

RULES OF BUDGET ALLOCATION FOR ACCREDITED APPLICANTS UNDER ERASMUS+ KEY ACTION 1

This document defines the rules of budget allocation for accredited applicants within the framework established in the Erasmus+ Programme Guide.

National Agency	LU01, Luxembourg, Anefore
Field	Adult education (ADU)
Call year	2025

1. AVAILABLE BUDGET

Total budget available for allocation:	142 000 €
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Out of the available budget, at least the following amounts will be allocated for the specified purposes:

Basic grants and financial performance	50 000 €
Qualitative performance and policy priorities	50 000 €
Inclusion support for participants and exceptional costs	7 000 €

If additional funding becomes available, the National Agency may increase the available budget. The indicated amounts may be lowered if all applicants have already been allocated the maximum amounts according to the rules set out in this document.

2. BUDGET ALLOCATION

2.1. General provisions

The National Agency will estimate the budget required to implement the activities requested by each applicant, as described in the Programme Guide. If the total budget available for allocation to accredited applicants is not sufficient to provide each applicant with the estimated budget required to implement their requested activities or their maximum grant, then a competitive allocation will take place as described below. However, if the total available budget is sufficient to fully address the requests of all applicants, then the funding will be allocated in that way.

A competitive budget allocation takes place in multiple phases. In each phase, the available budget is divided between eligible applicants based on the criteria described below. For each applicant, the total awarded grant will be the sum of amounts they receive in each allocation phase (and any separately approved amount for cost categories 'Inclusion support for participants' and 'Exceptional costs'). If any applicant cannot receive further funds based on the rules in this document, then any surplus funds allocated to them will be divided among other applicants using the allocation rules specified for each phase. All allocated amounts will be rounded to the nearest whole Euro.

For the purpose of budget allocation, completed projects are those 1 September 2024. Only KA121 projects linked to the accreditation code referenced in the application can be taken into account for the budget allocation. The National Agency may exclude from consideration past projects that have been negatively affected by events outside of the beneficiary's control (*force majeure*).

2.2. Maximum grant

The maximum grant amount will be limited to 50 000 EUR per applicant. The maximum grant rules will apply only if the total demand for budget surpasses the total available funds as defined in section 1.

Applicants that have completed their last accredited project with an absorption rate below 80% will receive at most the amount of grant that they were able to absorb increased by 5%.

Cost categories 'Inclusion support for participants' and 'Exceptional costs' will not count towards the maximum grant.

2.3. First phase: basic grants and financial performance

All applicants will receive at least the following basic grant: 12 000 €

For applicants that have completed at least one accredited project, the amount of the basic grant will be linked to their past financial performance to ensure stable and reliable funding for good performers. Those applicants will receive a basic grant equal to 90% of the highest grant they have absorbed in the last three completed projects under the accreditation, and not lower than the amount defined above. If the budget available for allocation in this phase is not sufficient to perform the allocation in the described way, then all applicants will receive an amount reduced at the same rate, and not lower than the amount defined above.

Applicants that have used less than 90% of the awarded funds in their last completed accredited project will have their basic grant reduced by 5%.

2.4. Second phase: qualitative performance and policy priorities

Budget assigned to this phase will be divided among the applicants in proportion to their score.

The score of each applicant is calculated in two steps:

- a) For applicants that have completed at least one accredited project, the base score will be equal to the final report evaluation score of their last completed accredited project.

For applicants that have not yet completed any accredited projects, the base score will be equal to the evaluation score of their accreditation application.

- b) A bonus to the base score will be applied according to the following criteria:
 - Involvement of participants with fewer opportunities: +1 point per % of participants with fewer opportunities out of total participants limited to a maximum of +5 points.
 - Implementing teaching or training assignments, job-shadowing: +1 point for at least one teaching or training assignment limited to a maximum of +5 points.
 - Implementing mobility of adult learners: +1 point per mobility participant limited to a maximum of +5 points.