

EU-CONEXUS

Call framework for student projects

D14

WP 12: Supporting Student Engagement

DELIVERY DATE: 31st of May 2023 (Planned initially for 31st of June 2023)

WP LEADER: University of Zadar

PARTNERS INVOLVED: LRUniv, AUA, UCV, KU, UNIZD, UTCB,
SETU, UROS, FredU, EU-CONEXA.

DISSEMINATION LEVEL: Public

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Executive summary/abstract:

EU-CONEXUS Plus aims at empowering the presence of students in all EU-CONEXUS structures through enhancing their contribution in all parts of the process of creating a new form of transnational higher education institution, that responds better to students' needs in studying, social and professional life. In order to do so, the Alliance has implemented a Student Board secretary office (based in Zadar University, Croatia) working with Student Board (Work Package 12) and helping them to strengthen their voice in the EU-CONEXUS Alliance.

Supported by this student board secretary, the EU-CONEXUS Student Board has defined a call framework for Student projects (Deliverable D14) in order to enhance inclusiveness, promote European values, culture, multidisciplinary approach to SmUCS topics and service to society on the EU-CONEXUS campuses. This deliverable presents the key rules and guidelines for this fund to support international student's initiatives within the Alliance (Task 12.2). A call will be launched once per academic year.

Content:

GENERAL PROVISIONS

Article 1

The Framework for EU-CONEXUS Student Projects Selection Annual Call (hereinafter: The Rules) regulates procedures for the call for application, the evaluation and selection of project proposals, and the follow-up of student projects implementation.

CALL FOR APPLICATIONS

Article 2

1. The call for application for EU-CONEXUS Student Projects will be launched by the EU-CONEXUS Student Board.
2. In the period from November 2022 – October 2026 four (4) Calls for Student Projects will be launched: June 2023, March 2024, January 2025, September 2025.
3. The maximum budget foreseen for each Call for Student Projects is 30.000 €.
4. If the funds for student projects grants foreseen in the financial plan of a particular year are not spent, the EU-CONEXUS Student Board will propose to the Executive Council to authorize the launch of other Call(s) for Student Projects.
5. The Call will be published on the EU-CONEXUS website. The date of publication will be considered as the launch of the call.
6. The Call will be open at least 30 days from the launch date.

CRITERIA OF ELIGIBILITY

Article 3

1. The Call for Student Projects is open to all students and student associations/organisations of all EU-CONEXUS Universities.
2. The project team must consist of minimum three students/associations/organisations from three EU-CONEXUS Universities.
3. Projects have to be finished before 31st of October 2026.

Article 4

1. The Application for Student Projects should include:
 1. Application form (Appendix 1 of these Rules)
 2. Estimation of budget needs
 3. Proof of student status of all applicants at one of the EU-CONEXUS Universities
2. The Student Board can request additional documents for the application in a particular Call for Student Projects.
3. The Applications for Student Projects will be submitted online on the link:
<https://www.eu-conexus.eu/en/> (EU-CONEXUS website) or <http://apply.eu-conexus.eu> (Dream Apply platform)

Article 5

The following two categories of Student Projects will be financed:

1. Projects aiming primarily at disseminating SmUCS related topics, research results and good practice in sustainable management of urban coastal areas to the general public and stakeholders;
2. Projects aiming primarily at strengthening EU-CONEXUS student community, such as:
 - collaboration between student organisations,
 - volunteering,
 - projects in peer support,
 - projects that promote equal opportunities, inclusiveness and gender equality among students,
 - all other types of projects that promote collaboration between students
of partner institutions.

EVALUATION OF THE PROJECT PROPOSAL, DECISION ON GRANTING AND MONITORING OF IMPLEMENTATION OF STUDENT PROJECTS

Article 6

1. The evaluation of Student Project proposals will be done in two steps:
 1. Technical check of the applications by the Student Board Secretary
 2. Student Board (SB) evaluation according to criteria, categories and ranking of projects by SB

2. The EU-CONEXUS Student Board will nominate an Evaluation Committee, consisting of one student representative of each EU-CONEXUS University.
3. The President of the Student Board is automatically member and president of the Evaluation Committee.
4. The Evaluation process by the SB involves:
 - evaluation of the applications and, if necessary, suggestions for modifications (e.g. budget changes, content changes) of the project proposals,
 - ranking of the projects,
 - submission of a funding proposal to the Executive Council,
 - monitoring of the implementation of the projects and of the respect of established rules,
 - resolving an applicants' appeal on the results of the Call for Student Projects, and, if necessary, sending the new proposal to the Student Board,
 - submission of the annual report on the implementation and results of the call for student projects to the Executive Council
5. The decisions of Student Board regarding student projects will be taken by voting process based on the votes of the absolute majority of all members that have right to vote.

Project evaluation criteria (Total: 55 points)

Innovativeness	5 4 3 2 1
Sustainability	5 4 3 2 1
Partners (3 partners Minimum)	5 4 3 2 1
Gender equality	5 4 3 2 1
Feasibility	5 4 3 2 1
Impact	5 4 3 2 1
Coherence	5 4 3 2 1
TOTAL (35)	
Stakeholder involvement	5 4 3 2 1
Improvement of the EU-CONEXUS community	5 4 3 2 1
Length of effectiveness	5 4 3 2 1
Number of people that get effected/involved	5 4 3 2 1
TOTAL (20)	

6. The final list of selected proposals will be presented to the Executive Council for confirmation.
7. A letter of funding attribution will be sent to the selected project holders by the Student Board president.
 - EU-CONEXUS AISBL will contact the project holders for establishing the funding modalities of the projects.
8. The final results of the Student Projects Call will be published online on the EU-CONEXUS website in coordination with the JCU.

APPEAL PROCEDURE

Article 7

1. The deadline for submission of appeals to the results of the Call for Student Projects is 7 days after the results have been published.
2. The Student Board examines the appeal(s) justification within 7 days after the appeal submission deadline and decides on its admissibility.

THE LETTER OF FUNDING FOR STUDENT PROJECTS

1. The letter of funding attribution for Student Project is signed by the President of the Student Board and the project holder whose project has got financing by the decision of the Student Board.
2. The letter of funding attribution establishes the rights and obligations of both parties, in particular:
 - the deadline for completing the activities,
 - the deadline for the submission of the final report,
 - financial documentation on project implementation.
 - communication obligations
3. If there is a need for a reallocation of funds, it is possible to submit a request for the reallocation no later than two weeks before the end of project implementation. The request should be accompanied with detailed explanation of the reason for the reallocation.

4. Any other changes, such as those in the date of the start of the project, have to be announced no later than two weeks before the planned start of project implementation.

REALISATION OF PROJECTS AND FINAL REPORT

1. All activities foreseen by a single project have to be finished within maximum one year from the start of the project.
2. The final report on the project is submitted to the Student Board within maximum three (3) weeks after the end of the project. The final report should include all necessary information regarding the realization of foreseen objectives, and documents that support the financial costs of the project.
3. The Student Board Evaluation Committee reviews the reports of projects and presents the final report on all projects realised under one call to the Student Board and the Executive Council.
4. The summary of the final report of all projects realised under one call is presented by the President of the Student Board to the Governing Board once a year.