



Valsts izglītības  
attīstības aģentūra

# Projektu pieteikumu veidlapu aizpildīšanas seminārs Nordplus Pieaugušo izglītības projektu iesniedzējiem 2025

## Projektu pieteikumu sagatavošana un iesniegšana Espresso sistēmā

2025.gada 14. janvārī , plkst. 11:00 un 15:00

VIAA Izglītības atbalsta un starptautiskās  
sadarbības departamenta  
Starptautisko sadarbības programmu nodaļas  
vec. proj.vad. **Linards Deidulis**

# Nordplus 2025. gada projektu konkurss



## Nordplus application round 2025 is open!

Welcome to the Nordplus application round of 2025, the third round in the programme period, 2023 – 2027.

The Nordplus programme of the Nordic Council of Ministers invites Nordic and Baltic institutions and organisations working with or involved in education and training to apply for funding in the application round of 2025.

If you – or your organisation – are working within the field of education and training, you can now apply for Nordplus funding for transnational student, pupil, learner or teacher mobility, as well as joint project and network activities between educational institutions and organisations in Denmark, Estonia, the Faroe Islands, Finland, Greenland, Iceland, Latvia, Lithuania, Norway, Sweden and Åland.

The deadline for applications to the round of 2025 is **Monday 3 February, 23:59 CET**, and the total amount of available funds in the round is about 10.1 million euro.

✓ 2024. gada 1. novembrī izsludināts ikgadējais Nordplus projektu konkurss

<https://www.nordplusonline.org/news/nordplus-application-round-2025-is-open/>

✓ Projektu pieteikumu iesniegšanas termiņš - **2025. gada 3. februāris, plkst. 23:59 (CET)**



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# Semināra mērķis

Pievērst projektu sagatavotāju uzmanību būtiskākajiem tehniskajiem un saturiskajiem jautājumiem projekta pieteikuma sagatavošanas un iesniegšanas procesā Nordplus elektroniskajā sistēmā Espresso <https://espresso.diku.no/>

- ✓ Uzsvāri prezentācijā balstās uz novērojumiem iepriekšējo gadu (2019.-2024.) projektu pieteikumu izvērtēšanas procesā, kā arī uz iepriekšējo konkursu laikā saņemtajiem projektu iesniedzēju jautājumiem .
- ✓ Prezentācijā minētais uzskatāms par pieredzē balstītiem ieteikumiem un priekšlikumiem. Obligātās prasības projektu iesniedzējiem norādītas [Nordplus Rokasgrāmatā](#)



Nordplus



Norwegian Directorate  
for Higher Education  
and Skills

Espresso

Application and Reporting



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# Vispārīgā informācija par Espresso sistēmu

Espresso sistēmas uzturētājs ir Norvēģijas Augstākās izglītības un kompetenču aģentūra HKDIR (*Direktoratet for høgare utdanning og kompetanse*), iepriekšējais nosaukums – DIKU

<https://hkdir.no/>

Diku



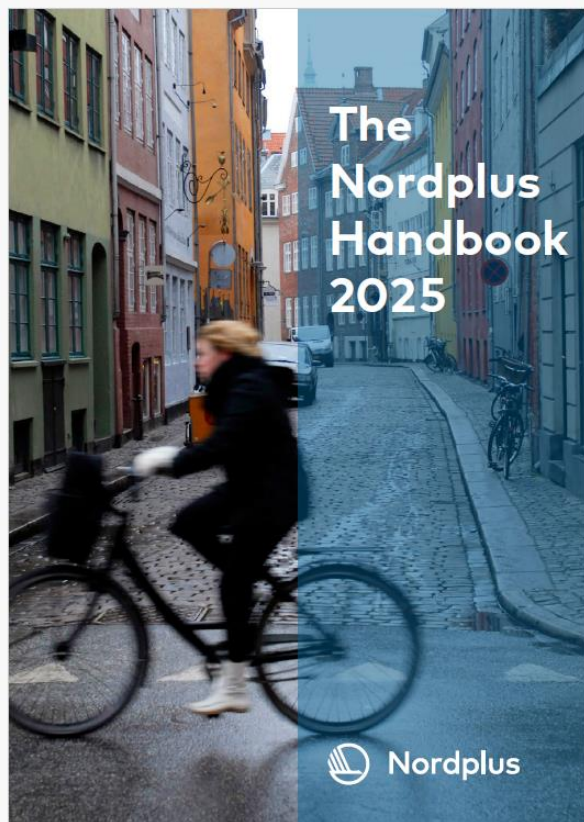
 Norwegian Directorate  
for Higher Education  
and Skills



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# Kam ir jābūt zināmam, uzsākot veidlapas aizpildīšanu Espresso sistēmā?

- ✓ Projekta ideja – ko un kāpēc plānots darīt, kādi būs projekta paredzamie rezultāti un to ietekme.
- ✓ Kurā apakšprogrammā (*Junior, Adult, Horizontal...*) paredzēts iesniegt projektu?
- ✓ Kas būs projekta partneri, kādi būs viņu uzdevumi un ieguvumi projektā?



*Rokasgrāmata 2025. pieejama [Nordplus programmas portālā](https://www.nordplusonline.org/how-to-apply/handbook/) \*.pdf un web formātā; \*.pdf formātā **Pieaugušo izglītības apakšprogrammas apraksts** – no 22. līdz 31. lpp*

<https://www.nordplusonline.org/how-to-apply/handbook/>

## HANDBOOK 2025

Welcome to the Nordplus handbook. The handbook is a guide to you as an applicant and describes who can apply, what you can apply for, and how to apply. It provides information about Nordplus in general and about the five different sub-programmes.

Here is the Handbook 2025 (PDF - file) in [English](#) and [Scandinavian](#).

- [Reading guide](#)
- [Introduction to Nordplus](#)
- [Objectives](#)
- [Target Groups](#)
- [Activities](#)
- [Grants and inclusion support](#)
- [Application Rounds](#)
- [Information & Guidance](#)

### Introduction to Nordplus Adult

Nordplus Adult includes all parts of adult learning – formal, non-formal and informal learning, whether in the context of general, liberal or vocational education in the Nordic and Baltic countries.

The programme should be a catalyst for the development of the sector through grants for mobility, establishment of networks and project collaboration. It is crucial that a project involves organisations with knowledge, expertise and experience that can be of mutual benefit in the partnership.

The programme supports initiatives that improve the quality of adult education and learning, meet new learner needs or test new organisational forms and teaching methods. In practice, the programme is open to a wide range of themes and subject areas. Most importantly, each partnership should be based on the current challenges and needs that adult education institutions and organisations face in their daily work.

Examples of themes that can be addressed are key competences and basic skills, validation and recognition of prior learning, link and transition between education and the labour market – e.g. work-based learning, up-skilling, re-training and entrepreneurship. Initiatives can also focus on current societal challenges such as green transition and sustainable development, digitalisation, integration, inclusion, health, democracy and active citizenship. The programme also supports initiatives targeted at vulnerable and marginalised adults – e.g. learners with special needs, senior citizens, refugees/migrants and the unemployed. Other themes are also welcome – what is important is that the initiative derives from a specific development need within the partnership.

[Next page](#)



#### HOW TO APPLY

[Step by step](#)

[Guidelines](#)

[Application](#)

[Handbook 2025](#)

[Register as a partner](#)

[Partner Search](#)

#### Nordplus Adult

- [Introduction to Nordplus Adult](#)
- [Target Groups for the Programme](#)
- [Activities in the Programme](#)
- [Funding](#)



Here you can read the Nordplus Programme Document

<https://www.nordplusonline.org/about/nordplus/>

# Nordplus 2023. – 27. darbības kopējais oficiālais apraksts, kurā definēti Nordplus mērķi

The general objectives for Nordplus 2023–2027 are to:

- strengthen and develop Nordic and Baltic co-operation on education, including early childhood and care, and help to create a Nordic–Baltic educational area,

- support, build on, reap the benefits of and promote innovative products and processes in education through the systematic exchange of experiences and good practice,
- contribute to the development of quality and innovation in the educational systems for lifelong learning in the participating Nordplus countries through co-operation in education and training, as well as co-operation with the labour market on development projects, exchange programmes and networking,
- enhance mobility for educational purposes and expand digital collaboration in education in the region,
- enhance opportunities for all, regardless of background and resources, to participate in regional educational collaboration and to gain new knowledge and skills based on collaboration between organisations,
- promote Nordic languages and culture and mutual Nordic-Baltic linguistic and cultural understanding,
- improve inter-Nordic language comprehension (primarily between Danish, Swedish and Norwegian), especially among children and young people,
- stimulate interest in and knowledge and understanding of the languages of the Nordic countries essential to society (Danish, Finnish, Faroese, Greenlandic, Icelandic, Norwegian, Sami and Swedish) and Nordic sign language, and
- revitalise national minority languages in the Nordic Region for cultural and inclusive purposes.

## Nordplus 2023–2027

### PROGRAMME DOCUMENT

#### 1. Introduction

This *Programme Document* for Nordplus:

- is valid for the period of 1 January 2023 until 31 December 2027 and contains general objectives and regulations for Nordplus,
- replaces the 2018–2022 programme and builds on the overarching objectives in the Nordplus programme periods of 2008–2012, 2012–2016 (2017) and 2018–2022,
- has been adopted by MR-U on 10.8.2022 in agreement with the Baltic states of Estonia, Latvia and Lithuania and after consultation with the Nordic Council,
- addresses the goals adopted for Nordplus and the five sub-programmes, which consist of the inter-sectoral *Nordplus Horizontal* and the four sectoral programmes *Nordplus Junior Education*, *Nordplus Higher Education*, *Nordplus Adult* and *Nordplus Nordic Languages*,
- describes the target groups and who is eligible to take part in Nordplus, the programme activities, guidelines for the Nordplus Programme Committee, regulations for the Nordplus administration and the general regulations for monitoring and evaluating the programme,
- describes the management structure and allocation of responsibilities for Nordplus by the Council of Ministers for Education and Research (MR-U)/the Committee of Senior Officials for Education and Research (EK-U), the Programme Committee for Nordplus and the Nordplus administration, including the main co-ordinator and other administrative staff at the Nordic Council of Ministers' Secretariat,
- describes the basis and frameworks for the annual call for applications for programme funding.

# Projektu pieteikumu vērtēšanas kritēriji Nordplus portālā

<https://www.nordplisonline.org/how-to-apply/guidelines/>



PROGRAMMES ▾

HOW TO APPLY ▾

PROJECTS ▾

## GUIDELINES

On these pages you will find both good advice and tips and tricks on how to fill in the application to the Nordplus programmes



Partner search



Handbook



Project database



Project resources



Apply

## Assessment criteria

All applications to Nordplus will be assessed according to the following criteria:

- The application must be within the regulations and main objectives of Nordplus
- The application activities must cover one or more of the objectives in the sub-programme
- The aims of the project and the approach chosen to achieve them must be clear and realistic



# Ieteikumi projektu īstenotājiem

<https://www.nordplusonline.org/projects/project-resources/>

**PROJECT RESOURCES**

Useful project management resources for reporting, economy management and dissemination of results

**PROJECTS**

- Project stories
- Project Resources**
- Project database
- Nordplus Green Seminar

## Reporting

All recipients of Nordplus grants are obligated to report back to Nordplus at the latest 30 days after the contract period expires.

The reports are submitted online through Espresso by using the same login and password that were used for the application.

Note: For applications submitted through the ARS-system in 2012 and earlier, there will not be reporting through ARS. You will receive more information about this from the main administrator of the programme.

The final project report is divided into one **financial** section and one **content** section. The financial report must be authorised by the finance unit of the institution/organisation. Receipts should not be included in the report. They must be collected from all partners and kept with the coordinating organisation for at least 5 years after approval of the final report.

## Economy

It is important that the project partners agree upon responsibilities for the project economy.

## Dissemination of results

Dissemination of results is an important part of the project.

A Nordplus project should identify who the relevant recipients of the knowledge and experience gained in the project are. Examples of such recipients could be education institutions, politicians, trade unions, NGOs, public bodies, enterprises, researchers etc.

It is therefore crucial to make a plan for the dissemination and spreading of results at different levels. This plan should consider both short term and long term dissemination and exploitation of results.

There are many ways of disseminating results, such as:

- Web pages; both the project's web page, the partner institutions' web pages and other organizations' web pages.
- Use of social media
- Getting publicity in relevant media or press
- Publishing and promoting articles, books and other products from the cooperation
- Presentations of the results at relevant conferences and meetings
- Presentations for relevant politicians or stakeholders

A good plan for dissemination makes use of different communication channels, varying with the different target groups identified.

# Izmaiņas Pieaugušo izglītības apakšprogrammas nosacījumos 2025. gada projektu konkursā

- **!** No 2025. gada organizācija var iesaistīties (gan kā koordinators, gan kā partneris) **ne vairāk kā divos sadarbības projektos.**
- **Koordinatoram ir jāpievērš partneru uzmanība šai prasībai**
- **Šādu ierobežojumu nav mobilitātes projektiem.**

## Collaboration projects

Collaboration projects must involve cooperation between at least three organisations from at least three different programme countries within a maximum period of two years.

From 2025, the same organisation can be involved in maximum two applications for Nordplus Adult collaboration projects (i.e. thematic networks, development projects, mapping projects) as coordinator and/or partner per deadline.

If an organisation is involved in more than two applications as coordinator and/or partner for Nordplus Adult collaboration projects for the same deadline, the first two submitted applications will be evaluated, and the rest of the applications involving the organisation will be assessed as ineligible.

The coordinator is responsible for checking that the partnership complies with the limit on submitted number of applications per organisation for Nordplus Adult collaboration projects.

This limit only applies to Nordplus Adult collaboration applications, i.e. the limit does not apply to Nordplus Adult mobility applications or to applications submitted to the other Nordplus sub-programmes.

*Rokasgrāmata  
2025., 23. lpp.*




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# Projekta pieteikuma sagatavošana un iesniegšana Espresso sistēmā

✓ <https://espresso.diku.no/>

Reģistrācija  
Espresso  
sistēmā.



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and Skills

## Espresso

Application and Reporting

Login

### Login

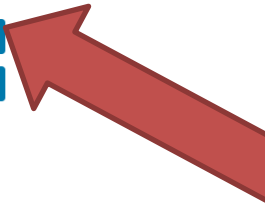
Please log in with user name (e-mail address) and password

If you have previously used HK-dir's online services, you can use the same user name and password as before.

If you experience technical problems with registration or login, please use our [support](#) page.

Username

Password





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# Projekta iesniegšana Espresso sistēmā

<https://espresso.siu.no>

✓ Svarīgi!  
Pārdomājam, ar  
kādu e-pasta  
adresi  
reģistrēsimies!

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for Higher Education  
and Skills

Espresso  
Application and Reporting

Help

User registration - step 1 of 2

User registration - step 1 of 2

Enter your full name and e-mail address to start the registration process. Note that a message will be sent to entered e-mail address, and that you must be able to read this message to complete the registration.

Given/First name

Family/Last name

E-mail

Confirm e-mail

Register



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# Projekta iesniegšana Espresso sistēmā



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and Skills

**Espresso**  
Application and Reporting



linards.deidulis@gmail.com

Help

My account

Logout

Home

## HK-dir application and reporting

Welcome to HK-dir's application and reporting system. Please choose your actions from the menus below.

### Programmes open for new applications

This section lists programmes currently open for new applications.  
Click the programme name to get a list of open call for proposals for each programme.  
After creating a new application, you can continue working on it under "My applications".

> Erasmus Plus Project Development

> Frankrikeprogrammet

> Godkjenning av utvekslingssamarbeid

> Nordplus

> Norwegian Studies Abroad

> Utviklingsmidler til høyere yrkesfaglig utdanning

My tasks



Nordplus



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# Projekta iesniegšana Espresso sistēmā



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Help

My account

Logout

Home > Nordplus



## Available application forms

This section lists available application forms for this programme.

### Nordplus Adult 2025

This application form is available between Nov 1, 2024 9:00 AM and Feb 3, 2025 11:59 PM.  
Use the link below to create a new application, or continue working with an existing application under "My Applications".  
The call for application may be found here.

[Click here to create a new application](#)

### Nordplus Higher Education 2025

This application form is available between Nov 1, 2024 9:00 AM and Feb 3, 2025 11:59 PM.  
Use the link below to create a new application, or continue working with an existing application under "My Applications".  
The call for application may be found here.

[Click here to create a new application](#)

### Nordplus Horizontal 2025

This application form is available between Nov 1, 2024 9:00 AM and Feb 3, 2025 11:59 PM.  
Use the link below to create a new application, or continue working with an existing application under "My Applications".  
The call for application may be found here.

[Click here to create a new application](#)

### Nordplus Nordic languages 2025

This application form is available between Nov 1, 2024 9:00 AM and Feb 3, 2025 11:59 PM.  
Use the link below to create a new application, or continue working with an existing application under "My Applications".  
The call for application may be found here.

[Click here to create a new application](#)

### Nordplus Junior 2025

This application form is available between Nov 1, 2024 9:00 AM and Feb 3, 2025 11:59 PM.  
Use the link below to create a new application, or continue working with an existing application under "My Applications".  
The call for application may be found here.

[Click here to create a new application](#)

✓ Izvēlamies  
apakšprogrammu  
✓ !! Attiecīgā veida  
projektu rakstām  
atbilstošajā  
veidlapā!!





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# Projekta iesniegšana Espresso sistēmā

- ✓ Varam dot iespēju kolēģiem no mūsu un partneru organizācijām lasīt, vai papildināt un rediģēt projekta pieteikuma tekstu

Nordplus Adult - Application 2025  
NPAD-2025/10198 - Linards\_Test\_application

1.Start 2.Institutions 3.General info. 4.Project description 6.Budget 7. Check list 8. Submit

Basic information

... 1.1. Project information ...

Give your project/application a name

Name of project\*  
Linards\_Test\_application

Project number  
NPAD-2025/10198

... 1.2. Project access ...

Here you can choose who will have access to the application. The person who is allowed access to the application needs to register/create an account in Espresso. Following the registration you can choose the person from the list of registered users.

Editor access  
Editor access means that the person you give access can make changes in the application.

Search for user by email address  Search

Read only access  
Read only access means that the person you give access can read everything in the application, but not make changes.

Search for user by email address  Search



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# Ievadītā teksta saglabāšana

Save

Save and Close

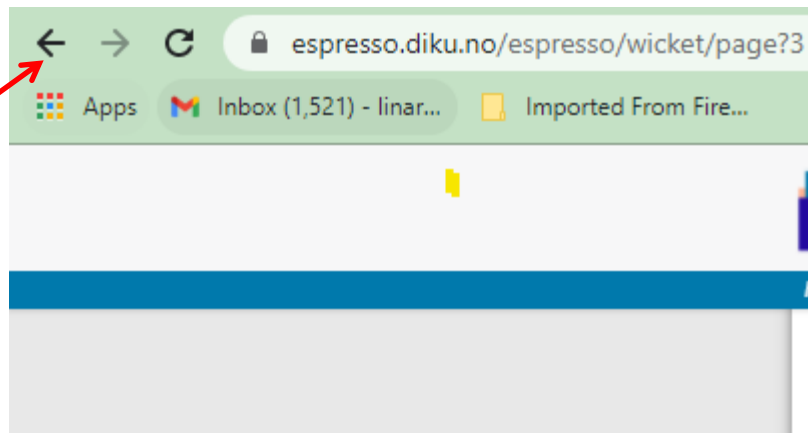
Cancel

\* If you use the BACK button, all unsaved changes on the current page is lost.

The current page is saved automatically when navigating between the sections, or by using the Save button at the bottom of the page

Vienmēr nospiežam  
pēc informācijas  
ievadīšanas

Nekad nespiežam  
"Back" veidlapas  
aizpildīšanas gaitā!







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## Nordplus Adult - Application 2025

NPAD-2025/10198 - Linards\_Test\_application

1.Start

**2.Institutions**

3.General info.

4.Project description

6.Budget

7. Check list

8.Submit

### Institutions

**2.1.Coordinating institution**

2.2. Partner institutions

2.3.Letter of Intent (LOI)

### Coordinating institution

NB! The coordinator is responsible for checking that the partnership complies with the limit on submitted number of applications for Nordplus Adult collaboration projects (thematic networks, development projects, mapping projects), which from 2025 is 2 applications per organisation as coordinator and/or partner. See the Nordplus Handbook 2025 chapter 4 at [www.nordplusonline.org](http://www.nordplusonline.org). The limit does not apply to applications for mobility projects.

Atgādinājums par nosacījumu līdzdalībai sadarbības  
projektos – maks. 2 projekti!



Valsts izglītības  
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Nepieciešams no datubāzes  
izvēlēties un pievienot  
koordinatoru un partneru  
organizācijām. Ja  
organizācijas vēl nav  
reģistrētas datu bāzē, to var  
izdarīt šajā brīdī

**Visām iesistītajām  
organizācijām sistēma  
ģenerē apliecinājuma  
vēstules, kuras jāparaksta  
attiecīgo  
organizāciju/iestāžu  
paraksttiesīgajām  
personām, jāieskanē un  
jāpievieno pieteikumam**



**Nordplus Adult - Application 2025**  
NPAD-2025/10198 - Linards\_Test\_application

1.Start    **2.Institutions**    3.General info.    4.Project description    6.Budget    7. Check list    8.Submit

**Institutions**

2.1.Coordinating Institution    2.2. Partner institution    2.3.Letter of Intent (LOI)

**Coordinating Institution**

NB! The coordinator is responsible for checking that the partnership complies with the limit on submitted number of applications for Nordplus Adult collaboration projects (thematic networks, development projects, mapping projects), which from 2025 is 2 applications per organisation as coordinator and/or partner. See the Nordplus Handbook 2025 chapter 4 at [www.nordplusonline.org](http://www.nordplusonline.org). The limit does not apply to applications for mobility projects.

.. 2.1.1. Coordinating institution .....

Register the coordinating institution. Please search among the registered institutions to check if your institution is already in the system. You can search by part of the institution name. If you do not find your institution, you can register your institution by pressing "Add institution" in the next window.

Coordinating Institution

Add Institution

Coordinating Institution: \*

Please choose type of institution. (If you cannot find your type of institution, choose "other" and specify further under "Project description".

Type of Institution \*

.. 2.1.2. Unit .....

If it is relevant for your institution, please register unit.

Unit coordinating institution

.. 2.1.3. Legal representative .....

Press "edit" to register legal person for your institution. Legal person means the person at your institution that can sign a contract on behalf of the institution.

Legal representative at coordinating institution

Name	E-mail	Action(s)
<input type="text"/>	<input type="text"/>	<input type="button" value="Edit"/>

.. 2.1.4. Contact person .....

Press "edit" to register the contact person for the project. The contact person is the person at the coordinating institution who will receive information from Nordplus regarding the project/application.

Name	E-mail	Action(s)
<input type="text"/>	<input type="text"/>	<input type="button" value="Edit"/>

Ja projektu finansēs, norādītās  
kontaktpersonas vārds, uzvārds  
un e-pasta adrese būs publiski  
pieejami [Nordplu sprojektu  
datubāzē](#)



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# Par kontaktpersonas e-pasta adresi

Norwegian Directorate for Higher Education and Skills  
Espresso  
Application and Reporting  
linards.deidulis@gmail.com  
Help My account Logout

Home > Document editor

Press "edit" to register legal person for your institution. Legal person means the person at your institution that can sign a contract on behalf of the institution.

Name	E-mail	Action(s)
		Edit

2.1.4. Contact person

Press "edit" to register the contact person for the project. The contact person is the person at the coordinating institution who will receive information from Nordplus regarding the project/application.

Name	E-mail	Action(s)
		Edit

Save Save and Close Cancel

Norwegian Directorate for Higher Education and Skills  
Espresso  
Application and Reporting  
linards.deidulis@gmail.com  
Help My account Logout

Home > Document editor >

### Contact person - Coordinating institution

You can search for the persons email to check if the person has a registered user in Espresso. The person need to register a new user with this email if you don't get a match.

Personal data

First name \*

Last name \*

E-mail \*

Phone number \*

Save Cancel

- ✓ Uz šo e-pastu tiks nosūtīta informācija par projektu konkursa rezultātiem;
- ✓ Ja projekts tiks finansēts, tā būs publiski pieejama [Nordplus projektu datubāzē](#);
- ✓ Nepieciešamības gadījumā to saziņai izmantos Pieaugušo izglītības apakšprogrammas galvenais administrators.



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- ✓ Noteikti jāpārlicinās, vai partneru organizācija jau iepriekš nav reģistrēta Espresso sistēmā

Angļu valodā jāizmanto tāds partneru organizācijas nosaukums, kādu organizācija pati lieto.

! Pēc partneru datu ievadīšanas sistēma ģenerē **partneru apliecinājuma vēstules**, kuras jāizdrukā, jāparaksta, jāieskanē un jāpievieno projekta pieteikumem (skat. 6. sadaļu)



Norwegian Directorate for Higher Education and Skills

Espresso Application and Reporting

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Help My account Logout

Home > Nordplus > Document editor > Document editor > Search among institutions

### Search among institutions

Search for the institution in Espresso's database. Choose country first to narrow your search

Country

Search among institutions

Cannot find the institution?  
Check your spelling, and try broadening your search by using fewer letters and/or more search words separated by space.  
Still no result? Add a new one by pressing the following button:

### Add institution

Country \*

Organization number

Name (in English) \*

Name (in national language)

Institution type \*

Abbreviation

Postal address \*

Address for courier delivery

Phone number

E-mail \*

Web page \*



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✓ PI  
apakšprogrammā  
varam izvēlēties  
**tikai vienu**  
projekta veidu!

✓ Attiecīgi – ja  
vēlamies gan  
mobilitātes, gan  
sadarbības  
projektu,  
**jāiesniedz  
vairāki  
projekta  
pieteikumi**



✓ Varam iesniegt arī  
pieteikumu **sagatavošanas  
vizītei**, lai sagatavotu  
projektu 2026. gada  
projektu konkursam

1. Start	2. Institutions	3. General info.	4. Project description	5. Mobility	6. Budget	7. Check list	8. Submit
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General information

3.1. Type of project

Which type of project do you wish to apply for? In Nordplus Adult you can apply for the following types:

**Mobility projects**

- preparatory visits (PV)
- exchange of teachers/adult education staff
- exchange of adult learners

**Collaboration projects**

- thematic network
- development project
- mapping project.

You can apply for only **ONE** type of project in one application, as each project is to be perceived as an independent project with its own set of aims, activities and results. Please note that it is possible to apply for a maximum of 2 collaboration projects (thematic networks, development projects, mapping projects) per organisation as coordinator and/or partner per deadline. This limit does not apply to applications for mobility projects. If you want to apply for more than one project, you must fill in an application for each project.

Teachers accompanying adult learners (as helpers) are an integrated part of the application for exchange of adult learners.

You must specify the type of collaboration project under "Project description". Here you will be asked to choose thematic network, development project or mapping project.

Read more about the project types of Nordplus Adult in the Nordplus Handbook.

Choose type of project: \*

Preparatory visits

Exchange of teachers/adult education staff

Exchange of adult learners

Collaboration project

3.2 Summary

Give a short summary of the project (250 words max) \*

Give a short summary of the project (250 words max) introducing its main features, e.g. the type of activity, target group(s), time frame, learning objectives. Please note, that the summary may be used as information to the Nordplus Programme Committee and the Nordic Council of Ministers, and in case of approval, it may be used in the publishing of granted projects.

Kopsavilkumam jārada  
skaidrs priekšstats par  
projekta ieceri,  
nepieciešamību,  
rezultātiem un ietekmi



Valsts izglītības  
attīstības aģentūra

### ... 3.1. Type of project

Which type of project do you wish to apply for? In Nordplus Adult you can apply for the following types:

#### Mobility projects

- preparatory visits (PV)
- exchange of teachers/adult education staff
- exchange of adult learners

#### Collaboration projects

- thematic network
- development project
- mapping project.

You can apply for only **ONE** type of project in one application, as each project is to be perceived as an independent project with its own set of aims, activities and results. Please note that it is possible to apply for a maximum of 2 collaboration projects (thematic networks, development projects, mapping projects) per organisation as coordinator and/or partner per deadline. This limit does not apply to applications for mobility projects. If you want to apply for more than one project, you must fill in an application for each project.

Teachers accompanying adult learners (as helpers) are an integrated part of the application for exchange of adult learners.

You must specify the type of collaboration project under "Project description". Here you will be asked to choose thematic network, development project or mapping project.

Read more about the project types of Nordplus Adult in the Nordplus Handbook.

Choose type of project: \*

- Preparatory visits
- Exchange of teachers/adult education staff
- Exchange of adult learners
- Collaboration project

✓ Dažādiem projektu veidiem Espresso  
veidlapas struktūra ir atšķirīga



# Kopsavilkums – publiski pieejama projekta daļa

[< Previous](#)[List](#)[Next >](#)

## Avoiding and dealing with multicultural conflicts in VET

### Main partner(s):

Helsinki Vocational College and Adult Institute (FI, Vocational school/apprentice programme)

Contact: Nissinen, Tanja-Mari (tanja-mari.nissinen@edu.hel.fi)

### Other partners:

Vamia (FI, Vocational school/apprentice programme)

Ester Mosesson Vocational College (SE, Vocational school/apprentice programme)

Raufoss videregående skole (NO, Vocational school/apprentice programme)

## Application Summary

The project aim is to develop a study unit, which gives students in vocational education an understanding of the most important cultural values and work life expectations.

Nordic countries share a lot of cultural values, and are also facing similar difficulties in helping adult immigrants integrate into the society and its working life. Best practices that already exist are shared during project between partner institutions.

Vocational education is one of the main fields of education where adult immigrants are trained, thus it is important to find effective ways of helping students to learn cultural skills.

The goal is to prevent and to be able to resolve conflicts that may arise from not understanding central expectations or for some other reason not complying with them.

Teachers in VET face various multicultural challenges even conflicts in their daily work. Our goal is to create a clear operating model for staff to tackle these situations and help to prevent conflicts; act preferably in advance rather than in hot spot itself.

This collaboration project is very topical and aiming for peace. Behind all is the Nordic lifestyle and values, law and rules, local culture and habits, freedom that comes with responsibilities. We have to have teaching and dialog about human rights, interaction between cultures, anti-racist work, tolerance, immunity, emotional and safety skills and expectations of behavior both ways.

In the background increasing immigration to the Nordic countries and Europe since 2015.

Programme: Nordplus Adult  
Call: Nordplus Adult 2024  
Project ID: NPAD-2024/10096  
Year of allocation: 2024  
Period: Jun 2024 - Jun 2026  
Project Status: Active  
Allocation: 60 545 EUR

Year

2024

Country

All

Programmes

Nordplus Adult

Calls for programs

All

Institutions

All

Fields of Education

All

Project Status

All

Active

Completed

Show all

Clear search

Finansētu projektu kopsavilkumi pieejami **Nordplus projektu datubāzē**

Pieejama arī informācija par piešķirto grantu, projekta īstenošanas periodu, koordinatora un partneru nosaukumi, projekta numurs, kontaktpersona un e-pasta adrese



Valsts izglītības  
attīstības aģentūra

Jānorāda iepriekšējie  
Nordplus projekti,  
kā arī citi Nordplus  
projektu iesniegumi  
šim konkursam (ja  
tādi ir).

Iepriekšējie projekti  
neietekmē konkrētā  
projekta pieteikuma  
vērtējumu, ja  
jaunā projekta  
iecere ir atšķirīga



3.3. Project theme

Please select the theme which you find most representative for your project. You must choose among the themes listed below and you can choose one theme only. If none of the themes listed are representative for your project, please choose "Other".  
The themes are generally universal in the sense that they are broad and can be used to cover all Nordplus programmes across sectors and types of applications.  
Please note that the registration is meant for statistical purposes only allowing the administration to identify and communicate the issues and fields addressed by the applications that are granted under Nordplus each year. The themes should not be seen as programme priorities and the registration is not used in the assessment of the application.  
For more information see [description of project themes](#)

Choose one theme \*

Choose one

3.4. Other information

Project period \*

The project period cannot start earlier than 1 May this year. Activities that are carried out before the project is approved are not eligible. Collaboration projects and mobility projects in Nordplus Adult can last for up to two years. Preparatory visits are to be carried out within one year. The final report of all project types must be submitted at the latest one month after the end of the project period.

From date (dd.mm.yyyy)

To date (dd.mm.yyyy)

Which of the following sectors for adult learning does your project aim at? \*

Formal adult education  
 Non-formal adult learning  
 Informal adult learning  
 Across formal, informal and/or non-formal adult learning

Which of the following orientations within adult learning does your project involve? \*

General adult education and learning  
 Vocational adult education and training  
 Both general and vocational learning.

3.5. Earlier/other Nordplus project

Previous Nordplus activities? \*

Has your institution and/or any of your partner institutions, individually or as a partnership, earlier been granted support from Nordplus? If yes, state the project ID and/or explain.

No  
 Yes

Nordplus applications in this round \*

Is this project related to other Nordplus projects in this application round? If yes, state the project ID and/or explain.

No  
 Yes





Valsts izglītības  
attīstības aģentūra

Visiem aprakstiem  
jābūt  
izsmeļošiem, taču  
iespējami  
koncentrētiem

# Par mobilitātes projektu (I)

4.1. Project aim and content	4.2. Organisation	4.3. Dissemination
<b>Project aim and content</b>		
.. Type of collaboration project .....		
Read more about the collaboration projects in the Nordplus Handbook, i.e. the chapter about Nordplus Adult.		
Choose type of collaboration project*		
Choose one ▼		
<b>Project aim*</b>		
Describe the specific aims of the project. What do you want to achieve with the initiative? The aims should be described on different levels, e.g. participant level, organization level and sector/regional level. Max 150 words.		
<p>Rich text editor toolbar: Bold, Italic, Underline, Bulleted list, Numbered list, Paragraph, Text color, Link, Unlink</p>		
Path: p		
<b>Background*</b>		
Describe the broader context of your initiative. What is the background and motivation for the project? The project can relate to e.g. specific needs or challenges of participants, be motivated by previous initiatives or specific priorities and focus areas of the organizations. Max 175 words.		
<p>Rich text editor toolbar: Bold, Italic, Underline, Bulleted list, Numbered list, Paragraph, Text color, Link, Unlink</p>		
Path: p		
<b>Nordic/Baltic added value*</b>		
Explain why you wish to carry out this initiative in a Nordic/Baltic context as opposed to a strictly national context. What is the added value of this transnational initiative and what are the specific benefits for the project working with organizations from other Nordic/Baltic countries? Max 150 words.		
<p>Rich text editor toolbar: Bold, Italic, Underline, Bulleted list, Numbered list, Paragraph, Text color, Link, Unlink</p>		
Path: p		
<b>Activities*</b>		
Describe the activities to be carried out in the project specifying in what way the activities support the project aims explained above. Present a structured activity plan <u>for the full project period</u> , which clearly demonstrates <b>what</b> is to be done, <b>when</b> it will be done, <b>who</b> is responsible and <b>what</b> the outcomes will be. It could be in the form of a time plan structured in different stages/ milestones or work packages.		
For <b>mobility projects</b> a detailed program for the stay(s) must be presented. Remember to include the preparatory and follow up stages, e.g. preparations of the participants prior to the stay and possible dialogue between the participants from the different countries before and after the stay(s).		
<p>Rich text editor toolbar: Bold, Italic, Underline, Bulleted list, Numbered list, Paragraph, Text color, Link, Unlink</p>		
Path: p		



Valsts izglītības  
attīstības aģentūra

Organizāciju  
aprakstos jāakcentē  
tas, kas attiecas uz  
pieaugušo izglītību

Iespējami konkrēti jānorāda  
partnera uzdevumi,  
komunikāciju kanāli (Teams,  
ZOOM...) un saziņas  
regularitāte

Šī ir ļoti būtiska sadaļa –  
jāparāda paredzamā  
projekta ietekme uz  
partneru organizācijām.  
Kā projekta aktivitātes ir  
saistītas ar pieaugušo  
izglītotāja ikdienas  
darbu? Jāapraksta  
rezultātu ilgtspēja.

# Par mobilitātes projektu (II)

Nordplus Adult - Application 2025  
NPAD-2025/10198 - Linards\_Test\_application

1.Start 2.Institutions 3.General info. 4.Project description 5.Budget 6.Budget 7. Check list 8.Submit

Project description

4.1.Project aim and content 4.2.Organisation 4.3.Dissemination

Organisation

Organisation \*

Present each participating organisation in the project focusing in particular on their involvement in and connection to adult learning/education including the types of learners, adult educators and target groups they engage in their activities. Furthermore describe in what capacity the organisations participate in the project – i.e. the particular expertise of each organisation and their role and contribution to the project.

Rich text editor with Paragraph dropdown and icons for bold, italic, underline, list, link, unlink, and undo.

Path: p

Collaboration \*

Describe how the collaboration between the participating organisations is organized. Who does what? Specify the responsibilities of each organisation in the project, and describe how the organisations will be communicating and coordinating with each other, e.g. via virtual and physical meetings etc.

Rich text editor with Paragraph dropdown and icons for bold, italic, underline, list, link, unlink, and undo.

Path: p

Anchoring \*

Explain how you will anchor the results and experiences of the project in your organisations after it has ended. How will the partnership ensure that the results will be sustainable and come to the benefit of adult learners, the management, fellow colleagues and the organisation as a whole?

Rich text editor with Paragraph dropdown and icons for bold, italic, underline, list, link, unlink, and undo.

Path: p



Valsts izglītības  
attīstības aģentūra

# Par mobilitātes projektu (III)

- ✓ Jāsniedz detalizēts paredzamo rezultātu apraksts;
- ✓ Iespējami konkrēti jānorāda informācijas izplatīšanas kanāli (weblapas, plašsaziņas līdzekļi, iespējamie pasākumi);
- ✓ Reālistiski, projekta saturam un aktivitātēm atbilstoši novērtēšanas pasākumi.

Nordplus Adult - Application 2025  
NPAD-2025/10198 - Linards\_Test\_application

1.Start	2.Institutions	3.General info.	4.Project description	6.Budget	7.Check list	8.Submit
---------	----------------	-----------------	-----------------------	----------	--------------	----------

Project description

4.1.Project aim and content	4.2.Organisation	4.3.Dissemination
-----------------------------	------------------	-------------------

Results and Dissemination

**Results\***

Describe the expected results and outcomes of the project. The results can be given on participant level, on organisation level and on sectorial/regional level. **Who** will be affected and **how** – in concrete terms, how do e.g. the learners, the teachers and the management benefit from the project? For development projects and mapping projects describe in particular the products to be developed (e.g. courses, modules, teaching materials, methods and mapping reports). Outline the content, design and purpose of the individual product, specifying how it is to be used by whom and for whom (target group). Be as concrete as possible.

Paragraph

Path: p

Paragraph

Paragraph



Valsts izglītī  
attīstības aģe

# Par mobilitātes projektu (IV)

- ✓ Pieteikuma veidlapā tiek ievadīta informācija par plānotajām mobilitātēm, Espresso sistēma automātiski aprēķina iespējamo finansējumu [atbilstošo Nordplus likmēm](#) Pieaugušo izglītības apakšprogrammā

1.Start 2.Institutions 3.General info. 4.Project description 5.Mobility 6.Budget 7. Check list 8.Submit

Exchange of Teachers/pedagogical staff

... Registration of mobility - Teachers/pedagogical staff ...

Register who is traveling, which country they are traveling from and to, number of travellers and the duration of the exchange. The mobility can be registered in several turns.  
Choose "Add mobility" to register the mobility

Add mobility

Vārds	From Country	To Country	Number of travellers	Duration of the exchange	Total grant	Action(s)
Total						

Ev. comments to the mobility



# Par mobilitātes projektu (V)

Vi  
attī:

## Registration of mobility - Teachers/adult education staff

Register what type of teacher/staff exchange, you are applying for: "Training course", "Studying practices in partner institution" or "Teaching in partner institution". Then choose home and destination country, total number of traveling participants and the duration of the stay per participant, including travel days.

What \*

From Country \*

To Country \*

Number of travellers \*

**Katram braucienam aizpildām  
pieprasīto informāciju**

The duration of the stay is registered either as weeks or months. Is the exchange more than three weeks you must register it as months.

Please note that the minimum duration of each mobility stay is 3 days, i.e. three full study/working days. Travel days can be added to the duration, usually two travel days. Hence 5 days is the usual minimum duration.

If the length of the stay for the teachers/staff varies, you must do the registration in several turns.

Duration of the exchange  Months  Weeks  Days

### Domestic travelling over 250 km

In connection with transnational travel, it is possible to apply for an additional 175 € per person for domestic travel when the distance between the participant's hometown and the international airport, train or bus station of departure is more than 250 km. one way. Domestic travel can also be applied for in the host country when the distance between the airport, train or bus station of arrival and the hometown of the hosting organisation is more than 250 km. Register domestic travel by adding a mobility with the participant's own country or the host country as both departure and destination country and set the duration to "0"



Nordplus

# Par mobilitātes projektu (VI)



Valsts izglītības  
attīstības aģentūra

1.Start 2.Institutions 3.General info. 4.Project description 5.Mobility 6.Budget 7. Check list 8.Submit

Exchange of Teachers/pedagogical staff

Registration of mobility - Teachers/pedagogical staff

Register who is traveling, which country they are traveling from and to, number of travellers and the duration of the exchange. The mobility can be registered in several turns.

Choose "Add mobility" to register the mobility

Add mobility

What	From Country	To Country	Number of travellers	Duration of the exchange	Total grant	Action(s)
Teaching and studying	Latvia	Greenland	2	0m, 1w, 0d	3 600	<input type="button" value="Edit"/> <input type="button" value="Delete"/>
<b>Total</b>			<b>2</b>		<b>3 600</b>	

Aizpildot mobilitāšu tabulu, atbilstošais budžets aizpildās automātiski, saskaņā ar Nordplus likmēm Pieaugušo izglītības apakšprogrammā

... Copy of 6.1. Mobility support

Grant for project management:

In order to be eligible for a grant for project management, the following criteria must be met:

- The mobility project must be of the type "Exchange of teachers and other pedagogical staff" or "Exchange of adult learners (adult students)". Preparatory visits are not eligible for this grant.

The applied grant for travel and subsistence must be minimum 10.000 €, or the number of traveling participants must be minimum 15.

Please enter the grant amounts for coordinator and partner(s) manually in the table below if your mobility project meets the criteria.

Budget

EUR - Euro	Applied Nordplus grant
<b>Mobility</b>	
Teachers/pedagogical staff	3 600
SUM - Mobility	3 600
<b>Project management for Mobility -Exchange of teachers/pedagogical staff</b>	
Coordinator (EUR 2000,-)	<input type="text" value="0"/>
Partner(s) (EUR 1000,- per partner institution)	<input type="text" value="0"/>
SUM - Project management for Mobility -Exchange of teachers/pedagogical staff	0
<b>Total</b>	<b>3 600</b>



Valsts izglītības  
attīstības aģentūra

# Par ceļa izdevumiem savā vai partneru valstī

**! Ja tiek pieprasīti ceļa izdevumi savā vai partneru valstī, projekta pieteikumā vēlams ietvert pamatojumu un attāluma aprēķinu, ar attiecīgām norādēm-hipersaitēm (piem., google maps). ;**

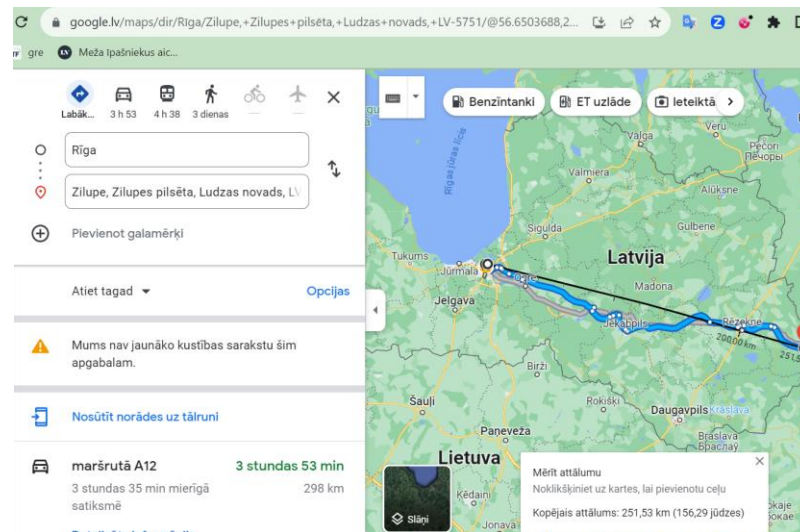
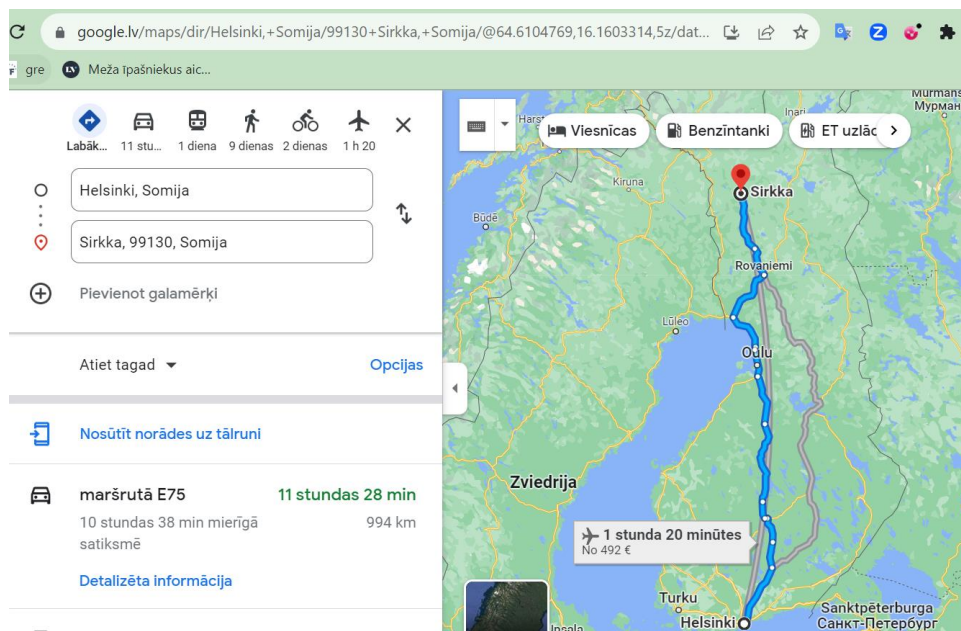
<https://rb.gy/wr95b>

<https://rb.gy/gcuv3>

Hipersaišu saīsināšanai izmantojot, piemēram, <https://free-url-shortener.rb.gy/>

Travel unit cost (per participant, round-trip)	
To and from Greenland	1.300 €
To and from the Faroe Islands and Iceland	660 €
Between Denmark, Estonia, Finland, Latvia, Lithuania, Norway, Sweden and Åland	330 €
*Domestic, more than 500 km (both ways)	175 €

\* The unit cost for domestic travel is an addition to the unit costs for transnational travel. Grants for domestic travel can be applied for in the home country when the distance between the participant's hometown and the airport, train or bus station of departure is more than 250 km. Domestic travel can also be applied for in the host country when the distance between the airport, train or bus station of arrival and the hometown of the hosting organisation is more than 250 km.



# Projektu finansēšanas vispārējie principi

**«Grants from Nordplus are contributions to project expenses, and all participating organisations must therefore expect some degree of co-financing.»**

Rokasgrāmata 2025., 4.lpp un 27.lpp.

## Grants and inclusion support

### Grants

Nordplus grants are primarily based on unit costs (fixed rates). Grants from Nordplus are **contributions to project expenses** and all participating organisations must therefore expect some degree of co-financing.

Costs that can be included in the grant and more detailed terms for using grants are defined in the sub-programme chapters.

Pieaugušo izglītības  
projektu finansējums  
Rokasgrāmata 2025.,  
27. - 28. lpp.

## Funding in Nordplus Adult

Grants from Nordplus Adult are based on fixed unit costs for different types of expenses connected to the applied activity. Grants from Nordplus are contributions to project expenses, and all participating organisations must therefore expect some degree of co-financing.

The co-financing is not to be specified or documented in the application or in the final report as it is presupposed in the unit cost system.

Furthermore, the unit cost system is based on the premise that the implementation of the activity and not the actual cost must be documented. This provides greater financial flexibility in relation to the project implementation.

If the project partners complete all the granted activities (e.g. the granted number of traveling participants, the granted duration of stays, the granted number of working days etc.), the partnership is entitled to keep the total awarded grant, regardless of whether the real costs of the activities are lower than the awarded grant. Possible surplus funding can be spent on any project-related activities. On the other hand, if the real costs are higher than the awarded grant, the partnership will have to co-finance the extra costs. It is therefore recommended to take stock of the level of co-financing needed to carry out the project before submitting the application.

Mobility projects and collaboration projects operate with two different unit cost systems as described below. Following the signing of the contract, approved projects will receive the "Nordplus Adult guide for reporting, documentation of activities and financial management of grants", which contains detailed information on financial matters. The guide can be found [here](#).



# Finanšu vadlīnijas apstiprinātajiem projektiem

Mobility projects and collaboration projects operate with two different unit cost systems as described below. Following the signing of the contract, approved projects will receive the "Nordplus Adult guide for reporting, documentation of activities and financial management of grants", which contains detailed information on financial matters. The [guide can be found here](#).



[Hipersaite](#) vadlīnijām  
*Rokasgrāmatas 2025.*,  
27. lpp.

## Nordplus Adult Guide for reporting, documentation of activities and financial management of grants

All beneficiaries of the Nordplus Adult programme must submit a final report to the programme administration one month after the end of the project period as indicated in the contract.

Beneficiaries will receive a notification per e-mail with instructions when the final report form can be accessed from Espresso.

The final report must present an account of the activities carried out and the results achieved. Since grants in Nordplus Adult are based on unit costs, all documentation is linked to the realisation of a given activity and not the actual costs incurred. Note that documentation is not to be submitted with the final report, but be kept by the coordinating organisation for a minimum of five years after approval of the final report.

The following document presents the guidelines and requirements for the final report and the documentation of activities. It also gives advice on the general financial management of the project grant.

All activities included in the final report must be accounted for and documented according to the requirements of this guide.

Please ensure that the guidelines and requirements are discussed among the project organisations at an early stage of the project, as they require specific procedures to be adopted and implemented from the outset of the project.

Danish Agency for Higher Education and Science



## Content

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2.2 Distribution of grant for partner organisations .....	4
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Valsts izglītības  
attīstības aģentūra

# Par sadarbības projektu

Ja atzīmējam 3. sadaļā -



Choose type of project: \*

- Preparatory visits
- Exchange of teachers/pedagogical staff
- Exchange of adult learners
- Collaboration project

Sadaļa 4.1. nedaudz  
atšķirās

Par sadarbības projektu  
veidiem - *Thematic  
network, Development,  
Mapping* – skat.  
Rokasgrāmatu 2025., 25. –  
26. lpp.

Sadaļas 4.2. un 4.3. ir tādas  
pašas, kā mobilitātes  
projekta gadījumā

4.1. Project aim and content	4.2. Organisation	4.3. Dissemination
<b>Project aim and content</b>		
... Type of collaboration project .....		
Read more about the collaboration projects in the Nordplus Handbook, i.e. the chapter about Nordplus Adult.		
Choose type of collaboration project *		
Choose one <input type="button" value="v"/>		
<b>Project aim *</b>		
Describe the specific aims of the project. What do you want to achieve with the initiative? The aims should be described on different levels, e.g. participant level, organization level and sector/regional level. Max 150 words.		
Path: p		
<b>Background *</b>		
Describe the broader context of your initiative. What is the background and motivation for the project? The project can relate to e.g. specific needs or challenges of participants, be motivated by previous initiatives or specific priorities and focus areas of the organizations. Max 175 words.		



Valsts izglītības  
attīstības aģentūra

# Sadarbības projekta gadījumā jāaizpilda atsevišķa (MS Excel) budžeta veidlapa

## 6.2. Attachment

Please attach a filled out grant scheme to be downloaded here: [Nordplus Adult grant template](#)

The information on the total applied grant provided in the template is also to be manually inserted in the column above.

Signed Letter of Intent (LOIs) from all participant institutions must be uploaded here.

### Attachment

Choose a file to upload

Upload

### Current files on document:

No attachments

## 6.3. Bank information

Lejuplādējama  
veidlapas  
6.sadaļā  
(«Budget»)

! MS Excel 2007 un  
vecākas versijas  
neatbalsta dažas  
budžeta  
veidlapas  
funkcijas!

Coordinator/Partner	Organisation	Country
Coordinator	A	Latvia
Partner 1	B	Åland
Partner 2	C	Estonia
Partner 3		
Partner 4		
Partner 5		
Partner 6		
Partner 7		
Partner 8		
Partner 9		
Partner 10		
Partner 11		
Partner 12		
Partner 13		
Partner 14		
Partner 15		
Partner 16		
Partner 17		



Valsts izglītības  
attīstības aģentūra

Automatiski tiek aprēķinātas  
admin. izmaksas

Darba dienu apmaksas  
aprēķins tiek veikts  
automātiski pēc dalībvalsts  
un darba dienu skaita  
ievadīšanas **saskaņā ar**  
**Nordplus PI likmēm**  
(Rokasgrāmata 2025., 29. –  
30. lpp)

## Budžeta veidlapa

### Project management

Organisation	Project management €
Org1	4 000
Org2	2 000
Org3	2 000
0	0

### Development work\* (please insert number of work days per organisation)

Organisation	Country	Development work (work days)	Development work €
Org1	Latvia	10	1 250
Org2	Sweden	10	2 500
Org3	Greenland	10	2 500
0		0	0
0		0	0
0		0	0
-		-	-



Nordplus

Transnational meetings (please insert the number of travelling persons per travelling organisation per meeting during the full project period)

Travelling organisation	Type	Description of meeting	From Country	To Country	Domestic above 500 km*	Number of travellers	Travel & Subsistence €
Org1	Project meeting		Latvia	Sweden		2	1 260

1. Information on applied grant

2. Summary of applied grant

3. Unit costs

Pēc apmeklējamās valsts, pasākuma veida un braucēju skaita ievadišanas tiek automātiski aprēķināts starptautisko braucienu budžets

Pēc visas informācijas ievadišanas Excel veidlapa automātiski aprēķina kopējo budžetu. Tas jāieraksta Espresso budžeta sadaļā

**Total grant**

Below you find the total applied grant based on the data inserted in 1. Information on applied grant. The total applied grant given below is to be inserted in the application form in 6.1. Project support. Please note that Nordplus Adult does not set a fixed ceiling for grants, but that the programme has a limited budget available, 1.2 million euros per year. For each project a thorough assessment of the applied budget is made. In particular, the assessment addresses the coherence between the description of the project and its results and the support applied for. Grant reductions may be introduced in the case a budget is not substantiated by a project description. An average grant for a Nordplus Adult collaboration project is 50,000 euros

	€
<b>Total applied grant</b>	
Project management	8 000
Development work	6 250
Transnational meetings	1 260
<b>Total cost</b>	<b>15 510</b>

**Applied grant per participating organisation**

Organisation (Coordinator):	Org1
Project management	4 000
Development work	1 250
Transnational meetings	1 260
<b>Total cost</b>	<b>6 510</b>





# Bankas rekvizīti

The following bank information regards the coordinating institution. **Observe that Nordplus does not transfer funds to private accounts**

at

Bank name: \*

Bank account holder: \*

Address bank account holder: \*

IBAN: \*

BIC-code/SWIFT-address: \*

VAT-number OR Organisation number \*

Every organisation in the EU has a VAT number (Value added tax number). If coordinating institution is from Norway, Iceland or Faroe Island you may use organisation number which is equivalent to VAT. Nordplus needs this number in order identify that a certain organisation is really the owner of a certain bank account.

Your reference:

To identify the grant within your own organisation, you should state a reference relevant to your organisation. If unsure, check with your economy department. The maximum is 35 characters.

- ✓ Ja projektu atbalstīs, grantu pārskaitīs uz šo kontu
- ✓ Konts var būt jebkurā bankā

- ✓ Organizācijas iekšējais identifikators (ja tādu izmanto finanšu vadības sistēma)



Nordplus



Valsts izglītības  
attīstības aģentūra

Obligāti jāpievieno Excel budžets un parakstītas visu partneru un koordinatora apliecinājuma vēstules!

## .... 6.2. Attachment .....

Please attach a filled out grant scheme to be downloaded here: [Nordplus Adult grant template](#)

The information on the total applied grant provided in the template is also to be manually inserted in the column above.

Signed Letter of Intent (LOIs) from all participant institutions must be uploaded here.

### Attachment

Choose a file to upload

Current files on document:

No attachments

 Upload



Valsts izglītības  
attīstības aģentūra

✓ Pirms iesniegšanas jāpārbauda un jāatzīmē, vai ir pievienoti visi pielikumi, atgādinājums par maks. projektu skaitu.

✓ Espresso sistēma nepieļauj iesniegt daļēji aizpildītu pieteikumu.



Confirmation and check list

7.1. Nordplus General Data Protection Regulation

Nordplus applicants have to accept Nordplus Data Protection Policy before they send in their application.

Nordplus Data Protection Regulation can be seen here

I confirm that I have read and accept the Nordplus General Data Protection Regulation \*

7.2. Check list

Before you submit your application, confirm that all in the check list is OK.

**NOTE! Letter of Intent must be enclosed from all participating institutions, both coordinating institution and registered partner institutions. Applications that are missing Letter of Intent will not be assessed**

There are at least three institutions from three different "Nordplus" countries in the project registered in the application \*

Enclosed Letter of Intent from all participants (coordinator and partners) \*

Enclosed budget

7.3. Check list - Max two collaboration applications per organisation

From 2025, the same organisation can be involved in maximum two applications for Nordplus Adult collaboration projects (i.e. thematic networks, development projects, mapping projects) as coordinator and/or partner per deadline.

If an organisation is involved in more than two applications as coordinator and/or partner for Nordplus Adult collaboration projects for the same deadline, the first two submitted applications will be evaluated, and the rest of the applications involving the organisation will be assessed as ineligible.

as coordinator, confirm that the organisations in this application do not participate in more than two Nordplus Adult collaboration applications in this call.

The field "Institution" in "2.1.1. Coordinating institution" is required. Please complete.  
The field "E-mail" in "2.1.3. Legal representative" is required. Please complete.  
The field "First name" in "2.1.3. Legal representative" is required. Please complete.  
The field "Last name" in "2.1.3. Legal representative" is required. Please complete.  
The field "E-mail" in "2.1.4. Contact person" is required. Please complete.  
The field "First name" in "2.1.4. Contact person" is required. Please complete.  
The field "Last name" in "2.1.4. Contact person" is required. Please complete.  
The field "Phone number" in "2.1.4. Contact person" is required. Please complete.  
The field "Give a short summary of the project (250 words max)" in "3.2 Summary" is required. Please complete.  
The field "Choose one theme" in "3.3. Project theme" is required. Please complete.  
The field "Project period" in "3.4. Other information" is required. Please complete.  
The field "Which of the following sectors for adult learning does your project aim at?" in "3.4. Other information" is required. Please complete.  
The field "Which of the following orientations within adult learning does your project involve?" in "3.4. Other information" is required. Please complete.  
The field "Previous Nordplus activities?" in "3.5. Earlier/other Nordplus project" is required. Please complete.  
The field "Nordplus applications in this round" in "3.5. Earlier/other Nordplus project" is required. Please complete.  
The field "Choose type of collaboration project" in "Type of collaboration project" is required. Please complete.  
The field "Project aim" in "4.1 Aim and content" is required. Please complete.  
The field "Background" in "4.1 Aim and content" is required. Please complete.  
The field "Nordic/Baltic added value" in "4.1 Aim and content" is required. Please complete.  
The field "Activities" in "4.1 Aim and content" is required. Please complete.  
The field "Organisation" in "4.2 Organisation" is required. Please complete.  
The field "Collaboration" in "4.2 Organisation" is required. Please complete.  
The field "Anchoring" in "4.2 Organisation" is required. Please complete.  
The field "Results" in "4.3. Dissemination" is required. Please complete.  
The field "Dissemination" in "4.3. Dissemination" is required. Please complete.  
The field "Evaluation" in "4.3. Dissemination" is required. Please complete.  
The field "Bank name" in "6.3. Bank information" is required. Please complete.  
The field "Bank account holder" in "6.3. Bank information" is required. Please complete.  
The field "Address bank account holder" in "6.3. Bank information" is required. Please complete.  
The field "IBAN" in "6.3. Bank information" is required. Please complete.  
The field "BIC-code/SWIFT-address" in "6.3. Bank information" is required. Please complete.  
The field "VAT-number OR Organisation number" in "6.3. Bank information" is required. Please complete.





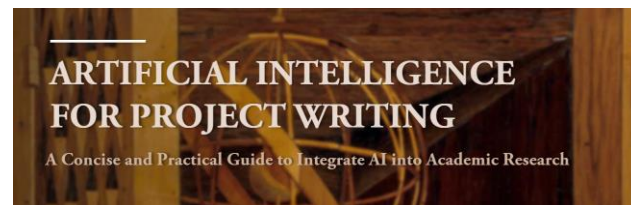


Valsts izglītības  
attīstības aģentūra

# Par AI izmantošanu projekta pieteikuma gatavošanā



- ✓ Nordplus programma **neierobežo AI izmantošanu** projektu sagatavošanā.
- ✓ Taču projektu sagatavotāji tiek aicināti **izmantot AI kā palīgīdzekli**, ģenerēto tekstu izmantot kritiski un radoši, atbilstoši konkrētā projekta saturam un partneru uzdevumiem.





Valsts izglītības  
attīstības aģentūra

# Kā tiek vērtēts projekta pieteikums?

<b>Relevance</b>		Range
1	To what extent does the project comply with the overall Nordplus objectives?	
2	To what extent does the project comply with the general framework of Nordplus Adult and its actions?	
3	To what extent does the project involve adult education and learning?	
4	To what extent is the projected targeted a specified group of adult learners or/and educators and staff engaged in adult education and learning?	
<b>Total points Relevance</b>		0-5
<b>Project objectives and content</b>		
5	The aims of the project and the approach chosen to achieve them are clear and realistic	
6	The planned activities are relevant for the project in question and cover the whole project period	
7	Budget is well described and realistic	
<b>Total points Project objectives and content</b>		0-5



Valsts izglītības  
attīstības aģentūra

# Kā tiek vērtēts projekta pieteikums?

<b>Organisation and implementation capacity</b>		
8	There is a clear and realistic overall plan for implementing the project	
9	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	
10	Measures have been planned to ensure effective communication and cooperation between the participating institutions	
11	The expected impact and benefits of the project on participating institutions and individual participants are clear and well defined	
<b>Total points Organisation and implementation capacity</b>		0-5
<b>Dissemination</b>		
12	There are descriptions of expected results on different levels	
13	Depending on activity and sub-programme, there is a plan for spreading positive results from the cooperation through websites or publications through appropriate channels, to whom and why	
14	There is a common project website (can be part of partner institution website)	
15	There are plans for how to exploit the results among the participating institutions on a long-term basis	
<b>Total points Dissemination and utilisation of results</b>		0-5
<b>Total number of points</b>		



Valsts izglītības  
attīstības aģentūra

# Jautājumu gadījumā lūdzu nekavējoties sazināties

Linards Deidulis  
*Nordplus* programma  
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[linards.deidulis@viaa.gov.lv](mailto:linards.deidulis@viaa.gov.lv)

Espresso sistēmas administrators Norvēģijā:  
Frank Krohn: [frank.krohn@hkdir.no](mailto:frank.krohn@hkdir.no)