



09 April 2020, 4EU+ Central Office

Dear members of the 4EU+ Flagship Programme Committees,

Many of you attended the meeting on 20 and 21 February at the University of Copenhagen. Many relevant questions were posed then by you. We are aware that for some of you we have been stretching your patience and can only hope that you can trust that setting up things among six partners is a complex endeavour. With this letter and the attached document, we at last hope to give you some clear answers.

As explained in Copenhagen, the current focus of the activities within the four 4EU+ Flagships is on educational projects that would develop the mission of 4EU+ in the realm of higher education. When further financial resources are secured, these projects will be complemented by those with a focus on research, innovation and service to society. It should be emphasised, though, that already now educational projects can be closely linked to these three other missions of each 4EU+ university.

The second document – “4EU+ Educational Project” – is a form through which educational projects can be proposed by members from 4EU+ universities. Each project should advance the 4EU+ approach to education (you find some tenants of this approach in the form for proposals) and be a genuine collaboration among the 4EU+ universities.

The specific role which the Flagship Programme Committees hereby takes is threefold: first, to inform your “community” about the possibility to develop and hand-in proposals by disseminating the form and also encouraging suitable proposals; second, to evaluate the proposals in view of their academic quality (a list with criteria will be shared with you soon, but essentially 4EU+ trusts your expertise); third, to ensure that there is a sound orchestration of projects both as to their form (workshops, courses, entire study programs) and thematic focus.

The overall process for the project proposals is:

1. Project proposals are handed in digitally by the project leader to the local 4EU+ office. In most cases, the members of the local 4EU+ office will have already assisted the applicant with the preparation of the project proposal.
2. A set of project proposals is sent by the local 4EU+ office to the appropriate Flagship Programme Committee for evaluation. The Flagship Programme Committee comments on the substantive quality of each proposal. It also ensures a good balance between various kinds of projects (e.g. workshops, course, study programs). The FPC gives three kinds of evaluation: a) very suitable, b) partly suitable, c) unsuitable.
3. The FPC sends a list with the evaluations to an educational expert group from each 4EU+ university and the Secretary General. This group acts on behalf of the Management Committee. Taking the judgement of the FPC into account, this group chooses which projects are eligible. If the expert group has serious doubts as to the eligibility of a project, it is entitled to refer the decision to the Management Committee.

4. The local officers then inform the applicant about the outcome. They (i.e. the local officers), arrange the financing of the chosen projects in coordination with the European Universities Project Managers at Sorbonne University and at the local offices of the other 4EU+ universities involved in the specific project.

With this procedure, we try to ensure a fairly quick process (“close to the ground”) as well as a full engagement of the FPCs and the collaborative and sustainable nature of the projects. A regular review of this process will allow for modifications and potential improvements. However, it is important to begin the process now.

Beyond these educational projects, the operational costs, e.g. common meetings and necessary administrative support, of each Flagship Programme Committee are ensured. We will ask you soon to send us an estimation of these operational costs per FPC per year, in addition to an outline of how each Flagship Programme Committee, consisting of one or two official members of each 4EU+ university, is organised and operates.

Last, 4EU+, under the lead of Sorbonne University, is working on the pertinent question of the digital/ communicative infrastructure that has been raised for some a long time. Many FPCs, as other groups within 4EU+, are using as a provisional solution MS Teams.

For any questions, do not hesitate to contact your local 4EU+ office (see the email addresses below) or directly the 4EU+ Central Office ([volker.balli@4euplus.eu](mailto:volker.balli@4euplus.eu)).

Sincerely



Secretary General 4EU+, on behalf of the 4EU+ Management Committee

Charles University: [4euplus@cuni.cz](mailto:4euplus@cuni.cz)

Heidelberg University: [punstein@rektorat.uni-heidelberg.de](mailto:punstein@rektorat.uni-heidelberg.de)

Sorbonne University: [julien.tognetti@sorbonne-universite.fr](mailto:julien.tognetti@sorbonne-universite.fr) + [rakhee.patel@sorbonne-universite.fr](mailto:rakhee.patel@sorbonne-universite.fr)

University of Copenhagen: [hgt@adm.ku.dk](mailto:hgt@adm.ku.dk)

University of Milan: [4euplus@unimi.it](mailto:4euplus@unimi.it)

University of Warsaw: [marta.breluh-wasowska@adm.uw.edu.pl](mailto:marta.breluh-wasowska@adm.uw.edu.pl) + [marta.jaworska-oknińska@adm.uw.edu.pl](mailto:marta.jaworska-oknińska@adm.uw.edu.pl)

