



Koulutus ja kulttuuri

Leonardo da Vinci

European Union  
Programme on  
Vocational Training  
2000 – 2006

LEONARDO

DA VINCI

The Leonardo da Vinci  
Programme in a Nutshell

in English

The Leonardo da Vinci programme aims at improving the quality of vocational training systems and practices in Europe. The programme supports projects that develop initial and continuing vocational training in European co-operation. The second phase of the Leonardo da Vinci programme runs from 2000 to 2006. The total EU budget for the programme is 1,15 billion Euros over seven years.

## Objectives

### 1) *Initial vocational training:*

to improve initial vocational training and its quality at all levels, for instance, by developing working life contacts or apprenticeship training in order to promote employability.

### 2) *Continuing vocational training:*

to improve the quality of and access to continuing vocational training with the aim of increasing adaptability to technological and organisational changes.

### 3) *Competitiveness, entrepreneurship, training institution-enterprise co-operation:*

to strengthen the role of vocational training in developing competitiveness and entrepreneurship in order to create new employment opportunities. Particular attention will be paid to co-operation between training institutions and enterprises.

In addition to these three objectives, particular attention will be paid to *developing vocational guidance and counselling* and to *promotion of equality* by, for instance, facilitating access to training of those at a disadvantage and by promoting equality between men and women.

## Participating countries

The Leonardo programme is open to the **15 Member States of the EU** and to the EEA countries (*Norway, Iceland and Liechtenstein*) as well as the following applicant countries: *Hungary, Romania, Czech Republic, Poland, Slovakia, Estonia, Latvia, Lithuania, Slovenia, Bulgaria, Cyprus and Malta*. Participation of *Turkey* is being negotiated. *Swiss* organisations can participate in the Leonardo programme with own funding.



## Target groups

The following organisations may participate in the programme:

- all organisations providing initial or continuing vocational training (vocational training institutes, polytechnics, universities, adult education centres etc.)
- enterprises, public and private sector establishments
- social partners and trade organisations (employers' and employees' organisations, including chambers of commerce)
- non-profit making organisations and voluntary organisations

Individuals cannot submit an application.

## Measures

### 1. *Mobility*

#### a) *Placement of students and trainees (PL)*

- placements of people undergoing initial vocational training in vocational training institutions and enterprises abroad (3 weeks - 9 months)
- work placements abroad for students in higher education (3-12 months)
- work placements for young workers and recently qualified persons: in vocational training institutions or enterprises (2-12 months).

#### b) *Exchanges for trainers (EX)*

- between enterprises and vocational training institutions (1-6 weeks)
- between enterprises and vocational training institutions with a view to developing language and cultural competencies (1-6 weeks).

Individuals can participate in placements and exchanges only through an organisation (e.g. vocational training institution or enterprise).

## Structure of the Leonardo Programme

	Number of countries (min.)	Max. duration of project	Duration of placement/exchange	EU support euro/year (max.)	Share of EU support of total budget (max.)
<b>Mobility</b>	2*	2 years		The amount of funding depends on the duration of the placement/exchange (max. 5000 €/beneficiary). Additional funding is available for special groups, small and medium-sized enterprises, for cultural and language preparation, and for administration. For travel expenses approx. 450 €, subsistence 75 €/week (placements), 300 €/week (exchanges), for insurance according to actual costs as for the cultural and linguistic preparation (max. 500 €/beneficiary. For administration max. 200 €/beneficiary.	
<i>Placements for people undergoing initial vocational training</i>			3 weeks – 9 months		
<i>Placements for university students</i>			3 – 12 months		
<i>Placements for young workers and recent graduates</i>			2 - 12 months		
<i>Exchanges for human resources managers, vocational training programme planners and managers, trainers and occupational guidance specialists</i>			1 – 6 weeks		
<i>Exchanges for trainers and mentors in the area of language competences</i>			1 – 6 weeks		
<b>Pilot project</b>	3*	3 years		200 000 €	75 %
<b>Thematic actions</b>	3*	3 years		300 000 €	75 %
<b>Language projects</b>	2*	3 years		200 000 €	75 %
<b>Networks</b>	3*	3 years		150 000 €	50 %
<b>Reference material</b>	3*	3 years		200 000 € (in special cases 300 000 €)	50-100 %
<b>Joint actions</b>	Terms of funding set separately				

\* at least one of these must be an EU member state      1 € = 5,94573 FIM

### 2. Pilot projects (PP)

Pilot projects may, for instance, develop new training material, modules or methods, evaluate training needs or disseminate results of previous projects. The use of information and communication technologies in the projects is promoted. Arrangement or provision of training is not supported through pilot projects.

#### *Thematic actions (TH)*

Thematic actions refer to projects on themes of particular interest to the EU at large. Themes will be given separately for each application round. Thematic actions are similar to pilot projects but their selection procedure is different and the EU support for the actions may be higher than that of the pilot projects.

### 3. Language projects (LA)

The goal of language projects is to promote language and cultural competences. They are pilot projects that develop, test, strengthen, evaluate and disseminate language teaching methods and material tailored to the specific needs of different occupational sectors. New training material, methods and self-tuition can also be developed through these projects. (See also exchanges of trainers.)

### 4. Networks (NT)

The goal of network projects is to bring together different regional and sectoral players in the field of vocational training in order to assemble, exchange and disseminate information, experiences and good practices as widely as possible both at national and EU level. The networks can, for instance, produce summaries of results and experiences of EU programmes on a specific sector, anticipate future developments and identify socio-economic trends. Already established networks may apply for support but they should bring added value through their project.

### 5. Reference material (RF)

Reference material means high-quality scientific surveys, studies and analyses, the goal of which is to advance acquisition of such comparable data on vocational training systems, arrangements and competences of the Member States that is not available through other organisations such as *Eurostat* or *Cedefop*.

### 6. Joint actions

Joint actions refer to projects funded through several EU programmes at the same time (particularly *Socrates* and *Youth programmes*). Separate decisions will be made about the themes and calls for proposals for joint actions.

## Calls for proposals

A call for proposals and selection is arranged every year. Criteria and priorities are determined for several years at a time: 2000-2002, 2003-2004, and 2005-2006. The deadline for sending in proposals is in the middle of January. Themes and subjects are not restricted, but they should answer to the objectives and priorities of the programme and of the call.

### Mobility

Each participating country will be allocated a global mobility grant to be distributed to the projects. The selection procedure is one-phased and the selection will be made nationally.

### Pilot projects (PP), thematic actions (TH), language projects (LA), networks (NT) and reference materials (RF)

The selection procedure consists of two phases: pre-proposal and full proposal. Selection of pre-proposals is made by the National Agency (PP, LA, NT) or the Commission (TH, RF). This will take approx. two months. Successful candidates shall then complete a full proposal, which will be evaluated both nationally and by the European Commission.

## Administration

The European Commission is responsible for the implementation of the programme. In Finland the Ministry of Education is responsible for the programme. *The Finnish Leonardo Centre* operating under the *National Board of Education* is responsible for information and guidance on the programme, and *the Centre for International Mobility CIMO* is responsible for information and guidance relating to the mobility measure.

The Finnish Leonardo Centre as well as CIMO support the development of vocational training in Finland by encouraging training organisations, enterprises and working life organisations to take part in transnational cooperation. The activities include organising calls for proposals, supporting on-going projects as well as the dissemination of results.

## Further information

Further information on the Leonardo programme (e.g. application forms and guidelines) is available from the Leonardo National Agencies as well as on the websites. There is also material available on ongoing Leonardo projects that can be used as background material for planning new projects.



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### Pilot and language projects, networks, reference material and joint actions

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