Programme	**LIFELONG LEARNING**
Subprogramme	**COMENIUS**
Action Category	**PARTNERSHIPS**
Action	**COMENIUS Bilateral School Partnerships**
Objectives and description of the action	Language oriented Bilateral School Partnerships involve two schools from different participating countries and seek to encourage the use of European languages by giving pupils the possibility to practice their foreign language skills and acquaint themselves with the language of a partner country. Pupils involved in a bilateral partnership are expected to learn at least the basics of the language used in the partner institution. Usually pupils use a third language as their working and communication language. During the project, pupils and teachers in both countries work together on a common theme and produce a joint end product. Each participating institution must carry out a class exchange to its partner institution of a duration of minimum 10 days each and involving pupils aged 12 or older. During the class exchanges, pupils work together at school and are hosted in each others' families. The cooperation should not only be limited to the exchanges but activities should cover the whole project period. The general aim of Comenius school partnerships is to enhance the European dimension of education by promoting joint co-operation activities between schools in Europe. The projects give pupils and teachers in different countries an opportunity to work together on one or more topics of mutual interest. School partnerships help pupils and teachers to acquire and improve skills not only in the topic or subject area on which the project is focused, but also in terms of teamwork, social relations, planning and undertaking project activities and using information and communication technologies (ICT). Participating in a partnership with schools from different countries also gives pupils and teachers the opportunity to practice foreign languages and increases their motivation towards language learning. A reciprocal class exchange is mandatory in this project type. Examples of other activities that can be carried out in Bilateral Comenius School Partnerships: • Project meetings between the institutions involved in the partnership • Exchanges of staff involved in project activities (e.g. teacher exchanges and study visits) • Exchanges of experience and good practice with the partner school abroad • Fieldwork, project research • Drafting, publishing and disseminating documentation related to the co-operation activities • Producing technical objects, drawings, arts objects • Performances (e.g. theatre plays, musicals) • Organisation of exhibitions, production and dissemination of information material • Linguistic preparation of teachers and pupils to ensure they possess at least the basics of the language of the partner institution • Co-operation with other projects in related subject areas (e.g. via Comenius Multilateral Projects and Comenius Multilateral Networks), including mobility to network events if relevant • Self-evaluation activities • Dissemination of project experience and outcomes When choosing the theme of a School partnership, schools are strongly encouraged to choose any topic of interest and importance to the participating institutions, as it will be the motivating force for co-operation and learning within the project. Project activities should ideally be integrated into the regular activities of the schools and be included in the curriculum of participating pupils. Pupils should be able to be involved in all phases of the project, including the planning, organisation and evaluation of activities. If the language of the partner school is not on the curriculum of participating pupils, the school must organise language preparation of minimum 20 hours.
Who can benefit	Staff and pupils of participating schools as well as the local community.
Who can apply	Schools (institutions providing general, vocational or technical education at secondary level and, exceptionally in the case of bilateral partnerships, non-school institutions providing apprenticeship training).
PRIORITIES	Please verify with the relevant National Agency if national priorities apply. There are no European priorities for Comenius Bilateral School Partnerships.
HOW TO APPLY	Decentralised action, Applications have to be sent to the applicant's National Agency.
Please consult the relevant Agency website for further information.	
Selection Procedure:	NA1
Application Deadline(s):	21 February 2013
Duration	
Minimum Duration:	2 years
Maximum Duration:	2 years
Comment on Duration:	none

FINANCIAL PROVISIONS Please consult **Part I** of this Guide, Chapter 4 Financial Provisions for more information.	
Applicable Grant Table(s):	Table 4
Maximum Grant €:	Not applicable
Comment on Funding:	Funding for Bilateral School Partnerships is based on pre-defined lump sum amounts that depend on the number of mobility activities planned by the applicant institutions. By mobility we mean travel abroad by staff and pupils to participate in partnership activities in the partner country. The institutions involved in the same partnership can apply for a different amount, depending on their own possibilities for sending out pupils and staff. If an institution's mobility activities involve staff or pupils with special needs, or travel to or from the Overseas Countries and Territories, its mobility activities during the partnership period may be reduced by up to 50% of the minimum mobility number for the grant amount in question, upon prior request to and approval by the NA. The required minimum duration of the class exchange may be reduced for classes of special needs pupils, if this is compatible with the objectives of the bilateral partnership. Please consult the Guide chapter on Financial provisions for Partnerships.
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:	Schools participating in Partnerships must be legal entities. - Schools participating in the Comenius Programme must be located in a country participating in the LLP and 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). - Bilateral School Partnerships must consist of 2 partners each located in a different country participating in the LLP, at least one of which must be an EU Member State, and both having a different main teaching language. - The class exchange of each partner in a Comenius Bilateral Partnership must involve a group of minimum 10 pupils for Small group class exchange or minimum 20 pupils for Large group class exchange, as indicated in the LLP Guide 2013 Part I, and must last a minimum of 10 days. The groups cannot be split. The size of the group predefines the maximum lump sum grant, as indicated in the LLP Guide 2013. - The duration of the class exchange may be reduced for the classes of special needs pupils, if this is compatible with the objectives of the Bilateral Partnership. - At the time of the class exchange, the participating pupils must be minimum 12 years old. Please verify with the National Agency to which you will apply if any additional national requirements exist. Please note also the specific cases below: 1) Schools under the supervision of national authorities of another country (e.g. lycée français, German schools, UK "Forces" schools) The national authorities responsible for supervising the administrative, financial and curricular regime of the school concerned decide which establishments are eligible to participate: - The participation of the "national schools" located in a different country will be supported by the Comenius budget of the supervising country (= "country of origin"). - These national schools can participate in any type of Comenius activity and the same rules shall apply to them as to any other eligible school from the supervising country. - Where such a school participates in a Comenius Bilateral Partnership, the partner institution must be from a country other than the host country and other than the supervising country. 2) Specialised schools The decision on the participation in Comenius of other "national schools", such as minority schools, private schools for expatriates etc. is the remit of the national authorities of the country in which the institution is located. In the case of a bilateral partnership, the normal rules apply, i.e. there should be a partner school from a country other than that in which the specialised school is located. Depending on the specific language regime that may exist in such schools, the NA should check that the target languages of the two schools in such bilateral partnerships are different. 3) European Schools European schools are eligible institutions for participation in Comenius. They shall apply to the NA of the country in which they are located and shall be subject to the same selection procedure as local schools. In the case of Belgium, the three NAs will agree on appropriate arrangements. European schools are subject to the same Comenius rules as any other eligible school in the country in which they are located. However, the participation of European schools - either as a coordinator or as a partner - will be limited to one European school in each Partnership.
Minimum number of Countries:	2

Minimum number of Partners:	2
Comment on participants:	Not more than two institutions can be involved in a bilateral partnership.
Award criteria	**1. Quality of the work programme**
	The objectives of the partnership are clear, realistic and address a relevant subject. The work programme is appropriate for achieving the objectives and suitable for the partnership type in question; the tasks are defined and distributed among the partners in such a way that the results can be achieved. Appropriate arrangements are foreseen in terms of language preparation and cooperation during class exchanges.
	2. Quality of the partnership
	There is an appropriate balance between the two partners in terms of their involvement in the activities to be carried out. Appropriate measures have been planned to ensure effective communication and cooperation. The relevant staff and pupils will be involved in the planning, implementation and evaluation of project activities. The project will be integrated into the curriculum and ongoing activities of the institutions involved.
	3. Impact and European added value
	The impact and benefits of European cooperation on the participating institutions are clear and well defined and the project is integrated into the activities of the participating institutions. The application shows that the participating schools will work in close cooperation and achieve results which would not be attained at a purely national level.
	4. Dissemination and exploitation of results
	The activities planned for dissemination and exploitation of results are relevant and well defined. They cover the participating organisations and, if possible, the wider community.

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