



**NBS**  
**EduWORLD**



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## DRAFTING AN ERASMUS+ KA1 SCHOOL EDUCATION LEARNING MOBILITY FUNDING APPLICATION



**Funded by  
the European Union**

NBS EduWORLD is funded by the European Union (Grant Agreement No. 101060525). Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or the European Commission. Neither the European Union nor the granting authority can be held responsible for them.

- \* The EU programme for Education, Training, Youth, and Sport (2021-2027) → **special focus on teachers' professional development.**
- \* Never has there been so much EU support for teachers' professional development through mobility in Europe.

## Europe on the Move

Proposal for a Council Recommendation (15.11.2023)

Learning mobility opportunities for everyone including school education → teacher mobility



- The Key Action 1 (KA1) supports schools and other organisations active in the field of school education that want to organise learning mobility activities for school pupils and staff. A wide range of activities are supported, including:
  - job shadowing
  - professional development courses for staff
  - individual and group mobility for pupils
  - invited experts

## OBJECTIVES OF THE ACTION

- **Increasing the quality of teaching and learning in school education by:**
  - supporting professional development of teachers, school leaders, and other school staff;
  - promoting the use of **new technologies and innovative teaching methods**;
  - improving language learning and language diversity in schools;
  - supporting the **sharing and transferring of best practices in teaching and school development**.
- **Contributing to the creation of the European Education Area by:**
  - building capacity of schools to engage in cross-border exchanges and cooperation, and carry out high-quality mobility projects;
  - making learning mobility a realistic possibility for any pupil in school education;
  - fostering recognition of learning outcomes of pupils and staff in mobility periods abroad.

# WHAT IS NEW IN ERASMUS+


Applications are  
submitted by  
schools

The application for  
accreditation includes  
a 'European school  
development plan',  
the **Erasmus Plan**

Names of school staff  
and specific dates do  
not have to be listed in  
the application

The school applies for a  
project that can include  
more than one activity  
→ training courses or  
partnerships with other  
European schools

One single application  
per school for all  
planned training  
activities abroad  
during a specific period  
(from 6 to 18 months)



Your school needs to apply for  
you, as well as for any other of  
your colleagues!

One application date per year  
Next Deadline: **19 February 2025**

# HOW TO ACCESS ERASMUS+ MOBILITY OPPORTUNITIES

- **Short-term projects for mobility of pupils and staff**

These projects provide applicants with an opportunity to organise various mobility activities over a period of **6 to 18 months**. Short-term projects are the best choice for organisations applying for Erasmus+ **for the first time, or for those that wish to organise only a limited number of activities**.

- **Accredited projects for mobility of pupils and staff**

These projects are open only to organisations holding an **Erasmus accreditation** in the field of school education. This special funding strand allows accredited organisations to regularly receive funding for mobility activities that contribute to the gradual implementation of their Erasmus Plan.

- ✓ The possibility of **Erasmus accreditation for Key Action 1 (KA1)** is one of the most interesting **developments for schools** involved in the new Erasmus+ programme (2021-2027).
- ✓ **A school needs to be accredited only once in the seven years of the Programme (2021-2027).** This is sufficient in order to make it recognized by the National Agency as an organization that deals with international mobility on a regular basis. Hence, the school that receives the Accreditation will not need to apply again for it within the 2021-2027 Programme.
- ✓ **To apply**, educational institutions have to outline their own strategy for medium- and long-term internationalization and modernization by **presenting an Erasmus+ Plan (School Development Plan based on Erasmus+ Funding).**

- ✓ Straightforward and simple way to benefit from Erasmus+.
- ✓ Limitation on the number of participants and the duration of the project.
- ✓ The format is open only to individual organisations and not to consortiums.
- ✓ Accredited organisations cannot apply for short-term projects since they already have permanent access to Erasmus+ funding.
- ✓ The application for short-term projects includes a list and description of activities that the applicant organisation plans to organise.



## Opportunities for Erasmus+

Welcome to the Erasmus+ Applications. Here you can apply for one or more of the actions supported by the Erasmus+ Programme and managed by the Erasmus+ National Agencies. Below you can browse applications by field of opportunity or key action. Before starting your application, please check if your organisation has a unique Organisation ID that is required to participate in Erasmus+ actions managed by National Agencies. You can search for your Organisation ID or register a new organisation using the Erasmus+ and European Solidarity Corps platform: [Search for an organisation](#)

If you are interested in applying for Erasmus+ actions managed by the Education, Audiovisual and Culture Executive Agency, please visit: [FACEA Funding Opportunities](#)

### Filter by

You can filter your content but you must login to be able to apply

#### Status

All Open Upcoming

#### Fields

All Adult Education Vocational Education and Training

### Open Calls

#### Short-term projects for mobility of learners and staff in school education (KA122-SCH)

Call 2025 | Round 1

This action supports schools and other organisations active in the field of school education that want to organise learning mobility activities for school pupils and staff.

Submission deadline: 19/02/2025 12:00:00 (Brussels time)

19 days left

Apply

#### Accredited projects for mobility of learners and staff in school education (KA121-SCH)

Call 2025

This action supports schools and other organisations active in the field of school education that want to organise learning mobility activities for school pupils and staff. Applicant organisations must hold a valid Erasmus accreditation in the field of school education.

Submission deadline: 19/02/2025 12:00:00 (Brussels time)

19 days left

Apply

✓ You will need to submit your application to the Erasmus + **National Agency**.

✓ First section:

\* Factual data about the school defined generally as “organisation”.

## 1. Form Layout

After you click **Apply** for the desired opportunity the application form is displayed. The following elements are available:

### 1. Header

- Basic information on the call and your application form is displayed at the top of the work area.

### 2. Content menu

- Allows you to navigate to the various sections in the form.
- Click on the information icon next to the title of a section to read instructions about that section.
- When a section has been correctly completed, the information icon changes to a green check.

### 3. Navigation tree

- Only displayed if a main section has subsections.
- Subsections that require further information are marked with a red X. Completed subsections are marked with a green check.

### 4. Content area

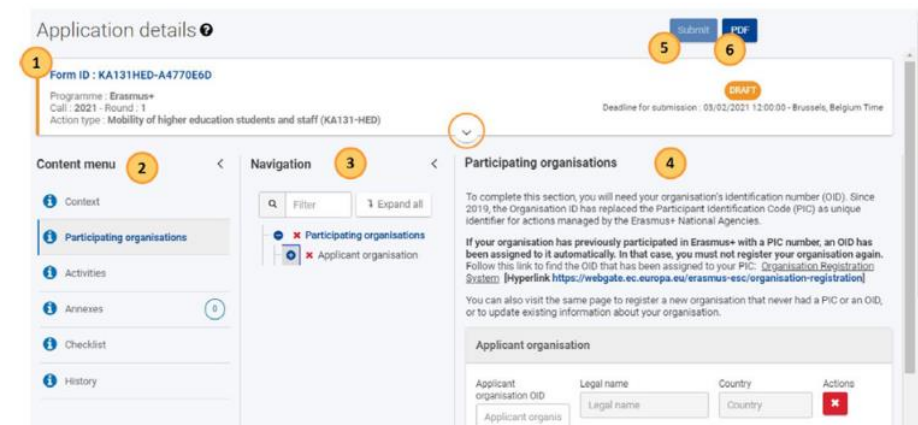
- Includes the content of the form that you will fill in. In the following example, the **Content area** displays the **Participating organisations** section of the form.

### 5. Submit button

- Becomes active only once all sections are indicated as completed.

### 6. PDF button

- Click on the button to export the application form to a PDF file (for example for printing).



The screenshot shows the 'Application details' page. At the top, there's a header with 'Form ID : KA131HED-A4770E6D', 'Programme : Erasmus+', 'Call : 2021 - Round : 1', and 'Action type : Mobility of higher education students and staff (KA131-HED)'. A 'Deadline for submission : 03/01/2021 12:00:00 - Brussels, Belgium Time' is also shown. On the right, there are buttons for 'Submit' (5) and 'PDF' (6). Below the header, there's a 'Content menu' (2) on the left with links to 'Context', 'Participating organisations', 'Activities', 'Annexes', 'Checklist', and 'History'. A 'Navigation' tree (3) is in the middle, showing 'Participating organisations' and 'Applicant organisation'. The main 'Participating organisations' section (4) contains instructions and a table for 'Applicant organisation' with columns for 'Applicant organisation OID', 'Legal name', 'Country', and 'Actions'. The table has one row with 'Applicant organisation' in the first three columns and a red 'X' in the 'Actions' column.

## Table of contents

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This section asks for general information about your project proposal and about the National Agency that will receive, assess and decide on selection of your proposal.

**Welcome to the application form for Short-term projects for mobility of learners and staff in school education (KA122-SCH)**

Please verify that your organisation is eligible for the field you have chosen. If you are not certain which field you can apply for, you should contact your National Agency for advice.

| Field of application               |                     |                                  | School Education   |                                      |
|------------------------------------|---------------------|----------------------------------|--|--------------------------------------|
| Project title                      |                     |                                  | Example  |                                      |
| Project start date<br>(dd/mm/yyyy) | Project<br>duration | Project end date<br>(dd/mm/yyyy) | National Agency of the applicant<br>organisation                                 | Language used to<br>fill in the form |
| 01/06/2025                         | 6                   | 30/11/2025                       | CY01 - Foundation for the Management of<br>European Lifelong Learning Programmes | English                              |

For further details about the available Erasmus+ National Agencies, please consult the following page [List of National Agencies](#).

**Rules on number of participations:** according to the Erasmus+ Programme Guide, within a period of any five consecutive call years, an organisation can receive a maximum of three grants for short-term projects in the same field (adult education, school education, or vocational education and training). Grants received in the 2014-2020 period do not count towards this limit.

If you would like to participate in Erasmus+ each year, please consider applying for an accreditation.

## PROJECT SUMMARY

In this section, you will be asked to provide a summary of your project. Collect here the information from all previous sections.

Please provide short answers to the following questions to summarise the information you have provided in the rest of the application form.

Please use full sentences and clear language. In case your project is accepted, the summary you provided will be made public by the European Commission and the National Agencies.

|  |                   |
|--|-------------------|
| i. Background: Why did you apply for this project?                       | 500<br>Characters |
| ii. Objectives: What do you want to achieve by implementing the project? | 500<br>Characters |
| iii. Results: What results do you expect your project to have?           | 500<br>Characters |

## BACKGROUND

In this section you should answer the question:  
"Who are you as an organisation?"

The following information is completed based on the information linked to your organisation identification number (OID):

Is the organisation a public body?

Is the organisation a non-profit?

Please choose the organisation type that best describes your organisation.

Type of organisation

Does your organisation provide any formal or informal learning programmes relevant for this application?

Please briefly present your organisation.

i. What are your organisation's main activities?

ii. What are your organisation's activities in the field of this application?

iii. Please describe the learners concerned by your organisation's daily work. What are their profiles and age groups? In particular, please mention if you are regularly working with participants with fewer opportunities, and how.

iv. How many years of experience does your organisation have working in the field of this application?

What is the size of your organisation in terms of number of learners and staff? If your organisation is working in more than one field of education and training, please only include learners and staff in the field of this application.

Number of non-teaching staff

### Past Participation

| Action Type | Number of project applications | As Applicant               |  | As Partner or Consortium Member |                            |
|-------------|--------------------------------|----------------------------|--|---------------------------------|----------------------------|
|             |                                | Number of granted projects |  | Number of project applications  | Number of granted projects |

## PROJECT OBJECTIVES

In this section, you should define the objectives your organisation wants to achieve by implementing KA1 mobility activities.

What are the most important needs and challenges your organisation is currently facing? How can an Erasmus+ mobility project help improve your organisation for the benefit of all of its learners? Please illustrate your answers with concrete examples.

1000

Please define the objectives your organisation wants to achieve by implementing this Key Action 1 mobility project. Your objectives should be concrete, realistic, and should represent a real benefit for your organisation and its learners.

Characters

### List of objectives

Number of objectives : 1

### Objective 1

#### Title

What do you want to achieve?

200

Characters

### Explanation

Which needs and challenges described in the previous question are addressed by this objective, and how?

1000

Characters

### Measuring success

How are you going to evaluate if the objective has been reached?

1000

Characters

What topics are you going to work on in your project?

Dropdown  
list



# ACTIVITIES

This section asks for information about the mobility activities you plan to organise and the amount of EU grant you are requesting to implement them.

| Data  | Value                |
|---|----------------------|
| Activity type *                                     | Courses and training |
| Number of participants *                            | 3                    |
| Total duration for participants (in days) *         | 6                    |
| Number of accompanying persons *                    | 0                    |
| Total duration for accompanying persons (in days) * | 0                    |
| Total Grant (EUR) *                                 | 4 782,00 €           |

Mobility flows

+ Add

| Mobility flow ID | Destination country ? | Number of participants ? | Duration (in days) ? | Number of accompanying persons | Duration for accompanying persons (in days) ? | Actions                                    |
|------------------|-----------------------|--------------------------|----------------------|--------------------------------|---|--|
| COURS-01         | Greece                | 3                        | 6                    | 0                              | 0   | Go to <input type="button" value="Go to"/> |
| Total            |                       | 3                        | 6                    | 0                              | 0   |  |

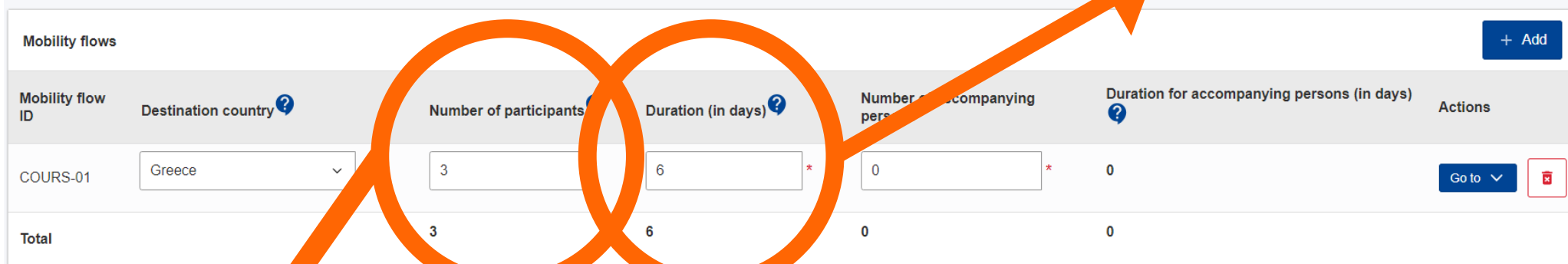
Mobility flows

| Mobility flow ID | Destination country | Number of participants | Participants with fewer opportunities | Blended mobility ?       | Sustainable means of transport (green travel) ? | Non-teaching staff |
|------------------|---------------------|------------------------|---------------------------------------|--------------------------|---|--------------------|
| COURS-01         | Greece              | 3                      | 0                                     | <input type="checkbox"/> | <input type="checkbox"/>                        | 0                  |
| Total            |                     | 3                      | 0                                     |                          |   | 0                  |





## ACTIVITIES

Duration must be within the limits defined by the Programme Guide (between 2 and 10 days)



The screenshot shows a form titled 'Mobility flows' with a table of mobility flow details. Two orange circles highlight the 'Number of participants' and 'Duration (in days)' fields for the first entry. An orange arrow points from the text above to the 'Duration (in days)' field, and another orange arrow points from the 'Number of participants' field to the text below.

| Mobility flow ID | Destination country | Number of participants | Duration (in days) | Number of accompanying persons | Duration for accompanying persons (in days) | Actions   |
|------------------|---------------------|------------------------|--------------------|--------------------------------|---|---|
| COURS-01         | Greece              | 3                      | 6                  | 0                              | 0   | Go to   |
| Total            |                     | 3                      | 6                  | 0                              | 0   |   |

A maximum of 3 persons can receive funding for attending the same course together. If participants are going to attend different courses in the same country, please introduce a separate mobility flow for each group.

- ✓ 6 teachers could attend **2 different** courses in Greece and 3 teachers attend **1 course** in Belgium that can take place at the same time or in different time frames on a similar topic.
- ✓ Or 9 teachers could attend **3 different** courses in Greece that can take place at the same time or in different time frames on a similar topic.
- ✓ With this approach, many people could be trained and exchange experiences, material, and practices when come back home.

| Mobility flow ID | Destination country?                         | Number of participants?            | Duration (in days)?                | Number of accompanying persons     | Duration for accompanying persons (in days)? | Actions  |
|------------------|--|------------------------------------|------------------------------------|------------------------------------|--|--|
| COURS-01         | Greece * <input type="text" value="Greece"/> | 3 * <input type="text" value="3"/> | 6 * <input type="text" value="6"/> | 0 * <input type="text" value="0"/> | 0  | <a href="#">Go to</a> <input type="button" value="x"/> |
| COURS-02         | Greece * <input type="text" value="Greece"/> | 3 * <input type="text" value="3"/> | 6 * <input type="text" value="6"/> | 0 * <input type="text" value="0"/> | 0  | <a href="#">Go to</a> <input type="button" value="x"/> |
| COURS-03         | Greece * <input type="text" value="Greece"/> | 3 * <input type="text" value="3"/> | 6 * <input type="text" value="6"/> | 0 * <input type="text" value="0"/> | 0  | <a href="#">Go to</a> <input type="button" value="x"/> |
| Total            |  | 9                                  | 18                                 | 0                                  | 0  |  |

# COURSES AND TRAINING



You do not select a certain course but a thematic area

Please describe your plans for Courses and training. If you plan to organise more than one activity of this type, your answers should cover all of the planned activities.

Please describe the planned content and profiles of participants in Courses and training.

3000

answer

Characters

Please briefly describe the expected learning outcomes: what are the participants going to learn as a result of Courses and training.

Learning outcomes of mobility activities must be recognised after the activity, as defined in the [Erasmus quality standards](#). You can use [Europass Mobility](#) as a standardised recognition document, or you can apply a different instrument for the same purpose.

1000

answer

Characters

After the activities have taken place, how are you going to evaluate the learning outcomes of Courses and training.

answer

1000

To which project objectives will Courses and training contribute?

Characters

Objective 1 : Example Objective

How did you find or how are you going to find hosting organisations for Courses and training?

What profile of organisations are you looking for to host these activities?

answer

1500

Characters

## Link the learning outcomes with a Course's learning outcomes

 **NBS  
EduWORLD**

  
Funded by  
the European Union

### NBS EduWORLD Summer School 2nd International Professional Development Training Course

**Transforming Schools into NBS Living Labs**

29 June – 4 July 2025  
Marathon, Greece



Information and Registration  
[esia.ea.gr/nbs-eduworld-summer-school/](https://esia.ea.gr/nbs-eduworld-summer-school/)

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Photos by Shutterstock

Please describe your plans for Courses and training. If you plan to organise more than one activity of this type, your answers should cover all of the planned activities.

Please describe the planned content and profiles of participants in Courses and training.

answer

Please briefly describe the expected learning outcomes: what are the participants going to learn as a result of Courses and training.

Learning outcomes of mobility activities must be recognised after the activity, as defined in the [Erasmus quality standards](#). You can use [Europass Mobility](#) as a standardised recognition document, or you can apply a different instrument for the same purpose.

answer

After the activities have taken place, how are you going to evaluate the learning outcomes of Courses and training.

answer

To which project objectives will Courses and training contribute?

Objective 1 : Example Objective

How did you find or how are you going to find hosting organisations for Courses and training?

What profile of organisations are you looking for to host these activities?

answer

## Link the learning outcomes with a Course's learning outcomes

- ✓ Investigate the [Whole School Approach](#) as a pathway for integrating NBS in school.
- ✓ Understand the [living lab methodology](#) under the framework of open schooling.
- ✓ Learn about NBS [good practices](#) and initiatives.
- ✓ Explore practical examples and [inquiry-based activities](#) for rethinking [STEAM education](#) in the context of environmental challenges.
- ✓ Find techniques to integrate NBS into the [curriculum](#) and to different disciplines.
- ✓ Examine the links between [non-formal](#) learning opportunities and the [formal](#) curriculum.
- ✓ Define the [knowledge, skills, and attitudes](#) students need for the green transition.
- ✓ Develop your 'School as NBS Living Lab' [action plan](#).

Please describe your plans for Courses and training. If you plan to organise more than one activity of this type, your answers should cover all of the planned activities.

Please describe the planned content and profiles of participants in Courses and training.

answer

Please briefly describe the expected [learning outcomes](#): what are the participants going to learn as a result of Courses and training.

Learning outcomes of mobility activities must be recognised after the activity, as defined in the [Erasmus quality standards](#). You can use [Europass Mobility](#) as a standardised recognition document, or you can apply a different instrument for the same purpose.

answer

After the activities have taken place, how are you going to evaluate the learning outcomes of Courses and training.

answer

To which project objectives will Courses and training contribute?

Objective 1 : Example Objective

How did you find or how are you going to find hosting organisations for Courses and training?

What profile of organisations are you looking for to host these activities?

answer



## FOLLOW UP

This section focuses on the impact of the project, and the dissemination and evaluation activities you plan to carry out.

What will your organisation do to contribute to the basic principles defined by the [quality standards](#): inclusion and diversity, environmental sustainability and responsibility, digital education, and active participation in the network of Erasmus+ organisations?

1000  
Characters

Please describe your project team and the division of tasks in it. Who will participate in the project team – please mention the persons' roles, positions and expertise, not their names. How will the key project tasks be divided among the project team: selection of participants, preparation of participants, supporting participants during the activity, defining the learning programmes, recognition of learning outcomes, overall supervision and ensuring the respect of quality standards.

2000  
Characters

What will you do to integrate the results of implemented mobility activities in your organisation's regular work?

2000  
Characters

What will your organisation do to share the results of its activities and knowledge about the Programme?

i. To share results within your organisation

600  
Characters

ii. To share results with other organisations and the public

600  
Characters

iii. To publicly acknowledge European Union funding

600  
Characters

## The needs of the school in terms of quality development and internationalisation: What are the areas or competences that you need to improve in your school?

E.g. staff competences, language competences - possibly linked with European dimension, skills for new teaching methods and tools, school management and organisation.



- ✓ Carefully monitor the actual needs in every aspect of your school → organize a meeting with the rest of the staff.
- ✓ Identify specific training (courses etc.) or mobility activities that can serve those needs.
- ✓ Study carefully their objectives, methods, and skills / competences they are addressing.  
*e.g. Consult the Published Description, Aim, and Learning Objectives by the NBS EduWORLD training providers*
- ✓ Clearly link those needs with the improvement of the quality of education offered by your school and with reaching European standards.
- ✓ Add information on the profile of the school to support the needs that you identified: e.g. Area of the school, socioeconomic background, type of school, students and students' families' backgrounds, possible drop-out rates, access to other European schools, teachers and staff's skills and needs to deal with possible obstacles.

Link the needs with the course

| PROGRAMME  |   |  |   |   |   |
|--|---|--|---|---|---|
| Sunday   | Monday  | Tuesday  | Wednesday   | Thursday  | Friday  |
| 30 June 2024   | 1 July 2024   | 2 July 2024  | 3 July 2024   | 4 July 2024   | 5 July 2024   |
| 16:00 – 18:00<br>Participants' arrival and Registration  | 9:30 – 10:30<br>NBS EduWORLD<br>Together we create a community that makes a difference<br>Ivelina Ivanova<br>European Schoolnet   | 9:30 – 11:30<br>Nature-Based Solutions in Urban, Rural, and Coastal Areas<br>Why & What: Identifying the needs and proposing interventions<br>Marcelo Gerlach<br>ICLEI   | 9:30 – 10:30<br>Transforming my school into an NBS Living Lab<br>Activities, practical examples and approaches for rethinking STEAM education in the context of environmental challenges<br>Ellinogermaniki Agogi |   | 9:30 – 11:30<br>Participants' Presentations and Plans Ahead<br>Summer School participants |
| 18:00 – 21:00<br>Keynote Talks<br>The Office for Climate Education and its Role within the UN Greening Education Partnership<br>Dr. Simon Klein<br>Office for Climate Education   UNESCO | 10:30 – 11:30<br>NBS Living Labs<br>The school as an innovation hub for the green transition through the Whole School Approach<br>Thalia Tsaknia<br>Ellinogermaniki Agogi |  | 10:30 – 11:30<br>Greening the curriculum through the school garden<br>Nektarios Tsagliotis<br>9th Primary School of Rethymnon   | 9:00 – 13:00<br>Field visit to Gryllis Botanical Park<br>Guided tour of the thematic gardens of the park and workshop on different ecosystems and NBS interventions |   |
| Climate Change Teachers' Academy<br>CLIMADEMY<br>Pedagogical Model<br>Prof. Olivia Levirini<br>Department of Physics and Astronomy, University of Bologna                                | 11:45 – 13:00<br>Schools as Living Labs<br>Applying the Living Lab Methodology to Open Schooling<br>Pavlos Koulouris<br>Ellinogermaniki Agogi                             | 11:45 – 13:00<br>Nature-Based Solutions in Urban, Rural, and Coastal Areas (II)<br>Who & How: Community connections and implementation<br>Marcelo Gerlach<br>ICLEI   | 11:45 – 13:00<br>Nature-Based Solutions for climate resilience<br>Studying the Heat Island Effect and proposing interventions<br>Dr. Thomas Oikonomou & Alexandros Pantazis<br>Ellinogermaniki Agogi              |   | 11:45 – 12:00<br>Group Photo  |
| Schools as Living Labs for food system transformation<br>Katerina Riviou<br>R&D Department<br>Ellinogermaniki Agogi  |   |  |   |   | 12:00 – 13:00<br>Certificates   |
| OTTERS: integrating citizen science in school education<br>Priscila Doran<br>NUCLIO  | 15:00 – 16:30<br>NBS School Expertise<br>Diego Fernandez<br>European Schoolnet  | 15:00 – 18:00<br>Climate Fresk<br>In order to take action and build solutions, we first need to understand the problem.<br>Exploring Climate Change through a playful and collaborative way<br>Cristina Sarris<br>EU Climate Pact Ambassador | 15:00 – 00:00<br>Visit to the Acropolis Museum and the Temple of Parthenon<br>Dinner  | 15:00 – 18:00<br>Schools as NBS Living Labs Action Plans<br>Group work & Co-creation on the development of plans<br>Summer School participants                      |   |
| Fireball camera networks: hunting and recovering bright meteors and meteorites<br>Dr. Daniele Gardiol<br>Italian National Institute for Astrophysics (INAF)                              |   | 17:30 – 00:30<br>Visiting the EC Pollinator Park<br>An immersive VR experience, rooted in science for envisioning the future   |   | 17:30 – 18:30<br>Funding opportunities for my school<br>Dr. Sofoklis Sotiriou<br>Ellinogermaniki Agogi  | Participants' departures  |
| Exploring Mars, Discovering Earth<br>Dr. Gernot Groemer, Director<br>Austrian Space Forum (OeWF)   | 17:30 – 00:30<br>Visit to Cape Sounion Sanctuary of Poseidon<br>Dinner  |  |   | 20:00 – 00:00<br>Farewell Dinner  |   |



## ✓ Participants' role:

Profiles of the staff who will participate in the activity. No names yet.

Describe the criteria and process for choosing the staff.

## ✓ Preparation of participants:

Consult the description of the course → Related Summer School “Preparation”

Consider the language of the course.

Describe how you will organise the preparation of the participants.

Remember that a dedicated part of the funding covers participants' preparation.

## ✓ Budget:

The National Agency information can guide your application.



Submitted applications will be assessed by assigning points out of a total of 100, based on the below award criteria and scores. To be considered for award, applications must pass the following thresholds:

- At least 60 out of the total 100 points, and
- At least half of the maximum score points in each of the three award criteria below

|  |   |
|--|---|
| <b>Relevance</b><br>(maximum score:<br>20 points)                    | <p>The extent to which:</p> <ul style="list-style-type: none"><li>■ the applicant’s profile, experience, activities and target population of learners are relevant for the field of school education;</li><li>■ the project proposal is relevant for the objectives of the action;</li><li>■ the proposal is relevant for the respect and promotion of shared EU values, such as respect for human dignity, freedom, democracy, equality, the rule of law and respect for human rights, as well as fighting any sort of discrimination;</li><li>■ the project proposal is relevant for the following specific priorities:<ul style="list-style-type: none"><li>– supporting newcomers and less experienced organisations;</li><li>– supporting participants in long-term learning mobility of pupils;</li><li>– supporting participants with fewer opportunities.</li></ul></li></ul> |
| <b>Quality of project design</b><br>(maximum score:<br>50 points)    | <p>The extent to which:</p> <ul style="list-style-type: none"><li>■ the proposed project objectives address the needs of the applicant organisation, its staff and learners in a clear and concrete way;</li><li>■ the proposed activities are appropriate for the achievement of the project objectives;</li><li>■ the operational and logistical aspects of the project design (such as proposed venues) are appropriate and cost-effective;</li><li>■ the project incorporates environmentally sustainable and responsible practices;</li><li>■ the project incorporates the use of digital tools (particularly eTwinning) and learning methods to complement their physical mobility activities, and to improve the cooperation with hosting partner organisations.</li></ul>   |
| <b>Quality of follow-up actions</b><br>(maximum score:<br>30 points) | <p>The extent to which:</p> <ul style="list-style-type: none"><li>■ the applicant has clearly defined the tasks and responsibilities for delivery of activities; in accordance with Erasmus quality standards;</li><li>■ the applicant has proposed concrete and logical steps to integrate the results of mobility activities in the organisation’s regular work;</li><li>■ the applicant has proposed an appropriate way of evaluating the project outcomes;</li><li>■ the applicant has proposed concrete and effective steps to make the results of the project known within the applicant organisation, to share the results with other organisations and the public, and to publicly acknowledge the European Union funding.</li></ul>  |

# AWARD CRITERIA

**Relevance:** Show how activities fit your school’s needs and priorities.

**Collaboration:** Highlight partnerships with European schools or organizations.

**Clarity:** Use plain language and avoid terminology if you can’t support it.

**Evidence-Based:** Support your needs analysis with specific examples.

**Impact:** Explain how the project will benefit students, staff, and the wider school community.

**Proofreading:** Have colleagues review your application before submission.



# KA1 APPLICATION CHECKLIST

## Step 1: Check Eligibility

- ✓ Obtain an Organization ID (OID) by registering your organization on the Erasmus+ platform (<https://webgate.ec.europa.eu/erasmus-esc>) if you don't have one.

## Step 2: Conduct a Needs Analysis

- ✓ Identify your organization's strengths and areas for improvement and professional development aligned with school's strategy.

*Example: Green competences development or innovative teaching strategies.*

- ✓ Link needs to your school's Development Plan (objectives and outcomes).
- ✓ Link identified needs to planned activities (e.g., teacher training, job shadowing).
- ✓ Emphasize how activities will benefit students, teachers, and the school.

# KA1 APPLICATION CHECKLIST

## Step 3: Draft the Proposal

- ✓ Define Objectives: Clear and measurable objectives for professional development.  
*Example: "Improve teacher competences in project-based learning by participating in training workshops."*
- ✓ Describe Planned Activities: Detail the type, duration, and location of activities  
*Example: "A one-week course in Greece on teaching for sustainability."*
- ✓ Specify Outcomes and Impact: Specify how these activities will improve teaching quality.  
*Example: "Integrate project-based learning to enhance critical thinking in students."*
- ✓ Provide a realistic timeline for activities implementation and follow-up actions.

# KA1 APPLICATION CHECKLIST

## Step 4: Plan the Budget

- ✓ Categories include:
  - Travel: Costs for teachers traveling abroad.
  - Subsistence: Accommodation/daily expenses.
  - Course Fees: Up to €80/day for structured courses.
  - Organizational Support: Administrative costs for the school.
- ✓ Be realistic but thorough.
- ✓ Ensure the budget aligns with your proposed activities.

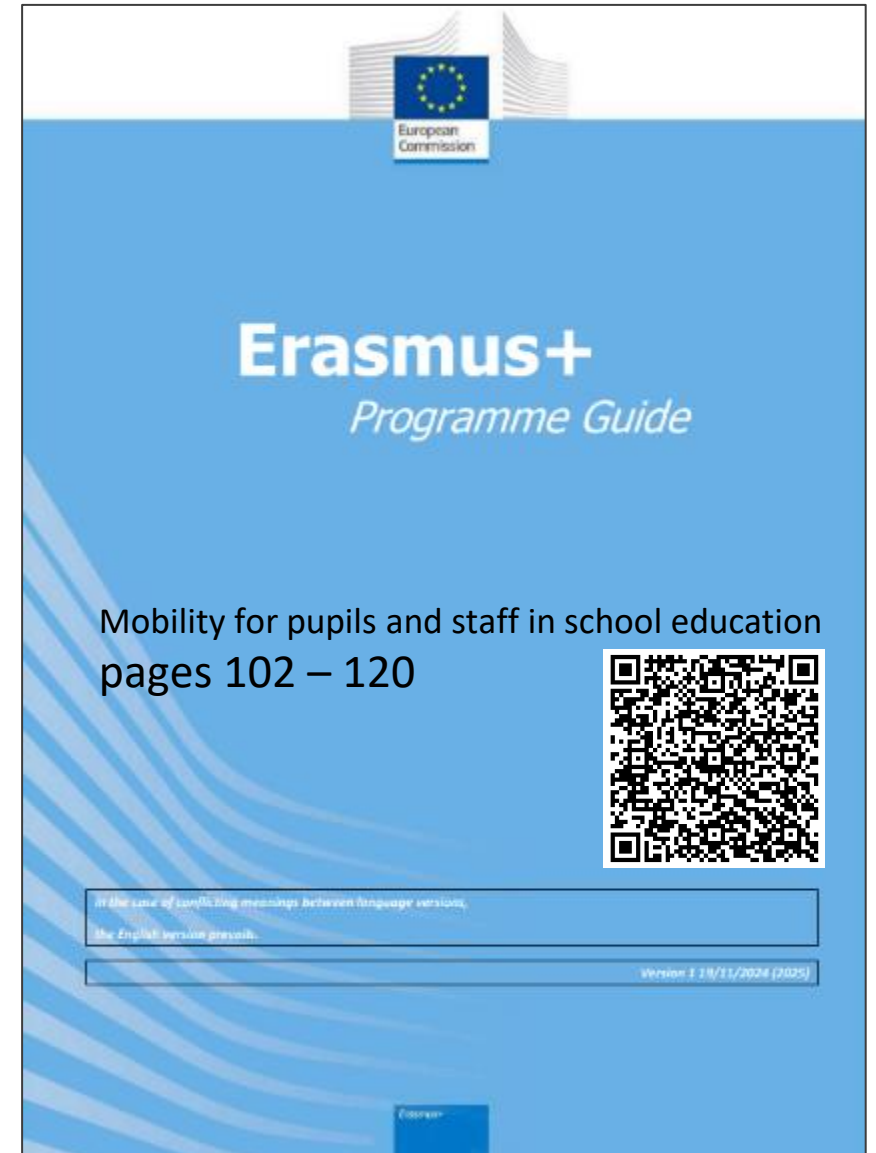
## Step 5: Submit the Application

- ✓ Complete all required sections in the Erasmus+ Application Portal.
- ✓ Attach necessary documents, including:
  - Proof of OID registration.
  - Authorization letters from your school.
- ✓ Double-check for completeness and consistency before submission.

- ✓ Inclusion and Diversity
- ✓ Digital Transformation
- ✓ Participation in Democratic Life, common values, and civic engagement
- ✓ **Environment and fight against Climate Change**

Environment and the fight against global warming is a horizontal priority in selecting the projects. **Priority will be given to projects aimed at developing competences in various green sectors**, including those within the framework of the contribution from education and culture to sustainable development goals, **developing green sectorial skills strategies and methodologies**, future-oriented curricula, as well as initiatives that support the planned approaches of the participating organisations regarding environmental sustainability.

- ✓ Please contact your National Agency





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## Submitting a proposal

[How to submit an Erasmus+ KA1 proposal](#)[How to submit an Erasmus+ KA2 proposal](#)

How to write a successful Erasmus Learning Mobility for Schools with Erasmus+ KA1

### What is Erasmus+

- \* The new EU programme for Education, Training, Youth, and Sport (2021-2027) -> **special focus on teachers' professional development.**
- \* Never before has there been so much EU support for teachers' professional development through mobility in Europe!



Watch on YouTube

[in detail 1](#)[in detail 2](#)[in detail 3](#)[in detail 4](#)

## The Erasmus+ Programme

[ESEA - How to submit a successful KA1 application - Before you start - Part 1](#)

### Before you start...

- Secure the **support of the school administration** / headmaster
- **Present and discuss your idea** to and with your colleagues
- Form a **project team** / assign an internal coordinator
- Analyse, discuss and describe the **need for professional development** within your organisation
- Propose a transparent way of **how the participants will be selected**
- Start thinking about the **follow-up**, how to act as a multiplier

venue

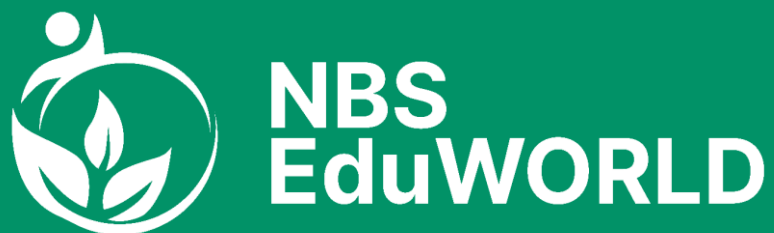
Watch on



YouTube







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NBS EduWORLD is funded by the European Union (Grant Agreement No. 101060525). Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or the European Commission. Neither the European Union nor the granting authority can be held responsible for them.



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