

Programme	PROGRAMME SLOVENE SCHOLARSHIP FUND EEA/NFM
Measure	Inter-institutional cooperation projects in education and training (school partnerships)
Aims and description of the measure	<p>Inter-institutional cooperation between education and training organizations of the donor states and the recipient states in domains significant for primary and secondary (general and vocational) education.</p> <p>Eligible activities within the framework of this measure may be:</p> <ul style="list-style-type: none"> - cooperation between institutions for the purpose of pupil and staff exchange as well as training of pupils and staff; - cooperation between institutions for joint implementation of topics of common interest; - development or preparation of new teaching tools and methods, with a special emphasis on learning by using ICT. <p>Partnerships with the intention to enhance the European dimension of learning through promotion of joint cooperation activities between schools in Europe. The projects give students, pupils and teaching/training staff in different countries the opportunity to work on one or several topics of common interest. Partnerships help students and staff to gain and improve skills, not only on the topic or subject field that is the focus of the project but also from the perspective of team work, social relations, planning and performance of project activities and the use of information and communication technologies (ICT).</p> <p>Examples of activities that are eligible within the framework of such partnerships:</p> <ul style="list-style-type: none"> - exchange of staff and students that are included in project activities (e.g. teacher exchange, study visits, student and pupil exchange, etc.); - exchange of experience and best practices with partner institutions from other countries; - development or preparation of new learning tools and methods, with a special emphasis on learning by using ICT; - development of guidance and counselling in education; - strengthening or establishment of closer ties between educational institutions and the labour market; - promotion of recognition of non-formal and informal learning; - responses to the labour market needs, in particular those of SMEs, forecast of skills and knowledge needed in the labour market; - improvement of qualifications of educational staff; - improvement of quality in general and vocational education and training; - support to the development of national qualification frameworks in connection to the European Qualification Framework. <p>Partnership shall lead to concrete results that enable future dissemination and further use. Partnership outcomes may be descriptive or tangible, in the form of a joint report, conference, CD; tangible product developed for/on behalf/in cooperation with students, pupils, or training concepts for a specific domain of education and training etc.</p>
Beneficiaries	<p>Staff and students of participating schools and, indirectly, the local community and other local stakeholders:</p> <ul style="list-style-type: none"> - institutions or organisations providing learning opportunities in various fields of primary or secondary education; - institutions responsible for systems and policies, for primary or secondary

	education and training at local, regional and national level.	
Eligible applicants	Organisations providing primary or secondary education and training. Institutions shall apply in the form of a consortium, which shall be comprised of at least three partner organisations; of which at least one shall be from a donor state, one from Slovenia, and, preferably, institutions from other eligible states (see Guide for Applicants, page 2).	
APPLICATION PROCEDURE		
Deadline for submission of applications	17 February 2014	
Manner of submission of applications	Paper version	<p>1 original application, hand signed, and two copies thereof shall be submitted.</p> <p>An application shall be considered timely when submitted on the appropriate form and sent by registered post by 11.59 PM on the date of the deadline for submission at the latest or delivered personally to the CMEPIUS secretarial service by 3 PM on the date of the deadline at the latest (see above).</p> <p>A printed original of the application shall be addressed to the Programme Operator - CMEPIUS (Program Slovenski štipendijski sklad EGP in NFM – Projekti med - institucionalnega sodelovanja v izobraževanju in usposabljanju), Ob železnici 30a, 1000 Ljubljana, Slovenia.</p> <p>Individual sheets of the application shall not be stapled or glued together.</p>
	Electronic version	Submission in electronic form shall mean submission by e-mail to the e-mail address provided on the application (eeagrants@cmepius.si)
	Signature of the authorised representative and seal	<p>An original of the grant application shall be hand signed by the authorised representative.</p> <p>In addition to the signature of the authorised representative, it shall bear the stamp of the organisation. In case the organisation does not use a stamp, a statement shall be enclosed to the effect that the organisation does not use a stamp.</p>

	Certified copy	The applicant shall deliver a statement that the copies are true, exact and unaltered copies of the original.
Availability of application forms	http://www.cmepius.si/en/higher-education/eea-and-norway-grants.aspx	
Language of applications	An application shall be made in either English or Slovenian language. In case an application is not written in either Slovenian or English, three copies of a translation of the application into either Slovenian or English shall be submitted, together with the original.	
National rules for applications	Exclusion criteria	
	Any grant application that fails to meet any of the criteria in this section shall be rejected on grounds of failure to meet the technical eligibility criteria: <ul style="list-style-type: none"> - failure to be submitted in a timely manner by the deadline for submission in printed form; - failure to be completed with a computer; - failure to be submitted on the appropriate application forms (use of incorrect forms); - failure to be hand signed by the authorised representative. 	
	Eligibility exclusion criteria by call	
	In case of failure to meet the criteria under this chapter, applicants shall have two business days to amend their application in line with the guidelines. Potential calls to amend shall be dispatched in the following cases: <ul style="list-style-type: none"> - when original signatures are present, but not the stamp of the organisation; - when the required annexes are not enclosed to the application; - when only the original of the application is sent without the required copies, or copies of the translation into either Slovenian or English; - when the application was sent by mail but not submitted in electronic form; - when the application was received after the deadline and the date of its submission by post is not evident from the envelope. 	
National priorities (substantive)	Calls to amend and deadline	
	A call to amend shall be delivered only by e-mail to the e-mail address of the contact person provided on the grant application. The deadline for amendment (two business days) shall begin to run the next business day after the sending date of the e-mail. An amended application shall be submitted by registered post within the deadline and in the manner as set forth in the "National rules for applications" chapter herein. In case of failure to meet the eligibility criteria, an application shall be dismissed before the content evaluation stage.	
	Priority	No. of additional national points
	Applicants that have not yet received a grant within the programme Slovene Scholarship Fund EEA/NFM are entitled to additional national points	5

Assessment procedure	<p>The criteria for awarding grants are set forth in more detail in the assessment sheets for each measure. Assessment sheets shall be published on the CMEPIUS web site, together with the application.</p> <p>The Programme Operator shall submit a grant application that meets the eligibility criteria (legal and technical criteria under the call) to an assessment of its content by at least two assessors. The assessors shall first prepare their separate scores and then a harmonised joint score. The final score, based on which the applications shall be ranked and grants awarded, shall be the harmonised joint score.</p> <p>Applications that score less than 50% of all possible points, shall be rejected.</p> <p>Applications with the highest score of points in the assessment shall be selected for co-financing up to the limit of availability of financial means.</p>										
Appeal	<p>Project promoters may appeal the technical realisation of the procedure. Project promoters who are rejected due to their failure to meet the legal and technical criteria under the call or because of procedural deficiencies or irregularities, may appeal this decision with the National Committee of the programme Slovene Scholarship Fund SI04 EEA/NFM within 15 days upon receipt of a written notice Appeals shall not stay the execution of the decision appealed or the signing of contracts with the selected applications.</p>										
Co-financing rules	<p>General rules with regard to co-financing are set forth in the Guide for Applicants. National restrictions are provided below.</p> <p>The amount of the flat-rate amount shall depend of the minimum number of planned mobilities. Project promoter shall apply ion behalf of all partners and if a project is selected the budget shall be distributed among the partners. Amounts for co-financing of cooperation of Slovenian organisations in a two-year partnership:</p> <table border="1" data-bbox="411 1187 1468 1444"> <thead> <tr> <th>Type of partnership</th> <th>Number of mobilities per each partner</th> <th>Maximum grant per partner (in EUR)</th> </tr> </thead> <tbody> <tr> <td rowspan="3">Inter-institutional cooperation</td> <td>4</td> <td>10,000.00</td> </tr> <tr> <td>8</td> <td>16,000.00</td> </tr> <tr> <td>12</td> <td>20,000.00</td> </tr> </tbody> </table>	Type of partnership	Number of mobilities per each partner	Maximum grant per partner (in EUR)	Inter-institutional cooperation	4	10,000.00	8	16,000.00	12	20,000.00
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Notes with regard to financing	<p>Funds provided by the Slovene Scholarship Fund EEA/NFM shall not exceed 90% of total eligible costs of a project. The remaining 10% of funds shall be provided by the institutions involved in the project.</p>										
PROJECT DURATION											
Maximum duration	Duration of the partnership project may be up to two years.										
<p>General eligibility criteria General eligibility criteria for applications under the programme Slovene Scholarship Fund EEA/NFM are provided in the Guide for Applicants. Participating countries: in addition to the donor states (Norway, Iceland and Liechtenstein), Portugal, Spain, Malta, Cyprus, Greece, Bulgaria, Romania, Hungary, Slovakia, the Czech Republic, Poland, Estonia, Lithuania, Latvia and Slovenia are participating in the programme.</p>											
Minimum number of countries:	2										
Minimum number of partners:	3										
Award criteria	1. Quality of the work programme										

	Goals of the partnership are clear, realistic and deal with the appropriate issue. The work programme is consistent with achieving the goals and relevant to the type of the examined partnership; the tasks are defined and distributed between partners in a manner facilitating the achievement of the outcomes.
	2. Quality of partnership
	There is an appropriate balance between the partners in the meaning of their inclusion in the implementation of activities. Relevant measures are foreseen to ensure efficient communication and cooperation. Appropriate staff and students/pupils shall be included in planning, implementation and evaluation of project activities. The project shall be included in the programme of education and current activities of the participating institutions.
	3. Effect and added value
	The outcomes and benefits of cooperation to the participating organisations are clearly defined and the project is integrated in the activities of the participating institutions. The application is evidence of close cooperation between the participating schools to achieve results that would otherwise be impossible to achieve only at the national level.
4. Dissemination and use of outcomes	
Activities designed to disseminate and use the outcomes are relevant and well-defined. They cover the participating organisations and, if feasible, the wider community.	
AGREEMENT PROCEDURES	
Planned date for preliminary information on the results of the selection procedure	April 2014
Planned date for sending the agreement to the project promoters	April 2014
Planned date for the start of the measure	May 2014
Planned date for the end of the measure	May 2016