HEA | HIGHER EDUCATION AUTHORITY
AN tÚDARÁS um ARD-OIDEACHAS

Support for European University Capacity Building

2019 Call

INSERT HIGHER EDUCATION INSTITUTION NAME

Notes

Completing Template

Do not leave any questions or sections blank. If a question / section is not applicable to your proposal, insert 'N/A' or 'N/A at this time'.

Submission Format

Proposals must be submitted in electronic format using this template to policy@hea.ie before **5pm, Friday 22nd November 2019**. **Late applications will not be accepted**. A signed / hard copy is not required.

Eligibility Requirements

Applications will be accepted from publicly funded Irish higher education institutions which hold the Erasmus Charter for Higher Education (ECHE).

Eligible costs relate solely to the costs incurred in the preparation of the application to the European Universities Initiative or to the costs incurred in the ongoing engagement in successful projects under the first call to a maximum of €15,000.

ALL TEXT AND NOTES HIGHLIGHTED IN GREY SHOULD BE DELETED IN PROPOSAL SUBMISSION

HIGHER EDUCATION INSTITUTION DETAILS

Name:	
Address:	
Please provide a contact person for queries relating to your proposal	
Name:	
Job title:	
Office:	
Email address:	
Contact number:	
Submitted by:	
	(if different from above)
Name:	
Job title:	
Signed:	
Date:	

Section 1: Description of Outline Proposal

A maximum of SIX pages including any diagrams or tables.

A short description of your planned European Universities alliance/proposal, which must include the following:

➢ Role of your institution in the alliance (e.g. applicant/coordinator, full partner etc.)

➢ Names of the other institutions, associated partners and affiliated entities involved in the alliance and their roles/responsibilities.

➢ Purpose of the alliance. To what extent will it contribute to the development of the European Education Area and address the long-term vision of the European Universities initiative?

➢ The sustainability of the alliance beyond the EU funded period.

➢ Aims of the alliance and a high-level roadmap as to how these aims will be achieved.

➢ The benefits of the proposed alliance for Irish higher education and research.

Section 2: Budget for preparation and submission of proposal for European Universities Call

A maximum of THREE pages including any diagrams or tables.

Guidance on eligible costs (Appendix I) can be found on the call announcement document. Provide an overview of the estimated budget for the preparation and submission of your proposal. Include the following:

- ➢ A detailed overview and justification of the costs deemed necessary to prepare and submit a European Universities Capacity Building proposal.
- ➢ A clear justification for the hiring of any external consultants and a delineation of the costs requested (i.e., number of hours required, hourly rates etc.) is required.

Section 3: Resubmission of European Universities Proposal

A maximum of THREE pages including any diagrams or tables

In the case of a resubmission under the European University Initiative, please provide the following:

> ➢ Details of the previously submitted proposal (including name, acronym, proposal number, Call ID, whether or not it received EU support funding for the first submission, and the score that was awarded to the proposal in the previous evaluation).
> ➢ A list of the major weaknesses identified in the evaluation, where they exist, and a statement of how the Coordinator plans to overcome these weaknesses in the resubmission.
> ➢ Description of how funding allocated last year was used to provide innovative solutions to increasing income or reducing costs in the satellite campus and the ongoing impact of this funding. Please include details of how funding was spent and confirm that all funding was utilised.

Section 4: Final Comments

A maximum of ONE page including any diagrams or tables:

➢ Please provide any additional comments you wish to add in support of your application.