#### **ESAA Project Ideas Submission Call**

#### **Project Idea description**

Please fill in the following information regarding your project idea.

**IMPORTANT: PLEASE UPLOAD THIS DOCUMENT IN THE ESAA PROJECTS-IDEA SUBMISSION FORM IN THE INDICATED SECTION IN ENGLISH LANGUAGE ONLY**

Please note the length of your answers. This document cannot be longer than 6 and ½ pages.

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| **General information** | | |
| Name: |  | |
| Project title: |  | |
| Project implementation period: | from: MM/YYYY | to: MM/YYYY |

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| Abstract  * Please give a short summary of your project in maximum 5 sentences. (What is done where, when, with whom, to achieve what?) |
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| Background and relevance (max. 3,000 characters, approx. ¾ page)  * Please indicate the **central problem/topic** that your project-idea is trying to address. * Please describe the **challenges** you might be facing while realising your objectives in the project country(-ies)/region. * Please describe which **ESAA-Cluster(s)** [Strengthening Higher Education Quality; Spreading Erasmus+ and Widening Participation; Increasing Social Inclusion, Empowerment, and Participation and Capacity Building]is (are) addressed by your idea and how. |
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| Description of your idea (max. 10.000 characters, approx. 2 ½ pages) **ESAA-Project-Idea summary:**  Please provide a short project-idea summary focusing on the activities that will be carried out to achieve the idea’s objective (max. 600 characters, approx. 8 lines).  **Project measures:**  Please describe the specific work packages necessary to reach the project objective and specify the respective target groups. Please bear in mind the specific aspects of the SMART guide and describe the activities you use to find participants for your project.  **Project management:**  Please explain how human resources (volunteers and external experts) are clearly assigned, and availability is safeguarded. The workload is well distributed and balanced, back-up resources are in place.  **Draft of a timeline:**  Please provide a timeline of your project-idea**.** |
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| Impact (max. 2000 characters, approx. ½ page)  * Please outline the positive impacts that you expect your project to deliver in the target country-ies/region (knowledge transfer, learning new (soft) skills, improving own network etc.). * How will it contribute to [ESAA aims](https://www.esaa-eu.org/about-us/esaa)? * Please describe which target groups will benefit from the project. How can you measure the inclusiveness of your project? * Please describe how your project promotes ESAA and EU funded higher education mobility. * Please outline your promotion and media strategy to increase outreach and visibility of your project and ESAA in general. * Please explain how you plan to include the most relevant stakeholders (EUD[[1]](#footnote-1), NA[[2]](#footnote-2), NEO[[3]](#footnote-3), national ministries etc.) in your project to increase outreach and visibility of your project and ESAA. |
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| Mitigation and flexibility towards external factors like COVID-19 (max. 2000 characters, approx. ½ page) Please explain:   * How does your ESAA-Project-Idea show resilience towards externalities? * Is your idea already designed to be blended or able to be converted to an accessible design? |
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| Co-funding (max 2000 characters, approx. ½ page)  * Does your project idea have a co-funding? If yes, please indicate the name of the donor, what part of the project idea is funded, and the period of the donor. |
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1. EU-Delegation: <https://eeas.europa.eu/headquarters/headquarters-homepage/area/geo_en> [↑](#footnote-ref-1)
2. National Agency: <https://ec.europa.eu/programmes/erasmus-plus/contact/national-agencies_en?field_nagencies_country_tid=352> [↑](#footnote-ref-2)
3. National Erasmus+ Office: https://ec.europa.eu/programmes/erasmus-plus/contact/national-offices\_en [↑](#footnote-ref-3)