



GRUNDTVIG

Name of evaluator: _____

**GRUNDTVIG LEARNING PARTNERSHIPS
Common european quality assessment form
2013**

Partnership reference N°: _____

Name of coordinating institution:

Partnership title:

Note on the points system: Each criterion should be rated by the evaluators on the scale proposed (1 to 8). **The excel sheet will automatically apply the weighing and will provide the final weighted points.** Each application is rated by 2 assessors and the average of the marks will be used as the final marking for quality. Experts should use numbers with decimals (e.g. 4.2) when giving points for one or more of the items in the quality assessment form in order to avoid too many assessments with the same total number of points. The Guide for evaluators explains the approach on how to deal with significant differences between the points given by the two assessors or with situations in which only one of the two experts has assessed the application as weak under point a) of the heading D2 and D3. Please note that applications scoring less than 50 weighted points in the quality assessment will not be selected for funding. Points for newcomers and national priority points will be awarded separately by the NA and input directly into LLPLink.

Note on the assessment criteria: The Quality Assessment Form follows broadly the sequence of sections in the Application Form. For information, a cross-reference is made in each case to the corresponding award criterion as contained in the LLP Guide.

Partnerships application quality assessment form

Indicative question in the application form					Unweighted points resulting from the evaluator's assessment	Weighting	Max weighted points	Weighted points (to be entered into LLPLink by NAs)	
	Quality of the work programme	Very Good	Good	Fair	Weak				
D.2 and D.3, as well as an overall view of the whole application.	<p>a) The subject is relevant for the adult learning (as defined in the Grundtvig programme).</p> <p><i>Applications assessed as "weak" on this criterion will be rejected without further assessment.</i></p> <p>The application clearly indicates how the subject relates to the objectives of the programme</p> <p>The application should address the programme's target group.</p> <p><i>{Award criterion 1b- Relevance -Relevance for adult learning}</i></p>	8-7	6-5	4-3	2-1		0,5	4	0
	<p>b) The aims of the Partnership and the approach chosen to achieve them are clear and realistic.</p> <p><i>(See Grundtvig objectives in Annex 1)</i></p> <p>The aims and objectives are clearly stated and are achievable within the time-frame of the project. The application provides an explanation on how the aims will be achieved.</p> <p><i>{Award criterion 1a- Relevance - Clarity and realism of objectives}</i></p>	8-7	6-5	4-3	2-1		1	8	0
D.4.	<p>The results are relevant for the Partnership in question.</p> <p>The results are clearly linked to the aims and objectives of the partnership and</p> <p><i>{Award criterion 1c- Relevance of results for adult learning}</i></p>	8-7	6-5	4-3	2-1		1	8	0

G.2.	<p>a) The work programme covers the whole period of 2 years and is appropriate for achieving the objectives.</p> <p>The work programme includes activities consistent with the Partnership's overall aims and objectives, and covers the whole period of 2 years.</p> <p><i>{Award criterion 4 -Quality of the work programme}</i></p>	8-7	6-5	4-3	2-1		0,5	4	0
	<p>b) The planned activities and mobilities are relevant for the Partnership in question.</p> <p>The planned activities (including mobility) are linked directly to the aims and objectives of the proposal and are specific and relevant to the aims and the target groups involved.</p> <p><i>{Award criterion 4 -Quality of the work programme}</i></p>	8-7	6-5	4-3	2-1		1,5	12	0
	Impact and European added value	Very Good	Good	Fair	Weak				
D.5	<p>The Partnership will generate European added value</p> <p>The application shows that the Partnership will achieve results which would not be attained by activities carried out entirely within one and the same country.</p> <p><i>{Award criterion 3c -European added value}</i></p>	8-7	6-5	4-3	2-1		1	8	0
D.6.	<p>The expected impact and benefits of the Partnership on participating institutions and individual participants are clear and well defined.</p> <p>The application provides a clear and well defined explanation on the expected impact and benefits of the partnership on:</p> <ul style="list-style-type: none"> - the participating staff and learners, - the participating organisations. <p><i>{Award criterion 3a - Impact}</i></p>	8-7	6-5	4-3	2-1		1	8	0

	Quality of the Partnership	Very Good	Good	Fair	Weak				
F.1	<p>There is an appropriate balance between the roles and tasks of the different participants in terms of their involvement in the activities to be carried out.</p> <p>There is an appropriate and clearly defined distribution of roles and tasks across the Partnership to match each partner's own competences. The contribution of each partner is clearly explained.</p> <p>The tasks are defined and distributed among the partners in such a way that the results can be achieved within the time-frame of the project. The Partnership coordination is well assured by the coordinating institution.</p> <p>The participating organisations are appropriate for the subject on which the Partnership will be working.</p> <p><i>{Award criterion 2a - Quality of the Partnership - partner roles}</i></p>	8-7	6-5	4-3	2-1		1	8	0
F.2.	<p>Appropriate measures have been planned to ensure effective communication and cooperation between the participating institutions.</p> <p>Appropriate measures are foreseen to ensure communication and cooperation such as meetings, workshops, conference calls, regular correspondence, newsletters, and other forms of exchange of information (such as use of ICT).</p> <p><i>{Award criterion 2b - Quality of the Partnership - communication and cooperation}</i></p>	8-7	6-5	4-3	2-1		0,5	4	0

F.3.	<p>The application makes clear how relevant staff and/or trainees will be involved in the planning, implementation and evaluation of activities</p> <p>If the Partnership is rather learner oriented, the application makes clear the role that learners will play in the different stages of the Partnership (planning, implementation, evaluation).</p> <p>If the Partnership is focuses on pedagogical or management issues, the application makes clear how all relevant staff will be involved in the planning, implementation and evaluation of activities.</p> <p><i>{Award criterion 2c - Quality of the Partnership - learner and staff involvement}</i></p>	8-7	6-5	4-3	2-1		1	8	0
F.4.	<p>The Partnership is integrated into learning and / or ongoing activities of the organisations involved.</p> <p>In Partnership focuses on learner involvement, the application makes clear how the Partnership's activities will be integrated into the curriculum of the participating learners and what subjects of the curriculum will be concerned.</p> <p>In Partnership dealing with pedagogical or management issues, the application makes clear how the project fits into the regular activities of the participating organisations.</p> <p><i>{Award criterion 2d - Quality of the Partnership - Integration into the participating organisations}</i></p>	8-7	6-5	4-3	2-1		1	8	0
F.5.	<p>The Partnership has defined an approach to evaluate whether the aims and the expected impact of the Partnership will be achieved in the course of the project lifecycle.</p> <p>The evaluation plan/approach is well defined and covers aspects such as follow-up of progress made and Partnership performance, satisfaction of participants and other target groups, attainment of objectives, measurement of impact.</p> <p><i>{Award criterion 3b - Impact and European added value - Evaluation}</i></p>	8-7	6-5	4-3	2-1		1	8	0

	Dissemination and exploitation of results	Very Good	Good	Fair	Weak				
F.6.	<p>a) The planned dissemination and exploitation activities are well defined and ensure optimal use of the results amongst the participating organisations.</p> <p>The dissemination activities are focused and well defined. The Partnership clearly explain and demonstrates the interest/potential to disseminate and make use within their own organisations of the results, experiences and, where applicable, the end products of the Partnership.</p> <p><i>{Award criterion 5a - Dissemination, exploitation of results - participating organisations}</i></p>	8-7	6-5	4-3	2-1		1	8	0
	<p>b) Other institutions will also benefit from the planned dissemination and exploitation activities and, if possible, the results will also be spread to the wider community.</p> <p>The partnership plans to disseminate the results to organisations/networks outside of the partnership and has provided clear plans as to how they will achieve this.</p> <p><i>{Award criterion 5b - Dissemination, exploitation of results - broader dissemination}</i></p>	8-7	6-5	4-3	2-1		0,5	4	0
	TOTAL POINTS FOR THE QUALITY ASSESSMENT							100	0

OVERALL COMMENTS:

Please provide comments on the quality of the application and outline the key strengths, weaknesses and areas for improvement, which will enable the applicant to strengthen their project if it is approved or to provide them with information on how they can improve future applications should their application be rejected. Please integrate in particular the comments on individual criteria with very high score in the "Key strengths" section and those with very low score in the "Weaknesses and areas of improvements" section. These comments must be consistent with any scores awarded and serve as input to provide feedback to applicants. Particular attention should be given to clarity, consistency and appropriate level of detail and should be written in the language of the Partnership application, or in English, in a polite and neutral tone.

Key strengths:**Weaknesses and areas of improvement:****Other comments:**

I hereby declare to the best of my knowledge that I have no conflict of interest (including family, emotional life, political affinity, economic interest or any other shared interest) with the organisation(s) or any of the persons having submitted this grant application. Furthermore, I confirm that I will not communicate to any third party any information that may be disclosed to me in the context of my work as an evaluator.

Date

Name and signature

[DECISION NO 1720/2006/EC OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL OF 19 November 2006 establishing an action programme in the field of lifelong learning \[1\]](#)

(Excerpt)

Article 29

Objectives of the Grundtvig programme

1. In addition to the objectives of the Lifelong Learning Programme as set out in Article 1, the specific objectives of the

Grundtvig programme shall be:

- (a) to respond to the educational challenge of an ageing population in Europe;
- (b) to help provide adults with pathways to improving their knowledge and competences.

2. The operational objectives of the Grundtvig programme shall be:

involved in adult education and to increase its volume so as to support the mobility of at least 7 000 such individuals per year by 2013;

(b) to improve the quality and to increase the volume of cooperation between organisations involved in adult education throughout Europe;

(c) to assist people from vulnerable social groups and in marginal social contexts, in particular older people and those who have left education without basic qualifications, in order to give them alternative opportunities to access adult education;

24.11.2006 EN Official Journal of the European Union L 327/59;

(d) to facilitate the development of innovative practices in adult education and their transfer, including from a participating country to others;

(e) to support the development of innovative ICT-based content, services, pedagogies and practice for lifelong learning;

(f) to improve pedagogical approaches and the management of adult education organisations.