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Context

This section resumes some general information about your project.

Programme	Erasmus+
Key Action	Partnerships for cooperation and exchanges of practices (Key Action 2)
Action	Small-scale partnerships (KA210)
Action Type	Small-scale partnerships in school education (KA210-SCH) Small-scale partnerships in vocational education and training (KA210-VET) Small-scale partnerships in adult education (KA210-ADU) Small-scale partnerships in youth (KA210-YOU)
Call	2021
Round	1
Report Type	Final
Language used to fill in the form	[LANGUAGES] - [Prefilled from BM]

Project Identification

Grant Agreement Number	[Prefilled from BM]
Project Title	[Prefilled from BM]
Project Acronym	[Prefilled from BM]
Project Start Date (dd-mm-yyyy)	[Prefilled from BM]
Project End Date (dd-mm-yyyy)	[Prefilled from BM]
Project Total Duration (months)	[Prefilled from BM]
Beneficiary Organisation Full Legal Name (Latin characters)	[Prefilled from BM]
Form Hash Code	 0000000000000000

National Agency of the Beneficiary Organisation

Identification	[AGENCIES_APPLICABILITY] – Prefilled from BM
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For further details about the available Erasmus+ National Agencies, please consult the following page:

http://ec.europa.eu/programmes/erasmus-plus/contact_en

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Project Summary

Please summarise the information about your project in form of short answers to the following questions.

Please use full sentences and clear language. The provided summary will be made public by the European Commission and the National Agencies.

Background: Why did you apply for this project? What were the needs you have addressed?

[MANDATORY]

[Max 1250]

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

[MANDATORY]

[Max 1250]

Implementation: What activities did you implement in your project?

[MANDATORY]

[Max 1250]

Results: What were the concrete outputs and other results of your project?

[MANDATORY]

[Max 1250]

[SHOW THE FOLLOWING FOUR QUESTIONS IF LANGUAGE IN REPORT IS NOT ENGLISH]

Please translate your replies **to English**.

English translation: Why did you apply for this project? What were the needs you have addressed?

[MANDATORY]

[Max 1250]

English translation: What did you want to achieve by implementing the project?

[MANDATORY]

[Max 1250]

English translation: What activities did you implement in your project?

[MANDATORY]

[Max 1250]

English translation: What were the concrete outputs and other results of your project ?

[MANDATORY]

[Max 1250]

Project description

In this section you are asked to give information about the objectives and topics addressed by your project;

[MAX 1 CHOICE FOR BELOW QUESTION]

[SHOW 2021 HORIZONTAL PRIORITIES, AND SECTOR SPECIFIC PRIORITIES ACCORDING TO THE SELECTED FIELD]

What was the most relevant horizontal or sectoral priority according to the objectives of your project?

[PRIORITIES] [MANDATORY]

[MAX 2 CHOICES FOR BELOW QUESTION]

[SHOW ALL 2021 PRIORITIES (HORIZONTAL AND SECTOR SPECIFIC REGARDLESS OF FIELD)]

What were the other relevant horizontal or sectoral priorities addressed by your project?

[PRIORITIES] [MANDATORY]

[+][-]

In case the above selected priorities are different from the ones in the application, please explain why.

[OPTIONAL]

[MAX1250]

[MAX. 3 CHOICES FOR BELOW QUESTION]

What were the most relevant topics addressed by your project?

[TOPICS] [MANDATORY]

[+][-]

In case the selected topics are different from the ones in the application, please explain why.

[OPTIONAL]

[MAX1250]

What are the concrete outcomes and achievements of your project, and how do they link back to the project objectives? Were all original objectives of the project met? Please comment on any objectives initially pursued but not achieved and describe any achievements exceeding the initial expectations.

[MANDATORY]

[MAX3000]

In what way was the project innovative and/or complementary to other projects already carried out? Please describe how the needs of the identified target groups were addressed and what were the benefits of cooperating with transnational partners.

[MANDATORY]

[MAX3000]

How was the progress, quality and achievement of the project activities monitored and by whom?

[MANDATORY]

[MAX3000]

How did you evaluate the extent to which the project reached its objectives and planned results? Which activities did you carry out to assess the overall success of your project?

[MANDATORY]

[MAX3000]

If relevant, please describe any difficulties you have encountered in managing the implementation of the project and how you and your partners handled them. How did you handle project risks (e.g. conflict resolution processes, unforeseen events, etc.)?

[OPTIONAL]

[MAX3000]

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Summary of Participating Organisations

[SECTION VISIBLE FOR ALL ACTION TYPES]

[IN THE FIRST PHASE OF IMPLEMENTATION, PARTNERSHIP ENTRY DATE = START DATE OF THE PROJECT AND PARTNERSHIP WITHDRAWAL DATE = END DATE OF THE PROJECT]

[TO BE IMPLEMENTED WHEN THE AMENDMENTS FLOW WILL BE IN PLACE:

- Partnership Entry Date
 - a. For participating organisations received from the Application Forms which do not have a “Date Added” in PMM we will use the “Project Start Date” as the “Partnership Entry Date” in BM
 - b. If a new participating organisation is added in PMM the “Date Added” is available there and we will use it as the “Partnership Entry Date” in BM
 - c. If for any reason the NA wants to change in PMM the “Date Added” they can simply edit it there and send an amendment/project update to BM
- Partnership Withdrawal Date
 - a. For participating organisations received from the Application forms which do not have a “Date Withdrawn” in PMM we will use the “Project End Date” as the “Partnership Withdrawal Date” in BM
 - b. If a participating organisation is withdrawn in PMM the “Date Withdrawn” is available there and we will use it as the “Partnership Withdrawal Date” in BM
 - c. If for any reason the NA wants to change in PMM the “Date Withdrawn” they can simply edit it there and send an amendment/project update to BM
 - d. If a participating organisation is marked as "deleted" in PMM, BM will set the "Partnership Withdrawal Date" to field "Last Modify Date" received from PMM]

Role of the Organisation	OID of the Organisation	Name of the Organisation	Country of the Organisation	Type of Organisation	Accreditation of organisation (if applicable)	Partnership Entry Date	Partnership Withdrawal Date
[Prefilled from BM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from BM]
[Prefilled from BM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from BM]
[Prefilled from BM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from BM]

Total number of participating organisations	[Prefilled from BM]
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Cooperation arrangements

What were the strengths that each partner brought to the project? Please describe how the tasks and responsibilities were distributed among the partner organisations.

[MANDATORY]

[Max 3000]

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

[MANDATORY]

[Max 3000]

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Implementation

Overview of Activities

[PREFILLED FROM THE ACTIVITIES SECTION IN BM]

Activity title	Venue of the activity	Activity start date	Activity end date	Activity duration(days)	Grant amount allocated to the activity (EUR)
[Prefilled from BM] – Activities section	[Prefilled from BM] – Activities section	[Prefilled from BM] – Activities section	[Prefilled from BM] – Activities section	Calculated as difference between activity end date and start date	[Prefilled from BM] – Activities section
				Total	[SUM]

Project Lump sum	[Prefilled from BM] – Activities section
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[ALL ACTIVITIES DEFINED IN THE ACTIVITIES SECTION IN BM NEED TO BE LISTED IN THIS SECTION]

Activity title 1 [PREFILLED FROM THE ACTIVITIES SECTION]

[PREFILLED FROM THE ACTIVITIES SECTION]

Describe the content of the activity.

[MANDATORY] - [Prefilled from BM]

Describe the target group for this activity. Who took part and who has and/or will benefit from the results?

[MANDATORY]- [Prefilled from BM]

Explain how this activity helped reach the project objectives.

[MANDATORY]- [Prefilled from BM]

Describe the achieved results of the activity.

[MANDATORY]- [Prefilled from BM]

Was the grant amount allocated to this activity sufficient?

[MANDATORY]- [Prefilled from BM]

Were there any major differences between the planned activity and the implemented activity? If so, please explain.

[MANDATORY]- [Prefilled from BM]

How satisfied were you with the results of the implemented activity? Please rate it on a scale from 1 to 10, 1 being the worst grade and 10 being the best.

[MANDATORY]- [Prefilled from BM]

If you wish, give additional comments about the satisfaction for this activity

[MANDATORY]- [Prefilled from BM]

Activity title 2 [PREFILLED FROM THE ACTIVITIES SECTION]

[PREFILLED FROM THE ACTIVITIES SECTION]

Describe the content of the activity.

[MANDATORY] - [Prefilled from BM]

Describe the target group for this activity. Who took part and who has and/or will benefit from the results?

[MANDATORY]- [Prefilled from BM]

Explain how this activity helped reach the project objectives.

[MANDATORY]- [Prefilled from BM]

Describe the achieved results of the activity.

[MANDATORY]- [Prefilled from BM]

Was the grant amount allocated to this activity sufficient?

[MANDATORY]- [Prefilled from BM]

Were there any major differences between the planned activity and the implemented activity? If so, please explain.

[MANDATORY]- [Prefilled from BM]

How satisfied were you with the results of the implemented activity? Please rate it on a scale from 1 to 10, 1 being the worst grade and 10 being the best.

[MANDATORY]- [Prefilled from BM]

If you wish, give additional comments about the satisfaction for this activity

[MANDATORY]- [Prefilled from BM]

Impact and Follow-up

How did the participation in this project contribute to the development of the involved organisations?
What was the project's impact on the participants, target groups and other relevant stakeholders?

[MANDATORY]

[Max 3000]

How did you make the results of your project known within your partnership, in your local communities and in the wider public? Who were the main target groups and what channels did you use to share your results with them?

[MANDATORY]

[Max 3000]

What was the impact of the project at the local, regional, European and/or international levels? 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?

[MANDATORY]

[Max 3000]

Did you use Erasmus+ platforms for preparation and implementation of the project, and do you plan to further use them for follow-up? If yes, please describe how.

[OPTIONAL]

[Max 3000]

Erasmus+ promotes an open access requirement for all materials produced through its projects. In case your project has produced tangible deliverables, please describe if and how you have promoted free access to them by the public. How have you ensured that the project's results will remain available and be used by others? In case a limitation was imposed for the use of the open licence, please specify the reasons, extent and nature of this limitation. How have you ensured that the project's results will remain available and be used by others?

[MANDATORY]

[Max 3000]

[ELL section will not be visible for KA210-YOU projects (Field=Youth)]

European Language Label

The European Language Label is an award set up by the European Commission as part of the Erasmus+ programme. Its objectives are to recognise excellent projects in the area of multilingualism, to help sharing their results, and to promote public interest in language learning.

European Language Labels are awarded in each EU member state and in third countries associated to Erasmus+. The labels are awarded either on annual or biannual basis, depending on the country. You can learn more about the European Language Label on the Europa web, here: [European language initiatives](#).

Thanks to having completed a Key Action 2 small-scale partnership project, your organisation has the opportunity to apply for the European Language Label.

Please note that applying for the European Language Label will not influence the evaluation of your final report in any way. All the information provided in replies to questions in this section will be used exclusively in the selection procedures for the European Language Label.

Would you like to apply for the European Language Label?

[BOOLEAN] [MANDATORY]	
YES	
NO	

[ALL ELEMENTS FROM HERE UNTIL THE END OF THIS SUBSECTION ARE VISIBLE ONLY IF THE ABOVE ANSWER IS 'YES']

Your application for the European Language Label will be assessed based on three award principles: 'Thematic priorities', 'Comprehensive and creative approach', and 'Impact and dissemination'. To apply, please read the award principles below and reply to the corresponding questions.

1. Award principle 'Thematic priorities'

The implemented initiatives will be given priority in the selection if they address one or more of the thematic priorities defined for the given selection round. European thematic priorities will be defined at the European level and applicable to all Programme countries. The European priorities can be complemented with further national priorities decided by the National Agency and the National Authority.

Please consult the list of European and national thematic priorities (if any) on the website of your National Agency. If you are not sure that your project addresses the required thematic priorities, please ask your National Agency for advice.

How did your project address the European Language Label thematic priorities?

[MANDATORY]

[Max 3000]

2. Award principle 'Comprehensive and creative approach'

The assessment of criteria for 'Comprehensive and creative approach' is based on the extent to which:

- All elements involved – learners, teachers, methods and materials – contribute to ensuring that the needs of the learners are identified and met, including validation of language skills.
- Creative use is being made of all resources available to stimulate language learning from an early age.
- The implemented initiatives explore previously unknown approaches, appropriate to the learners concerned.
- The implemented initiatives are based upon the reality of the European Union and its linguistic diversity and use the potential which that offers (for example, contacts across national borders, language learning between the neighbouring countries, developing bilingual teaching options etc.) to improve understanding of other cultures by means of language learning.

To address the above requirements, please reply to the following questions:

How was your project comprehensive in terms of language learning and teaching?

[MANDATORY]

[Max 2000]

How did your project use available resources in a creative way to stimulate language learning from an early age?

[MANDATORY]

[Max 2000]

How did your project explore innovative, previously unknown approaches appropriate for the learners in the target group?

[MANDATORY]

[Max 2000]

How did your project use linguistic diversity to improve understanding of other cultures by means of language learning?

[MANDATORY]

[Max 2000]

3. Award principle 'Impact and dissemination'

The assessment of criteria for 'Impact and dissemination' is based on the extent to which the project results have the potential to:

- Increase the motivation of learners and teachers and help develop positive attitudes towards linguistic diversity.
- Represent a source of inspiration for others in different countries and contexts, or be transferred to other groups or fields. They might, for example, be adaptable to the learning of other languages or to learning by different age groups than those originally involved. It could also include digital online tools for language learning.
- Lead to a quantitative or qualitative improvement in the teaching and learning of languages in its local or national context. In quantitative terms, this might mean involving several languages, and particularly those which are less widely used. In qualitative terms, it might mean the use of a better methodology than before.

To address the above requirements, please reply to the following questions:

How does your project help increase the motivation learners and teachers, or develop positive attitudes towards language learning and linguistic diversity?

[MANDATORY]

[Max 2000]

How can your project be a source of inspiration for others? How can its approach be transferred for use with other target groups or in other fields?

[MANDATORY]

[Max 2000]

Did your project lead to a quantitative or qualitative improvement in the teaching and learning of languages in your local or national context? If yes, please explain how.

[MANDATORY]

[Max 2000]

By applying for the European Language Label, I am submitting this final report as part of my application and I agree for it to be processed in accordance with the rules of European Language Label competition, as published by the relevant National Agency.

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Annexes

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

The maximum number of all attachments is 100.

Declaration on Honour

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


 Download the declaration on honour

 Add the declaration on honour







Other documents

Please attach any other relevant documents.

If you have any additional questions, please contact your National Agency. You can find their contact details here: [List of National Agencies.](#)

 Add documents

List of documents

No	Name	File size (kB)	Type of document	Actions
1	declaration-on-honour_EN.pdf	56.87	Declaration on Honour	 
2	Filename1.doc	900.56	Other document	 
3	Nex txt file.txt	1.5	Other document	 

Checklist

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

- All necessary information on your project has been encoded in Beneficiary Module;
- The report form has been completed using one of the mandatory languages specified in the Grant Agreement;
- All the relevant documents are annexed:
 - Declaration on Honour, signed by the legal representative of the beneficiary organisation;
 - The necessary supporting documents as requested in the grant agreement;
- You have uploaded the relevant results on the Erasmus+ Project Results platform: <http://ec.europa.eu/programmes/erasmus-plus/projects/>;
- You have saved or printed the copy of the completed form for your records.

PROTECTION OF PERSONAL DATA

Please read our privacy statement to understand how we process and protect [your personal data](#).

Conditions for the Final report submission

[All conditions are automatically checked when they are fullfield]

Final report can only be submitted if:

- All mandatory fields in the report have been filled in
- Reported Budget is greater than zero, see [Budget](#) [Link to Budget screen]
- Declaration on Honour has been uploaded
- Checklist has been fulfilled

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