

## **EDUCATION, SCHOLARSHIPS, APPRENTICESHIPS AND YOUTH ENTREPRENEURSHIP PROGRAMME IN ROMANIA**

### **FINANCED THROUGH THE EEA GRANTS 2014-2021**

### **GUIDELINES FOR APPLICANTS 2022**

## **BILATERAL VOCATIONAL TRAINING PROJECTS FOR POLICY MAKERS AND REPRESENTATIVES OF VOCATIONAL AND TECHNICAL EDUCATION UNITS (VET)**

### **1. 1. LEGAL BASIS**

- [Regulation on the implementation of the EEA Financial Mechanism \(EEA\) 2014-2021 and Annex 3 on Information and Communication Requirements](#)
- [Memorandum of Understanding between Iceland, Liechtenstein, Norway and the Romanian Government concerning the EEA Financial Mechanism 2014-2021](#)
- [Guideline for Educational Programmes – Rules for the establishment and implementation of programmes falling under programme Area 3 “Education, Scholarships, Apprenticeships and Youth Entrepreneurship”](#)
- [Government Ordinance no 34/2017 concerning the institutional framework for the coordination, implementation and management of financial support granted to Romania through the EEA and Norway Financial Mechanism 2014-2021](#)

### **2. GLOSSARY**

- Donor States (DS): Iceland, Liechtenstein, Norway
- Beneficiary State (BS): Romania
- Programme Operator (PO): National Agency for Community Programmes in the Field of Education and Vocational Training (ANPCDEF)
- **Donor Programme Partners: Norwegian Directorate for Higher Education and Skills (HK-dir) and The National Agency for International Education Affairs – AIBA (Liechtenstein).**
- National Focal Point (NFP): Ministry of Investments and European Projects
- Project Promoter (PP): the successful applicant that receives a grant.
- EEA: European Economic Area

### 3. CONDITIONS FOR SUBMISSION OF THE APPLICATION

<p><b>Eligible applicants</b></p>	<p>Romanian VET schools from the following fields/domains: technical and industrial production, electronics and computer technology and building and construction</p>
<p><b>Description</b></p>	<p>The general objective of the Program - to enhance the human capital and knowledge base in Romania - is materialized in the field of vocational education and training (VET) through projects that aim at improving the quality of students' work-based learning in Romania.</p> <p>The projects will address the need to improve the correlation of the skills acquired by VET graduates with labor market requirements.</p> <p>During a study visit to Norway, preceded by a webinar with Norwegian experts, participants from Romania will identify best practices and learn from the institutions and companies visited how to improve education for Romanian VET students through work based learning.</p>
<p><b>Eligible activities</b></p>	<p>The projects consist of:</p> <ul style="list-style-type: none"> <li>• <b>Online activities prior to the study visit</b></li> </ul> <p>3 days of webinar meeting. The content of this webinar is as follows:</p> <ul style="list-style-type: none"> <li>○ Day 1: Introduction to the Norwegian educational system and an overview of the structure of the VET educational system; Administrative and political organisation and responsibilities. General overview of different sectorial fields of study in VET and higher VET; Norwegian VET sector policy and political priorities. Norwegian policies in a EU policy framework. Internationalization as a developmental tool; Questions and answers.</li> <li>○ Day 2: Structural framework for work based learning. Political/regulative framework to stimulate traineeships in small/medium companies. Successes and challenges within the Norwegian Model for traineeships; Practical and pedagogical framework in workbased learning in Norwegian VET. (documentation, pedagogical framework learning goals, roles and responsibilities, mentoring); Example from a business owners and students. Necessary structural framework to undertake training of trainees. The value of training trainees for businesses; Questions and answers.</li> <li>○ Day 3: Innovating the VET sector, managing changes in labor market and societal needs in educating Norwegian youth; School example: Managing change and innovating education electrical cars - development of curriculum, facilitating educational space and</li> </ul>

	<p>cooperating with businesses; VET as an attractive educational choice for Norwegian youth. Mobilizing and targeting prejudices towards vocational education and training. Successes and challenges; Questions and answers.</p> <ul style="list-style-type: none"> <li>• <b>Activities during the study visit</b></li> </ul> <p>The study visit will last 4 days. During the study visit, activities will be carried out at four public and private organizations involved in preparing students for apprenticeships, facilitating cooperation and quality assurance between education and training, and providing internships/apprenticeships for students.</p> <ul style="list-style-type: none"> <li>• <b>Activities after the study visit</b></li> </ul> <p>The participants in the study visit will carry out specific activities that will contribute to the improvement of the internships of the students from the schools participating in the project and / or from Romania. Examples: producing local curriculum (Curriculum decided by the school), Guidelines for internships in the companies, policy proposals, etc.</p> <p>Estimated calendar: the webinar is foreseen to take place in May and the study visit in late September or early October.</p>
<b>Who can participate</b>	<p>Each school whose project is selected will send 2 persons for participating at the study visit: a principal and a teacher who teaches VET subjects.</p> <p>Also, 4 representatives with responsibilities in pre-university education IVET at central level will be appointed by the Ministry of Education and CNDIPT (National Centre for the Development of IVET).</p>
<b>Application procedure</b>	<p>The application will be sent electronically to PO, at <a href="mailto:proiecte_VET@eea4edu.ro">proiecte_VET@eea4edu.ro</a>, following the procedures described in the 2022 Call for Proposals (available on <a href="http://www.eea4edu.ro">www.eea4edu.ro</a>).</p>
<b>Deadline for application</b>	<p>Applicants shall submit their application by <b>15.03.2022</b>, 13.00 h (Romanian time) the latest.</p>
<b>Eligible costs</b>	<p>Travel costs for the study visit will be allocated as unit costs for each participant, according to the distance bands calculator used by the European Commission for Erasmus+, available at: <a href="https://erasmus-plus.ec.europa.eu/resources-and-tools/distance-calculator">https://erasmus-plus.ec.europa.eu/resources-and-tools/distance-calculator</a></p> <p>200 Euro will be allocated for each participant as unit cost for subsistence, for 1 travel day. (if needed and justified).</p> <p>During the study visit, accommodation, meals and local transport will be ensured by the <b>Norwegian Directorate for Higher Education and Skills (HK-dir)</b>.</p> <p>There is no cost to attend the webinar.</p>

#### 4. EVALUATION PROCEDURES

##### Eligibility rules :

- The application and the annex were submitted by the application deadline (as announced in the 2022 Call for Proposals);
- The application is submitted by a body which is a legal entity;
- The declaration of honour bears the signature of the person legally authorised to sign on behalf of the applicant institution/organisation.
- The Applicant is an eligible institution for this action.
- The candidate institution is not in the case of double financing.

If the candidate institution is not a public one, in addition to the Declaration of Honor, the following documents must also be attached to the application form:

- copy of the Certificate of registration in the Trade Register and at the Ministry of Public Finances;
- Fiscal attestation certificate stating that the institution has no debts to the state budget.

**Note: if one or more of the eligibility rules is not / are not met by the applicant, the application is declared by the PO as ineligible and will be not included in the qualitative evaluation process.**

##### Grant awarding criteria

Projects will be evaluated according to the following criteria:

Relevance (30 points);

Design and implementation (30 points);

Impact and dissemination (40 points).

**NOTE: Applications submitted by VET schools located in rural and / or disadvantaged areas, special schools in VET, those enrolling Roma students in proportion of at least 10% of enrolled students will be considered a priority and will receive additional points (10 points for each category).**

	<p>An application can receive a maximum of 100 points for quality, to which priority points can be added.</p> <p>Candidates who have received at least 60 points for quality can be funded.</p> <p>Priority points are awarded only to candidates who have received at least 60 points for quality.</p>
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## 5. CONTRACTUAL PROCEDURES

<b>Estimated date of sending preliminary information about selection results</b>	<b>01.04.2022</b>
<b>Contracting</b>	The project Promoter will receive the electronic version of the financing contract after the publication of the selection results and will send to the Program Operator, within 10 working days, the contract signed by the legal representative of the institution.
<b>Reporting</b>	The final report will be submitted by the Project Promoter within 2 months of returning from the study visit.

## 6 . SELECTION OF THE APPLICATIONS

PO has the entire responsibility for organising the selection process and for taking the grant award decision.

The selection process consists in an administrative/ eligibility check and a qualitative assessment.

The administrative/eligibility check is performed by PO's experts, members of the programme implementation unit, using specific check-lists.

After finalising this stage, a list of eligible projects will be drafted and the eligible applications will be assessed by external experts. Each application will be assessed by one external evaluation expert, in a fully transparent way, guaranteeing impartiality and equal treatment to all applicants.

The list with projects proposed for funding, projects on the reserve lists and projects rejected will be drafted and submitted to the Selection Committee for review.

The final proposal of the Selection Committee is submitted to PO director, who takes the grant award decision.

For the administrative/eligibility check the elements mentioned in section 4 as "Eligibility rules" will be verified.

For the quality assessment, the elements mentioned in section 4 as „Grant awarding criteria" will be taken into account.

In the case where clerical errors are detected, the applicants will be notified and may make corrections in a period of up to 5 working days from the receipt of the notification.

## **7. PROCEDURES FOR APPEAL**

### **a. Eligibility check**

Applicants rejected as a result of the administrative or eligibility check can submit an motivated appeal against this decision within 5 working days from the publication of results; the appeal should be sent by e-mail to [contestatie@anpcdefp.ro](mailto:contestatie@anpcdefp.ro) using the [specific form](#).

The appeal will be analysed in two stages: PO is the first instance analysing the appeal and if the appeal is rejected, NFP is the second instance where the applicant can submit an appeal in up to 5 working days from the announcement of the rejection.

If the NFP also rejects the appeal, the decision to reject the application is deemed final.

If the appeal is accepted by one of the two instances, then the application is deemed approved and passed on for qualitative assessment.

The applicant who submits the appeal will be notified of the result by email within maximum 15 working days from the receipt of the appeal.

### **b. Qualitative assessment**

All applications declared approved following the administrative or eligibility check, will undergo a qualitative assessment, according to the criteria described under paragraph 4.

Rejected applicants can appeal, with arguments, within maximum 5 working days from the publication of the results; the appeal should be sent by e-mail to [contestatie@anpcdefp.ro](mailto:contestatie@anpcdefp.ro) using the [specific form](#).

The appeal will be analysed in 2 stages: PO is the first instance analysing the appeal and, if the appeal is rejected, NFP is the 2nd instance where the applicant can submit an appeal in up to 5 working days from the announcement of the rejection.

During the analysis of the appeal, there will be reviewed the conformity and regularity of the qualitative assessment process (conformity to internal assessment procedures) but PO and the NFP will not redo the qualitative assessment and will not give a different score to the applicant. If the NFP also rejects the appeal, the decision to reject the application deemed final.

The applicant who submits the appeal will be notified of the result by email within maximum 15 working days from the receipt of the appeal.