

<b>Programme</b>	<b>LIFELONG LEARNING</b>
<b>Subprogramme</b>	<b>GRUNDTVIG</b>
<b>Action Category</b>	<b>MOBILITY</b>
<b>Action</b>	<b>GRUNDTVIG Workshops (<i>corrigendum</i>)</b>
<b>Objectives and description of the action</b>	<p>The Workshop Action provides training to Adult Education staff working on <b>literacy</b> issues exclusively. The objectives of this Action are to give present and future teachers and staff the opportunity to gain a better understanding of the European dimension in teaching adults with literacy problems, to enhance their knowledge of other European countries' education systems and their provision of adult literacy and to improve the specific skills they require to teach literacy skills to adults.</p> <p>The Workshops must have a strong European focus in terms of profile of trainers and participants. They bring together professionals working within the field of adult literacy, from several countries, in order to improve their practical teaching, coaching, counselling, management skills, etc.</p> <p>The training must take place in a country participating in the Lifelong Learning Programme and must take the form of a structured professional development lasting minimum 5 and maximum 10 working days, travel excluded.</p> <p>The Workshop Organiser can be an organisation, institution, university, school, NGO, association, public authority involved in teaching adult literacy or active in the field of adult education.</p> <p>The professional activities of the Workshop Organiser to whom a grant is awarded must relate to any aspect of adult literacy teaching, for example:</p> <ul style="list-style-type: none"> <li>- Practical teaching skills, techniques and methodologies;</li> <li>- The content and delivery of literacy education;</li> <li>- The management of institutions/organisations delivering adult literacy courses;</li> <li>- The system/policy-related aspects of adult literacy education.</li> </ul> <p>Workshops bring together literacy teachers and professionals in adult literacy education from several countries for a multinational learning experience relevant for their professional development, in which they are also encouraged to share their competences and insights actively with others.</p> <p>Each Workshop will be composed of a minimum of 10 and a maximum of 20 participants, funded by Grundtvig, from countries other than the country in which the Workshop takes place. No more than 1/3 of the participants should originate from the same country. Participants should come from at least 3 different countries other than the country where the Workshop takes place. Nationals of the country where the Workshop takes place are eligible to participate in these Workshops but cannot be funded from Grundtvig.</p> <p>A catalogue of approved Workshops for the period between 01.09.2013 to 31.08.2014 will be available to help potential participants to identify a learning opportunity of interest to their professional activities. However, Workshop Organisers will be expected to advertise their Workshop widely, once it has been approved, in order to ensure an adequate number of participants.</p>
<b>Who can benefit</b>	<p>Workshop Organiser: any organisation interested in improving adult literacy provision and outcomes from countries participating in the programme.</p> <p>Participants: Teachers and staff active in adult literacy education from countries participating in the programme, subject to the conditions set out in "Specific eligible criteria" below, selected by an approved Workshop Organiser. The Workshop Organiser will provide candidate participants with an application form. Applications should be submitted directly to the Workshop Organiser, in accordance with the deadline specified by the organiser</p>
<b>Who can apply</b>	<p>Workshop Organiser: any organisation which is a legal entity and can demonstrate a capability to organise such a Workshop effectively.</p> <p>Participants: Teachers and staff active in adult literacy education from countries participating in the programme, subject to the conditions set out in "Specific eligibility criteria" below.</p>
<b>PRIORITIES</b>	Please verify with the relevant National Agency if national priorities apply. There are no European priorities for Grundtvig Workshops.
<b>HOW TO APPLY</b>	<p>Decentralised action, application to be sent by the candidate Workshop Organiser to the National Agency in the country of the Workshop Organiser, and the Workshop itself must take place in that country.</p> <p>Teachers and staff wishing to participate in a Workshop apply (either individually or in small groups) directly to the Workshop Organiser.</p>
Please consult the relevant Agency website for further information.	
<b>Selection Procedure:</b>	NA1
<b>Application Deadline(s):</b>	21 February 2013

<b>Duration</b>	
<b>Minimum Duration:</b>	5 days (without travel)
<b>Maximum Duration:</b>	10 days (without travel)
<b>Comment on Duration:</b>	All activities must take place between 1/9/2013 and 31/8/2014
<b>FINANCIAL PROVISIONS</b>	
Please consult <b>Part I</b> of this Guide, Chapter 4 Financial Provisions for more information.	
<b>Applicable Grant Table(s):</b>	Table 1a & Table 3a Section C (Other costs) in Chapter 4
<b>Maximum Grant €:</b>	See NA website
<b>Comment on Funding:</b>	The Grundtvig grant will relate both to the organisation of the Workshop itself and to the financing of the participants, including their travel and subsistence. The Workshop Organiser will organise accommodation and cover travel and subsistence costs of the participants. The grant is paid to the Workshop Organiser by the National Agency in the country of that organisation, which is also the country where the Workshop is held. Pedagogic, linguistic and cultural preparation: A contribution may be granted up to a lump sum of maximum 500 € per participant. See the relevant National Agency website for further details. Please consult the relevant National Agency for special rules on additional funds in the case of people with special needs.
<b>EVALUATION AND SELECTION PROCEDURES</b>	
Please consult Part I of this Guide, chapter WHAT IS THE LIFECYCLE OF A PROJECT for further information about the evaluation and selection procedures	
<b>Eligibility Criteria</b>	
<b>General eligibility rules:</b>	
The general eligibility criteria for applications in the LLP Programme are outlined in Part I of this Guide, Chapter 3. Participating countries: please refer to Part I of this Guide, section "Which countries participate in the Programme?"	
<b>Specific eligibility rules:</b>	Workshops must comply with the 'Objectives and description of the action' above. Applications to organise a Workshop must be submitted by bodies which are legal entities. Only applications for Workshops addressing teachers, trainers and staff in adult literacy are eligible. Please verify with the relevant National Agency whether additional requirements apply.
	<ol style="list-style-type: none"> <li>1. The Workshop Organiser must be located in a country participating in the LLP and the Workshop must take place in that country.</li> <li>2. The participants must be either: <ul style="list-style-type: none"> <li>- a national of a country participating in the Lifelong Learning Programme;</li> <li>- a national of other countries employed or living in a participating country, under the conditions fixed by each of the participating countries, taking into account the nature of the programme (please refer to relevant National Agency website).</li> </ul> </li> <li>3. The country where the Workshop takes place must be different from the country where the applicant teacher/staff of adult literacy receiving funding is resident or different from the country where he/she works. Nationals/residents from the country where the Workshop is organised can participate but are not eligible for funding.</li> <li>4. Adult literacy staff categories eligible for a Grundtvig Workshop grant: <ul style="list-style-type: none"> <li>- Adult literacy teachers, tutors and the trainers of such teachers;</li> <li>- Managerial/administrative staff of organisations providing adult literacy programmes;</li> <li>- Staff involved in adult literacy education or working with illiterate adults;</li> <li>- Counsellors or careers advisors ;</li> <li>- Inspectors;</li> <li>- Former and unemployed teachers re-entering the profession after a period away from teaching;</li> <li>- Other education staff in the adult literacy field at the discretion of National Authorities.</li> </ul> </li> </ol> <p>Application Procedure for adult literacy teachers and staff wishing to participate in a Workshop: the Workshop Organiser will provide candidate participants with an application form. Applications should be submitted directly to the Workshop Organiser, in accordance with the deadline specified by the organiser. The Workshop Organiser selects the participants according to the guidelines defined in its application to the relevant National Agency. Please verify with the relevant National Agency whether additional national requirements apply.</p>
<b>Minimum number of Countries:</b>	Not applicable
<b>Minimum number of Partners:</b>	Not applicable
<b>Comment on participants:</b>	See above
<b>Award criteria</b>	<b>1. Quality and relevance of the Workshop</b>
	The Workshop's objectives are clear and realistic. The objectives are therefore relevant