

JEAN MONNET CHAIRS

WHAT IS A JEAN MONNET CHAIR?

A Jean Monnet Chair is a teaching post with a specialisation in European Union studies for university professors for a duration of three years. A Jean Monnet Chair must be held by only one professor, who must provide the minimum of 90 teaching hours per academic year. Teaching hours are taken to include direct contact hours in the context of group lectures, seminars, tutorials and may include any of the aforementioned in a distance learning format but do not include individual instruction and/or supervision.

WHICH ACTIVITIES ARE SUPPORTED UNDER THIS ACTION?

Main activities (minimum of 90 hours per academic year):

- deepen teaching in European Union studies embodied in an official curriculum of a higher education institution;
- provide in-depth teaching on European Union matters for future professionals in fields which are in increasing demand on the labour market;

Additional activities:

- provide teaching/lectures to students from other departments (e.g. architecture, medicine, etc) to better prepare them for their future professional life.
- encourage, advise and mentor the young generation of teachers and researchers in European Union studies subject areas;
- conduct, monitor and supervise research on EU subjects, for other educational levels such as teacher training and compulsory education;
- organise activities (conferences, seminars/webinars, workshops, etc.) targeting to policy makers at local, regional and national level as well as to civil society.

WHAT IS THE ROLE OF ORGANISATIONS PARTICIPATING IN A JEAN MONNET CHAIR?

Jean Monnet Chairs are an integral part of the higher education institution that concludes the grant agreement/decision.

Jean Monnet Chairs are inscribed in their institution's official academic activities. The higher education institutions are requested to support Jean Monnet Chair holders in their teaching, research and reflection activities, allowing the widest possible range of curricula to benefit from the courses; they should recognise the teaching activities developed.

Higher education institutions have the final responsibility for their applications. They are obliged to maintain the activities of a Jean Monnet Chair during the entire duration of the project. If the institution is obliged to replace Chair holder, a written request for approval has to be sent to the Executive Agency. Moreover the new proposed chair holder must have the same level of specialisation in European Union studies.

WHAT ARE THE CRITERIA USED TO ASSESS A JEAN MONNET CHAIR?

Here below are listed the formal criteria that a Jean Monnet Chair must respect in order to be eligible for an Erasmus+ grant:

ELIGIBILITY CRITERIA

Who can apply?	A Higher Education Institution (HEI) established in any country of the world. HEIs established in Programme Countries must hold a valid Erasmus Charter for Higher Education (ECHE). An ECHE is not required for participating HEIs in Partner Countries. Individuals cannot apply directly for a grant.
Profile of Jean Monnet Chairs	Jean Monnet Chair holders must be permanent staff members at the applicant institution and have the rank of professor. They may not be a "visiting professor" at the HEI applying for the grant.
Duration of project	Three years.



Duration of the activity	Jean Monnet Chair holders must teach a minimum of 90 hours per academic year (for three consecutive years) and carry out at least one additional activity per academic year as described above.
Duration of activity	Jean Monnet Chair holders must teach a minimum of 90 hours per academic year (for three consecutive years) in the field of European Union studies at the applicant higher education institution.
Where to apply?	To the Education, Audiovisual and Culture Executive Agency, located in Brussels.
When to apply?	Applicants have to submit their grant application by 23 February at 12:00 (midday Brussels time) for projects starting on 1 September of the same year.
How to apply?	Please see Part C of this Guide for details on how to apply.

Applicant organisations will also be assessed against **exclusion and selection criteria**. For more information please consult Part C of this Guide.

AWARD CRITERIA

Projects will be assessed against the following criteria:

Relevance of the project (Maximum 25 points)	<ul style="list-style-type: none"> ▪ The relevance of the proposal to: <ul style="list-style-type: none"> - the objectives and priorities of the Action (see sections "What are the aims of Jean Monnet Actions"). ▪ The extent to which the proposal: <ul style="list-style-type: none"> - is submitted in favour of an academic with an excellent profile in a specific field of European Union studies ; - is suitable for fostering the development of new teaching, research or debating activities; - includes the use of new methodologies, tools and technologies; - promotes and gives greater visibility to this European studies/issues both within the institution participating in the Jean Monnet Action and outside. ▪ The relevance of the proposal to priority target groups of the Action: <ul style="list-style-type: none"> - institutions established in countries not covered by the Jean Monnet Action; - institutions or academics not yet in receipt of Jean Monnet funding; - specific EU related subjects in studies which have had limited exposure to but are increasingly affected by European aspects.
Quality of the project design and implementation (Maximum 25 points)	<ul style="list-style-type: none"> ▪ The clarity, completeness and quality of the work programme, including appropriate phases for preparation, implementation, evaluation, follow-up and dissemination; ▪ The consistency between project objectives, activities and the budget proposed ; ▪ The quality and feasibility of the methodology proposed.
Quality of the project team (Maximum 25 points)	<ul style="list-style-type: none"> ▪ The pertinence of the profile and expertise of key staff involved - both in the academic and non-academic domains - with the activities carried out in the project.



<p>Impact and dissemination (Maximum 25 points)</p>	<ul style="list-style-type: none"> ▪ The quality of measures for evaluating the outcomes of the teaching activities; ▪ The potential impact of the project: <ul style="list-style-type: none"> - on the institution hosting the Jean Monnet Action; - on the students and learners benefiting from the Jean Monnet Action; - on other organisations and individuals involved at local, regional, national and/or European levels. ▪ The appropriateness and quality of measures aimed at disseminating the outcomes of the activities within and outside the institution hosting the Jean Monnet Action; ▪ If relevant, the extent to which the proposal describes how the materials, documents and media produced will be made freely available and promoted through open licences and does not contain disproportionate limitations.
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To be considered for funding, proposals must score at least 60 points. Furthermore, they must score at least 13 points in each of the categories of award criteria mentioned above.

WHAT ELSE SHOULD YOU KNOW ABOUT A JEAN MONNET CHAIR?

DISSEMINATION AND IMPACT

Jean Monnet Chairs are required to disseminate and exploit the results of the organised activities beyond the stakeholders directly involved. This will considerably increase the impact and contribute to a systemic change.

To increase their impact the Chair holders should include in their dissemination activities the creation and offer of open educational resources (OER) and involve open education activities to respond to technological progress. This will foster more flexible and creative ways of learning and reach out to a considerably increasing number of students, professionals, policy makers and other interested groups.

Jean Monnet Chairs will be asked to update their respective section of the Erasmus+ specific online tool where all the information about the Jean Monnet Activities will be hosted. They will be strongly encouraged to use the relevant existing platforms and tools (i.e. the Jean Monnet directory, the Jean Monnet virtual community). These functions, as part of the general IT tool for Erasmus+, will ensure that the wider public is informed about the institutions and their Jean Monnet courses. Grant holders will be asked to regularly update the tool with the results of their work.

Jean Monnet Chairs are encouraged to:

- publish at least one book within the University Press during the grant period. The grant will cover part of the publication and, if need be, part of the translation costs;
- participate in dissemination and information events at national and European level;
- organise events (lectures, seminars, workshops, etc.) with policy makers at local, regional and national level as well as with organised civil society and schools;
- disseminate the results of their activities via the organisation of seminars or lectures geared and adapted to the general public and civil society representatives;
- network with other Jean Monnet Chairs, coordinators of Modules, Centres of Excellence and supported Institutions;
- apply open educational resources (OER), publish the summaries, content and schedule of their activities as well as the expected outcomes.

WHAT ARE THE FUNDING RULES?

The maximum grant that can be awarded is 50 000 EUR that can represent the maximum of 75% of the total cost of the Jean Monnet Chair.

A system based on a combination of scales of unit costs and flat-rate financing for the awarding of grants under the Jean Monnet Activities applies. This system is determined on the basis of a calculated national teaching cost per hour. The following method is used:

- **Teaching scale of unit cost:** the calculated national teaching unit cost per hour D.1 is multiplied by the teaching number of hours of the Jean Monnet Chair;

- **Additional flat-rate financing:** a 'top-up' percentage of 10% for a Jean Monnet Chair is added to the above mentioned unit costs basis. This top-up percentage takes account of the additional academic activities included in a Chair such as staff costs, travel and subsistence costs, dissemination costs, costs for teaching materials and indirect costs, etc..

The final grant is then obtained by applying the maximum 75% EU funding of total calculated amount and by respecting the maximum grant ceiling for a Jean Monnet Chair (50 000 EUR).

The specific amounts applying to Jean Monnet Chairs can be found in the section "Jean Monnet unit costs" at the end of the Jean Monnet chapter in this Part of the Guide