



The EEA/Norwegian Financial Mechanisms Programme

Fund for Support of Co-operation among Schools/Scholarships

General Call for Proposal 2007

(1st March 2007)

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This is a Call for Proposals of the Fund for Cooperation among Schools/ Scholarships published by the National Agency for European Educational Programme (hereinafter referred to as “NAEP”). This fund is financed from the EEA/ Norwegian Financial Mechanisms Programme. Indicative allocation of the fund is 2 500 000 EUR for the period 2006 -2010. Individual applicants such as students/ teachers/ administrative staff and institutions/ organisations whose main activities are education and training, are eligible to apply for the support from this programme.

1. Introduction

Fund for Support of Co-operation among Schools/Scholarships is the programme of the EEA/Norwegian Financial Mechanisms in the field of co-operation among schools/scholarships. The main aim of support is to increase social and economic cohesion in the European Economic Area. The EEA/Norwegian Financial Mechanisms are aimed at the ten new EEA member states as well as Spain, Portugal and Greece.

2. Programme Objectives

Fund for Support of Co-operation among Schools/Scholarships supports cooperation between Czech educational institutions and educational institutions in donor states. The main award criteria and priorities of the fund are in accordance with priority areas stated in Memorandum of Understanding on the Implementation of the EEA/Norwegian Financial Mechanisms, such as stated in the table below.

Table 1: Priority areas

	Priority area
1	Conservation of the European cultural heritage
2	Protection of the environment
3	Human resource development
4	Health and childcare
5	Promotion of sustainable development
6	Academic research and development
7	Implementation of Schengen acquis
8	Technical assistance

No specific objectives or priority areas are stated for the actual year 2007. All applications within the fund are in accordance with the priority area Human resource development.

In pursuing these objectives, the programme will also seek to promote equality between women and men and equal opportunities for disabled persons, and will contribute actively to the fight against social exclusion, racism and xenophobia.

3. Eligible Applicants

3.1 Applications – Eligibility Criteria

All applicants/applications need to fulfil the eligibility criteria set out in Guidelines for Applicants. Should they fail to do so, the application must be rejected on these formal grounds.

- Application form user guide EEA/Norwegian Financial Mechanisms stated that public or private sector bodies and non-governmental organisations constituted as legal entities in the Czech Republic and operating in public interest are eligible to participate in the EEA/Norwegian Financial Mechanisms

- Subject of support will be activities to be realized by accredited public and private institutions, such as:
 - secondary schools,
 - higher vocational schools
 - universities and other higher educational institutions
 - non-profit organisations (association of universities, association of schools, association of teachers, association of parents and others) whose main activities are education and training
- Individual persons applying for support must be:
 - either nationals of a Czech Republic,
 - or nationals of other countries, provided that they are either permanent residents or are registered as stateless persons or hold refugee status in the Czech Republic.
 - and studying/ teaching/ working at above stated eligible institution/organisation

Individual approach would be considered in special cases (without any guarantee).

- Individual grants for in-country mobility are not permitted.
- All types of education branch are eligible.

All specific conditions concerning the individual mobility are contained in Guidelines for Applicants.

3.2 Exclusion Criteria

All applications need to comply with the exclusion criteria set out below. Should they fail to do so, the application must be rejected on these formal grounds:

- All applicant institutions/organisations must be a legal entity and all individual applicants must be legal subject. In case of doubt, the NA is required to check the legal statute, e.g. on the basis of its statute.
- All applicants/ applicant institutions/organisations must have signed the declaration of honour, which is included in the relevant application form.

4. Description of the Programme Action

4.1. Individual mobility grant

Individual mobility grant will be awarded to support mobility of Czech students/ teachers/ administrative staff. Purpose of mobility must be:

- studying
- teaching
- job shadowing
- earning work experience, practical placement
- course/ seminar/ workshop/ conference attendance
- preparation of joint European/International projects.

The study stay must take place in accredited educational institutions in one of the donor states. The duration of the mobility is stated from 1 week to 6 months. In case of student mobility (students of bachelor and master programmes) semester study stays are preferred (usually 4 -5 months). Students must give reasons for a shorter or longer study stay.

The beginning and the end of activity will be specified both in the application form and in the grant agreement.

Students, who start their mobility in autumn semester, can renew their study stay; the maximum length of the study stay is 12 months. The closing date for submitting the renewal application is stated in the Call for proposals; application form for renewal of study stay which includes also Learning Agreement must be filled in.

Teacher and administrative staff mobility can not exceed 6 months; teachers and administrative staff can submit their applications during whole year, always min. 6 weeks before the planned start of the mobility.

Documents to be enclosed to the application are specified in the Guidelines for Applicants.

4.2 Learning partnership

The learning partnership should establish cooperation among schools/universities/ individual scholars in the Czech Republic and Iceland/ Liechtenstein/ Norway in the above stated priority areas.

This activity is targeted towards cooperation in the field of learning partnership among institutions and individuals for the purpose of organisation of joint seminar /workshops /conference, joint project, joint publication, joint course delivery and other joint activities including networking.

Minimum number of institutions in project is 4. The coordinating institution must be situated in the Czech Republic. Partner institutions must be either from the Czech Republic or the three donor states (min. 1 partner must be from the donor states).

The total project period should not exceed 1 year. Successful projects can be renewed. Documents to be enclosed to the application are specified in the Guidelines for Applicants.

4.3 Institutional development

The aim of this activity is to bring further European dimension into the educational systems of Czech Republic by transfer of know-how in relevant priority areas, as mentioned in Article 6 and 7 of the EEA/Norwegian Memorandums of Understanding.

The cooperation towards curriculum development, human resource development and management of specific activities, such as, life-long learning, information centres, student centres, staff development etc. will be supported from this programme's action.

Minimum number of institutions in project is 2. The coordinating institution must be situated in the Czech Republic and the partner institution must be either from Iceland, Liechtenstein or Norway.

The total project period should not exceed 1 year. Successful projects can be renewed. Documents to be enclosed to the application are specified in the Guidelines for Applicants.

5. Financial Support

5.1 General Rules

The EEA/Norwegian Financial Mechanisms allow for funding up to 90% of the total eligible project costs. Ministry of Education, Youth and Sports will co finance the left 10% of the project costs.

All proposals are evaluated and selected in compliance with the following common principles:

- Proposals must meet exclusion criteria before further evaluation is possible. These criteria enable the beneficiary's financial and operational capacity to carry out the work programme to be assessed and ensure that the beneficiary has sufficient and stable financial sources to continue the activities throughout the project and assure its co-financing.
- Proposals submitted must meet eligibility criteria before further evaluation is possible as well. NA will carry out the controlling of formal criteria of eligibility and exclusion – pre selection phase.
- The proposals must be subject of the assessment procedure according to award criteria. These criteria facilitate the assessment of the quality of proposals.

Exclusion, eligibility and award criteria are described in detail in Guidelines for Applicants.

5.2 Grant Agreements

Applicants/ Applicant institutions/organisations who/which have been successful in the selection process will receive a contract from the National Agency, depending on the Action concerned. The contract indicates the grant awarded and sets out the financial rules to be applied. The NA and the beneficiary will sign a Grant agreement in Euro.

The minimum requirements that must be respected by NA when issuing agreements to grant holders under the EEA/Norwegian Financial Mechanisms decentralised actions are stated in detail in Guidelines for Applicants

5.3 Payments

The table below show the indicative budget and grant separated for three sub-measures for the year 2007.

Sub-measures	Indicative budget (in EUR)	Indicative amount of awarded grant
Individual mobility	155 000 €	60
Learning partnership	205 000 €	6 -10
Institutional development	238 000 €	4 - 5

Fund for Cooperation among Schools/ Scholarship has for the period 2006-2010 a total estimated budget 2,5 mil. EUR. Max. grant within the Activity 2 – Learning Partnership is 20 000 EUR. Max. grant within Activity 3 – Institutional Development is 50 000 EUR. Projects can be co financed from other sources except other EU programmes.

The amount of grant will be notified in agreement in advance before the initiation of individual mobility study stay/exchange visit or the beginning of the project. The grant amount can be paid through advance, partial and balance payments. The amount of advance and partial payments, and other necessary information concerning the final settlement of the grant are contained in Guidelines for Applicants.

6. Closing Dates for Submission of Proposals

Action	Deadline	Activity Period
Individual mobility-student	15. May 2007 15.October 2007	Autumn semester 2007 Spring semester 2008
Individual mobility – teachers/administrative staff	-	Teachers/ administrative staff can apply for grant during whole year, always min. 6 weeks before the start of mobility
Learning partnership	15. May 2007 15.October 2007	July 2007 – June 2008 January 2008 – December 2008
Institutional development	15. May 2007 15.October 2007	July 2007 – June 2008 January 2008 – December 2008

1 hard copy of the application must be submitted to:

National Agency for European Educational Programmes (NAEP)
Senovazne namesti 24
Praha 1 116 47

1 identical electronic version must be sent to zavodska@socrates.cz or stastna@socrates.cz

7. Application and Selection Procedures

Application and selection procedures will be carried out with the similar procedure as the decentralised action of European Community programmes. The application forms to be used, Guidelines for Applicants and further details on the programme are available:

- National Agency for the International Educational Programme, www.naep.cz

Further information on EEA/ Norwegian Financial Mechanisms Programme:

- the central website for EEA/Norwegian Financial Mechanism
<http://www.eeagrants.org/>
- the website for Ministry of Finance as a National focal point
http://www.mfcr.cz/cps/rde/xchg/mfcr/hs.xsl/fm_norska.html