

## Education, Audiovisual and Culture Executive Agency

Lifelong Learning: Comenius, ICT, Languages and Programme coordination

Mr Niels Henning Olsen  
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Brussels, 22. 07. 2013

**Subject: Lifelong Learning Programme - Call for Proposals 2013 (EAC/S07/12)**  
**Transversal Programme: KA2 - Languages Multilateral Projects**

<b>Reference:</b> 537672-LLP-1-2013-1-DK-KA2-KA2MP <b>Project Title:</b> CLIL implementation with pools of resources for teachers, students, and pupils / "CLIL4U"
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Dear Mr Niels Henning Olsen,

You have submitted an application to the Lifelong Learning Programme Call for Proposals 2013 for the action specified above for which the Executive Agency received a total of 113 applications. I am pleased to inform you that your application has been selected for EU co-financing. Please note that competition in KA2 - Languages Multilateral Projects is high: the success rate for this year is 18%.

The list of all selected projects will be published on the website of the Executive Agency when all applicants have been notified about the results of the selection. The address of the website is: [http://eacea.ec.europa.eu/llp/results\\_projects/selection\\_results\\_en.php](http://eacea.ec.europa.eu/llp/results_projects/selection_results_en.php)

A panel of external experts assisted the Executive Agency in the evaluation of your application against the award criteria indicated in the Call for Proposals. The result of this evaluation is set out in the evaluation report by the external experts attached to this letter. Please take into account the fact that most of the evaluation reports were written by non-native speakers. The Executive Agency will not elaborate further on these assessments.

The process of awarding a grant can only be finalised once the Executive Agency has received and analysed the documents as requested in the "List of documents to be submitted" in annex to this letter. The documentation specified must be submitted within a period of 10 working days from the date of receipt of this letter. Should the period for submission fall within the holiday period of the applicant organisation, the deadline will be extended until the applicant organisation is open. Please inform the Agency as soon as possible about the date you will be able to submit the requested documents. The requested information needs to be received by the Agency no later than 16 September 2013.

Education, Audiovisual and Culture Executive Agency  
Avenue du Bourget 1- 1140 Brussels - Belgium  
Office : BOU2 2/57 Telephone : direct line (32-2)29 94915 – fax (32-2)2921324

<http://eacea.ec.europa.eu>

The information specified in the list of documents to be submitted should be sent to the following address by both normal mail and by email:

Ms Barbara Hermans  
Executive, Audiovisual and Culture Executive Agency,  
Unit P1  
Office : BOU2 02/105  
Avenue du Bourget 1  
1140 Brussels  
Belgium

e-mail: [EACEA-LANGUAGES@ec.europa.eu](mailto:EACEA-LANGUAGES@ec.europa.eu)

Your application budget does not specify costs for audit certificates under "Other costs" heading, as listed in the Instructions for Applicants, chapter 3.2.4 "Description of the different sheets", page 67. We have accepted the budget as outlined in your application. However, you must review the budget in order to integrate the costs for the audit certificates within the "Other costs" heading. To be considered as eligible, the costs for the audit certificates must be reasonable and justified and accord with the principles of sound financial management, in particular in terms of value for money and cost-effectiveness. The overall budget must remain unchanged.

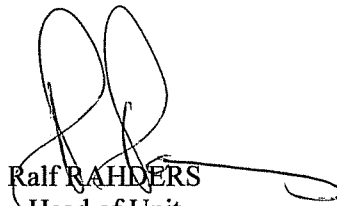
For further information about audit certificates, please visit the website of the Agency: [http://eacea.ec.europa.eu/about/eacea\\_documents\\_register\\_en.php#call](http://eacea.ec.europa.eu/about/eacea_documents_register_en.php#call)

The Executive Agency organises a kick-off meeting for newly selected projects every year. Attendance at this meeting is compulsory for all selected projects. The meeting is in the early stages of planning, but is likely to be held early February in Brussels. You will be informed about the exact date and the agenda of this meeting in due course.

This letter does **not** represent a financial or legal commitment of the Executive Agency. The offer of an award is confirmed only when the legal representative of the Executive Agency signs the Grant Agreement associated with this application.

Please note that the level of LLP co-financing will be finalised only after receipt and analysis of the information that you are asked to provide in annex to this letter.

Yours sincerely,



Ralf RAHDE  
Head of Unit

Contact: Barbara Hermans - [Barbara.hermans@ec.europa.eu](mailto:Barbara.hermans@ec.europa.eu) - Telephone: (32-2) 29 84440

Annexes:

- Evaluation report based on the assessment by external experts
- List of documents to be submitted and questions to be answered



# Lifelong Learning Programme

## Evaluation Report

### Call for proposals EAC/S07/12

Proposal number:	537672-LLP-1-2013-1-DK-KA2-KA2MP
Proposal title:	CLIL implementation with pools of resources for teachers, students, and pupils
Applicant organisation:	Syddansk Erhvervsskole Odense-Vejle

Award Criteria	Score	Max
Relevance	5	5
<p>[537672]The CLIL4U project plans to assist the implementation of CLIL in primary schools and vocational colleges by producing: 6 promotional videos showing CLIL used in classes; 48 CLIL scenarios; an online collection of materials and linked to resources; advisory materials to be used for including parents of primary school children in the CLIL process; and teacher courses, tests and certifications.</p> <p>The application falls within the scope of KA2-Languages and clearly addresses the priority “Support for partially or fully bilingual education”, as it intends to provide both teacher training and CLIL materials implementation and testing. Transversality is assured, as target groups include school pupils and students from the vocational education sector.</p> <p>Challenges addressed by the project are well described and its objectives are clearly defined. The application offers a well-planned, focused response to the issue identified in several reports of the lack of training and support materials for institutions and teachers wishing to start and develop CLIL.</p>		
Quality of the work programme	5	5
<p>[537672]The CLIL4U Work Programme (organised into 11 work packages over 30 months) is logical and has been carefully planned to achieve the project objectives described. Milestones and intermediate quality indicators are clearly described and related to the progress of the project. Concrete measures for the evaluation of processes and deliverables are foreseen, and it is interesting that the external evaluators have to engage with the project activities for relatively long periods.</p> <p>Project management mechanisms are well-defined, transparent and appropriate for planned project activities and outcomes. Work package deliverables have been particularly well-described with numbers, formats, target audience and languages clearly defined. Tasks are distributed among partners according to their expertise (in the primary, vocational and teacher training sectors), and experience with CLIL.</p>		
Innovative character	4	5
<p>[537672]The application presents an interesting overview of the context about the implementation of CLIL initiatives in Europe and synthesises the results of some significant, recent, EU-funded projects in the domain. However, it does not take into consideration some scientific accounts of the achievements and constraints regarding CLIL implementation, for instance focusing on the balance between lesser used and international languages in multilingual contexts.</p> <p>The project’s plan to produce multilingual resources which can be used freely is an innovative and practical response to the problem of resourcing, setting up and teacher training in support of CLIL. The proposal builds on the LdV POOLS-T (141783-LLP-1-2008-1-DK-LEONARDO-LMP) and POOLS-M (LLP-LdV-ToI-2009/DK-902) projects. It also plans to use links through the on-going TOOLS (517543-LLP-2011-DK-KA2-KA2MP) project to enlarge contacts with CLIL communities. There is no overlap in activity but a clearly described synergy in using techniques and expertise developed in the POOLS projects in the service of the outcomes of CLIL4U.</p> <p>Targeting stakeholders from parents of children learning through CLIL to practising teachers, and making outcomes available online, in a range of formats is a comprehensive holistic solution. Planned dissemination and validation activities are particularly open and forward-looking in their use of social media and online videos to spread information about the project while up-skilling those involved in the process.</p>		

Quality of the Consortium	5	5
<p>[537672]The consortium consists of 8 partners representing 6 countries, all with previous experience in CLIL projects and language teaching, and with many examples of collaborating situations between them. The partners represent various types of organisations and education sectors (primary, vocational, teacher training), and come from countries with different degrees of CLIL implementation. Target languages of the project are Danish, English, Greek, Italian, Maltese and Spanish, all covered by partners established in countries where these languages are recognised as official.</p> <p>Partners' roles in the project have been meticulously planned and the expertise brought by each individual is well documented. Tasks and budget have been appropriately shared between all partners in the consortium.</p> <p>The partnership brings several types of skills to the table, and there is ample evidence that it possesses the expertise and competence to carry out the work programme efficiently, effectively and professionally. Also, as the outcomes will directly benefit all partners, they have intrinsic motivation to do so with a sense of common ownership and responsibility.</p>		
European added value	4	5
<p>[537672]It is certain that CLIL initiatives need European-level perspectives and the project builds on trans-national and trans-sectoral collaborations. The application shows this collaborative dimension well, with the exploitation of good practices throughout Europe. Nevertheless, the so-called European-wide partnership of the project (p. 27 of the application) is a relative one; languages represented in the consortium are not so numerous, as there are two partners from Malta, two from Denmark and two other from Italian-speaking regions. In addition, Central and Eastern European countries are not represented in the consortium.</p> <p>Overall, the proposal demonstrates a comprehensive strategy and adequate planned activities to support the widespread adoption of the CLIL outcomes and to increase the application of CLIL, not just through the specified project deliverables. The project plans to use and support European initiatives such as the Bologna Process, the CEFR and the Languages Portfolio in its activities (e.g. referencing CEFR in materials and placement tests) which supports EU-wide transparency.</p>		
The cost-benefit ratio	4,5	5
<p>[537672]CLIL4U requests a 392.000 Euro grant for a 30-month project with total project cost of 522.000€. The budget is generally coherent and consistent with the work programme, as the application provides all necessary details related to the project's activities.</p> <p>There is a comprehensive plan of control and monitoring of the expenditure which is crucial for this relatively large consortium. Several measures are foreseen in order to assure the most economical solutions, regarding for example the decisions taken about travel and subsistence. Nevertheless, this section of the budget covers no less than 21% of the requested grant, and probably one of the project meetings could be avoided and replaced by online arrangements.</p> <p>Staffing costs across the partners and work packages have been meticulously calculated and costed. Equipment costs are justified and depreciation rates calculated accurately. Sub-contracting costs (for the video producer and external quality assurance) are justified and reasonable. As targets for project outcomes (numbers of resources, languages, and participants) are well defined it is possible to be confident that CLIL4U demonstrates an effective use of resources and represents good value for money. There is no provision in the budget for the required external audit certificate.</p>		
Impact	4	5
<p>[537672]Some important objectives of KA2-Languages are in the heart of the proposed project, but target groups of the project are identified in a vague way, as "language teachers and their pupils/students from Comenius and Leonardo sectors". This is not clear enough and the needs of such generally defined groups are very hard to assess and analyse.</p> <p>Nevertheless, the application gives very precise indications of the end-users during the lifetime of the project: 120 teachers, 360 pupils and 440 students will use and test the developed materials.</p> <p>Furthermore, there is a scale effect in the process of the implementation of the project (first, people from the participant institutions, then from the region, then from the country and so on), which is usually effective in these kind of projects.</p> <p>The clarity of planning and background work which has gone into this proposal, along with the exploitation of the communication and dissemination channels suggested in the application, gives confidence that CLIL4U will have a positive influence not only on the partners and users of the CLIL4U resources, but for the field of CLIL across Europe.</p>		

Quality of the Valorisation plan (dissemination and exploitation of results)	4,5	5
<p>[537672]Different modes of dissemination to reach the diverse groups of wider stakeholders interested, or potentially interested in the project have been well thought through and explained. These include online provision via facebook, twitter, the project website, vimeo and ebooks, through conference participation and in print, and exploitation of existing networks (EUROCALL, EfVET). Specific examples and links for each of these modes have been researched and included in the proposal.</p> <p>The vested interest that all partners (funded and associated) have for CLIL4U to be successful is a positive factor in quality assurance, dissemination and sustainability of results. There is provision for the CLIL4U courses to continue to be offered after the funded period, with support from a clearly defined list of networks and associated partners in all partner countries. All project outcomes will be 'CopyLeft' and may be used by any institution.</p> <p>It would be useful though, to differentiate actions at local and national level, as the partner countries do not have the same use and tradition of electronic and conventional media, nor experience in CLIL implementation in their educational institutions.</p>		
Total	36	40
Total in %	90	

Legend on scoring per award criterion:

- 5 – very good - *addresses the criterion with all aspects of high quality*
- 4 – good - *addresses the criterion with some aspects of high quality*
- 3 – acceptable - *addresses the criterion satisfactorily*
- 2 – weak - *addresses the criterion but with some weaknesses*
- 1 – very weak - *addresses the criterion but with significant or many weaknesses*
- 0 – no evidence - *fails to include a minimum amount of evidence to enable the criterion to be evaluated*

## **Annex - List of documents to be submitted**

**The following issues need to be resolved before any grant may be awarded. Failure to provide the necessary information in time may result in the grant not being awarded.**

### **Mandate letters**

Please submit scanned mandate letters from all co-beneficiaries (signed by the Legal Representative of the co-beneficiary organisation or a person authorised to enter into legally binding commitments on behalf of this co-beneficiary organisation), for which you must use the model downloadable from the website:

[http://eacea.ec.europa.eu/llp/funding/2013/call\\_lifelong\\_learning\\_2013.php](http://eacea.ec.europa.eu/llp/funding/2013/call_lifelong_learning_2013.php)

Mandate letters must be signed by the legal representative of the co-beneficiaries who are giving your organisation (P1 in the application form) the power of signing and implementing the grant agreement. The name indicated on the front page of the mandate letter should be the same as the signature on the back page of the mandate letter. Please ensure your co-beneficiaries are aware that the mandate letters must be addressed to your organisation. These letters must be collected by you and sent to the Agency in one package. The package should contain 2 original (or scanned) copies of the mandate letters, the third original (or scanned) copy should stay with each co-beneficiary.

### **Financial identification form**

Please submit the scanned or original Financial Identification Form for the applicant organisation only, downloadable from the website:

[http://ec.europa.eu/budget/contracts\\_grants/info\\_contracts/financial\\_id/financial\\_id\\_en.cfm](http://ec.europa.eu/budget/contracts_grants/info_contracts/financial_id/financial_id_en.cfm)

The form must be signed by the account holder and either be stamped and signed by the bank concerned or be accompanied by a recent bank statement. Please note the Agency does not accept a financial identification form which is not signed. The account indicated in the financial identification form will be used for payments to your project.

## Questions to be answered-537672-DK-KA2MP

### Legal representative of the Applicant Organisation

Please confirm that the name of the legal representative of the Applicant Organisation has not changed since your application was submitted. If the legal representative has changed, please fill in the grid below and provide proof that the named **person is authorised** to enter into legally binding commitments on behalf of the Applicant Organisation in compliance with the Instructions for completing the application form (P. 38).

Instructions for applicants:

[http://eacea.ec.europa.eu/llp/funding/2013/documents/call\\_llp/Instructions\\_2013\\_v0.1\\_EN.pdf](http://eacea.ec.europa.eu/llp/funding/2013/documents/call_llp/Instructions_2013_v0.1_EN.pdf)

☐ The legal representative has not changed since my organisation submitted the application

☐ The legal representative has changed and the new data is provided below.

<b>A.3 Person authorised to represent the organisation in legally binding agreements (Legal representative)</b>			
Family Name :			
First Name:			
Title and role in the organisation:			
E-mail address:			
Address :			
Post code:		Town:	
Country:		Region:	

### Project Manager (contact person)

Please confirm that the name of the person responsible for the management of the application (contact person) has not changed since your application was submitted. If the contact person has changed, please fill in the grid below.

☐ The contact person has not changed since my organisation submitted the application

☐ The contact person has changed and the new data is provided below.

## A.2 Person responsible for the management of the application (contact person)

Family Name :			
First Name:			
Title and role in the organisation:			
E-mail address:			
Address :			
Post code:		Town:	
Country:		Region:	
Telephone 1:		Telephone 2:	

### Start date project

Please confirm your preferred start date for the project. This will be the date mentioned as the starting date in the grant agreement as far as the requested documents are received on time to produce the agreement.

End date will be calculated according to the duration, of the project.

☐ 1/11/2013

☐ 1/12/2013

☐ 1/01/2014

Please note that no expenditure incurred before this date will be considered eligible.

### Other EU grants

Please list the projects for which the **applicant organisation**, or the department responsible for the management of this application, has received *financial support of EU programmes or initiatives* during the last three years.

Programme or initiative	Reference number including year of award	Title of the Project

Please list EU grants requested or obtained by the **applicant or its partner organisations** (*excluding third country partners*) for the same / similar / closely linked project. Please identify for each case the EU programme concerned and if appropriate the grant obtained.



Programme or initiative	Reference number	Organisation	Title of the Project	Grant amount requested / received

*Please return the present Annex "Questions to be answered" once completed to the following address:*

Barbara Hermans  
Education, Audiovisual and Culture Executive Agency,  
Unit P1  
Office : BOU2 2/46  
Avenue du Bourget 1  
B1040 Brussels  
Belgium

e-mail: [eacea-languages@ec.europa.eu](mailto:eacea-languages@ec.europa.eu)