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Graz, 2 October 2024

**To the National Nominating Authorities of the member states of the
European Centre for Modern Languages (ECML)**

Nomination of participants to the think tank “Fostering motivation in language education: what role for decision-makers and educators?” organised within the ECML’s 2024-2027 medium-term programme and within the framework of the ECML- European Commission joint action *Innovative methodologies and assessment in language learning*.

Dear colleagues,

Please find enclosed an invitation to nominate participants for an activity within the ECML’s 2024-2027 programme and the ECML-EC joint action for 2024.

General information concerning participation in ECML activities is given below. Details on the conditions for the specific activity for which you are hereby invited to nominate participants are appended to this letter.

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The number of participants at ECML activities is limited to 48. These places will be distributed as follows:

- i. one participant from each of the 36 states party to the Enlarged Partial Agreement (Albania, Andorra, Armenia, Austria, Belgium, Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, Czechia, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Montenegro, the Netherlands, North Macedonia, Norway, Poland, Romania, Serbia, Slovak Republic, Slovenia, Spain, Sweden, Switzerland); and, in addition, Ukraine – following the decision of the ECML Governing Board (15 June 2022).
- ii. one participant from each of the 2 states party to the European Union which are not member states of the ECML: Italy, Portugal
- iii. one participant from each of the institutions/associations belonging to the ECML’s Professional Network Forum, where the theme of the event relates specifically to its domain of activity (the American Council on the Teaching of Foreign Languages (ACTFL), the International Association of Applied Linguists (AILA), the Association of Language Testers in Europe (ALTE), the European Confederation of Language Centres in Higher Education (CercleS), the European Association for Language Testing and Assessment (EALTA), the Evaluation and Accreditation of Quality in Language Services (EAQUALS), the European Civil Society platform for multilingualism (ECSPM), the European Federation of National Institutions for Language (EFNIL), Conseil européen pour les langues / European Language Council (CEL/ELC), the European Parents Association (EPA), the European Union National Institutes for Culture (EUNIC), the World Federation of Modern Language Associations (FIPLV), the International Association of Multilingualism (IAM), the International Certificate Conference e.V. (ICC), Official Languages and Bilingualism Institute, University of Ottawa (OLBI));

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Für Sprachenbildung auf höchstem Niveau

- iv. the places not distributed on the basis of paragraphs i., ii. and iii above may be opened to states party to the European Cultural Convention on a "first come, first served" basis.

Participants mentioned in Paragraphs i. and ii only will have their travel expenses paid by the ECML and will receive a lump sum allowance of € 130 (one hundred and thirty Euros) per activity day towards accommodation, subsistence expenses and local transport.

Participants (Paragraphs i. and ii) travelling by air should arrange their journeys by the most economical route, using if possible, tickets at reduced rate (excursion, PEX, low cost airline tickets etc.) Travel expenses will only be reimbursed upon presentation of documentary evidence of the sum actually paid (invoice, copy of a credit card slip etc.). This evidence of the expenditure should be attached to the claim form for reimbursement together with the relevant travel tickets (plane, train, etc).

Participants needing a visa for Austria should obtain it before their departure. The Council of Europe will reimburse visa costs of participants from Paragraphs i. and ii.

Please inform the ECML of your nominee by completing the enclosed form and sending it electronically, by the deadline indicated, to the following address:

e-mail: nomination@ecml.at

Detailed practical information concerning the activity (programme, working documents, etc) will be sent directly to participants.

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You are reminded that all ECML participants are expected to be willing and able to take an active role before, during and after the activity they attend, and to disseminate the information and results obtained in their countries.

With greetings from Graz.

Yours sincerely,



Sarah BRESLIN
Executive Director

European Centre for Modern Languages