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Frequently asked questions (FAQ) EU-ICI-ECP Programme

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1. How does the selection process take place?

All eligible proposals will be assessed by two groups of experts, one in the EU and one in the partner country. After this a joint EU-ICI-ECP selection committee comprising the Agency, the European Commission and the partner country authorities will be formed. The joint selection committee will analyse the received proposals in order to establish a list of projects to be recommended for funding.

2. When is the next call for proposals going to be published?

In the context of the EU-ICI-ECP Programme yearly calls for proposals are organised. It is foreseen that calls for proposals will be published at the end of the each year in November or December during the programme lifetime until 2013.

3. When are the applicants informed about the selection results?

The applicants are informed about the results only after the entire selection procedure has been finalised and the list of projects recommended for funding has been approved by authorities both in the EU and in the partner country.

The application procedure follows the following indicative timetable:

Nov/Dec 2011 Publication of the call for proposals
March 2012 Deadline for submission of applications
April 2012 Assessment of applications by independent experts
May 2012 Joint selection committee
June 2012 Awarding of grants (adoption of the official decision)
June 2012 Informing the applicants by email and letter
June 2012 Publication of the list of selected projects on the Agency website
September 2012 Signing of grant agreements
October 2012 Start of project activities

4. When is the next deadline for applying for the programme?

The deadline for submitting of proposals for the present Call for Proposals is the **30th March 2012**. The following Calls for proposals are foreseen to be announced every year by the end of the year.

5. Which countries are eligible for funding?

The EU-ICI-ECP Programme is open to higher education institutions and vocational training institutions established in the EU Member States or in the partner countries.

The eligible countries for the 2011 Call for Proposals are:

- 27 EU Member States;
- Australia and the Republic of Korea.

Furthermore please notice that the consortia cannot mix participants from Australia and Korea in the same application. They should be formed by institutions from the European Union and Australia, OR from the European Union and the Republic of Korea.

6. Which types of institutions are eligible for funding?

In the EU-ICI-ECP programme Higher Education Institutions (HEI) and vocational education and Training (VET) institutions, at post-secondary level, from the EU Member States and from the partner countries are eligible for funding. Consortia made of higher education institutions are eligible for Joint Degree Projects and consortia made of vocational and training institutions are eligible for Joint Mobility Projects. Natural persons cannot apply for funding directly in this Call.

7. Can vocational training institutions participate in the programme?

Vocational and training institutions on post-secondary level are eligible for Joint Mobility Projects, if they respect the other eligibility criteria.

8. Can the programme give guidelines as to how to find partners for a consortium?

There are no specific partner finding systems but you may find useful to consult the Compendium of previous projects that have been funded within this programme:

http://eacea.ec.europa.eu/bilateral_cooperation/eu_ici_ecp/result_compendia/projects_compendia_en.php

9. How many countries are required for a partnership?

For Joint Degree Projects, each project consortium has to include at least four institutions – i.e. two from the EU and two from the partner country. The consortium must be formed by higher education institutions.

For Joint Mobility Projects, each project consortium has to include at least five institutions – three from the EU and two from the partner country. The consortium in this case must be formed by vocational and training institutions.

The European institutions must be from at least two different EU Member States. In the case of Australia, for consortia of more than two institutions, at least one should be from a different Australian states/territory. This applies to both Joint Degree Projects and Joint Mobility Projects.

10. I would like to study in one of the partner countries, can I apply for a grant through the EU-ICI-ECP programme?

This program only gives financial support to a group of EU and partner country higher education or vocational and training institutions that form a consortium with the goal to achieve specific objectives, such as realising student exchanges. Consequently, only students registered at the universities selected can apply to their university for a period of study in one of the partner countries. This programme does not serve directly individuals seeking study opportunities abroad or scholarships.

For additional information about funding opportunities for studies in the partner countries the following links might be useful:

🕒 Oceans Alumni Association - Individual students are advised to get contact with the Alumni Association found from the following website: <http://www.oceans-network.eu/home.html>

🕒 Erasmus Mundus- Individual students are advised to get familiar with the Erasmus programme for student mobility funding on the following website: http://eacea.ec.europa.eu/erasmus_mundus/programme/who_participate_en.php

🕒 UNESCO - Provides a search engine for Higher Education courses and scholarships worldwide on the following website: http://portal.unesco.org/education/fr/ev.php-URL_ID=21997&URL_DO=DO_TOPIC&URL_SECTION=201.html

11. Can researchers apply for the programme?

The EU-ICI-ECP Programme does not support studies at PhD level.

Ph.D. students may want to look at the Erasmus Mundus programme at the following website: http://eacea.ec.europa.eu/erasmus_mundus/index_en.php.

Furthermore, if you are a researcher, you may also be interested in the Marie Curie Programme and its various mobility actions: <http://ec.europa.eu/research/mariecurieactions/>.

12. Is a non-European student eligible for programme under the consortium?

European students must be citizens of the European Union or non-European nationals who have been legal residents in the European Union for at least three years, for purposes other than study, before the start of the outgoing mobility. They need to be enrolled in one of the participating European institutions within the consortium.

Concerning the partner countries, individual national rules apply. For Australia, eligible Australian students refer to Australian citizens of Australian permanent residents.

13. What is a letter of endorsement?

The application should include a one-page endorsement letter from each partner organization confirming its participation. The letters of endorsement should demonstrate the institutional commitment and will be taken into account as qualitative criteria during the assessment.

These letters should be written on the institutions' letter-headed paper and should be signed by senior academic or executive officers competent to commit the institution on legal and financial matters (e.g. rector, vice chancellor, provost, dean, director, or president) from each EU and partner country lead and partner institutions, indicating notably:

- how the project fits within the international strategy of the institution or organisation and will complement that strategy;
- the institution's commitment to signing formal agreements on credit transfer or recognition and tuition fee waivers with the international partners in the project;
- A confirmation that the institution is willing to provide financial support to the project.

14. What is a Memorandum of Understanding?

Memorandum of Understanding (MoU) is a formal agreement between the partners on credit recognition and/or transfer which must be signed prior to the first exchange of students, to guarantee that students will not increase their time required for degree completion as a result of studying abroad within the project.

A Memorandum of understanding needs to stipulate:

- Details on full recognition of credit and/or transfer of credits, prior to the students' exchange. Student mobility can start only once the Memorandum of Understanding has been signed by the partners concerned.
- All the necessary administrative agreements concerning the mobilities from all partner institutions. The mobility can be implemented only with signed agreements or memoranda of understanding that demonstrate the commitment of the partner institutions. The most competitive proposals submit signed agreements as part of their application package. Memoranda may be signed in the first few months of the first year but no student may start to study abroad until all partners sign the documents.

15. What are the minimum and maximum lengths of stay abroad for students to be mobile?

Two types of partnerships projects, JMP or JDP, have the following requirements:

Joint Mobility Projects (JMP) for vocational and training institutions:

The minimum length of stay abroad is **one month (four weeks) and the maximum is one academic semester (five months)**.

Joint degree projects (JDP) for higher education institutions:

The length of study abroad should be **at least 1 academic year, approximately 10 months**.

16. What is the minimum/maximum length of stay of faculty to be mobilised?

Two types of partnerships projects, **Joint Mobility projects (JMP)** and **Joint Degree projects (JDP)** have the following requirements: the maximum length of stay for faculty staff is 1 month (four weeks). The minimum duration is 1 week.

17. Who can participate in Faculty Mobility?

Support includes grants for members of the academic and administrative staff (“faculty”). Faculty mobility is meant for teachers, trainers, administrators, and other relevant specialists who are involved in the project. These exchanges should be structured periods of project related work (administrative work and/or teaching assignments) in the partner institution in the partner country.

18. What are the funding amounts?

The maximum amount for Joint Mobility Projects (JMP) is of 262.500 € for the European partners to cover the whole 3 years' project duration.

The maximum amount for Joint Degree Projects (JDP) is of 350.000 € for the European partners to cover the whole 4 years' project duration.

The breakdown of the funding amounts is following:

- an administrative lump sum amount of a maximum of EUR 22.500 for JMP and 60.000 for JDP projects for expenses incurred by consortium partners;
- mobility scholarships for students at EUR 1.000 per month and student;
- mobility scholarships for faculty at EUR 1.000 per week and faculty member;
- contributions for travel costs of EUR 1.500 per student/faculty member receiving a mobility scholarship.

The flat rates for mobility cannot be changed and the subsistence allowances indicated above must be paid in full to the grantees. However, the payment of grants/subsistence allowances can be paid fractioned and disbursed on a regular basis, but in any case in advance.

19. Is mobility of EU students within Europe funded by the programme?

The mobility costs of European students within Europe will **not** be funded by the EU-ICI-ECP Programme. As a result, consortia institutions are invited to arrange additional sources of funding for students, including the Erasmus/Lifelong Learning programme, in relation to the period of study to be spent in the second EU institution.

You will find Erasmus/Lifelong Learning programmes from the following website:

http://eacea.ec.europa.eu/erasmus_mundus/programme/who_participate_en.php

http://eacea.ec.europa.eu/llp/index_en.php

20. Can partnerships charge tuition and registration fees directly to students?

It is recommended that students studying abroad should pay tuition and any other applicable

fees at their **home** institution but **host** institutions **should not** charge any additional fees to the students concerned, though other mutually acceptable agreements are possible. This includes fees for tuition, registration, examinations, and the use of library and laboratory facilities. The consortium must have reached a formal agreement (Memorandum of Understanding - MOU) on these issues prior to the first exchange of students and provide the partner country authority and the Executive Agency with a copy of the MOU no later than one year after the start of the project.

21. What kind of costs can be covered by the "Administrative lump sum"?

Costs directly linked to the implementation of the project can be covered by the administrative lump sum. For example shorter term mobility in the context of project meetings and workshops, salaries for administration, office costs for organising student mobility, creation of websites and publications.

22. Which costs can be covered by the Flat rate for faculty mobility?

Mobility costs for structured faculty exchange lasting between 1 – 4 weeks are not covered by administrative lump sum but by faculty mobility budget heading, when organised in the non-European partner country. Regarding the Project Director's Conference, participation in the conference can be covered either from the lump sum for administrative costs or from the mobility grants for faculty mobility, if it takes place outside of Europe, and if the other conditions for this action are respected.

23. Can Universities and other higher education institutions participate in Joint Mobility Projects? If so, in which cases?

Universities and other higher education institutions often organize extra-curricular courses in their "further education centres/institutes" for persons not currently enrolled in a degree related programme. These can be specialization courses available for all students after graduation (Bachelor, Master and/or PhD) with a professional/working life focus, and do not give a degree. The target groups of such courses are usually people already active in the working life. Such courses must fit in the field of post-secondary vocational education and training, including Bologna short-cycle degrees and can be considered for Joint Mobility Projects.