

# ERASMUS ACCREDITATION IN THE FIELDS OF ADULT EDUCATION, VOCATIONAL EDUCATION AND TRAINING, AND SCHOOL EDUCATION

## RULES OF APPLICATION

### 1. INTRODUCTION

The call for Erasmus accreditations is launched in preparation of the European Union 2021-2027 Programme for education, training, youth and sport proposed by the European Commission on 30 May 2018 (hereafter: 'the Programme').<sup>1</sup>

### 2. DESCRIPTION

**Erasmus accreditation** is a tool for organisations in adult education, vocational education and training (VET), and school education that want to open up to cross-border exchange and cooperation. Award of the Erasmus accreditation confirms that the applicant has set up a plan to implement high quality mobility activities as part of a wider effort to develop their organisation. This plan is called an **Erasmus Plan** and it is a key part of the application for Erasmus accreditation.

Applicants can apply for an **individual Erasmus accreditation** for their organisation, or for an **Erasmus accreditation for mobility consortium coordinators**, as explained in Section 6 of these Rules. Previous experience in Erasmus+ (2014-2020) is not required to apply.

In addition, organisations currently holding a valid Erasmus+ **VET Mobility Charter** can transfer their accreditation to the future Programme by applying to this Call. These organisations may apply for a specific light procedure according to the criteria described in Section 9 of these Rules. All other applicants will undergo a standard application procedure described in Sections 4-8.

As part of this Call, the current VET Mobility Charter holders may also be awarded an excellence label to recognise their past work and dedication to quality. For more information, please see Section 12.

Accredited Erasmus organisations will gain simplified access to Key Action 1 funding opportunities under the future Programme (2021-2027), as described in Section 14 of these Rules.

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<sup>1</sup> The 2021-2027 EU Programme for education, training, youth and sport proposed by the European Commission on 30 May 2018 (hereafter the Programme) has not yet been adopted by the European legislators. However, this call for accreditation is published to facilitate the application of potential beneficiaries of Union grants as soon as the legal basis is adopted by the European legislators.

This Call for accreditation does not legally bind the European Commission. In case of a substantial modification of the legal basis by the European legislators, the present Call might be modified or cancelled and other Calls for accreditation with different content and appropriate deadlines for reply may be launched.

More generally, any action flowing from this Call for accreditation is subject to the following conditions, whose implementation is beyond the Commission's control:

- the adoption by the European Parliament and the Council of the European Union of the final text of the legal basis establishing the Programme,
- the adoption of the 2021 and subsequent annual work programmes and the general implementation guidelines, criteria and procedures of selection, after referral of the committee of the Programme, and
- the adoption of the 2021 and subsequent budgets of the European Union by the budgetary authority.

The proposed 2021-2027 EU Programme for education, training, youth and sport is based on Articles 165 and 166 of the Treaty on the Functioning of the European Union and on the subsidiarity principle.

### 3. OBJECTIVES

This action supports the following objectives:

#### 3.1. IN ALL THREE FIELDS

- **Strengthening the European dimension of teaching and learning by:**
  - promoting values of inclusion and diversity, tolerance, and democratic participation
  - promoting knowledge about shared European heritage and richness in diversity
  - supporting development of professional networks across Europe

#### 3.2. IN THE FIELD OF ADULT EDUCATION

- **Increasing the quality of formal, informal and non-formal adult education in Europe by:**
  - improving the quality of the adult education offer through professionalisation of its staff and building capacity of adult education providers to implement high quality learning programmes
  - increasing the quality of teaching and learning in all forms of adult education, and making it relevant to the needs of the society at large
  - improving the provision of adult education for key competences as defined by the EU framework (2018), including basic skills (literacy, numeracy, digital skills) and other life skills
- **Contributing to the creation of the European Education Area by:**
  - building the capacity of adult education providers to carry out high quality mobility projects
  - raising the participation of adults of all ages and socio-economic background in adult education, especially by fostering participation of organisations working with disadvantaged learners, small adult education providers, newcomers to the Programme, and community-based grassroots organisations

#### 3.3. IN THE FIELD OF VOCATIONAL EDUCATION AND TRAINING:

- **Increasing the quality of initial and continuing vocational education and training (IVET and CVET) in Europe by:**
  - strengthening key competences and transversal skills, in particular language learning
  - supporting the development of job specific skills needed in the current and future labour market
  - sharing best practices and promoting the use of new and innovative pedagogical methods and technologies, and supporting the professional development of teachers, trainers, mentors and other staff in VET
- **Contributing to the creation of the European Education Area by:**
  - building the capacity of VET providers to carry out high quality mobility projects, and their ability to form quality partnerships while developing their internationalisation strategy
  - making mobility a realistic possibility for any learner in IVET and CVET, and increasing the average duration of mobility for VET learners to increase its quality and impact
  - fostering the quality, transparency and recognition of learning outcomes of mobility periods abroad, especially by using European tools and instruments for this purpose

### 3.4. IN THE FIELD OF SCHOOL EDUCATION

- **Increasing the quality of teaching and learning in school education by:**
  - supporting professional development of teachers, school leaders and other school staff
  - promoting the use of new technologies and innovative teaching methods
  - improving language learning and language diversity in schools
  - supporting the sharing and transfer of best practices in teaching and school development
- **Contributing to the creation of the European Education Area by:**
  - building capacity of schools to engage in cross-border exchanges and cooperation, and carry out high quality mobility projects
  - making learning mobility a realistic possibility for any pupil in school education
  - fostering recognition of learning outcomes of pupils and staff in mobility periods abroad

## 4. HOW TO SUBMIT AN APPLICATION?

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| <b>Application form</b>   | Applications must be submitted using the official electronic application form:<br><a href="https://webgate.ec.europa.eu/erasmus-applications/screen/home">https://webgate.ec.europa.eu/erasmus-applications/screen/home</a>  |
| <b>Where to submit an application?</b>                            | Applications must be submitted to the National Agency of the country where the applicant organisation is established.  |
| <b>Organisation registration</b>                                  | Applicants must have an Organisation ID (OID) to apply for this Call.<br>Applicants that have already participated in Erasmus+ (2014-2020) should use their existing OID and should not register again.<br>Applicant that have previously used a PIC number (Participant Identification Code) should not register again. These applicants have automatically received an OID and are able to find it in the Organisation Registration System by following the link below.<br>Applicants that have never participated in Erasmus+ (2014-2020) must register for an OID through the Organisation Registration System:<br><a href="https://webgate.ec.europa.eu/erasmus-esc/organisation-registration/screen/home">https://webgate.ec.europa.eu/erasmus-esc/organisation-registration/screen/home</a> |
| <b>Language of the application</b>                                | Applications must be written in one of the official EU languages or official languages of eligible non-EU countries. Exact languages admissible in each country will be defined by the relevant National Agency.   |
| <b>Submission deadline</b>  | 29 October 2020 at 12:00 (midday Brussels time)  |
| <b>Erasmus quality standards</b>                                  | Applicants for Erasmus accreditation must subscribe to Erasmus quality standards defined in Annex I of these Rules. Erasmus quality standards may be updated during the validity period of the accreditation. In that case, agreement of accredited organisations will be asked before they can apply for their next grant.  |
| <b>Number of applications</b>                                     | An organisation can apply once in each of the three fields covered by this call: adult education, vocational education and training, and school education. Organisations applying for more than one field need to submit separate applications for each field.   |
| <b>Types of applications</b>                                      | Applicants can apply as an individual organisation or as a coordinator of a mobility consortium. It is not possible to apply for both types of accreditation in the same field.  |
| <b>Erasmus accreditation for mobility consortium coordinators</b> | A mobility consortium is a group of organisations from the same country implementing mobility activities as part of a joint Erasmus Plan. Each mobility consortium is coordinated by one lead organisation: an accredited mobility consortium coordinator.<br>An accredited mobility consortium coordinator may organise activities themselves (same as any organisation with an individual accreditation), and in addition they can provide   |

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|  | <p>mobility opportunities to other member organisations in their consortium.</p> <p>Without prejudice to the text of the applicable yearly calls, in the future Programme, an Erasmus accreditation will be required for all mobility consortium coordinators, but it will not be required for consortium members.</p> <p>Applicants for mobility consortium coordinators will be required to describe the purpose and planned composition of their consortium in the application. All planned consortium member organisations must be from the same country as the mobility consortium coordinator. However, an exact list of consortium members is not required at this stage.</p> <p>Further rules on participation in mobility consortia will be defined in yearly calls for proposals published by the European Commission.</p> |
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## 5. ELIGIBILITY CRITERIA

Only applicants possessing legal status defined by the current Erasmus+ Regulation (2014-2020)<sup>2</sup> may apply for this Call. Further eligibility criteria described below will apply in each of the three fields.

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| <b>Who can apply?<br/>Eligible applicant organisations</b> | <p><b>In the field of adult education:</b></p> <p>(1) Organisations providing formal, informal and non-formal adult education<sup>3</sup></p> <p>(2) Local and regional public authorities, coordination bodies and other organisations with a role in the field of adult education</p>  |
|  | <p><b>In the field of vocational education and training:</b></p> <p>(1) Organisations providing initial or continuing vocational education and training</p> <p>(2) Local and regional public authorities, coordination bodies and other organisations with a role in the field of vocational education and training</p> <p>(3) Companies and other public or private organisations hosting, training or otherwise working with learners and apprentices in vocational education and training</p>   |
|  | <p><b>In the field of school education:</b></p> <p>(1) Schools providing general education at pre-primary, primary or secondary level</p> <p>(2) Local and regional public authorities, coordination bodies and other organisations with a role in the school education field</p>  |
|  | <p><b>Applicable definitions and principles in all three fields</b></p> <p>Eligibility of organisations under condition (1) will be determined based on educational programmes and activities they are providing. An organisation can be eligible in more than one field if it is providing various educational programmes and activities.</p> <p>The competent National Authority in each country will define:</p> <ul style="list-style-type: none"> <li>▪ the educational programmes and activities that enable organisations to be eligible under condition (1), and</li> <li>▪ organisations eligible under condition (2).</li> </ul> <p>The applicable definitions and examples of eligible organisations will be published in the website of the responsible National Agency.</p> |

<sup>2</sup> Regulation (EU) No 1288/2013 of the European Parliament and of the Council of 11 December 2013 establishing 'Erasmus+': the Union programme for education, training, youth and sport repealing Decisions No 1719/2006/EC, No 1720/2006/EC and No 1298/2008/EC

<sup>3</sup> Without prejudice to definitions established by the competent National Authority, please note that organisations providing vocational education and training to adult learners are typically considered to be vocational education and training providers, and not adult education providers. For further information, please consult the applicable definitions in the website of your National Agency.

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| <b>Eligible countries</b>       | Applicant organisations must be established in one of the following countries: <ul style="list-style-type: none"> <li>▪ Any European Union Member State</li> <li>▪ Third countries associated to the Programme, as set out in the legal basis<sup>4</sup></li> </ul>   |
| <b>Supporting organisations</b> | All other organisations active in education and training may participate as supporting organisations to accredited beneficiaries. The role and obligations of supporting organisations must be formally defined between them and the accredited beneficiary. All contributions of supporting organisations must comply with the Erasmus quality standards. Further rules on participation for supporting organisations will be defined in yearly calls for proposals published by the European Commission. |

## 6. EXCLUSION CRITERIA

Applicants must submit a signed declaration on their honour in the meaning of Article 137 of the EU Financial Regulation<sup>5</sup>, certifying that:

- they are not in any of the situations referred to in Articles 136(1) and 141 of the same Regulation,
- the submitted Erasmus Plan contains original content authored by the applicant organisation, and that no other organisations or external individuals have been paid for drafting the application.

The National Agency may exclude the applicant from the accreditation process or terminate an awarded accreditation at any time if it determines that the information stated in the declaration on honour is not correct (for example, if same or very similar content is used in applications by different organisations).

At the same time, the applicants are allowed and encouraged to seek policy advice from relevant education authorities and experts, or to exchange good practices with organisations similar to theirs that have more experience in Erasmus+. Applicants for a mobility consortium coordinator may consult potential consortium members when drafting their application. Applicants can support their application with strategic documents relevant for their Erasmus Plan, such as an internationalisation strategy or a strategy developed by their supervising or coordinating bodies.

## 7. SELECTION CRITERIA

### 7.1. OPERATIONAL CAPACITY

Applicants must have sufficient operational and professional capacity to implement the proposed Erasmus Plan, in particular in terms of:

- Experience: applicants must have at least two years of experience implementing activities making them eligible as applicants for this Call (as defined in Section 5). Experience preceding mergers or similar structural changes of public entities (e.g. schools or education centres) will be taken into account as relevant experience in the field.
- For mobility consortium coordinators: the applicant organisation must have the ability to coordinate the consortium according to the proposed Erasmus Plan, the purpose of the consortium, planned allocation of tasks, and Erasmus quality standards.

<sup>4</sup> Pending adoption of the legal basis. In the Erasmus+ 2014-2020 programme, this list includes: Iceland, Norway, Liechtenstein, Turkey, North Macedonia and Serbia.

<sup>5</sup> Regulation (EU, EURATOM) 2018/1046 of the European Parliament and of the Council of 18 July 2018 on the financial rules applicable to the general budget of the Union, amending Regulations (EU) No 1296/2013, (EU) No 1301/2013, (EU) No 1303/2013, (EU) No 1304/2013, (EU) No 1309/2013, (EU) No 1316/2013, (EU) No 223/2014, (EU) No 283/2014, and Decision No 541/2014/EU and repealing Regulation (EU, EURATOM) No 966/2012 (1) OJ-L 193/30.07.2018, P.1

Operational capacity will be verified based on the application (including information about the applicant’s past participation in the 2014-2020 Erasmus+ programme) and the documents submitted in the Organisation Registration System. Applicants that do not complete the information requested in the application form may be disqualified on this basis. The National Agency may ask for additional supporting documents to verify the information included in the application.

## 7.2. FINANCIAL CAPACITY

Applicants must have stable and sufficient sources of funding to maintain their regular activities during the implementation of the proposed Erasmus Plan. However, financial capacity will not be checked as part of the selection procedure for this Call. It will be checked when the accredited organisations apply for a grant, according to the rules set in the yearly calls for proposals published by the European Commission.

## 8. AWARD CRITERIA

Applications will be evaluated separately for adult education, vocational education and training, and school education. Quality of the applications will be assessed by assigning points out of a total of 100, based on the below criteria and weightings.

To be considered for award, applications must pass the following thresholds:

- **At least 70 out of the total 100 points, and**
- **At least half of the maximum points in each of the four award criteria categories**

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| <p><b>Relevance</b></p> <p><b>Maximum 10 points</b></p>                | <p>The extent to which:</p> <ul style="list-style-type: none"> <li>▪ the applicant’s profile, experience, activities and target population of learners are relevant for the field of the application and the objectives of this Call</li> <li>▪ in addition, for consortium coordinators: <ul style="list-style-type: none"> <li>– the profile of the planned consortium members is relevant for the purpose and objectives of the consortium as defined in the application, for the field of the application and the objectives of this Call</li> <li>– the creation of the consortium brings a clear added value for its members in terms of the objectives of this Call</li> </ul> </li> </ul>   |
| <p><b>Erasmus Plan: Objectives</b></p> <p><b>Maximum 40 points</b></p> | <p>The extent to which:</p> <ul style="list-style-type: none"> <li>▪ the proposed Erasmus Plan is in line with the objectives of this Call</li> <li>▪ the proposed Erasmus Plan objectives address the needs of the applicant organisation, its staff and learners in a clear and concrete way <ul style="list-style-type: none"> <li>– for consortium coordinators, this criterion applies to the entire planned consortium and requires the Erasmus Plan objectives to be coherent with the purpose of the consortium as defined in the application</li> </ul> </li> <li>▪ the proposed Erasmus Plan objectives and their timing are realistic and sufficiently ambitious to achieve a positive impact for the organisation (or the consortium)</li> <li>▪ the proposed measures for tracking and evaluating the progress of the Erasmus Plan objectives are appropriate and concrete</li> <li>▪ if the applicant has attached strategic documents to their application: there is a clear explanation of the link between the proposed Erasmus Plan and included documents</li> </ul> |

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| <p><b>Erasmus Plan: Activities</b></p> <p><b>Maximum 20 points</b></p> | <p>The extent to which:</p> <ul style="list-style-type: none"> <li>▪ the proposed number of participants in mobility activities is proportional to the applicant organisation’s size and experience <ul style="list-style-type: none"> <li>– for consortium coordinators, the planned size of the consortium will be taken into account</li> </ul> </li> <li>▪ the proposed number of participants in mobility activities is realistic and appropriate for the objectives set in the Erasmus Plan</li> <li>▪ the profiles of planned participants are relevant to the field of the application, the proposed Erasmus Plan, and the objectives of this Call</li> <li>▪ where relevant and if the applicant is planning to organise mobility activities for learners: involvement of participants with fewer opportunities</li> </ul>  |
| <p><b>Erasmus Plan: Management</b></p> <p><b>Maximum 30 points</b></p> | <p>The extent to which:</p> <ul style="list-style-type: none"> <li>▪ the applicant has proposed concrete ways of contributing to the basic principles of the Erasmus accreditation described in the Erasmus quality standards</li> <li>▪ the applicant has proposed a clear and complete allocation of tasks in line with the Erasmus quality standards</li> <li>▪ the applicant has allocated appropriate resources to manage the Programme activities in accordance with the Erasmus quality standards</li> <li>▪ there is appropriate involvement at the level of organisation’s management</li> <li>▪ appropriate measures have been defined to ensure continuity of programme activities in case of changes in the staff or management of the applicant organisation</li> <li>▪ the applicant has proposed concrete and logical steps to integrate the results of their mobility activities in the organisation’s regular work <ul style="list-style-type: none"> <li>– for consortium coordinators, this criterion applies to the entire planned consortium</li> </ul> </li> </ul> |

## 8.1. MAXIMUM NUMBER OF AWARDED ERASMUS ACCREDITATIONS

In countries where interest for Erasmus accreditations is very high, the National Agency may set a maximum number of accreditations to be awarded. This decision will be made separately for each of the three fields and published in the National Agency’s website together with this Call.

- If the National Agency does not set a maximum number of approved accreditations for a given field, all applications satisfying the minimum criteria set in this Call will be approved.
- If the National Agency sets a maximum number of approved accreditations for a given field, a ranking list of applications satisfying the minimum criteria will be established.

Accreditations will be awarded starting from the highest scoring application until the maximum number of awarded accreditations has been reached. In case more than one application has the same number of points as the last one to be awarded, the maximum number of awarded accreditations will be increased to include all applications with that number of points.

As an exception, accreditations awarded to applicants under the light procedure for VET Mobility Charter holders will not count towards the maximum number of accreditations defined by the National Agency for the field of vocational education and training.

## 9. LIGHT PROCEDURE FOR VET MOBILITY CHARTER HOLDERS

The following criteria will apply only to VET Mobility Charter holders applying under the light procedure.

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| <b>Eligibility criteria</b> | <p>To apply under the light procedure, the applicant organisation must hold a valid Erasmus+ VET Mobility Charter.</p> <p>As an exception, organisations accredited with the current Erasmus+ VET Mobility Charter that want to significantly change their internationalisation strategy (for example, by changing from an individual accreditation to an accreditation for a mobility consortium coordinator) cannot apply under the light procedure.</p> |
| <b>Selection criteria</b>   | <p>The proposed Erasmus Plan must be coherent, clear and consistent with the organisation's internationalisation strategy.</p> <p>Financial capacity will not be checked as part of the light procedure. It will be assessed when the accredited organisations apply for a grant, according to the rules set in the yearly calls for proposals published by the European Commission.</p>   |
| <b>Exclusion criteria</b>   | <p>Applicants under the light procedure will be assessed against the same exclusion criteria as applicants in the standard procedure, as described in Section 6 of these Rules.</p>  |
| <b>Award criteria</b>       | <p>Applications under the light procedure will not be assessed against award criteria.</p> <p>Erasmus accreditation will be awarded to all applicants under the light procedure that pass the eligibility, selection and exclusion criteria.</p>   |

## 10. AWARD OF THE ERASMUS ACCREDITATION

Successful applicants will receive the Erasmus accreditation in form of a certificate confirming their status and displaying the logo of the Programme and symbols of the European Union.

By applying to this Call, the applicants agree that their identity (including all of the public information available in the Organisation Registration System) and selection result may be published by the European Commission and the National Agencies.

## 11. VALIDITY

Erasmus accreditation is awarded for the period from 2021 to 2027. To ensure realistic planning, the Erasmus Plan submitted as part of the application will cover a shorter period of two to five years, and will be updated periodically as explained in Section 12.

In case Erasmus accreditation is required for participation in any action after the end of the 2021-2027 programming period, the National Agency may prolong the accreditation's validity under conditions defined by the European Commission.

The accreditation can be terminated at any time in case the organisation ceases to exist or by agreement of the National Agency and the accredited organisation.

The National Agency or the accredited organisation may unilaterally terminate the accreditation if no applications for funding have been made under that accreditation during at least three years.



## 12. REPORTING, MONITORING, QUALITY ASSURANCE AND RECOGNITION

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| <p><b>Closing reports at the end of each grant agreement</b></p> | <p>At the end of each grant agreement approved under the Erasmus accreditation, the accredited organisation will submit a closing report about the delivered activities and targets.</p> <p>For VET Mobility Charter holders that successfully apply under the light procedure, the final reports of grant agreements implemented under the VET Mobility Charter (2014-2020) will be considered equivalent to the closing reports of grant agreements under the Erasmus accreditation and accordingly taken into account by the National Agency when measuring the organisation's performance.</p>   |
| <p><b>Accreditation progress reports</b></p>                     | <p>Based on the content of approved Erasmus Plan, and at least once during a period of five years, accredited organisations will be required to:</p> <ul style="list-style-type: none"> <li>- report on how they have ensured the respect of Erasmus quality standards</li> <li>- report on how their Erasmus Plan objectives are progressing</li> <li>- update their Erasmus Plan</li> </ul> <p>The National Agency may decide to request a progress report on the different elements listed above at the same time, or separately.</p> <p>The National Agency may decide to replace any accreditation progress report with a structured monitoring visit.</p> <p>Based on the accredited organisation's performance resulting from reporting, monitoring and quality assurance checks, or as result of significant changes in the organisation, the National Agency may change the number and schedule of progress reports.</p> <p>In addition, accredited organisations may voluntarily request to make an update of their Erasmus Plan. Based on the organisation's reasoning, the National Agency will decide whether an update is justified. An Erasmus Plan update may include a request for change from individual organisation accreditation to accreditation for mobility consortium coordinator, or the other way around.</p> |
| <p><b>Monitoring and checks</b></p>                              | <p>The National Agency may organise formal checks, monitoring visits or other activities to track the progress and performance of accredited organisations, ensure the respect of the agreed quality standards, and provide support.</p> <p>Formal checks may take the form of desk checks or visits to the accredited organisation, consortium members, supporting organisations, and any other premises where relevant activities take place. The National Agency may request assistance of National Agencies in other countries to check and monitor activities taking place there.</p>   |

Following a report or monitoring activity, the National Agency will provide feedback to the accredited organisation. The National Agency may also provide the accredited organisation with obligatory or advisory instructions on how to improve its performance.

### 12.1. RECOGNITION OF EXCELLENCE

Best performing accredited organisations will be recognised through award of excellence labels.

As part of this Call, an excellence label will be awarded to VET Mobility Charter holders which successfully apply for the light selection procedure, and which have achieved an average score of at least 85 points in the evaluation of their last two final reports for Erasmus+ projects implemented under the VET Mobility Charter. The awarded excellence labels will be valid for three years.

Conditions for the award of excellence labels to newly accredited organisations in all three fields will be defined in yearly calls for proposals published by the European Commission.

## 12.2. REMEDIAL MEASURES

In case of newly accredited applicants, high risk organisations, or in case of failure to comply with National Agency's instructions and deadlines, very low performance resulting from reporting, monitoring and quality assurance checks, or violations of the rules of the Programme (including in another action), the National Agency may take the following remedial measures:

- **Observation:** the National Agency may limit the level of funding that the accredited organisation can apply for in actions where Erasmus accreditation is a requirement.

Newly accredited organisations may be put under observation if risk of low quality implementation is identified during the operational capacity check, or if the application assessors point out serious weaknesses in the applicant's Erasmus Plan.

- **Suspension:** suspended organisations may not apply for funding in actions where Erasmus accreditation is a requirement. The National Agency may also terminate some or all ongoing grant agreements awarded under the suspended accreditation.

The observation or suspension period will continue until the National Agency determines that the conditions and quality requirements set in this Call are once again fulfilled, and that the risk of low performance has been addressed by the accredited organisation.

Organisations under suspension or observation may not apply for a new accreditation in the same field.

In case of continued failure to comply with National Agency's instructions and deadlines, very low performance, or in case of repeated or significant violations of the rules of the Programme (including in another action), the National Agency may terminate the accreditation.

## 13. INDICATIVE TIMETABLE

|                                  | <b>Indicative timing</b>      |
|----------------------------------|-------------------------------|
| <b>Publication of the call</b>   | May 2020                      |
| <b>Submission deadline</b>       | 29 October 2020               |
| <b>Evaluation period</b>         | November 2020 – February 2021 |
| <b>Award decision</b>            | February 2021                 |
| <b>Information to applicants</b> | By mid-February 2021          |

## 14. ACCESS TO FUNDING FOR SUCCESSFUL APPLICANTS

Successful applicants for Erasmus accreditation will gain simplified access to Key Action 1 funding opportunities in their respective field for the duration of the accreditation's validity<sup>6</sup>.

Yearly grants for accredited applicants will be based on a number of criteria, including: performance resulting from reporting and monitoring exercises, activities requested by the applicant, priorities set at annual level, and the budget available for the relevant type of action.

This above list of criteria is indicative and not exhaustive. The final criteria for accredited organisations' access to funding and grant allocation will be defined in yearly calls for proposals published by the European Commission.

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<sup>6</sup> Without prejudice to the Reserve clause of this Call.

## 15. PROCESSING OF PERSONAL DATA

Any personal data included in the application or in the award decision shall be processed by the National Agency in accordance with:

- Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC (Text with EEA relevance.)
- In secondary order and only in so far as Regulation 2018/1725 does not apply – the General Data Protection Regulation (GDPR or EU Regulation 2016/679 of the European Parliament and of the Council of 27 April 2016) or the national data protection legislation in case the GDPR does not apply (non-EU countries).

Unless marked as optional, the applicant's replies to the questions in the application form are necessary to evaluate and further process the grant application in accordance with the Rules of application. Personal data will be processed solely for that purpose by the department or Unit responsible (entity acting as data controller).

Personal data may be transferred on a need to know basis to third parties involved in the evaluation of applications or in the subsequent grant management procedures, without prejudice of transfer to the bodies in charge of monitoring and inspection tasks in accordance with European Union law or to bodies mandated to undertake evaluations of the Programme or any of its Actions. In particular, for the purposes of safeguarding the financial interests of the Union, personal data may be transferred to internal audit services, to the European Court of Auditors, to the Financial Irregularities Panel or to the European Anti-Fraud Office and between authorising officers of the Commission and the executive agencies.

The applicant shall have the right of access to his/her personal data and the right to rectify any such data. Should the applicant have any queries concerning the processing of his/her personal data, he/she shall address them to the Agency that has selected the application. In case of conflicts; the applicant also has the right of recourse at any time to the European Data Protection Supervisor.

Concerning the processing of personal data under the Erasmus+ Programme, a detailed privacy statement, including contact information, is available on the website of the Commission.

## 16. ANNEXES

- Annex I: Erasmus quality standards