

EPLUS2020

Call: EACEA-03-2020

(Erasmus Charter for Higher Education 2021-2027)

**Topic: ECHE-LP-2020 Type of
action: EPLUS2020-ACR**

Proposal number: 101013866

Proposal acronym: ECHE-LU

Deadline Id: EACEA-03-2020-1

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[How to fill in the forms](#)

The administrative forms must be filled in for each proposal using the templates available in the submission system. Some data fields in the administrative forms are pre-filled based on the previous steps in the submission wizard.

1 - General information

Topic ECHE-LP-2020

Type of Action EPLUS2020-ACR

Call Identifier EACEA-03-2020

Deadline Id EACEA-03-2020-1

Acronym ECHE-LU

Proposal title University of Latvia ECHE application

Note that for technical reasons, the following characters are not accepted in the Proposal Title and will be removed: < > " &

Duration in months 86

Fixed keyword 1 International cooperation

Free keywords Modernization Strategy, Learning mobility

Application language English

Abstract*

University of Latvia (UL), one of the largest comprehensive research universities in the Baltics aims to become a recognised place among European and world research and innovation centres. The UL defines main strategic development directions in the internationalisation and modernisation strategy: internationally competitive education and training, quality of studies, academic and research excellence. One of the significant goals is the preparation of human resources appropriate to the Latvian and EU labour market. Participation in all Erasmus Programme Actions will assist the UL to ensure its international competitiveness, to achieve the strategic goals and adapt to global and national challenges. The UL plans to raise at least twice the numbers of mobile students, academic and administrative staff. By wider involvement in the KA 2 and 3 projects the UL strives to develop transnational teaching activities, to introduce the latest tools and technologies, result-oriented training, to use new effective study methodologies - thereby to make the study process more productive. Being a committed member of FORTHEM Alliance (Fostering Outreach within European Regions, Transnational Higher Education and Mobility) the UL will achieve the defined objectives and develop innovative new teaching content by pooling of expertise, launch new physical and virtual forms of student and staff mobility, enhance the societal involvement, promote the civic engagement of students and transfer research-based knowledge into society. It will enhance the quality of the content and restructure the existing UL study programs, include interdisciplinary and problem-oriented approach in the study process, develop the intercultural skills of the future graduates. Teaching together alongside the focused and innovative mobility within and beyond the alliance will be the driving factors for creating responsible future European citizens and a more competitive, more innovative European Education Area.

Remaining characters

0

Proposal Submission Forms

Proposal ID 101013866

Acronym ECHE-LU

Has this proposal (or a very similar one) been submitted in the past 2 years in response to a call for proposals under Horizon 2020 or any other EU programme(s)? Yes No

Please give the proposal reference or contract number.

XXXXXX-X

Declarations

1) We/I declare to have the explicit consent of all participants on their participation and on the content of this proposal.	<input checked="" type="checkbox"/>
2) We/I confirm that the information contained in this proposal is correct and complete and that none of the project activities have started before the proposal was submitted.	<input checked="" type="checkbox"/>
3) We/I declare: - to be fully compliant with the eligibility criteria set out in the call - not to be subject to any exclusion grounds under the EU Financial Regulation (Regulation No 2018/1046) - to have the financial and operational capacity to carry out the proposed project	<input checked="" type="checkbox"/>
4) We/acknowledge that all communication will be made through the Funding & Tenders Portal electronic exchange system and that access and use of this system is subject to the Funding & Tenders Portal Terms and Conditions .	<input checked="" type="checkbox"/>
5) We/I acknowledge and authorize the collection, use and processing of personal data for the purpose of the evaluation of the proposal and the subsequent management of the grant/prize (if any). We/I acknowledge and authorize that the data may also be used for the monitoring and evaluation of the EU funding programme, the design of future programmes and communication purposes.	<input checked="" type="checkbox"/>

The coordinator is only responsible for the correctness of the information relating to his/her own organisation. Each applicant remains responsible for the correctness of the information related to him/her and declared above. If the proposal to be retained for EU funding, the coordinator and each beneficiary will be required to present a formal declaration in this respect.

Note:

For **multi-beneficiary applications**, the coordinator vouches for its own organization and that all other participants confirmed their participation and compliance with conditions set out in the call. If the proposal is retained for funding, each participant will be required to submit a formal declaration of honour confirming this.

False statements or incorrect information may lead to administrative sanctions under the Financial Regulation 2018/1046.

Personal data will be collected, used and processed in accordance with Regulation 2018/1725 and the [Funding & Tenders Portal privacy statement](#).

Please be however aware that, to protect EU financial interests, your data may be transferred to other EU institutions and bodies and be registered in the EDES database. Data in the EDES database is also subject to Regulation 2018/1725 and the [EDES privacy statement](#).

Proposal Submission Forms

Proposal ID **101013866**

Acronym **ECHE-LU**

2 - Participants & contacts

#	Participant Legal Name	Country	Action
1	LATVIJAS UNIVERSITATE	Latvia	

2 - Administrative data of participating organisations

PIC	Legal name
999871830	LATVIJAS UNIVERSITATE

ECHE Reference Code	Institution Code
68974-EPP-1-2014-1-LV-EPPKA3-ECHE	LV RIGA01

Short name: LU

Address

Street RAINIS BOULEVARD 19
 Town RIGA
 Postcode 1586
 Country Latvia
 Webpage <http://www.lu.lv>

Specific Legal Statuses

Legal personyes
 Public bodyyes
 Non-profityes
 International organisationno
 International organisation of European interestno
 Secondary or Higher education establishmentyes
 Research organisationyes
 Industry (private for profit).....no

Enterprise Data

Based on the below details from the Beneficiary Registry the organisation is not an SME (small- and medium-sized enterprise) for the call.

SME self-declared status.....06/03/2009 - no
 SME self-assessment unknown
 SME validation sme.....06/03/2009 - no

Proposal Submission Forms

Proposal ID **101013866** Acronym **ECHE-LU** Short name **LU**

Department(s) carrying out the proposed work

No department involved

Department name

Name of the department/institute carrying out the work.

not applicable

Same as proposing organisation's address

Street

Please enter street name and number.

Town

Please enter the name of the town.

Postcode

Area code.

Country

Please select a country

Proposal Submission Forms

Proposal ID **101013866** Acronym **ECHE-LU** Short name **LU**

Person in charge of the proposal

The name and e-mail of contact persons are read-only in the administrative form, only additional details can be edited here. To give access rights and basic contact details of contact persons, please go back to Step 4 of the submission wizard and save the changes.

Title Sex Male Female

First name **Alina** Last name **GRZIBOVSKA**

E-Mail **alina.grzibovska@lu.lv**

Position in org.

Department Same as organisation name

Same as proposing organisation's address

Street

Town Post code

Country

Website

Phone Phone 2 Fax

Type of organisation

Higher education institution (tertiary level)

School/Institute/Educational centre - General Education (secondary level)

Information related to eligibility criteria

	Yes	No
Applicant is an HEI established in a Programme Country.	<input checked="" type="radio"/>	<input type="radio"/>
The applicant institution is eligible by National Authorities of Programme Countries.	<input checked="" type="radio"/>	<input type="radio"/>
I confirm that I have received a notification from my Erasmus+ National Agency stating that I am allowed to apply for the light procedure.	<input checked="" type="radio"/>	<input type="radio"/>

Warning: You must comply with the content of all the checkboxes.



ERASMUS+

Proposal Template

**Administrative Forms (Part A)
Project Technical Description (Part B)**

Erasmus: Key action 1: Erasmus Charter for Higher Education

EACEA-03-2020 ECHE-LP-2020

Version 1.1

4 March 2020



ERASMUS+

PROPOSAL (PART B)

Erasmus: Key action 1: Erasmus Charter for Higher Education

EACEA-03-2020 ECHE-LP-2020

EU Grants: Proposal template (EACEA Erasmus+ IBA): V1.0 – 11-02-2020


IMPORTANT NOTICE


Applications must be submitted via the Funding & Tenders Portal Submission Service before the call deadline. Applicants must use this template for their applications (designed to highlight important aspects and facilitate the assessment against the evaluation criteria).

Character and page limits:

- page limit **20** pages
- supporting documents can be provided as an annex and do not count towards the page limit
- minimum font size — Arial 8 points
- page size: A4
- margins (top, bottom, left and right): at least 15 mm (not including headers & footers).

Please abide by the formatting rules. They are not a target! Keep your text as concise as possible. Do not use hyperlinks to show information that is an essential part of your proposal.

 If you attempt to upload an application that exceeds the specified limit, you will receive an automatic warning asking you to shorten and re-upload your application. After you have submitted it, any excess pages will be made invisible and thus disregarded by the evaluators.

 **Please do NOT delete any instructions in the document. The overall page-limit has been raised to ensure equal treatment of all applicants.**

HISTORY OF CHANGES		
VERSION	PUBLICATION DATE	CHANGE
1.0	11.02.2020	Initial version
1.1	04.03.2020	Changes in page 10, 1st box after the Erasmus Policy Declaration

COVER PAGE

University of Latvia PROPOSAL (PART B)

Erasmus: Key action 1: Erasmus Charter for Higher Education EACEA-03-2020 ECHE-LP-2020

Part B of the proposal must be filled out by the participants in WORD, assembled and uploaded as PDF in the Funding & Tenders Portal Submission System. The template to use is available there.

Note: Please take due account of the objectives and Charter's principles to be awarded with the Charter under the call (see Call document). Pay particular attention to the award criteria; they explain how the proposal will be evaluated.

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COMMITMENT TO THE ERASMUS CHARTER PRINCIPLES

Declaration

I, undersigned, declare that if my institution is awarded with an Erasmus Charter for Higher Education, my institution will undertake to:

- Respect in full the principles of non-discrimination, transparency and inclusion set out in the Programme.
- Ensure equal and equitable access and opportunities to current and prospective participants from all backgrounds, paying particular attention to the inclusion of those with fewer opportunities.
- Ensure full automatic recognition of all credits (based on the European Credit Transfer and Accumulation System – ECTS) gained for learning outcomes satisfactorily achieved during a period of study/training abroad, including during blended mobility.
- Charge no fees, in the case of credit mobility, to incoming mobile students for tuition, registration, examinations or access to laboratory and library facilities.
- Ensure the quality of the mobility activities and of the cooperation projects throughout the application and implementation phases.
- Implement the priorities of the Programme:
 - By undertaking the necessary steps to implement digital mobility management in line with the technical standards of the European Student Card Initiative.
 - By promoting environmentally friendly practices in all activities related to the Programme.
 - By encouraging the participation of individuals with fewer opportunities in the Programme.
 - By promoting civic engagement and encouraging students and staff to get involved as active citizens before, during and after their participation in a mobility or project.

WHEN PARTICIPATING IN MOBILITY ACTIVITIES

Before mobility

- Ensure that selection procedures for mobility activities are fair, transparent, coherent and documented.
- Publish and regularly update the course catalogue on the website of the Institution well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.
- Publish and regularly update information on the grading system used and grade distribution tables for all study programmes. Ensure that students receive clear and transparent information on recognition and grade conversion procedures.
- Carry out mobility for the purpose of studying and teaching only within the framework

of prior agreements between institutions. These agreements establish the respective roles and responsibilities of the different parties, as well as their commitment to shared quality criteria in the selection, preparation, reception, support and integration of mobile participants.

- Ensure that outgoing mobile participants are well prepared for their activities abroad, including blended mobility, by undertaking activities to achieve the necessary level of linguistic proficiency and develop their intercultural competences.
- Ensure that student and staff mobility is based on a learning agreement for students and a mobility agreement for staff validated in advance between the sending and receiving institutions or enterprises and the mobile participants.
- Provide active support to incoming mobile participants throughout the process of finding accommodation.
- Provide assistance related to obtaining visas, when required, for incoming and outgoing mobile participants.
- Provide assistance related to obtaining insurance, when required, for incoming and outgoing mobile participants.
- Ensure that students are aware of their rights and obligations as defined in the Erasmus Student Charter.

During mobility

- Ensure equal academic treatment and the quality of services for incoming students.
- Promote measures that ensure the safety of outgoing and incoming mobile participants.
- Integrate incoming mobile participants into the wider student community and in the Institution's everyday life. Encourage them to act as ambassadors of the programme and share their mobility experience.
- Provide appropriate mentoring and support arrangements for mobile participants, including for those pursuing blended mobility.
- Provide appropriate language support to incoming mobile participants.

After mobility

- Provide incoming mobile students and their sending institutions with transcripts of records containing a full, accurate and timely record of their achievements at the end of their mobility period.
- Ensure that all ECTS credits gained for learning outcomes satisfactorily achieved during a period of study/training abroad, including during blended mobility are fully and automatically recognised as agreed in the learning agreement and confirmed by the transcript of records/traineeship certificate. They shall be transferred without delay into the student's records, shall be counted towards the student's degree without any additional work or assessment of the student and shall be traceable in the student's transcript of records and the Diploma Supplement.
- Ensure the inclusion of satisfactorily completed study and/or traineeship mobility activities in the final record of student achievements (the Diploma Supplement).

- Encourage and support mobile participants upon return to act as ambassadors of the programme, promote the benefits of mobility and actively engage in building alumni communities.
- Ensure that staff is given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement and in line with the institutional strategy.

WHEN PARTICIPATING IN EUROPEAN AND INTERNATIONAL COOPERATION PROJECTS

- Ensure that cooperation activities contribute towards the fulfilment of the institutional strategy.
- Promote the opportunities offered by the cooperation projects and provide relevant support to staff and students interested in participating in these activities throughout the application and implementation phase.
- Ensure that cooperation activities lead to sustainable outcomes and that their impact benefits all partners.
- Encourage peer-learning activities and exploit the results of the projects in a way that will maximise their impact on individuals, other participating institutions and the wider academic community.

FOR THE PURPOSES OF IMPLEMENTATION AND MONITORING

- Ensure that the long-term institutional strategy and its relevance to the objectives and priorities of the Programme are described in the Erasmus Policy Statement.
- Ensure that the principles of the Charter are well communicated and are applied by staff at all levels of the Institution.
- Make use of the "ECHE guidelines" and of the "ECHE self-assessment" to ensure the full implementation of the principles of this Charter.
- Regularly promote activities supported by the Programme, along with their results.
- Display this Charter and the related Erasmus Policy Statement prominently on the Institution's website and on all other relevant channels.

On behalf of the Institution, I acknowledge that the implementation of the Charter will be monitored by the Erasmus National Agencies and that a violation of the above principles and commitments may lead to its withdrawal by the European Commission.

On behalf of the institution, I commit to publishing the Erasmus Policy Statement on the institution website.

Legal representative of the institution – Professor Indriķis Muiznieks, Rector of the University of Latvia

Signature of the legal representative



In the following sections of the application form, you will need to explain how your institution will fulfil the ECHE principles if the Charter is awarded. You are encouraged to consult the [ECHE Guidelines](#) for support in completing this application.

Please note that your Erasmus+ National Agency will monitor your Erasmus Policy Statement and your answers to the questions given in the application. The Erasmus+ National Agency reserves the right to request more information on your activities and propose supplementary measures, for the purposes of monitoring and implementing the Charter principles by your institution.

1. ERASMUS POLICY STATEMENT (EPS)

1.1 Erasmus activities included in your EPS

In this section, you need to tick the Erasmus activities covered by your Erasmus Policy Statement. Please select those activities that your HEI intends to implement during the entire duration of the Programme.

Erasmus Key Action 1 (KA1) - Learning mobility:

The mobility of higher education students and staff X

Erasmus Key Action 2 (KA2) - Cooperation among organisations and institutions:

Partnerships for Cooperation and exchanges of practices X

Partnerships for Excellence – European Universities X

Partnerships for Excellence - Erasmus Mundus Joint Master Degrees X

Partnerships for Innovation X

Erasmus Key Action 3 (KA3):

Erasmus Key Action 3 (KA3) - Support to policy development and cooperation: X

1.2 Erasmus Policy statement (EPS): your strategy

Your Erasmus Policy Statement should reflect how you intended to implement Erasmus after the award of the ECHE. Should you wish to add additional activities in the future, you will need to amend your Erasmus Policy Statement and inform your Erasmus National Agency.

What would you like to achieve by participating in the Erasmus Programme? How does your participation in the Erasmus Programme fit into your institutional internationalisation and modernisation strategy?

(Please reflect on the objectives of your participation. Please explain how you expect the participation in Erasmus to contribute towards modernising your institution, as well as on the

goal of building a European Education Area¹ and explain the policy objectives you intend to pursue).

Original language (and translation into EN, FR or DE if the EPS is not in one of these languages)

By active participation in the Erasmus Programme the University of Latvia wants to strengthen partnership with institutions in programme and partner countries and to achieve the most essential objectives not only for its development, but also for the future competitive development of the Latvian State. By investing into the quality of studies and strengthening scientific and academic capacities the UL strives to develop the human resources appropriate to the Latvian and EU labour market and increase their productivity. Thereby, the participation in all Erasmus programme Actions enhances the UL performance in education and training as has been envisaged in the “Sustainable Development Strategy of Latvia until 2030. Latvia 2030” and National Concept for the Development of Higher Education and its Institutions.

Within rapidly increasing competition (funding, number of students, academic staff capacity, project attraction, etc.) in order to achieve the strategic goals as well as to ensure the quality of education adequate for the development of the Latvian economy and society it is important to adapt to changes, dictated by global and national trends, and technological, methodological challenges. The present and upcoming students need both the competitive study programmes, qualitative studies, the effective study process and technological support, where the Erasmus Programme Actions absolutely come in handy. The UL modernisation and internationalisation strategies include the following objectives:

- to improve the key competences and skills of the UL graduates, to focus on result-oriented training,
- to implement internationally recognised new curriculum and restructure the existing programmes by enhancing the quality of the content and including interdisciplinary principles and problem-oriented approach in the study process,
- to use the latest tools and technologies throughout the study process, digitalisation of the study and administrative processes,
- to increase international mobility of students and staff in all fields of studies and research, - to strengthen multidisciplinary and international cooperation in research, etc.

These objectives coincide also with the future aims of the European Education Area. European University networks are an effective tool for taking concrete steps towards a European Education Area. Being a committed member of FORTHEM Alliance (Fostering Outreach within European Regions, Transnational Higher Education and Mobility) allows our University to develop innovative new teaching content by pooling of expertise, to launch new physical and virtual forms of student and staff mobility, to enhance our societal involvement, to promote the civic engagement of students and to transfer research-based knowledge into society. Together with our FORTHEM partner universities and our other key partners within Erasmus we will be able to educate active and skilled European citizens and to give a strong contribution to creating a more competitive, more innovative European Education Area.

¹ For more information on the priorities of the European Education Area, such as recognition, digital skills, common values and inclusive education, please consult the following website: https://ec.europa.eu/education/education-in-the-eu/european-education-area_en

Please reflect on the Erasmus actions you would like to take part in and explain how they will be implemented in practice at your institution. Please explain how your institution's participation in these actions will contribute to achieving the objectives of your institutional strategy.

Original language (and translation into EN, FR or DE if the EPS is not in one of these languages)

Participation in all Erasmus Programme Actions will assist the UL to ensure its international competitiveness, to achieve the strategic goals and adapt to global and national challenges. The UL plans to raise at least twice the numbers of mobile students, academic and administrative staff. Mobility of students for studies and placements within all cycles with priority for the second and the third cycles will continue to be the priority, as it provides the widest educational and training experience for the graduates and increases their professional and intercultural skills as well as the future employability. Mobility of academic staff is important for raising the quality of studies, diversification of the curricula, improvement of the personnel qualification, introduction of flexible learning models and innovative elements in training. The UL will continue to enhance the exchanges of staff for training at partner universities and enterprises/companies, thus facilitating practical experience based learning. Mobility of nonacademic staff will support the continuing successful development of qualitative services and widen further partnerships.

By wider involvement in the KA 2 and 3 projects the UL strives to develop transnational teaching activities, to introduce the latest tools and technologies, result-oriented training, to use new effective study methodologies - thereby to make the study process more productive. The previous experience of participation in Erasmus projects proves the UL potential to continue and even widen its active involvement in KA2 and KA3 projects. The UL aims to continue the dynamic collaboration by increasing the number of projects under the Programme and beyond with the achievement indicator to reach 5% project income of the annual budget. Such active applications both as a partner and coordinator of the projects will enable the UL to achieve the strategic objectives: to raise the quality of studies and improve the relevance of the offered study programmes as well as to use new methodologies and technological tools. International joint capacity building projects with partners from the programme and partner countries will support fruitful internationalisation of the institutions in the partner countries and assist to create common understanding of the modernisation priorities and perform the implementation activities. Strategic partnership and Knowledge alliance as well as other innovation projects will promote closer cooperation, will assist the UL to develop innovative products, practices and structures, new multidisciplinary approaches, stimulate the development of the entrepreneurial skills. It will guarantee the successful achievement of the Latvian objective within the EU Modernisation Agenda for Higher Education, foster the UL competitive development and ensure the cooperation with the national and international strategic partners. The best examples of such performed projects are: Digital Adult Educators: Preparing Adult Educators for a Digital World, Learning games for dyslexic young adults, Entrance to Future Education, FESC and many others. The UL will focus on the participation in the planned activities of the FORTHEM Alliance, which will create the innovative structural mode of cooperation. It addresses complex educational and societal challenges and the UL alongside with other alliance partners intends to implement its three key missions, Mobility Mission, FORTHEM Labs Mission and Outreach Mission, to institutionalize an environment of permanent and deeper academic cooperation and to build up a joint campus, allowing seamless physical, virtual and blended mobility and joint teaching. Since student and staff mobility are an essential part of FORTHEM activities, a growing part of the UL learning mobility activities (KA1) will be implemented in connection with KA2, in the European University –framework. The following concrete actions of the three FORTHEM missions will strengthen the institutional capacity to achieve strategic aims for internationalisation / education / societal engagement:

- implementing new innovative forms of long-term and short-term student and staff mobility, including an increase in virtual and blended mobility;
- launching FORTHEM Campus –concept with jointly organised semester-long programmes on rotating hosting campuses for students from all seven universities;
- developing new English-medium modules in fields of special expertise and new joint degree programmes in relevant topics;
- increasing students' internship opportunities and volunteer work projects;
- developing digital competences of academics with jointly implemented training;

· multiplying the connections, concrete cooperation projects and knowledge circulation with societal partners within Outreach and Lab Missions.

What is the envisaged impact of your participation in the Erasmus+ Programme on your institution?

Please reflect on targets, as well as qualitative and quantitative indicators in monitoring this impact (such as mobility targets for student/staff mobility, quality of the implementation, support for participants on mobility, increased involvement in cooperation projects (under the KA2 action), sustainability/long-term impact of projects etc.) You are encouraged to offer an indicative timeline for achieving the targets related to the Erasmus+ actions.

Original language (and translation into EN, FR or DE if the EPS is not in one of these languages)

The planned targets of the UL within the new Programme period to raise at least twice the numbers of mobile students, academic and administrative staff and to increase the number of projects under the Programme and beyond with the achievement indicator to reach 5% project income of the annual budget are not the only quantitative indicators in monitoring the impact of Erasmus programme. The FORTHEM Alliance is committed to increasing international mobility, including physical, blended and virtual mobility, to involve 30 % of students and staff by 2022 and 50 % students and staff by 2025. However, the joint goals of FORTHEM are not only quantitative: driven by a strong belief in the benefits of multilingualism and multiculturalism, the partners, including the UL will try to ensure that all collective and individual mobility are meaningful pedagogically and professionally and can be implemented as seamlessly as possible. Active use of the Programme possibilities, including the new short-term mobility for PhD students and new blended mobility support, will be a crucial tool for reaching these aims. In addition to facilitating a 'big leap' forward in developing the quantity, quality and versatility of student and staff mobility, membership in FORTHEM Alliance will have a great impact in reaching the following targets in the framework of Erasmus programme:

- increased virtual exchange and virtual mobility activities;
- increased civic engagement and employability of students;
- closer cooperation with local schools, "bringing Europe in our classrooms" and local employers;
- tested models for creating solutions for societal problems using research-based data;
- increased number of joint degree programmes.

The regional anchoring gives the Alliance the capacity to spread the values of a multicultural Europe within the surrounding areas and to "enrich lives and open minds" beyond university campuses. Furthermore, the collected global partnerships of the FORTHEM-alliance will extend the collaboration possibilities of individual FORTHEM-universities to new regions outside Europe.

2. IMPLEMENTATION OF THE FUNDAMENTAL PRINCIPLES

2.1 Implementation of the new principles

Please explain the measures taken in your institution to respect the principles of nondiscrimination, transparency and inclusion of students and staff. Describe how your institution ensures full and equitable access to participants from all backgrounds, paying particular attention to the inclusion of those with fewer opportunities.

The UL will continue to respect main ECHE principles: non-discrimination and access from under represented and disadvantaged groups, equal opportunities for mobility for participants from all backgrounds, full recognition and inclusion of the results into the final records as well inclusion of students and staff. All before and after mobility administrative procedures are developed taking into account these fundamental principles. The UL participation in Erasmus+ KA2 Strategic partnership project SIEM (Social Inclusion and Engagement in Mobility) strengthens the UL capacity in making inclusion principles fundamental. The project focuses on Social Inclusion of students from different backgrounds into the Erasmus+ programme, focusing on underrepresented groups in the programme. Social Inclusion is a priority in the Erasmus Programme, but very little hard data is available. We believe it is important to gather more hard evidence across Europe, and link this evidence to recommendations for universities to increase their outward mobility. The project plans two research components, one focussing on quantitative data analysis, and the other on Case studies through site visits and focus group interview with students from underrepresented groups. This will be followed up with recommendations and test phases in the Partner Universities, after which a short term mobility for students from underrepresented groups will be organised to create modules around Mobility, Internationalisation, Intercultural learning and diversity to bring back to the local communities. This will be followed by a wider spread implementation round, involving Partner Universities, local ESN sections and other local youth organisations to work around previously mentioned topics to instigate interaction between local youth of underrepresented groups and international students with mobility experience. In order to measure the impact of these activities, a Social Impact Measurement tool would be developed in order to draw conclusions and recommendations that can be disseminated with further Higher Education and Youth sectors. Additionally, the recommendations from this project could be implemented early on in the new programme as well as answer to the European Court of Auditors claim that not enough evidence gathering has been done on Erasmus+.

As the UL is a partner in the FORTHEM Alliance we firmly believe that diversity is of yet unexplored and unexposed potential, which will provide students with deeper learning success if managed correctly. The FORTHEM Alliance has begun to gather information on the ways to promote the mobility activities of disadvantaged and underrepresented student groups (for example students with special needs and/or fewer opportunities). The Steering Committee will discuss this information at the highest level of the Alliance. At the same time, we are analysing existing diversity strategies and approaches from all universities in order to work towards dismantling the barriers for participation in higher education. FORTHEM has already set up an expert group with participants from all seven FORTHEM universities. The first video conference will be held in 2020. Common diversity goals will be part of FORTHEM's Transnational Higher Education Strategy in 2022. Developing more diverse mobility opportunities, service opportunities, IT tools, accommodation equipment etc. will help motivate students with special needs, improve their experience as a student, and will reduce the attainment gap. By further developing the digital learning and administrative environment, FORTHEM will reframe teaching and learning to be more inclusive. Diversity-sensitive digital environments are helpful for integrating users with different needs (student and staff), particularly those who either cannot attend conventional, campus-based programmes or who have other learning preferences.

Please explain what measures your institution will put in place to implement the European Student Card Initiative, and promote the use of the programme's Erasmus+ mobile App to students. Please refer to the timeline indicated on the European Student Card Initiative website².

² https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative_en

By participating in several Erasmus+ KA2 projects with other EUF partner universities the UL has acquired experience in the development of innovative mobility (e.g. project Best+-Blended Erasmus+ Staff training). The EUF has widely disseminated the project Erasmus Without Papers results and the UL, as the EUF partner university, was the first Latvian institution which has implemented the main principles. Alongside with the mentioned incentives to improve the Programme administrative procedures the implementation of the European Student Card initiative through the Erasmus+ mobile App will allow to focus more on the quality of mobility. The FORTHEM Alliance Mobility Mission Board pays great attention towards this policy implementation. The FORTHEM Alliance is currently collecting detailed information on administrative mobility processes from all the seven universities and will align the processes wherever possible. Both MoveOn and Mobility-Online data management systems (which are being used within the Alliance), have been active in piloting Erasmus Without Paper (EWP), which puts us, as the alliance partners in a good position to be among the first universities to implement it. Furthermore, we will work closely with the local and national student unions in moving towards adopting the European Student Card. The card is expected to facilitate seamless student mobility in making university-level enrolment process easier and will be introduced by 03/2022 in all seven universities. Already beginning in 2020, the FORTHEM universities will start testing the various EWP functionalities in their internal mobility activities. In October 2020, the FORTHEM Alliance will organise an EWP seminar with the European University Foundation to discuss the development and implementation of the action in the Alliance universities. During this seminar we will make sure that all the FORTHEM institutions are on track with the ESC initiative's timeline.

Please explain how your institutions will implement and promote environmentally friendly practices in the context of the Erasmus+ programme.

The UL is in the process of building the environment friendly and conscious university with modern energy efficient campus and two buildings have already been opened to students and staff. The academic and research activities within this campus will allow to develop "Going green" concept - to learn and practice an environmentally-mindful lifestyle that contributes towards protecting the environment and preservation. The UL will continue to advertise the sustainable means of travel going on mobility and reduce the negative impact of different procedures on the environment: using Erasmus Without Papers project results will be the best incentive to promote and use environmentally friendly practices. FORTHEM focuses on two aspects in order to promote 'green mobility': digital mobility and promotion of environmentally friendly transport. The FORTHEM Digital Academy will support a constantly growing number of both blended and virtual learning environments. Also, more and more research activities can be coordinated within the Digital Academy. Consequently, all physical exchange activities can be critically reflected on and be replaced by virtual meetings wherever possible. The models and tools developed and tested in the context of the FORTHEM Alliance are finally transferable to all other locations within Europe and worldwide. However, a face-to-face encounter will remain indispensable for certain activities, particularly for the experience of studying abroad and for the first meetings of colleagues who want to start a cooperation. Where physical mobility is indispensable, students and staff of all of the FORTHEM universities will be provided with an information sheet presenting environmentally friendly transport options within Europe. The sheet is intended to encourage travellers to think about legitimate alternatives to airplanes, which environmentally friendly mobility options are available at the destination, etc. Last but not least, the consequent introduction of Erasmus

Without Paper within the FORTHEM Alliance will also contribute to a 'greener' way of administrating and conducting each and every Erasmus stay.

Please explain how you will promote civic engagement and active citizenship amongst your outgoing and incoming students before, after and during mobility.

The UL has always supported the activities promoting civic engagement. Through conferences and seminars (e.g. Memory and Youth: Political Legacy and Civic Engagement), projects (e.g. Community Development), activities of the UL Student Council (e.g. State Donor Donation events). Civic Engagement Fair is one of the events which has created an excellent opportunity for the volunteering organisations of Latvia to present their activity to a wider audience as well as probably attract new members. At the same time, it was a good possibility for the participants from the faculties and wider audience to learn more about the volunteering organizations and gain new contacts for further cooperation. The UL will continue to organise "Get Together" event for incoming and outgoing students to share the mobility experiences and to promote mobility within all faculties. ESN Latvia as the basis of the ESN organisation at the UL helps to integrate in the host society by organising cultural events. The education of citizens who take civic responsibility and actively shape an open society is also a major concern of FORTHEM and one of the cornerstones of our joint transnational higher education strategy. FORTHEM aims to professionalise civic engagement projects by fostering critical thinking, problem-solving skills and multicultural team-working skills. In order to ensure this, the seven universities are jointly setting up a programme that provides students with both the financial support and project management training necessary to successfully implement international projects which involve the society. FORTHEM also sets up an internship placements network in all of the seven regions of the Alliance and creates a school internship placements network which 'brings Europe into the classrooms'. With these activities, FORTHEM is dedicated to foster an entrepreneurial mind set among students. Finally, the Erasmus programme's aim to promote students' civic engagement is also perfectly in line with the FORTHEM Lab Mission, which involves researchers, students and societal partners in finding research-based solutions to societal challenges.

2.2 When participating in Mobility Activities - After mobility

Please demonstrate your commitment to implement full automatic recognition in your Higher Education Institution.

Please describe the concrete steps you will take to ensure the full automatic recognition of all credits gained for learning outcomes achieved during a mobility period abroad/ a blended mobility, according to the Council Recommendation on Automatic Mutual Recognition³.

The UL administrative procedures guarantee that the Learning Agreement for students, Teaching Agreement for academic staff and Training Agreement for staff mobility is the basis for further recognition of the achieved results, as these agreements have been signed by all involved participants. The procedure for recognition of the study results was approved by the order of the Rector of the University of Latvia and it appoints the Director of the respective programme the person who advise students, signs the LA and is responsible for the recognition of the results.. Before starting the mobility, the mobility participants will sign a study agreement / work plan. Credit points awarded abroad are recognized by the sending institution on the basis of a transcript / traineeship certificate prepared by the host university (using ECTS or an equivalent system) and ensure that the results of the staff visit are recognized, disseminated

and widely used.(included into the Diploma Supplement). FORTHEM Alliance aims at harmonizing student mobility processes wherever possible and to overcome, step-by-step, the financial, administrative and linguistic barriers to student mobility. The long-term aim is to include international mobility in every student's education, making European dimension an everyday practice. Collecting and analysing information on the challenges and obstacles of mobility has been among the first concrete steps in this process. The FORTHEM report "Barriers to Mobility" has revealed several institutional challenges in the implementation of

³ The text of the Council Recommendation on Automatic Mutual Recognition may be found at:
[https://eurlex.europa.eu/legal-content/EN/TXT/?qid=1568891859235&uri=CELEX:32018H1210\(01\)](https://eurlex.europa.eu/legal-content/EN/TXT/?qid=1568891859235&uri=CELEX:32018H1210(01))

Charter principles in student mobility, including difficulty to incorporate a semester-long mobility in study programmes without prolonging studies, the differences in academic calendars and the problems of equitable grade conversion. Based on this analysis, FORTHEM will compile strategic recommendations (FORTHEM Mobility Charter) for removing the detected barriers and for moving towards full recognition of credits gained abroad. The report “Barriers to Mobility” has been presented to FORTHEM Steering Committee, which has representatives of the top management of each university, and also the recommendations based on the report will be confirmed by the Alliance management.

Please describe your institution's measures to support, promote and recognise staff mobility:

The UL supports staff mobility by provision of guidance services and practical arrangements, including arrangements of flexible periods of teaching at home and financial support. Within the selection procedure at the faculty level the language proficiency and capacity to deliver the qualitative lectures in the foreign languages of the applicant for academic staff mobility is being evaluated. Acknowledgement of teaching abroad is ensured within the academic election procedures. Staff training activities are recognised within the annual evaluation procedure. The UL Human resource development strategy and Personnel Management Policy provides incentives for staff training and teaching experiences abroad. The only obstacle for wider staff mobility is the quantity of money available for this type of mobility. In the Mission Statement, the FORTHEM Alliance states its commitment to make mobility, physical and/or virtual, a crucial part of staff activities. In addition to institutional assessment of the success in implementing Erasmus Charter principles, FORTHEM Alliance has involved its seven member universities in a joint effort to detect and remove obstacles and challenges of staff mobility. Based on the findings of a FORTHEM Barriers to Mobility –report, we have identified, for example, the difficulty to reconcile existing work obligations at the home institution and mobility periods, the additional workload of preparing new teaching materials in a foreign language and the lack of incentives & encouragement as hindrances for staff mobility. The joint commitment to remove the detected barriers of staff mobility step-by-step, defined in FORTHEM Mobility Charter, will be confirmed by FORTHEM Steering Committee. This will strengthen the institutional efforts of the FORTHEM universities in moving towards better recognition of staff mobility.

2.3 For the Purposes of Visibility

Please provide the web link where you will host the Erasmus Policy statement in the future. Please reflect on how you plan to regularly promote the activities supported by the Programme.

The UL web link for publishing the European Policy Statement: <https://www.lu.lv/sadarbiba/starptautiska-sadarbiba/erasmus-plus/>.

Promotion activities will be planned taking into account the main target audiences - university students and the academic community. However, depending on the participants in the mobility, the target audience for the promotion and dissemination may also extend to indirect stakeholders, e.g. lecturers who are experts in public management, representatives of local governments, thus enhancing the positive image of both the countries and universities involved in the project and the Erasmus Programme. The diversity of cultural and developmental levels of the countries involved in the project, the preparation of the promotion and dissemination plan

will take into account the type of the planned activities, university and even study programme. The higher education institutions agree to evaluate the results of the mobility in accordance with the set goal regarding the importance of strategic cooperation:

- Transfer of good experience in combining the role of a university of national and regional significance with the specifics of an international university;

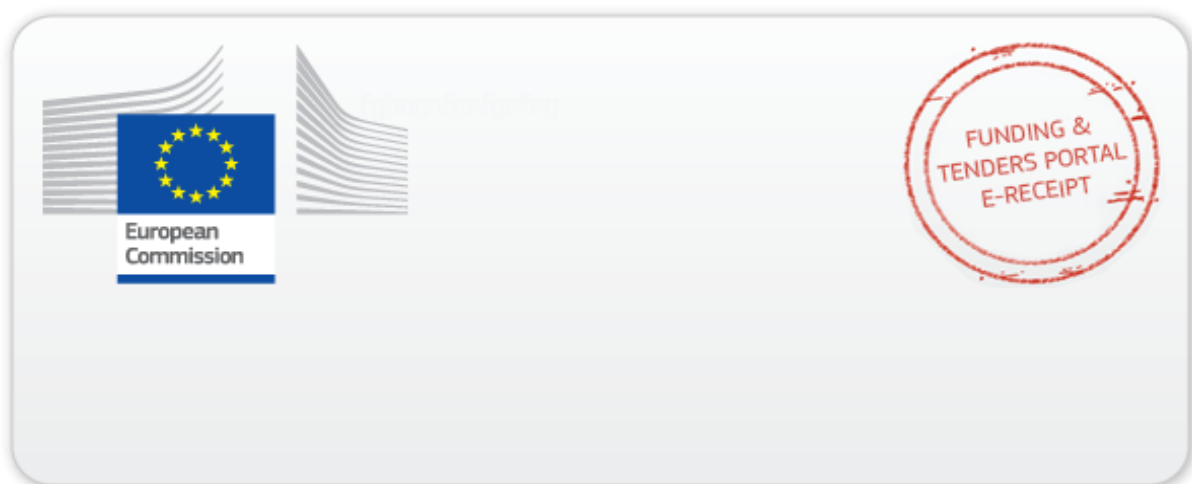
- Strengthening academic and administrative capacity;
- Intensification of cooperation in science, as well as the use of ECTS and the development of a study programme plan.

Experience will be summarized in publications, information day reports, the UL's website. The UL has an institutional information system with the main tools: posting information in Latvian and English on the UL website, social networks, informative newsletter "Uzzini Pirmais" (Find out first). The UL organises promotion activities at the faculties every term, including faculty international coordinators, students and staff, former participants in mobility activities and potential mobility participants. Good practice examples will be promoted on the institutional and national level, using different dissemination methods and tools. The relevant support from the Project department will be provided to the staff to initiate new projects and later in project management.

FORTHM Alliance has worked out the Dissemination and Communication Strategy and Communication plan. Promotion and dissemination activities will insure the visibility and promotion of the project results for further project sustainability.

Please describe how you will ensure that the principles of this Charter will be well communicated and applied by staff at all levels of the institution.

The University of Latvia is in the process of preparing a new institutional strategy for the next five years. The main principles of the Charter, which is the document of the strategic importance, will be included into the separate part of the new strategy "Internationalization". The new institutional strategy will be widely discussed and confirmed by the Senate of the UL. Preparing this EPS, the UL has evaluated the previous experience and has discussed the Guidelines with the faculty coordinators. The performed comparative analysis of the results of the previous EPS and mobility projects is an important measure of the project quality, which allows to evaluate the achievements and develop recommendations for further improvements. The Erasmus Programme results are also included into the ongoing accreditation process of the study programmes. The Charter elements concerning mobility will be incorporated into the main UL documents connected with the study process and staff development policy. The Charter alongside with the EPS will be published on the UL website. These documents will be communicated within the university through the monthly meetings with the representatives from the different target audience: top management, administration, deans, directors of the institutes and centers, Student Council, etc. Strengthening the institutional efforts to ensure the implementation of Charter guidelines in learning mobility activities, the FORTHM Alliance is in the process of compiling a FORTHM Mobility Charter, which constitutes a joint commitment to remove the detected barriers to mobility and lists recommendations for promoting student and staff mobility.



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