

## INVITATION

Tempus Public Foundation (Hungarian Erasmus+ National Agency) in close cooperation with the Education, Audiovisual and Culture Executive Agency (EACEA) has the honour to invite you to a *Training Session*

### ***How to prepare a competitive proposal in Erasmus Mundus***

**Date:** 9 December 2016, 9.30 – 15.00

**Venue:** Tempus Public Foundation, Greenpoint 7 Building. Kéthly Anna tér 1., 1077 Budapest, Hungary, [Map](#)

**The aim of the training session** is to provide detailed information on preparing and writing high quality applications in the Erasmus Mundus Joint Degrees action. Staff members of the EACEA together with an external expert will thoroughly present the award criteria of the action, will spot strengths and weaknesses of applications in order to assist possible applicants from underrepresented countries. The session will be complemented by a panel discussion on recommendations and solutions in order to ensure a more active participation of the underrepresented countries.

### **Target groups**

The event is targeted to staff members of those Higher Education Institutions that

- are located in countries so far underrepresented in the Erasmus Mundus programme
- have not yet participated in the Erasmus Mundus Joint Master Degrees action
- have already started working on a project proposal and are committed to apply for funding
- registration will be on a first come first serve basis.

Participants are expected to have necessary information on the Erasmus+ programme and on the Erasmus Mundus action (Programme Guide, relevant information and guidelines on the EACEA's website).

**Registration** will be on a first come first serve basis. Organisers will not charge any participation fee.

The registration form will be available on the website of Tempus Public Foundation:

[http://tka.hu/international\\_events/6608/how-to-prepare-a-competitive-proposal-in-erasmus-mundus](http://tka.hu/international_events/6608/how-to-prepare-a-competitive-proposal-in-erasmus-mundus)

**Registration deadline: 30 November 2016, 12.00 (noon)**

**REGISTRATION CODE: EM2017**

**(Please copy this registration code to the *Jelszó* field, and click *Belépés* to reach the registration site.)**

The registration of the participants will be confirmed continuously via email.

### **Practicalities**

Tempus Public Foundation will offer coffee and refreshments for registered participants. All other costs (travel, accommodation, meals) have to be covered by participants.

In the building of the venue a cafeteria offers meals for affordable prices (approx. 5 EUR).

Further practical information will be sent to registered participants.

### **Contact**

For further information on the event please contact

Mr. Márton BEKE  
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Deputy Head of Unit

We are looking forward to meeting you in Budapest.

Kind regards,

Szabolcs Bokodi  
Head of Unit  
E+ International Contact Point