

CIVIS Modules – Budget Allocation

I. OBJECTIVE

Distribution of the approved budget (80.000 Euro) for designing and delivering CIVIS Modules by the partner universities, through the Virtual Mobility Call launched by Work Package 7 – Task Force Virtual Mobility.

CIVIS Modules:

- CIVIS Micro-programmes
- CIVIS Summer / Winter Schools
- CIVIS Bootcamps (practical / research intensive stages)

II. PRINCIPLES

In the allocation process, the following principles are to be considered:

1. Equity among CIVIS Universities in the distribution of the common funds
2. Competitiveness, encouraging collaboration, innovation, modern and flexible design, response to societal and professional needs, and attractiveness for students
3. Collaboration among partners, related to the „minimum three CIVIS universities” criteria for budget allocation

III. PROPOSAL

III.1. Equal distribution of funds to CIVIS partners

Half of the total amount (40.000 Euro) are to be evenly distributed to the CIVIS universities (5.000 Euro / university) for developing CIVIS Modules. In this regard, all partners are encouraged to propose CIVIS Modules projects of any of the above categories, in collaboration with at least two other CIVIS universities.

In this regard, all CIVIS universities are invited to submit CIVIS Modules projects, up to 5.000 Euro / university, covering only staff costs, from the evenly distributed amounts.

III.2. Competition-based allocation

The remaining amount is to be offered on a competition basis to any CIVIS university that submits a corresponding CIVIS Module project, once the budget from the first category has

been used. In this way, CIVIS universities are encouraged to develop CIVIS Modules on a competition basis, of any of the above categories.

All CIVIS partners are invited to submit different projects, in the competition component of the call, supplementary to the ones submitted in the equal distribution component.

If any CIVIS partner will not be able to cover the minimum of 5.000 Euro from the first component until December 2021, the remaining amount will be added to the competition funds and distributed to other submitted projects.

IV. ELIGIBLE COSTS

The funds allocated for the CIVIS Modules projects are only for staff costs, being considered as means for incentivising academics to design and deliver CIVIS Modules. Each university, either coordinator or partner will decide on the amount and distribution of staff costs according with its payment mechanism within allocated budget/project.

The **maximum eligible costs** per Module category are:

- 5.000 Euro for 1 CIVIS Micro-programme
- 3.500 Euro for 1 CIVIS Summer / Winter School
- 1.500 Euro for 1 CIVIS Bootcamp

When submitting a project, the maximum budget per category will be divided among the partner universities. The budget splitting among partners must be provided in the project application, allowing universities to decide among themselves how direct involvement can be reflected in the allocated funds.

For example: in case of a CIVIS Micro-programme (5.000 Euro), a three-partner project could split the budget as follows: 2.000 Euro for the coordinating university and 1.500 for each of the two partner universities.

The maximum budget / university from the equal distribution category will be calculated according to the actual funds allocated to each university through all projects in which they are either coordinators or partners.

Annex CIVIS evaluation report on call for virtual mobility

CIVIS EVALUATION REPORT – VIRTUAL MOBILITY CALL (VM call)

| | |
|-------------------------------------|--|
| Title / Proposal | |
| Type of virtual mobility | |
| University of the evaluators | |
| Name of the evaluator [1] | |
| Name of the evaluator [2] | |

SECTION 1: ELIGIBILITY CRITERIA for funding (VM call)

| CRITERIA | DESCRIPTION | YES/NO |
|-----------------------------------|--|--------|
| Who can apply for funding? | VMs may be organized independently by any Faculty / School / Department of the CIVIS Alliance Universities, at Faculty / School / Department level, collaboration being encouraged. | |
| Eligible partners | At least 3 CIVIS alliance Universities or more. | |
| Eligible activities | <p>CIVIS Modules:</p> <ul style="list-style-type: none"> • CIVIS Micro-programmes • CIVIS Summer / Winter Schools • CIVIS Bootcamps (practical / research intensive stages) | |
| ECTS allocated | 5-15 ECTS | |
| Themes of the VM Modules | Topics can be selected by the universities from all research / study domains, wherever possible, approaching also the 5 major challenges identified by CIVIS: Climate, Environment, Energy; Health; Society, Culture, Heritage; Digital and Technological Transformations; Cities, Territories, Mobilities (as for the hubs, please see related calls https://civis.eu/en/activities/civis-calls/). The VM projects can have a specific sub-theme that can vary from edition to edition. If possible, the proposals can include topics cultivating bridges between Europe and the Mediterranean Region and Africa. | |
| Content of the VM Modules | <p>The modules are encouraged</p> <ul style="list-style-type: none"> ○ to focus on interdisciplinary approaches, by inviting also academics and students from different scientific fields to participate ○ to offer a concentrated educational experience over a short period of time, including some practical work, or in the case of micro-programmes, over a longer period of time which may be flexible, but must be ended before the regular course of studies, ○ to promote the exchange of knowledge, ideas, and discussions on specific topics, instigate new thoughts and animate debates, ○ to promote interculturality, ○ to integrate theory and practice. | |
| Duration of the VM Modules | The number of hours / weeks allocated for delivering the activities can vary from short, intensive learning experiences (in the case of winter/summer schools) to one or two semesters. The VMs can be offered in the Winter / Spring Semester or during the semester breaks. | |
| Language of the VM Modules | The VM courses/modules can be delivered in any of the CIVIS Universities languages. According to the CIVIS objectives, multilingualism is encouraged. | |
| Participants-profiles | CIVIS students (bachelor/ master/ PhD) | |

SECTION 2: AWARD CRITERIA (VM Modules)

| CRITERION | DESCRIPTION | POINTS/COMMENTS |
|--|---|--------------------------|
| CRITERION A: CIVIS alliance partners Max. points: 10 | <ul style="list-style-type: none"> Number of CIVIS partners involved over the minimum 3 required (2 points for each additional partner involved over the minimum 3) | POINTS: COMMENTS: |
| Criterion B: Relevance of the project/ strategy Max. points: 15 | The proposal should be relevant to the objectives of the Alliance and of the VM call: <ul style="list-style-type: none"> to increase student mobility, to offer mobility opportunities for all students, including those unable to participate in traditional (physical) mobilities, increasing inclusiveness, to increase the recognition of our partner institutions among our students and academic staff, to offer a concentrated educational experience over a short period of time, including some practical work, or in the case of micro-programmes, over a longer period of time which may be flexible, but must be ended before the regular course of studies, to promote the exchange of knowledge, ideas, and discussions on specific topics, instigate new thoughts and animate debates, to expose students to the academic and cultural experience of other universities and to combine theory and practice, to cultivate an international mind-set among students, to create bonds among partner institutions, academics, and students, offer networking opportunities, to support structuring learning / research collaboration or strategies, and to promote the CIVIS brand among the academic community of the alliance. | POINTS: COMMENTS: |
| Criterion C: Quality of the project design and implementation Max. points: 30 | <ul style="list-style-type: none"> Clear description of contents, objectives, learning outcomes Teaching and learning approaches - including at least one innovative pedagogy from the IP Inventory New approaches/ innovative pedagogical methodologies, methods for encouraging interaction, new technological tools, etc. Encourage communication and cultural exchange Complexity/ diversity of the activities | POINTS: COMMENTS: |
| Criterion D: Quality of the project team and the cooperation arrangements Max. points: 20 | <ul style="list-style-type: none"> The proposal should provide a clear description of responsibilities, roles and tasks between partners (clear description of planned cooperation arrangements: e.g. course offerings, timeline, and selection-evaluation of participants). The proposal should reflect the clarity, completeness and quality of all the phases of the virtual mobilities (preparation, implementation of virtual mobility activities and follow-up). | POINTS: COMMENTS: |

| | | |
|---|--|---------------------------------|
| | <ul style="list-style-type: none"> Participation in the modules should correspond to a set number of ECTS (to be defined by the organizers) depending on the overall workload. Participating institutions should demonstrate provisions made for recognition. | |
| Criterion E: Impact and Dissemination Max. points: 25 | <p>Impact (5 points):</p> <ul style="list-style-type: none"> The potential impact of the proposal should be measured according to: <ul style="list-style-type: none"> -number of students involved in the proposed activities -number of organizations and individuals directly participating in the activities, at institutional, local, regional, national and/or international level. The proposal should improve the regular learning outcomes of the students and create connections to research or other activities/joint academic pathways. <p>Transferability (5 points)</p> <p>The proposal should generate best practices in order to be applicable in future settings.</p> <p>Sustainability of the proposed activities (10 points)</p> <p>It can be proposed that projects are repeated multiple times, so as to ensure its regular implementation for the whole duration of the CIVIS project.</p> <p>Visibility and transparency (5 points): The proposal should guarantee a good visibility of the CIVIS alliance both at local and international levels. Besides, information regarding the project shall be accessible to everyone, in the respect of G.D.P.R 679/16 (General Data Protection Regulation).</p> | <p>POINTS:</p> <p>COMMENTS:</p> |
| TOTAL POINTS: 100 RECOMMENDATIONS CIVIS ALLOCATED BUDGET | | |

SECTION 3: EVALUATION GUIDELINES

- Each project will be evaluated by **two partner Universities** (which are not involved in the project).
- **Within each evaluating University**, each project will be evaluated by 2 reviewers (designated academics or staff members, members of WP7 etc.).

Example:

- **1 academic** (from a related academic discipline): Academics will evaluate the following AWARD criteria: Criteria B, C, D. For **Criterion E**, each academic will evaluate the *Impact and Transferability* of the project.
- **1 administrative member of the CIVIS team or a member of VM-TF**: Administrators will assess **the general eligibility criteria** as well as **AWARD Criterion A**. For **Award Criterion E**, each administrator will evaluate *Sustainability* as well as *Visibility and Transparency*.

FURTHER NOTES ON EVALUATION BASED ON THE ERASMUS+ GUIDE ON QUALITY ASSESSMENT

The table below is adapted from the *Erasmus+ Guide on Quality Assessment*. It shows the ranges of scores for the individual quality standards depending on the maximum score that can be awarded to the relevant award criterion.

| Maximum score for a criterion | Range of scores | | | |
|----------------------------------|-----------------|-------|-------|------|
| | Very good | Good | Fair | Weak |
| 30 | 26-30 | 20-25 | 15-19 | 0-14 |
| 25 | 22-25 | 18-21 | 13-17 | 0-12 |
| 20 | 17-20 | 14-16 | 10-13 | 0-9 |
| 15 | 13-15 | 10-12 | 7-9 | 0-6 |

- **Very good** – the application addresses all relevant aspects of the criterion in question convincingly and successfully. The answer provides all the information and evidence needed and there are no concerns or areas of weakness.
- **Good** – the application addresses the criterion well, although some small improvements could be made. The answer gives clear information on all or nearly all of the evidence needed.
- **Fair** – the application broadly addresses the criterion, but there are some weaknesses. The answer gives some relevant information, but there are several areas where detail is lacking or the information is unclear.

THRESHOLDS

An application has to:

- score at least 60 points in total AND

score at least half of the maximum points for each award criterion (except for Criterion A)

