EDUCATOR CAPACITY BUILDING EXCHANGE PROGRAMME

GUIDELINES call 3

Introduction

Promoting Multi-Stakeholder Contributions to International Cooperation on Sustainable Solutions for Aquaculture Development in south-east Asia — EURASTiP, is a three-year Coordination and Support Action, funded through the EU Horizon 2020 programme, and developed in response to the EU call "reinforcing international cooperation on sustainable aquaculture production with countries from South East Asia" (H2020 SFS-24-2016). EURASTiP will provide a structured basis for multi-stakeholder dialogue in the aquaculture community, within south-east Asia and between south-east Asia and Europe. For the purposes of the EURASTiP project, the geographical region "south-east Asia" extends to include Bangladesh.

To maximise collaboration and strategic partnerships, EURASTiP will implement **Exchange Programmes** between Europe and south-east Asia in the field of sustainable aquaculture for three different types of stakeholders: **educators**, **researchers** and **industry stakeholders**. The overall aim of each of the three Exchange Programmes is to develop strategic partnerships, increase collaboration and learn from each other.

The **educators' capacity building exchange programme** focuses on knowledge exchange and training provision to build strategic partnerships between European and south-east Asian educator institutes for future bilateral cooperation. Each of these exchanges must propose a novel dimension to be piloted (e.g. innovative teaching method, new material, collaborative approach) to ensure an innovation aspect. Each exchange will be required to contribute to a blog/vlog during the exchange so that other actors can follow progress and engage a wider audience.

What

An educator from Europe works a minimum of 10 working days in an aquaculture training provision institute (any level) in south-east Asia.

AND/OR

An educator from south-east Asia works a minimum of 10 working days in an aquaculture training provision institute (any level) in Europe.

Ideally, the exchange is two-way, which means the educator from Europe visits a south-east Asian institute and an educator from that same south-east Asian institute visits the same

European institute. The total amount of educator exchanges funded by the project will be equally divided between Europe and south-east Asia.

Why

To develop strategic partnerships between European and south-east Asian educator institutes for future bilateral cooperation. It is hoped that this will build capacity on both sides in terms of training pedagogy, content, delivery methods, materials, etc and will maximise future collaboration.

Who

Aquaculture training providers at all levels: from vocational centres to universities.

To further build upon long-standing experience in education cooperation, it will be looked upon favourably if the associated institute of the exchange candidate is a member of the European Aquaculture Technology and Innovation Platform (EATiP), including EATiP member organisations and Mirror Platforms[1] (European Aquaculture Clusters), an ASEAN-FEN member institute, a National Pilot multi-stakeholder Platform (NPP) member institute (Bangladesh, Thailand, Vietnam), or former Aqua-tnet member.

[1] In case of oversubscription, the European Aquaculture Clusters that have signed the EATiP Mirror Platform accession documents will be given priority.

Note: your application is evaluated based on the country you are currently working in and not on your nationality. For example: if you were born in India but you are currently working in Bangladesh, you can apply. However, if you are born in Bangladesh and you are currently working in India, you are not eligible for selection. You can consult the list of eligible countries on the EURASTiP website.

In relation to membership of the above mentioned platforms, please check:
-   EATiP members: http://www.eatip.eu/default.asp?SHORTCUT=285
-   ASEAN-FEN members: https://aseanfen.com/members/
-   Aqua-tnet members: http://aquatnet.aeguana.com/

Exchange Duration

The duration of each exchange stay is a minimum of 10 working days. The candidate is encouraged to stay longer if this could benefit the achievement of the exchange goals but EURASTiP is not able to reimburse more than the notified bursary (see below) per individual for this exchange programme.

Funding

The candidate receives a lump sum of €3000 to cover travel and subsistence costs of the planned exchange. EURASTiP is not able to reimburse other expenses, such as personnel costs. Half of the bursary (€1500) will be reimbursed upon receipt of the flight ticket invoice and proof of residence near the host facility. The other half (€1500) will be reimbursed after the acceptance of all documents upon return as described further on.

Selection criteria

South-east Asian candidates:

Only aquaculture educators from the south-east Asian countries including Bangladesh are eligible to apply (a country list can be found on the EURASTiP website).

Advantage during selection will be given to candidates working in Thailand, Vietnam and Bangladesh (as the pilot countries of the EURASTiP project), in return a commitment is asked of their institute or company to apply for membership of the respective National Pilot Platform (http://eurastip.eu/platforms/asia) in the future.

Advantage during selection will also be given to south-east Asian applicants affiliated with organisations who are a member of ASEAN-FEN. For more information please visit www.aseanfen.com.

European candidates:

A country list of eligible countries can be found on the EURASTiP website. First allocation of places will be given to European exchange candidates affiliated with an EATiP, regional/national Mirror Platform (European Aquaculture Clusters) or former Aqua-tnet member institute.

The EURASTiP network can facilitate in matchmaking (upon specific request) during the preparatory phase of the application.

English:

All applicants should have a good standard of English Language. The applicant's English proficiency will be verified by means of a Skype meeting as part of the selection procedure.

The host company/institute should either have an overall sufficient English proficiency or a designated translator available throughout the candidate's stay. The local situation should be specified in each application.

Novel dimension:

Each of these exchanges must propose a novel dimension to be piloted (e.g. innovative teaching method, new material, collaborative approach) to ensure an innovation aspect. Each exchange will be required to contribute to a blog/vlog during the exchange so that other actors can follow progress and engage a wider audience.

How to apply?

The lead applicant is responsible for submitting all application files. The lead applicant is the person who will be participating directly in the exchange and visiting the host. The lead applicant is responsible for all communications directly related to the exchange. The lead applicant should ensure that the application documents are completed fully with a good standard of English Language.

The lead applicant needs to submit the following application documents:

- A signed Exchange Agreement:
  Applications ideally require a joint bid from one European and one south-east Asian organisation. This means that at the time of submission, the lead applicant needs a signed agreement of both the host (= the organisation where the candidate will work during the exchange) and the sending institute (= organisation where the leading applicant is employed). You can download a model form at http://eurastip.eu/exchanges/
- A letter from host organisation detailing their objectives, reasons and expected outcomes for host organisation
- A detailed CV of the lead applicant, including organisation details of the sending institute
- An Exchange Plan, including:
  - o Foreseen timing and duration of stay. If you do not have specific dates in mind, fill in most likely dates. These can be changed later
  - o Host organisation (name and brief description)
  - o Planned activities at the host facility
  - o Exchange goal(s) and expected outcomes
  - o Capacity building potential
  - o Suggestions for additional funding possibilities and/or long-term sustainability (optional). This information is very much appreciated within the broader EURASTiP project to map alternative funding possibilities for cooperation between Europe and SE Asia.

- o Information about previous collaborations between the two organisations. This information helps the Selection Panel to determine the priority that should be accorded to the application under the EC contract guidance on promoting new collaborations, strengthen existing collaboration and ensuring widest possible access.
- Optional: A signed mutual confidential disclosure agreement. A model agreement can be downloaded at www.EURASTiP.EU/exchanges/downloads.

Applications need to be completed online, please note that only applications sent via the online submission portal will be accepted (so please do not send applications to the contact email).

How does the selection procedure work?
- Step 1: submission of all required application files, fully completed, by lead applicant
- Step 2: check for completeness and eligibility by the EURASTiP exchange secretariat
- Step 3: Skype call for English proficiency
- Step 4: selection by the external selection committee
- Step 5: notification of the candidate

What needs to be done upon return?
The lead candidate needs to submit the following documentation and evidence upon return:
- An **Exchange Report** (following the online template) within 1 month upon return. This report should address:
  - o the (personal/institutional/company) goal(s) of the exchange at the time of application (few lines)
  - o a short description of the host institute/company (few lines)
  - o a description of the work/activities of the candidate performed during his/her stay (no page limit). In particular, the description should;
    - outline the novel dimension that was piloted (e.g. innovative teaching method, new material, collaborative approach) during the exchange
    - describe and give evidence of the blog/vlog that was kept during the exchange so that a wider audience could follow progress and be engaged. Include a weblink to the blog/vlog
  - o the achievements, benefits and potential (future) cooperation opportunities/agreements of this exchange (half a page).
- Brief **personal feedback** on the accomplished exchange. The feedback should address whether the received funding was sufficient to cover all related costs, details regarding language and communication during the exchange, pros and cons of the exchange, and whether the exchange fulfilled the candidates' original expectations.
- **Possible outcomes** of new south-east Asian-European collaboration.

When does the candidate receive full reimbursement?

To receive the full (indicated) reimbursement, each candidate needs to have submitted the following documents:

1. All evidence in relation to flight costs, such as flight confirmation including total price and boarding passes
2. A signed declaration of the host, stating the amount of actual working days (minimum of 10 days) at the host facility.
3. Submission and acceptance of the exchange report, personal feedback and possible outcomes. More details regarding these documents can be found in the previous section 'What needs to be done upon return'.