



EDUCATION, AUDIOVISUAL AND CULTURE EXECUTIVE AGENCY

Erasmus-Jean Monnet-Study Centres

**GRANT AGREEMENT for an ACTION**

**AGREEMENT NUMBER - 2006 - 2773 / 001 - 001**

**S02-23RETH**

**PROJECT NUMBER - 230402-CP-1-2006-1-UK-ERASMUS-TN**

The Education, Audiovisual and Culture Executive Agency ("the Agency"), acting under powers delegated by the Commission of the European Communities ("the Commission"), and represented by Mr. Ralf RAHDERS, Head of Unit at the Agency  
of the one part,  
and

**LIVERPOOL HOPE UNIVERSITY COLLEGE**

Hope Park,

UK - L16 9JD LIVERPOOL

("the beneficiary"), represented for the purposes of signature of this agreement by Sean GALLAGHER  
of the other part,

HAVE AGREED

the **Special Conditions, General Conditions** and **Annexes** below:

- Annex I** Description of the action
- Annex II** Estimated eligible budget of the action
- Annex III** Contractual timetable
- Annex IV** Administrative and financial handbook
- Annex V** Technical implementation reports and financial statements to be submitted (progress and final reports) which form an integral part of this agreement ("the agreement").

The terms set out in the Special Conditions shall take precedence over those in the other parts of the agreement.

The terms of the General Conditions shall take precedence over those in the Annexes.

**EDUCATION AUDIOVISUAL AND CULTURE EXECUTIVE AGENCY**



Erasmus-Jean Monnet Study Centres

**LIVERPOOL HOPE UNIVERSITY COLLEGE**

**Sean GALLAGHER Hope Park,**

**UK - L16 9JD LIVERPOOL**

Brussels, / g QCT. 3|J§fi // oW>\*LW\*

Dear Sir/Madam,

**Subject:** Contract n. 2006 - 2773 / 001 - 001 S02 23RETH

**(please quote in ALL correspondence : failure to do so may result in your correspondence not being processed)**

Please find enclosed your copy of the Contract duly signed by the Executive Agency.

Yours faithfully,

Ralf RAH

»ERS

Head of Unit

**Enclosure:** 1. Education, Audiovisual and Culture Executive Agency

Avenue du Bourget, 1 -1140 Brussels - Belgium

BOUR 02/61

Telephone: direct line (32-2) 2994915 Fax: (32-2) 2921326

<http://eacea.ec.europa.eu>

E-mail: ralf.rahders @ec.europa.eu

## I - SPECIAL CONDITIONS

### **ARTICLE 1.1 - PURPOSE OF THE GRANT**

- 1.1.1** The Agency has decided to award a grant, under the terms and conditions set out in the Special Conditions, the General Conditions and the Annexes to the agreement, which the beneficiary hereby declares that he has taken note of and accepts, for the action entitled **HERODOT II : EUROPEAN NETWORK OF GEOGRAPHY IN HIGHER EDUCATION** ("the action").
- 1.1.2 The beneficiary accepts the grant and undertakes to do everything in his power to carry out the action as described in Annex I, acting on his own responsibility.

### **ARTICLE 1.2 - DURATION**

- 1.2.1 The agreement shall enter into force on the date when the last of the two parties signs.
- 1.2.2 The action and the period of eligibility of costs shall begin on 01-10-2006 and shall end on 30-09-2009.

### **ARTICLE 1.3 - FINANCING THE ACTION**

- 1.3.1 The total eligible cost of the action for which the Agency grant is awarded is estimated at EUR 1.074.380,00, as shown in the estimated budget in Annex II. The estimated budget shall give a detailed breakdown of the costs that are eligible for Community funding under the terms of Article 11.14, of any other costs that the action may entail, and of all receipts, so that receipts and costs balance.
- 1.3.2 Indirect costs (General Costs as indicated in Annex II) are eligible for flat-rate funding of 7% of the total eligible direct costs (Direct Costs + Staff Costs as indicated in Annex II), subject to the conditions laid down in Article II. 14.3.
- 1.3.3 The Agency shall contribute a maximum of EUR **795.041,00**, equivalent to **74,00%** of the estimated total eligible costs indicated in paragraph 1. The final amount of the grant shall be determined as specified in Article 11.17, without prejudice to Article 11.19.  
The Community grant may not finance the entire costs of the action. The amounts and sources of co-financing other than from Community funds shall be set out in the estimated budget referred to in paragraph 1.
- 1.3.4 By way of derogation from Article 11.13, the beneficiary may, when carrying out the action, adjust the estimated budget by transfers between items of eligible costs (staff costs and direct costs), provided that this adjustment of expenditure does not affect implementation of the action and the transfer between items does not exceed 10% of the amount of each item of estimated eligible costs for which the transfer is intended, and without exceeding the total eligible costs indicated in paragraph 1. He shall inform the Agency in writing.

### **ARTICLE 1.4 - PAYMENT ARRANGEMENTS**

- 1.4.1** Pre-financing:  
Within 45 days of the date when the last of the two parties signs the agreement, a pre-financing payment representing 40% of the amount specified in Article 1.3.3. shall be made to the beneficiary.
- 1.4.2 Further pre-financing payments:  
Pre-financing payment may be divided into several instalments. In that case, a new pre-financing instalment may only be paid when at least 70% of the previous pre-financing instalment has been spent.  
Any request for a new pre-financing payment must be accompanied by the documents mentioned in Article II. 15.2 (and by a report on the state of progress of the action).  
Within 45 days of the date of receipt by the Agency of the request for a new pre-financing payment, accompanied by the documents mentioned in the previous subparagraph, a new pre-financing payment representing 40% of the amount mentioned in Article 1.3.3 shall be made to the beneficiary.
- 1.4.3 Interim payment:  
Not applicable
- 1.4.4 Payment of the balance  
The request for payment of the balance shall be accompanied by the final technical implementation report and financial statement specified in Article II. 15.4. The Agency shall have 45 days to approve or reject the documents in question or to request additional supporting documents or information under the procedure laid down in Article II. 15.4. In that case the beneficiary shall have 30 days to submit the additional information or new documents requested.  
A payment representing the balance of the grant determined in accordance with Article 11.17 shall be made to the beneficiary within 45 days following approval by the Agency of the reports accompanying the request for payment of the balance. The Agency may suspend the period for payment in accordance with the procedure in Article II. 16.2.

### **ARTICLE 1.5 - SUBMISSION OF REPORTS AND OTHER DOCUMENTS**

The provisions relating to the submission of the technical implementation reports, financial statements and other documents referred to in Article 1.4 are contained in Annex V.

The technical implementation reports and financial statements and other documents referred to in Article 1.4 must be submitted in three copies in English, French or German by the following deadlines:

interim (progress) report: at the latest by **01-01-2008**;

final report: within 3,5 months following the date for ending the action set out in Article 1.2.2.

Without prejudice to Article 1.4.2, the interim (progress) report must be submitted by the deadline detailed in Annex III even if the consumption of pre-financing has not reached the level specified in Article 1.4.2.

### **ARTICLE 1.6 - BANK ACCOUNT**

Payments shall be made to the beneficiary's bank account or sub-account denominated in euro, as indicated below:

NATIONAL WESTMINSTER BANK PLC Account holder:  
LIVERPOOL HOPE UNIVERSITY COLLEGE Full account

number (including bank codes): IB AN\_0 NLY IBAN account  
code: GB23NWBK60721008234213

This account or sub-account must identify the payments made by the Agency. If the funds paid to this account yield interest or equivalent benefits under the law of the State on whose territory the account is opened, such interest or benefits shall, if they are generated by pre-financing payments, be recovered by the Agency as specified in Article II.16.4.

#### **ARTICLE I.7 -GENERAL ADMINISTRATIVE PROVISIONS**

Any communication in connection with this agreement shall be in writing, indicating the number of the agreement, and shall be sent to the following addresses:

For the Agency:

Requests for payment, technical reports and other financial information must be addressed to:

Education Audiovisual and Culture Executive Agency

MrRalfRAHDERS

Unit **Erasmus-Jean Monnet-Study Centres**

Rue de Geneve 1- BOUR, 02/061

B- 1049 Brussels

Belgium

Ordinary mail shall be considered to have been received by the Agency on the date on which it is formally registered by the Agency unit responsible referred to above

For the beneficiary:

**LIVERPOOL HOPE UNIVERSITY COLLEGE**

DONERT Karl

Hope Park,

UK-L16 9JD LIVERPOOL

#### **ARTICLE 1.8 - LAW APPLICABLE AND COMPETENT COURT**

The grant is governed by the terms of the agreement, the Community rules applicable and, on a subsidiary basis, by the law of Belgium relating to grants.

The beneficiary may bring legal proceedings regarding decisions by the Agency concerning the application of the provisions of the agreement and the arrangements for implementing it, before the Court of First Instance of the European Communities and, in the event of appeal, the Court of Justice of the European Communities.

#### **ARTICLE 1.9 - DATA PROTECTION**

All personal data contained in the agreement shall be processed in accordance with Regulation (EC) No 45/2001 of the European Parliament and of the Council on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data. Such data shall be processed solely in connection with the implementation and follow-up of the agreement by the Agency, without prejudice to the possibility of passing the data to the bodies responsible for inspection and audit in accordance with Community legislation.

Beneficiaries may, on written request, gain access to their personal data and correct any information that is inaccurate or incomplete. They should address any questions regarding the processing of their personal data to the Agency. Beneficiaries may lodge a complaint against the processing of their personal data with the European Data Protection Supervisor at any time

#### **II -GENERAL CONDITIONS PART A: LEGAL AND ADMINISTRATIVE PROVISIONS ARTICLE II. 1 - LIABILITY**

II. 1.1 The beneficiary shall have sole responsibility for complying with any legal obligations incumbent on him.

II. 1.2 The Agency shall not, in any circumstances or on any grounds, be held liable in the event of a claim under the agreement relating to any damage caused during the action's execution. Consequently, the Agency will not entertain any request for indemnity or reimbursement accompanying any such claim.

II. 1.3 Except in cases of force majeure, the beneficiary shall make good any damage sustained by the Agency as a result of the execution or faulty execution of the action.

II. 1.4 The beneficiary shall bear sole liability vis-a-vis third parties, including for damage of any kind sustained by them while the action is being carried out.

#### **ARTICLE II.2 - CONFLICT OF INTERESTS**

The beneficiary undertakes to take all the necessary measures to prevent any risk of conflicts of interests which could affect the impartial and objective performance of the agreement. Such conflict of interests could arise in particular as a result of economic interest, political or national affinity, family or emotional reasons, or any other shared interest.

Any situation constituting or likely to lead to a conflict of interests during the performance of the agreement must be brought to the attention of the Agency, in writing, without delay. The beneficiary shall undertake to take whatever steps are necessary to rectify this situation at once. The Agency reserves the right to check that the measures taken are appropriate and may demand that the beneficiary take additional measures, if necessary, within a certain time.

#### **ARTICLE II.3 - OWNERSHIP/USE OF THE RESULTS**

11.3.1 Unless stipulated otherwise in this agreement, ownership of the results of the action, including industrial and intellectual property rights, and of the reports and other documents relating to it shall be vested in the beneficiary.

11.3.2 Without prejudice to paragraph 1, the beneficiary grants the Agency and the Commission the right to make free use of the results of the action as it deems fit, provided it does not thereby breach its confidentiality obligations or existing industrial and intellectual property rights.

#### **ARTICLE II.4 - CONFIDENTIALITY**

The Agency and the beneficiary undertake to preserve the confidentiality of any document, information or other material directly related to the subject of the agreement that is duly classed as confidential, if disclosure could cause prejudice to the other party. The parties shall remain bound by this obligation beyond the closing date of the action.

#### **ARTICLE II.5 - PUBLICITY**

II.5.1 Unless the Agency requests otherwise, any communication or publication by the beneficiary about the action, including at a conference or seminar, shall indicate that the action has received funding from the Community.

Any communication or publication by the beneficiary, in any form and medium, shall indicate that sole responsibility lies with the author and that the Agency is not responsible for any use that may be made of the information contained therein.

II.5.2 The beneficiary authorises the Agency to publish the following information in any form and medium, including via the Internet:

- the beneficiary's name and the address,
- the subject and purpose of the grant,
- the amount granted and the proportion of the action's total cost covered by the funding.

Upon a reasoned and duly substantiated request by the beneficiary, the Agency may agree to forgo such publicity if disclosure of the information indicated above would risk compromising the beneficiary's security or prejudicing his commercial interests.

#### **ARTICLE II.6 - EVALUATION**

Whenever the Agency carries out an interim or final evaluation of the action's impact measured against the objectives of the Community programme concerned, the beneficiary undertakes to make available to the Agency and/or persons authorised by it all such documents or information as will allow the evaluation to be successfully completed and to give them the rights of access specified in Article 11.19.

#### **ARTICLE II.7 - SUSPENSION**

11.7.1 The beneficiary may suspend implementation of the action if exceptional circumstances make this impossible or excessively difficult, notably in the event of force majeure. He shall inform the Agency without delay, giving all the necessary reasons and details and the foreseeable date of resumption.

11.7.2 If the Agency does not terminate the agreement under Article II. 11.2, the beneficiary shall resume implementation once circumstances allow and shall inform the Agency accordingly. The duration of the action shall be extended by a period equivalent to the length of the suspension. In accordance with Article 11.13, a supplementary written agreement shall be concluded to extend the duration of the action and to make any amendments that may be necessary to adapt the action to the new implementing conditions.

#### **ARTICLE II.8 - FORCE MAJEURE**

11.8.1 Force majeure shall mean any unforeseeable exceptional situation or event beyond the parties' control which prevents either of them from fulfilling any of their obligations under this agreement, was not attributable to error or negligence on their part, and proves insurmountable in spite of all due diligence. Defects in equipment or material or delays in making them available (unless due to force majeure), labour disputes, strikes or financial difficulties cannot be invoked as force majeure by the defaulting party.

11.8.2 A party faced with force majeure shall inform the other party without delay by registered letter with advice of delivery or equivalent, stating the nature, probable duration and foreseeable effects.

11.8.3 Neither of the parties shall be held in breach of their obligations under the agreement if they are prevented from fulfilling them by force majeure. The parties shall make every effort to minimise any damage due to force majeure.

11.8.4 The action may be suspended in accordance with Article II.7.

#### **ARTICLE II.9 - PROCUREMENT**

II.9.1 If procurement has to be undertaken by the beneficiary in order to be able to carry out the action and such procurement constitutes costs of the action under an item of eligible direct costs in the estimated budget, the beneficiary is obliged to ensure that competition takes place among the potential suppliers and to award the contract to the economically most advantageous offer, that is to say, that which provides the best value for money; in doing so the beneficiary shall observe the principles of transparency and equal treatment of potential contractors and shall take care to avoid any conflict of interests.

II.9.2 Recourse to procurement as referred to in II.9.1 is possible only in the following cases:

- (a) only the execution of a limited part of the action may be concerned;

- (b) recourse to the award of contracts must be justified having regard to the nature of the action and what is necessary for its implementation;
- (c) the tasks concerned must be set out in Annex I and the corresponding estimated costs must be set out in detail in the budget in Annex II;
- (d) any recourse to procurement while the action is under way, if not provided for in the initial grant application, shall be subject to prior written authorisation by the Agency;
- (e) the beneficiary shall retain sole responsibility for carrying out the action and for compliance with the provisions of the agreement. The beneficiary must undertake to make the necessary arrangements to ensure that the contractor waives all rights in respect of the Agency under the agreement;
- (f) the beneficiary must undertake to ensure that the conditions applicable to him under Articles II. 1, II.2, II.3, II.4, II.5, II.6, 11.10 and 11.19 of the agreement are also applicable to the contractor.

#### ARTICLE 11.10 - ASSIGNMENT

Claims against the Agency may not be transferred

In exceptional circumstances, where the situation warrants it, the Agency may authorise the assignment to a third party of the agreement and payments flowing from it following a written request to that effect, giving reasons, from the beneficiary. If the Agency agrees, it must make its agreement known in writing before the proposed assignment takes place. In the absence of the above authorisation, or in the event of failure to observe the terms thereof, the assignment shall not be enforceable against and shall have no effect on the Agency. In no circumstances shall such an assignment release the beneficiary from his obligations to the Agency.

#### ARTICLE 11.11 - TERMINATION OF THE AGREEMENT

##### 11.11.1 Termination by the beneficiary

In duly justified cases, the beneficiary may withdraw his request for a grant and terminate the agreement at any time by giving 60 days' written notice stating the reasons, without being required to furnish any indemnity on this account. If no reasons are given or if the Agency does not accept the reasons, the beneficiary shall be deemed to have terminated this agreement improperly, with the consequences set out in the third subparagraph of paragraph 4.

##### 11.11.2 Termination by the Agency

The Agency may decide to terminate the agreement, without any indemnity on its part, in the following circumstances:

- (a) in the event of a legal, financial, technical, organisational or auditing change in the beneficiary's situation that is liable to affect the agreement substantially or to call into question the decision to award the grant;
- (b) if the beneficiary fails to fulfil a substantial obligation incumbent on him under the terms of the agreement, including its annexes;
- (c) in the event of force majeure, notified in accordance with Article II.8, or if the action has been suspended as a result of exceptional circumstances, notified in accordance with Article II.7;
- (d) if the beneficiary is declared bankrupt, is being wound up or is the subject of any other similar proceedings;
- (e) if the beneficiary is found guilty of an offence involving his professional conduct by a judgment having the force of res judicata or if he is guilty of grave professional misconduct proven by any justified means;
- (f) if the beneficiary is guilty of misrepresentation or submits reports inconsistent with reality to obtain the grant provided for in the agreement;
- (g) if the beneficiary has intentionally or by negligence committed a substantial irregularity in performing the agreement or in the event of fraud, corruption or any other illegal activity on the part of the beneficiary to the detriment of the European Communities' financial interests. A substantial irregularity consists of any infringement of a provision of an agreement or regulation resulting from an act or an omission on the part of the beneficiary which causes or might cause a loss to the Community budget.

##### 11.11.3 Termination procedure

The procedure is initiated by registered letter with advice of delivery or equivalent.

In the cases referred to in points (a), (b) and (d) of paragraph 2, the beneficiary shall have 30 days to submit his observations and take any measures necessary to ensure continued fulfilment of his obligations under the agreement. If the Agency fails to confirm acceptance of these observations by giving written approval within 30 days of receiving them, the procedure shall continue to run.

Where notice is given, termination shall take effect at the end of the period of notice, which shall start to run from the date when notification of the Agency's decision to terminate the agreement is received.

If notice is not given in the cases referred to in points (c), (e), (f) and (g) of paragraph 2, termination shall take effect from the day following the date on which notification of the Agency's decision to terminate the agreement is received.

#### **11.11.4 Effects of termination**

In the event of termination, payments by the Agency shall be limited to the eligible costs actually incurred by the beneficiary up to the date when termination takes effect, in accordance with Article 11.17. Costs relating to current commitments that are not due to be executed until after termination shall not be taken into account.

The beneficiary shall have 60 days from the date when termination takes effect, as notified by the Agency, to produce a request for final payment in accordance with Article II. 15.4. If no request for final payment is received within this time limit, the Agency shall not reimburse the expenditure incurred by the beneficiary up to the date of termination and it shall recover any amount if its use is not substantiated by the technical implementation reports and financial statements approved by the Agency.

By way of exception, at the end of the period of notice referred to in paragraph 3, where the Agency is terminating the agreement on the grounds that the beneficiary has failed to produce the final technical implementation report and financial statement within the deadline stipulated in Article 1.5 and the beneficiary has still not complied with this obligation within two months following the written reminder sent by the Agency by registered letter with advice of delivery or equivalent, the Agency shall not reimburse the expenditure incurred by the beneficiary up to the date on which the action ended and it shall recover any amount if its use is not substantiated by the technical implementation reports and financial statements approved by the Agency.

By way of exception, in the event of improper termination by the beneficiary or termination by the Agency on the grounds set out in points (e), (f) or (g) of paragraph 2, the Agency may require the partial or total repayment of sums already paid under the agreement on the basis of technical implementation reports and financial statements approved by the Agency, in proportion to the gravity of the failings in question and after allowing the beneficiary to submit his observations.

#### **ARTICLE 11.12 - FINANCIAL PENALTIES**

By virtue of the Financial Regulation applicable to the general budget of the European Communities, any beneficiary declared to be in grave breach of his obligations shall be liable to financial penalties of between 2% and 10% of the value of the grant in question, with due regard for the principle of proportionality. This rate may be increased to between 4% and 20% in the event of a repeated breach in the five years following the first. The beneficiary shall be notified in writing of any decision by the Agency to apply such financial penalties.

#### **ARTICLE 11.13 - SUPPLEMENTARY AGREEMENTS**

- II. 13.1 Any amendment to the grant conditions must be the subject of a written supplementary agreement. No oral agreement may bind the parties to this effect.
- II. 13.2 The supplementary agreement may not have the purpose or the effect of making changes to the agreement which might call into question the decision awarding the grant or result in unequal treatment of applicants.
- II. 13.3 If the request for amendment is made by the beneficiary, he must send it to the Agency in good time before it is due to take effect and at all events one month before the closing date of the action, except in cases duly substantiated by the beneficiary and accepted by the Agency.

#### **PART B - FINANCIAL PROVISIONS**

##### **ARTICLE 11.14 - ELIGIBLE COSTS**

- II. 14.1 To be considered as eligible costs of the action, costs must satisfy the following general criteria:
  - they must be connected with the subject of the agreement and they must be provided for in the estimated budget annexed to it;
  - they must be necessary for performance of the action covered by the agreement;
  - they must be reasonable and justified and they must accord with the principles of sound financial management, in particular in terms of value for money and cost-effectiveness;
  - they must be generated during the lifetime of the action as specified in Article 1.2.2 of the agreement;
  - they must be actually incurred by the beneficiary, be recorded in his accounts in accordance with the applicable accounting principles, and be declared in accordance with the requirements of the applicable tax and social legislation;
  - they must be identifiable and verifiable.

The beneficiary's internal accounting and auditing procedures must permit direct reconciliation of the costs and revenue declared in respect of the action with the corresponding accounting statements and supporting documents.

- II. 14.2 The eligible direct costs for the action are those costs which, with due regard for the conditions of eligibility set out in Article II. 14.1, are identifiable as specific costs directly linked to performance of the action and which can therefore be booked to it direct. In particular, the following direct costs are eligible provided that they satisfy

the criteria set out in the previous paragraph:

- the cost of staff assigned to the action, comprising actual salaries plus social security charges and other statutory costs included in the remuneration, provided that this does not exceed the average rates corresponding to the beneficiary's usual policy on remuneration;
- travel and subsistence allowances for staff taking part in the action, provided that they are in line with the beneficiary's usual practices on travel costs or do not exceed the scales approved annually by the Commission;
- the purchase cost of equipment (new or second-hand), provided that it is written off in accordance with the tax and accounting rules applicable to the beneficiary and generally accepted for items of the same kind. Only the portion of the equipment's depreciation corresponding to the duration of the action and the rate of actual use for the purposes of the action may be taken into account by the Agency, except where the nature and/or the context of its use justifies different treatment by the Agency;
- costs of consumables and supplies, provided that they are identifiable and assigned to the action;
- costs entailed by other contracts awarded by the beneficiary for the purposes of carrying out the action, provided that the conditions laid down in Article II.9 are met;
- costs arising directly from requirements imposed by the agreement (dissemination of information, specific evaluation of the action, audits, translations, reproduction, etc.), including the costs of any financial services (especially the cost of financial guarantees);

II. 14.3 The eligible indirect costs for the action are those costs which, with due regard for the conditions of eligibility described in Article II. 14.1, are not identifiable as specific costs directly linked to performance of the action which can be booked to it direct, but which can be identified and justified by the beneficiary using his accounting system as having been incurred in connection with the eligible direct costs for the action. They may not include any eligible direct costs.

By way of derogation from Article II. 14.1, the indirect costs incurred in carrying out the action may be eligible for flat-rate funding fixed at not more than 7% of the total eligible direct costs. If provision is made in Article 1.3.2 for flat-rate funding in respect of indirect costs, they need not be supported by accounting documents.

II. 14.4 The following costs shall not be considered eligible:

- return on capital;
- debt and debt service charges;
- provisions for losses or potential future liabilities;
- interest owed;
- doubtful debts;
- exchange losses;
- VAT, unless the beneficiary can show that he is unable to recover it;
- costs declared by the beneficiary and covered by another action or work programme receiving a Community grant;
- excessive or reckless expenditure.

II. 14.5 Contributions in kind shall not constitute eligible costs. However, the Agency can accept, in duly substantiated exceptional cases, that the cofinancing of the action referred to in Article 1.3.3 should be made up entirely or in part of contributions in kind. In this case, the value calculated for such contributions must not exceed:

- the costs actually borne and duly supported by accounting documents of the third parties who made these contributions to the beneficiary free of charge but bear the corresponding costs;
- the costs generally accepted on the market in question for the type of contribution concerned when no costs are borne.

Contributions involving buildings shall not be covered by this possibility.

In the case of cofinancing in kind, a financial value shall be placed on the contributions and the same amount will be included in the costs of the action as ineligible costs and in receipts from the action as cofinancing in kind. The beneficiary shall undertake to obtain these contributions as provided for in the agreement.

II. 14.6 By way of derogation from paragraph 3, indirect costs shall not be eligible under a project grant awarded to a beneficiary who already receives an operating grant from the Agency during the period in question.

## **ARTICLE 11.15 - REQUESTS FOR PAYMENT**

Payments shall be made in accordance with Article 1.4 of the Special Conditions.

### **II.15.1 Pre-financing**

Pre-financing is intended to provide the beneficiary with a float.

Where required by the provisions of Article 1.4 on pre-financing, the beneficiary shall furnish a financial guarantee from a bank or an approved financial institution established in one of the Member States of the European Union.

The guarantor shall stand as first call guarantor and shall not require the Agency to have recourse against the principal debtor (the beneficiary).

The financial guarantee shall remain in force until final payments by the Agency match the proportion of the total grant accounted for by pre-financing. The Agency undertakes to release the guarantee within 30 days following that date.

#### **II. 15.2 Further pre-financing payments**

Where pre-financing is divided into several instalments, the beneficiary may request a further pre-financing payment once he has used up the percentage of the previous payment specified in the provisions of Article 1.4 on further pre-financing. The request shall be accompanied by the following documents:

- a detailed statement of the eligible costs actually incurred;
- where required by the above-mentioned provisions of Article 1.4, a financial guarantee in accordance with paragraph 1;
- where required by the above-mentioned provisions of Article 1.4, an external audit report on the action's accounts. The external audit shall be carried out by an independent body or expert officially authorised to carry out audits of accounts;
- any other documents in support of his request that may be required in support of the request for further pre-financing payments.

The documents accompanying the request for payment shall be drawn up in accordance with the relevant provisions in Article 1.5 and the annexes.

#### **II.15.3 Interim payments**

Interim payments are intended to reimburse the beneficiary for expenditure on the basis of a detailed statement of the costs incurred, once the action has reached a certain level of completion. It may clear all or part of any prefinancing.

By the appropriate deadline indicated in Article 1.5, the beneficiary shall submit a request for interim payment accompanied by the following documents:

- interim report on implementation of the action;
- an interim financial statement of the eligible costs actually incurred, following the structure of the estimated budget;
- where required by the provisions of Article 1.4.3 on interim payment, an external audit report on the action's accounts. The external audit shall be carried out by an independent body or expert officially authorised to carry out audits of accounts. The purpose of the audit is to certify that the financial documents submitted to the Agency by the beneficiary comply with the financial provisions of the agreement, that the costs declared are the actual costs, and that all receipts have been declared.

The documents accompanying the request for payment shall be drawn up in accordance with the relevant provisions in Article 1.5 and the annexes. If an external audit of the action's accounts is not required, the beneficiary himself shall certify that the financial documents submitted to the Agency comply with the financial provisions of the agreement, that the costs declared are the actual costs, and that all receipts have been declared.

On receipt of these documents, the Agency shall have the period specified in Article 1.4 in order to:

- approve the interim report on implementation of the action;
- ask the beneficiary for supporting documents or any additional information it deems necessary to allow the approval of the report; reject the report and ask for the submission of a new report.

Failing a written reply from the Agency within the time limit for scrutiny indicated above, the report shall be deemed to have been approved. Approval of the report accompanying the request for payment shall not imply recognition of their regularity or of the authenticity, completeness and correctness of the declarations and information they contain.

Requests for additional information or a new report shall be notified to the beneficiary in writing. The beneficiary shall have the period laid down in Article 1.4 to submit the information or new documents requested.

If additional information is requested, the time limit for scrutiny shall be extended by the time it takes to obtain this information.

Where a report is rejected and a new report requested, the approval procedure described in this article shall apply.

In the event of renewed rejection, the Agency reserves the right to terminate the agreement by invoking Article 11.11.2(b).

#### **H.15.4 Payment of the balance**

Payment of the balance, which may not be repeated, is made after the end of the action on the basis of the

costs actually incurred by the beneficiary in carrying out the action. It may take the form of a recovery order where the total amount of earlier payments is greater than the amount of the final grant determined in accordance with Article 11.17.

By the appropriate deadline indicated in Article 1.5, the beneficiary shall submit a request for payment of the balance accompanied by the following documents: a

- final report on the implementation of the action;
  - a final financial statement of the eligible costs actually incurred, following the structure of the estimated budget;
  - a full summary statement of the receipts and expenditure of the action;
- where required by the provisions of Article 1.4.3 on payment of the balance, an external audit report on the action's accounts. The external audit shall be carried out by an independent body or expert officially authorised to carry out audits of accounts. The purpose of the audit is to certify that the financial documents submitted to the Agency by the beneficiary comply with the financial provisions of the agreement, that the costs declared are the actual costs, and that all receipts have been declared.

The documents accompanying the request for payment shall be drawn up in accordance with the provisions of Article 1.5 and the annexes. If an external audit of the action's accounts is not required, the beneficiary himself shall certify that the financial documents submitted to the Agency comply with the financial provisions of the agreement, that the costs declared are the actual costs, and that all receipts have been declared.

On receipt of these documents, the Agency shall have the period specified in Article 1.4 in order to:

- approve the final report on implementation of the action;
- ask the beneficiary for supporting documents or any additional information it deems necessary to allow the approval of the report; reject the report and ask for the submission of a new report.

Failing a written reply from the Agency within the time limit for scrutiny indicated above, the report shall be deemed to have been approved. Approval of the report accompanying the request for payment shall not imply recognition of their regularity or of the authenticity, completeness and correctness of the declarations and information they contain.

Requests for additional information or a new report shall be notified to the beneficiary in writing. The beneficiary shall have the period laid down in Article 1.4 to submit the information or new documents requested.

If additional information is requested, the time limit for scrutiny shall be extended by the time it takes to obtain this information.

Where a report is rejected and a new report requested, the approval procedure described in this article shall apply.

In the event of renewed rejection, the Agency reserves the right to terminate the agreement by invoking Article 11.11.2(b).

#### **ARTICLE 11.16 -GENERAL PROVISIONS ON PAYMENTS**

II. 16.1 Payments shall be made by the Agency in euro. Any conversion of actual costs into euro shall be made at the daily rate published in the Official Journal of the European Union or, failing that, at the monthly accounting rate established by the Commission and published on its website applicable on the day when the payment order is issued by the Agency, unless the Special Conditions of the agreement lay down specific provisions.

Payments by the Agency shall be deemed to be effected on the date when they are debited to the Commission's account.

II. 16.2 The Agency may suspend the period for payment laid down in Article 1.4 at any time by notifying the beneficiary that his request for payment cannot be met, either because it does not comply with the provisions of the agreement, or because the appropriate supporting documents have not been produced or because there is a suspicion that some of the expenses in the financial statement are not eligible and additional checks are being conducted.

The Agency may also suspend its payments at any time if the beneficiary is found or presumed to have infringed the provisions of the agreement, in particular in the wake of the audits and checks provided for in Article 11.19.

The Agency shall inform the beneficiary of any such suspension by registered letter with advice of delivery or equivalent.

Suspension shall take effect on the date when notice is sent by the Agency. The remaining payment period shall start to run again from the date when a properly constituted request for payment is registered, when the supporting documents requested are received, or at the end of the suspension period as notified by the Agency.

- II. 16.3 On expiry of the period for payment specified in Article 1.4, and without prejudice to paragraph 2 of this Article, the beneficiary may, within two months following the date of receipt of a late payment, request payment of interest on the late payment at the rate applied by the European Central Bank for its main refinancing operations in euros, plus three and a half points; the reference rate to which the increase applies shall be the rate in force on the first day of the month of the final date for payment, as published in the C series of the Official Journal of the European Union. This provision shall not apply to recipients of a grant which are public authorities of the Member States of the European Union.
- Interest on late payment shall cover the period from the final date for payment, exclusive, up to the date of payment as defined in paragraph 1, inclusive. The interest shall not be treated as a receipt for the action for the purposes of determining the final grant within the meaning of Article II. 17.4. The suspension of payment by the Agency may not be considered as late payment.
- II. 16.4 The beneficiary shall inform the Agency of the amount of any interest or equivalent benefits yielded by the pre-financing it has received from the Agency. Notification must be made annually if the interest in question represents a significant amount, and in any event when the request is made for interim payment or for payment of the balance that clears the pre-financing. The interest shall not be treated as a receipt for the action within the meaning of Article II. 17.4. The Agency shall issue a recovery order in respect of it in accordance with Article 11.18.
- II. 16.5 The beneficiary shall have two months from the date of notification by the Agency of the final amount of the grant determining the amount of the payment of the balance or the recovery order pursuant to Article 11.17, or failing that of the date on which the payment of the balance was received, to request information in writing on the determination of the final grant, giving reasons for any disagreement. After this time such requests will no longer be considered. The Agency undertakes to reply in writing within two months following the date on which the request for information is received, giving reasons for its reply. This procedure is without prejudice to the beneficiary's right to appeal against the Agency's decision pursuant to Article 1.8. Under the terms of Community legislation in this matter, such appeals must be lodged within two months following the notification of the decision to the applicant or, failing that, following the date on which the applicant learned of the decision.

#### **ARTICLE 11.17 - DETERMINING THE FINAL GRANT**

- II. 17.1 Without prejudice to information obtained subsequently pursuant to Article 11.19, the Agency shall adopt the amount of the final payment to be granted to the beneficiary on the basis of the documents referred to in Article II. 15.4 which it has approved.
- II. 17.2 The total amount paid to the beneficiary by the Agency may not in any circumstances exceed the maximum amount of the grant laid down in Article 1.3.3, even if the total actual costs eligible exceed the estimated total eligible costs specified in Article 1.3.1.
- II. 17.3 If the actual eligible costs when the action ends are lower than the estimated total eligible costs, the Agency's contribution shall be limited to the amount obtained by applying the Community grant percentage specified in Article 1.3.3 to the actual eligible costs approved by the Agency.
- II. 17.4 The beneficiary hereby agrees that the grant shall be limited to the amount necessary to balance the action's receipts and expenditure and that it may not in any circumstances produce a profit for him. Profit shall mean any surplus of total actual receipts attributable to the action over the total actual costs of the action. The actual receipts to be taken into account shall be those which have been established, generated or confirmed on the date on which the request for payment of the balance is drawn up by the beneficiary for financing other than the Community grant, to which shall be added the amount of the grant determined by applying the principles laid down in paragraphs 2 and 3 of this article. For the purposes of this article, only actual costs falling within the categories set out in the estimated budget referred to in Article 1.3.1 and contained in Annex II shall be taken into account; non-eligible costs shall always be covered by non-Community resources.
- Any surplus determined in this way shall result in a corresponding reduction in the amount of the grant.
- II. 17.5 Without prejudice to the right to terminate the agreement under Article 11.11, and without prejudice to the right of the Agency to apply the penalties referred to in Article 11.12, if the action is not implemented or is implemented poorly, partially or late, the Agency may reduce the grant initially provided for in line with the actual implementation of the action on the terms laid down in this agreement.
- II. 17.6 On the basis of the amount of the final payment determined in this way and of the aggregate amount of the payments already made under the terms of the agreement, the Agency shall set the amount of the payment of the balance as being the amount still owing to the beneficiary. Where the aggregate amount of the payments already made exceeds the amount of the final grant, the Agency shall issue a recovery order for the surplus.

#### **ARTICLE 11.18 - RECOVERY**

- II. 18.1 If any amount is unduly paid to the beneficiary or if recovery is justified under the terms of the agreement, the beneficiary undertakes to repay the Agency the sum in question on whatever terms and by whatever date it may specify.
- II. 18.2 If the beneficiary fails to pay by the date set by the Agency, the sum due shall bear interest at the rate indicated in Article II. 16.3. Interest on late payment shall cover the period between the date set for payment, exclusive, and the date when the Agency receives full payment of the amount owed, inclusive. This provision shall not apply to

recipients of a grant which are public authorities of the Member States of the European Union.  
Any partial payment shall first be entered against charges and interest on late payment and then against the principal.

- II. 18.3 If payment has not been made by the due date, sums owed to the Agency may be recovered by offsetting them against any sums owed to the beneficiary by the Agency or the Commission, after informing him accordingly by registered letter with advice of delivery or equivalent, or by calling in the financial guarantee provided in accordance with Article II. 15.1. The beneficiary's prior consent shall not be required.
- II. 18.4 Bank charges occasioned by the recovery of the sums owed to the Agency shall be borne solely by the beneficiary.
- II. 18.5 The beneficiary understands that under Article 256 of the Treaty establishing the European Community, the Commission may adopt an enforceable decision formally establishing an amount as receivable from persons other than States. An action may be brought against such decision before the Court of First Instance of the European Communities.

#### **ARTICLE 11.19 - CHECKS AND AUDITS**

- II. 19.1 The beneficiary undertakes to provide any detailed information requested by the Agency or by any other outside body authorised by the Agency to check that the action and the provisions of the agreement are being properly implemented.
- II. 19.2 The beneficiary shall keep at the Agency's disposal all original documents, especially accounting and tax records, or, in exceptional and duly justified cases, certified copies of original documents relating to the agreement for a period of five years from the date of payment of the balance specified in Article 1.4.
- II. 19.3 The beneficiary agrees that the Agency or the Commission may have an audit of the use made of the grant carried out either directly by its own staff or by any other outside body authorised to do so on its behalf. Such audits may be carried out throughout the period of implementation of the agreement until the balance is paid and for a period of five years from the date of payment of the balance. Where appropriate, the audit findings may lead to recovery decisions by the Agency.
- II. 19.4 The beneficiary undertakes to allow Agency and/or the Commission staff and outside personnel authorised by the Agency /the Commission the appropriate right of access to sites and premises where the action is carried out and to all the information, including information in electronic format, needed in order to conduct such audits.
- II.19.5 By virtue of Council Regulation (Euratom, EC) No 2185/96 and Regulation (EC) No 1073/1999 of the European Parliament and the Council, the European Anti-Fraud Office (OLAF) may also carry out on-the-spot checks and inspections in accordance with the procedures laid down by Community law for the protection of the financial interests of the European Communities against fraud and other irregularities. Where appropriate, the inspection findings may lead to recovery decisions by the Agency.
- II. 19.6 The European Court of Auditors shall have the same rights as the Agency, notably right of access, as regards checks and audits.

SIGNATURES For the **Beneficiary**

Sean GALLAGHER, Function:

For the Agency



Ralf RAHDERS  
Head of Unit

Done at \_\_\_\_\_, Date: IQ/JP/.<?<\*

In duplicate in English

Done at Brussels, Date:



Agreement 2006 - 2773 / 001 - 001



## SECTION 4.A – DESCRIPTION ERASMUS 3: ERASMUS THEMATIC NETWORKS

Please describe **all aspects** of your project set out below, on **numbered sheets**, using the **same** order and the **same numbering of questions** as given in the questions.

Please respect the maximum length of text indicated, and append **supporting documents** only where these have a direct and material bearing on the application for support.

### 1. Typology

Please tick the appropriate boxes. IEI

Disciplinary Network

Disciplinary Project

IEI Multi-/Cross- disciplinary Network

Multi-/Cross- disciplinary Project

Theme

#### Target groups (select one or several items)

IEI universities

E>3 university academic staff

university managers/administrators

IEI other university staff. Please specify: technical and support staff [x]

academic associations IEI professional associations IEI multipliers

(teachers/trainers) IEI public sector third parties . E3 private sector

third parties E3 students and students associations

other. Please specify:

#### Specific content (select one or several items)

[X] needs analysis

E3 comparative analysis

[X] curricular development matters

[X] teaching and learning methodologies

teaching and learning materials

[>3 convergence of higher education structures

Ex] policy recommendations and formulation (EI

dissemination and exploitation of results

other (please specify):

[X] other (please specify): representation of the European point of view in major international issues.

#### Information and Communication Technologies

KI significant use of ICT/ODL (delete, if not applicable)

use for:

(EI pedagogy

institutions

student materials

## 2. Rationale, Objectives, Target Groups (maximum 3 pages)

### 2.1 theiflona^

analysis undertaken etc.). You may attach appropriate but succinct supporting documents.

HERODOT has been widely acknowledged as an extremely active and highly successful network in its first phase. HERODOT II builds on the experience and knowledge gathered through its activities. The HERODOT network leads European inter-university co-operation in Geography. Delegates from more than 30 countries attended the recent conference co-organised with a European NGO and Geoinformation company. This established many new connections and proposals for action within Europe, and beyond. The network therefore occupies a central position to promote and support the implementation of Bologna. It has been growing at an average of 30 new partners a year.

Geography provides a conceptual link between local, cultural and environmental spaces, the surrounding region and the world beyond. Geographical study relates very closely to key issues facing our enlarging Europe, such as environmental quality, disasters, the European resource base, identity, culture, economic development, landscape, heritage and the dynamics of social, environmental and demographic change. In many of these respects North American perspectives and study materials continue to dominate the sector. The European presence continues to be under-represented; so a strong need exists for analysis and comparison in the many aspects of geographical education and its developments from the Bologna process to redress this situation. Local excellence needs to be widely disseminated..

HERODOT is an important network in the debate about the future of European higher education. It deals with multi-disciplinary and multicultural phenomena and operates in social, environmental and scientific spheres. This is why Geography requires specific curricula innovation and renovation of its teaching methods under Bologna. HERODOT II can also contribute to a more precise definition of a European dimension in higher education as Geographers increasingly work in many different domains, including Earth Sciences, Ecology and Forestry, Environment, Global Science, Technology and Innovation Studies. Their work includes aspects of Economics, Politics, Law, Society, Education, Philosophy, Health, Pollution, Hazards, Soils, Landscape, Geo-Sciences and Meteorology. HERODOT connects Pure with Applied Sciences, Humanities, Arts and Business, so it strongly features in different Archipelago activities. Through support for the training of Geography teachers, HERODOT also plays a unique role in promoting Europe and European Citizenship. Valuable, specific skills for lifelong learning are provided, such as spatial awareness and the concept of place.

Following research during phase one, there are five main reasons for a Thematic Network in the field of Geography:

1. To encourage and support higher education to develop courses with a suitable approach to the key issues facing Europe (Council of Europe, 2004) and to spread and implement best practise by producing and sharing reports, articles, courses and manuals,
2. To further develop and increase the exchange of ideas, expertise, and insights across national borders through effective discussion and comparison of curricula, the leading teaching methods, approaches and materials as developed under Bologna,
3. To demonstrate the unique perspectives offered by Geography, highlighting the relevance that Geography offers to lifelong education of Europe's future citizens. Further developing geographical competences and related action research in order to contribute to the knowledge and good practices needed for European policies on science, technology and higher education.
4. A strong European perspective needs to be promoted through HERODOT II at a broad international level. Channels of international dissemination and cooperation established under phase one can now be used to do this. This includes likely collaborative actions with EUROGEO (European Geography Teacher Association), EGEA (European Geography Student Association), IGU (International Geographic Union), INLT (International Network for Learning and Teaching), ESRI-Educ (ESRI International Education network), EUGEO (European Geography Research Network), ERIC (European Regional Identity Comenius network), ETEN (European Teacher Education Network) and other networks.
5. To contribute on behalf of Europe at a global level to international policies and practices in Geographical education, for example the forthcoming revision of IGU Charter for Geography (2007), the UNESCO Global Education Charter (2008), the Council of Europe statement on Education for a Global Society (2007), all in keeping with the European Commission's commitment to sustainability and the planned IGU United Nations International Year of Culture and Civilisation, proposed for 2009 (Pitte and Vallega, 2005).

It is thus vital that a specialist Thematic Network for Geography is supported in order that *the meaning of place* as part of a European dimension in education can be addressed so that stimulating effects on curricula and change can take place at local, regional, national and international levels.

2.2 Define the concrete **aims and objectives** of the project and describe the ways in which the situation set out under 2.1 above will be changed and the needs set out in 2.1 addressed by the project.

—The main objective for the Thematic-Network:

disciplines in the framework of European integration and the Bologna process. *HERODOTII* will facilitate developments" in geographical education through inter-university cooperation with the role to act as an initiator and clearing-house and to support geography teachers and lecturers in higher education. The network will continue to research the situation in Geography in higher education identifying differences, strengths, weaknesses, rare areas of expertise and good practice.

Learning and teaching approaches will be addressed from the viewpoint of Bologna, supporting the development of excellent curricula through the adoption of suitable innovative learning and teaching approaches. *HERODOT* has already defined competences and undertaken a TUNING survey in 15 countries. This activity will continue and be extended to other locations, thus updating the findings. *HERODOT II* seeks to begin to implement the results of its TUNING research to encourage the development of high quality courses.

The network will undertake European-wide research to provide a body of supporting evidence to allow the position of Geography to be further enhanced. To do this *HERODOT II* will further develop its infrastructure through which cooperation and sharing of information has already taken place. It will continue to expand links with, and increase its influence in, other related organisations. This in turn emphasises and strengthens the significance of European Geography.

Through *HERODOT II* a series of issues of common European interest (Thematic Pillars) will be addressed, especially through connections with research. Opportunities to identify, collect, evaluate, share and disseminate exciting geography using sound pedagogical approaches, including those incorporating new technologies, remain a focus as these relate strongly to education needs for student-centred approaches under Bologna reforms. *HERODOT II* continues to contribute strongly to Archipelago and other initiatives. Strong links have been built with the European Geography Student Association by conferences (joint attendance) and recently by collaborative research. It is expected to take these connections even further by supporting joint student and academic activities.

*HERODOT II* will thus:

- report on the impact of developments in Geography curriculum across Europe to *produce guidelines from TUNING and other research*, for example to establish what European Geography curricula should cover and how, and work actively with student and careers organisations to promote the role of Geography and the employability of geography graduates
- **promote excellence in the teaching (and learning) of Geography** and the training of geography academics and teachers by raising awareness, through research and publications, of the need for pedagogical considerations in the development of curricula, and in specific educational approaches in Geography including the use of ICT
- **recognise the key role to be played by Europe in support of the UN Decade of Education for Sustainable Development and other international initiatives**, as an integrated locus of training and discussion that spans the concerns of citizenship and sustainable development,
- **develop a framework for professional development of Geographers**, through benchmarks and analysis of competences, leading to courses at postgraduate level and further promote the mobility of staff and students through Erasmus-Mundus and other collaborative actions
- **build a valued and respected organisation** by disseminating information and good practice, facilitating dialogue between institutions and organisations in Europe, a vehicle for this development would be the formation of an European association for professional geographers, or a **'European Geography Society'**<sup>3</sup>.

*HERODOT II* will seek to provide the missing professional link between geographers in higher education and in society. It will aim to influence courses, curricula, systems and structures including quality assurance in Europe. *HERODOT II* will provide the voice of Europe influencing the work of other international bodies and in the European debate on the future of higher education in Europe.

2.3 Explain what you consider to be innovative about the project, in relation to a European dimension.

*HERODOT II* is a creative response to the key issues and needs that have been identified through its TUNING survey, other research and network reflection and evaluation during the first network cycle. In order to be in a position to deal with these issues, *HERODOT II* is likely to demonstrate three distinct phases of innovation:

- establishing understanding of the impacts of Bologna on higher education across Europe, as exemplified by the TUNING report and not yet done by others,
- providing services to meet changing needs and developing excellence in response to Bologna developments and
- formation of a Euro]]^

*HERODOT II* remains innovative in that, while European Geography organisations exist to promote schools, students and researchers, no others exist specifically for European Geographers working and teaching in higher education.

2.4 Indicate, if applicable, the main **pedagogical and didactical approaches** and concepts which will be promoted by means of the project.

*HERODOT II* continues to propose the concept of **inclusive learning** through Geography. Geography, by its very nature, is supported by many different learning styles; this is one of the reasons for its validity in modern society. People have different learning preferences, or 'intelligences', which include, according to

Gardner (1997): linguistic, logical, visual and spatial, interpersonal and bodily-kinaesthetic styles. Through its use of visual and 'hands on' learning coupled with more traditional, technological and even rare approaches, Geography enables wide access to the curriculum making it a highly 'inclusive' discipline. In *HERODOT II* we believe that those concerned should have the opportunity to learn on a regular basis in their own way. *HERODOT II* will seek to promote excellence in higher education through **participative approaches** encouraging a paradigm shift from knowledge-centred to learner-centred pedagogies (Jeronen, 2003) including problem solving, critical understanding and strategic thinking (Laurillard, 1993). This is the essence of European needs under Bologna reform (Gonzales and Wagenaar, 2005). So, as education becomes more flexible, selective, and variable there is a greater need for more support and quality assurance. These are roles *HERODOT II* can play a part in. At European level, the Council of Ministers (1998) agreed that the future workforce needs both "traditional" and "advanced" knowledge and skills. *HERODOT II* incorporates this challenge by establishing collaboration between higher education, European institutions, professional, student and other bodies.

2.5 Specify the **direct beneficiaries** of the results or those that will implement the outputs from the project, both among and beyond the participating institutions.

The beneficiaries include (in no specific order)

- universities and teacher training institutions, through teaching and technical staff
- students of Geography, undergraduates, postgraduates and initial teacher training, including the European Geography student association (EGEA)
- teachers, trainers and administrators in primary and secondary schools
- researchers and those interested in the developments in educational pedagogy and technology
- professional subject associations (like the Geographical Association) and academic associations (such as the Association of Learning Technology)
- large pan-European education networks (including Comenius networks) such as EUROGEO, RIAC, ESRI-Europe, European SchoolNet
- policy makers and decision takers, including those at regional, national and European levels
- careers development organisations, publishers and content providers
- International organisations like the IGU (International Geographic Union) and the UN
- other networks and organisations and
- the European Commission

### 3. Envisaged outputs (maximum 2 pages)

3.1 Envisaged **outputs** of the project, the nature, volume, structure, content and language envisaged (where applicable).

-----HERODOT will establish:

- a Web site update and revision offering improved infrastructure and support for members structured by Thematic Pillar, products for the target audiences.
- a series of European surveys and national reports on the continuing 'state of Geography' and the implementation of the Bologna Process in different organisations and countries, following up from the HERODOT TUNING survey
- an ongoing series of research-based publications (at least three) promoting excellence in higher education Geography, They are likely to be developed by topic, theme, aspect, target group through the thematic pillars.
- promotional materials including regular e-newsletters, leaflet disseminating the network and European best practice
- guidance for the development of international standards or benchmarks to inform quality assurance under Bologna
- support for course and curriculum development and other aspects linked with high quality learning and teaching
- networking conferences (3), activity workshops (6), research seminars (2) and other events
- guidelines, market report, development and business plan, statutes and instruments for the formation of a professional association for European Geographers, the **European Geography Society** ensuring European contribution to international developments
- internal and external monitoring and evaluation reports of the project progress and outcomes

The network has largely developed information and publication sources in English and members evaluated this very positively. Localisation of any products will be encouraged where relevant.

3.2 Indicate **for each output** the ultimate target groups addressed.

- the Web site is the public and professional face of the network, it will provide the infrastructure and support for members and those involved and interested in the network outcomes and activities, products will be made available here and for each of the target audiences, membership (and non-member) profiles will be established to enable effective use. So it will be established for the target groups.
- the surveys/national reports on the continuing 'state of Geography' inform the members and their institutions, advise and guide decision-making associated with the implementation of Bologna.
- prestigious publications promote the network to all, they encourage membership to develop and active engagement of the membership. They also inform decision-makers and provide an evidence base for future planning
- promotional materials disseminate and promote network expansion, they will be designed for the widest audience

- guidance to inform quality assurance supports member organisations and individual academics in their own contexts, provides key statements and background to promote high level European standards, they can thus be used by networks (like the student network), policy makers, careers officers, publishers and content providers.
- support for course and curriculum development for all members encourages professionalism in higher education teaching and the raising of standards
- events provide stimulus, dialogue and dissemination opportunities to most of the target groups, they are an essential component of a successful network, both by engaging in other events and in the network's own activities
- developing a professional association for Geographers as a learned body' supports the changing needs of its members, this impinges on and will need to involve all target groups.
- linking with many other organisations promotes the network and provides credibility to its members and activities
  - internal and external evaluative reports help provide accountability to members, to the steering group and to the EC

To summarise, the main Thematic Network outputs are:

- a focus for Geography in higher education and in Teacher Education, that will continue to exchange information, ideas, expertise and experiences, thus reducing the obstacles to knowledge transfer under Bologna
- a support infrastructure for those developing and using geographical curriculum under Bologna
- a service improving the quality of learning at regional, national and international level
- professional training advice and provision
- support for collaboration, including student and staff mobility
- links across networks and participation in relevant Archipelago
- a sustainable range of services for partners
- products that could lead to an a handbook of good practice
- position European Geography firmly at the centre of other international initiatives, thus promoting 'the European dimension of geographical education'

3.3 Make specific reference to any outputs relating to information and communication technologies, as a pedagogical

or management tool, or as a competence to be acquired by learners or other groups as a result of the project.

----- The-significance-of-XT\_was\_asse^^

number of reports and two major publications. Research identified the low level of implementation of modern information and communications technologies, especially e-learning in Geography departments in Europe. There was an absence of ICT integration in Geography, with specialist geoinformation courses being relied upon to provide these opportunities for students to the detriment of the provision of other e-skills. This was highlighted in the TUNING survey, where gaps in managing information were not being supplied by the courses delivered in most countries. So part of the focus of HERODOT II will be to ensure that developments in this area are developed and encouraged. Opportunities will be provided for extending the use of elearning in particular, thus supporting the eEurope Action Plan and the needs of student-centred approaches and Bologna. Geography remains at the forefront in its adoption and use of new technologies at school level, so there are perhaps also lessons to be learned from teacher education. Some curriculum areas in Geography rely on the use of ICT, for example in GIS, cartography and remote sensing.

ICT will permeate most actions of the network including supporting innovative curriculum design and development. Specifically the work of the Geography for the 21<sup>st</sup> century Thematic Pillar (TP2) and Innovation and futures (TP3) imply the integrated use of ICT in the Geographical curriculum as a core activity. The use of distance learning opportunities will also be used for TP4 (lifelong learning and employability) and in general to disseminate exemplars of good practise.

Management of the network through innovative use of ICT had been very effective in the first phase, but technologies have significantly changed over the past four years since the network's origin. So the Network web site (<http://www.herodot.net>) is due for major renewal and development to meet the needs of its members. Improved technologies including open source options have developed and these need to be considered. The role and value of other aspects of ICT, including m-learning, podcasting, Web geoinformation and wiki-technology all will be considered.

3.4 Indicate how and to what extent the organisations would themselves implement each of the outputs of the project.

The breadth of activity and areas enabled a very high participation and implementation rate as commented upon by the external evaluators and EC project report analysis. Members of HERODOT will actively participate in their areas of need and interest and implement accordingly. The original pillars were extremely successful in getting a very wide range of organisations involved. So the structure has been retained but with new emergent themes. These themes came about as a result of extensive consultation with the membership, external evaluators and cognate bodies. Active cooperation between these different organisations results in the sharing of knowledge and ideas. Using materials from the TUNING Final Report 2, guidelines and recommendations for Geography can be created as part of the development process and this will encourage individuals and departments to implement those aspects into their department plans and activities that suit their local circumstances. By embedding Quality Assurance issues and benchmarking, implementation goals will be developed leading to the formulation of local implementation strategies.

3.5 Indicate any additional benefits and spin-offs expected from the project.

External interest in the HERODOT has been very great. Other parts of the world are planning similar developments. The network is poised for massive takeoff in terms of spin-offs. The Steering group know of at least 40 collaborative proposals that have resulted from the first phase of activity. Members are now actively working together, fuelled by regular network actions. Major interaction has taken place with students, publishers, companies, media and associations working in Geography. Because of HERODOT, several member organisations (including the network coordinator) are currently part of the core group developing a proposal for the United Nations international year of Culture and Civilisation (Pitte and Vallega, 2005). This is an example of an unexpected outcome from the first network phase and the likely spin-offs which have been enabled by the network activity. Connections with major international media and commercial concerns are planned, like National Geographic and the Geography Channel. It is likely that some of the products generated, including training courses, publications as well as the expertise gathered may be highly marketable

#### 4. Evaluation and dissemination (maximum 2 pages)

##### 4.1 Describe how the progress and functioning of the project will be monitored.

The network is fortunate in having two excellent, very senior and highly involved and motivated external evaluators. One is a retired 'internationally renowned' Professor the other a leading national education administrator. They have both provided considerable external input to all network aspects, including this application. They have enabled the network to rapidly become recognised internationally. The coordinator, the finance officer and administrator of the Network undertake holistic monitoring of *HERODOT II*. Additional pathways will be developed to enable external monitoring of *HERODOT* from national bodies, subject associations and other interested organisations, as this will encourage their engagement in the network.

HERODOT has an internal monitoring group, who report to the Steering Group. The coordinator, administrator and TP leaders collect data on progress. This team provides formative information as the project develops and determines how effectively the project is operating and achieving its goals. The coordinator, the finance officer and administrator of the Network undertake holistic monitoring of *HERODOT*. The technical team monitor the use of the Web site, the activities and products developed there. Data is collected on the impact and activities of the project, which includes the number of members, links to organisations, specific developments, outcomes and activities. Monitoring through this data collection has already been built into everyday working practice in phase 1. Information is collected using three main methods, observations by participants and non-participants which allows evidence to be collected directly, questions that are formal or informal, qualitative or quantitative and by consulting records of specific activities and outcomes. The monitoring team seek the most appropriate monitoring techniques; those likely to be used are discussions, surveys, observations, and reports. Informal discussions and formal interviews will provide an understanding of the Network aspects that require further development. A central goal is to ensure that all those involved feel that they have a contribution to make.

Members of the Steering Group are responsible for analysing the data collected. They seek to establish indicators of progress and suitable measures to enable evaluation to take place. Both qualitative and quantitative approaches will be established. Thus monitoring will be undertaken in terms of:

- effectiveness - measuring outputs and outcomes against the targets set.
- efficiency - value for money issues and
- equity - ensuring that some people are not disadvantaged and affected less favourably than others

##### 4.2 Describe how the project will be evaluated (indicate the means envisaged for both internal and external evaluation), particularly with regard to any impact evaluation envisaged.

Formal and informal evaluation actions are planned and undertaken as part of the Network activities. In order to measure any changes or progress, the *HERODOT II* team will need to know the conditions in place at the beginning of the working period. Thus an initial baseline survey across the membership will be undertaken, which will be evaluated as the network further develops, allowing for both formative and summative, quantitative and qualitative evaluations to be undertaken. Concrete measures will include membership, participation, results, actions and outcomes.

Our external evaluators will continue to play an invaluable contribution as advisors in the work and development of the network, in identifying gaps and asking the questions that may be uncomfortable for those involved in the project to face. The specific individuals already involved in phase one have already been approached as part of this application and provided their input and guidance. They both intend to be very active in Phase II. Formal and informal evaluation actions are planned and undertaken as part of the Network activities. A number of checks and feedbacks have been built into the evaluation methodology.

The evaluation methodology employed will measure changes while network activity is developing and also at the end of the *HERODOT II* work plan. The formative evaluation will provide an assessment of what is happening, as it happens. It will assess the current, ongoing network activities, provide an internal process that compares the planned program with the actual program, and measure the progress made toward meeting the *HERODOT II* goals. This evaluation helps the Steering Group identify problems threatening the Thematic Network's viability, enabling the project coordinator and Steering Group to make necessary adjustments to the work plan. The major components of such formative evaluation will involve suitable information gathering from different aspects and elements of the Network, coupled with regular contact, formal and informal discussions and meetings among the administrative team, Steering Group, the members of the Thematic Pillars and the program coordinator.

Network impacts will be assessed at the end of the process as a summative evaluation. This provides an overview of what has been achieved and

completed activities their relative strengths and weaknesses, effectiveness and benefits derived from the programme. This is likely to become the forerunner of the Annual Report to members. Outputs will be used by the Steering Group to make decisions about future initiatives and to publicise the Network's activities and outcomes.

A close examination of these formative and summative evaluation results will be necessary to understand the successes and failures of the network and to further respond to changes in policy objectives under the European Higher Education Area and resultant needs that have been identified.

4.3 Give your assessment of the potential for the outputs from the project to be widely disseminated, beyond the participating organisations and countries.

HERODOT has become widely known as the brand for Geography in higher education in Europe. Excellent links have been made around the world in disseminating *HERODOT* well beyond Europe. HERODOT is accepted internationally within geographical and related disciplines. Recent invitations for HERODOT to participate in activities in North and South America, South East Asia and Australasia demonstrate this. The outcomes of the Thematic Network are thus disseminated beyond the well beyond the organisations, countries and related subject disciplines. Network members are now already closely involved with the major international geography associations in the world, several Comenius networks and the Geography section of European SchoolNet. Through discussion, these organisations have expressed strong commitment to and participation in future cross-sector activities. The network partners also have considerable experience in working with major publishers and media companies, technology vendors and data distributors, NGOs and employers. They also provide further significant dissemination well beyond the network.

There is considerable potential for the outcomes of the Thematic Network to be disseminated beyond the organisations, countries and subject of HERODOT. Through HERODOT, participating network members have also become involved with many of the key international geography associations including EUROGEO, International Geographic Union (IGU), International Network for Learning and Teaching (INLT), Royal Geographical Society, MEDA countries and the Geography section of European SchoolNet. These organisations have expressed interest and in some cases commitment to the proposals made in this application, particularly in promoting the activities amongst their members and in enabling an even wider dissemination of the outcomes. National and Regional Ministries of Education and Geography associations also have a role in promoting geography in the curriculum and identifying good practise. The Portuguese, Maltese and Polish Ministries have supported actions and agreed to participate in the future.

Beyond Europe, members of the American and Australasian Associations of Geography have made connections to the network and indeed have commented on the need for such a network in the USA and thus links and an exchange of ideas and opportunities has already been undertaken. It is thus clear that Geographical Associations from other parts of the world are also likely to demonstrate potential for dissemination.

The coordinator and network partners have considerable experience in working with major publishers, geographical organisations, NGOs and employers as partners in other national and European projects. Their potential role as content developers, marketing of products, sponsorship and promotion is likely to provide further significant potential for dissemination beyond the network. HERODOT II will continue to actively participate in the work and activities of the Archipelagos. HERODOT had highest overall attendance in their actions in 2004/5.

## 5. Partners

## 6. Planning of activities

### 6.1 Describe and justify overall working methods

At membership level^

able to contribute to network activities. *HERODOT II* will continue this, drawing information, developments and contacts from members in order to support Network management, organisation, research, activities and outcomes.

A small Steering Group will manage the *HERODOT II* Network activities. This is composed of; the Network coordinator representing the coordinating university, a Network secretary and administrator, financial officer, technology coordinator and one representative from each of the Thematic Pillars. Additional members may be nominated or co-opted to the Steering Group as and when necessary. This structure enables the areas and activities of the Network to be represented in the decision-making process. The Steering Group meets face-to-face at least once each year to plan and organise activities and it also has virtual activities and meetings. A collaborative virtual working space already exists.

Internal and external evaluation of *HERODOT* phase one highlighted four new threads (Thematic Pillars) through which the main network activities will be organised:

**TP1: Citizenship, culture, place and identity**

**TP2: Geography for 21<sup>st</sup> century**

**TP3: Innovation and futures**

**TP4: Lifelong learning and employability**

This modular organisation of TPs (Appendix 1), cutting across the various outputs (such as data gathering, reports, publications, conferences etc.), was an extremely successful approach in the first phase. This was very favourably commented on at the last project review. Individuals from member institutions have been invited to participate in those areas which they consider to be of relevance and interest to their own needs and requirements. It is anticipated that other initiatives may emerge as the Network develops further. Each TP will establish a small management team from their participants. This team will be responsible for organising and carrying out the main activities, meeting once or twice a year. One member of the team will lead the TP, report to the Steering Group and be responsible for any outcomes, their monitoring and evaluation. Others will be responsible for administration, finances, organisation etc.

Specific significant outputs, such as major events, like the annual conference; major publications and other large activities may have small operational working groups. If this happens in each case a nominated leader will report to the Steering Group. This will enable the workload to be shared and to allow those members with specific interests and expertise to work effectively within the Network.

### 6.2 Indicate how and to what extent information and communication technologies will be used within the project.

Given the nature of the discipline, the proposed activities and the expertise of the partnership, ICT has already played a major role in all aspects of the organisation, activities and outputs from *HERODOT*. The pivotal resource will continue to be the Network Web site <http://www.herodot.net>. Active participation is encouraged by each of the TPs and other major activities using a digital on-line collaborative working environment. All products will be made available online through the Web site.

*HERODOT* originated from several highly successful geographical Minerva (ODL) and eLearning Projects. The coordinator and other members of the Steering Group have considerable expertise in the use of ICT in Geography. Thus the activities undertaken and the products generated there will enable the Thematic Network to capitalise on experiences gathered and establish suitable, effective on-line working and dissemination environments as well as disseminating best practice in ICT.

Specifically, TP2 (21<sup>st</sup> century Geography) will review media/ICT opportunities in a European context. The toolkit is likely to be in an online form. TP3 (Innovation and futures) will in part examine the role of ICT and elearning and other pedagogical solutions in higher education Geography. TP4 (Lifelong learning) will, as part of its role, examine ICT competences.

### 6.3 Indicate the working methods envisaged in order to produce each of the outputs listed in question 3.1.

The working methods adopted will continue from the successful first phase of the network. The network has a small Steering Group who are responsible for all aspects of strategy, development, monitoring and evaluation. Research, data collection and national reports are organised by this group, as are publications and main conferences. The Steering Group will also establish the documentation and plan for the European Geography Society in consultation with members.

Most of the activities are carried out and presented through the Thematic Pillars (TPs). A small group manages each of the TPs. Each TP is open to all partners in the network and also organisations and institutions from outside. Calls for participation are distributed throughout the network and the number of responses has always been high. Each TP undertakes activities that contribute to a series of comparative case studies and good practice. The outcomes and activities in this work are explored at meetings, events and workshops organised by the TPs and further disseminated at the annual conference and also external events. A sustainable range of services for members of the Network will be established by technical development (Web site) team and utilised and promoted through the TPs. Reports and recommendations proposed from the different activities will be submitted by the TPs. —These recommendations will arise from an analysis of and synthesis from the research and be promoted through a series of dissemination events.

The close involvement of the student population through their professional association (EGEA) has become a central feature of working practice, as has interaction with other major national and international organisations.

### 6.4 Justify the duration of the Socrates support in relation to the nature and number of the outputs envisaged.

Working in a discipline that had previously not had a Thematic Network, in its first phase *HERODOT* made significant progress in establishing a working framework for effective European interaction. There is now great potential to successfully support the implementation of changing higher education policies at institutional, national and European level and to have a major influence internationally. The proposal seeks three years of funding in order to meet its ambitious objectives. Experience as a member of other major networks (TNTEE, RIAC, EEGECS) has demonstrated that periods of three years are required to establish and undertake relevant activities, to benefit from the coherence of the outcomes and in this case to set up the proposed thematic association.

### 6.5 Describe any plans or intentions for establishing links with other projects and / or networks.

*HERODOT* is extremely well connected. This was one of the most significant outcomes of the first phase of the project.

It has made positive links with many relevant projects in Erasmus and other Actions, including Comenius, Leonardo and Grundtvig. Membership of the network includes project coordinators and project partners from a variety of

Minerva, Comenius, Leonardo, Tempus, 1ST and Framework 6 Actions. Links have already been made with coordinators of the other thematic networks and close connections have been forged with them. Major professional associations (for example EUROGEO, European SchoolNet, RGS, IBG, AAG and GA) have already been involved in the network; they have already expressed an interest in participating in future network activities. Trans-continental developments (Erasmus Mundus, EU-US and EU-Australia) are being prepared. HERODOT remains very active in both the Archipelagos.

6.6 Indicate how, the project network will be extended during and beyond the period of support.

The *HERODOT* Thematic Network is open to higher education institutions through Europe and beyond and to professional associations, organisations and other networks with which links and contacts will be beneficial to members. Publicity and promotion campaigns have been undertaken resulting in the major expansion of the original network by approximately 30 members a year. Now the network needs to become even larger if it is to successfully establish a European association. So a major publicity campaign, especially in under-represented countries or those with large numbers of higher education institutions is planned. Local and regional contacts inside the network will be used. A major expansion is also anticipated from institutions beyond Europe. This will in turn open up wider participation in schemes like Erasmus Mundus. New promotional materials will be developed and products distributed.

6.7 Strategy for sustainability

The network partnership has evolved through different European actions and activities. The core membership remains very strong and many members work successfully together in different collaborative activities. The *HERODOT* network has now built a strong reputation as a very active group of higher education institutions, with relevant actions and high quality products. *HERODOT* has thus become a credible academic European organisation that Geographers want to be associated with and to participate in. The next network phase needs to actively build the member base and to seek to offer certain core services that institutions require and will be prepared in the future to pay for or contribute towards.

## **7. Contribution to transversal policies (maximum 1 page)**

"Mankind are so much the same, in all times and places, that history [includes Geography] informs us of nothing new or strange in particular. Its chief use is only to discover the constant and universal principles of human nature, by showing men all varieties of circumstances and situations, and furnishing us with materials from which we may form our observations and become acquainted with the regular springs of human action and behavior." *Hume (1711-1776 AD), Essay Concerning Human Understanding, Section 8 (Of Liberty and Necessity)*

Geographical studies provide **unique links to** nearly **all** transversal policies. In fact research about equal opportunities, gender issues, minorities and socio-economic change are common in higher education Geography courses. Undertaking a definition and cataloguing of a European Dimension in Geography through the work of TP1 will allow learners and teachers in higher education to identify centres of expertise in these very diverse specialities and to track rare themes and approaches.

### **7.1 promote equal opportunities between women and men;**

*HERODOTII* enhances equal opportunities between men and women in the field of Geography specifically by providing access to professional development opportunities for those in higher education. As a result the impact it is likely to have will enhance the promotion and development opportunities of all Geography academic staff.

### **7.2 promote equal opportunities for disabled persons;**

Geography has always sought to provide opportunities for disabled persons through widening access and quality provision. By developing on-line resources, disabled access will be enhanced.

### **7.3 contribute to the fight against racism and xenophobia;**

Improving knowledge of Geography helps us to be better citizens. Students can more clearly understand the relationships between geography and national or international policies. They can use geographical knowledge to make informed decisions. Better geographic knowledge can help us ask important questions about issues and policies that lead to changes.

### **7.4 promote social and economic cohesion;**

Improving the ways that Geography is taught will promote social and economic cohesion by:

- developing an understanding of the institutions and systems that influence our lives
- providing opportunities to study and reflect upon topical social, environmental, economic and political issues and diverse religious and ethnic identities in Europe and in the wider world
- developing an understanding of the world as a global community and the issues and challenges of global interdependence and responsibility

By seeking to establish a European Dimension in geographical education, students will be empowered to develop their knowledge, skills, understanding and values to allow them to participate in decisions about the way economic and social aspects are individually and collectively established, both locally and globally, in order to improve the quality of life now without damaging the planet for the future.

### **7.5 promote ICT in education;**

Geographical studies can provide the context for many aspects of ICT. This includes work on most aspects of information research, data handling, communicating, presentation and modelling. In Geography, there are specific references to the use of ICT in GIS and Remote Sensing, Meteorology and Earth Sciences. Other opportunities to promote ICT in geography involve both generic uses and a range of uses that have special value to work in geography. Four areas of special note are the use of satellite imagery, Geographic Information Systems (GIS) software for mapping, data logging and use of the Global Positioning System (GPS) technology. The global nature of ICT also means that students should be encouraged to communicate directly with others to help them develop both their understanding of geography as well as their appreciation of issues relating to Citizenship.

### **7.6 promote language learning and teaching**

Geography offers unique opportunities for students to experience and understand different countries and cultures. Thus,

as HERODOT seeks to encourage collaboration between institutions, students and staff will become more mobile and put their Geographical expertise into practise.

#### 8. Other aspects (maximum 1 page)

HERODOT is already a highly respected, internationally connected network of Geography (and related subject) in higher education. It has over-achieved in its first phase, especially concerning completing a TUNING survey in 16 countries, its three publications and the connectivity it has established with other organisations in the field. Through its actions, HERODOT has become respected in the international Geography community. This has resulted in many more questions that now need to be answered. The network recognises that the academics involved in Bologna need considerable guidance and support in their implementation of curriculum changes and much expertise exists within HERODOT enabling the creation of high quality courses and curriculum. This application seeks to ensure that implementation of Bologna is supported at subject and department level.

HERODOT has already undertaken TUNING surveys in line 1 and 2 and has also been involved in identifying some good practice (line 4). This application demonstrates the intent to further develop the goals of the TUNING survey by promoting good practise in learning and teaching approaches (line 4) and in quality enhancement (line 5), while focusing on the role of geographers and significance of Geography. Work will be done to applying the outcomes of the recently published Final Report 2 of the TUNING Project (Gonzales and Wagenaar, 2005).

HERODOT II contributes to cross-sectoral educational activities by working with teacher training and school networks, students and student association for Geography, research networks and other international bodies. HERODOT II has made links with relevant projects in Socrates, under the Framework programme and other relevant Actions, including Comenius networks and even other Thematic Networks. Three thematic networks, HERODOT, ERIC and EGECS for example have already undertaken some joint activities in areas of overlap. HERODOT has successfully worked with the the Comenius network RIAC (Regional Identity school network) to prepare future collaboration and with EGEA (Geography Student Association) where joint actions are planned. HERODOT members have also been prominent in their participation in the different Archipelago developments and activities and to develop their own initiative on inter-disciplinary studies.

Some initial work has already been done under phase one concerning rare fields in Geography. Our research shows that Geography and Europe is very rarely effectively dealt with in higher education courses. The European dimension (citizenship, culture, society, and civilisation) for example does not often appear in Geography curriculum at higher education, despite the potential to make a significant impact on students. This is further demonstrated by the fact that there is only one Jean Monnet Chair in Geography, who is shortly due to retire. His participation in the network has been crucial in providing insights to European aspects, which we need to be considering. As Geography has so much to contribute to the future of Europe and its citizens. So, further research and work in this area needs to be undertaken.

HERODOT has been the first disciplinary Thematic Network in Geography since the launch of Thematic Network Projects (TNPs) in 1996 by the ERASMUS chapter on Higher Education, Action ID, of SOCRATES (the Communities action programme for co-operation in the field of education for the period 1995-1999). The Call statement under which HERODOT was initiated requested that **specific attention should be given to Geography and Educational Sciences**. This network combines both of these elements. This application further develops this priority.