or training in a partner organisation abroad;
- Staff training where staff can participate in structured courses or training events or undertake a job shadowing experience in an adult education organisation abroad.

Funding

An Erasmus+ grant is intended as a contribution to the costs of a project and may not cover the total cost. Funding will come in the form of a unit cost or (a percentage of the) real cost. You could receive the following funding per participant:

- Travel – from the place of origin to the venue of the activity.
- Individual support – this is for day-to-day costs of attending the project including local travel, food and accommodation.
- Organisational support – this is for organisation, management and implementation of the activity.
- Course fees – e.g. enrolment fee.
- Special needs support – specific additional costs for participants with a disability or specific needs.



Strategic Partnerships (Key Action 2)

Working with other adult education organisations

UK organisations involved in adult education can take part in collaborative projects aimed at improving adult education provision, either as the lead organisation or as a partner.

The Strategic Partnerships funding strand applies here. Projects can last between 1 and 3 years, and must include at least three partners from three different countries, including the organisation that is making the application. The lead organisation applies to the Erasmus+ National Agency in their country for funding on behalf of the project as a whole. A maximum of €150,000 is available per project per year.

The aim is to focus on activities designed to improve adult education provision across the participating countries.

Working with organisations in other sectors

You can also work with organisations in the fields of; higher education, vocational education and training, schools, sport, and youth, providing that the main impact of the project is adult education. The funding strand is still Key Action 2 and must include at least three partners from three different countries.

This Strategic Partnership activity could include:

- Developing, testing and implementing innovative approaches and practices for adult learners, staff and organisations.
- Providing flexible pathways for adult learners including validation of prior learning.
- Improving access to adult education.
- Facilitating the recognition and certification of skills and competences.
- Training, teaching and learning activities e.g. blended mobility of adult learners, joint staff training events, or teaching and training assignments.

Funding

An Erasmus+ grant is intended as a contribution to the costs of your project so it may not cover the total cost. Funding will come in the form of a unit cost or (a percentage of the) real cost. Depending on your project, funding could cover:

- Project management and implementation – this relates to the organisation, management and delivery of the project.
 - Transnational project meetings – this is for day to day costs such as accommodation and travel to meetings.
 - Intellectual outputs – grants paid per participant per working day for relevant staff.
 - Multiplier events – cost of events aimed at disseminating the intellectual outputs of a project.
 - Special needs support – specific additional costs for participants with a disability or specific needs.
 - Exceptional costs.
-



Online resources

Before, during and after your Erasmus+ project, there is a wealth of free online information and resources to support you.

EPALE – The Electronic Platform for Adult Learning in Europe is a multilingual open membership community for teachers, trainers, researchers, academics, policy makers and anyone else with a professional role in adult learning across Europe.

It is set up around the sharing of content related to adult learning, including news, blog posts, resources, and events and courses. It also features a partner search database to help find contacts in the world of adult learning. ec.europa.eu/epale/en

EPALE UK – The EPAL UK National Support Service is responsible for bringing EPAL to the adult learning community in the UK. It helps raise awareness and interest amongst stakeholders to encourage them to get involved in the EPAL community, exchanging ideas and best practices by participating in the thematic forums.

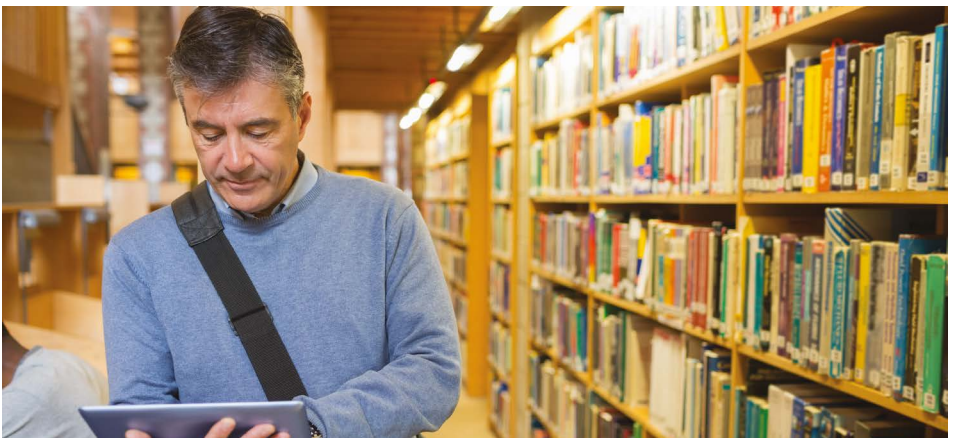
EUROPASS - Europass supports individuals to make their skills and qualifications clearly and easily understood in Europe. This is achieved by both freely accessible documents completed by the individual and by documents including certificates issued by education and training authorities. www.europass.cedefop.europa.eu



Why take part?

Erasmus+ activities have positive results for both organisations and individual members of staff. The chance to spend time in another European country, studying, job shadowing or on a partnership visit, means that people return with fresh perspectives, energised and more motivated, which supports professional development and staff retention. In strategic partnerships learners can also learn innovative approaches from blended mobility activities.

Working abroad enables staff to develop new skills. They can get to know first-hand the workings of other adult education organisations, learn and share new ideas and discover best practice to bring back to the UK. Inspiration very often comes from meeting new colleagues; participants are enthused by their experience, gaining new approaches, new contacts and a fresh outlook.



Case studies

Praxis Europe (Key Action 1) Creative Minds

The 'Creative Minds,' staff mobility project, led by Praxis Europe, aims to improve the skills of trainers who work with disadvantaged Muslim and black and minority (BME) women. It will result in improved skills for the trainers working with disadvantaged communities and enhance the level of adult education provision across the organisation and its network of partners.

The project is a continuation of previous successful European-funded work. As part of the project, 40 trainers from across the UK will go on the one week adult education training course to Istanbul to explore ISMEK, the adult education social enterprise organization in Turkey. Participants will see how ISMEK promotes adult learning, skills and provides women with a living wage that can be used to help overcome traditional barriers faced by women.

“We hope that these methods can help our trainers to reflect on their own teaching practice and the way adult education is taught in the UK. Our goal is to share best practice and ensure learning has a positive impact on adult learners.” – Masood Yasin, Praxis Europe



Springboard Opportunities Limited (Key Action 2) upDESIGN

The upDESIGN Strategic Partnership project tackles rising youth unemployment by targeting adult education and vocational education and training (VET) providers working with disadvantaged, low-level educated young adult learners lacking the skills and qualifications to find a job.

The project, co-ordinated by the organisation 'Springboard', will equip education providers and their staff with innovative methods and tools for giving learners vital employability skills, entrepreneurial spirit and motivation training. The idea of "upcycling" forms the base of the project, in that waste materials are converted into new materials or products of better quality.

Outcomes will include the upDESIGN curriculum, and teaching and training resources, on how to support young disadvantaged adult learners by providing employability skills. The products will also look at how to empower young learners in terms of their creativity, entrepreneurial spirit, ICT skills and basic skills such as literacy among many more. Adult education and VET providers, teachers, trainers and counsellors will all have innovative materials to empower young adult disadvantaged learners via new motivational methods and practical tools.

“upDESIGN will offer innovative approaches in empowering disadvantaged young people through the development of new and creative resources for adult educators and VET providers.

Through desktop and field research with stakeholders and end users a competency framework will be developed in order to guide the subsequent curriculum and training tools for delivery across not only the five European partner countries but throughout the European Union and beyond.” – Jen Ashton, Springboard Senior Programme Manager

How to apply

A step by step guide to applying

1

Be an eligible UK organisation

Any public or private organisation active in the field of adult education in the UK can apply for Erasmus+ adult education funding.

2

Sign up to EPALE

To find a partner or get inspired with project ideas, visit ec.europa.eu/epale/partner-search

3

Review your organisational and financial capacity

As part of your application you will need to demonstrate that you have the capacity to successfully administer and deliver your Erasmus+ project.

4

Decide on your project

Decide on a project for your organisation based on the activities allowed under a Key Action.

5**Register on ECAS and obtain your PIC**

Create an ECAS account and register in the Portal to obtain a nine digit PIC (Participant Identification Code) which you and your partners will need in order to complete the eForm.

6**Fill out the eform**

Choose the correct eForm for your sector, key action and funding round. Ensure you have enough time to do this, check that all fields are correctly filled out and validate the form. Only then will you be able to submit.

7**Check the deadline and dates**

Check and double-check the deadline and the time for submitting your online application form.

Also check the project start and end dates. Applications submitted after the deadline will not be accepted.

Visit www.erasmusplus.org.uk/adult-education-funding for more information.

How to apply

Top tips

For Erasmus+ adult education funding there are two application deadlines in a calendar year. You will need to apply online using the electronic application form (or 'eForm') for the relevant Key Action for your project, so it is vital that you download the correct form. In all cases, the application must be made by the organisation, not the individual.

There are limits to the number of separate applications your organisation can submit. Please refer to the Erasmus+ programme guide for full details.

Five top tips:

1. Whether you have been successful or unsuccessful in applying for funding for a project, you can still apply for another project in the next funding Round.
2. Start your application well before the due date, in case there are any issues with IT on deadline day.
3. When your PIC is entered into your application form, your organisation's details will be entered automatically. If these appear to be incorrect you should update the data in the Participant Portal.
4. Look out for webinars and telephone advice sessions run by the National Agency to support you in making your application.
5. Feeling confused by the jargon? Visit www.erasmusplus.org.uk/glossary for a **glossary of terms**

Read more top tips at www.erasmusplus.org.uk/toptips



Support from the UK National Agency

Whether you are new to the programme, or have applied before, at the UK National Agency we are here to support you all the way, from application guidance, through to managing your project.

- **Erasmus+ briefing sessions** – these are aimed at newcomers, and take place each autumn in locations across the UK.
- **Guides for applicants** – for each Key Action and sector, we provide additional application guidance documents, available to download from our website.
- **Application support webinars** – sign up to these online events including a Q&A session for more detail on the application process in the run up to the funding deadline(s).
- **Advice sessions** – you can call or email us for specific advice about completing your application and we may also occasionally run extra advice webinars or events.

Funding deadlines

Deadlines are announced by the European Commission during each annual Call to Apply but can change, so please visit www.erasmusplus.org.uk/deadlines



Contact us

The UK National Agency is a partnership between the British Council and Ecorys UK. This page sets out how you can contact us for advice and guidance on Erasmus+.

Enquiries on adult education funding:

Tel: 0121 212 8947 **Email:** erasmusplus@ecorys.com

Erasmus+



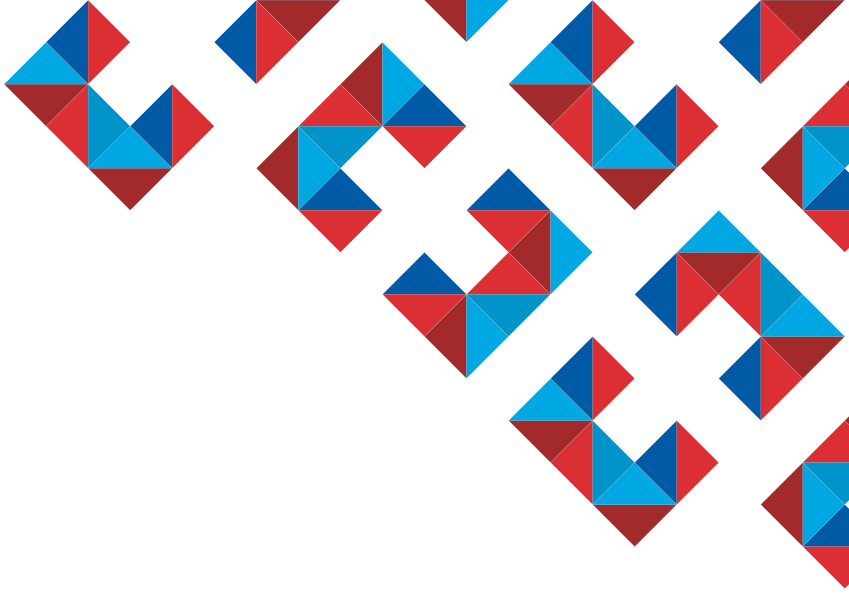
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Department for Business, Innovation & Skills