

DOCUMENTS RELATING TO THE Programme to support the organisation of Euskampus Bordeaux initiatives for Euskampus institutions during the 2020-2021 academic year

1. MATERIAL PUBLISHED ON THE EUSKAMPUS WEBSITE

Programme to support the organisation of Euskampus Bordeaux initiatives for Euskampus institutions during the 2020-2021 academic year

“A programme to consolidate and extend collaborations between Euskampus institutions”

As announced at [Euskampus Bordeaux Eguna 2020](#), the most recent annual meeting of the Euskampus Bordeaux community, we, as partners of the [Euskampus Bordeaux Campus](#) would like to take advantage of the 2020-2021 academic year, which will mark our 10th year of cooperation, to promote a number of events, seminars, meetings, debates and dissemination activities that will make it possible to expand both the community and the range of fields and objects of collaboration between Euskampus institutions.

We will offer a varied programme of activities throughout the 2020-2021 year, which we have called *Euskampus Bordeaux Urte Nagusia*. The aim is to promote and provide strong support for genuine, multi-, inter- and trans-disciplinary collaboration, a joint approach to major scientific, technological and social challenges, contribute to the advancement of knowledge, well-being and quality of life, sustainability, equity and justice, and thus strengthen and enhance our presence in the region and provide value for its development and compliance with the 2030 Sustainable Development Goals.

Consequently, the launch of the **“Programme to support the organisation of Euskampus Bordeaux initiatives for Euskampus institutions during the 2020-2021 academic year”** marks the start of an open process that will run from December 21, 2020 to May 31, 2021 to select projects for organising events and activities that will help to raise the profile of the Euskampus Bordeaux community. They will be supported by Euskampus Fundazioa, in accordance with the procedure and criteria set out in the [Provisions for the programme](#). These initiatives will take place between January and June 2021.

This programme aims **to consolidate ongoing collaborations and initiate new ones by supporting the research and administrative community of its trustees by organising events and activities of various kinds, not only between Euskampus institutions**, although this is a priority, but also, where appropriate, with other institutions which provide complementary skills in the Nouvelle-Aquitaine-Basque Country-Navarre Euroregion.

A careful reading of the aforementioned documents is required before filling in the form.

Enquiries about the programme can be made to Euskampus Fundazioa at: bordeaux@euskampus.eu.

XXXXXXXXXXXXXXXXXXXXXXXXXXXX

2.- FULL TEXT OF THE PROGRAMME

Programme to support the organisation of Euskampus Bordeaux initiatives ¹ for Euskampus institutions during the 2020-2021 academic year (aimed at student communities, teaching and research staff, management staff, Euskampus partners, etc.).

Introduction

The 2020-2021 academic year is a big one for the Euskampus Bordeaux community. In October 2010, the UPV/EHU - Euskampus International Campus of Excellence project was approved and announced, in conjunction with Tecnalia and the Donostia International Physics Center (DIPC). During the 2010 - 2011 academic year, the project of the Bordeaux Excellence Initiative, IdEx Bordeaux, of the then Bordeaux Research and Higher Education Hub, was also selected. The aim of these two projects of excellence was to promote an International Cross-Border Campus as a shared area for higher education, research and innovation in the Basque Country-Aquitaine Euroregion, which in 2014 was institutionalised in the Euskampus Bordeaux Alliance through an agreement between the UPV/EHU and the recently created University of Bordeaux. Finally, also during this academic year, the Euskampus Fundazioa was created as a catalyst for the Euskampus International Campus of Excellence and the Euskampus Bordeaux Alliance.

After 10 years of activity marked by major advances and concrete results thanks to the involvement of a powerful community that has grown over time (teaching and research staff, administrative and project management staff, student groups, regional actors, etc.), the Euskampus Bordeaux Campus is now entering a new phase that requires an approach to energise this community and coordinate its projects.

We are about to celebrate 10 years of progress and concrete results thanks to the growing involvement of a powerful community that has involved teaching and research staff, administrative and management personnel, student groups and various regional actors. It was for this reason that the UPV/EHU and the University of Bordeaux received the Diálogo Award for cooperation between France and Spain in November 2018.

Recent events have shown the solidity of the Euskampus Bordeaux Alliance, which has been strengthened by joint, close participation in the [ENLIGHT](#) European

¹ Initiatives are understood to be all those activities that consolidate and promote the collaboration described below between Euskampus institutions, i.e. various events (face-to-face, remote or a hybrid version of workshops, meetings, debates, seminars, etc.), dissemination activities (videos, communication campaigns, etc. on training, research and thesis projects, etc.), the promotion of various areas of collaboration, which may include mobility formats (stays of a few days' duration to build relationships, etc.), etc. This list is not exhaustive.

University project, on the one hand, and the enthusiasm, maturity and demands of its community on the other, as expressed at successive editions of [Euskampus Bordeaux Eguna](#).

Now, each of the Alliance's institutions, with the Euskampus Bordeaux Campus as a common space, will continue to work on strengthening and diversifying academic and research connections and cooperation at all levels. We will align ourselves with the path mapped out by the ENLIGHT European University, and openly work with different actors in our regions to increase our social impact, taking the 2030 Agenda for Sustainable Development Goals as a framework.

Therefore, as announced at [Euskampus Bordeaux Eguna 2020](#), we, as partners of the Euskampus Bordeaux Campus, would like to take advantage of the unique framework of the 2020-2021 academic year, which will mark our 10th year of cooperation, to promote a number of events, seminars, meetings, debates and dissemination activities that will allow us to expand both the community and the range of fields and objects of collaboration between Euskampus institutions. We would like to promote and provide strong support for genuine, multi-, inter- and trans-disciplinary collaboration, a joint approach to major scientific, technological and social challenges, contribute to the advancement of knowledge, well-being and quality of life, sustainability, equity and justice, and thus strengthen and enhance our presence in the region and provide value for its development and compliance with the 2030 Sustainable Development Goals.

Programme of activities for 2020-2021, *Euskampus Bordeaux Urte Nagusia*, and ways to support the organisation of events and activities

This new phase will be reflected in the extensive programme of activities that we intend to promote in the 2020-2021 academic year, which we have called *Euskampus Bordeaux Urte Nagusia*, with the following three milestones, remote, face-to-face, and hybrid events for the community, with variable capacity between October 2020 and summer-autumn 2021:

1. **October 30, 2020:** Euskampus Bordeaux Eguna 2020 (on-line format). This event gave us an insight into the progress made by our Alliance and helped us keep a finger on the pulse of the many collaborations underway. It also served as a “rocket” to indicate the launch of the “Euskampus Bordeaux Urte Nagusia” presentation to open “the season” of Euskampus Bordeaux activities to be held throughout the 2020-2021 academic year
2. **December 2020 – June 2021:** support from various Euskampus Bordeaux groups in organising meetings, debates, seminars, workshops, dissemination activities, etc. The aim is to consolidate ongoing collaborations, activate new collaborations, by providing support to the academic community (including student groups) and the administration, and by seeking, where possible, the participation of various external actors from the Nouvelle-Aquitaine-Basque Country-Navarre Euroregion to provide complementary skills. The activities and events, be they face to face, virtual or a hybrid version of the two, supported by this programme will be planned by personnel from the Euskampus trustee institutions (see provisions below).
3. **Summer-Autumn 2021:** Euskampus Bordeaux Eguna 2021, a major Euskampus Bordeaux Community event, the date and format of which have yet to be determined, depending on the evolution of the COVID-19 pandemic.

This programme aims **to consolidate ongoing collaborations and initiate new ones by supporting the research and administrative community of its trustees by organising events, not only as a priority between Euskampus institutions**, but also, where appropriate, with other institutions which provide complementary skills in the Nouvelle-Aquitaine-Basque Country-Navarre Euroregion.

Based on the above, an open process has been opened from December 1, 2020 to May 31, 2021 to select projects for organising events and other activities that it is hoped will help raise the profile of the Euskampus Bordeaux community. They will be supported by Euskampus Fundazioa, in accordance with the procedure and criteria set out in the Provisions for the programme. These initiatives must be implemented between January and June 2021.

3.- PROVISIONS:

Provisions for the Programme to support the organisation of Euskampus Bordeaux initiatives² for Euskampus institutions during the 2020-2021 academic year

I. – Institutions that can take part, coordination of the initiatives and liaison with Euskampus Fundazioa

1. The programme will be open to Euskampus Institutions³, and their partner bodies from the Basque Science, Technology and Innovation System (SVCTI) and/or from Nouvelle-Aquitaine as a priority and/or Navarre, as well as in specific cases from other areas.. However, only Euskampus institutions will be direct beneficiaries and leaders of events or activities.
2. At least two Euskampus Institutions must be involved in each event and priority will be given to co-leadership formulas with regard to the design, organisation and stimulation of the activity.
2. If there are more than one coordinator, one of them will be responsible for liaising with Euskampus Fundazioa.

II. – Nature and format of the initiatives

1. An “Euskampus Bordeaux initiative” refers to any joint action between at least two Euskampus institutions that meets the objectives of the collaboration when it involves the following actions:
 - A networking activity (research, education, exchange of good practices)
 - First steps towards developing a project
 - Exchanging personnel (researchers, teaching staff and support staff)
 - Any other action that promotes cooperation between Euskampus institutions such as different kinds of events (workshops, meetings, seminars, etc.), different kinds of dissemination activities, promotion of different areas of collaboration that may involve the mobility of people for a limited period of time, etc. (This list is not exhaustive and every proposal will be considered).
2. Events may be face to face, virtual or a hybrid version of the two.
3. As far as events are concerned, the format and capacity are left to the discretion of the organisers, strictly in accordance with the health and safety protocols in force at each venue and/or organisation.

III. – Duration of events

The duration of the event is left to the discretion of the organisers, although it is recommended that the event should not last more than two days as, if a night in a hotel is planned (eligible costs), Euskampus Fundazioa cannot cover any costs over and

²See Section II for its definition.

³ Euskampus institutions include knowledge-generating entities that belong to its Board: UPV/EHU, Tecnalía, DIPC, and University of Bordeaux.

above the limit mentioned below under “**Funding provided by Euskampus and eligible costs**”. Any costs over and above these limits will be borne by the organisers.

IV. – Event venue

1. Events can be held anywhere in Nouvelle-Aquitaine or the Basque Country but it is recommended that the event be organised on the premises of Euskampus institutions at no cost, as the costs of hiring halls are not eligible (see Article 6).

V. – Funding provided by Euskampus and eligible costs

1. The aid provided by Euskampus will have a limit of 3,000 euros per event or activity. The total number of activities supported by Euskampus will be limited by the available budget.

2. Funding will be provided either by reimbursing expenses (eligible costs below) advanced by the organisers or by direct payment of invoices by Euskampus Fundazioa following the steps below in similar circumstances:

The following address and VAT number must appear on invoices related to food expenses that could be directly covered by the organisation:

- Address: Euskampus Fundazioa
Ed. Rectorado Barrio Sarriena s/n
48940 Leioa - Bizkaia – Spain
- VAT number: G95658688

In both cases, supporting documents will be required for the reimbursement or payment of expenses.

3. A number of implementation costs may be covered, such as travel, accommodation and meals, and materials for events and activities.

As far as travel is concerned: if the trip is made by private car. We suggest that you share a car so that the total cost is reasonable and sustainable.

Costs of public transport or collective modes of transport will also be covered or supported (after consulting the budget).

For both cases (private car sharing or public transport: we can give you a list of public transport companies to organise your trip) please note that the organisation will cover the costs of trips within the perimeter of Bordeaux-Basque Country (Nouvelle-Aquitaine-Basque Country Regions)

N.B: The costs of renting facilities will not be covered by the organisation. Please try to meet and hold your workshop at facilities provided by either university at zero cost.

To proceed, please send us an estimate of the estimated costs at least 15 days before your workshop.

Once the estimate has been validated, we will send you an Expense Reimbursement Form (including instructions to be followed) which must be submitted with all bills and invoices concerned.

VI.- Procedure for submitting estimates

1. Proposals for initiatives must be sent by May 31, 2021, using the **Online application form “Application - Programme to support the organisation of Euskampus Bordeaux initiatives” accessible via this link:**

<https://forms.gle/TJVqWW6XVyE8euZP8>

2. Proposals must be sent at least 3 weeks before the event is scheduled to take place.
3. Queries regarding organising an initiative can be made from the date of publication of these provisions until the event is held or the activity is carried out, preferably by e-mail to bordeaux@euskampus.eu with the reference **2021_euskampus_bdx / subject matter**
4. Euskampus Fundazioa may request any documentation and/or complementary information from participating institutions that it considers necessary to adequately understand, evaluate and process the proposal made via this form.
5. In the event that all the terms of the proposal are not completed correctly on the form, the interested party will be required (preferably via e-mail) to complete it with the necessary information within a period to be specified by Euskampus Fundazioa (but a minimum of 3 working days will be given for this purpose).
6. Participation in this programme implies acceptance of its provisions.

VII. – Evaluation of proposals submitted.

1. Proposals will be evaluated from January 15 to May 31, 2021 by the Euskampus Bordeaux Executive Committee, which will meet regularly to respond to applications received.
2. The following criteria in particular will be taken into account in the evaluation:
 - a) Quality, relevance and viability of the proposal
 - b) Quality, track record and suitability of the teams
 - c) Expected impact on the development of the Euskampus Bordeaux Campus in a regional and international context and/or on identified stakeholders
 - d) Integration and degree of interdisciplinary nature of the teams from different institutions
 - e) Integration of graduate and post-graduate students in the activity
 - f) Number of people involved and/or beneficiaries
 - g) Promotion of multilingualism and multiculturalism in the collaboration
 - h) Suitability of the budget for the activity, co-funding scheme and projection of the leverage of other aid, where applicable.
3. As a result of the ongoing evaluation process, applicants will only be notified if their proposal is supported by the programme and/or if it has been rejected.
4. The maximum period for ruling on the procedure and notifying the interested parties of the ruling will be 3 weeks from the day following receipt of proposals.

5. Once the estimate has been validated, an Expense Reimbursement Form will be sent (including instructions to be followed) which must be submitted with all bills and invoices concerned.
6. The initiatives supported by this programme may be publicised in the communication media of Euskampus Fundazioa and its trustees before they are implemented.

VIII. – Deliverables to be sent to Euskampus Fundazioa after the implementation of the activity

1. A very brief summary (in the form of an overview) of the activity must be submitted to Euskampus Fundazioa within 10 days of the activity or event being held, together with photos (in compliance with the participants' image rights), which may be used for publication in the communication media of Euskampus Fundazioa and its trustees.
2. The following must be submitted to Euskampus Fundazioa within 4 weeks of the initiative being held: a presentation (and minutes in the case of a meeting) following the templates and/or instructions that will be provided with the approval of the proposal. These materials may be used as a guide for presenting a collaboration in the framework of the next Euskampus Bordeaux Eguna.
3. The presentation of these deliverables is a condition for the reimbursement of any expenses incurred.

4.- TEXT IN THE ONLINE FORM

LINK FOR APPLICANTS:

<https://docs.google.com/forms/d/e/1FAIpQLSektIMtkSoLkFoXmoeSRW4IbVII7qbMSZy2DthkCzRF6HABbA/viewform>

N.B: the form will be accessible via a Google link in web text and the provisions in extensive text.. The form is only available in English and **can be completed in any of the four languages.**