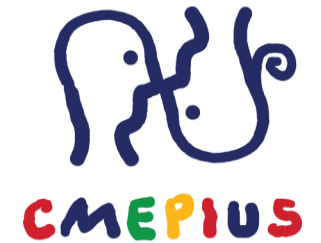


Erasmus akreditacija

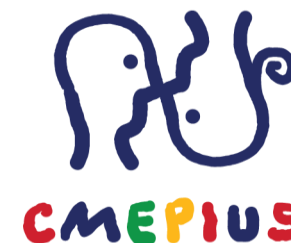
Špela Močilnikar, CMEPIUS

12. 9. 2022



STRUKTURA PREDSTAVITVE

- Kaj je akreditacija, kaj omogoča?
- Kdo se lahko prijavi?
- Namen in cilj
- Kriteriji za pridobitev
- Prijavnica in roki za oddajo prijave
- Kako se praktično lotiti priprave strategije in akcijskega načrta



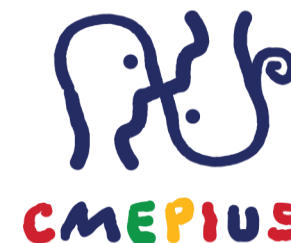
KAJ JE AKREDITACIJA?

Erasmus akreditacija je orodje, namenjeno organizacijam na področjih šolskega izobraževanja, PSI in izobraževanja odraslih, ki želijo **vzpostaviti ali nadaljevati mednarodno sodelovanje**.

Podelitev Erasmus akreditacije potrjuje, da je organizacija pripravila **načrt za izvedbo visokokakovostnih aktivnosti mobilnosti** v okviru širših prizadevanj za razvoj svoje organizacije.

Ta načrt se imenuje načrt Erasmus in je ključni del prijave za akreditacijo Erasmus!





NAMEN aktivnosti

Akreditacija je:

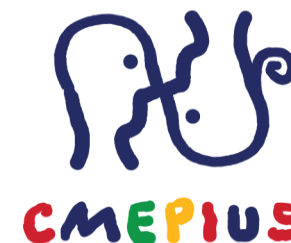
- DOLGOROČNO sodelovanje v mednarodnem okolju
- STRATEŠKA usmeritev organizacije
- INTERNACIONALIZACIJA (načrtovan nameren proces integracije mednarodne ali medkulturne razsežnosti v namen, funkcijo in izvajanje izobraževanja in usposabljanja, da bi izboljšali kakovost izobraževanja za vse učeče se in zaposlene in da bi pomembno prispevali k družbi).

>>>> ERASMUS NAČRT

Za akreditacijo lahko zaprosi:

- Organizacija zase → individualna akreditacija Erasmus
- Organizacija v imenu konzorcija → akreditacija Erasmus za koordinatorje konzorcijev mobilnosti.

Zaprosi se samo za eno od omenjenih dveh – kasneje je možno prehajanje med tema dvema tipoma akreditacij!



KAJ JE KONZORCIJ?

Konzorcij za mobilnost je skupina organizacij iz iste države, ki izvajajo aktivnosti mobilnosti v okviru skupnega Erasmus načrta.

Vsak konzorcij za mobilnost koordinira ena vodilna organizacija, tj. akreditirani koordinator konzorcija za mobilnost.

**Konzorcij sestavlja: organizacija prijaviteljica, nosilka konzorcija
+ in vsaj še ena partnerska organizacija.**

Člani konzorcija ne rabijo imeti akreditacije Erasmus. V prijavi treba **opisati namen in predvideno sestavo vašega konzorcija.** Seznam članov konzorcija pa je treba oddati šele ob prijavi projekta mobilnosti za akreditirane organizacije.



KAJ AKREDITACIJA OMOGOČA?

Institucijam z Erasmus akreditacijo bo omogočen **poenostavljen dostop do možnosti financiranja** v okviru ključnega ukrepa 1 programa Erasmus (2021–2027).

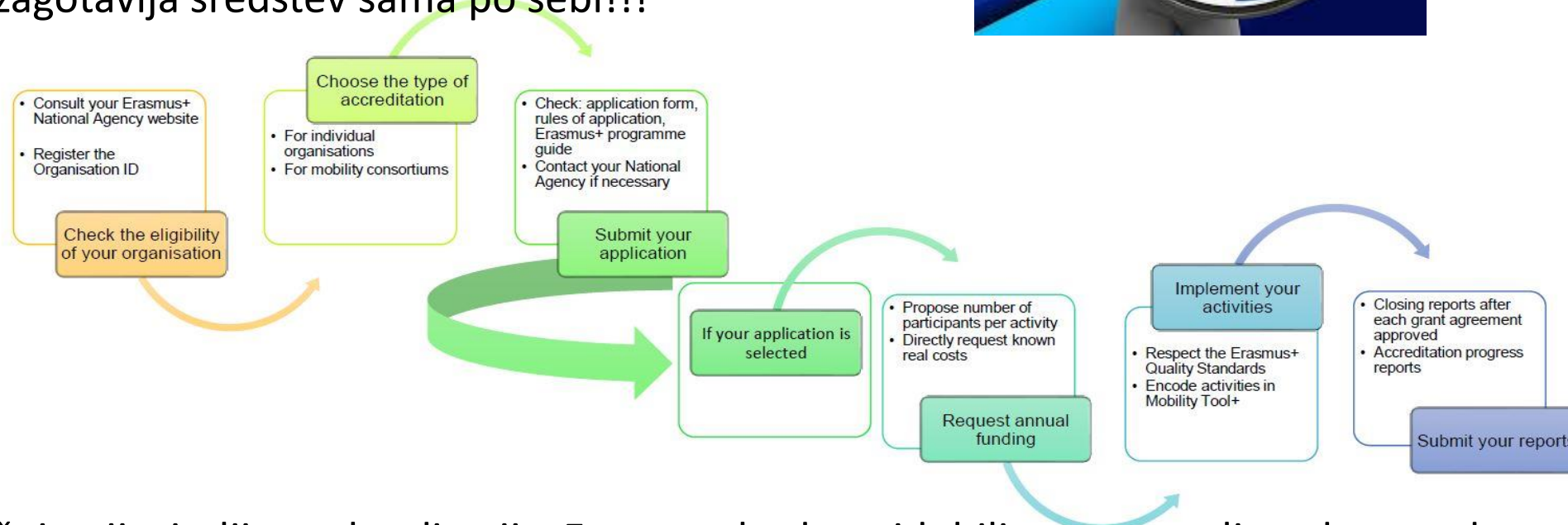
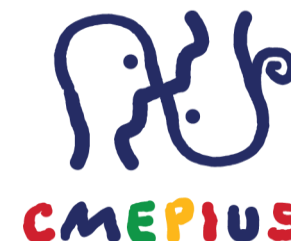
Bolj prožno financiranje posameznih aktivnosti mobilnosti pri izvedbi projektov.

Sistem akreditacije je že uveljavljen na področju visokošolskega in poklicnega izobraževanja (listina kakovosti).



ERASMUS AKREDITACIJA

- Je izkaz kakovosti in hkrati tudi obveza (preverjanje oz. spremljanje doseganja ciljev)
- Ne zagotavlja sredstev sama po sebi!!!



Uspešni prijavitelji za akreditacijo Erasmus bodo pridobili poenostavljen dostop do možnosti financiranja v okviru ključnega ukrepa 1 na svojem področju za čas veljavnosti akreditacije.

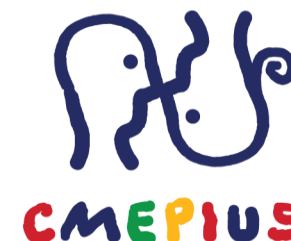
Erasmus akreditacija

DA		NE
Izkaz kakovosti Obveza	SPREMLJANJE DOSEGANJA CILJEV	Ne zagotavlja sredstev Potrebna poenostavljena prijava projekta KA121!

CILJ

- KREPITEV EVROPSKE DIMENZIJE UČENJA IN POUČEVANJA
 - (1) S spodbujanjem vrednot vključevanja in raznolikosti, strpnosti in demokratične participacije;
 - (2) s spodbujanjem vedenja in znanja o skupni evropski dediščini in bogastvu raznolikosti;
 - (3) s podporo razvoja strokovnih mrež po Evropi.

CILJI NA PODROČJU IZOBRAŽEVANJA ODRASLIH



Prispevanje k oblikovanju evropskega izobraževalnega prostora ter k programu znanja in spretnosti za Evropo prek:

- izboljšanja kakovosti formalnega in neformalnega izobraževanja ter priložnostnega učenja odraslih;
- Izboljšanje kakovosti ponudbe izobraževanja odraslih s profesionalizacijo osebja in krepitev zmogljivosti ponudnikov izobraževanja odraslih za izvajanje visokokakovostnih učnih programov;
- izboljšanja kakovosti poučevanja in učenja v vseh oblikah izobraževanja odraslih ter nudenje prilagoditev potrebam širše družbe;
- izboljšanja ponudbe izobraževanja odraslih za ključne kompetence, opredeljene v okviru EU, vključno z osnovnimi spretnostmi (bralna in računska pismenost, digitalne spretnosti) in drugimi življenjskimi veščinami;

STRATEŠKI DOKUMENTI

CMEPIUS-ova knjižnica

- [Evropski izobraževalni prostor](#)
- [Program znanj in spretnosti za Evropo](#)

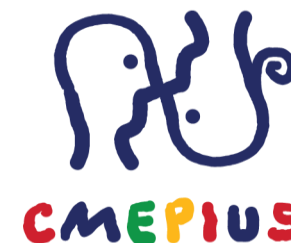
[Vodnik za prijavitelje](#)

stran 76

CILJI NA PODROČJU IO

Prispevanje k oblikovanju evropskega izobraževalnega prostora ter k programu znanja in spretnosti za Evropo prek:

- krepitve zmogljivosti ponudnikov izobraževanja odraslih in drugih organizacij, ki opravljajo naloge na področju izobraževanja odraslih, za izvajanje visokokakovostnih projektov mobilnosti;
- povečanja udeležbe odraslih vseh starosti in iz vseh socialno-ekonomskih okolij v izobraževanju odraslih, zlasti s spodbujanjem udeležbe organizacij, ki delajo z ranljivimi ciljnimi skupinami odraslih, malih ponudnikov izobraževanja odraslih, novincev v programu ter manj izkušenih organizacij in lokalnih organizacij.



STRATEŠKI DOKUMENTI

CMEPIUS-ova knjižnica

- [Evropski izobraževalni prostor](#)
- [Program znanj in spretnosti za Evropo](#)

[Vodnik za prijavitelje](#)

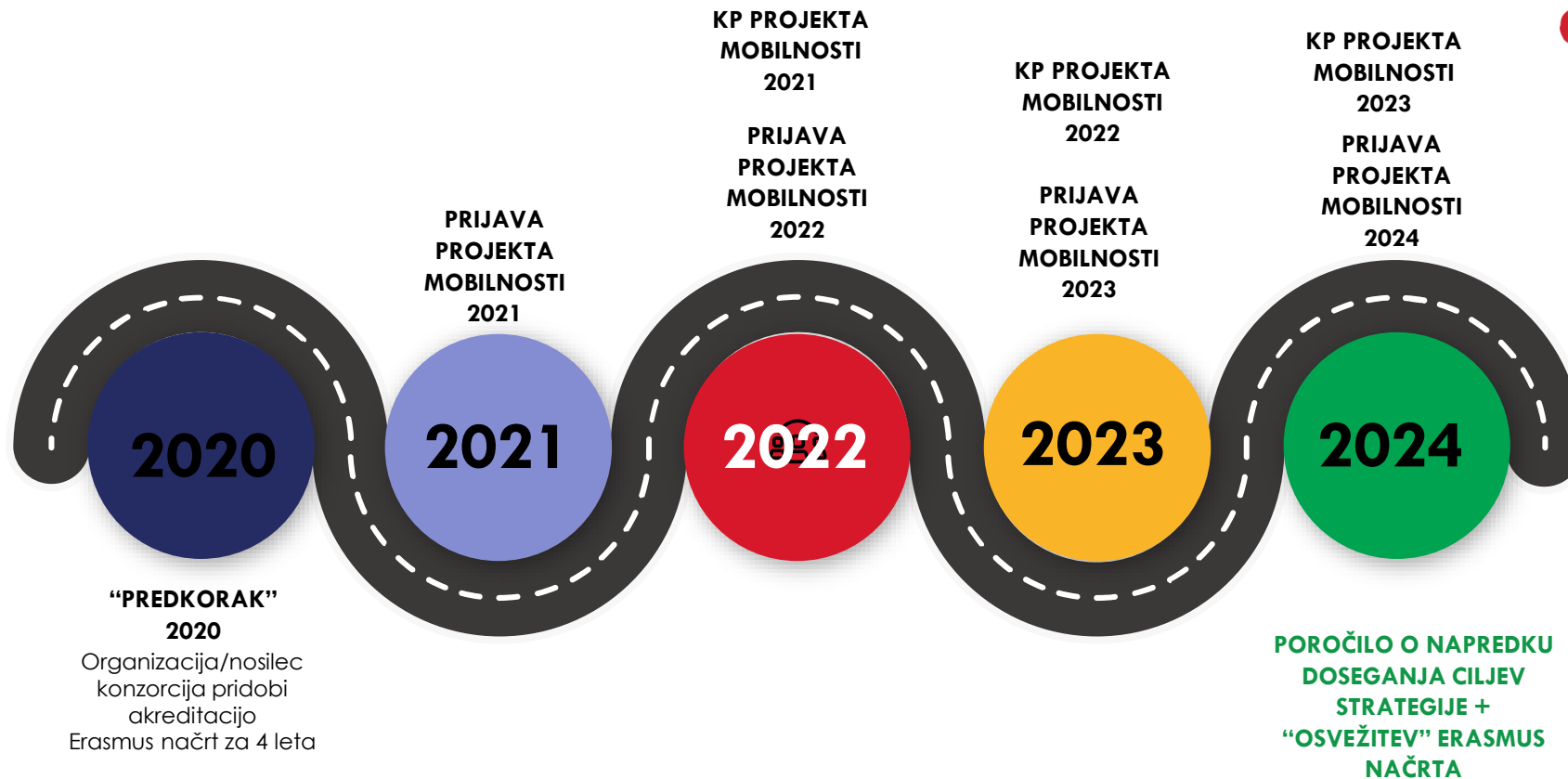
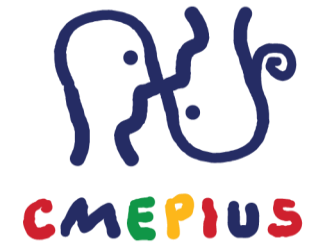
stran 76

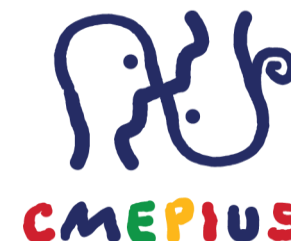


KAJ AKREDITACIJA OMOGOČA:

- Lažji dostop do sredstev za projekte mobilnosti
 - Vloga za KA121 se ne ocenjuje
 - Kriteriji določanja višine dotacije
 - Ocena uspešnosti (iz KP zaključenih projektov in spremljanj)
 - Zaprošena višina
 - Razpoložljiva sredstva
 - Letne prioritete
 - Formula določena s strani EK
- [Pravila za dodelitev sredstev akreditiranim prijaviteljem KA1 izobraževanje odraslih](#)

DELOVANJE KA1 SISTEMA AKREDITACIJ





KDO SE LAHKO PRIJAVI?

- (1) organizacije, ki ponujajo formalno, priložnostno in neformalno **splošno nepoklicno** izobraževanje odraslih;
 - Upravičenost organizacij v skladu s tem pogojem bo določena na podlagi izobraževalnih programov in aktivnosti, ki jih izvajate. Če izvajate različne izobraževalne programe in aktivnosti, ste lahko upravičeni na več področjih: SE, VET, ADU
 - Organizacije, ki izvajajo poklicno izobraževanje in usposabljanje (PIU) za učeče se odrasle, se v okviru programa Erasmus+ štejejo za ponudnike poklicnega izobraževanja in usposabljanja (prijava na področje VET)
- (2) lokalni in regionalni javni organi, usklajevalni organi in druge organizacije, ki opravljajo naloge na področju izobraževanja odraslih.

Bolj podrobna opredelitev:

[Organizacije – Upravičeni prijavitelji](#)



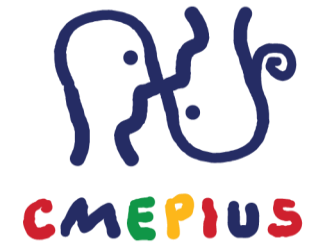
Merila za upravičenost

	ZA NEAKREDITIRANE
upravičeni prijavitelji	Ponudnik formalnega, neformalnega ali priložnostnega IO Lokalne oblasti in druge organizacije z vlogo na področju IO Organizacije – Upravičeni prijavitelji
Ustrezne države	Organizacija prijaviteljica iz programske države
Kam oddati prijavo?	Nacionalna agencija v kateri ima sedež organizacija prijaviteljica. Prijavnice se odda spletno , v jeziku držav članic EU, povzetek v angleščini!
Roki za oddajo prijave in število prijav	<ul style="list-style-type: none">• elektronska oddaja prijave 19. oktober do 12: 00 : 00 (bruseljski čas).• enkrat za vsako od treh področij, za vsako področje se odda ločeno prijavo.• Organizacije, ki že imajo akreditacijo, se ne morejo prijaviti za novo na istem področju
Vrste prijav	Kot posamezna organizacija – individualna akreditacija ali Kot konzorcij za mobilnost – konzorcijska akreditacija
Prijava projekta za financiranje aktivnosti	prvi razpisni rok prihodnjega leta, akcija KA121 -ADU
Podporne organizacije	Vsaka organizacija, ki se ukvarja z izobraževanjem in usposabljanjem, lahko sodeluje kot podpora organizacija akreditiranemu upravičencu. Vlogo in obveznosti podpornih organizacij je treba formalno opredeliti med njimi in akreditirano organizacijo (tudi v primerih, ko je podpora organizacija hkrati članica konzorcija mobilnosti pod vodstvom upravičenca, ki prejema podporo). Vsi prispevki podpornih organizacij morajo biti skladni s standardi kakovosti Erasmus.

Merila za izbor / za izključitev

- Prijavitelji morajo imeti **zadostno poslovno in strokovno sposobnost** za izvedbo predlaganega načrta Erasmus, vključno z **vsaj dvema letoma ustreznih izkušenj na področju prijave**, v primeru koordinatorja konzorcija za mobilnost pa morajo imeti ustrezno sposobnost za koordiniranje konzorcija.
- Prijavitelji morajo predložiti **podpisano častno izjavo**, s katero potrjujejo, da niso v nobeni od situacij, navedenih v merilih za izključitev iz dela C tega vodnika, da predloženi **načrt Erasmus** vsebuje **izvirno vsebino**, ki jo je pripravila organizacija prijaviteljica, in da **za pripravo prijave niso bile plačane** nobene druge organizacije ali **zunanji posamezniki**.
- Več informacij o splošnih merilih za izbor in izključitev lahko preberete v [delu C Vodnika za prijavitelje](#).

KRITERIJI – Merila za dodelitev



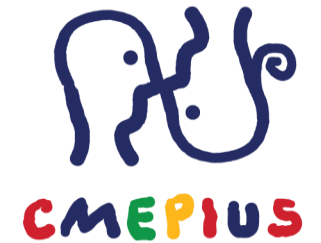
- [Upravičeni prijavitelji](#)
- Izločitveni kriteriji
 - Avtorstvo prijave, izvirnost prijave
- Kriteriji izbora
 - zmogljivost (organizacijska / finančna) –
 - Načelo proporcionalnosti, kontektualizacije in nediskriminacije
- Kriteriji dodelitve
 - USTREZNOST (10) - [Upravičeni prijavitelji](#)
 - Erasmus plan – CILJI (40)
 - Erasmus plan – AKTIVNOSTI (20)
 - Erasmus plan – VODENJE IN UPRAVLJANJE (30)

[Vodnik za ocenjevalce- akreditacija Erasmus \(2021 ANG-PDF\)](#)



Najmanj 70 od skupno 100 točk in najmanj polovico vseh možnih točk v vsaki od štirih kategorij meril za podelitev!

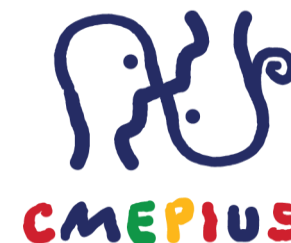
Bolj podrobno: Vodnik za prijavitelje: Erasmus akreditacija: [Pravila za oddajo prijav](#) ([str. 75-82](#))



DOBRA PRIJAVA JE:

- Skladna in je ustrezna za vašo organizacijo, vaše izkušnje in ambicije.
- Izvirna in posebej prilagojena vaši organizaciji.
- Konkretna glede vaših specifičnih potreb in ciljev.
- Se sklicuje na strateške dokumente, če so priloženi.
- Je rezultat timskega dela v vaši organizaciji in vključuje tako osebje kot vodstvo organizacije.



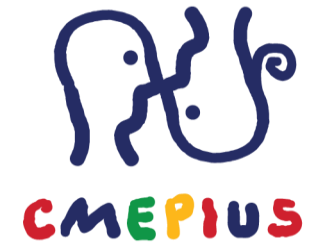


STANDARDI KAKOVOSTI

Osnovna načela:

- Vključevanje in raznolikost
- Okoljska trajnost in odgovornost
- Digitalno izobraževanje – vključno z virtualnim sodelovanjem, virtualno mobilnostjo in kombinirano mobilnostjo
- Aktivna udeležba v mreži organizacij Erasmus
- [Erasmus standardi kakovosti](#)





DRUGI STANDARDI

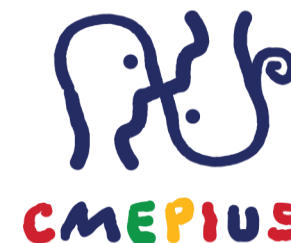
- Dobro upravljanje aktivnosti mobilnosti
- Zagotavljanje kakovosti in nudenje podpore udeležencem
- Deljenje rezultatov in informacij o programu

Več:

[Standardi kakovosti](#)

[Vodnik za prijavitelje str. 69 -86](#)





PRIJAVNI ROK IN NAČIN PRIJAVE

- ROK za prijavo: 19. oktober 2022 (ob 12:00:00)
- [Prijavni obrazci](#) (prijava je spletna; poteka preko portala Evropske komisije, za dostop do katerega je potrebno imeti **EU Login račun**; prijava se odda samo spletno!)
- Organizacija mora za oddajo prijave pridobiti [OID](#)

Preverite dostop do svoje OID kode!!

Vprašanja povezana z kodo [OID](#) naslovite na: Tina.Kenk@cmepius.si

Prijavo oddate v slovenskem jeziku oz. kateremkoli jeziku EU.



OKVIRNA ČASOVNICA

- Rok za oddajo: 19. oktober 2022
- Obdobje ocenjevanja: oktober 2022 – november 2022
- Sklep o podelitvi: konec decembra 2022
- Obveščanje prijaviteljev: konec decembra 2022
- Pričetek veljavnosti akreditacije od 1. februarja 2023 naprej



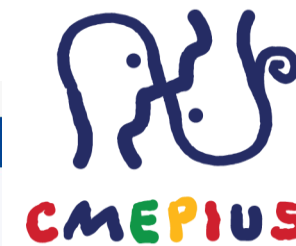
PRIJAVNICA

- Izpolnite vse polja
- Priložite strategijo/akcijski načrt (ni obvezno, a daje večjo težo vaši prijavi, potrjuje kakovost načrtovanja)
- Podpisano in žigosano častno izjavo !
- OID Preverite dostop do svoje OID kode!!



⚠	Kontekst
⚠	Organizacija prijaviteljica
⚠	Ozadje
⚠	Načrt Erasmus: Cilji
⚠	Načrt Erasmus: Aktivnosti
⚠	Načrt Erasmus: Standardi kakovosti
⚠	Načrt Erasmus: Vodenje
⚠	Priloge
⚠	Kontrolni seznam

PRIJAVNICA



European Commission

Erasmus+ and European Solidarity Corps

- HOME
- ORGANISATIONS
- OPPORTUNITIES
- APPLICATIONS
- PROJECTS
- SUPPORT
- RESOURCES
- TOOLS

Open Calls - Adult Education




ADULT EDUCATION

KA120-ADU

Erasmus accreditation in adult education

Erasmus accreditation is a tool for organisations that want to open up to cross-border exchange and cooperation on a continuous basis. Accredited organisations will gain easier access to Key Action 1 funding opportunities.




Deadline : 19-10-2021 12:00:00 (Brussels time)
Remaining days : 43

[Apply](#)

KA122-ADU

Short-term projects for mobility of learners and staff in adult education

This action supports adult education providers and other organisations active in the field of adult education that want to organise learning mobility activities for adult education staff.




Deadline : 05-10-2021 12:00:00 (Brussels time)
Remaining days : 29

[Apply](#)

KA210-ADU

Small-scale partnerships in adult education

This action enables participating organisations to gain experience in international cooperation and to strengthen their capacities. Small-scale Partnerships are designed to widen access to the programme to small-scale actors and individuals who are hard to reach in the fields of school education, adult education, vocational education and training, education, youth and sport.



Deadline : 03-11-2021 12:00:00 (Brussels time)
Remaining days : 58

[Apply](#)

PRIJAVNICA – splošne informacije



Erasmus+ and European Solidarity Corps

Home > Application details

Welcome Spela Mocilnikar

Application details

Form ID : KA120-ADU-62A0906A

Programme : Erasmus+ - Call : 2021- Round : Round 1 - Key action : KA1 - Action type : KA120-ADU - Erasmus accreditation in adult education

43 days left | DRAFT

Content menu

- Context
- Applicant organisation
- Background
- Erasmus Plan: Objectives
- Erasmus Plan: Activities
- Erasmus quality standards
- Erasmus Plan: Management
- Annexes
- Checklist
- Sharing
- Submission History

Context

General information

Welcome to the application form for Erasmus accreditation in Adult Education

Before starting, you need to read the part of the Erasmus+ Programme Guide on Erasmus accreditations. Please pay particular attention to the rules for original content and authorship: your application must be written by your organisation. It is strictly forbidden to pay other organisations or external individuals for drafting the application on your behalf. It is also useful to take a look at the Programme Guide section about accredited mobility projects which describes the rules for further steps if your accreditation is approved. The Programme Guide is available on the Europa web: [here](#). Finally, before writing your answers, we advise you to read through the whole application form to better understand its structure and overall content.

Please verify that your organisation is eligible for the field you have chosen. If you are not certain which field you can apply for, you should contact your National Agency for advice.

In particular, please note that organisations providing vocational education and training to adult learners are typically eligible in the field of vocational education and training, and not in the field of adult education. However, the exact rules will depend on the legal framework in your country. For further information, please consult your National Agency.

Each accreditation application covers only one field (school education, adult education, or vocational education and training). If you would like to apply for more than one field, you will need to submit separate applications. Submitting more than one application for the same field is not allowed. If your organisation is already accredited, you cannot apply again in the same field.

Field

Adult Education

National Agency *

Language used to fill in the form *

For further details about the available Erasmus+ National Agencies, please consult the following page: <https://ec.europa.eu/programmes/erasmus-plus/contact>

Accreditation type

What kind of Erasmus accreditation would you like to apply for ?

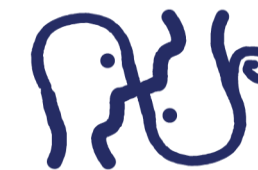
- Accreditation for an individual organisation
- Accreditation for a mobility consortium coordinator

Please note that you cannot submit separate applications as an individual organisation and a mobility consortium coordinator in the same field. Mobility consortium coordinators are allowed to organise mobility activities themselves, so there is no need for double applications. Successful applicants for Erasmus accreditation will gain simplified access to Key Action 1 funding opportunities in their field for the duration of the accreditation's validity, under the conditions defined in the yearly calls for proposals published by the European Commission.

Protection of Personal Data

Please read our [privacy statement](#) to understand how we process and protect your personal data

PRIJAVNICA – organizacija prijaviteljica



CMEPIUS

Home > Application details

Welcome Spela Mocinikar

Application details

Form ID : KA120-ADU-62A0906A

Programme : Erasmus+ - Call : 2021 - Round : Round 1 - Key action : KA1 - Action type : KA120-ADU - Erasmus accreditation in adult education

43 days left! DRAFT Draft

Content menu

- Context
- Applicant organisation**
- Background
- Erasmus Plan: Objectives
- Erasmus Plan: Activities
- Erasmus quality standards
- Erasmus Plan: Management
- Annexes (0)
- Checklist
- Sharing
- Submission History

Navigation

- Applicant organisation
- Applicant Organisation

Applicant organisation

To complete this section, you will need your organisation's identification number (OID). Since 2019, the Organisation ID has replaced the Participant Identification Code (PIC) as unique identifier for actions managed by the Erasmus+ National Agencies.

If your organisation has previously participated in Erasmus+ with a PIC number, an OID has been assigned to it automatically. In that case, you must not register your organisation again. Follow this link to find the OID that has been assigned to your PIC: [Organisation Registration System](#)

You can also visit the same page to register a new organisation that never had a PIC or an OID, or to update existing information about your organisation.

Applicant organisation OID	Legal name	Country	Actions
<input type="text" value="Applicant organisation OID"/>	<input type="text" value="Legal name"/>	<input type="text" value="Country"/>	



Actions



PRIJAVNICA – dodajanje kontaktnih oseb

Kazalo vsebine < Applicant Organisation ⓘ

All Red marks

- Context
- Applicant Organisation
- LJUĐSKA UNIVERZA PTUJ (E10058346)**
- Background
- Erasmus Plan: Objectives
- Erasmus Plan: Activities
- Erasmus quality standards
- Erasmus Plan: Management
- Priloge 0
- Checklist
- Skupna raba 0
- Zgodovina 0

Applicant details

[Redacted] Country: Slovenija

Associated Persons

Please provide information about key persons in your organisation who will be implementing and coordinating activities under the Erasmus accreditation.

The **legal representative** of your organisation is the person with authorisation to represent it in legal agreements and contracts. The **Erasmus Coordinator** is the main person in charge and the first contact point for everything that has to do with your Erasmus accreditation. You can also add other contact persons who will be assisting the Erasmus coordinator.

If needed, one person can have more than one role. For example, a legal representative can also be the Erasmus coordinator. However, you need to name at least two different persons to make sure it is always possible to contact your organisation even if one of them is not available.

Please note that information related to Associated Persons will be automatically transferred to your National Agency but not available in PDF.

× You need to name at least two different persons to make sure it is always possible to contact your organisation even if one of them is not available

× You need to choose one person to be the Erasmus coordinator. You cannot select more than one person for this role. **×** You need to include the organisation's legal representative

+ Add associated person **Q Add from my contacts**

PRIJAVNICA – dodajanje kontaktnih oseb

Ustvari kontaktno osebo

Naslov

Please complete...

Pozicija

Please complete...

Priimek *

Please complete...

Ime *

Please complete...

Telefon *

▣ ▾

Elektronski naslov *

Please complete...

Legal representative

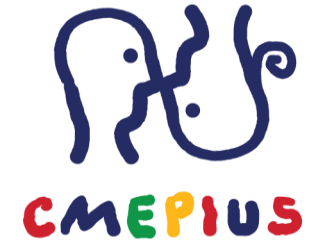
Erasmus coordinator

Dodaj na seznam mojih kontaktov

Prekliči

Shrani

PRIJAVNICA - ozadje



Home > Application details

Welcome Spela Mocilnikar

Application details

Form ID : KA120-ADU-62A0906A

Programme : Erasmus+ - Call : 2021-Round : Round 1 - Key action : KA1 - Action type : KA120-ADU - Erasmus accreditation in adult education

43 days left! DRAFT

Content menu

- Context
- Applicant organisation
- Background**
- Erasmus Plan: Objectives
- Erasmus Plan: Activities
- Erasmus quality standards
- Erasmus Plan: Management
- Annexes (0)
- Checklist

Sharing

Submission History

Background

In this section you should present your organisation and answer the question: "Who are you as an organisation?"

This is a very important section. Giving informative and precise answers will let the persons assessing your application understand your context and your plans. Writing a good background will also help you when answering questions in the second part of the application.

Please keep in mind that the Programme is open to many kinds of organisations all over Europe. This application is designed to address all of them. Because of that, some questions may seem obvious or unnecessary to you. Even if it seems so, it is still very important that you give clear and precise answers. Make sure to read the questions carefully and to address all sub-questions. If some sub-questions are not relevant for your organisation, state so explicitly.

If you are applying on behalf of a larger organisation with multiple departments or sections, it is important that you clearly describe the structure of the entire organisation and explain which parts of the organisation are working in the field covered by this application. The field of the application is stated in the section 'Context' and can be adult education, vocational education and training, or school education.

Organisation Profile

The following information is completed based on the information linked to your organisation identification number :

Please choose the organisation type that best describes your organisation.

Type of Organisation *

Please briefly present your organisation. Before answering, make sure to read the eligibility criteria in the call, as well as the additional information published by your National Agency.

i. What are your organisation's main activities (in everyday work, outside of Erasmus+) ? *

ii. What is your organisation's role in the education and training system that qualifies you to be an applicant for Erasmus accreditation according to the eligibility criteria for this call? *

iii. What profiles and ages of learners are concerned by your work? *

iv. How many years of experience does your organisation have in this role? *

Please describe the structure of your organisation. *

- Are there different sections or departments in your organisation? If your organisation works in more than one field of education and training, please explain which sections or departments work in the field of this application.
- How is management and supervision set up in your organisation? Who are the key persons in charge?
- If possible, please include an organisation chart in the application annexes. This can help make your answer shorter and clearer. You can attach your organisation chart here: [Annexes](#)

PRIJAVNICA – Erasmus načrt: cilji



Home > Application details

Welcome Spela Mocilnikar

Application details

Form ID : KA120-ADU-62A0906A

Programme : Erasmus+ - Call : 2021- Round : Round 1 - Key action : KA1 - Action type : KA120-ADU - Erasmus accreditation in adult education

43 days left! DRAFT Draft

Content menu

- Context
- Applicant organisation
- Background
- Erasmus Plan: Objectives**
- Erasmus Plan: Activities
- Erasmus quality standards
- Erasmus Plan: Management
- Annexes 0
- Checklist
- Sharing
- Submission History

Erasmus Plan: Objectives

Objectives

Please define the objectives your organisation wants to achieve by implementing Key Action 1 mobility activities.

Your objectives should be concrete, realistic, and should represent a real benefit for your organisation. Make sure to link them to the needs of your organisation and its learners. If you have attached any strategic documents as explained in the 'Background' section, you should make sure that relevant objectives from those documents are translated to your Erasmus Plan in this section. If needed, you can repeat information from your earlier answers, or simply refer to them as part of your explanations for defined objectives.

If your accreditation is approved, your progress towards achieving the Erasmus Plan objectives will form a part of the evaluation of Erasmus activities you implement. Therefore, you need to choose objectives that are possible to track and you need to explain how you are going to evaluate your progress. You can specify between one and ten objectives.

Please list your objectives below.

Objective 1 ✖

Title
What do you want to achieve? 200 *

Explanation
How is this objective linked with the needs and challenges you have explained in the section 'Background'? 1000 *

Timing
When do you expect to see results for this objective? 800 *

Measuring progress
How are you going to track and evaluate your progress on this objective? 1000 *

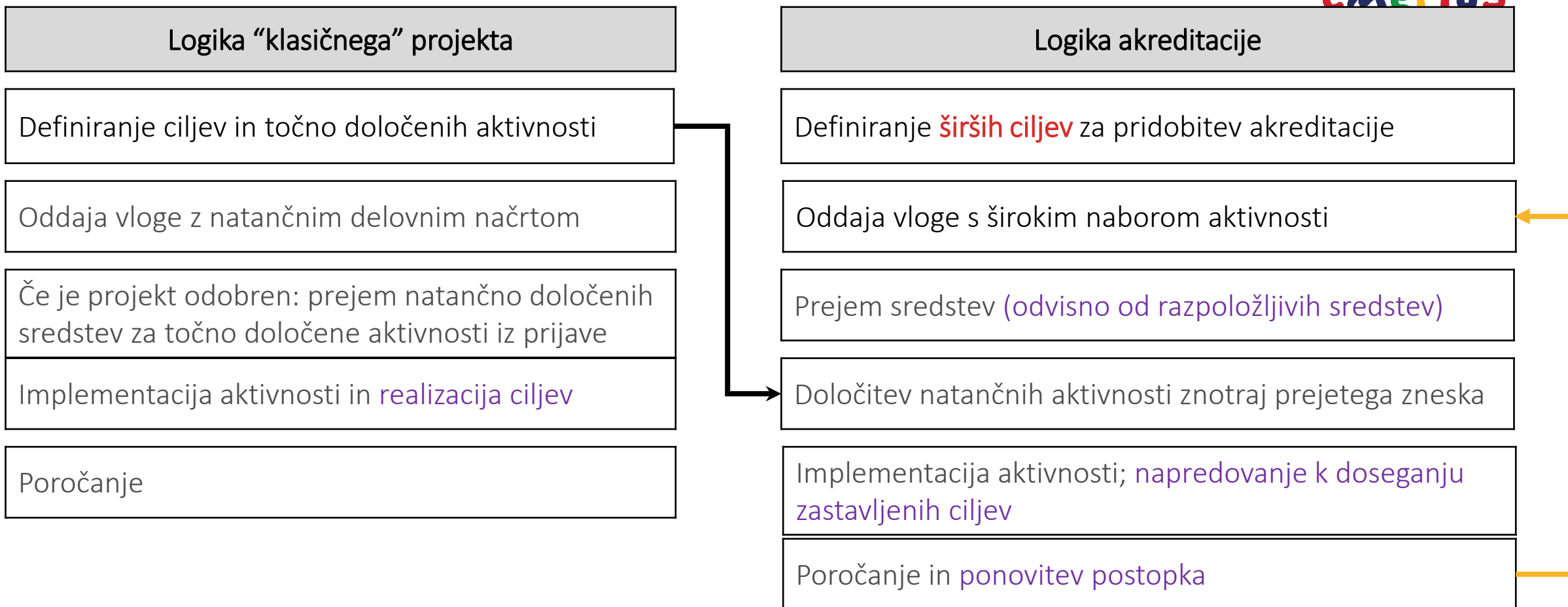
Who were the persons involved in defining your Erasmus Plan objectives? What kind of discussions or preparation took place? * 2000

Oblikovanje CILJEC

SMART



Sprememba logike in vrstni red načrtovanja korakov



PRIJAVNICA – Erasmus načrt: aktivnosti



Home > Application details

Form ID : KA120-ADU-62A0906A
Programme : Erasmus+ - Call : 2021 - Round : Round 1 - Key action : KA1 - Action type : KA120-ADU - Erasmus accreditation in adult education

43 days left! DRAFT Draft

Content menu

- Context
- Applicant organisation
- Background
- Erasmus Plan: Objectives
- Erasmus Plan: Activities**
- Erasmus quality standards
- Erasmus Plan: Management
- Annexes (0)
- Checklist
- Sharing
- Submission History

Erasmus Plan: Activities

In this section you are asked to propose a broad planning for activities you want to organise and participants you want to support with the Programme funds.
The targets you propose here are not binding for your organisation, nor for the National Agency because the final number of implemented activities may depend on various factors, including availability of funding.
Your proposed targets will be assessed based on how realistic and appropriate they are for your organisation's size, experience and Erasmus Plan objectives. The experts assessing your application may recommend revised targets, in order to stay realistic and proportional to the overall availability of funding.

How many participants would you like to support with Programme funds? Please propose an estimation for at least two years.

Year	Estimated number of learners	Estimated number of staff	Action
Year 1	<input type="text"/>	<input type="text"/>	Delete
Year 2	<input type="text"/>	<input type="text"/>	Delete
Year 3	<input type="text"/>	<input type="text"/>	Delete

[+ Add year](#)

Please briefly explain how did you make your estimations for the number of staff and learner participants per year. *

Why do you think that your estimations for the number of staff and learner participants per year are realistic and appropriate (considering your organisation's experience, size and Erasmus Plan objectives)? *

What profiles of staff and learners do you plan to involve? Please explain the reasons for your choices in relation to your objectives. *

PRIJAVNICA –Erasmus standardi kakovosti



Erasmus+ and European Solidarity Corps

Home > Application details

Welcome Spela Mocičnikar

Application details

Submit PDF

Content menu

- Context
- Applicant organisation
- Background
- Erasmus Plan: Objectives
- Erasmus Plan: Activities
- Erasmus quality standards**
- Erasmus Plan: Management
- Annexes (0)
- Checklist
- Sharing
- Submission History

Erasmus quality standards

- Practical arrangements:** the beneficiary organisations must ensure the quality of practical and logistic arrangements (travel, accommodation, visa applications, social security, etc.). If these tasks are delegated to the participant or a service provider, the beneficiary organisation will remain ultimately responsible for verifying their provision and quality.
- Health, safety and respect of applicable regulation:** all activities must be organised with a high standard of safety and protection for involved participants and must respect all applicable regulation (for example regarding parental consent, minimum age of participants, etc.). The beneficiary organisations must ensure that their participants have appropriate insurance coverage, as defined by the general rules of the Programme and the applicable regulation.
- Selection of participants:** participants must be selected through a transparent, fair and inclusive selection procedure.
- Preparation:** participants must receive appropriate preparation in terms of practical, professional and cultural aspects of their stay in the host country. The preparation should be organised in collaboration with the hosting organisation (and the hosting families, where relevant).
- Monitoring and mentoring:** where relevant based on the format of the activity, the sending and hosting organisations must identify a mentor or a similar key person who will be following the participant during their stay at the hosting organisation and who will help them achieve the desired learning outcomes. Particular attention should be given to the introduction and integration of the participants at the hosting organisation, and to the monitoring of the learning process.
- Support during the activity:** participants must be able to request and receive support from their hosting and sending organisations at any time during their mobility. Contact persons in both organisations, means of contact, and protocols in case of exceptional circumstances must be defined before the mobility takes place. All participants must be informed about these arrangements.
- Linguistic support:** the beneficiary organisation must ensure appropriate language training, adapted to the personal and occupational needs of the participants. Where appropriate, the beneficiary organisation should make maximum use of the specific tools and funding provided by the Programme for this purpose.
- Definition of learning outcomes:** the expected learning outcomes of the mobility period must be agreed for each participant or group of participants. The learning outcomes must be agreed between the sending and hosting organisations, as well as the participant (in case of individual activities). The form of the agreement will depend on the type of the activity.
- Evaluation of learning outcomes:** learning outcomes and other benefits for the participants should be systematically evaluated. Results of the evaluation should be analysed and used to improve future activities.
- Recognition of learning outcomes:** formal, informal and non-formal learning outcomes and other results achieved by the participants in mobility activities must be appropriately recognised at their sending organisation. Available European and national instruments should be used for recognition whenever possible.

IV. Sharing results and knowledge about the programme

- Sharing results within the organisation:** beneficiary organisations should make their participation in the Programme widely known within the organisation and create opportunities for participants to share their mobility experience with their peers. In case of mobility consortia, the sharing should take place in the whole consortium.
- Sharing results with other organisations and the public:** beneficiary organisations should share the results of their activities with other organisations and the public.
- Publicly acknowledging European Union funding:** beneficiary organisations should make their participation in the Programme known in their community and in the wider public. Beneficiary organisation also must inform all participants about the source of their grant.

Subscribing to Erasmus Quality Standards

To apply for Erasmus accreditation, your organisation must subscribe to the Erasmus quality standards and accept to be evaluated based on those standards. Since the Erasmus accreditation is valid for the whole period of the future Programme, your organisation's performance in maintaining the Erasmus quality standards will also influence how much funding you may receive in subsequent years.

Please read the following statements carefully and confirm your agreement:

- I have read and understood the above Erasmus quality standards
- I understand and agree that Erasmus quality standards will be used as part of the criteria for evaluation of the activities implemented under this accreditation
- I understand and agree that the results of the evaluation based on these standards will form a part of criteria for decision on any subsequent grants under this accreditation

PRIJAVNICA – Erasmus načrt: upravljanje 1



Home > Application details

Welcome Spela Mocilnikar

Application details

Form ID : KA120-ADU-62A0906A

Programme : Erasmus+ - Call : 2021- Round : Round 1 - Key action : KA1 - Action type : KA120-ADU - Erasmus accreditation in adult education

43 days left! DRAFT Draft

Content menu

- Context
- Applicant organisation
- Background
- Erasmus Plan: Objectives
- Erasmus Plan: Activities
- Erasmus quality standards
- Erasmus Plan: Management**
- Annexes 0
- Checklist
- Sharing
- Submission History

Erasmus Plan: Management

In this section you should explain how you plan to set up the management of Key Action 1 mobility activities within your organisation to make sure their implementation is successful.

Please read the Erasmus quality standards explained in the previous section and discuss them with your colleagues and management. Your answers in this section should show that your organisation has assessed the resources and staff needed to implement the planned activities in accordance with the set standards.

Quality Standards Part I: Basic principles

What will your organisation do to contribute to the basic principles of the Erasmus accreditation described in the Erasmus quality standards?

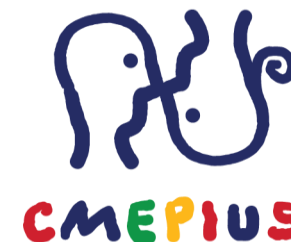
i. Inclusion * 1000

ii. Environmental sustainability and responsibility * 1000

iii. Digital education * 1000

iv. Active participation in the network of Erasmus organisations * 1000

PRIJAVNICA – Erasmus načrt: upravljanje 2



Content menu < Erasmus Plan: Management

- Context
- Applicant organisation
- Background
- Erasmus Plan: Objectives
- Erasmus Plan: Activities
- Erasmus quality standards
- Erasmus Plan: Management**
- Annexes 0
- Checklist
- Sharing
- Submission History

Quality Standards Part II: Good management of mobility activities

How are the mobility activities under the Erasmus accreditation going to be coordinated and supervised in your organisation?

- How did you decide who will be your organisation's Erasmus coordinator?
- Who will be responsible for monitoring and ensuring that the Erasmus quality standards are being respected?
- How is your organisation's management going to be involved in the implementation of mobility activities under the Erasmus accreditation?

If there are changes in the staff or management of your organisation, how are you going to make sure that the implementation of planned mobility activities can continue? *

What will you do to integrate the results of implemented mobility activities in your organisation's regular work? *

PRIJAVNICA – projektno vodenje 3, 4



Erasmus+ and European Solidarity Corps

Application details ⓘ

Submit PDF

Content menu <

- Context ⓘ
- Applicant organisation ⓘ
- Background ⓘ
- Erasmus Plan: Objectives ⓘ
- Erasmus Plan: Activities ⓘ
- Erasmus quality standards ⓘ
- Erasmus Plan: Management ⓘ**
- Annexes 0 ⓘ
- Checklist ⓘ
- Sharing ⓘ
- Submission History ⓘ

Erasmus Plan: Management

Quality Standards Part III: Providing quality and support to the participants

Please describe how you plan to divide the tasks for implementation of planned activities.

- Apart from the Erasmus coordinator and other persons listed as associated persons in this application, what other people will be involved and how?
- Who will be responsible for the different implementation tasks (such as finances, practical arrangements, preparation and monitoring of participants, content of the activities, or communication with partner organisations)?

Quality Standards Part IV: Sharing results and knowledge about the programme

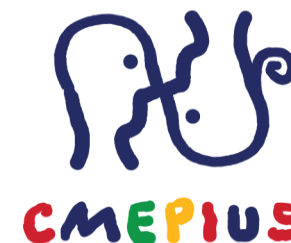
What will your organisation do to share the results of its activities and knowledge about the programme?

i. To share results within your organisation *

ii. To share results with other organisations and the public *

iii. To publicly acknowledge European Union funding *

PRIJAVNICA – priloge



Content menu < **Annexes**

- Context
- Applicant organisation
- Background
- Erasmus Plan: Objectives
- Erasmus Plan: Activities
- Erasmus quality standards
- Erasmus Plan: Management
- Annexes 0**
- Checklist
- Sharing
- Submission History

The maximum number of all attachments is 10. The maximum size of one file is 15 MB and the maximum total size of all attachments is 100 MB.

Declaration on Honour

Please download the Declaration on Honour, print it, have it signed by the legal representative, and attach it here. [Download Declaration On Honour](#)

File Name	File Size (kB)
Total Size (kB)	0

[+ Add Declaration On Honour](#)

Other Documents

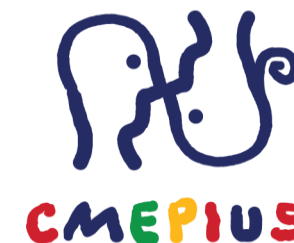
Please attach any other relevant documents. The organisation chart and other strategic documents referred to in the section 'Background' should be uploaded here. Please use clear file names.

File Name	File Size (kB)
Total Size (kB)	0

[+ Add Document](#)

Total Size (kB)	0
-----------------	---

PRIJAVNICA –kontrolni seznam



Erasmus+ and European Solidarity Corps

Home > Application details

Application details ?

Form ID : KA120-ADU-62A0906A
Programme : Erasmus+ - Call : 2021- Round : Round 1 - Key action : KA1 - Action type : KA120-ADU - Erasmus accreditation in adult education

Content menu

- Context i
- Applicant organisation i
- Background i
- Erasmus Plan: Objectives i
- Erasmus Plan: Activities i
- Erasmus quality standards i
- Erasmus Plan: Management i
- Annexes 0 i
- Checklist** i
- Sharing i
- Submission History i

Checklist

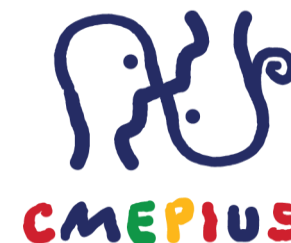
Before submitting your application form to the National Agency, please make sure that:

- It fulfills all of the criteria defined in the Rules of application for Erasmus accreditations.
- All relevant fields in the application form have been completed.
- You have chosen the correct National Agency of the country in which your organisation is established. Currently the selected National Agency is:

The documents proving the legal status of the applicant must be uploaded in the Organisation Registration System, here: [Organisation Registration System](#)

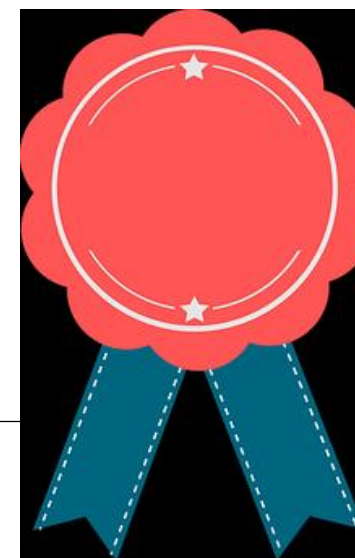
Protection of Personal Data

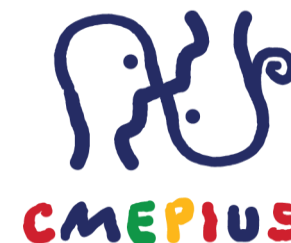
Please read our privacy statement to understand how we process and protect [your personal data](#)



DODELITEV ERASMUS AKREDITACIJE

- Uspešni prijavitelji bodo prejeli akreditacijo Erasmus v obliki potrdila, ki potrjuje njihov status ter prikazuje logotip programa in simbole Evropske unije.
- Akreditacija Erasmus se podeli za obdobje 2021–2027 (če se vključite kasneje (npr. 2023), se akreditacija pridobi za obdobje 2023 – 2027).

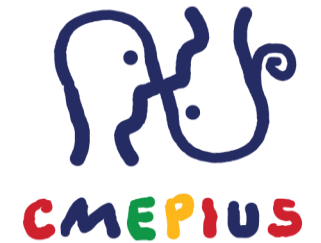




VELJAVNOST AKREDITACIJE

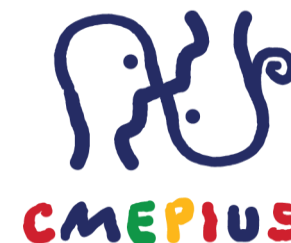
- Za zagotovitev realističnega načrtovanja bo Erasmus načrt predložen kot del prijave, zajemal krajše obdobje (2 do 5 let) ter se bo redno posodabljal.
- PREKLIC AKREDITACIJE:
 - če organizacija preneha obstajati ali
 - s soglasjem nacionalne agencije in akreditirane organizacije.
- PRAVILO TREH LET: Nacionalna agencija ali akreditirana organizacija lahko enostransko prekliče akreditacijo, če v okviru te akreditacije vsaj **3 leta** ni bil vložen noben zahtevek za financiranje – prijavnica KA121 – projekti mobilnosti akreditiranih organizacij.

KAJ, ČE ORGANIZACIJA NE ZAPROSI ZA AKREDITACIJO ALI NI ODOBRENA?



- (Ponovno) lahko zaprosi za akreditacijo prihodnje leto >> (! Komentarji ocenjevalcev.)
- prijavi „kratkotrajni projekt znotraj Ključnega ukrepa 1“, za kar ne potrebuje akreditacije
- postane članica konzorcija mobilnosti,
- gosti partnerske organizacije iz tujine.

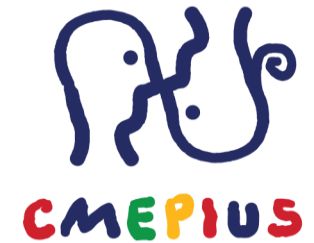




POMEMBNO!

- 1 organizacija, **2 področji**, **2 različni prijavi** (poklicno izobraževanje odraslih, splošno nepoklicno izobraževanje odraslih...)
- Če organizacija sama odda vlogo, je hkrati lahko tudi član konzorcija
- Lahko sodelujete kot projektni partner in gostite tuje udeležence – za to sami ne potrebujete akreditacije!

PRAKTIČNA PRIPRAVA NA PRIJAVO ZA AKREDITACIJO...

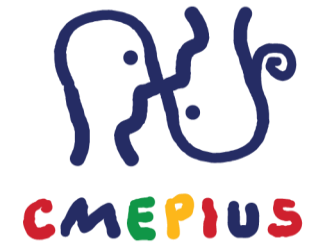


Priprava strategije organizacije:

- strategija -e ž (î) 1. postopki, načini načrtovanja in vodenja velikih vojaških operacij, vojne: uporabiti strategijo bliskovite vojne; bojevati se po pravilih strategije in taktike / vojaška strategija
// veda o tem: velik napredek strategije; osnovni pojmi iz strategije
- 2. publ., navadno s prilastkom **postopki, načini za doseg kakega cilja**: razkrili so njihovo strategijo; razvojna strategija; strategija miru; strategija ekonomskega pritiska / izbral je primerno, slabo strategijo za uresničitev svojih načrtov; strategija v trgovini
 - ◆ šah. črni je bil neizkušen v strategiji; voj. globalna, jedrska, pomorska, zračna strategija; strategija partizanskega bojevanja

Namen je izboljšanje izobraževanja in usposabljanja s pomočjo mednarodnih aktivnosti in doseganje razvojnih ciljev vaše organizacije.

Ključna načela:



1. Ugotoviti SVOJE izhodišče in graditi na njem. KAPIRATI in ne KOPIRATI!
 2. Črpati iz preteklosti, upoštevati sedanost in biti zazrt v prihodnost.
 3. Strategija internacionalizacije in organizacijska kultura morata biti povezani. Pomembna je vključitev VSEH (vodstvo + strokovni sodelavci + učeči se odrasli).
 4. Strategija mora biti fleksibilna in pripravljena na prilagajanje spremembam.
- Strateško načrtovanje in mednarodne aktivnosti bodo osebu in učečim se pomagale uvideti, kako je mednarodno sodelovanje **povezano** s temeljno dejavnostjo in razvojem njihove organizacije.
- Pomeni usmeritev za mednarodne aktivnosti in jih naredi bolj sistematične.

Prvi koraki

Viri za pripravo splošnega razvojnega načrta vaše organizacije:

- analizi okolja delovanja in njegovih razvojnih trendov,
- poslanstvo (zakaj organizacija obstaja),
- temeljne spretnosti organizacije (in katere so potrebne v prihodnje),
- vrednote organizacije (obstoječe in tiste, ki jih želite razviti).

Nato sprejmite odločitev glede:

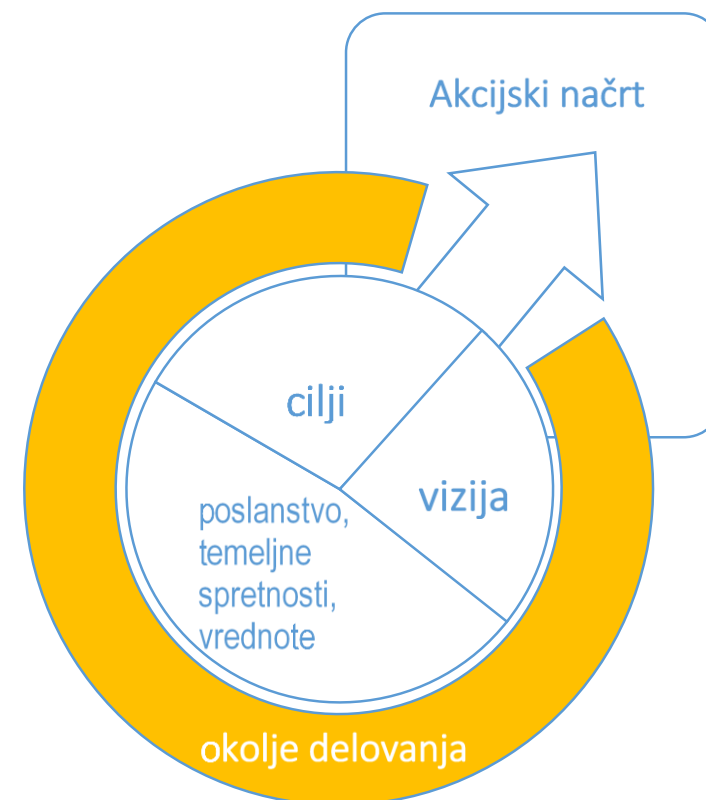
- svoje vizije za prihodnost (kakšno spremembo želite na vaši organizaciji)
- svojih strateških ciljev (kako boste izpolnili vizijo)
- praktičnih korakov za doseg ciljev (tj. akcijski načrt):
 - Na dolgi rok
 - Na letni osnovi

Kako začeti?

1. OKOLJE DELOVANJA

(vse kar vpliva na delovanje organizacije)

- Kaj vse vpliva na vašo organizacijo in njeno delovanje?
- Kaj je bilo na področju internacionalizacije v vaši organizaciji narejeno do sedaj?

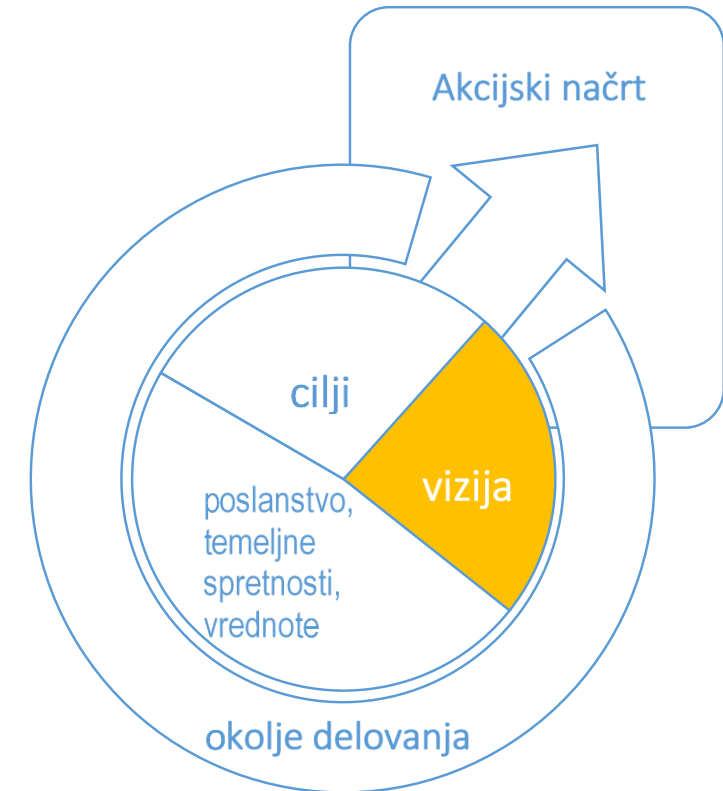


2. VIZIJA

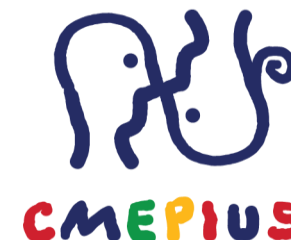
Vizija opisuje, kam želi vaša organizacija priti v prihodnosti v skladu s svojim namenom (poslanstvom) in vrednotami.

Predstavlja cilj, strateški smoter in prihodnjo usmeritev.

- Kakšna je vizija vaše organizacije?
- Kako se v viziji odraža mednarodna razsežnost?
- Kakšne mreže morate stkati za uresničitev takšne vizije?



3. POSLANSTVO, TEMELJNE SPRETNOSTI IN VREDNOTE



Poslanstvo daje odgovor na vprašanje:

- Zakaj smo tukaj? Utemeljuje obstoj organizacije.

S temeljnimi spretnostmi mislimo znanje in kompetence, ki organizacijo ločijo od drugih – pravo strokovno znanje organizacije.

Vrednote izražajo, kaj je v organizaciji pomembno in na kakšnih pogledih ali etičnih stališčih temelji njeno delovanje.

- Kako je mednarodna razsežnost vključena v poslanstvo?
- Katere so mednarodno usmerjene temeljne spretnosti vaše organizacije?

4. CILJI = kje hočemo biti?

- Cilji povezujejo poslanstvo z vizijo organizacije in so oblikovani tako, da omogočajo razvoj organizacije v želeno, prihodnje stanje (vizija).

POMEMBNO:

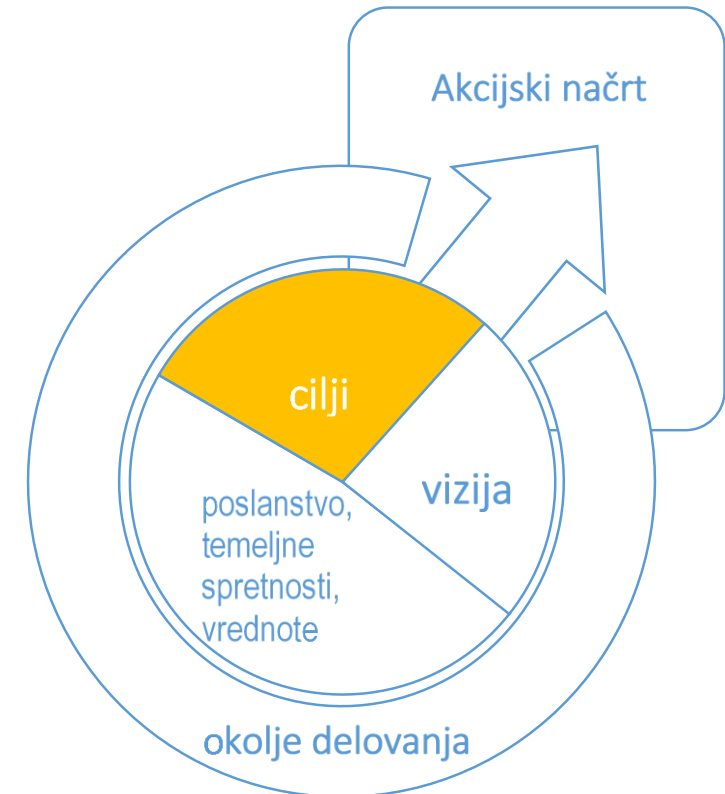
So **osredotočeni** na posamezno dejavnost!

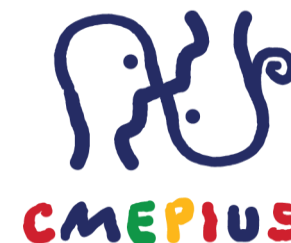
Točno določijo **časovni rok** za opravljeno nalogo.

So **merljivi**.

Določajo **odgovornost** enega ali več posameznikov.

Cilji so **SMART!**





AKCIJSKI NAČRT = kako bomo do tja prišli

= kako bo organizacija izvedla svojo strategijo?

- Kdo, do kdaj, kazalniki, konkretne aktivnosti, s kom se bomo povezali...
- Sprotna evalvacija !



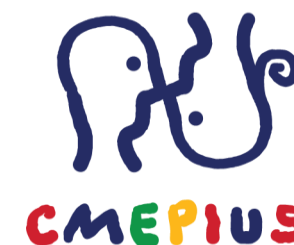


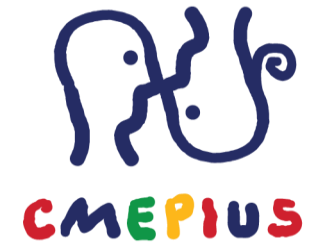
TABELA AKCIJSKEGA NAČRTA

Kaj želimo izboljšati do leta ____?	Česa se bomo prednostno lotili v letu ____?	Aktivnosti: Kako bomo dosegli, kar načrtujemo?	Merila: Kako bomo vedeli, da smo načrtovano dosegli?	Nosilec dejavnosti	Roki za izvedbo dejavnosti	VIRI: (človeški, materialni, proračun, projekt, oprema, IKT, čas)

Ključni poudarki vaše vloge

- analiza stanja, ocena trenutnega stanja
- upoštevanje poslovnega okolja, problemov/trendov na področju izobraževanja odraslih
- jasn akcijski načrt
- Internacionalizacija v tujini / internacionalizacija doma (holističen pristop)
- razvoj učnih načrtov, spremembe v kurikulumu
- ravnotežje (igrivost, avtonomija, eksperimentiranje, postopnost, povezovanje, usklajevanje....)
- vključenost osebja (vodstvo + ped. in and. sodelavci), učeči se, občina oz. financer, partnerjev
- indikatorji za vrednotenje napredka ...

Povzetek ključnih korakov



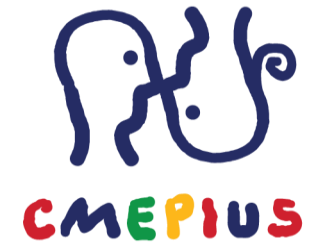
1. Analiza stanja: Pregled vseh aktivnosti, strateških dokumentov, kaj je že bilo narejeno na področju internacionalizacije. Narišite časovnico z dosedanjimi dosežki, skupaj z glavnimi mejniki.

2. Analizirajte okolje delovanja: Pripravite preglednico institucionalnih, regijskih, nacionalnih, sektorskih in evropskih strategij in dokumentov, ki usmerjajo vaše delo.

3. Katera znanja in spretnosti so prisotni v vaši organizaciji: Izvajajte manjše ankete med osebjem o njihovih mednarodnih izkušnjah in spretnostih.

4. Preučite poslanstvo in vrednote svoje organizacije z vidika internacionalizacije.

Povzetek ključnih korakov



5. **Oblikujte vizijo za svojo strategijo internacionalizacije** skupaj z vsemi akterji in deležniki ter ob upoštevanju obstoječih aktivnosti, okolja delovanja, poslanstva in vrednot ter temeljnih spretnosti. Organizirajte manjšo delavnico s kolegi, da se pogovorite, kje ste in kje bi želeli biti z internacionalizacijo čez 5 ali 7 let.

6. **Določite strateške cilje** za podporo vaši viziji mednarodnih dejavnosti na način, da se lahko dijaki, osebje in delovno okolje z njim poistovetijo.

7. **Sprejmite akcijski načrt vsaj za prvo leto**, vključno z odločitvami o vlogah, delitvi nalog, proračunu in določanju kazalnikov za ključne strateške cilje. To naredite na rednih sestankih s svojimi kolegi. Ni treba, da so vse naloge že takoj določene.

8. **Komunikacija in vključevanje!**



**Nove priložnosti
se začnejo tukaj**

#erasmusplus

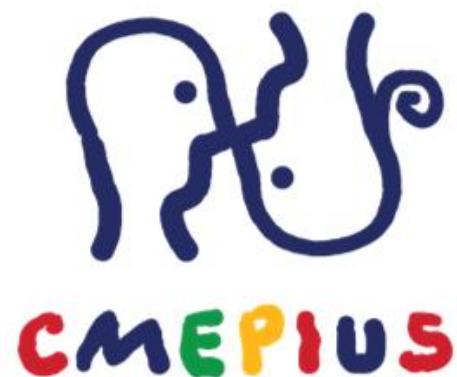


Erasmus+
Bogati življenja, širi obzorja.

Spor
Jean Monnet
Mladina
Splošno šolsko izobraževanje
Poklicno in strokovno izobraževanje
Terciarno izobraževanje

Izobraževanje odraslih

image © European Union, 2021 (CC BY-NC-ND 4.0) - source: erasmus.com



Vprašanja?

Hvala za pozornost.

CMEPIUS

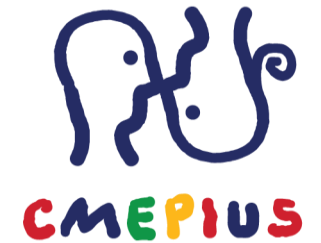
Center RS za mobilnost in evropske programe
izobraževanja in usposabljanja

<#>

02. september 2021

Bodite na tekočem

- CMEPIUS spletna stran <https://www.cmepius.si>
- EPALE: <https://epale.ec.europa.eu/sl>
- CMEPIUS Facebook <https://www.facebook.com/Cmepius/>
- EPALE Facebook <https://www.facebook.com/EPALE.SI/>
- CMEPIUS YouTube <https://www.youtube.com/user/cmepius1>
- E-novičke [PRIJAVA](#)
- Publikacije <https://www.cmepius.si/razvijamo-za-vas/>



Kontakt

Špela Močilnikar

spela.mocilnikar@cmepius.si

01/6209 – 480

Ana Stanovnik Perčič

ana.stanovnik-percic@cmepius.si

01/6209 – 475

Nina Košir (finance):

nina.kosir@cmepius.si

erasmusplus-ka1@cmepius.si

erasmusplus-ka2@cmepius.si



Spremljajte nas!



spletna stran www.cmepius.si



[/CMEPIUS](https://www.facebook.com/cmepius)



[/eTwinning](https://www.facebook.com/etwinning)



[/EPALE](https://www.facebook.com/epale)



[CMEPIUS](https://www.youtube.com/cmepius)



e-novičke [CMEPIUS](http://cmepius.si)



CMEPIUS

**Center RS za mobilnost in evropske programe
izobraževanja in usposabljanja**

Ob železnici 30a, 1000 Ljubljana | E-pošta: info@cmepius.si
Tel.: +386 1 620 94 50 | Faks: +386 1 620 94 51



CMEPIUS

**Center RS za mobilnost in evropske programe
izobraževanja in usposabljanja**

Ob železnici 30a, 1000 Ljubljana | Tel.: +386 1 620 94 50 | Faks: +386 1 620 94 51
E-pošta: info@cmeplus.si | www.cmeplus.si | www.erasmusplus.si