

# Teacher Training Erasmus+

## *Erasmus+: the secrets of successful proposals*

Professional and personal development is the key to success!

The course is designed to provide guidance and support for the successful Erasmus+ proposal preparation in order to gain funding from the E.U. funds for the implementation of projects. The Erasmus+ programme supports actions, cooperation and synergies between organisations in order to raise learning and teaching outcomes, enhance employability, improve career prospects and enhance intercultural awareness. The investment in knowledge, skills and competences will benefit individuals, institutions, organisations and society as a whole by contributing to growth and ensuring prosperity and social inclusion. Why don't you try out these opportunities provided to you and to your school? Increase your innovative nature, trigger your motivation, reinforce interaction, create new challenges, share ideas, upgrade your status, acquire new skills and competences! Explore your potential and test your limits!

### **Cultural experience!**

Join us in a multicultural and diverse experience in another European city. Courses will be offered in English, with a rich cultural program following the daily classes. Upon request official visits to schools can be organized.

### **Expert advice and guidance!**

Our objective is to offer all interested participants the skills, knowledge and competences to successfully prepare and submit a project proposal mainly for KA1 and KA2. The course is designed and offered by an experienced project manager and an ex-EU Expert Evaluator for Lifelong Learning and Erasmus+ projects. Upon request guidance can be provided for KA3 project proposals for Policy Reform.

### **Possibilities for funding.**

Schools and other organisations can apply for staff mobility funding to support the professional development of teachers, school leaders and other school education staff. Funding is offered through the Erasmus+ programme of the European Union under the Key Action 1 (KA1) Learning Mobility of Staff.

### **Contact us for support!**

Individual guidance and support can be provided for the preparation of the European Development Plan requested, as well as through the application process. Useful information and step-by-step guidance can be found on our website. You can also contact us by email or telephone for any inquiries you may have.

**COUNTRY:** Cyprus, Greece, Germany, UK **COST:** €420 (Fully funded)  
**TARGET:** Teachers (Primary - Secondary) **LANGUAGE:** English, Greek

<http://www.emphasyscentre.com>  
[info@emphasyscentre.com](mailto:info@emphasyscentre.com)  
Skype: [emphasyscentre](https://www.skype.com/en/contacts/emphasyscentre)  
Facebook: [emphasyscentre](https://www.facebook.com/emphasyscentre)  
Tel. +357 22663010



### **Monday**

Introduction to Erasmus+ Programme. Analysis of objectives and important features, guidelines and regulations). Overview of the EU priorities in the field of education and training (EU 2020 Strategy and its flagship initiatives, ET 2020, country targets) . Familiarisation with useful websites, links and tools. Practical

### **Tuesday**

Preparation of a Partner Search Proposal Summary and search for partners. Introduction into the format and structure of PSPS (problem identification, target group, aims, expected outcomes, proposed activities, European added value, Erasmus+ priorities satisfied, EU targets met, dissemination etc). Successful Partner Search (Partner Data Form, eligibility, PIC number, ECAS account upload of necessary documents). Submission of letter of intent and mandate letters. Use of partner search tools. Practical workshop, brainstorming and drafting.

### **Wednesday**

Writing a proposal. Guided tour to KA2 e-forms: description of the project, (rationale, innovative character, consortium, cooperation and communication, priorities addressed, expected results), preparation prior to the project, project management (budget control, time, quality assurance, risks, indicators of achievement), implementation (project plan and target groups). Practical workshop, brainstorming and drafting your own proposal.

### **Thursday**

Writing your proposal. Identification of eligible and non eligible Activities (Intellectual Outputs—Description, aims, allocation of tasks/ roles), Multiplier Events (Event, link to I.O., description, allocation of tasks/roles) and Learning/teaching/training activities (short-term joint staff training). Analysis of impact of project, desired impact at local, national European level. Tips for successful Dissemination and Use of projects' results (plan, responsibilities, tasks, roles, use of OER resources). Define the sustainability of the project. Practical workshop, brainstorming and drafting.

### **Friday**

Finishing off your proposal. Analysis of budget according to Erasmus+ rules (Project Management and Implementation, Transnational Meetings, Intellectual Outputs, Multiplier Events, Learning/teaching/training activities —travel, subsistence, linguistic support, special needs, Exceptional Costs).

### **Saturday**

Review of approved and rejected proposals. Tips from expert evaluators. Presentations of proposals - Course portfolio - Course evaluation.

**DEADLINE FOR KA1  
STAFF LEARNING MOBILITY:  
4TH OF MARCH 2015**