

Welcome to Nordplus Café

Introduction to preparatory activities 2025
26 August 2025



About Nordplus

Nordplus is a mobility and network programme for education in the Nordic and Baltic countries, including the autonomous regions of Åland, the Faroe Islands and Greenland. Nordplus is the largest educational programme within the Nordic Council of Ministers and is funded by the Nordic and Baltic countries .

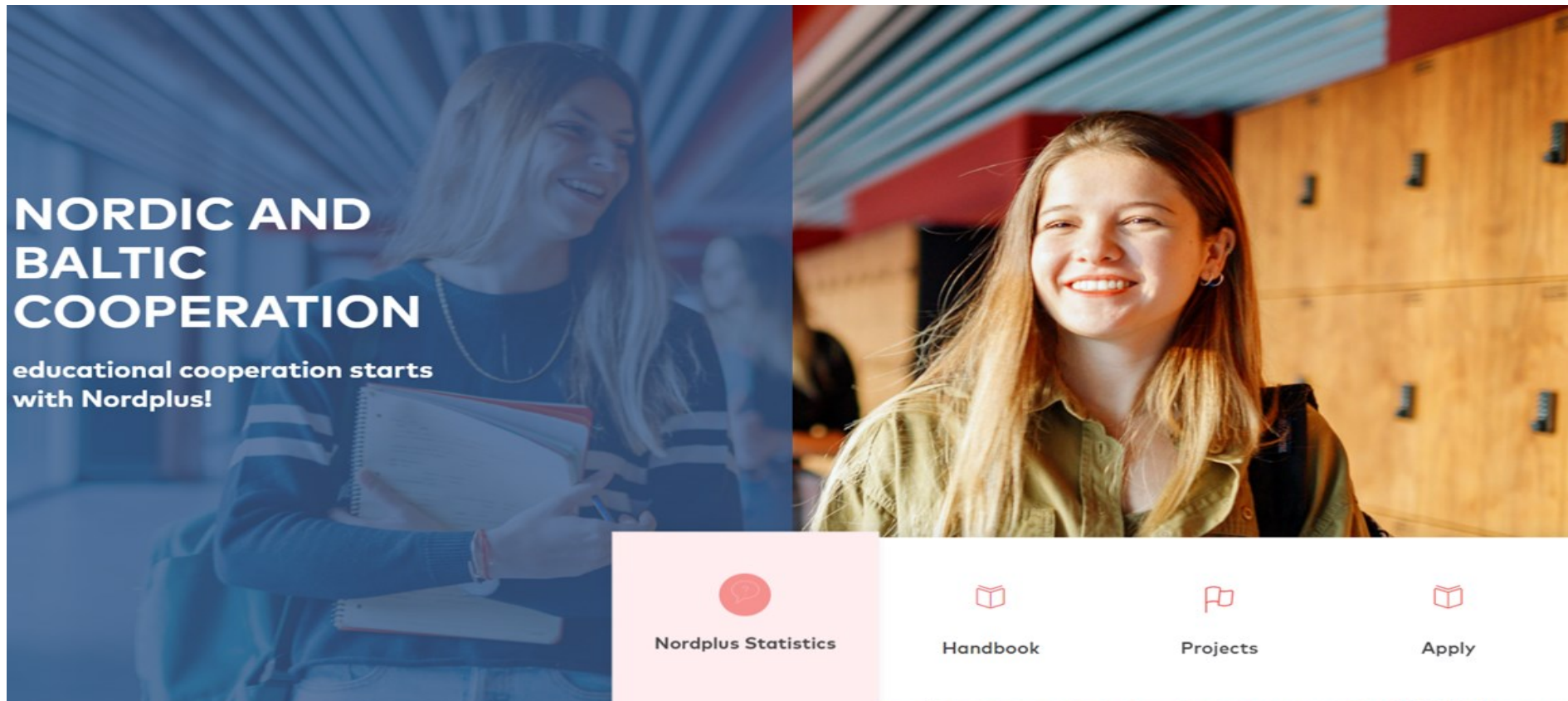
Target Groups

Nordplus is aimed at all educational sectors and organisations and institutions involved in learning and education. Only institutions or organisations can apply in Nordplus - you cannot apply as an individual.





- Nordplus has existed since 1988 and started a new programme period in 2023
- Annual available funds 9.5 to 10 million EUR
- The handbook 2025 is available on www.nordplusonline.org



Nordplus consists of the following sub-programmes:

- **Nordplus Junior** is aimed at preschools, primary and secondary schools, both theoretical and vocational programmes, as well as vocational schools/apprenticeships
- **Nordplus Higher Education** is a mobility and network programme in the higher education sector, on bachelor and master levels, for the Nordic and Baltic countries
- **Nordplus Adult** is aimed at all kinds of organisations involved in formal, non-formal and informal adult education and learning
- **Nordplus Horizontal** is a cross-sectoral programme involving activities such as workshops, conferences, studies and innovative courses
- **Nordplus Nordic Languages** supports activities aimed at strengthening the Nordic neighbouring languages and promoting knowledge about Nordic cultures, languages and ways of life.



Preparatory visits

The aim of preparatory visits is to support the preparation and planning of projects and applications.

- Preparatory visits are an activity in Nordplus Junior, Adult and Nordic Languages
- Grants for travel and subsistence
- Maximum five days (including travel time) with the participation of up to two representatives from each organisation.
- One organisation is the host and does not qualify for grants for travel and subsistence



Study visits

- Activity since 2023 for **Nordplus Junior**
- 2-5 participants (pedagogical staff not pupils), 1-3 days excluding travelling days.
- Schools or local Education Departments may plan for a visit to other educational institutions, research centers, governmental institutions, school legal bodies, companies etc.
- The study visit must contribute to new knowledge, experiences, and perspectives relevant to the professions within the school sector and must clearly meet an identified development need at the organisation.
- Grants for travel and subsistence.



An application for a preparatory visit must describe the following elements:

- The background and motivation for the future project
- A detailed programme of the planned visit
- Each organisation's contribution and expertise in relation to the future project



An application for a study visit must comply with the following elements:

- Schools or local Education Departments may plan for a visit to other educational institutions, research centers, governmental institutions, school legal bodies, companies etc.
- The study visit must contribute to new knowledge, experiences, and perspectives relevant to the professions within the school sector and must clearly meet an identified development need at the organisation.



Travel grants – fixed amounts

Grants are based upon fixed unit costs for travel and subsistence

Travel	
To and from Greenland	1.300 €
To and from the Faroe Islands and Iceland	660 €
Between Denmark, Estonia, Finland, Latvia, Lithuania, Norway, Sweden and Åland	330 €
Domestic, more than 500 km (both ways)	175 €



Grants for subsistence and inclusion

Subsistence:

Per participant: 100€ per day (up to 5 days, including travel days)

People with inclusion needs: 100% of all costs for additional help, e.g. interpreter, accompanying person (travel/subsistence)




How do you apply?

- Applications must be submitted electronically through our system Espresso
- The application form is available in Espresso
- You find Espresso here: www.nordpluonline.org – under “Apply”
- Direct link to Espresso: <https://espresso.hkdir.no/login?1>
- You must register as a user in Espresso to access the system and application form – press “register new user”
- The application form is available in Scandinavian and English
- You can write your application in Danish, Swedish, Norwegian or English





The application form



Norwegian Directorate
for Higher Education
and Skills

Espresso
Application and Reporting

Test server


mbsr@ufm.dk

Help

Logout

Home > Calls for proposals > Document editor

Nordplus Adult - Preparatory visit 2025
NPAD-2025-PV/10001 - testsøknad1-PV

1. Start

2. Institutions

3. Project description

4. Mobility

5. Budget

6. Preview/Check list

7. Submit

Basic information

..... 1.1. Project information

Give your application a title

Title of project *

testsøknad1-PV

Project number

NPAD-2025-PV/10001



The application form – entering “mobility”

The screenshot shows the 'Espresso Application and Reporting' web interface. The header includes the Norwegian Directorate for Higher Education and Skills logo, the 'Espresso' title, a 'Test server espressotest' link, and user information 'mbsr@ufm.dk' with 'Help' and 'Logout' buttons. A breadcrumb trail reads 'Home > Calls for proposals > Document editor'. A progress bar at the top has seven steps: 1.Start, 2.Institutions, 3.Project description, 4.Mobility (active), 5.Budget, 6.Preview/Check list, and 7.Submit. Below the progress bar is a section titled 'Preparatory visits'. Under this, a sub-section '4.1. Registration of mobility - Preparatory visit' contains instructions: 'Register the number of travellers, the country they are travelling from and to, and the duration of the stay, including travel days. The mobility can be registered in several turns.' It also includes a note: 'NB! Please note that you can only apply for one preparatory meeting of max. 5 days duration, including travel days, with participation of max. 2 representatives from each of the organisations involved. If you apply for more than 2 representatives per organisation, this must be duly justified. One of the participating organisations must host the meeting, and the hosting organisation is not eligible for grants since the grants are for travel and subsistence for the travelling organisations.' A yellow callout box with a blue arrow pointing to the 'Add mobility' button contains the text: 'Press “Add mobility” to enter your travelling participants and calculate your grant'. Below the text is a blue button labeled 'Add mobility'. At the bottom is a table header with columns: Type, From Country, To Country, Number of travellers, Duration, Total grant, and Action(s).

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Home > Calls for proposals > Document editor

1.Start 2.Institutions 3.Project description 4.Mobility 5.Budget 6.Preview/Check list 7.Submit

Preparatory visits

4.1. Registration of mobility - Preparatory visit

Register the number of travellers, the country they are travelling from and to, and the duration of the stay, including travel days. The mobility can be registered in several turns.

NB! Please note that you can only apply for one preparatory meeting of max. 5 days duration, including travel days, with participation of max. 2 representatives from each of the organisations involved. If you apply for more than 2 representatives per organisation, this must be duly justified.

One of the participating organisations must host the meeting, and the hosting organisation is not eligible for grants since the grants are for travel and subsistence for the travelling organisations.

Choose “Add mobility” to register the mobility.


Press “Add mobility” to enter your travelling participants and calculate your grant

Add mobility

Type	From Country	To Country	Number of travellers	Duration	Total grant	Action(s)
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The application form – “add mobility”






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Home > Calls for proposals > Document editor > Mobility

Mobility Preparatory visits

Choose home and destination country, the total sum of travellers and the length of the stay **per traveller**.

Type *

From Country *

To Country *

Number of travellers *

If the length of the stay for the travelers varies, you must do the registration in several turns.
If you apply for domestic travels, you must enter "0" in duration for each traveller

Duration Days


Ev. Comments

Save

Cancel



The application form – “add mobility”






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Mobility Preparatory visits

Choose home and destination country, the total sum of travellers and the length of the stay **per traveller**.

Type *

From Country *

To Country *

Number of travellers *

If the length of the stay for the travelers varies, you must do the registration in several turns.


If you apply for domestic travels, you must enter "0" in duration for each traveller

Duration Days

Ev. Comments





Application form – budget calculation

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Home > Calls for proposals > Document editor

1.Start2.Institutions3.Project description**4.Mobility**5.Budget6.Preview/Check list7.Submit

Preparatory visits

4.1. Registration of mobility - Preparatory visit

Register the number of travellers, the country they are travelling from and to, and the duration of the stay, including travel days. The mobility can be registered in several turns.

NBI Please note that you can only apply for one preparatory meeting of max. 5 days duration, including travel days, with participation of max. 2 representatives from each of the organisations involved. If you apply for more than 2 representatives per organisation, this must be duly justified.










One of the participating organisations must host the meeting, and the hosting organisation is not eligible for grants since the grants are for travel and subsistence for the travelling organisations.

Choose "Add mobility" to register the mobility.

Add mobility

Type	From Country	To Country	Number of travellers	Duration	Total grant	Action(s)
Preparatory visits	Sweden	Lithuania	2	0m, 0w, 5d	1 660	EditDelete
Total			2		1 660	

Ev. comments to the mobility

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When do you receive an answer?

Important dates:

1. 1 October 2025, 23:59 CET – deadline for submission of applications for preparatory visits and study visits
2. First week of November: You receive an answer on your application from the Nordplus administration
3. It is possible to travel as soon as you have received a positive answer
4. 2 February 2026, 23:59 CET – deadline for submission of applications for all five Nordplus sub-programmes and all activities.



Tips and tricks for the application

1. The evaluator must be able to understand the basic idea and motivation. Be as concrete as possible about the need for cooperation and/or the future project.
2. The evaluator must be able to see that the application fits with the objectives and target groups of the specific Nordplus sub-programme. Read about the target groups and possible activities in the Nordplus Handbook 2025.
3. It is best if all future partners participate in the preparatory visit – i.e. that the application presents a full partnership.
4. The programme/agenda for the visit must correspond with the applied days.
5. Think about the venue of the visit – be cost efficient.



More help!

Contact your local Nordplus office:

<https://www.nordplusonline.org/about/contact/>



Thank you!

nordplusonline.org

