

Swiss Programme for Erasmus+

Applications for international mobility projects in vocational and adult education: award criteria

The application is examined according to various criteria. There is a formal, financial and substantive review at the institutional level as well as a formal, financial and substantive review at the project level.

Subject matter and nature of the audit and the criteria provided for this purpose	Checking for compliance with the formal requirements to ensure that the criteria are met	Quality assessment to evaluate the extent to which the criteria are met/are being met
Applicant institutions will be assessed on the basis of the following criteria	Exclusion criteria Confirm by declaration on their honour that none of the above cases (legal, financial, court) apply to them.	Selection criteria Confirm through the declaration on honour that financial and operational capacities are available to implement the project
Mobility projects are evaluated according to the following criteria	Promotion criteria Concern mainly project type, type of activities, duration, institution, target groups and requirements (deadlines, completeness of the application form, etc.).	Award criteria Within the available budget, grants are awarded to the projects that best meet the criteria.

Exclusion and selection criteria

Checking for compliance with formal and financial requirements at the level of the applicant institution.

An applicant will be excluded from participation in the Swiss Erasmus+ Programme if he/she violates the contents of the declaration on honour. The declaration regulates legal and financial requirements.

Furthermore, no projects will be funded that:

- promote racist, xenophobic, anti-Semitic ideas or discrimination against minorities,
- have a negative impact on gender equality,
- have links to extremist organisations in terms of content or organisation,
- incite violence or glorify violence,
- carried out by sects or sect-like organisations.

If an institution meets at least one of the exclusion criteria or does not meet the financial test, it is excluded from financial support.

Promotion criteria

Check for compliance with the formal requirements at the level of the submitted mobility project.

Eligible activities and participants	Mobility to VET providers or companies abroad for people in training and graduates (thematic project work, work placement) Mobility for teaching/training purposes abroad for VET and adult education staff (job shadowing, teaching, structured continuing education).
Non-eligible activities	Statutory meetings of organisations Political meetings in the sense of regular party political events Holidays Spiritual activities Tours and festivals Exchange activities that can be classified as tourism Profit-oriented exchange activities Sports competitions
Eligible participating organisations	Public or private organisations active in the field of vocational education and training or public or private organisations active in the labour market.
Who is eligible to apply?	Organisations in the field of VET and adult education that send people in training and graduates of VET programmes abroad, as well as VET and adult education staff. The coordinator of a national mobility consortium. Applicant organisations must have their registered office in Switzerland. Individuals cannot submit a grant application. For an application in VET: Only one application can be submitted per institution and project call.
Number of participating organisations	Mobility activities are transnational activities that always involve at least two organisations (at least one sending and one receiving organisation) from different Programme Countries. At least 1 eligible partner institution per destination country must be named at the time of the grant application.
Project duration	1 or 2 years; the applicant chooses the project duration according to the project objective and the type of activities at the time of application.
Duration of the activity(ies)	Persons in training and graduates: 5 - 365 days, excluding travel days Mobilities of graduates must start no later than 27 months after obtaining the diploma. A maximum of 2 mobilities with a total duration of max. 365 can be funded per person. Staff vocational and adult education: 2- 60 days, without travel days
Location(s) of the activity(ies)	Worldwide mobilities are possible. All countries with an ISO country code are eligible. Switzerland can only be the destination country for participants from abroad.
When and how is the application submitted?	The deadline and further information for the application are available online after the call launch. The application must be submitted online on the website by the deadline and in full: Vocational education and training: www.movetia.ch/en/mob-vet Adult education: www.movetia.ch/en/mob-ae

If the mobility project does not meet these requirements, it is excluded from financial support.

Award criteria

Check for compliance with the content requirements at the level of the submitted mobility project. Quality check of the submitted mobility project based on the answers in the application form.

Relevance of the project

- Reference of the project to VET/adult education is clear.
- Coherence between the goals of the participating organisations as well as the participants.
- The project supports and strengthens the international activities of the participating organisations and participants.

Project conception and implementation

- Clarity, completeness and quality of all phases of the proposed project (preparation, implementation and follow-up of mobility activities).
- Consistency of the project objectives with the proposed activities. The type, number, duration and timing of the stays are appropriate, realistic.
- Appropriate measures for the selection of participants: If selection is envisaged, clear selection criteria are defined.
- Appropriate quality assurance measures: Necessary agreements are made, responsibilities are clarified in advance, support and accompanying measures are provided if necessary.
- Adequate organisational preparation of the mobilities.
- Adequate preparation of the participants in terms of content (intercultural, linguistic, task-related).
- The acquired learning outcomes are recognised.

Impact and dissemination of results

- Quality of the evaluation process for the international activities and the project.
- An evaluation both at institution level and at mobility target group level is defined.
- Positive effects of the project on the partner organisations involved and the participants during and after the project are to be expected.
- Project promotion as well as dissemination of the project results are foreseen through concrete communication measures via different channels for different actors within and outside the participating organisations.

If an application does not meet the award criteria, the project is excluded from financial support.

There is no legal entitlement to a contribution.

The grant requested may be reduced for one mobility activity. The award of a grant in one selection round does not constitute an entitlement in subsequent selection rounds.