Cómo redactar una propuesta de Módulo Jean Monnet

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Programa del taller

11.00 – 12.15

● Presentación de participantes

● Acciones Jean Monnet: modalidades y características

● La idea y el equipo

● Cómo rellenar la parte administrativa de la solicitud

12.15 – 12.30

● Pausa café

12.30 – 14.00

● Diseño del proyecto

● Creación del presupuesto

● La gestión de la acción

14.00

● Conclusiones y Cierre

Acciones Jean Monnet: modalidades y características

- Acciones Jean Monnet dentro del programa Erasmus+

- No proyectos de investigación, sino de internacionalización (PDA, gestión...).

- Más vinculados a la formación (relacionada con Europa y la UE).

- Dedicado a la memoria de Jean Monnet (1888-1979), uno de los padres fundadores de la UE

Erasmus+

- 3 acciones clave:
  1. Learning mobility
  2. Cooperation projects
  3. Policy support

- 2 acciones específicas:
  - Jean Monnet actions
  - Sport

Objetivos del programa Jean Monnet

Promote teaching ans research on European integration

Support activities of academic institutions or associations

Promote policy debate and exchange between the academic world and policy-makers

Equip students, young professionals with knowledge of European Union subjects

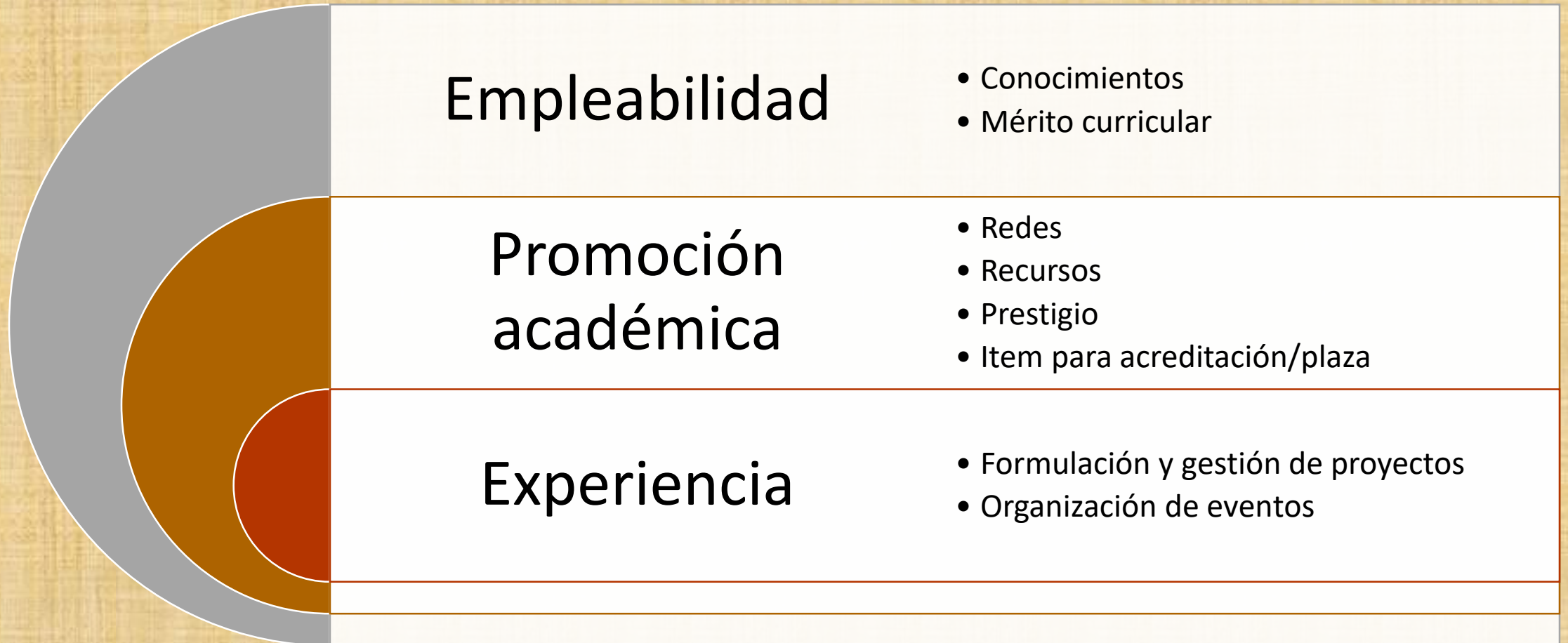Promote innovation, teaching and research

¿Qué aporta participar en una acción Jean Monnet?

Empleabilidad
- Conocimientos
- Mérito curricular

Promoción académica
- Redes
- Recursos
- Prestigio
- Item para acreditación/plaza

Experiencia
- Formulación y gestión de proyectos
- Organización de eventos

Áreas académicas principales Jean Monnet

- La UE y regionalismo comparado

- Comunicación e Información de la UE

- Economía de la UE

- Historia de la UE

- Dialogo Intercultural de la UE

- Estudios interdisciplinares de la UE

- Relaciones Internacionales y Diplomacia de la UE

- Derecho de la UE

- Estudios Políticos y Administrativos de la UE

Tipos de acciones Jean Monnet

1. Actividades de educación e investigación

Módulo Jean Monnet

- Short teaching programme in the field of European Union Studies at a higher education institute.
- Each Module lasts 3 years with a minimum duration of 40 teaching hours per academic year.
- Modules may concentrate on one particular discipline in European studies or be multidisciplinary in approach
- Max. 30.000€

Cátedra Jean Monnet

- is a teaching post with a specialisation in European Union Studies for university professors for duration of 3 years.
- The position must be held by only one professor, who must not only teach a minimum of 90 teaching hours per academic year (for 3 consecutive years) but also carry out at least one additional activity per academic year as described in the Programme Guide
- Max. 50.000€

Centro de excelencia

- a focal point of competence and knowledge on European Union subjects with project duration of 3 years.
- The Centre has a major role in reaching out to students from faculties not normally dealing with European Union issues as well as to policy makers, civil servants, organised civil society and the general public.
- The requirement to hold a Chair in order to set up a Centre of Excellence is removed.
- Max. 100.000€

Ejemplo de Cátedra Jean Monnet

European Integration Journalism

Duración: 2016 – 2019

Participantes: Students from the School of Journalism and Mass Communications at different levels, students from Faculty of Economic and Political Sciences, wider audience of journalists

Universidad: ARISTOTELIO PANEPISTIMIO THESSALONIKIS, Greece

The Jean Monnet Chair on European Integration Journalism, intends to change the way European politics and challenges are reported by media outlets and journalists; explore new opportunities and challenges of journalism practices and coverage on the European Union, its institutions and policies

Objetivo: increasing the effectiveness and strengthen the professionalism of journalists and students to improve their ability to understand and report on the EU.

Resultados: Teaching activities, workshops, quality research (publication of a book, articles in peer-reviewed journals as well as a number of conference papers).

2. Apoyo a asociaciones

- Jean Monnet activities offer support to associations that have as their explicit purpose to contribute to the study of the European integration process. Such associations should be interdisciplinary and open to all interested professors, teachers and researchers specialising in European Union issues in the relevant country or region.

- They should be representatives of the academic community in European Union studies at regional, national or supranational level. (3-years project)

- Max. 50.000€

Ejemplo apoyo a asociación

Comunicar la EU en Irlanda

Duración: 2015-2018

Participantes: asociación multidisciplinar de académicos y técnicos, representantes de universidades y sociedad civil irlandesa.

Asociación: The Irish Association for Contemporary European Studies, Cork, Irlanda.

3. Debate sobre políticas con el mundo académico

Redes Jean Monnet

- to foster the creation and development of **consortia** of international players (HEIs, Centres of Excellence, departments, teams, individual experts, etc.) in the area of European Union studies.
- Networks gather information, exchange practices, build knowledge and promote the European integration process around the world. This Action can also support the enhancement of existing networks supporting specific activities, notably fostering the participation of young researchers in EU-related themes.
- These projects are based on unilateral proposals, focused on activities that cannot be achieved successfully at a national level and require the involvement of a minimum of 3 partner institutions from 3 different countries.
- Max. 300.000€

Proyectos Jean Monnet

- are granted for 1 to 2 years to support innovation (e.g. projects on Learning EU at School), cross-fertilisation and the spread of European Union content.
- These projects are based on unilateral proposals – although the proposed activities may involve other partners.
- Max. 60.000€

Ejemplo de Red Jean Monnet

ODYSSEUS-MONNET NETWORK ON IMMIGRATION AND ASYLUM

Participants: young academics, researchers, stakeholders active in field from 18 countries (BE, PT, CY, HU, CH, IS, LT, AT, UK, NL, FI, ES, IT, DE, FR, NO, SI, CZ,)

University: UNIVERSITE LIBRE DE BRUXELLES, Belgium

Exchange and network between academics active in the field of immigration and asylum

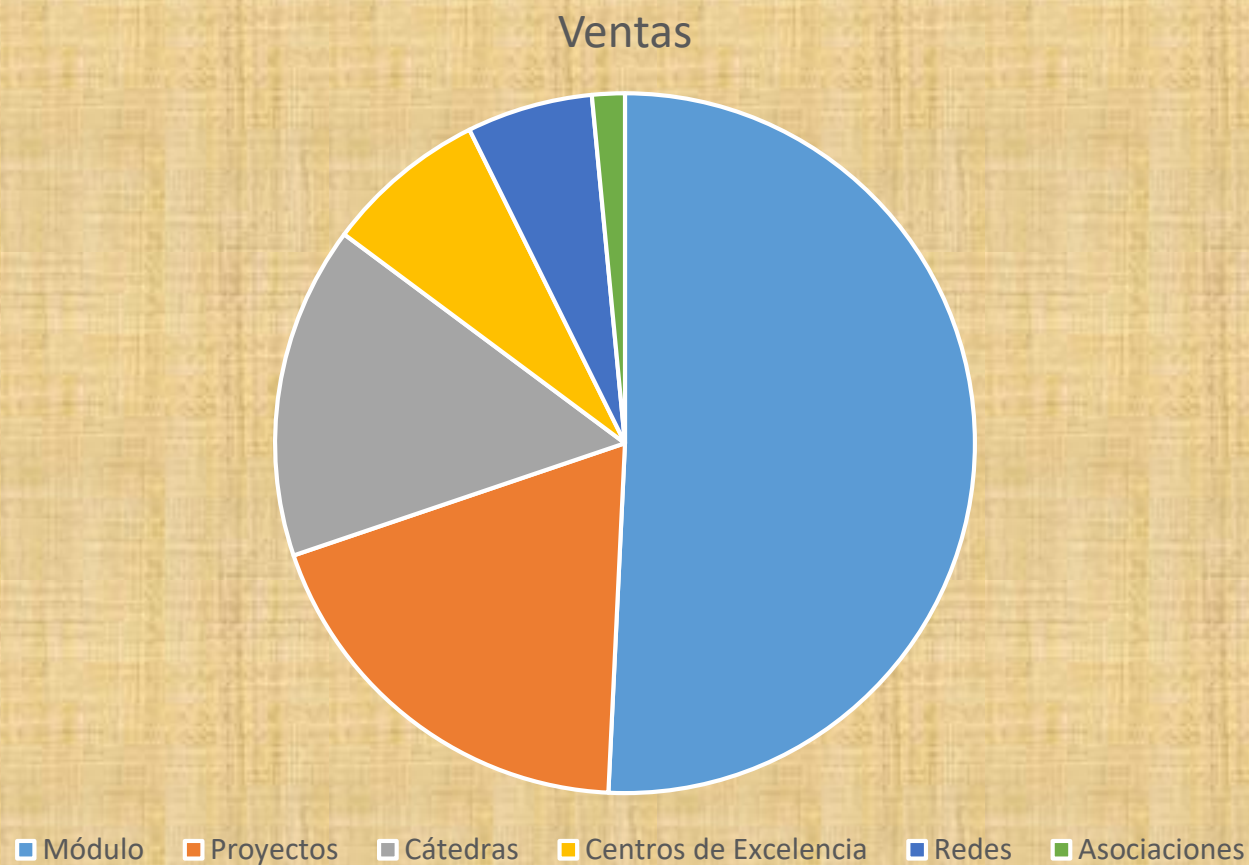Objetivo: forge a European community of researchers and professors in the field of EU immigration and asylum

Resultados: establishing a 'place to be' virtually or physically, exchange and network between academics, learning methods, new technologies, virtual platform, 3 E-learning modules, 3 annual conferences

Datos de 2018

- 1255 propuestas
- 747 (60%) de non-EU countries, which shows a high international interest.
- 235 projects were funded in total, 115 for activities in non-EU countries.
- The success rate for these actions remains low at 19%.

Financiación acciones Jean Monnet en 2018

Ventas

Módulo ■ Proyectos ■ Cátedras ■ Centros de Excelencia ■ Redes ■ Asociaciones

2. LA IDEA Y EL EQUIPO

3. Cómo rellenar la parte administrativa de la solicitud

E-form

- Es la primera parte con información de tipo administrativa del proyecto

- https://eacea.ec.europa.eu/PPMT/

- Abrir cuenta (login) en el EU participant portal

- La UCA, obviamente, es entidad registrada. Tiene PIC number: 999855340 (aparece al introducir el nombre)

Cover page Erasmus+ Jean Monnet 2020, with the following fields:

- Programme: Erasmus+ Programme

- Key action: Jean Monnet Actions

- Action: Jean Monnet Module

- Action type: Jean Monnet Module

- Call for proposals: código del call

- Deadline for submission: in Brussels time (viene en el call)

- Project title: max 200 caracteres alfanumericos

- Project acronym: max 7 caracteres alfanumericos

- Language used to complete the form (English, French or German)

List of partner organisations *(1 sola en caso de Módulo)*

Part A: Identification of the applicant and if applicable other organisation(s) participating in the project

A.1. Organisation

A.2. Person responsible for the management of the application (contact person). Here you are encouraged to refer to the Academic Coordinator/Holder of your project.

A.3. Person authorised to represent the organisation in legally binding agreements (legal representative). The legal representative should be the same person who signs the Declaration on Honour mentioned above in this section 2.3. (Rector)

Part B: Description of the project

B.1. Summary of the project.

For successful applications, this section will be published, as presented below, in compendia etc. You should therefore ensure that it gives a concrete overview of the work your project/ consortium plans to undertake including:

- The reason for your project
- Concise description of the outputs, results and / or products (including where relevant key pedagogical strategies, media used,
- language versions etc.)
- The impact envisaged
- Límite 2000 caracteres

B.2. Objectives, target groups and topics addressed (elegir de una lista)

- Objectives (maximum 2 choices)
- Priority target groups
- Sector that will benefit from the activities/outcomes (from a drop-down list)
- Topics (maximum 3 choices)

Applicants are also required to describe briefly how their project addresses the chosen objectives and

target groups (Recommended 5.000 characters)

- **B.3. Dates and languages**
  - B.3.1. Dates and duration of the project (sale automáticamente según tipo de acción)
  - B.3.2. Language for grant agreement and communication with the agency (elegir uno de los tres, inglés, francés o alemán, para el grant agreement y la comunicación con la agencia)
- **B.4. Budget**
  - Hablaremos más adelante, pero aquí indicar el total. ("budget summary"), solo señalar el coste total y la parte que se solicita a la EU.
  - *No rellenar esto hasta que se haya elaborado el presupuesto en la table excel y se haya validado.*

Part C: Additional information

[The sections may differ according to the Jean Monnet action type selected]

C.1. Subject Areas (de la lista que incluí en diapositiva nº 8).

C.2. Number of hours per academic year / Details for the Chair Holder, the Module leader or the Person responsible for the management of activities for the other action types. Módulos: mínimo 40 horas.

Nº horas del module leader, año 1, año 2 y año 3

N1 horas de otro personal docente, año 1, año 2 y año 3

C.3. Number of students per academic year

For some action types:

C.4. for example "**Additional Activities**" in the case of a Jean Monnet Chair or "PhD Posts" in the case of a Jean Monnet Module (20% de proyectos para investigadores que han sacado el doctorado dentro de los ultimos 5 años). See specific heading for each action type.

4. DISEÑO DEL PROYECTO

PART D - Characteristics and relevance
D.1. Why does your organisation wish to undertake this Action?

Resumen de la propuesta:

- Elementos clave

- Antecedentes y justificación de la propuesta

- Objetivos, actividades, principals resultados, productos esperados e impacto, incluyendo indicadores de su consecución.

Consejos:

- Demostrar el valor añadido académico, la promoción de estudios de la UE y cómo puede impactar en el area de studio a nivel internacional.

- Señalar cómo permite promover el desarrollo de actividades de enseñanza y debate (nuevas metodologías, herramientas y tecnologías).

- Explicar el estado de los estudios sobre la UE en la Facultad, la UCA y el país, y cómo el proyecto responde a una necesidad en ese sentido.

- Recommended 4000 characters.

D.2. Relevance of the proposal to the specific objectives of the Action

Please select as appropriate and specify in the text box provided the relevance of the proposal to the specific objectives of the Action (Recommended 6000 characters).

For Jean Monnet Modules:

0   promotes research and first teaching experience for young researchers and scholars and practitioners in European Union issues

1   fosters the publication and dissemination of the results of academic research

1   creates interest in the EU and constitutes the basis for future poles of European knowledge, particularly in Partner Countries

1   fosters the introduction of a European Union angle into mainly non EU related studies

0   delivers tailor-made courses on specific EU issues relevant for graduates in their professional life

Texto en el que se desarrolla cómo se va a tratar cada objetivo

The CiviPol Jean Monet Module will contribute to the specific objective of fostering the publication and dissemination of the results of academic research in several manners. First, it the courses taught will contribute to disseminate the knowledge and results produced in the past and ongoing research projects of the key staff members and invited lecturers (see sections E3 and H for details about the academic production of the applicants). The academic production of the staff is mainly related to the following topics:

- third sector

- trade unions and social and economic policy

- migration policies and migrants' social participation

- urban planning and social movements

- social policy

- social and political movements

Second, the 3 International Workshops will also contribute to disseminate the results of the research activities of the staff, expanding the audience to other scholars of other countries. Third, the proposal includes a set of Open Access publications and products that will permit to reach a wider audience: social media, press notices, website, one article in an academic journal, and a Massive Open Online Course (MOOC).

- With regards to the second specific objective addressed in this proposal, creating interest in the EU and constituting the basis for future poles of European knowledge, particularly in Partner Countries, the CiviPol project expects to reinforce the EU dimension of the research conducted by academics of the University of Cádiz and their expanded academic networks. In this sense, preparing teaching material for the course will drive academics to acquire a deeper knowledge on the European dimension of their research lines and to develop a cross-national EU vision of the studied problems. In addition, this Module expects to be the point of departure of further research proposals at the EU level. By the end of the project the researchers expect to apply for a Marie Curie-RISE project in order to give continuity to the networks and collaborations favoured by the Jean Monnet Module.

- The third specific objective of the Action that will be addressed by in this proposal is fostering the introduction of a European Union angle into mainly non EU related studies. It has been said that the EU dimension of the topics taught and researched by the applicants at the University of Cádiz is underrepresented. Working in this Module will contribute to introduce an EU angle on such themes. The teaching and research activities of the applicants are expected to be reinforced by the introduction of this EU angle, for example, by studying how EU institutions and regulations affect studied phenomena at other scales, or by examining such social problems at an EU cross-national comparative perspective.

Part E - Participating organisations - teams
E.1. Aims and activities of the organisation

Please provide a short presentation of your organisation (key activities, affiliations, size of the organisation, etc.) relating to the area covered by the action. (Recommended 2000 characters).

Aqui podemos hacer *corta-pega-colorea* a partir de descripciones de la UCA de la web, de otros proyectos Jean Monnet o incluso H2020

E.2. Other EU grants

Please list the projects for which the organisation or the department responsible for the management of this application has received financial support in the last three years from EU programmes (in particular, the Jean Monnet Activities).

Esta tabla actualizada es facilitada por la oficina de proyectos internacionales.

E.3. Skills and expertise of key staff involved in the project

Special attention should be paid to the quality (excellence) of the academic profile in the specific field of European Union studies. Please add lines as necessary.

Tablas con perfiles y CV (muy resumido) del equipo

Seleccionar 6 publicaciones y 3 actividades formativas (cursos, asignaturas...): combinar alto impacto con relación con contenidos de la actividad propuesta

PART F - Design and implementation of the proposal
F.1. Work Programme

Please describe how the work programme was conceived in terms of the activities proposed, including reference to the appropriate phases for preparation, implementation, evaluation, follow-up and dissemination. Explain how consistency between project objectives, activities and the proposed budget will be achieved (Recommended 6000 characters).

F.2. Work plan and specific activities

Please enter the different activities you intend to carry out. There are up to four specific types of activity (teaching, deliverables, research and events) that can be selected. Please use one table per specific activity and add as many tables as required (by copying and pasting the template table). Each specific activity must be numbered

-Una table para cada actividad (curso, seminario, taller, evento, investigación, publicación).

F.2.1. Teaching: cursos (3 de 40 horas)

F.2.2. Deliverables: sitio web; folletos y carteles (600); cuentas en social media; notas de prensa (6).

F.2.3. Research: 1 articulo.

F.2.4. Eventos: seminarios (3)

F.3. Methodology

Please define the working methodology proposed for achieving the proposal's objectives with special emphasis on the quality and detail of the planned teaching programme, research and/or debating activities and paying particular attention to pedagogical approach, multidisciplinary synergies and openness to civil society (Recommended 3000 characters).

- cursos y seminaries, contenido
- Campus virtual y otras herramientas
- Contenido teorico-práctico
- Técnicas docents
- Apoyo de CELAMA…

PART G - Impact, dissemination and exploitation G.1. Expected impact of the project

Please describe how the target groups will be reached and involved during the lifetime of the project and how the action will benefit the target groups within the host institution and at local, regional, national and or European level. How will the project contribute to stimulating knowledge on the European integration process and to enhancing the visibility of scientific resources and academic activities in this field? (Recommended 3000 characters).

Impact 1. Fostering the publication and dissemination of the results of academic research

Impact 2. Creating interest in the EU and constituting the basis for future poles of European knowledge.

Impact 3. To stimulate knowledge on the EU integration process among university students.

Impact 4. To enhance the visibility of scientific resources and academic activities in the field of public policy, civil society organisations and social movements in the EU.

Impact 5. Extending the European academic and non-academic networks of the researchers of the University of Cádiz

G.2. Dissemination and exploitation strategy

How will the dissemination be organised and how will exploitation activities ensure optimal use of the results within the project's lifetime and after? How will exploitation activities ensure optimal use of the results in terms of teaching activities and/or research and debating outputs both within and outside the host institution? To what extent have open educational resources been used to reach a wider public? (Recommended 3000 characters).

Key Performance Indicators for Dissemination & Communication	Year 1 M1-M12	Year 2 M13-M24	Year 3 M25-36	Overall
Number of unique visitors to the Website (Google Analytics)	1000	1000	1000	3000
Social media followers	60	60	60	180
Number of press notices delivered to mass media	2	2	2	6
Number of workshops	1	1	1	3
Number of brochures and posters for CiviPol events	100	100	100	300
Number of project video views	100	100	100	300
Number of events attended representing the project	0	2	4	6
Number of scientific publications in peer-review journals	0	0	1	1
Number of website articles	6	6	6	18
Number of attendees at the CiviPol course Exchange Events	30	30	30	90
Number of persons attending the International Workshop	60	60	180	300

- **Target Journals**

- **Exploitation of the project's results following the completion of the project**

  - Publishing additional papers
  - Contacting public bodies and civil society organisations working in the field of public policy and collective action in order to offer advice and promote collaborations.
  - To continue to host the **Massive Open Online Course**.

Future (planned) activities include: In order to sustain research and scientific exchange in the future, the researchers will present a proposal for a **Marie Curie-RISE Action**

G.3. Quality control and Monitoring

Please explain what mechanisms will be put in place for ensuring the quality of the project and how the evaluation of the outcomes of the teaching activities will be carried out (Recommended 3000 characters).

The main control and monitoring activities will be:

1. **Control of attendance** to the events (by means of registering the public).
2. **Satisfaction survey** at the end of each event (courses and workshops).

The original documents of these monitoring systems will be stored by the Module leader if requested by the European Commission.

In addition, the key staff will maintain an **annual evaluation meeting**

PART H. Curriculum Vitae and full list of publications

- Parte de CV completo de los participantes.

5. CREACIÓN DEL PRESUPUESTO

Presupuesto

- Muy sencillo (ver Excel)
- Módulo: basado en horas de docencia 161€ por hora de docencia/actividad
- UCA co-financia una parte (pero no es un dinero con el que podamos contar después, se contabiliza ahí el apoyo logístico, de infraesrtuctura y de personal de la UCA).
- En la práctica no es posible remunerar a 161€ la hora de docencia.
- Nosotros, por ejemplo, decidimos, remunerar 120€ la hora, para tener fondos para:
  - Asistir a las dos reuniones-formaciones-eventos en Bruselas a lo largo del proyecto (obligatorio, un gasto aprox. De 800€ cada evento).
  - Pagar edición de inglés de artículos
  - Pagar gastos de desplazamiento, alojamiento a profesorado externo que invitemos (valoran la creación de redes en la evaluación).
  - Presentar paper en algún congreso

6. LA GESTIÓN DE LA ACCIÓN

Gestión

- Conlleva bastante trabajo
- Ideal acordar antes reparto de responsabilidades (por ejemplo, comunicación o coordinación de eventos).
- A nivel económico de la UCA se gestiona como cualquier proyecto: facturas, impreso de liquidación por participación en congresos…
- Más libertad que otros proyectos (se puede gastar más libremente siempre que esté enmarcado en los objetivos del proyecto).

IMPORTANTE

Poner logo financiación EU en toda publicación…

y funding aknowledgements de artículos

Cumplir todos los compromisos adquiridos (notas de prensa, web…)

Hacer actividades y resultados adicionales

Justificación

- Sólo un informe final

- Pero cuidado con la cuestión de logo y compromisos, porque pueden llevar penalizaciones total/parcial respecto al dinero abonado

GRACIAS

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