Erasmus+
Stratégiai partnerségek

A pályázati űrlap tartalmi bemutatása
Köznevelés és Felsőoktatás

Pályázatíró szeminárium

Tempus Közalapítvány

2017. január 12. (csütörtök)

Széll Adrienn

Melyik űrlapot válasszam?

- KA200 – régen szektorközi, már nincs
- **KA201 – Köznevelés (School education, SE)**
- KA202 – Szakképzés (Vocational education, VET)
- **KA203 – Felsőoktatás (Higher education, HE)**
- KA204 – Felnőtt tanulás (Adult education, AE)
- KA205 – Ifjúság (Youth)
- KA219 – Köznevelés, csak iskolák (Schools only, STS)

Honnan tudom letölteni?

- ## KA201 – Köznevelés

tka.hu → Pályázatok → Erasmus+ → Köznevelés → Pályázati dokumentumok → 2017 Stratégiai partnerség pályázatok → Pályázati űrlap Köznevelési stratégiai partnerségek → Űrlap

- ## KA203 – Felsőoktatás

tka.hu → Pályázatok → Erasmus+ → Felsőoktatás → Pályázati dokumentumok → 2017 Stratégiai partnerségek pályázatok → Pályázati űrlap KA2 2017 → Űrlap

Csak letöltés után szerkeszthető!

Hogyan tudom kitölteni?

- Dinamikus PDF, nem böngészőben kell megnyitni
- Internet szükséges a kitöltéshez
- Folyamatos mentés

Milyen nyelven kell kitölteni?

- EU bármely hivatalos nyelve (lista)

- Ajánlott: a partnerség közös nyelve (angol)

- Az űrlap nyelve: angol (nincs fordítás)

Ki tölti ki?

- Koordinátor vs partnerek

- Partnerek adatainak bekérése

- Végiggondolni a tartalmat előre közösen, ne az űrlappal kezdjük (a pályázati űrlap nem viszi jól végig a projektgondolkodást)

Munka az űrlappal

- Saját gépre mentés

- (Verziókezelés, ha megosztjuk a partnerekkel)

- Ismerkedés az űrlappal

    Kötelező mezők, legördülő menük, opcionális mezők, automatikus kitöltés, hibaüzenetek, stb.

- Gyakori mentés fontossága

- Csatolandó dokumentumok beszerzése

Mire figyeljünk?
Ellenőrző kérdések

- Megfelelő szektor űrlapján töltöttük ki?

- Mindent kitöltöttünk?

- Minden mellékletet csatoltunk?

- Nem maradt benne megjegyzés?

Mellékletek

- Megbízó levelek (mandate letter)
- Declaration of Honour (űrlap oldala) – aláírás után szkennelni, csatolni
- Gantt-diagram
- Egyéb dokumentumok

Az űrlaphoz csatolandó dokumentumok, melyeket az űrlapba kell feltölteni

Csatolandó dokumentumok	Stratégiai partnerség felsőoktatási témában pályázatok konzorciumok koordinátorainak	Konzorciumok partnereinek	Megjegyzés
Mandate letter (megbízó levél)	✓	✓	Minden partnertől kell egy megbízó levél, partnerenként külön-külön, melyet egybefűzve fel kell tölteni az űrlap vonatkozó részéhez.
Declaration of honor (űrlap oldalai)	✓	✗	Az intézmény hivatalos képviselőjének aláírása. Ki kell nyomtatni, aláíratni és szkennelve feltölteni az űrlapba.
Gantt-diagram	✓	✗	A projekttevékenységek és eredmények időterve
Egyéb dokumentumok	✓	✗	Olyan dokumentumok, melyeket még szeretnének csatolni (opcionális)

Az űrlapot nem kell feltölteni sehova, az űrlap internetkapcsolattal a Submit gomb megnyomásával kerül elküldésre. Postázni nem kell egyetlen dokumentumot sem, minden online kerül benyújtásra.

Mire figyeljünk?

- vannak nem változtatható mezők
- a rózsaszínű mezők a kötelezők, halvány sárgák opcionálisak
- jó szektor űrlapján töltötte ki? téves szektor formai hiba
- futamidő!
- kizárólag konzorciumvezető nyújthatja be, saját nemzeti irodához - rossz nemzeti iroda, formai hiba!
- PIC kód, automatikus adatok
- rosszak az intézményi adatok? – URF!

Mit csináljak, ha hibát észlelek?

- Határidő előtt: jelezni a TKA felé (írásban)
- Határidő után 2016. március 29. 12:00 és 14:00 óra között
- Azonnal üzenet a TKA-nak
- Alátámasztó dokumentumok csatolása kötelező + képernyőkép minden esetben!
- Csak a technikai hiba megfelelő igazolásával tudjuk elfogadni! (Az internet elérés hiánya nem minősül technikai problémának!)

IDŐ

- Az űrlap kitöltésének megkezdése ne az utolsó pillanatban!
- Csatolandó dokumentumok időben való beszerzése (mandate, DoH!)
- Az űrlap elküldése a határidő előtt!
  - Küldjük el többször! (Duplikátumok esetén az utolsó beérkezett verzió számít!)
  - Ne az utolsó pillanatban!
- Validálás – „The form is valid."
- Blokkolás, egyéb biztonsági beállítások problémája, szakadozó kapcsolat, internet!

Beadási határidő

2017. március 29.

Déli 12 óra

Hogyan küldjem el?

- Postai úton nem kell semmit

- Elektronikus benyújtás

- Validate gomb minden oldal alján – önellenőrzés! Hibaüzenetek!

- Submit online gomb – végső elküldés, nem visszavonható, de megismételhető

  – a bírálat során a legutolsónak benyújtott változatot vesszük figyelembe, abban az esetben is, ha ez hiányos az időben korábban benyújtotthoz képest

Az űrlap

KA201 - Köznevelés

Erasmus+

Application Form

Call: 2017

KA2 - Cooperation for Innovation and the Exchange of Good Practices

KA201 - Strategic Partnerships for school education

Form Version: 4.04

A. General Information

WARNING:

PLEASE MAKE SURE THAT ALL PARTICIPATING ORGANISATIONS (SCHOOLS IN PARTICULAR) IN THE APPLICATION ARE ABLE TO TAKE PART IN A MULTI-BENEFICIARY CONTRACT.

FOR INFORMATION ABOUT THE ALTERNATIVE CONTRACTING MODEL FOR PARTNERSHIPS BETWEEN SCHOOLS ONLY (THROUGH A MONO-BENEFICIARY GRANT AGREEMENT), PLEASE CONSULT PART C OF THE PROGRAMME GUIDE OR CONTACT YOUR NATIONAL AGENCY.

This application form consists of the following main sections:

- Context: this section asks for general information about the type of project proposal you want to submit;

- Participating organisation(s): this section asks for information about the applicant organisation and about other participating organisations involved as partners in the project;

- Description of the project: this section asks for information about the stages of the project which should include: preparation, implementation and follow-up;

KA219 – Schools only

Erasmus+

Application Form

Call: 2017

KA2 - Cooperation for Innovation and the Exchange of Good Practices

KA219 - Strategic Partnerships for Schools Only

Form Version: 4.04

A. General Information

This application form consists of the following main sections:

- Context: this section asks for general information about the type of project proposal you want to submit;

- Participating organisation(s): this section asks for information about the applicant organisation and about other participating organisations involved as partners in the project;

- Description of the project: this section asks for information about the stages of the project which should include: preparation, implementation and follow-up;

- Budget: in this section you will be asked to give information about the amount of the EU grant you request;

- Project Summary: In this section you should describe in a compact way your project's rational, objectives and how you intend to achieve these.

- Check List/Data Protection Notice/Declaration of Honour: in these sections, the applicant organisation is made aware of important conditions linked to the submission of the grant request;

- Annexes: in this section, the applicant needs to attach additional documents that are mandatory for the completion of the

KA203 - Felsőoktatás

Application Form

Call: 2017

KA2 - Cooperation for Innovation and the Exchange of Good Practices

KA203 - Strategic Partnerships for higher education

Form Version: 4.04

Erasmus+

A. General Information

This application form consists of the following main sections:

- Context: this section asks for general information about the type of project proposal you want to submit;

- Participating organisation(s): this section asks for information about the applicant organisation and about other participating organisations involved as partners in the project;

- Description of the project: this section asks for information about the stages of the project which should include: preparation, implementation and follow-up;

- Budget: in this section you will be asked to give information about the amount of the EU grant you request;

- Project Summary: In this section you should describe in a compact way your project's rational, objectives and how you intend to achieve these.

- Check List/Data Protection Notice/Declaration of Honour: in these sections, the applicant organisation is made aware of important conditions linked to the submission of the grant request;

- Annexes: in this section, the applicant needs to attach additional documents that are mandatory for the completion of the application;

- Submission: in this section, the applicant will be able to confirm the information provided and to submit the form electronically.

For more information on how to fill in this application form, you can read the e-Forms Guideline.

Köznevelés

B. Context

Programme	Erasmus+
Key Action	Cooperation for innovation and the exchange of good practices
Action	Strategic Partnerships
Which field is the most impacted?	Strategic Partnerships for school education
Main objective of the project	
Call	Development of Innovation Exchanges of Practices
Round	Round 1
Deadline for Submission (dd-mm-yyyy hh:nn:ss - Brussels, Belgium Time)	29-03-2017 12:00:00
Language used to fill in the form	

> **Innovációt támogató partnerségek**
> **Jó gyakorlatok cseréjét támogató partnerségek**

Felsőoktatás

B. Context

Programme	Erasmus+
Key Action	Cooperation for innovation and the exchange of good practices
Action	Strategic Partnerships
Which field is the most impacted?	Strategic Partnerships for higher education
Main objective of the project	Development of Innovation
Call	2017
Round	Round 1
Deadline for Submission (dd-mm-yyyy hh:nn:ss - Brussels, Belgium Time)	29-03-2017 12:00:00
Language used to fill in the form	

CSAK INNOVÁCIÓT TÁMOGATÓ PARTNERSÉGEK!

Project Acronym	
Project Start Date (dd-mm-yyyy)	
Project Total Duration (Months)	
Project End Date (dd-mm-yyyy)	
Applicant Organisation Full Legal Name (Latin characters)	
Form hash code	0000000000000000

B.2. National Agency of the Applicant Organisation

Identification

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

https://ec.europa.eu/programmes/erasmus-plus/contact

ield is the most impacted? | Strategic Partnerships for higher education

jective of the project | Development of Innovation

Figyelmeztetés: JavaScript ablak -End

❌ Project must not end later than: 31-08-2020

OK

e for Subr
s - Brussel:

ge used t

oject Identification

Title | fgxdfgh

Form Version: 4.04

C. Priorities

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

HORIZONTAL: Achievement of relevant and high quality skills and competences
HORIZONTAL: Open and innovative practices in a digital era
HORIZONTAL: Social inclusion
HORIZONTAL: Strengthening the recruitment, selection and induction of Educators
HORIZONTAL: Sustainable investment, performance and efficiency
HORIZONTAL: Transparency and recognition of skills and qualifications
SCHOOL EDUCATION: Promoting the acquisition of skills and competences
SCHOOL EDUCATION: Strengthening the profile(s) of the teaching profession

TEMPUS KÖZALAPÍTVÁNY

Erasmus+

Erasmus+

Application Form

Call: 2017

KA2 - Cooperation for Innovation and the Exchange of Good Practices

KA203 - Strategic Partnerships for higher education

Form Version: 4.04

C. Priorities

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

HIGHER EDUCATION: Enhancing the quality and relevance of students' knowledge and skills
HIGHER EDUCATION: Ensuring education and research are mutually reinforcing, incentivising and rewarding good teaching.
HIGHER EDUCATION: Improving institutional and system-level governance, transparency and feedback mechanisms.
HIGHER EDUCATION: Promoting internationalisation, recognition and mobility, supporting changes in line with Bologna principles
HIGHER EDUCATION: Supporting innovation and creativity, through partnerships and inter- and transdisciplinary approaches, and
HIGHER EDUCATION: Supporting the social engagement of higher education institutions and promoting intercultural and civic cor
HORIZONTAL: Achievement of relevant and high quality skills and competences
HORIZONTAL: Open and innovative practices in a digital era

Form Version: 4.04

C. Priorities

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

HORIZONTAL: Open and innovative practices in a digital era

Please select other relevant horizontal or sectoral priorities according to the objectives of your project.

ADULT EDUCATION: Extending and developing educators' competences
ADULT EDUCATION: Improving and extending the supply of high quality learning opportunities tailored to the needs of individual
ADULT EDUCATION: Increasing the demand and take-up through effective outreach, guidance and motivation strategies
HIGHER EDUCATION: Enhancing the quality and relevance of students' knowledge and skills
HIGHER EDUCATION: Ensuring education and research are mutually reinforcing, incentivising and rewarding good teaching.
HIGHER EDUCATION: Improving institutional and system-level governance, transparency and feedback mechanisms.
HIGHER EDUCATION: Promoting internationalisation, recognition and mobility, supporting changes in line with Bologna principles
HIGHER EDUCATION: Supporting innovation and creativity, through partnerships and inter- and transdisciplinary approaches, and

C. Priorities

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

SCHOOL EDUCATION: Promoting the acquisition of skills and competences ▼

Please select other relevant horizontal or sectoral priorities according to the objectives of your project.

ADULT EDUCATION: Increasing the demand and take-up through effective outreach, guidance and motivation strategies ▼

| + | - |

Please comment on your choice of priorities.

D. Participating organisation(s)

D.1. Applicant Organisation

PIC	933834036	Check PIC
Full legal name (National Language)		
Full legal name (Latin characters)		
Acronym		
National ID (if applicable)		
Department (if applicable)		
Address		
Country		
P.O. Box		
Post Code		
CEDEX		
City		
Website		
Email		
Telephone 1		
Fax		

D. Participating organisation(s)

D.1. Applicant Organisation

PIC	933834036	Check PIC
Full legal name (National Language)	Education Test Foundation	
Full legal name (Latin characters)	Education Test Foundation	
Acronym		
National ID (if applicable)	not applicable	
Department (if applicable)		
Address	Budapest	
Country	Hungary	
P.O. Box	556	
Post Code	1056	
CEDEX		
City	Budapest	
Website		
Email		
Telephone 1	+36304542218	
Fax		

D.1.1. Profile

Type of Organisation	Higher education institution (tertiary level)
Is your organisation a public body?	Yes
Is your organisation a non-profit?	No

D.1.2. Accreditation

Have you received any type of accreditation before submitting this application?

Accreditation Type	Accreditation Reference
Erasmus Charter for Higher Education (ERAPLUS-ECHE)	HU PECS01

D.1.2. Background and Experience

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

Validate

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

Have you participated in a European Union granted project in the 3 years preceding this application?

D.1.3. Legal Representative

Field	
Title	
Gender	▾
First Name	
Family Name	
Department	
Position	
Email	
Telephone 1	

☐ If the address is different from the one of the organisation, please tick this box

D.1.4. Contact Person

Field	
Title	
Gender	▾
First Name	
Family Name	
Department	
Position	
Email	
Telephone 1	

s+

Telephone 1

☐ If the address is different from the one of the organisation, please tick this box

Add Contact Person

D.2. Partner Organisation

PIC		Check PIC	IS+
Full legal name (National Language)		
Full legal name (Latin characters)		
Acronym		
National ID (if applicable)		
Department (if applicable)		
Address		
Country		
P.O. Box		
Post Code		
CEDEX		
City		
Website		
Email		
Telephone 1		
Fax		

D.2.1. Profile

D.2.2. Background and Experience

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

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

Has the partner organisation participated in a European Union granted project in the 3 years preceding this application?

D.2.3. Legal Representative

Title

Gender

First Name

Family Name

Department

Position

Email

Telephone 1

☐ If the address is different from the one of the organisation, please tick this box

If the address is different from the one of

Add Partner

D.4. Associated Partners

If relevant, please identify and explain the involvement of associated partners, not formally participating in the project. Please explain how they will contribute to the implementation of specific project tasks/activities or support the dissemination and sustainability of the project.

E. Description of the Project

Please explain the context and the objectives of your project as well as the needs and target groups to be addressed? Why should this project be carried out transnationally?

In what way is the project innovative and/or complementary to other projects already carried out?

How did you choose the project partners and what will they bring to the project? Does it involve organisations that have never previously been involved in a similar project?

How will the tasks and responsibilities be distributed among the partners?

What are the most relevant topics addressed by your project?

| + | - |
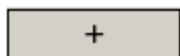
What results are expected during the project and on its completion?

Is the partnership specifically aimed at regional cooperation and led by local and/or regional school authorities from different countries?

Yes

Please describe the role of the involved local and/or regional authorities in the school education system. How are these organisations going to help the project achieve a strategic dimension and sustainable impact?

E.1. Participants

Please briefly describe how you will select and involve participants in the different activities of your project?

Participants with fewer opportunities: does your project involve participants facing situations that make their participation more difficult?

Approximately, how many persons not receiving a specific grant will benefit from or will be target of the activities organised by the project (e.g. members of the local community, young people, experts, policy makers, and other relevant stakeholders)? Please enter the number of persons here:

Please describe briefly how and in which activities these persons will be involved

F. Preparation

Please describe what will be done in preparation by your organisation/group and by your partners/group before the actual project activities take place, e.g. administrative arrangements, communication about the activities, selection of the persons, coaches, involvement of stakeholders, etc.

G. Project Management and Implementation

Please provide detailed information about the project activities that you will carry out with the support of the grant requested under the item "Project Management and Implementation".

Please describe the methodology you intend to apply in your project.

Transnational project meetings: how often do you plan to meet, who will participate in those meetings, where will it take place and what will be the goal?

How will you communicate and cooperate with your partners?

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

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

How will you evaluate to which extent the project reached its results and objectives? What indicators will you use to measure the quality of the project's results?

What are your plans for handling risks which could happen during the project (e.g. delays, budget, conflicts, etc.)?

If relevant for your project, do you plan to use Erasmus+ online platforms (e.g. EPALE, School Education Gateway, eTwinning) for the preparation, implementation and/or follow-up of your project?

G.1. Intellectual Outputs

Do you plan to include intellectual outputs in your project?

No
Yes

Do you plan to include intellectual outputs in your project?

Yes ▾

When filling in the Intellectual outputs section, please take into account that this information will allow to specify and evaluate the appropriateness of the corresponding costs in the specific section of the budget below.

Output Identification	O1
Output Title	
Output Description (including: elements of innovation, expected impact and transferability potential)	
Please describe the division of work, the tasks leading to the production of the intellectual output and the applied methodology	
Start Date (dd-mm-yyyy)	
End Date (dd-mm-yyyy)	
Languages	+ −
Media(s)	+ −
Activity Leading Organisation	▾
Participating Organisations	+ −

Add Output	Remove Output

G.2. Multiplier Events

Do you plan to include Multiplier Events in your project?

No
Yes

G.2. Multiplier Events

Do you plan to include Multiplier Events in your project?

Yes ▾

Grant support for Multiplier Events can only be asked for if the project intends to produce substantial Intellectual Outputs. Other dissemination activities will be supported via the grant item Project Management and Implementation.

Event Identification	E1		
Event Title			
Country of Venue			▾
Event Description			
Start Date (dd-mm-yyyy)			
End Date (dd-mm-yyyy)			
Intellectual Outputs Covered			▾
	+	−	
Activity Leading Organisation			▾
Participating Organisations	+	−	

Add Event	Remove Event

G.3. Learning/Teaching/Training Activities

Do you plan to include transnational learning, teaching or training activities in your project?

| Yes | ▼ |

mus+

What is the added value of these learning, teaching or training activities (including long-term activities) with regards to the achievement of the project objectives?

Please describe each of the learning, teaching or training activities you intend to include in your project:

Activity No.	C1
Fields	▼
Activity Type	▼
Activity Description (including profile of participants per organisation)	
Country of Venue	▼
No. of Participants	
Participants with Special Needs (out of total number of Participants)	
Accompanying Persons (out of total number of Participants)	
Duration (days)	
Duration (months)	
Participating Organisations	▼
	+ -

| Add Activity | Remove Activity |

G.1. Learning/Teaching/Training Activities

Do you plan to include transnational learning, teaching or training activities in your project?

| Yes | ▼ |

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What is the added value of these learning, teaching or training activities (including long-term activities) with regards to the achievement of the project objectives?

Please describe each of the learning, teaching or training activities you intend to include in your project:

Activity No.	C1
Fields	▼
Activity Type	Adult Education
Activity Description (including profile of participants per organisation)	Higher Education School Education
Country of Venue	Vocational Education and Training Youth
No. of Participants	
Participants with Special Needs (out of total number of Participants)	
Accompanying Persons (out of total number of Participants)	
Duration (days)	
Duration (months)	
Participating Organisations	▼
	+ −

| Add Activity | Remove Activity |

G.1. Learning/Teaching/Training Activities

Do you plan to include transnational learning, teaching or training activities in your project?

| Yes | ▾ |

Erasmus+

What is the added value of these learning, teaching or training activities (including long-term activities) with regards to the achievement of the project objectives?

Please describe each of the learning, teaching or training activities you intend to include in your project:

Activity No.	C1
Fields	School Education ▾
Activity Type	| ▾
Activity Description (including profile of participants per organisation)	SP-SCHOOL-ASSIGN - Long-term teaching assignments
Country of Venue	SP-SCHOOL-BLEND - Blended mobility of school learners SP-SCHOOL-EVENT - Short-term joint staff training events
No. of Participants	SP-SCHOOL-EXCH - Short-term exchanges of groups of pupils SP-SCHOOL-PUPIL - Long-term study mobility of pupils
Participants with Special Needs (out of total number of Participants)	
Accompanying Persons (out of total number of Participants)	
Duration (days)	
Duration (months)	
Participating Organisations	▾
	+ -

| Add Activity | Remove Activity |

How will you select, prepare and support participants and ensure their safety? Please describe the practical arrangements including training, teaching or learning agreements, if applicable.

Please also describe the arrangements for recognition or validation of the learning outcomes of the participants in learning, teaching or training activities. Will your project make use of European instruments like Europass, ECVET, Youthpass, ECTS etc. or any national instruments/certificates?

H. Follow-up

H.1. Impact

What is the expected impact on the participants, participating organisations, target groups and other relevant stakeholders?

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

How will you measure the previously mentioned impacts?

H.2. Dissemination and Use of Projects' Results

You are requested to make plans for the dissemination of your project results. Please provide answers to the questions below.

What will be the target groups of your dissemination activities inside and outside your partnership? Please define in particular your target audience(s) at local/regional/national/EU level and motivate your choice.

Which activities will you carry out in order to share the results of your project beyond your partnership?

Who will be responsible for the dissemination activities within your partnership and which specific expertise do they have in this area? What resources will you make available to allow for the proper implementation of your dissemination plans?

Erasmus+ has an open access requirement for all materials developed through its projects. If your project is producing intellectual outputs/ tangible deliverables, please describe how you intend to ensure free access for the public to a digital form of this material. If you intend to put any limitation on the use of the open licence, please specify the reasons, extent and nature of this limitation.

How will you ensure that the project's results will remain available and will be used by others?

If relevant, please provide any other information you consider appropriate to give a full understanding of your dissemination plan and its expected impact (e.g. how you have identified which results are most relevant to disseminate; how you will ensure the involvement of all partners; how you see synergies with other stakeholders, etc.)

H.3. Sustainability

What are the activities and results that will be maintained after the end of the EU funding, and how will you ensure the resources needed to sustain them?

I. Budget

For further information please consult the Programme Guide for the overview of funding rules. Please note that all amounts must be expressed in Euros.

I.1. Project Management and Implementation

PIC of Organisation	Role of Organisation	Name of the Organisation	Country of the Organisation
933834036	Applicant Organisation	Education Test Foundation	Hungary
		Total Grant Requested	

I.2. Transnational Project Meetings

PIC of Sending Organisation	Country of the Organisation	Total No. of Participants	Distance Band	Grant per Participant	Grant Requested
				Total	

+	-

I.3. Intellectual Outputs

Which concrete participating organisations' staff resources are you planning to use in the production of outputs that have a significant contribution in terms of potential impact and transferability (e.g. new curricula, pedagogical materials, IT Tools, analysis and studies, etc.)?

PIC of Organisation	Output Identification	Category of Staff	Country of the Organisation	No. of Working Days	Grant per Day	Grant Requested
			Total		Total	

+	-

PIC of Organisation	Country of the Organisation	Event Identification	Country of Venue	No. of Local Participants	Grant per Local Participant	No. of Foreign Participants	Grant per Foreign Participant	Grant Requested
933834036: Education			Total		Total		Total	

+	-

I.5. Learning/Teaching/Training Activities

I.5.1. Travel

PIC of Organisation	Country of the Organisation	Activity No.	Activity Type	Distance Band	Travel Grant per Participant	No. of Participants (including accompanying persons)	Top-up for "Expensive Domestic Travel Cost"	No. of Top-ups (including those granted to accompanying persons) for "Expensive Domestic Travel Cost"	Grant Requested
					Total		Total		

+	-

I.5.2. Exceptional Costs (Overseas Countries and Territories Travel Costs)

	Total			Total	

	Total			Total	

PIC of Organisation	Country of the Organisation	Activity No.	Activity Type	No. of Participants (including accompanying persons)	Purpose and description of Costs	Grant requested (up to 80% of eligible costs)
				Total		
					Total	

+   -

I.6. Special Needs

PIC of Organisation	Country of the Organisation	No. of Participants With Special Needs	Description	Grant Requested
			Total	

+	-

I.7. Exceptional Costs

PIC of Organisation	Country of the Organisation	Description of Cost Item	Grant Requested (75% of Total)
		Total	

+	-

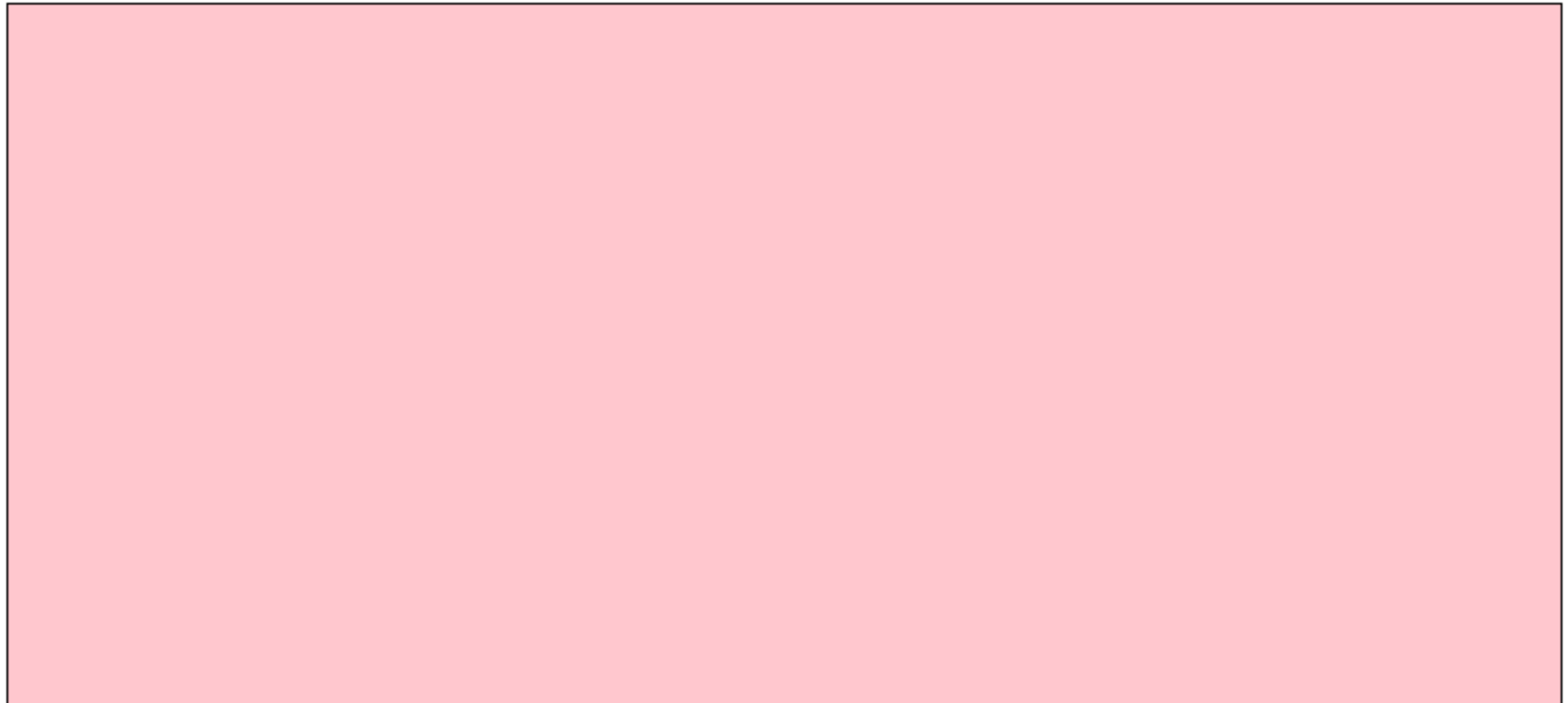Please provide any further comments you may have concerning the above entered budget.

J. Project Summary

Please provide a short summary of your project. Please recall 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.

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.

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

J.1. Summary of participating organisations

PIC of Organisation	Name of the Organisation	Country of the Organisation
933834036	Education Test Foundation	Hungary

	Total number of participating organisations	3

J.2. Budget Summary

PIC of Organisation	Country of the Organisation	Transnational Project Meetings	Intellectual Outputs	Multiplier Events	Learning/Teaching/Training Activities				Special Needs	Exceptional Costs	Total
					Travel	Individual Support	Linguistic Support	Exceptional Costs (Overseas Countries and Territories Travel Costs)			
933834036	Hungary										
Total											

Project Management and Implementation	

J.2.1. Project Total Grant

Grant Calculated	0.00

K. Checklist

Before submitting online your application form to the National Agency, please make sure that it fulfils the eligibility criteria listed in the Programme Guide and check that:

☐ you have used the official Key Action 2 application form.

☐ 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.

☐ the application form has been completed using one of the official languages of the Erasmus+ Programme Countries.

☐ you have annexed all the relevant documents:

    ☐ the Declaration of Honour signed by the legal representative mentioned in the application.

    ☐ the mandates of each partner to the applicant signed by both parties.

    ☐ the timeline for the project activities and outputs using the template provided.

☐ all participating organisations/groups have uploaded the documents to give proof of their legal status in the participants' portal (for more details, see the section "Selection Criteria" in Part C of the Programme Guide).

☐ for grants exceeding 60 000 EUR, you have uploaded the documents to give proof of your financial capacity in the participants' portal (for more details, see the section "Selection Criteria" in Part C of the Programme Guide). Not applicable in the case of public bodies or international organisations.

☐ you are complying with the deadline published in the Programme Guide.

☐ you have saved or printed the copy of the completed form for yourself.

M. Declaration of Honour

To be signed by the person legally authorised to enter into legally binding commitments on behalf of the applicant organisation.

I, the undersigned, certify that the information contained in this application form is correct to the best of my knowledge. I put forward a request of an Erasmus+ grant as set out in section BUDGET of this application form.

Declare that:

- All information contained in this application, is correct to the best of my knowledge.

- In the case of projects in the field of youth, the participants involved in the activities fall in the age limits defined by the Programme.

- The organisation I represent has the adequate legal capacity to participate in the call for proposals.

EITHER

The organisation I represent has financial and operational capacity to complete the proposed action or work programme

OR

The organisation I represent is considered to be a "public body" in the terms defined within the Call and can provide proof, if requested of this status, namely:

It provides learning opportunities and

- Either (a) at least 50% of its annual revenues over the last two years have been received from public sources;

- Or (b) it is controlled by public bodies or their representatives

I am authorised by my organisation to sign Community grant agreements on its behalf.

Certify that (in case the grant requested exceeds 60 000€):

The organisation I represent:

- is not bankrupt, being wound up, or having its affairs administered by the courts, has not entered into an arrangement with creditors, has not suspended business activities, is not the subject of proceedings concerning those matters, nor is it in any analogous situation arising from a similar procedure provided for in national legislation or regulations;

- has not been convicted of an offence concerning its professional conduct by a judgment which has the force of 'res judicata';

- has not been guilty of grave professional misconduct proven by any means which the National Agency can justify;

- has fulfilled its obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which it is established or those of the country where the grant agreement is to be performed;

- has not been the subject of a judgment which has the force of 'res judicata' for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the Communities' financial interests;

- it is not currently subject to an administrative penalty referred to in Article 109(1) of the Financial regulations (Council Regulation 966/2012).

- my organisation and the other partner organisations herein, to take part upon request in dissemination and exploitation activities conducted by National Agencies, the Executive Agency and/or the European Commission, where the participation of individual participants may also be required.

I acknowledge that administrative and financial penalties may be imposed on the organisation I represent if it is guilty of misrepresentation or is found to have seriously failed to meet its contractual obligations under a previous contract or grant award procedure.

Place: Date (dd-mm-yyyy):

Name of the applicant organisation:

Name of legal representative:

Signature:

National ID number of the signing person (if requested by the National Agency):

Stamp of the applicant organisation (if applicable):

Print Declaration of Honour

N. Annexes

Please note that all documents mentioned in section "Checklist" need to be attached here before you submit your application online.

File Name	File Size (kB)	
		Add
		Add
		Add
		Add
		Add
		Add
		Add
		Add
		Add
		Add
Total Size (up to a maximum of 10 240 kB)		

O. Submission

Before submitting the form electronically, please validate it. Please note that only the final version of your form should be submitted electronically.

O.1. Data Validation

Validation of compulsory fields and rules

| Validate |

O.2. Standard Submission Procedure

Online submission (requires internet connection)

| Submit Online |

O.3. Alternative Submission Procedure

If you cannot submit your form online you can still do it by sending an email to your National Agency within the 2 hours following the official deadline. The email must contain the complete electronic form and any file attachments you wish to send. You must also attach a snapshot of section "Submission Summary" indicating that this electronic form could not be submitted online. Your National Agency will analyse your situation and provide you with further instructions.

O.4. Submission Summary

This form has not been submitted yet.

O.5. Form Printing

Print the entire form

| Print Form |

Példák hibaüzenetre

Példák hibaüzenetre

Ellenőrzés

- Koherencia
- Átláthatóság
- Elírások?
- Független személy olvassa át, megérti-e?
- Gördülékeny?
- Meggyőző?
- Minden kérdésre válaszoltunk?

MEGVALÓSÍTHATÓ?

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