

# RULES OF BUDGET ALLOCATION FOR ACCREDITED APPLICANTS

## UNDER ERASMUS+ KEY ACTION 1

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

National Agency	LV01, Latvia, VALSTS IZGLĪTĪBAS ATTĪSTĪBAS AĢENTURA
Field	Adult education
Call year	Call 2025

### 1. AVAILABLE BUDGET

Total budget available for allocation:	1 124 294,00 EUR
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Out of the available budget, at least the following amounts will be allocated for the specified purposes:

Basic grants and financial performance	690 000,00 EUR
Qualitative performance and policy priorities	301 865,00 EUR
Inclusion support for participants and exceptional costs	20 000,00 EUR

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

### 2. BUDGET ALLOCATION

#### 2.1. General provisions

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

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

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

## 2.2. Maximum grant

All applicants can receive a maximum grant of 100 000 EUR.

Applicants that have completed their last accredited project with an absorption rate below 90% will receive at most the amount of grant that they were able to absorb.

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

Maximum grant for applicants under observation may be limited by the specific decision on establishment of observation measures.

## 2.3. First phase: basic grants and financial performance

All applicants will receive at least the following basic grant: 30 000,00 EUR

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

Applicants that have used less than 95 % of the awarded funds in their last completed accredited project will have their basic grant reduced by 20%.

Applicants that have scored less than 35 points in their last Erasmus quality standards report or Erasmus Plan progress report will have their basic grant reduced by 10%. This penalty will be applied only once per report.

[Applicants penalised due to low budget absorption and/or low report score may receive a basic grant lower than the one defined at the beginning of this section.

## 2.4. Second phase: qualitative performance and policy priorities

Budget assigned to this phase will be divided among the applicants in proportion to their score and the estimated budget required to implement their requested activities.

The score of each applicant is calculated in two steps:

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

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

- b) A bonus to the base score will be applied according to the following criteria:
- Involvement of participants with fewer opportunities: percentage of participants with fewer opportunities out of total number of mobility participants.
  - Implementing teaching or training assignments: 1 point per 2 days
  - Implementing mobility of adult learners: + 1 point per each 10 days of total duration.
  - **Bonus points** for involvement of participants with fewer opportunities will be calculated as follows:

% of criteria	1 – 10	11 – 20	21 – 30	31 – 40	41 – 50	51 – 60	61 – 70	71 – 80	81 – 90	91 – 100
Points (fewer opportunities)	2	4	6	8	10	12	14	16	18	20

