

Подготовка заявок по Saracity
Building. Электронная форма
заявки
Конкурс 2016

Идентификационный код участника – PIC

- Регистрация на Портале для всех участников программы – юридических лиц:
 - Зайти на Портал и проверить, возможно PIC уже присвоен (раздел «Организации», далее – «поиск»)
 - Если PIC присвоен, но нет паролей и прочей информации – обращайтесь в службу поддержки Портала

- Портал участников:

<http://ec.europa.eu/education/participants/portal/desktop/en/organisations/register.html>



Как работать с заявкой

- Скачать Руководство по Erasmus+:
http://ec.europa.eu/programmes/erasmus-plus/documents/erasmus-plus-programme-guide_en.pdf
- Внимательно изучить раздел по Capacity Building (стр. 148-182)
- В разделе конкурсной документации по Capacity Building
https://eacea.ec.europa.eu/erasmus-plus/funding/capacity-building-in-field-higher-education-eaca042015_en
скачать формы и приложения.



Capacity Building in the Field of Higher Education EAC/A04/2015

Share

Related Action(s):

[Key Action 2: Cooperation for innovation and the exchange of good practices
Erasmus+ - Key Action 2 - Capacity building in the field of higher education](#)

Status	Deadline	Call reference
Open	10/02/2016 - 12:00 (CET/CEST, Brussels time)	EAC/A04/2015

[Capacity Building in Higher Education](#)

Call notice

Guidelines

How to apply

Eforms

Annexes

Distance calculator

Contacts

[The Erasmus+ Programme Guide \(Version 2016\) is available online.](#) This guide presents the **Capacity Building in the field of Higher Education** and explains the rules and conditions for setting-up an application for this action.

[Budget allocation](#) [en](#) (Published 27/10/2015)

[Regional and Cross-Cutting Priorities](#) [en](#) (Published 27/10/2015)

[National and Cross-Cutting Priorities](#) [en](#) (Published 27/10/2015)

[Information on priorities](#) [en](#) (Published 27/10/2015)

Please note that the Regional and National priorities have not been modified as compared to those published on 27 / 10 / 2015. The update concerns the introduction of a cross-cutting priority applying to both national and multi-country project proposals.

Instructions for completing the Application Package are intended to help applicants for Capacity Building in the field of Higher Education to find information they need to complete and submit their applications [en](#)

Latest Erasmus+ News

News feed: Receive updates in real-time!

Selection Results: Key Action 2: Capacity Building in the field of Youth EAC/S11/13 Round 2 - 2015

07/12/2015 - 11:45

The Selection Results have been [published](#).

[Read more](#)

Erasmus+ KA2 – Capacity Building in Higher Education

07/12/2015 - 09:00

Erasmus+ KA2 – Capacity Building in Higher Education eForms have been [published](#).

[Read more](#)

Call for proposal: Erasmus+ - Key Action 1 - Erasmus Mundus Joint Master Degrees

04/12/2015 - 17:00

The Call for proposal has been [published](#).

[Read more](#)

Capacity Building in the Field of Higher Education EAC/A04/2015

Share

Related Action(s):

[Key Action 2: Cooperation for innovation and the exchange of good practices
Capacity-building projects in the field of higher education](#)

Status	Deadline	Call reference
Open	10/02/2016 - 12:00 (CET/CEST, Brussels time)	EAC/A04/2015

- Call notice
- Guidelines
- How to apply**
- Eforms
- Annexes
- Distance calculator
- Contacts

Organisations wishing to apply for Capacity Building in the field of Higher Education projects are invited to submit applications on-line to the Education, Audiovisual and Culture Executive Agency in Brussels.

Deadline for on-line submission: **10 February 2016 at 12:00 (midday Brussels time)**

Before starting your application:

1. Read the Guidelines and the call for proposals carefully.
Please note that the core description of your CBHE project will have to be completed in the Annex 1 **"Detailed description of the project"**.
2. Applicants must have an ECAS (European Commission Authentication Service) account. If you already have an ECAS account, you may use this, if not, create an ECAS account. When you have created your ECAS account, return to this page.

[Erasmus charter holder's list](#) with corresponding PICs (mandatory for HEIs from

Latest Erasmus+ News

News feed: Receive updates in real-time!

New E-tutorial available on the international dimension in Higher Education

04/11/2015 - 16:00

This E-tutorial focuses on the international dimension of the Programme in Higher Education.

[Read more](#)

Selection results: EPALE National Support Services (NSS) (EACEA 01/2015)

03/11/2015 - 16:15

The selection results have been published.

[Read more](#)

Call for proposal: Capacity Building in the Field of Higher Education EAC/A04/2015

27/10/2015 - 15:45

Related Action(s):

[Key Action 2: Cooperation for innovation and the exchange of good practices
Erasmus+ - Key Action 2 - Capacity building in the field of higher education](#)

Status	Deadline	Call reference
Open	10/02/2016 - 12:00 (CET/CEST, Brussels time)	EAC/A04/2015

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




Completing your application

The eForm and its user guide are available [here](#).



The **KA2 - Capacity Building in the Field of Higher Education 2016** eForm is available under two different types of eForms, one for Joint Projects and one for Structural Projects.

According to different options of priorities you may tick under section C.3, you can see different contents in the eForm "visual versions" below:

Joint Projects

- JP Curriculum Development  
- JP Modernisation of governance, management and functioning of HEIs  
- JP Strengthening of relations between HEIs and the wider economic and social environment  

Structural Projects

- SP Modernisation of policies, governance and management of higher education systems  
- SP Strengthening of relations between higher education systems and the wider

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Erasmus+ KA2 - Capacity Building in Higher Education

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Call for proposal: Erasmus+ - Key Action 1 - Erasmus Mundus Joint Master Degrees

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Time to apply for a scholarship!

04/12/2015 - 09:45

Erasmus+: Erasmus Mundus programmes that will be offering **scholarships and fellowships** in the academic year 2016-2017 are now selecting their candidates!

Создание eForm



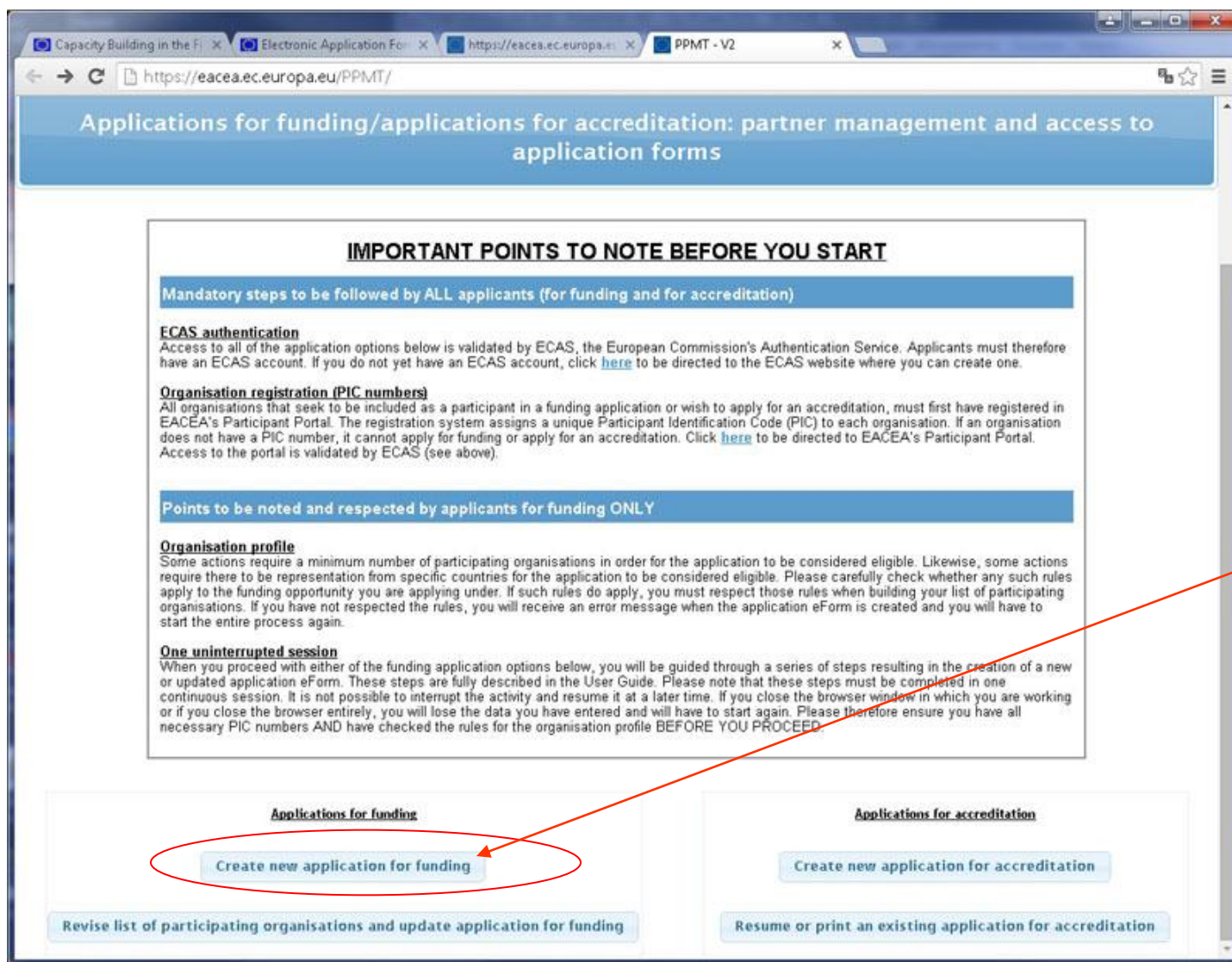
The screenshot shows a web browser window with the URL https://eacea.ec.europa.eu/documents/eforms_en. The page displays a table of eForm applications. The table has columns for the program name, title, call number, deadline, and links for the application and homepage. The row for 'KA2 - Capacity Building in the Field of Higher Education' is highlighted in blue. Two red arrows point from the text below to the 'Application eForm' link and the PDF icon for this specific row.

				application	
Creative Europe	Support to International Coproduction Funds	2.2.2	23/12/2015	Application eForm	 
Erasmus+	KA3 - Structured Dialogue Youth	2.2.2	16/12/2015	Application eForm	 
Erasmus+	KA3 - European policy experimentation EACEA 34/2015	2.2.2	15/12/1205	Application eForm	 
Erasmus+	Quality assurance at European level for enhanced transparency and recognition of skills and qualifications EACEA 48/2015	2.2	15/12/2015	Application eForm	 
Erasmus+	Jean Monnet Activities 2016	2.2	15/12/2015	Application eForm	 
Creative Europe	Support for the Development of European Video Games	2.2	11/12/2015	Application eForm	 
Erasmus+	KA2 - Capacity Building in the Field of Higher Education	1.1	4/12/2015	Application eForm	 
Erasmus+	Erasmus+ KA1 Joint Master Degrees 2016	2.2	4/12/2015	Application eForm	 
Creative Europe	Support to Audience Development EACEA 22/2015	2.2	30/11/2015	Application eForm	 

Переход к созданию eForm

Руководство по
заполнению в формате pdf

Создание eForm



The screenshot shows a web browser window with the URL <https://eacea.ec.europa.eu/PPMT/>. The page title is "Applications for funding/applications for accreditation: partner management and access to application forms".

IMPORTANT POINTS TO NOTE BEFORE YOU START

Mandatory steps to be followed by ALL applicants (for funding and for accreditation)

ECAS authentication
Access to all of the application options below is validated by ECAS, the European Commission's Authentication Service. Applicants must therefore have an ECAS account. If you do not yet have an ECAS account, click [here](#) to be directed to the ECAS website where you can create one.

Organisation registration (PIC numbers)
All organisations that seek to be included as a participant in a funding application or wish to apply for an accreditation, must first have registered in EACEA's Participant Portal. The registration system assigns a unique Participant Identification Code (PIC) to each organisation. If an organisation does not have a PIC number, it cannot apply for funding or apply for an accreditation. Click [here](#) to be directed to EACEA's Participant Portal. Access to the portal is validated by ECAS (see above).

Points to be noted and respected by applicants for funding ONLY

Organisation profile
Some actions require a minimum number of participating organisations in order for the application to be considered eligible. Likewise, some actions require there to be representation from specific countries for the application to be considered eligible. Please carefully check whether any such rules apply to the funding opportunity you are applying under. If such rules do apply, you must respect those rules when building your list of participating organisations. If you have not respected the rules, you will receive an error message when the application eForm is created and you will have to start the entire process again.

One uninterrupted session
When you proceed with either of the funding application options below, you will be guided through a series of steps resulting in the creation of a new or updated application eForm. These steps are fully described in the User Guide. Please note that these steps must be completed in one continuous session. It is not possible to interrupt the activity and resume it at a later time. If you close the browser window in which you are working or if you close the browser entirely, you will lose the data you have entered and will have to start again. Please therefore ensure you have all necessary PIC numbers AND have checked the rules for the organisation profile BEFORE YOU PROCEED.

Applications for funding

- Create new application for funding
- Revise list of participating organisations and update application for funding

Applications for accreditation

- Create new application for accreditation
- Resume or print an existing application for accreditation

Создать eForm



Формирование eForm (1)

- Выбрать название программы «Erasmus+» и нажать «Search»
- Из списка выбрать нужный вариант:
 - Erasmus+
 - Cooperation for innovation and the exchange....
 - Capacity Building in Higher Education
 - Joint project или Structural project
- Выбрать язык заявки (из списка)
- Переход к следующему шагу возможен, когда выбраны все перечисленные опции



Формирование eForm (2)

- Добавить участников консорциума:
 - Указываем PIC и нажимаем «добавить»
 - Отображается порядковый номер, PIC и название организации
 - После добавления всех организаций-участников нужно выбрать заявителя (Applicant)
- Важно:
 - Заявитель выбирается один раз. Если возникает необходимость сменить заявителя, то придется создавать новую eForm



Формирование eForm (3)

- После внесения в форму участников и выбора Заявителя нужно «Создать» форму
 - Система предложить сохранить форму на своем компьютере – следуйте совету системы.
- Далее – заполняем все поля формы
- Проверяем правильность заполнения – нажимаем «Validate»
- Перед подачей:
 - Прикрепляем все необходимые вложения

Подает заявку Грантозаявитель!



Подача заявок

- Крайний срок – 10 февраля 2016 г.
- Порядок подачи проектной заявки:
 - Каждая организация (в т.ч. Министерство) – участник консорциума должна иметь PIC (!!!)
 - Получить код необходимо заранее, во избежание проблем!
 - Грантозаявитель формирует и заполняет eForm с приложениями
 - После заполнения и проверки, eForm подается в режиме on-line
 - Грантозаявитель получает подтверждение и регистрационный номер

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