

Application

Programme	Erasmus+
Action Type	KA210-VET - Small-scale partnerships in vocational education and training
Call	2022
Round	Round 1

Sample

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Sample

Context

Project Title

Project Start Date (dd/mm/yyyy)	Project total Duration (Months)	Project End Date (dd/mm/yyyy)	National Agency of the Applicant Organisation	Language used to fill in the form
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01/09/2022

For further details about the available Erasmus+ National Agencies, please consult the following page: [We are here to help](#)

Project Lump sum

Sample

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.

Please select up to three topics addressed by your project.

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Project description

Description

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

Please outline the target groups of your project

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

How does the project address the needs and goals of the participating organisations and the identified needs of their target groups?

What will be the benefits of cooperating with transnational partners to achieve the project objectives ?

Sample

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.

Applicant organisation OID	Legal name	Country
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Applicant details

Legal name
Country
Region
City
Website

Profile

Is the organisation a public body?	No
Is the organisation a non-profit?	Yes
Type of Organisation	

Background and experience

Please briefly present your organisation.

What are the organisation's main activities?
What are the organisation's activities in the field of this application?
What profiles and age groups of learners are concerned by the organisation's work?
How many years of experience does the organisation have working in the field of this application?

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

No past participation has been found for Organisation ID:

Newcomer organisation	Yes
Less experienced organisation	Yes
First time applicant	Yes

Partner Organisations

Partner organisation OID	Legal name	Country
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Undefined partner organisation

Partner organisation details

Legal name

Country

Region

City

Website

Profile

Is the organisation a public body?

Is the organisation a non-profit?

Type of Organisation

Background and experience

Please briefly present your organisation.

What are the organisation's main activities?

What are the organisation's activities in the field of this application?

What profiles and age groups of learners are concerned by the organisation's work?

How many years of experience does the organisation have working in the field of this application?

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

No past participation has been found for Organisation ID:

Newcomer organisation

Less experienced organisation

Cooperation arrangements

How was the partnership formed? What are the strengths that each partner will bring to the project?

How will you ensure sound management of the project and good cooperation and communication between partners during project implementation?

Have you used or do you plan to use Erasmus+ platforms for preparation, implementation or follow-up of your project? If yes, please describe how.

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

Sample

Activities

All the activities of a Small-scale Partnership must take place in the countries of the organisations participating in the project. In addition, if duly justified in relation to the objectives or implementation of the project, activities can also take place at the seat of an Institution of the European Union, even if in the project there are no participating organisations from the country that hosts the Institution.

In the following sections, you are asked to provide details about each project activity.

You are asked to provide information about each planned activity as a whole (e.g. its venue, duration, 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 include in the section below all planned activities and indicate the grant amount allocated to each one. Keep in mind that the total amount should be equal to the project lump sum requested.

Activity Title	Activity duration (in days)	Grant amount allocated to the activity (EUR)
	0	0,00

Activity Details

Please complete the following table

Activity Title Venue Estimated start date, Estimated end date, Leading Organisation, Participating Organisations <u>Grant amount allocated to the activity (EUR)</u>	Describe the content of the proposed activity.
	Describe the target group for this activity. Who is going to take part and who is going to benefit from the results?
	Explain how is this activity going to help to reach the project objectives.
	Describe the expected results of the activity.
	Please describe how you determined the grant amount attributed to this activity.
	Grant amount allocated to the activity (EUR)

Budget Summary

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

Activity Title	Grant amount allocated to the activity (EUR)
Total (EUR)	0,00
Project lump sum	

Sample

Impact and Follow-up

How will you know if the project has achieved its objectives? What tools or methods will you use?

How will the participation in this project contribute to the development of the involved organisations in the long-term? Do you have plans to continue using the results of the project or continue to implement some of the activities after the project's end?

Please describe your plans for sharing and use of project results.

- How will you 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 would like to share your results with?
- Are there other groups or organisations that will benefit from your project? Please explain how.

Sample

Project Summary

Please provide a short summary of your project. Please be aware that this section (or part 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.

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 results 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?

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

Sample

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 it here.

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

Mandates

Please download the Mandates, have them signed by the legal representatives and attach them here.
Please ensure that mandates are valid before submitting them to the National Agency. Mandates shall be provided at the latest before the signature of the grant agreement.

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

Other Documents

Please attach any other relevant documents, maximum 9. Please use clear file names.
If you have any additional questions, please contact your National Agency. You can find their contact details [here](#)

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](#)

Sample

Submission History

Version	Submission time	Submitted by	Submission ID	Submission status
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Sample