Erasmus+ and International Credit Mobility

UK Erasmus+ National Agency

July 2018
Introduction to International Credit Mobility

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UK Erasmus+ National Agency
What is International Credit Mobility?
Introduction

• International credit mobility started in 2015
• Allows E+ programme country HEIs to partner with HEIs around the world to send and receive staff and students abroad
• EU provides funding to provide grants for participants as well as organisational support funding
• Since the introduction of ICM more than 70 UK HEIs have taken part
Funding for students

• Students can be awarded funding to study or work abroad.

• 2018 was the first year traineeships were available under ICM

• Students from all subject areas can participate, at any time during their degree (except during the first year)

• Study - Minimum duration 3 months, maximum 12 months

• Work - Minimum duration 2 months, maximum 12 months
Not just for students

• Staff from HEIs can also take part in Erasmus+. This includes academic and non-academic staff. Staff can teach or train during their mobility.

• Funding could be used for staff-development

• Additionally Erasmus+ funding can be used to fund staff from enterprises to come teach at a HEI
Opportunities for staff

Mobility for staff

• Staff mobility for teaching
• Staff mobility for training (excluding conferences)

Duration

• 5 days – 2 months for Key Action 107
• For teaching mobilities, minimum of 8 hours teaching per week
ICM Grants

• For 2019 grant contracts will be 2 or 3 year years in length

• ICM funding supports:
  - a grant and a travel contribution for eligible students and staff, based on the distance they are travelling; and
  - administrative funding of €350 per mobile participant for both incoming and outgoing students and staff, shared between the two institutions taking part in the exchange.
2018 Funding

• **Individual Support**
  - Incoming **students** receive €900 per month
  - Outgoing **students** receive €700 per month
  - Incoming and Outgoing **staff** receive €180 per day

<table>
<thead>
<tr>
<th>Travel distances</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Between 0 and 99 KM</td>
<td>€ 20 per participant</td>
</tr>
<tr>
<td>Between 100 and 499 KM</td>
<td>€ 180 per participant</td>
</tr>
<tr>
<td>Between 500 and 1999 KM</td>
<td>€ 275 per participant</td>
</tr>
<tr>
<td>Between 2000 and 2999 KM</td>
<td>€ 360 per participant</td>
</tr>
<tr>
<td>Between 3000 and 3999 KM</td>
<td>€ 530 per participant</td>
</tr>
<tr>
<td>Between 4000 and 7999 KM</td>
<td>€ 820 per participant</td>
</tr>
<tr>
<td>8000 KM or more</td>
<td>€ 1,500 per participant</td>
</tr>
</tbody>
</table>
Where can you go?

**Everywhere!** (almost)

- Where you can go depends on what funding your institution applies for
- Funding is granted by country
- The amount of funding available depends on the “envelope” the country is in
- Some envelopes have restrictions on them
ICM 2017

EDF African, Caribbean, Pacific States

DCI/EDF outgoing cycles 1 and 2

DCI South Africa

DCI Middle East

DCI Latin America

DCI Central Asia

DCI Asia

2017 awarded
2017 applications
2017 budget

€ - € 1,000,000.00 € 2,000,000.00 € 3,000,000.00 € 4,000,000.00
ICM example 1

Cardiff University’s School of Medicine used ICM funding with Georgia to develop competencies in *Trauma-Focused Cognitive Behavioural Therapy for Post Traumatic Stress Disorder Treatment.*

ICM funding used to develop and deliver training to Masters and Graduate students and HEI employees on a train the trainer basis.
ICM Example 2

University of Northampton used ICM funding to build on the business school’s existing links with Kazakhstan, exploring the entrepreneurship teaching practice and strategies in both universities.

As a result Northampton is looking to develop a future bid for E+ Capacity Building project and also the development of a Joint Master’s Degree in International Entrepreneurship.
Key documents

• Programme Guide 2018
  www.erasmusplus.org.uk/key-resources#programme-guide

• Inter-Institutional Agreement

• Annotated Erasmus Charter for Higher Education
  www.erasmusplus.org.uk/file/13472/download
Helpful ICM guidance

• Erasmus+ International Credit Mobility – Quick Guide for Participating Higher Education Institutions in Partner Countries
• Erasmus+ International Credit Mobility – Do’s and don’t for applicant higher education institutions
• Erasmus+ International Credit Mobility – Handbook for Higher Education Institutions

Further resources

• Erasmus+ UK website
  www.erasmusplus.org.uk/apply-for-international-credit-mobility

• Guidelines for Experts on Quality Assessment
  www.erasmusplus.org.uk/file/6387/download

• Higher education partner opportunities webpage
  www.erasmusplus.org.uk/higher-education-partner-opportunities

• www.erasmusintern.org can help with finding placements
Contact us

Contact us

Helpline: Monday – Friday
10:00 – 16:00

+44 (0) 29 2092 4311
erasmus@britishcouncil.org

Or visit www.erasmusplus.org.uk/
Centralised Actions and Key Action 2 Event

Wednesday 24 October in London

- Promoting other Erasmus+ funding strands including Key Action 2 Strategic Partnerships and Centralised Actions. Registration is now open.
- Is your institution currently running a project in one of these areas? We would like to hear from you!
How to apply for ICM funding
Who can apply?

- At least two participating organisations from different countries. The applying HEI needs to be in Programme country and Partner’s would need to be within Partner countries
- A Higher Education Institution (HEI) from a Programme Country can only submit one application form for International Credit Mobility
- HEI’s can apply for International Credit Mobility as part of a consortium, if this is the case it is the HEI’s responsibility to ensure that there is no case for double funding.
## Who can apply?

<table>
<thead>
<tr>
<th>Sending organisation can be...</th>
<th>Student mobility for studies (SMS)</th>
<th>Student mobility for traineeships (SMP)</th>
<th>Staff mobility for teaching (STA)</th>
<th>Staff mobility for training (STT)</th>
</tr>
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<tr>
<td>Programme or Partner Country HEI</td>
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| Receiving organisation can be... | Programme or Partner Country HEI | Programme or Partner Country HEI or Public or private organisation | Programme or Partner Country HEI | Programme or Partner Country HEI or Programme Country HEI public or private organisation |
Finding a Partner

To find a partner, we recommend you look at current or past cooperation agreements your institution might have, either at the level of the institution (typically via the international relations office), or at the level of individual faculties.

- The EU partner search tool may also prove helpful.

- If you are reluctant to enter into new cooperation arrangements, you can think about starting with staff mobility to build mutual trust before extending the partnership to sending and receiving students.
Higher Education Partnership Opportunities

HEI’s looking for a partner can visit our higher education partnership opportunities page to see all the available opportunities.

https://www.erasmusplus.org.uk/higher-education-partner-opportunities
How to Apply

- Read the call for proposals, register in the participant portal.

- Fill in the online application form (this can be accessed via the Erasmus+ website).

- Fill in and upload the legal entity form and financial identification form (required for the applicant organisation only) in the Participant Portal.

- Please check the 2019 Programme Guide for more information when this is released.
The Application Form

The Programme Country institution can only submit one application for ICM per Call for Proposals, which should contain information on all the mobility activities they intend to carry out with their partner(s) in one or more Partner Countries.

There is no limit to the number of Partner Countries in the proposal. The same institution can also apply for ICM as part of a consortium of HEIs in that country.
Deadline

The 2018 deadline was on 1 February 2018.

Please look out for updates for the 2019 call in Autumn 2018.
Evaluation procedure

- Applications are assessed through a peer review process by external experts

- European Commission provides *Guidelines for Experts on Quality Assessment*

- Two stage process:
  - Eligibility
  - Quality
The Application is assessed on the following and must score a minimum of 60/100

<table>
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<td><strong>Relevance of the strategy</strong></td>
<td>The extent to which the planned mobility project is relevant to the internationalisation strategy of the higher education institutions involved (both in the Programme and in the Partner country) and the rational for choosing staff and/or student mobility.</td>
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<tr>
<td>(maximum 30 points)</td>
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<td><strong>Quality of the cooperation arrangements</strong></td>
<td>The extent to which the applicant organisation has previous experience of similar projects with higher institutions in the partner country and the clarity of the description of responsibilities, roles and tasks between partners.</td>
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<td><strong>Quality of the activity design and implementation</strong></td>
<td>The completeness and quality of arrangements for the selection of participants, the support provided to them and the recognition of their mobility period (in particular in the Partner country).</td>
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<td>(maximum 20 points)</td>
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<td><strong>Impact and dissemination</strong></td>
<td>The potential impact of the project on participants, beneficiaries, partner organisations, at local, regional and national levels and the quality of measures aimed at disseminating the results of the mobility project at faculty and institution levels, and beyond where applicable, in both the programme and partner countries.</td>
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Introduction & Key Tasks

• Involvement as an Assessor;

• **Tasks:**

  • **Score** each set of mobility flows **per Partner Country** according to **four** quality criteria;

  • Flag **ineligible** flows;

  • Write a **range of advice** to National Agency on each of the four quality criteria, the budget and overall comments.
What are the four Criteria?

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Assessor’s Recommendations

- Actions available:
  - **Retention** of entire set of mobility flows for a Partner Country;
  - **Retention** of only **certain** mobility flows;
  - **Reduction** of **some/all** mobility flows; and
  - **Rejection** of entire set of mobility flows for a Partner Country
Relevance of this ICM mobility project

• Internationalisation strategy

• Types of mobility

• It is helpful to have 4 key aims for the project – linking later to the Impacts;

• The relevance of this mobility to the UK HEI’s internationalisation strategy;

• The relevance of this mobility to the Partner Country HEI’s internationalisation strategy;

• Explanations for requested incoming and outgoing mobility flows of staff to these strategies;

• You can attach key extracts as part of your application to showcase the linkages i.e. key strategies such as internationalisation and staff development
Quality of cooperation

- Previous experience 30 pts
- Definition of responsibilities & tasks

- Planned co-ordinating/cooperation arrangements in each HEI as well as Roles and Responsibilities and inclusions in the IIA – even if not developed, anticipate the key inclusions);

- Previous mobility project collaboration with chosen Partner Country is an advantage but not essential – this can be projects other than Erasmus+;

- Management of the Organisational Support funding;

- Communications channels you will use – give examples;

- Ensure you include the wider support services in both HEIs are included i.e. International Offices, Academic/Mentoring staff, Orientation/Student Services, Human Resources (for staff), Finance, any internal International Committees, etc.
Quality of project design & implementation

• Promotion, Selection, support and recognition  20 pts

• Three Stages – preparation, implementation and follow-up with the staff and students;
  
• Arrangements for the promotion of the ICM opportunity, selection incl. equal opportunities and promotion of disadvantaged persons;
  
• Selection structures anticipated i.e. formal is preferable for students and staff;
  
• Information and support prior to mobility, e.g. accommodation, student and staff agreements, insurance, visas, cultural and linguistic preparation, etc;
  
• What will the students and the staff be doing while on mobility?
  
• Recognition mechanisms envisaged for learning outcomes for students AND staff;
Impact & dissemination

• Impact on different levels
• Dissemination measures

• Impacts: potential impact on staff and students and HEIs, during and after project lifetime;

• Impacts need to be linked to the system for monitoring and evaluating the aims/outcomes;

• Impacts on Local Stakeholders i.e. faculties, students, internationalisation policies, new business opportunities, etc

• Impacts on Regional Stakeholders i.e. other HEIs, Local Government decision-makers;

• Impacts on National Stakeholders i.e. HEI consortia, HEI policy-makers and national governments;

• Add range of realistic internal and external dissemination activities – those you will jointly do and others specific to the HEIs/Country;

• See Annex II of the Erasmus+ Guide for a helpful checklist of inclusions.
Advice from past assessments

• Student and staff mobilities require the same amount of detail especially on their selection, what they will be doing, support and recognition;

• Include information on both the Programme and Partner Institutions – too many applications focus on their own UK HEI;

• It is important to detail the support team/mechanisms in place to enhance student and staff experience both in the UK and in Partner HEI;

• Selection processes and Recognition for staff mobilities – often overlooked;

• Impact is important – they need to be linked overall key aims/outcomes; and show how you will measure;

• Dissemination – have an agreed, realistic plan and check through the Annex II of the Erasmus+ Guide
Moving On …

- Start getting key ‘teams’ together both at in your HEI and partner HEI in October or earlier;
- Teams need to include co-ordinating and support staff;
- Map out the key structure including 4 – 5 aims of the ICM project with UK staff and the partner HEI;
- Go through the Assessment boxes and start to map out key information that you may have or need either internally and/or from your partner HEI;
- Contact the National Agency with queries from the outset ensuring you are understanding the parameters including funding envelopes, etc.
Sample Extract from a useful source

Dos and Don'ts document for applicants
**DO**

- **Explain why you want to foster mobility.**

- **Explain the preference given to a certain region/country.**
  Is there any institutional policy favouring the cooperation with this region/country? Is there particularly strong faculty cooperation with a specific HEI?

- **Explain why the mobility project is relevant to your institution's internationalisation strategy.**
  Does your internationalisation strategy focus on building partnerships in education, innovation and research? Is the choice of the partner institution made for strengthening cooperation? How?

- **Explain why the planned mobility project is relevant to the internationalisation strategy of the partner institution(s).** Please contact your partner(s) to find out.

- **Try to provide 'quantifiable information' on the profile of selected partners.**
  Size and influence in a particular area? Complementarity of faculties/departments involved? Similarity of study programmes?

- **Try to distinguish the specific aims for choosing mobility of students and/or staff.**
  Do you need to strengthen the partnership before sending students? Build mutual trust? Ease the recognition process? Staff mobility might be the way to start.

- **Keep it short and simple, but make sure that you get all your points across.**
  In case of new cooperation agreements, also:

- **Explain why building cooperation with a new region/country is relevant for all the institutions involved.**
  Diversification of your AND your partner's internationalisation strategy?

- **Explain the complementarity of your and your partner's institutions.**
Further Information for Applicants

Dos and Don'ts document for applicants

European Commission’s ICM handbook

2018 ICM Envelopes and Rules
After Assessments are Completed

- Each National Agency will create the appropriate ranking lists for each budget envelope available.

- The National Evaluation committee makes proposal for applications to be accepted, placed on reserve list or rejected

- Funding is then allocated according to the available budget by envelope, which looks to ensure geographical balance and that quality is ensured.
Sample Timeline

July / August 2018
- Start looking at partners and envelopes
- Consulting faculties / departments, mapping out partnership, academic led
- Information on website
- Looking at potential agreements / charters

September 2018
- Ongoing – partner catch ups – thinking ahead
- Research international strategies of your partners
- Capacity of partners and making it balanced

October 2018
- 2019 Call information released, download the Programme Guide and latest UK National Agency guidance
- Add the budget breakdown as accurately as possible at an early stage
Sample Timeline

November 2018
- Ongoing partner catch ups
- Get the narrative sections in place and check these sections match the projected budgets

December 2018
- Support webinars on hand for application questions
- Get the narrative sections in place and check these sections match the projected budgets!

January / February 2019
- Finalise budgetary and narrative aspects of application
- Make sure legal representative is able to sign off the application form well ahead of the deadline.
- Submit your 2019 Application.  Good luck!
Things to Consider

- Gather information on their international strategies of partners. Must be balanced!
- Reach out to other departments / schools
- Get writing
- Be accurate with your budget projections
- Get hold of the ‘ever in demand’ legal representative!
Support from the UK National Agency

- Many of the documents and useful links can be found on the Erasmus+ website at [https://www.erasmusplus.org.uk/higher-education-projects](https://www.erasmusplus.org.uk/higher-education-projects)

- We also ran an online webinar this Spring, going through some pages of the website. We can share this on request, please tick the option from the Feedback form.

- We run support throughout the Autumn, including Information Sessions around the UK, sector specific webinars and dedicated support with the helpline.
Contact us

Helpline: Monday – Friday
10:00 – 16:00
T: +44 (0) 2920 924 311

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www.erasmusplus.org.uk/contact