

HOW TO WRITE A SUCCESSFUL JEAN MONNET MODULE PROJECT APPLICATION

This practical workshop is designed for universities and Higher Education Institutions (HEIs) that want to understand how to participate in and prepare a Jean Monnet Module application. The session combines a concise introduction to the action with a step-by-step application workshop and practical navigation of the European Commission's electronic systems.

Participants will learn how to register their institution, when necessary, locate the relevant call, understand the structure of a Jean Monnet Module proposal, and approach each application section strategically. Particular attention will be given to objectives, relevance, methodology, work plan, team, impact, dissemination, budget preparation and the supporting information or annexes required for submission.

CWC is a Brussels-based consultancy specialized in European funding.

Price: 95 euros (VAT excluded)

PROGRAM

October 20th 2026 9:00 am- 12:30 pm CET TIME

- 1. Jean Monnet Actions and Jean Monnet Modules: understanding the opportunity**
- 2. Getting ready to apply: Participant Portal and institutional registration**
- 3. Writing the Jean Monnet Module application: section-by-section:**
 - **RELEVANCE**, including a) background and general objectives, b) needs analysis and specific objectives, c) complementarity with other actions and innovation and d) European added value.
 - **PROJECT DESIGN AND IMPLEMENTATION**, including a) concept and methodology, b) project management, c) quality assurance, monitoring and evaluation strategy, d) project teams, staff and experts, e) cost effectiveness and financial management and f) risk management.
 - **PARTNERSHIP AND COOPERATION ARRANGEMENTS** including a) consortium set-up and b) consortium management and decision-making.
 - **IMPACT** including a) impact and ambition, b) communication, dissemination and visibility and c) sustainability and continuation.
 - **WORK PLAN, WORK PACKAGES, ACTIVITIES, RESOURCES AND TIMING**, including a) work plan and b) work packages, activities, resources and timing
 - **OTHERS** including **BUDGET** development.