

**PROGRAMME "EDUCATION" - CZECH REPUBLIC**  
**FINANCED THROUGH EEA GRANTS - FINANCIAL MECHANISM 2014-2021**  
**3<sup>rd</sup> CALL FOR PROPOSALS for INSTITUTIONAL COOPERATION PROJECTS**

Czech National Agency for International Education – Dům zahraniční spolupráce (DZS) announces Call for proposals for the funding of Institutional Cooperation Projects (hereinafter the "projects") under the Programme "Education" in the Programme Area No. 3 - Education, Scholarships, Apprenticeship and Youth Entrepreneurship.

<b>Publication date:</b>	06/11/2020
<b>Application Submission Deadline:</b>	17/02/2021 15:00

**1. INTRODUCTION AND OBJECTIVES**

The main objective of the Programme "Education" (hereinafter the "Programme") is enhanced human capital and knowledge base. The Programme will contribute to the overall objectives of reducing economic and social disparities in the European Economic Area and strengthening bilateral relations between Iceland, Liechtenstein, Norway, and the Czech Republic.

The projects shall strengthen institutional cooperation at all levels of education, with a special focus on democracy and citizenship education.

**2. GENERAL INFORMATION**

<b>Donor states:</b>	<i>Iceland, Liechtenstein, and Norway</i>
<b>Beneficiary state:</b>	<i>Czech Republic</i>
<b>Area(s) of support:</b>	<i>Institutional cooperation at all levels of education between the donor and beneficiary countries Enhancing the quality and relevance of education and training in the beneficiary countries at all levels of education Cooperation and partnerships between education, research and the world of work Professional development of teachers</i>
<b>Programme Operator:</b>	<i>Czech National Agency for International Education – Dům zahraniční spolupráce (DZS)</i>
<b>Donor Programme Partner(s):</b>	<i>The Norwegian Agency for International Cooperation and Quality Enhancement in Higher Education (Diku) The National Agency for International Education Affairs (AIBA)</i>

### 3. BUDGET

The total budget earmarked for this Call for proposals is € 838 392 (CZK 21 798 192), out of which € 712 633 (CZK 18 528 458) come from the EEA Grants source and € 125 759 (CZK 3 269 734) from the Czech Republic co-financing.

Additional funds may be allocated to the Call in the case of unused funds from the finalised projects from the previous Calls under the Outcome 1. The Programme Operator will announce the additional funding on the webpage of the Programme ([www.dzs.cz](http://www.dzs.cz))

The minimum allocated grant per project is € 20 000 (CZK 520 000) and the maximum allocated grant per project is € 150 000 (CZK 3 900 000).

The Programme Operator reserves the right not to distribute all the funds available within the financial allocation for this call.

### 4. PROJECT CO-FINANCING

The grant may cover up to 100% of the total eligible expenditure of the project.

### 5. ACTIVITIES

Institutional cooperation projects between Czech and Donor states institutions will aim to:

- i) modernise or innovate curricula and develop joint study programmes and courses, or
- ii) support the development and transfer of innovative practices through peer learning and exchange of good practice in the field of teaching methodologies, including those with a special focus on integrating principles of open society into practice and preventing discrimination in schools.

Projects are expected to produce intellectual outputs in the form of curricula, teaching materials, learning resources, studies or to organise events, such as workshops and trainings, paying special attention to issues related to inclusive education, equal treatment and respect for human rights as well as supporting civic activism and media literacy at schools. The priority will be given to projects that apply new methods in democracy and citizenship and/or inclusive education.

The projects will start on August 01, 2021. The project duration<sup>1</sup> is 12 or 24 months.

### 6. ELIGIBLE APPLICANTS AND PARTNERS

<b>Applicants (Project Promoters):</b>	<ul style="list-style-type: none"><li>• Czech pre-primary, primary and secondary schools listed in the register of the Ministry of Education, Youth and Sports of the Czech Republic and Czech higher education institutions possessing the ECHE<sup>2</sup></li></ul>
<b>Project Partners:</b>	<ul style="list-style-type: none"><li>• Legal entities established in the Donor States and the Czech Republic</li><li>• Legal entities from other Beneficiary States may participate as non-financed partners</li></ul>

### 7. ELIGIBLE EXPENDITURES

- 1) Travel of staff and professionals
- 2) Individual support of staff and professionals (subsistence)
- 3) Transnational project meetings support (contribution to travel and subsistence costs)
- 4) Project management and implementation support
- 5) Cost of staff assigned to the project
- 6) Special needs support (additional costs related to participants with special needs)

<sup>1</sup> In any case, expenditures incurred after 30 April 2024 shall not be eligible.

<sup>2</sup> Erasmus Charter for Higher Education

- 7) Exceptional costs (contribution to real costs related to subcontracting or purchase of goods and services)
- 8) Multiplier events (contribution to the cost linked to seminars and trainings, dissemination of intellectual outputs of the project)

For more information, please see the Guide for Applicants 2020 – Annex I.

## 8. SELECTION CRITERIA

### ADMINISTRATIVE AND ELIGIBILITY CRITERIA

1. The grant application has been submitted by the deadline for the submission set by the Call.
2. The grant application has been submitted using the correct application form.
3. All the relevant fields in the application form have been completed.
4. The grant application has been written in English.
5. The applicant institution is eligible to receive funding.
6. All project partners are eligible to participate in the project.
7. At least one project partner is from a donor state.
8. The applicant institution has submitted only one application for the project (in case of a higher education institution (HEI), submission of max. one application per faculty is allowed).
9. The requested grant amount complies with the limits provided in the Call.
10. The application form has been signed, using a qualified certificate for electronic signature, by the legal representative of the applicant institution or a person duly authorised by the legal representative.
11. All relevant documents have been annexed.

If the application does not meet some of the administrative or eligibility criteria, the Programme Operator may ask for clarification or submission of the missing documents. The applicant is then given two working days to comply with such a request. Non-compliance with the above administrative and eligibility criteria could lead to a rejection of the project application.

### EVALUATION CRITERIA

1. Relevance of the project (maximum 40 points, threshold 75% of the points)
2. Quality of the project design and implementation (maximum 20 points)
3. Quality of the project team and of cooperation arrangements (maximum 20 points)
4. Impact and dissemination (maximum 20 points)

To be considered for funding, proposals must score at least 60 points.

National priorities / priority points (maximum 10 points) for:

- projects supporting democracy and citizenship education
- projects supporting inclusive education (including Roma inclusion)

## 9. SELECTION PROCESS AND DECISION-MAKING

The assessment of an application consists of eligibility and quality checks. The aim of the formal eligibility check is to verify whether all the grant applications comply with the published eligibility criteria. The result of this evaluation step will be a list of grant applications that will further be subject to quality assessment and a list of grant applications rejected on formal grounds.

At least two external experts will carry out the quality assessment according to the evaluation criteria specified in the Call. The ranking will be done based on the average of the scores awarded by the experts.

The Selection Committee will establish a list of projects proposed for the grant award, rejection and the reserve list. The grant award decision will be taken by the legal representative of DZS. All the applicants

will be informed about the final outcome of the selection process in writing, no later than six months after the final date for the submission of applications.

#### *10. HOW TO APPLY*

Applicants are required to submit their applications online (via <https://eea-app.dzs.cz/eea/>), using the correct electronic form and including all the requested annexes:

- Letter(s) of intent to conclude a partnership (a letter of intent may be replaced by a valid bilateral agreement);
- Work Programme;
- In case the application is not signed by the legal representative, an official confirmation that the person is duly authorised by the legal representative to sign the application has to be attached;
- For grants exceeding 60 000 EUR, applicants (non-public institutions) need to upload the applicant's profit and loss account and the balance sheet for the last financial year for which the accounts were closed to give proof of their financial capacity;
- In case any external consultant (natural or legal person outside the project promoter/project partner(s)) was involved in the preparation of the project application, the name of this person/company must be attached to the application form.

Applicants must fill in the form in English. An electronic signature of the legal representative or a person duly authorised by the legal representative is needed to complete the application.

#### *11. PROVISION ON PAYMENT*

Payments towards the projects will be in the form of advance instalments, of up to 80 % of the total awarded grant amount, and balance payments to be paid after the approval of the final project report. The final payment is intended to reimburse or cover, after the end of the project period, the remaining part of eligible costs incurred by the beneficiaries during the project implementation.

DZS will adapt the timetable for advance instalments to individual cases, if precautionary measures are needed to prevent the loss of the EEA funds (e.g. weak financial capacity of the Project Promoter).

#### *12. PREVENTING DOUBLE FUNDING*

Under no circumstances, may the same costs be financed twice by the EEA Grants and other sources. In effect, this means that the costs for the same activity must not be covered by two different funding sources, with the exception of such cases where complementarity can clearly be proven. These special cases shall be described in the grant agreement.

#### *13. CONTACT INFORMATION*

Dům zahraniční spolupráce (Czech National Agency for International Education)  
EEA Grants  
Na Poříčí 1035/4  
110 00 Prague 1  
Czech Republic  
[www.dzs.cz](http://www.dzs.cz)

Jana Hůrská, [eeagrants@dzs.cz](mailto:eeagrants@dzs.cz), +420 221 850 515

In case of queries, please contact DZS consultants. A reply shall be sent within 5 working days<sup>3</sup>. Please note that it is strongly recommended to contact the consultants exclusively by e-mail.

#### *14. DOCUMENTS AND GUIDELINES*

- [Regulation on the implementation](#) of the EEA Financial Mechanism 2014-2021;
- [Memorandum of Understanding](#) on the implementation of the EEA Financial mechanism 2014-2021 between Iceland, the Principality of Liechtenstein, the Kingdom of Norway and the Czech Republic;

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<sup>3</sup> Please bear in mind that questions sent to DZS later than 5 working days before the Application submission deadline might not be answered in time for the applicant to keep the deadline for submitting the application.

- [Guideline for Educational Programmes](#) - Rules for the establishment and implementation of programmes falling under the programme area 3 - “Education, Scholarships, Apprenticeships and Youth Entrepreneurship”;
- [Guide for Applicants 2020](#) – constitutes an integral part of this Call for proposals and the conditions for participation and funding expressed therein apply in full to this Call;
- [Programme Results Framework](#) – the projects submitted under this Call shall contribute to the achievement of Outcome 1 and Output 1.1.