



EUROPEAN COMMISSION  
Education, Audiovisual and Culture Executive Agency

Department A: Erasmus+, EU Solidarity Corps  
**Erasmus+: Higher Education - International Capacity Building**

Brussels, 23/12/2020

EACEA.A.4/RR/sv(2020)8849338

**Subject: Invitation to the 'Grant-holders' meeting of newly selected Capacity Building in Higher Education (CBHE) projects**  
**Online Meeting 25-29 January 2021**

Dear Participants,

Following the Agency's email of 15 December 2020 we are pleased to invite you to the CBHE Grant-holders meeting that will take place in the week from **25 - 29 January 2021**. As a consequence of the travel restrictions imposed because of the outbreak of the COVID19, this year's event will be **entirely online**.

However, please note that the acceptance of your participation is subject to the *signature by both parties of the grant agreement* for the respective E+CBHE project *before the event*.

This event is dedicated to the representatives of CBHE projects selected in 2020 under the Call for proposals EAC/A02/2019. Its overall aim is to address in detail issues related to the implementation of the CBHE projects, the operational management of the grant agreement and the financial rules applicable to the CBHE grant. The event will also offer the opportunity for new and experienced coordinators to network and to share experience and good practice.

Similarly to last year edition, there will be **video presentations** on the above mentioned topics available **online before the meeting**. In order to make the meeting and the discussions as effective as possible you are requested *to be familiar* with the content of the video presentations before the meeting. The link to access these videos will be sent to the project coordinators well before the 25 January 2021.

As outlined in the Agenda, the meeting will be divided into plenary sessions, parallel regional workshops, e-Booths and bilateral helpdesks:

1. The **plenary sessions** will address the operational management of the grant agreement and the financial rules applicable.
2. The **regional workshops** will address aspects related to the implementation of your project in the targeted Regions.
3. The **e-Booths** will offer a virtual space to foster networking and the exchange of information with key actors for the implementation of your projects.
4. The bilateral **helpdesks** will allow individual projects to meet their EACEA Project Officers. Participation in the helpdesks is mandatory.

The participation in the conference is **mandatory** for all selected projects under the above-mentioned call. Although on one hand the on-line setting will enable us to welcome a higher number of participants in the opening sections we are compelled on the other hand to limit the number of participants in the different workshops in order to ensure a smooth and effective implementation.

For the opening plenary section, there is no limitation on the number of attendance. We will have the honour to have **Prof. Muhammad Yunus, 2006 Nobel Peace Prize Winner** as keynote speaker. You will be able to connect through a dedicated webpage. You will receive the necessary details soon.

For the other plenary sections, the regional workshops, helpdesks and the e-Booths the number of projects representatives will be limited to **a maximum of two persons** per project, namely:

1. The **project coordinator** from the coordinating institution (as identified in the grant application and in the grant agreement)
2. **One representative from one** of the beneficiary institutions located in a **Partner Country**

We invite you to identify as soon as possible the representative from the Partner Country institution who will take part in the meeting with you and to collect from your partners any question you may want to address during the Helpdesk sessions.

The plenary sessions will be recorded and will be available for all your partners right after the event. The partners who cannot attend the event will therefore also be able to watch the videos.

Furthermore, in the framework of this event we will use the networking tool "ConnexMe App" (<http://evenium.com/c/connexme>) which will enable you to consult the event programme, the list of participants and other materials. This will also facilitate networking amongst participants. You are encouraged to download the 'ConnexMe' app in advance of the meeting.

Participants must confirm their participation by registering on the following website **by 8 January 2021 at the latest**:

<https://eu.eventscloud.com/granholders>


The **password** is: **CBHE2021**

The draft agenda of the meeting is available at the registration website.

Once your registration has been confirmed by "Cecoforma" (the Agency's service provider in charge of the logistical organisation of the event) you will have access to all practical information including access to the dedicated website of the event.

For further information about the conference organisation, registration, visa issues, travel and accommodation please contact "Cecoforma" at [eva.stasiak@cecoforma.com](mailto:eva.stasiak@cecoforma.com)

Yours faithfully,



Ralf RAHDERS  
Head of Unit



**Erasmus+ Capacity Building in Higher Education  
Online Grantholders' Meeting  
25-29 January 2021  
Agenda**

**Day 1 (25/01/2020)**

Plenary section

INTRODUCTION

<b>11.00-11.30</b>	<p><b>Capacity Building in Higher Education: current and future prospective</b>  <i>Ralf Rahders, Head of Unit, EACEA (chairperson)</i>  <i>Sophie Beernaerts, Head of Department Erasmus+ and EU Aid Volunteers-EACEA</i>  <i>Themis Christophidou, Director-General for Education, Youth, Sport and Culture</i></p>
<b>11.30-12.30</b>	<p><b>Designing the future: role and responsibility of Higher Education Institutions</b>  <i>Prof. Muhammad Yunus, Founder of Grameen Bank and Nobel Peace Prize Winner 2006</i></p>
<b>12.30-13.30</b>	<p><i>Lunch break</i></p>
<b>13.30-15.30</b>	<p><b>CBHE Project Implementation, Monitoring and Financial Management</b>  <i>Carla Giulietti and Anila Troshani, EACEA</i></p> <p><b>Management at the time of COVID19</b>  <i>Eva Valle Casanova and Paivi Hernesniemi, EACEA</i></p>

**Day 2 (26/01/2020)**

**REGIONAL WORKSHOPS**

<b>9.30-11.30</b>	<b>Western Balkans</b>	<b>Africa &amp; South Africa</b>	<b>South Mediterranean &amp; Iraq, Iran, Yemen</b>	<b>Latin America &amp; Caribbean</b> <i>Different time slot (14.30-16.30)</i>	<b>Eastern Partnership</b>	<b>Asia I &amp; Asia II</b>	<b>Central Asia &amp; Russia</b>
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**Plenary section**

<b>17.00-17.20</b>	<b>Impact Studies: main findings</b> <i>Anila Troshani, EACEA (tbc)</i>
<b>17.20-17.50</b>	<b>EU Development Policies: a look on monitoring and impact assessment</b> <i>To be confirmed, DG DEVCO</i>
<b>17.50-18.00</b>	<b>Closing remarks</b>

**Day 3-4-5 (27-28-29/01/2020)**

**HELPDESK and e-BOOTHs**

<b>9.30-13.00</b>	<b>Helpdesk</b> Bilateral meetings with Unit A4 Project Officers
<b>13.00-14.00</b>	<i>Lunch break</i>
<b>14.00-14.45</b>	<b>e-Booths</b> 12 parallel sections of networking and exchange of best practices
<b>15.00-17.30</b>	<b>Helpdesk</b> Bilateral meetings with Unit A4 Project Officers



Thank you for registering.

[PRINT RECORD](#)

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## **QUESTION AND ANSWER: The grand holder meeting in January 2021**

### **Part A - Introduction**

[https://www.youtube.com/watch?v=FtcL9DIoq2A&feature=emb\\_logo](https://www.youtube.com/watch?v=FtcL9DIoq2A&feature=emb_logo)

Question:

1. What is LFM indicator?

It is in the project proposal.

### **Part B - Project Management**

[https://www.youtube.com/watch?v=\\_dA7IXovcnY&feature=emb\\_logo](https://www.youtube.com/watch?v=_dA7IXovcnY&feature=emb_logo)

Question:

1. Can we shift travel-stay cost to staff cost? Such as COVID case, people are not allowed to travel, and they were participated in the online event at home country, means some travel+stay costs are not spent, and they spent more time to prepare and participate in the event.

Within 10% of the estimated budget, no need the permission from EACEA.

Above 10%, we need the permission from EACEA, which leads to the contract amendment.

2. Do we prepare the partnership agreement ourselves? Or is there predefined format?
3. Curriculum accreditation

It needs to be done in 2 years and third year of the project, the curriculum should offered and students enrolled. University and national accreditation is mandatory. International is good.

### **PART C – Budget (Staff, travels, costs of stay)**

[https://www.youtube.com/watch?v=YEqdDcxzON8&feature=emb\\_logo](https://www.youtube.com/watch?v=YEqdDcxzON8&feature=emb_logo)

Question:

1. Can partner hire a person only work on the project? Like a full-time employee of the project.

Yes, we can hire.

2. Can we use digital signature or scanned signature when we fill joint declaration and timesheet?

Yes, we can.

3. In travel cost, staff can travel max 3 months. Is that means; max 3 months in entire project period or in one time?

Staff travel is unlimited during the project. But, should not exceed 3 months per visit.

4. If some budget left at the end of the project, what will happen? Do we need to return to EACEA or can keep?

Should return to EACEA.

5. What is exceptional cost? Example?

6. Can audit conduct by national company?

National is OK.

### **PART D – Budget (equipment and subcontracting)**

[https://www.youtube.com/watch?v=SA5ytLhBWQQ&feature=emb\\_logo](https://www.youtube.com/watch?v=SA5ytLhBWQQ&feature=emb_logo)

Question:

1. Can we change type and number of equipment? Some cases, partner institution bought the equipment that written in the project proposal using different financial source, and wants to buy different one?

Need to provide reasonable justification to change.

2. In Mongolia, when budget transfers from EU into partner's account, it automatically converts from euro to MNT. Also, threshold value of tender is different than EU case. Then what will happen? Do we need to follow EU budget regulation or need to follow national regulation?

### **Part E - Changes to the Grant Agreement**

[https://www.youtube.com/watch?v=biI4wOQVSZA&feature=emb\\_logo](https://www.youtube.com/watch?v=biI4wOQVSZA&feature=emb_logo)

Question:

### **Part F – Reporting**

[https://www.youtube.com/watch?v=krRVkSZKuxY&feature=emb\\_logo](https://www.youtube.com/watch?v=krRVkSZKuxY&feature=emb_logo)

Question:

1. Is there any official format or template for the narrative report?





Co-funded by the  
Erasmus+ Programme  
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**URBAN RESILIENCE AND ADAPTATION FOR INDIA AND MONGOLIA:**  
Curricula, Capacity, ICT and Stakeholder Collaboration to Support Green & Blue Infrastructure and Nature-Based Solutions

**URGENT PROJECT**  
619050-EPP-1-2020-1-DE-EPPKA2-CBHE-JP

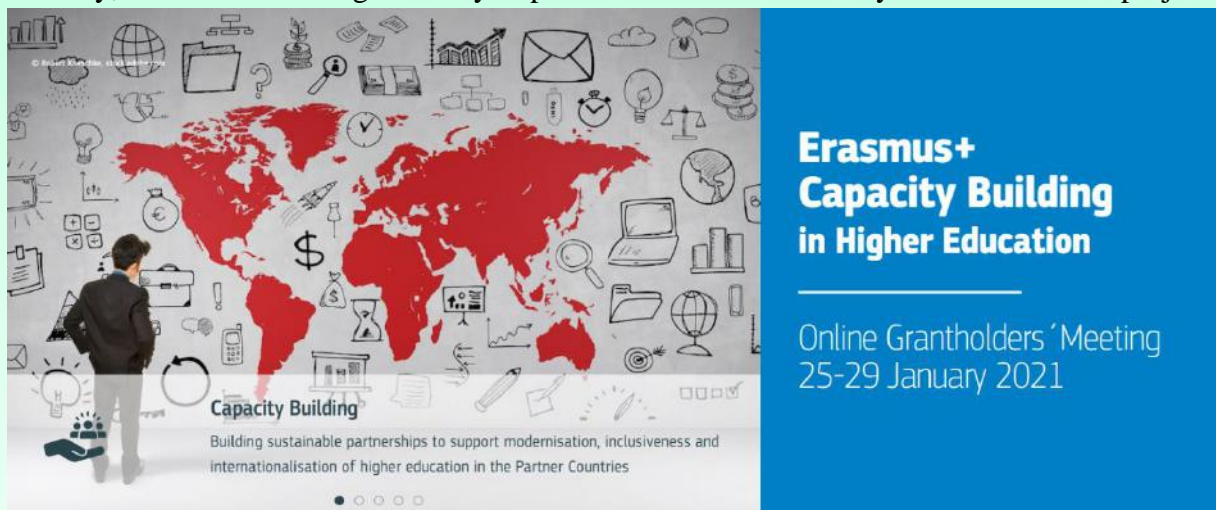
**THE GRANT HOLDERS MEETING OF ERASMUS+ CBHE**

The Grant holders meeting of ERASMUS+ Capacity Building in Higher Education has been virtually organized between 25 and 29 January 2021.

Several important topics, including Capacity Building in Higher Education: current and future prospective by Ralf Rahders Head of Unit, EACEA, Designing the future: role and responsibility of Higher Education Institutions by Prof. Muhammad Yunus Founder of Grameen Bank and Nobel Peace Prize Winner 2006, CBHE Project Implementation, Monitoring and Financial Management by Carla Giulietti and Anila Troshani EACEA and Management at the time of COVID19 by Eva Valle Casanova and Paivi Hernesniemi EACEA have been presented. Moreover, Regional workshops, Helpdesk, E-booths and Bilateral meeting also organized.

Most importantly, questions have been collected from Partners of URGENT project, and asked during the Bilateral meeting with Ms Giordana BRUNO, Project Adviser on 28 January 2021, and she provided us very clear answers.

Entirely, this online meeting was very important and efficient to carry on the URGENT project.



For more information, please visit the following website. <https://cbhegrantholders2021.eu/>

*Reported by Ochir ALTANSUKH, National University of Mongolia*

