



Education and Culture
Lifelong Learning Programme
GRUNDTVIG

Name of evaluator: _____

GRUNDTVIG WORKSHOPS
COMMON EUROPEAN QUALITY ASSESSMENT FORM
2010

Workshop reference N°

Name of Workshop organiser:	
Workshop title:	

Note on the points system: Each criterion should be rated on the scale proposed. The ratings of the quality criteria result in a total number of points out of a maximum of 100. Each application is rated by 2 assessors (at least one of whom must be external to the NA) and the average of the marks will be used as the final marking for quality. Experts should use numbers with decimals (e.g. 4.2) when giving points for one or more of the items in the quality assessment form in order to avoid too many assessments with the same total number of points.

Please note that applications scoring less than 50 points in the quality assessment will not be selected for funding.

Scale of evaluation:

<i>Maximum score</i>	<i>Very good</i>	<i>Good</i>	<i>Fair</i>	<i>Weak</i>
5	5	3-4	2	0-1
10	8-10	6-7	4-5	0-3

Question	Ref. in the application form	Max. points	Points given
I – Quality and relevance of the Workshop	-	40	
The objectives of the Workshop are relevant to the operational objectives of the Grundtvig programme <i>Applications assessed as "weak" on this criterion will be rejected.</i>	4.3	10	
The Workshop's objectives are clear and realistic	4.4	5	
The methodology is appropriate to achieve the objectives. The pedagogical and didactical approach is clearly described		5	
The Workshop will provide a stimulating learning experience		5	
The Workshop is innovative (will provide something significantly new in terms of learning opportunities, skills development, access to information, competence development for personal fulfilment, social change, intercultural awareness & knowledge, active citizenship etc...) for the participating learners		5	
The definition of the target group (avoid professionals) is clear and appropriate to the topic of the Workshop. Guidelines for selection of the learners are clear and appropriate	4.4 & 4.10	5	
The preparatory, recognition and follow-up measures related to the learners are appropriate to the topic of the Workshop and to the target group	4.4 & 4.8	5	
II – Quality of the organisation of the project	-	25	
The Workshop's organiser presents adequate qualifications to organise a European Workshop	4.2	5	
The logistics of the Workshop are clear and appropriate to the target group (incl. travel, accommodation, and hosting of participants with special needs)	4.7 & 4.10	10	
The work programme is appropriate for organising a good quality Workshop within the time-frame envisaged	5.1	10	

III – Impact and European added-value	-	15	
The results envisaged are relevant and will have a demonstrable impact on the learning experience of the participants in the subject area concerned.	4.4 & 4.6	5	
The benefits of organising a <i>European Grundtvig Workshop</i> are clear and well defined	4.6	5	
Measures for dissemination and exploitation of the Workshop's results are clear and appropriate to the workshop's topic and target group	4.9	5	
IV – Quality of the communication plan	-	20	
The communication plan for advertising and publicising the Workshop is well defined	4.5	10	
It should be efficient in recruiting participants	4.5	10	
TOTAL POINTS FOR THE QUALITY ASSESSMENT	-	100	

National priorities for 2010

<i>National Agencies to insert the national criteria and priorities here</i>	15	

OVERALL COMMENTS:

Please be as specific and clear as possible. In the case of less good quality applications, please explain points which you feel could be improved (these comments may be sent as feedback to unsuccessful applicants). Please complete this section in the language of the Project proposal, or in English.

I hereby declare to the best of my knowledge that I have no conflict of interest (including family, emotional life, political affinity, economic interest or any other shared interest) with the organisation(s) or any of the persons having submitted this grant application. Furthermore, I confirm that I will not communicate to any third party any information that may be disclosed to me in the context of my work as an evaluator.

Date

Name and signature