EDUFİ’s TFK programme - Ukraine call for applications 2023

2023 application round
Infowebinar for Applicants
6.2.2022
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GUIDING PRINCIPLES AND INFORMATION ABOUT THE APPLICATION ROUND
TFK programme’s separate call on Ukraine

• A separate call for applications for Ukraine is arranged as a part of the TFK programme.

• The Call is targeted for the support of cooperation with the Ukrainian higher education institutions.

• The emphasis is on Ukrainian higher education sector’s need for strengthening academic cooperation and capacity building.

• The aim of the Call is to support Finnish higher education institutions’ collaboration with Ukrainian partners and support Ukraine with the development and rebuilding of its higher education.
Guiding principles of the Ukraine Call

• Applications must be prepared in cooperation between Finnish and Ukrainian higher education institutions.

• It is crucial, that the Ukrainian partner institution(s) also contribute to the planning and realisation of the projects

• The call is **not** intended for preliminary activities carried out for the purpose of establishing cooperation.
Basic information about the application round

- Overall budget for both TFK and Ukraine calls 1,6 m€
  - Roughly 4-6 projects can be funded with Ukraine
- Only one project per Finnish higher education institution can be funded
  - Several Finnish HEIs can participate in one project
- A single project can apply for funding for cooperation with one or more higher education institutions in Ukraine.
Basic principles for cooperation

- Participating projects must involve educational cooperation at one or several different degree levels (bachelor’s, master’s and/or doctoral).
- The call is open to all disciplines
- Participating projects can involve one or several forms of educational cooperation

Forms of cooperation funded:
- Joint study units, courses and intensive courses
- The development and realisation of digital/virtual teaching
- Curriculum cooperation
- Joint/double degrees
- Working life cooperation
- Mobility (teacher, staff, student and/or trainee mobility).
Three categories of costs

Granted project funding can be used to cover three categories of costs:

1) Organisational and other costs

2) Travel costs

3) Salary costs, which can account for up to 50% of the project funding

- The funding cannot be used to cover the administrative costs of higher education institutions, hospitality costs or business gifts.

- The project funding can be divided between the higher education institutions participating in the project as the project sees fit.

If the costs have been estimated as including VAT in the budget plan of the project, they must also be reported as including VAT.
1) Organisational and other costs

- Must consist of expenses directly associated with the realisation of the core activities of the project
- E.g. online realisation of course and teaching content, teaching-related course material or the organisation of events.
- Valid organisational costs include also the purchase of services and the renting of equipment, for example.
2) Travel costs

- **Staff** travel costs
  - Additional costs resulting from travel, such as travel tickets, accommodation, travel agency costs, visas, insurance and potential per diem allowances, are also considered valid travel costs, covid tests. **Based on real costs.**

- **Student** travel costs
  - Students receive a **daily or monthly mobility grant** based on the length of the mobility period as well as a travel grant, regardless of the actual costs of the mobility period.
3) **Salary costs**

- **Salary costs** can account for up to 50% of the total project funding granted.
- Salaries must not be subject to indirect administrative costs.
- Salary costs must be based on the effective working time associated with the implementation of the project.
INSTRUCTIONS FOR MOBILITY PERIODS
Long-term student mobility from Ukraine

- Mobility duration 2–12 months.
- Grants for long-term student mobility are:
  - Incoming student mobility €900/month
- In addition, a student will receive a travel grand of €1,000/exchange or €1,500/exchange in case travel to obtain visa is needed.
- Estimate on the application of the number of mobile students (incoming and outgoing) and months within the project, as well as an estimate of the total grants.
Staff mobility

- Staff mobility costs may be covered for persons who are staff members of a higher education institution participating in the project during the mobility period.
  - Can be paid according to actual costs.
  - The travel/mobility must be justified and cost-efficient.
- Staff mobility periods should preferably always be combined with virtual cooperation or teaching content.
- The applicant should estimate on the application the number of mobile staff members and days within the project, as well as an estimate of the total costs.
PROJECT COMPOSITION &
GENERAL TERMS
Finnish HEI has a coordinating role

• The funding must be applied by a Finnish higher education institution, on behalf of the entire partner network

• The coordinating Finnish HEI is also responsible for the use of the funding and reports on it to EDUFI during and after the agreement period

• The project must involve at least one HEI from Finland and one higher education institution from Ukraine

• The max. amount of funding to a single project is €80,000 and the amount of funding awarded can also be lower than the amount specified in the application.
General terms and conditions

• A bilateral agreement between the higher education institutions is not necessary. However, it is an advantage to the project if the higher education institutions involved in the project have cooperated before.

• The project costs must be visible in the higher education institution’s accounting records under a separate project.

  • Costs covered by Ukrainian higher education institutions can also be proven with copies of invoices.

• Projects can also involve other organisations besides HEIs, such as companies or associations.

• The project funding can be divided between the higher education institutions participating in the project.
Cooperation partners’ commitment

• The partner higher education institutions must provide a commitment letter signed preferably by a legal representative of the higher education institution.

• Commitment letters must include the following information corresponding to the application:
  1. The name of the project & the name of the partnering HEI
  2. The contact information of the partnering higher education institution’s contact person
  3. A description of project participation; what kind of role the involved will have in the realisation of the project
  4. A description of the higher education institution’s commitment to the project
  5. A description of the importance of the cooperation to the partnering higher education institution

• Commitment letters of partnering higher education institutions must be consistent and meaningful and demonstrate that the partner is committed to the project.
ELIGIBILITY
AND
EVALUATION CRITERIA
Eligibility criteria

- The project is coordinated by a Finnish higher education institution
- The project involves at least one HEI from Finland and one Ukrainian higher education institution
- The application is submitted fully by the deadline.
- The partnering higher education institutions named in the application have supplied commitment letters, which are attached to the application

➢ If the requirements detailed above are not met, the application is considered ineligible and will not proceed to evaluation.
Evaluation criteria

- The primary selection criterion is the quality of the application.
- The balance between the target regions is also taken into consideration regarding the total amount of funding to be granted overall.
- All applications that meet the eligibility criteria will undergo a quality evaluation, in which their relative strength is evaluated based on the extent to which they are considered capable of meeting the selection criteria in three categories:
  1) Needs analysis and roles of partners
  2) Quality of cooperation, activity design and implementation
  3) Results and impact
Needs analysis and roles of partners

• The project responds to a relevant and justifiable need.
• The planned activities are relevant to the participating higher education institutions.
• The responsibilities, roles and tasks of the higher education institutions involved with the project are clearly described.
• The participating higher education institutions have an institutional commitment to and interest in the activities.
Quality of cooperation and implementation

• The activities are realistically planned and clearly described.
  • The project also describes clearly how the planned activities will be covered by the applied funding.

• Quality aspects are taken into account in the activities and the progress/successes, etc. of the project are monitored.

• The operating plan acknowledges the risk factors associated with the realisation of the project and includes contingency plans for them.
Quality of cooperation – student mobility

The following are also taken into account in projects involving student mobility:

- The support services for preparation, implementation and follow-up of the applied mobility activities are in place.
- The processes for recognising the participating students’ learning outcomes exist (such as ECTS and other mechanisms).
Results and impact

- The application describes the impacts of the project for the participants and organisations.
- The anticipated results or outputs of the project are described concretely and realistically.
- The project does not remain separate and the results/outputs are integrated to the normal operations of the higher education institutions.
TIPS FOR PREPARING THE APPLICATION
Overview of the application process

• Link to the application system on EDUFI web page at https://www.oph.fi/en/programmes/tfk-programme#anchor-how-to-apply

• Insert your email to the indicated slot

• You will receive an email with a direct link to the application
  • Link can be shared to others as well
  • The application saves automatically and can be modified until the deadline

• When the application is ready, remember to send it!
E+ vaikuttavuustyökalu

- Vaikuttavuustyökalu: [https://www.oph.fi/fi/ohjelmat/erasmus-vaikuttavuustyokalu](https://www.oph.fi/fi/ohjelmat/erasmus-vaikuttavuustyokalu)

- Video vaikuttavuusketjuajattelun taustasta: [https://www.youtube.com/watch?v=i0yZvTN4ysc](https://www.youtube.com/watch?v=i0yZvTN4ysc)
APPLICATION & PROJECT TIMETABLE
Timetable

- Deadline for applications and statements **2.5.2023**
  - Results of the application round within two months
- Application must be submitted in the electronic state aid system
  - No paper versions needed or accepted
- Agreement period 1 August 2023 – 31 December 2025
  - Interim report during the project period and a final report after the end of the project period

➢ Application instructions available on the programme’s web page.
OTHER FUNDING SOURCES for COOPERATION WITH UKRAINE

EDUFI Fellowship for doctoral students from Ukraine:

Euroopan union’s support for Ukraine via Erasmus+:
Thank you!

With further questions please contact: TFK-programme@oph.fi.

Further information is available at: https://www.oph.fi/en/programmes/tfk-programme
Q & A
Oletteko yhteydessä korkeakouluihin, joilta tulee useampia hakemuksia? Tässä tapauksessa korkeakuolu voi haluta priorisoida tai yhdistää hakemuksiaan.

- Korkeakoulun tulee itse kartoittaa sisäisesti, onko samalla hakukierroksella tulossa useampia hakemuksia.
- Hakemusten priorisointi tai yhdistäminen tulee tehdä ennen hakuajan umpeutumista.

Do you contact the HEI’s that have submitted more than one application? HEIs might want to prioritise or merge their applications if they have submitted more than one.

- HEIs should monitor the situation and the number of applications submitted per an application round themselves.
- Merging or prioritizing applications should be done before the deadline of the application round.