Application

Programme	Erasmus+
Action Type	KA220-ADU - Cooperation partnerships in adult education
Call	2023
Round	Round 1

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Context

Field	Adult Education
Project Title	

Project Start Date (dd/mm/yyyy)	Project total Duration	Project End Date (dd/mm/yyyy)	National Agency of the Applicant Organisation	Language used to fill in the form
01/09/2023				

Project lump sum	

For further details about the available Erasmus+ National Agencies, please consult the following page: List of National Agencies.

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Project Summary

Please provide a short summary of your project. Please be aware that this section (or parts of it) may be used by the European Commission, Executive Agency or National Agencies in their publications. It will also feed the Erasmus+ Project Results Platform.

Be concise and clear and mention at least the following elements: context/background of project; objectives of your project; number and profile of participants; description of activities; methodology to be used in carrying out the project; a short description of the results and impact envisaged and finally the potential longer-term benefits. The summary will be publicly available in case your project is awarded.

In view of further publication on the Erasmus+ Project Results Platform, please also be aware that a comprehensive public summary of project results will be requested at report stage(s). Final payment provisions in the contract will be linked to the availability of such summary.

Objectives: What do you want to achieve by implementing the project?

Implementation: What activities are you going to implement?

Results: What project results and other outcomes do you expect your project to have?

Please provide a translation in English. This summary will be publicly available in case your project is awarded.

Objectives: What do you want to achieve by implementing the project?

Implementation: What activities are you going to implement?

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Applicant organisation

OID	Legal name	Country	Region	City	Website

Partner organisations

OID	Legal name	Country	Region	City	Website

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Workpackages summary table

Please note that it is recommended to split your projects in a maximum of 5 work packages, including the one on project management.

In this section, please do not add the work package project management already included in the previous section.

Work package id	Title	Number of activities	Grant (EUR)
1	Project Management		
2		1	0,00
Total			**0,00**

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Project budget summary

This section provides a summary of the estimated project budget. The table is automatically completed taking into account the described work packages and their estimated cost.

Budget Items	Allocated amount (EUR)
Work package n°1 'Project Management'	
Work package n°2 -	0,00
Total	**0,00**

Distribution of the grant amount among participating organisations

WP	Coordinator (EUR)	Total (EUR)
Work package n°1 'Project Management'		0,00
Work package n°2 -		0,00
Total	**0,00**	**0,00**
Project lump sum (EUR)		

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Participating Organisations

To complete this section, you will need your organisation's identification number (OID). Since 2019, the Organisation ID has replaced the Participant Identification Code (PIC) as unique identifier for actions managed by the Erasmus+ National Agencies.

If your organisation has previously participated in Erasmus+ with a PIC number, an OID has been assigned to it automatically. In that case, you must not register your organisation again. Follow this link to find the OID that has been assigned to your PIC: Organisation Registration System

You can also visit the same page to register a new organisation that never had a PIC or an OID, or to update existing information about your organisation.

Undefined applicant organisation

Organisation ID	Legal name	Country

Applicant details

Legal name	
Country	
Region	
City	
Website	

Background and experience

Please briefly present the organisation (e.g. its type, scope of work, areas of activity and if applicable, approximate number of paid/unpaid staff, learners).

What are the activities and experience of the organisation in the areas relevant for this project? What are the skills and/or expertise of key persons involved in this project?

	As Applicant		As Partner or Consortium Member	
Action Type	Number of project applications	Number of granted projects	Number of project applications	Number of granted projects

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Partner Organisations

Organisation ID	Legal name	Country

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Relevance of the project

Priorities and Topics

All project proposals under the Erasmus+ Programme should contribute to one or more of the programme's policy priorities.

Please select the most relevant priority according to the objectives of your project.

If relevant, please select up to two additional priorities according to the objectives of your project.

How does the project address the selected priorities ?

Please select up to three topics addressed by your project

Project description

Please describe the motivation for your project and explain why it should be funded.

What are the objectives you would like to achieve and concrete results you would like to produce? How are these objectives linked to the priorities you have selected ?

What makes your proposal innovative?

How is this project complementary to other initiatives already carried out by the participating organisations?

How is your proposal suitable for creating synergies between different fields of education, training, youth and sport or how does it have a strong potential impact on one or more of those fields?

How does the proposal bring added value at European level through results that would not be attained by activities carried out in a single country?

Needs analysis

What needs do you want to address by implementing your project?

What are the target groups of the project?

How did you identify the needs of your partnership and those of your target groups?

How will this project address these needs?

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Partnership and cooperation arrangements

Partnership composition

Organisation ID	Legal name	Country	City	Organisation type	Newcomer

Cooperation arrangements

How did you form your partnership? How does the mix of participating organisations complement each other and what will be the added value of their collaboration in the framework of the project? If applicable, please list and describe the associated partners involved in the project.

What is the task allocation and how does it reflect the commitment and active contribution of all participating organisations (including the associated partners, if applicable) ?

Describe the mechanism for coordination and communication between the participating organisations (including the associated partners, if applicable)

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Impact

How are you going to assess if the project objectives have been achieved?

Explain how you will ensure the sustainability of the project: How will the participation in this project contribute to the development of the involved organisations in the long-term? Do you plan to continue using the project results or implement some of the activities after the project's end?

Please describe the potential wider impact of your project: Will the impact be equally spread among the involved organisations? What is the potential impact of the project on each participating organisation as a whole? Are there other groups or organisations at local, regional, national or European level that will benefit from your project? Please explain how.

Please describe your plans for sharing and promoting the project results: How do you intend to make the results of your project known within your partnership, in your local communities and in the wider public? Who are the main target groups you intend to share your results with?

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Workpackage activities

In addition, subcontracting of services is allowed as long as it does not cover core activities on which the achievement of the objectives of the action directly depends. In such cases, the amount budgeted for subcontracting must be included in the description of the activities covered by the subcontract.

Work package n°1 Project Management

How will the progress, quality and achievement of project activities be monitored? Please give information about the involved staff, as well as the timing and frequency of the monitoring activities.

How will you ensure proper budget control and time management in your project?

What are your plans for handling risks for project implementation (e.g. delays, budget, conflicts, etc.)?

How will you ensure that the activities are designed in an accessible and inclusive way?

How does the project incorporate the use of digital tools and learning methods to complement the physical activities and to improve cooperation between partner organisations?

How does the project incorporate green practices in different project phases?

How does the project encourage participation and civic engagement in different project phases?

Grant amount allocated to Project management

Work package

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Work package n°2 -

What are the specific objectives of this work package and how do they contribute to the general objectives of the project?

What will be the main results of this work package?

What qualitative and quantitative indicators will you use to measure the level of the achievement of the work package objectives and the quality of the results?

Please describe the tasks and responsibilities of each partner organisation in the work package.

Please explain how you define the amount dedicated to the work package and how the work package is cost-effective ?

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Activities (2 - null)

In the following sections, you are asked to provide details about each activity of the work package.

You are asked to provide information about each planned activity as a whole (e.g. its venue, duration, estimated number of participants etc.), to define the activity's lead organisation, and optionally to list the other participating organisations. The lead organisation is typically the one organising the activity. The other participating organisations are all other project partners who will also take part in the particular activity. The estimated activity start and end dates can be changed during implementation.

Please specify each of the planned project activities in the table below

Activity title	Venue	Estimated start date	Estimated end date	Leading Organisation	Participating Organisations	Amount allocated to activity (EUR)	Expected results
			01/09/2023	Undefined applicant organisation			
						0,00	

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Description of the activities

Describe the content of the proposed activities.

Explain how this activity is going to help reach the WP objectives.

Describe the expected results of the activities.

Expected number and profile of participants.

Please keep in mind that the Erasmus+ Programme is offering co-financing for your project. This means that the EU grant can only cover a part of the project costs, while the rest must be covered by the participating organisations either in form of additional funding, or in form of invested goods, services and work.

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Annexes

The maximum size of a file is 15 MB and the maximum total size is 100 MB.

Declaration on Honour

Please download the Declaration on Honour, print it, have it signed by the legal representative and attach.

File Name	File Size (kB)
Total Size (kB)	0

Other Documents

If needed, please attach any other relevant documents (a maximum of 9 documents). Please use clear file names.
If you have any additional questions, please contact your National Agency. You can find their contact details here: List of National Agencies.

File Name	File Size (kB)
Total Size (kB)	0

Total Size (kB)	**0**

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Checklist

Before submitting your application form to the National Agency, please make sure that:

☐ It fulfills the eligibility criteria listed in the Programme Guide.

☐ All relevant fields in the application form have been completed.

☐ You have chosen the correct National Agency of the country in which your organisation is established. Currently selected NA is:

Protection of Personal Data

Please read our privacy statement to understand how we process and protect your personal data

Please also keep in mind the following:

The documents proving the legal status of the applicant must be uploaded in the Organisation Registration System, here: Organisation Registration System

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Submission History

Version	Submission time (Brussels time)	Submission ID	Submission status

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