Programme	**LIFELONG LEARNING**
Subprogramme	**COMENIUS**
Action Category	**ACCOMPANYING MEASURES**
Action	**COMENIUS Accompanying Measures**
Objectives and description of the action	The aim is to support various activities which, though not eligible under the main Comenius Programme, clearly contribute to achieving its objectives. Accompanying measures may: • raise awareness of relevant target groups or the general public on the importance of European cooperation in the field of school education more generally; • help to improve the implementation of the Comenius programme, in particular through training activities and analysis; • maximise the impact of European cooperation in the field of school education, by disseminating and giving a high profile to the results and methods of such cooperation; • foster trans-sectoral synergies between the Actions of the LLP programme, for example around activities bringing together projects supported under Comenius, Erasmus, Grundtvig, Leonardo da Vinci, Jean Monnet or Transversal Programme on precise themes; • implement activities specifically concerning aspects of transversal policies in which the Comenius programme is called on to play a part, including in particular, the promotion of equality between women and men, the integration of disabled persons and other people with special educational needs, and the promotion of intercultural education and the fight against racism; • carry out other activities focussing on specific themes, target groups or contexts, as justified by the needs of the current educational situation in school education in the participating countries. The activities supported could be (indicative list): • organisation of conferences and seminars concerning European cooperation in the field of school education; • awareness-raising activities, such as targeted promotional and information campaigns, competitions etc.; • setting up and consolidating European bodies such as associations, in particular as a means for the dissemination and exchange of information and experiences about innovatory initiatives in school education; • developing, publishing, disseminating products and processes resulting from cooperation (documents, publications, teaching modules, videos, innovatory methodologies, organisational measures in institutions, educational strategies). Dissemination via networks of bodies involving 'players' in the field of school education with a potential for relaying such information, will be given particular encouragement: • teaching with materials concerning European themes; • organisation of training activities for persons responsible at their respective institutions for European cooperation in the field of school education; • publications relating to European educational cooperation in school education, including the analysis of internationalisation strategies for school education, programme implementation and obstacles-action in the field of school education. The following activities, in particular, may not be covered by the funding awarded: • activities eligible under another part of Comenius or the LLP programme; • research activities.
Who can benefit	• Institutions or organisations providing initial and/or in-service training for teachers and other categories of school education staff; • Schools; • Other institutions or organisations active in school education (including research centres, training centres active in the field of education management or guidance and counselling, educational authorities and public or private companies); • Authorities, institutions or organisations which are not in themselves educational, but whose action can contribute to developing high-quality education; • Networks, voluntary associations and other not-for-profit organisations and undertakings active in the field of education.
Who can apply	Applicant organisation on behalf of the consortium.
PRIORITIES	Not applicable
HOW TO APPLY	Centralised action. Applications have to be sent to the Executive Agency.
Please consult the relevant Agency website for further information.	
Selection Procedure:	COM
Application Deadline(s):	31 January 2013
Duration	
Minimum Duration:	
Maximum Duration:	1 year
Comment on Duration:	Extension of the eligibility period by up to a maximum of 6 months on request is possible only in exceptional cases. Total Grant will not change.

FINANCIAL PROVISIONS Please consult **Part I** of this Guide, Chapter 4 Financial Provisions for more information.	
Applicable Grant Table(s):	For daily staff cost rates: see Table 5a; daily rates may not exceed these published rates. For daily subsistence rates: see table 5b; daily rates may not exceed these published rates.
Maximum Grant €:	150.000 Euro
Comment on Funding:	Maximum EU Grant 75%
EVALUATION AND SELECTION PROCEDURES Please consult Part I of this Guide, chapter WHAT IS THE LIFECYCLE OF A PROJECT for further information about the evaluation and selection procedures **Eligibility Criteria** **General eligibility rules:** The general eligibility criteria for applications in the LLP Programme are outlined in Part I of this Guide, Chapter 3. Participating countries: please refer to Part I of this Guide, section "Which countries participate in the Programme?"	
Specific eligibility rules:	Applications must be submitted by bodies which are legal entities. Where the institution is a school, it must belong to one of the types of institution specified by the relevant National authorities in their list of eligible school types. (http://ec.europa.eu/education/comenius/eligible_en.htm)
Minimum number of Countries:	Not applicable
Minimum number of Partners:	Not applicable
Comment on participants:	The Applicant Organisation must be established in a country eligible to participate fully in the LLP centralised Actions (but not in a country defined as a third country)
Award criteria	**1. Relevance**
	The grant application and the results foreseen are clearly positioned in the specific, operational and broader objectives of the Programme. The objectives are clear, realistic and address a relevant issue / target group. Where priorities are given in the LLP General Call for Proposals 2011-2013 – Strategic Priorities 2013 for the action concerned, at least one of them must be satisfactorily addressed.
	2. Quality of the Work Programme
	The organisation of the work is clear and appropriate to achieving the objectives; the work programme defines and distributes tasks / activities among the partners in such a way that the results will be achieved on time and to budget. The work programme includes specific measures for evaluation of processes and deliverables.
	3. Innovative Character
	The project will provide innovative solutions to clearly identified needs for clearly identified target groups. It will achieve this either by adapting and transferring innovative approaches which already exist in other countries or sectors, or by developing a brand new solution not yet available in any of the countries participating in the Lifelong Learning Programme.
	4. Quality of the Consortium
	The consortium includes all the skills, recognised expertise and competences required to carry out all aspects of the work programme, and there is an appropriate distribution of tasks across the partners.
	5. European Added Value
	The benefits of and need for European cooperation (as opposed to national, regional or local approaches) are clearly demonstrated.
	6. The Cost-Benefit Ratio
	The grant application demonstrates value for money in terms of the activities planned relative to the budget foreseen.
	7. Impact
	The foreseeable impact on the approaches, target groups and systems concerned is clearly defined and measures are in place to ensure that the impact can be achieved. The results of the activities are likely to be significant.
	8. Quality of the Valorisation Plan (Dissemination and Exploitation of Results)
	The planned dissemination and exploitation activities will ensure optimal use of the results beyond the participants in the proposal, during and beyond the lifetime of the project.

CONTRACTING PROCEDURES	
Probable sending date of pre-information on the results of the selection process	June
Probable sending date of agreement to the beneficiaries	from July
Probable starting date of the action	October