



NORDPLUS

Nordplus letvarprogramma 2008-2011

Projektu sagatavošanās vizīšu pieteikumu aizpildīšanas
seminārs

2011.gada konkurss

Antra Brunere

Valsts izglītības attīstības aģentūra

Saturs

- 1) Nordplus vispārējā informācija
- 2) Prioritātes
- 3) Laba pieteikuma kritēriji
- 4) Pieteikuma aizpildīšana

Nordplus letvarprogramma

- Baltijas un Ziemeļvalstis: Dānija (arī Grenlande un Fēru salas), Somija (arī Ālandu salas), Īslande, Norvēģija, Zviedrija, Latvija, Lietuva un Igaunija.
 - Trīs nozaru programmas
 - ✓ **Jauniešu**
 - ✓ **Pieaugušo**
 - ✓ Augstākās izglītības programma
 - Viena starpnozaru programma
 - ✓ Horizontālā programma

Nordplus Ietvarprogramma 2008-2011

Mērķi

- Veicināt kultūras un valodu sakarus starp Ziemeļvalstīm un Baltijas valstīm
- Atbalstīt kvalitatīvus un inovatīvus projektus, lai veicinātu kvalitātes un jauninājumu attīstību dalībvalstu izglītības sistēmās
- Atbalstīt sadarbību pieredzes apmaiņā un labas prakses piemēru izplatīšanā



NORDPLUS

Nordplus letvarprogramma

Prioritātes

- **Jauniešu programma**: izglītības kvalitāte; profesionālā izglītība; veselība; pasākumi, kas novērš izglītības nepabeigšanu; uzņēmējdarbība un starpkultūru izglītība.
- **Pieaugušo programma**: pamatkompetences; valodas kompetences; prasmju atzīšana (līdzekļu un metožu izstrāde formālās un neformālās izglītības prasmju atzīšanas dokumentēšanai); pilsoniskuma izaicinājumi mūsdienu sabiedrībā; izglītības pieejamības uzlabošana.

Nordplus Ietvarprogramma

Gada prioritāte

Papildus katras programmas prioritātēm kopējā prioritāte Nordplus programmā 2011.gadā ir klimata un vides jautājumi



Nordplus letvarprogramma 2008-2011

Pieteikumu iesniegšanas termiņi

- Pieteikumu iesniegšanas termiņš sagatavošanās vizītēm Jauniešu un Pieaugušo programmā – **2011. gada 15. oktobris**
- Pieteikumu iesniegšanas termiņš ikgadējam pieteikumu konkursam – **2012. gada 1. marts (1.februāris??)**
- Projektu pieteikumi jāaizpilda un jāiesniedz, izmantojot tiešsaistes sistēmu ARS: <http://ars.norden.org>.

Nordplus Ietvarprogramma 2008-2011

Projektu sagatavošanas vizītes

- Iespēja saņemt naudu ceļa izdevumu segšanai, lai tiktos ar potenciālajiem partneriem un sāktu plānot projektu un gatavot projekta pieteikumu
 - palīdzēt sagatavot projekta pieteikumu
 - ar sadarbības partneri sadalīt atbildību plānotajam projekta pieteikumam
 - “salikt punktus uz i” plānotajam projekta pieteikumam
- Projektu sagatavošanas vizīšu realizācijas laiks – no 2011.gada novembra (projekta apstiprināšanas brīža) līdz 2012.gada 28.februārim (31.janvārim??)

Sagatavošanās vizītes - jaunieši

Pieteikt projektus var:

- pirmsskolas iestāde
- sākumskola/pamatskola/vidusskola
- profesionālā izglītības iestāde
- cita veida iestādes, kas ir saistītas ar mērķa grupas apmācību

Gala mērķa grupa: pirmsskolas vecuma bērni līdz vidusskolas pēdējai klasei

Tomēr: priekšroka tiek dota formālās izglītības iestādēm (tas ir skolām)

Sagatavošanās vizītes - pieaugušie

Pieteikt projektus var:

- izglītības iestāde
- organizācija – biedrība, nodibinājums
- asociācija
- SIA
- nevalstiska organizācija, muzejs, bibliotēka
- citas institūcija, kas ir saistītas ar pieaugušo izglītību

Gala mērķa grupa: jebkurš pieaugušais

Sagatavošanās vizītes

(jaunieši un pieaugušie)

Īstenošanas laiks:

līdz 5 dienām (ieskaitot ceļojuma laiku) maksimums 2 pedagogi

Mobilitāte:

Var būt gan mobilitāte vienā virzienā, gan abos virzienos

Letter of intent!!! → gan projekta pieteicējam, gan sadarbības partnerim

Vismaz 1 sadarbības partneris no pārējām 7 valstīm!

Sagatavošanās vizītes

(jaunieši un pieaugušie)

Mobilitātes izmaksas (tiek segtas 100% apmērā no Nordplus finansējuma)

Maksimālās likmes ceļa izmaksām (no/uz):

Grenlande - **1300** EUR

Fēru salas un Īslande - **660** EUR

Starp Baltiju un Skandināviju - **330** EUR

Iekšzemes ceļa izmaksas

(ja attālums pārsniedz 500km) - **150** EUR

Uzturēšanās izdevumu likme:

70 EUR dienā



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Labā pieteikuma kritēriji:

- aprakstīti projekta mērķi un sagaidāmiem rezultāti
- aprakstītas aktivitātes
- aprakstīts pienākumu un atbildības sadalījums
- aktivitātes ir skaidri pamatotas saskaņā ar programmas prioritātēm
- ir skaidri norādīta aktivitātes pievienotā vērtība
- ir norādīti rezultātu izplatīšanas mērķi un veidi
- jāparāda aktivitāšu integrācija konkrētajā institūcijā/organizācijā

Izvērtējot pieteikumus, kuru pieteicējs iepriekš ir piedalījies Nordplus programmā, papildus tiek ņemti vērā šādi elementi:

- iepriekš sasniegtie rezultāti
- kā ir apgūts iepriekš piešķirtais finansējums

Pieteikumu vispārējie nosacījumi

Pieteikumiem ir jāatbilst programmas gada prioritātēm saskaņā ar ikgadējā projektu konkursa uzaicinājuma vadlīnijām, kā arī saskaņā ar Nordplus ietvarprogrammas vispārējām vadlīnijām.

Pieteikums ir jāaizpilda angļu valodā.

Pieteikuma aizpildīšana

- Reģistrēšanās
- Jauna pieteikuma izveide
- Programmas izvēle
- Pamatdati par projekta iesniedzēju-koordinatoru
- Projekta apraksts
- Nodoma vēstule
- Sadarbības partneri
- Aktivitātes
- Budžets
- Projekta pieteikuma apskate un iesniegšana

Reģistrēšanās

<http://ars.norden.org>



NORDPLUS

Welcome to the on-line application and reporting system (ARS) for the Nordplus programme.

This is your portal for submitting applications, for the follow-up of ongoing projects and for submitting reports within the Nordplus programmes. New applicants and organisations must register in the database in order to obtain an username and password.

Login

User name	<input type="text"/>	I am a new user
Password	<input type="password"/>	Send me my password
<input type="button" value="OK"/>		<input type="button" value="Cancel"/>

Reģistrēšanās

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Login

User name	<input type="text"/>	*
First name	<input type="text"/>	*
Middle name	<input type="text"/>	
Surname	<input type="text"/>	*
Title	<input type="text"/>	*
Phone number	<input type="text"/>	*
Mobile number	<input type="text"/>	
Email	<input type="text"/>	*
Password	<input type="password"/>	*
Password - retype	<input type="password"/>	*



Pieteikumu atrašana

- Lai atrastu iesāktu pieteikumu, ir jāizmanto cilne “*Your applications*”. Visi jūsu pieteikumi, gan esošie, gan iepriekš aizpildītie, atrodas zem cilnes “*Your applications*”.

Jauna pieteikuma izveide

- Izmantojiet cilni labajā pusē, lai sāktu jauna Nordplus pieteikuma aizpildīšanu



Start a new application here
Nordplus 2011 1a
Next deadline: March 1 st 2011

ARS User Manual
Download the manual (English)
Last ned manual (Norsk)

Welcome to the Nordplus Application and Reporting system (ARS).

Please select one of the programmes below and commence making your application to the Nordplus Programme.

Throughout the system you will see information on 'i' icons and hyperlinked text that provide assistance and instructions for completing your application. **As it is important that you comply with the Nordplus regulatory requirements when submitting your application, please read these texts carefully so that all required material is included when you submit your application.**

Please pay particular attention to the red instructional text throughout the application process.

Please use the headlines on your right to navigate through the application form. You can use 1.5 Print application at any time to retrieve a PDF version of your application with the content that you have completed.

Select Programme

Programme name

*



Nordplus Language

Institutions, organisations, schools and individuals from the Nordic countries



Nordplus Junior

Pre-schools, primary/secondary schools and upper secondary schools (academic or vocational schools)



Nordplus Higher Education

Higher education institutions



Nordplus Adult

All types of participants within the area of adult learning



Nordplus Horizontal

Is a cross-sector programme aimed at cooperation between different target groups and participants in the area of education

Atzīmējiet programmu,
kurā piesakāt projektu

These are the steps to complete:

1. Application

1.1 Intro

Welcome

1.2 Application

Project

1.3 Activities and expenses

Select activity types

1.4 LOIs

Attach LOIs

1.5 Print application

Print

1.6 Review and submission

Review application and submit

Application has been sent

Informācija par pieteicēju



< Back to Start

Nordplus

You are here: **Applicant Adult**

Help

Save

Institution

Institution name

Nosaukums *

Institution type

Center for Adult Learning *

Address

Adrese *

Postal code

Pasta indekss *

City

Pilsēta *

Country

Latvia *

Web page

Fax no.

[Legal person](#)

Title

Direktors *

First name

Middle name

Surname

Logged in

User: Valda Cepurite

Log off >>



These are the steps to complete:

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Applicant Adult

Project

Add co-applicant information

Send LOIs to co-applicants

1.3 Activities and expenses

Select activity types



Informācija par pieteicēju

E-mail address

e-pasta adrese

Applicant Unit

Name

Struktūrvienības nosaukums

Address

Adrese

Postal code

City

Country

Latvia

Fax no.

Applicant person

Title

Nodaļas vadītājs

First name

Vārds

Middle name

Surname

Uzvārds

Telephone no.

Tālruna nr.

Mobile no.

E-mail address

e-pasta adrese

Confirm co-applicants

Attach LOIs

1.5 Print application

Print

1.6 Review and submission

Review application and submit

Application has been sent

Save

Continue >

< Back



NORDPLUS



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Nordplus

You are here: **Project**

Projekta numurs

Help

Save

Project summary

Application ID: AD-2011_1a-25024

Please note that information regarding your project will be made publically available should your project be granted funding. You can save your work as you go by clicking the Save button at the top and bottom of the form. If you leave your work unsaved and your session expires after 25 minutes of inactivity, your work will be lost.

Title

Projekta nosaukums *

Purpose (describe the purpose of the project)

Projekta mērķis *

Project summary (write a synopsis of the project, not more than 250 words)

Projekta kopsavilkums (ne vairāk kā 250 vārdus) *

Logged in

User: Valda Cepurite

Log off »



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Projekta apraksts

Annual priority Adult

- Adults' basic skills
- The recognition and validation of skills
- Challenges of modern citizenship
- Strengthening of social cohesion in education
- Strengthening the link between adult learning and working life
- Climate issues

Project website

Relations to other Nordplus applications

Is this application related to other Nordplus applications in this round? *

- Yes
- No

Is this application related to previous Nordplus activities? *

- Yes
- No

Network name

Attach LOIs

1.5 Print application

Print

1.6 Review and submission

Review application and submit

Application has been sent

- Detailed specifications

Background/motivation for the project

Kāpēc projekts ir radies, motivācija jeb nepieciešamība pēc projekta

Project description (including account of planned activities/project plan)

Projekta apraksts (t.sk. plānoto aktivitāšu uzskaitījums/projekta plāns)

Description of partnership ("who does what")

Partnerības apraksts ("kurš ko dara" – skaidri noteiktas lomas – pienākumu apraksts katram partnerim) → var būt, ka vēl nezināt, jo tieši tādēļ jums ir šī mobilitāte ir nepieciešama, tad arī to miniet!

- Results

Expected outcome (Please describe the expected results of your project, who will be effected and how, directly and/or indirectly)

Sagaidāmais rezultāts (lūdzu aprakstīt jūsu projekta plānotos rezultātus, kuras iedzīvotāju grupas projekta rezultātā gūs labumu un kādā veidā – tiešā un/vai netiešā)

Dissemination of results (Please focus on sharing the results with individuals, organisations or groups who are not your partners this project)

Plānotā projekta rezultātu izplatīšana → vismaz skolas līmenī šajā brīdī

How will you evaluate that your project has met its objectives

Kā jūs novērtēsiet, ka jūsu projekts ir sasniedzis tā mērķus, plānotā izvērtēšanas sistēma/procedūra

Project period

Start date	<input type="text" value="2011-06-15"/> *	(YYYY-MM-DD)
Duration	<input type="text" value="12"/> *	(In months)

Project period

Please note that the project period can only start three months after the application deadline at the earliest and may be adjusted by the Nordplus administration if your project is granted funding

Letter of Intent

To complete your application, you will need to submit a signed letter of intent to the Nordplus Programme. The LOI contains data that you entered in this page, and the previous page but is only sent when selecting the check box on this page, and clicking on 'Continue'. If you wish to receive a new corrected LOI when you change relevant details on the previous page, you MUST return to this page and click on 'Continue'.

I would like the ARS to send me my Letter of Intent (LOI)

Save

Informācija par nodoma vēstuli

Jūs saņemsit šāda satura e-pastu par nodoma vēstules nosūtīšanu:

Project-ID: AD-2011_1a-25024

Attached please find a Letter of Intent to state your intent to participate in the Nordplus Programme 'Projekta nosaukums' project.

Please scan a signed copy and attach it to the application before submitting your application.

Yours sincerely,

The Nordplus administration

This e-mail message and any attachments are confidential and may be privileged or otherwise protected by legal rules and for use by the addressee only. If the message is received by anyone other than the addressee, we kindly ask you to notify the sender by reply e-mail immediately and delete it and any attachments from your computer without copying it or disclosing its contents to anyone. Whilst all reasonable care has been taken to avoid the transmission of viruses, no responsibility is accepted in this regard and the recipient should scan and carry out such other checks as it considers appropriate.

Nodoma vēstule

- Izdrukājiet nodoma vēstuli (Letter of Intent – LOI)
- Atbilstīgi parakstiet to
- Ieskenējiet
- Pievienojiet pieteikumam ARS sistēmā
- Tāpat rīkojieties ar sadarbības partneru nodoma vēstulēm

Sadarbības partneri



NORDPLUS

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Nordplus

You are here: **Add co-applicant information**

Co-Applicant 1

Institution information

Institution

Partnerorganizācijas/iestādes nosaukums

Unit

Country

Denmark

*

Personal information

Name

Sadarbības partnera persona vārds un uzvārds

*

E-mail

partnera@epasts.de

*

Telephone number

Tālruna numurs

*

Mobile number

Choose here

Actors Within Informal Learning

Adult Education Association

Center for Adult Learning

Centres for Special Needs Education

Day Folk High School

Employers' organization

Evening Class School

Farming School

Folk High School

Home Economics School

Language School

Open University

Private Enterprise

Public Enterprise

Research Centre

Social- and Health School

Trade Union

Training Opportunities Scheme

Union

Adult Education Assoc

*

Remove last Co-Applicant

Add Co-Applicant

Save

Logged in

Valda Cepurite

off >>



Here are the steps to complete:

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Add co-applicant information

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1.3 Activities and expenses

Select activity types



NORDPLUS

Sadarbības partneri

Institution

Partnerorganizācijas/iestādes nosaukums *

Unit Country Institution type *

Personal information

Name E-mail *

Telephone number Mobile number *

Remove last Co-Applicant

Add Co-Applicant

Save

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Select activity types

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1.6 Review and submission

Review application and submit

Application has been sent

Nodoma vēstules nosūtīšana



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Nordplus

You are here: **Send LOIs to co-applicants**

Help

When you continue from this page, a letter of intent will be created and sent to each of the checked co-applicants.

After signing the letter of intent, the co-applicant must send it back to you to be uploaded electronically in the application. You can add more co-applicants by returning to the previous step. Please remember to deselect the check boxes next to the co-applicants that have already received their letters of intent, and to select the checkboxes next to any new co-applicants to ensure that you only send emails to those that need to receive a letter of intent.

1. Sadarbības partnera persona vārds un uzvārds : Partnerorganizācijas/iestādes nosaukums

If you wish, you can add a personal message by checking the box below.

Add personal message

Send LOI

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Logged in

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Select activity types



Projekta aktivitātes



[Back to Start](#)

Nordplus



You are here: **Select activity types**

[Help](#)

To ensure a correct submission of your expenses, please mouse over the "i" icon to read the instruction next to each activity type below

The activity type you choose depends on your project scope and the nature of the activities you are requesting funding for. You may either choose one or both activity types. The activity type(s) chosen will appear in the navigational menu to the right.

Activity types

-  Mobility
-  Network/Project

[< Back](#)

[Continue >](#)

Logged in

User: Valda Cepurite

[Log off >>](#)



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Select activity types



Mobilitāte

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Nordplus

You are here: **Mobility**

Help

Please choose an activity from the drop-down list. Enter all expenses for each activity in the given form.

Please read the explanations under the hyperlinked text below carefully to ensure that you complete the mobility budget accurately. Incorrect completion may cause an incorrect representation of your plans and may make your application invalid, or result in insufficient funds to complete your project.

Travel categories

Greenland: travel from any destination to Greenland, or from Greenland to any destination. This is the most expensive category so if travelling to Faroe Islands from Greenland, choose this option, not the Faroe Islands and Iceland option.

Faroe Islands and Iceland: travel from any destination to Faroe Islands and Iceland, or from Faroe Islands and Iceland to any destination

Scandinavia and Baltic: between the countries within the Scandinavia and Baltic regions. Includes Finland.

Domestic: travel within your own country

Total board and lodging

Please insert the total number of days/weeks/months, i.e. the total time for all the persons travelling in this category. (Example: 4 teachers travelling each 2 weeks gives a total Board and Lodging 8 weeks).

Number of return trips

Total number of mobilities. (Example: 1 teacher travelling to a destination and back on three occasions under the same activity will be counted as 3 return trips. 3 teachers travelling to a destination and back on one occasion under the same activity will also be counted as 3 return trips).

Save

Logged in

User: Valda Cepurite

Log off »



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Select activity types

Mobility

Mobility travel plans



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Mobilitāte

[Save](#)

Activity

Activity

Exchange of participants/adult learners (months) *
Exchange of participants/adult learners (months)
Exchange of participants/adult learners (weeks)
Exchange of participants/folk high school students (months)
Exchange of participants/folk high school students (weeks)
Further learning for teachers and other pedagogical staff (weeks)
Preparatory Visits, teachers and other pedagogical staff (days)

Domestic > 500 km

Please describe the activity in detail

[Remove last activity](#) [Add new activity](#) [Save](#)

[< Back](#) [Continue >](#)

Total reimbursement
€
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>

Mobility

[Mobility travel plans](#)

[View budget total](#)

1.4 LOIs

[Confirm co-applicants](#)

[Attach LOIs](#)

1.5 Print application

[Print](#)

1.6 Review and submission

[Review application and submit](#)

[Application has been sent](#)

Mobilitāte

Domestic: travel within your own country

[Total board and lodging](#)

[Number of return trips](#)

Save

Activity

Activity

Exchange of participants/adult learners (weeks) *

Travel category	Total Board & Lodging (weeks)	Number of return trips	Total reimbursement €
Greenland	<input type="text"/>	<input type="text"/>	<input type="text"/>
Faroe Islands and Iceland	<input type="text"/>	<input type="text"/>	<input type="text"/>
Scandinavia and Baltic	<input type="text" value="8"/>	<input type="text" value="4"/>	<input type="text" value="2600"/>
Domestic > 500 km	<input type="text"/>	<input type="text"/>	<input type="text"/>

Please describe the activity in detail

Uz Dāniju (mērķis) dodas 4 pasniedzēji, katrs 2 nedēļas. 4 pasniedzēji, katram 1 lidmašīnas biļete turp un atpakaļ = 4 lidojumi)
Šajā sadaļā var detalizētāk izklāstīt mobilitātes mērķi

Remove last activity

Add new activity

Save

< Back

Continue >

Piem., 2 pasniedzēji no LV, 2 pasniedzēji no DK – norādīt, uz kuriem dosies, laika periodu, ko plāno darīt utml.

Add co-applicant information

Send LOIs to co-applicants

1.3 Activities and expenses

Select activity types

Mobility

Mobility travel plans

View budget total

1.4 LOIs

Confirm co-applicants

Attach LOIs

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Review application and submit

Application has been sent

Mobilitāte

Nordplus

You are here: **Mobility travel plans**

Help

Mobility travel plans

Please select the mobility activity from the drop menu below and complete the table with the number of people who will travel to and from the given destinations. The country of origin is on the vertical axis, the destination is on the horizontal axis. The activities chosen here relate to those chosen in the previous step.

Save

Activity 1

Activity

Choose here

Choose here

Further learning for teachers and other pedagogical staff

Exchange of participants/adult learners

Exchange of participants/folk high school students

Denmark (DK)

Estonia (EE)

Faroe Islands (FO)

Finland (FI)

Greenland (GL)

Iceland (IS)

Latvia (LV)

Lithuania (LT)

Norway (NO)

Sweden (SE)

NO SE

Logged in

User: Valda Cepurite

Log off »



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Mobility

Mobility travel plans

View budget total

Mobilitāte

Mobility travel plans

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Save

Activity 1

Activity

Further learning for teachers and other pedagogical staff *

Destination

Country of origin	AX	DK	EE	FO	FI	GL	IS	LV	LT	NO	SE
Åland (AX)											
Denmark (DK)								2			
Estonia (EE)											
Faroe Islands (FO)											
Finland (FI)											
Greenland (GL)											
Iceland (IS)											
Latvia (LV)		2									
Lithuania (LT)											
Norway (NO)											
Sweden (SE)											

Remove last activity

Add new activity

Save

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Continue >

These are the steps to complete:

1. Application

1.1 Intro

Welcome

1.2 Application

Applicant Adult

Project

Add co-applicant information

Send LOIs to co-applicants

1.3 Activities and expenses

Select activity types

Mobility

Mobility travel plans

View budget total

1.4 LOIs

Confirm co-applicants

Attach LOIs

1.5 Print application

These are the steps to complete:

Pieteikuma posmi

1. Application

1.1 Intro

Welcome ✓

1.2 Application

Applicant Adult ✓

Project ✓

Add co-applicant information ✓

Send LOIs to co-applicants ✓

1.3 Activities and expenses

Select activity types ✓

Mobility ✓

Mobility travel plans ✓

Network/Project ✓

View budget total ✓

1.4 LOIs

Confirm co-applicants ✓

Attach LOIs ✓

1.5 Print application

Print ✓

1.6 Review and submission

Review application and submit

Application has been sent



Sadarbības partneru apstiprināšana



NORDPLUS

<< Back to Start

Nordplus

You are here: **Confirm co-applicants**

Help

Please confirm your co-applicants participation, by marking the individual check boxes below.

1. Sadarbības partnera persona vārds un uzvārds : Partnerorganizācijas/iestādes nosaukums

Confirm
Participation



< Back

Apstipriniet pēc nodoma vēstules
saņemšanas

Continue >

Pieteikuma apskate un drukāšana



NORDPLUS

<< Back to Start

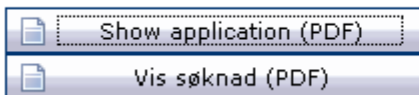
Nordplus

You are here: **Print**

Help

You can print your application for review at any stage of creating your application.

Click on the button below to create a PDF file containing the information you have completed so far, and print the file.



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Continue >

Logged in

User: Valda Cepurite

Log off >>



These are the steps to complete

1. Application

1.1 Intro

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1.2 Application

Applicant Adult

Project

Add co-applicant information

Apskatīt, saglabāt, izdrukāt
pieteikumu PDF formā

Pieteikuma nosūtīšana

Nordplus

You are here: **Review application and submit**

Help

Print, scan and attach

Click on the button below to view project data

- Show application
- Vis søknad

Here you have the opportunity of reviewing the data and attachments provided by your co-applicants.

Attach Files

Is application ready for processing? *

- Yes
- No

Do you approve the documents? *

- Yes
- No

PLEASE REMEMBER TO CONFIRM YOUR CO-APPLICANTS

< Back

Submit >

Kontakti:

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in Higher Education (SIU)

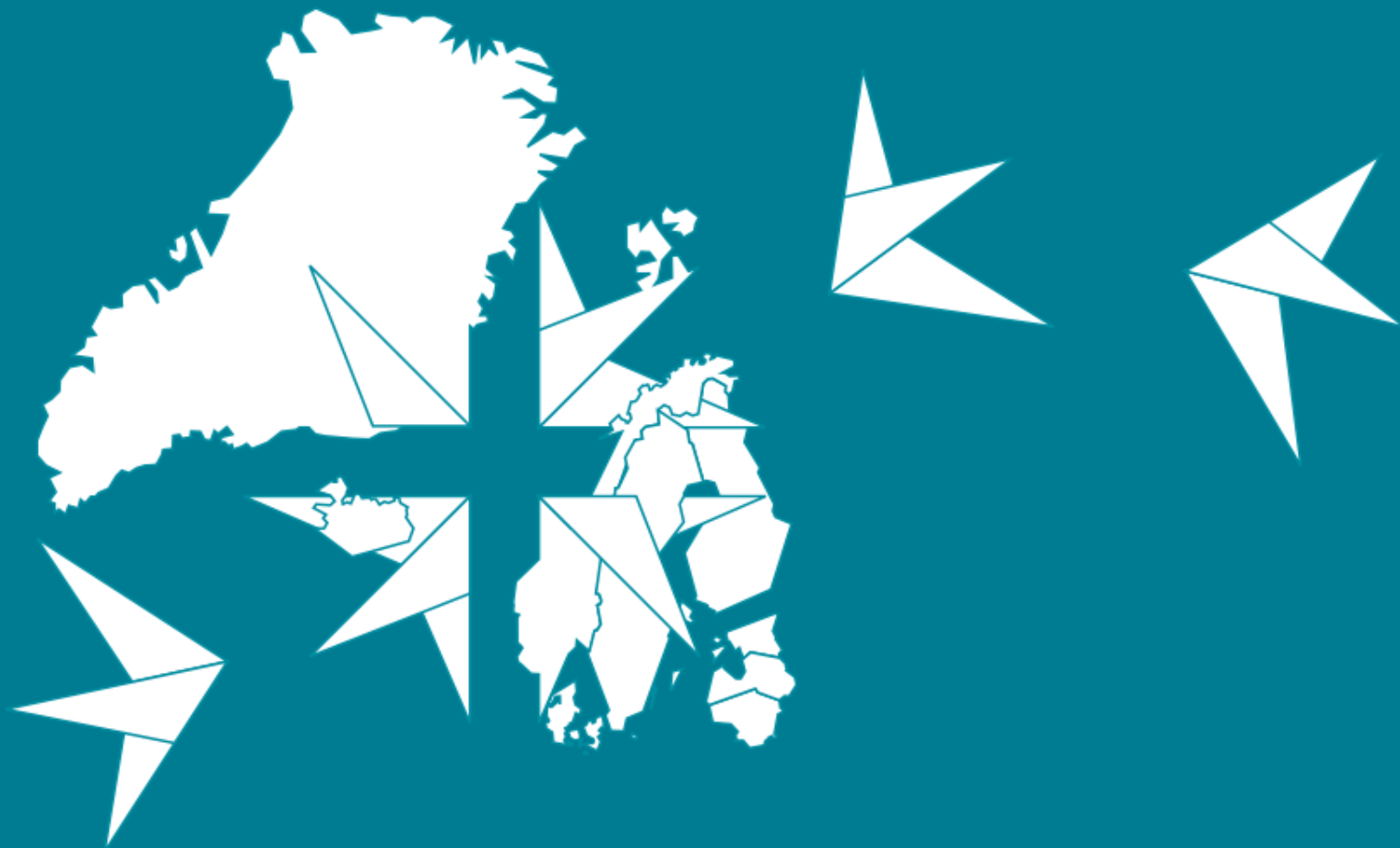
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Ziemeļu un Baltijas sadarbība izglītībā
sākas ar Nordplus!

PALDIES PAR UZMANĪBU!