

Asia Programme, Call for Applications 2019

Target Countries: China, India, Indonesia, Malaysia, Singapore, Thailand & Vietnam

1. General

EDUFI's Education Cooperation of Asia operations provides funding for projects concerning **education cooperation between higher education institutions** in Asia deemed to be particularly important to Finland. In 2019 the programme provides funding for cooperation with China, India, Indonesia, Malaysia, Singapore, Thailand & Vietnam. The funding is granted to cooperation projects with Finnish higher education institutions and higher education institutions from previously mentioned countries. The budget of application round of 2019 is 500 000 euros and around six to ten projects around 10-15 projects can be funded.

2. What is funded

The programme supports cooperation projects between higher education institutions, aiming at **internationalizing education**. The Asia Programme application round 2019 is **open to all disciplines**. The project must aim for education cooperation at one or more different **degree levels** (first cycle, second cycle and/or doctoral studies).

The programme funds projects that may concern one or more of the following forms of educational cooperation:

- **Joint study modules/courses**
- **Curriculum development**
- **Joint/double degrees**
- **Collaboration with the world of work**
- **Mobility initiatives** (teacher, personnel, student and/or trainee mobility)

The funding is intended as seed funding, which permits launching of **first-stage promising or innovative initiatives** between higher education institutions. The funding may also be used to increase the depth of cooperation between higher education institutions to cover **new disciplines or forms of operation**.

Thus, the programme is *not* primarily aimed for maintaining already established activities or very preliminary overtures for collaboration, such as pre-project visits or general-purpose delegations. Neither can the programme primarily act as basic funding for exchange agreements between higher education institutions, but it is hoped that the projects will create new kinds of openings or operational models for inter-country collaboration.

2.1. Amount of grant and general terms and conditions

The project is **coordinated by the Finnish higher education institution**.

The **maximum** grant for an individual project is **EUR 50,000**. The grant awarded by EDUFI can also be for a lower amount than the sum applied.

The project grant must be used as a whole to travel expenses between Finland and the destination country (travel expenses/grants given to individuals)

The project costs must be itemised on a **separate project** in the **accounts of the higher education institution**. However, an exception may be made in the case of costs covered by Asian partner higher education institutions. Such costs may be also documented by providing copies of the invoices.

In the selection for the funded projects, **it will be seen as added value, if the Asian partners contribute to the funding of the project**. The financial contribution of Asian partners may in practise mean for example, that the partners cover the travel expenses of their own students or personnel, or that the partners take care of the seminar- or event expenses that occur in Asian partner countries. The self-financing by the Asian partners must be indicated by the partner institutions in the letters of endorsements that are an attachment to the grant application. The realised self-financing must be reported in the final report.

Nationally, more in-depth cooperation within the Finnish parties is emphasized and therefore this year the maximum amount of financing can only be given to applications, where several Finnish HEI's are cooperating in the project.

2.2. The funding of Asia Programme will cover only expenses due to mobility

The funding granted to the project by EDUFI must be used as a whole to **expenses due to travel and stay** (travel expenses/grants). These costs may be incurred by the travel/exchanges between Finland and the target country by higher education students, postgraduate students (undertaking doctoral studies) and/or teaching or other staff. The project may concern one or several groups of these, depending on the project aims.

The application form includes **an estimated number of journeys** taken within the scope of the project, as well as **an estimate of the costs**. The Project Plan itemises the travel costs and how they are to be reimbursed to the travellers (actual costs/travel bill vs. grant). The travel/mobility must be justified and cost-effective.

Permissible as travel costs are deemed to be extra costs related to the travel (e.g. trips, accommodation, travel agency costs, visas, insurance and possible subsistence allowances – *not*, however, wages or salaries for the duration of the mobility).

It is recommendable to set the grants for first- and second cycle students at the same level as they are normally in the participating HEIs for student exchanges to the Asian partner countries.

2.3. Other costs

Possible other costs which are not related to travel, need to be covered as self-financing of the participating higher education institutions.

3. Applying for funding

The application form will be opened in the electronic state grant system on week 8/2019. The application will be submitted through an electronic Finnish state grant -system, paper forms do not need to be sent. It is always a Finnish higher education institution, who acts as the coordinator of the project and also submits the application on behalf of the projects. The information needed in the application form and the basis of the project plan are on view on the website http://www.cimo.fi/ohjelmat/aasia_ohjelma/hakijalle.

3.1. Application components

The application documents are:

- a) **Basic information of the project**
- b) **Project plan**
- c) **Partners' letters of intent**

The application (incl. Project Plan) may be submitted in Finnish, Swedish or English languages. Partners' letters of intent should be in English.

- a) **Basic information** includes partners and persons participating in the project and the number of planned mobilities during the project as well as the summaries of the project aims, activities and expected outcomes. If the project is awarded funding, the information given in the application form may be used in EDUFI`s publicity concerning the programme, e.g. in EDUFI`s online service.
- b) **The Project Plan** is a written part of the application, describing briefly but accurately e.g. the background to the collaboration and its aims, practical arrangements, and expected results/products over the project term. Contents of the project plan and the evaluation criteria can be found in the project plan form in the beforementioned website ("hakijalle"). The project plan will be attached in the application form in the state grant system of EDUFI.
- c) **The partners' letters of intent** (or letters of endorsement) *need to* be submitted to EDUFI as an attachment to the application. The document must contain (in accordance with the application):
 - project title
 - name of the partner institutions
 - the details of the contact person from the higher education institution
 - commitment to the project`s activities and
 - each party's own input, including possible self-financing,

The letter of endorsement must be appropriately signed by a legal representative of the partner higher education establishment. Partners' letters of intent can be printouts of original partners' letters of intent.

3.2. Eligibility and evaluation criteria

3.2.1. Eligibility criteria

Eligible projects must have as participants at least one higher education institution from Finland and one from an eligible target country (2019 China, India, Indonesia, Malaysia, Singapore, Thailand & Vietnam). The application must be submitted as a whole (project plan and partners' letters of intent) before the deadline through the state grant system.

If the above conditions are not fulfilled, the application is not eligible, and therefore is not passed on for evaluation.

3.2.2. Evaluation criteria

The primary **selection criterion** of the application is its **quality**. Applications that have passed the eligibility check undergo a quality evaluation, which assesses the three elements of the Project Plan. Further information on the content and evaluation criteria can be found on the Project Plan form.

4. Selection schedule and agreements

Funding decisions concerning Asia Programme will be communicated to the applicants at the week 28/2019. The decision is sent to the contact person and the legal representative of the higher education institution electronically from the the state grant system.

The grant will be paid into the coordinating institution's bank account in August 2019.

4.1. Project term and reporting

The funding awarded may be used within the period of 1st of August 2019 to 31st of December 2021. An **interim report** must be submitted during the project period and a final report after the project period to EDUFI.

The reports consist of **a narrative report, a mobility report and a financial report**. The higher education institution must also provide EDUFI with an extract of its accounts, showing the costs allocated to the project (incl. the self-financing used). Possible self-financing of higher education institutions in the partner country may also be documented with copies of the invoices. Then these costs need not to be shown in the book keeping of the Finnish higher education institution.

5. Submitting the application

The deadline for applications is the 30th of May 2019.

The application is submitted by the coordinating Finnish higher education institution. Late applications will not be considered. The application with its attachments is submitted via the electronic Finnish state grant -system. The electronic application form opens during the week 8/2019 at the latest at http://www.cimo.fi/ohjelmat/aasia_ohjelma/hakijalle.

6. Contact details at EDUFI

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