Call 2021 Round1 KA1

KA121 - Accredited projects for mobility of learners and staff in school education, vocational education and training, and adult education

Final Beneficiary Report

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Evaluation criteria

The following evaluation criteria will be used to assess your final report on a scale of 100 points. The evaluation result will be used as part of the scoring for your future grant applications with this accreditation.

A large part of the assessment is based on the Erasmus quality standards, which you have committed to as part of your accreditation process. Before completing your report, we recommend that you read the standards again to understand the evaluation criteria fully. You may access the quality standards on the Europa web: here.

Bedömningskriterier

Det är utifrån dessa kriterier er slutrapport kommer att bedömas. Dessa är viktigt att ni har i åtanke när ni skriver er rapport.

Delivering targets and coherence with Erasmus Plan **(50 points)**	The extent to which: - the awarded funding has been absorbed by the beneficiary organisation (or sufficient justification has been provided for a lower absorption) - the beneficiary has managed their grant effectively and efficiently, by taking into account the indicative targets defined in the grant agreement and adapting them to maximise the impact of implemented activities - evolution that has taken place between the indicative targets and implemented activities is well explained in relation to the implementation circumstances and the beneficiary's Erasmus Plan - the beneficiary has given appropriate priority to activities and categories of participants that have been marked as a priority at application stage
Compliance with Erasmus quality standards **(50 points)**	The extent to which: - the implemented activities and participants' feedback show that the beneficiary has integrated basic principles of inclusion and diversity, digital education, and environmental sustainability and responsibility in the implementation of their activities - the beneficiary has ensured sufficient participant report submission rates (in case of low submission rates, the beneficiary's explanation will be taken into account) - participants' feedback shows that the quality of the implemented activities and support provided to the participants have been in line with the quality standards

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Project details

Applicant organisation	[Applicant organisation legal name]
Applicant organisation OID	[Applicant organisation OID]
Project code:	[Project code]
Action type:	[Action Type label + code in brackets]
Field:	[Field, e.g. 'Adult education']
Project start date:	[DD/MM/YYYY]
Project end date:	[DD/MM/YYYY]
Accreditation code:	[Accreditation code]
Accreditation type:	[ApplyingErasmusAccreditationType]
Number of consortium members:	[Count of consortium members] [Only show this line if "Applying on behalf of a consortium?" flag =Yes]
Grant awarded:	[Awarded grant in last GA version]

National Agency receiving the report:	[Owner NA of the project] [AGENCIES_APPLICABILITY]
Language used to fill in the form:	[Language]

Budget

Budget category	Grant reported	Grant awarded

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Organisational support	[Prefilled from BM- Project Budget section]	[Prefilled from BM- Project Budget section]
Travel	[Prefilled from BM- Project Budget section]	[Prefilled from BM- Project Budget section]
Individual support	[Prefilled from BM- Project Budget section]	[Prefilled from BM- Project Budget section]
Linguistic support	[Prefilled from BM- Project Budget section]	[Prefilled from BM- Project Budget section]
Course fees	[Prefilled from BM- Project Budget section]	[Prefilled from BM- Project Budget section]
Inclusion support for organisations	[Prefilled from BM- Project Budget section]	[Prefilled from BM- Project Budget section]
Preparatory visits	[Prefilled from BM- Project Budget section]	[Prefilled from BM- Project Budget section]
Inclusion support for participants	[Prefilled from BM- Project Budget section]	[Prefilled from BM- Project Budget section]
Exceptional costs	[Prefilled from BM- Project Budget section]	[Prefilled from BM- Project Budget section]
Exceptional costs for expensive travel	[Prefilled from BM- Project Budget section]	[Prefilled from BM- Project Budget section]
Exceptional costs for financial guarantee	[Prefilled from BM- Project Budget section]	[Prefilled from BM- Project Budget section]
Total	[SUM]	[SUM]

Absorption rate	[Total grant reported/ Total grant awarded; show as %; max 100%]

[Only show this question if absorption rate <95%]

Please explain why you were not able to use the entire awarded grant.

MANDATORY

[Max 3000]

Frågan visas endast om ni har rapporterat mindre än 95% av beviljad budget.

Beskriv varför hela budgeten inte har förbrukats.

Activities

The following section summarises information about the activities you have implemented with your

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grant. The purpose is to compare the implemented activities with the indicative targets defined in your grant agreement, and to provide context for these figures.

Your grant agreement (Annex II) defines the rules for this exercise:

During project implementation, the beneficiary can make changes to the indicative targets without requesting an amendment to the grant agreement. However, the beneficiary must always prioritise those targets that have been marked with priority status at budget allocation stage. Targets for accompanying persons and preparatory visits are the lowest priority.

At the final report stage, the beneficiary will explain any changes that took place during implementation. These explanations will be evaluated as part of the final report assessment, as described in Annex III.

These rules reflect key principles of accredited grants: flexibility and trust. As an accredited Erasmus+ organisation, you are entrusted to manage your grant in a responsible way, adapting your actions to changing circumstances and your organisation's needs. In this process, results and quality are more important than any numerical targets. In addition, flexibility is needed because budgetary restrictions can make it impossible to deliver figures exactly as planned before the start of the implementation. **Therefore, it is normal and expected that your implemented targets will not perfectly match the indicative targets estimated at application stage**.

You should use questions in this section to show to the evaluators that you have been carefully managing your grant. The key figures are provided for you automatically based on the data you have already provided. In your replies, you should focus on providing a context for these figures. Your goal should be to show that implementation decisions were made in the best interest of your organisation and the participants, that you have kept your Erasmus Plan objectives in mind, and that you have done your best to use the available budget to the maximum.

Please pay particular attention to explanations linked to priority activities. Priority activities are those that have carried additional points at the application stage. Priority activities can differ between countries and therefore it is not possible to present here a full list. To check which activities fall in the priority category, please consult the rules of budget allocation applicable to the call year of your grant application. You can find this information on the website of your National Agency.

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Tabeller: projektets aktivitetsmål och rapporterade aktiviteter

Activity Type	Number of participants			Duration in days Total (average)			Number of accompanying persons			Duration in days for accompanying persons Total (average)			Number of persons in preparatory visits		
	Indicative target	Implemented		Indicative target	Implemented		Indicative planning	Implemented		Indicative planning	Implemented		Indicative planning	Implemented	
[Activity type 1]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]
[Activity type 2]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]
Etc.	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]
Total	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]

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Activity Type	Number of participants with fewer opportunities			Number of participants in blended activities			Number of persons using sustainable means of transport (green travel)			Number of participants in international activities		
	Indicative target	Implemented		Indicative target	Implemented		Indicative target	Implemented		Indicative target	Implemented	
[Activity type 1]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]
[Activity type 2]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]
Etc.	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]
Total	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]	[Prefilled from PMM]	[Prefilled from BM]	[Prefilled from BM]

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Based on the information in the tables above, please compare your indicative targets and the implemented activities.

You should focus your replies on the most significant changes that took place, in particular:

- changes in priority activities;
- activities where the number of participants or the total duration is lower than 80% of the indicative target.

If you have implemented your activities almost exactly as planned, it is sufficient to state so in a short reply.

With reference to the tables above, which targets did you need to adjust during implementation, and why?

[MANDATORY]

[Max 4000]

Hur har ni genomfört projektet i relation till aktivitetsmålen? Utgå ifrån sammanställningen i aktivitetstabellen ovan. Förklara och motivera ändringar.

How were your decisions during implementation guided by your Erasmus Plan?

[MANDATORY]

[Max 3000]

Beskriv hur prioriteringar och ställningstaganden vid genomförandet kan motiveras utifrån er Erasmusplan.

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Participants' feedback

[BEGIN Intro text for SCH and ADU] This section contains feedback gathered from participant reports, presented per type of activities. For individual learner and staff activities, a report is requested from each individual participant. For group activities, one participation report is submitted by the group's lead accompanying person on behalf of the entire group.

The following table presents an overview of participant report submission rates across different activity types. The submission rate is calculated as the percentage of received reports out of the total expected.

Before submitting this report, please make sure that sufficient participant reports have been submitted to allow evaluators to make their assessment. Ensuring that participant reports are completed is part of your duties defined in the grant agreement and the Erasmus quality standards. For individual staff and learner activities, at least **80%** submission rate is expected, while the submission rate for group participation reports should be **100%**.

Please be aware that submitting your report with lower submission rates is likely to affect your evaluation score negatively. To improve the submission rate, we advise that you send reminders to participants who have not yet submitted their report, and that you instruct the lead accompanying persons to complete their group activity reports. **[END Intro text for SCH and ADU]**

[BEGIN Intro text for VET] This section contains feedback gathered from participant reports, presented per type of activities.

The following table presents an overview of participant report submission rates across different activity types. The submission rate is calculated as the percentage of received reports out of the total expected.

Before submitting this report, please make sure that sufficient participant reports have been submitted to allow evaluators to make their assessment. Ensuring that participant reports are completed is part of your duties as defined in the grant agreement and the Erasmus quality standards. At least **80%** submission rate is expected.

Please be aware that submitting your report with lower submission rate is likely to affect your evaluation score negatively. To improve the submission rate, we advise that you send reminders to participants who have not yet submitted their report. **[END intro text for VET]**

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Tabell: andel inlämnade deltagarrapporter

Participant reports - submission rate	
Activity type	**Submission rate**
[Activity type 1]	[% of received reports out of all participants in this activity type]
[Activity type 2]	[% of received reports out of all participants in this activity type]
[etc.]	[% of received reports out of all participants in this activity type]
Overall for individual activities	[% of received reports of individual activity types out of all participants in those activities]
Overall for group activities	[% of received reports of group activity types out of all participants in those activities]

[Show if Overall submission rate for individual activities < 80%]

Please explain why some participants in individual staff and learner activities did not submit their participant reports.

[MANDATORY]

[Max 1000]

Frågan visas endast om mindre än 80% av deltagarrapporterna för individuella aktiviteter har lämnats in.

Beskriv varför alla deltagarrapporter inte har lämnats in.

[Show if Overall submission rate for group activities < 100%]

Please provide a justification for lack of participation reports for some of the implemented group activities.

[MANDATORY]

[Max 1000]

Frågan visas endast om mindre än 100% av deltagarrapporterna för gruppaktiviteter har lämnats in.

Beskriv varför alla deltagarrapporter inte har lämnats in.

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[Activity type label]

[Activity type label] – Participants' feedback part 1: Satisfaction

Tabell: svar i deltagarrapporterna som visar hur nöjda deltagarna är med sitt deltagande i stort

Participant reports submission rate	[% of Received reports out of total number of participants and lead accompanying persons(for groups) for the respective activity type]

General satisfaction	**Very satisfied**	**Satisfied**	**Dissatisfied**	**Very dissatisfied**
[Only individual activities] How satisfied are you with your Erasmus+ mobility experience?	[X% (Y/Z) of replies with "Very satisfied" out of total replies at question SAT-Q1]	[X% (Y/Z) of replies with "Satisfied" out of total replies at question SAT-Q1]	[X% (Y/Z) of replies with "Dissatisfied" out of total replies at question SAT-Q1]	[X% (Y/Z) of replies with "Very dissatisfied" out of total replies at question SAT-Q1]
[Only group activities] How satisfied were the participants in your group with their Erasmus+ mobility experience?	[X% (Y/Z) of replies with "Very satisfied" out of total replies at question SAT-Q1]	[X% (Y/Z) of replies with "Satisfied" out of total replies at question SAT-Q1]	[X% (Y/Z) of replies with "Dissatisfied" out of total replies at question SAT-Q1]	[X% (Y/Z) of replies with "Very dissatisfied" out of total replies at question SAT-Q1]

Participants' feedback indicates that more than 10% of participants were dissatisfied, or that some participants have indicated that they were 'very dissatisfied' with their Erasmus+ experience. Please comments on these figures. What were the reasons for participants' dissatisfaction? What measures did you take to improve the situation?

[MANDATORY]

[Max 3000]

Frågan visas endast om mer än 10% av deltagarna har svarat att de inte är nöjda med sitt deltagande i stort.

Reflektera kring svaren i tabellen ovan. Vad är orsaken till att några inte är nöjda? Vad har ni gjort för att åtgärda de problem som finns?

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Tabell: svar i deltagarrapporterna om praktiska arrangemang

Satisfaction with specific arrangements	
Were you satisfied with overall organisation of the activity in terms of logistics and practical arrangements?	[X% (Y/Z) of replies with "Very satisfied" + "Satisfied" out of total replies at question SAT-Q3-1]
Were you satisfied with travel arrangements?	[X% (Y/Z) of replies with "Very satisfied" + "Satisfied" out of total replies at question SAT-Q3-2]
Were you satisfied with accommodation?	[X% (Y/Z) of replies with "Very satisfied" + "Satisfied" out of total replies at question SAT-Q3-3]
Were you satisfied with insurance coverage and information about insurance?	[X% (Y/Z) of replies with "Very satisfied" + "Satisfied" out of total replies at question SAT-Q3-4]
Were you satisfied with how your questions (or complaints) were addressed?	[X% (Y/Z) of replies with "Very satisfied" + "Satisfied" out of total replies at question SAT-Q3-5]

[Below table is shown only for activity type 'Courses and training']

Tabell: svar i deltagarrapporterna om kursernas kvalitet *(visas endast om kurser har genomförts)*

Participants' rating of attended courses and training	5 - Very good quality	4 – Good quality	3 – Acceptable quality	2 – Low quality	1 – Very low quality
Information and transparency	[X% (Y/Z) of replies with "Very good quality" out of total replies at question SAT-Q2]	[X% (Y/Z) of replies with "Good quality" out of total replies at question SAT-Q2]	[X% (Y/Z) of replies with "Acceptable quality" out of total replies at question SAT-Q2]	[X% (Y/Z) of replies with "Low quality" out of total replies at question SAT-Q2]	[X% (Y/Z) of replies with "Very low quality" out of total replies at question SAT-Q2]
Content and pedagogy	[X% (Y/Z) of replies with "Very good quality" out of total replies at question SAT-Q2]	[X% (Y/Z) of replies with "Good quality" out of total replies at question SAT-Q2]	[X% (Y/Z) of replies with "Acceptable quality" out of total replies at question SAT-Q2]	[X% (Y/Z) of replies with "Low quality" out of total replies at question SAT-Q2]	[X% (Y/Z) of replies with "Very low quality" out of total replies at question SAT-Q2]
European dimension	[X% (Y/Z) of replies with "Very good	[X% (Y/Z) of replies with	[X% (Y/Z) of replies with	[X% (Y/Z) of replies with	[X% (Y/Z) of replies with

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	quality" out of total replies at question SAT-Q2]	"Good quality" out of total replies at question SAT-Q2]	"Acceptable quality" out of total replies at question SAT-Q2]	"Low quality" out of total replies at question SAT-Q2]	"Very low quality" out of total replies at question SAT-Q2]
Services and facilities	[X% (Y/Z) of replies with "Very good quality" out of total replies at question SAT-Q2]	[X% (Y/Z) of replies with "Good quality" out of total replies at question SAT-Q2]	[X% (Y/Z) of replies with "Acceptable quality" out of total replies at question SAT-Q2]	[X% (Y/Z) of replies with "Low quality" out of total replies at question SAT-Q2]	[X% (Y/Z) of replies with "Very low quality" out of total replies at question SAT-Q2]
Follow-up	[X% (Y/Z) of replies with "Very good quality" out of total replies at question SAT-Q2]	[X% (Y/Z) of replies with "Good quality" out of total replies at question SAT-Q2]	[X% (Y/Z) of replies with "Acceptable quality" out of total replies at question SAT-Q2]	[X% (Y/Z) of replies with "Low quality" out of total replies at question SAT-Q2]	[X% (Y/Z) of replies with "Very low quality" out of total replies at question SAT-Q2]
Overall average course rating	[average of all SAT-Q2 ratings]				

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[Activity type label] – Participants' feedback part 2: Preparation and hosting arrangements

Tabell: svar i deltagarrapporterna om förberedelser och mottagande

Preparation arrangements		
[Only individual activities] Before departing for your mobility activity, did you receive any preparation, training or information about the destination country and the hosting organisation?		[X% (Y/Z) of replies with "Yes" out of total replies at question PAH-Q1]
[Only individual activities] If yes, was this preparation and information useful to you?	Yes, I felt well prepared	[X% (Y/Z) of replies with "Yes, I felt well prepared" out of total replies at question PAH-Q1a]
	Yes, but I needed more preparation	[X% (Y/Z) of replies with "Yes, but I needed more preparation" out of total replies at question PAH-Q1a]
	No, I did not find it useful	[X% (Y/Z) of replies with "No, I did not find it useful" out of total replies at question PAH-Q1a]
[Only individual activities] Before departing, I knew what to expect during my mobility period (what I was going to do and what I was expected to learn)		[X% (Y/Z) of replies with "Yes" out of total replies at question PAH-Q6]
[Only individual activities] I have signed a learning agreement or a similar document defining the expected learning outcomes of my mobility period		[X% (Y/Z) of replies with "Yes" out of total replies at question PAH-Q7]
[Only group activities] Before departing, I knew what to expect during the mobility period (what the participants were going to do and what they were expected to learn)		[X% (Y/Z) of replies with "Yes" out of total replies at question PAH-Q6]
[Only group activities] There was a learning programme or a similar document prepared before the activity, defining the activities and expected learning outcomes and benefits for the participants		[X% (Y/Z) of replies with "Yes" out of total replies at question PAH-Q7]

Hosting arrangements	
[Only individual activities, except 'Courses and training'] The teaching / training at the hosting organisation was of good quality and relevant for me	[X% (Y/Z) of replies with "Yes" out of total replies at question PAH-Q3-1]
[Only individual activities, except 'Courses and training'] I felt well received and well integrated at my hosting organisation	[X% (Y/Z) of replies with "Yes" out of total replies at question PAH-Q3-2]
[Only individual activities, except 'Courses and training'] At the hosting	[X% (Y/Z) of replies with

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organisation, I had a mentor or a similar person who was following my learning progress and results.	"Yes" out of total replies at question PAH-Q3-3]
[Only group activities] The teaching / training at the hosting organisation was of good quality and relevant for the group of learners that I have accompanied.	[X% (Y/Z) of replies with "Yes" out of total replies at question PAH-Q3-1]
[Only group activities] Myself and the participants in my group felt well received and well integrated at my hosting organisation.	[X% (Y/Z) of replies with "Yes" out of total replies at question PAH-Q3-2]
[All activity types] I have received contact information of someone at the sending organisation to contact in case of an emergency	[X% (Y/Z) of replies with "Yes" out of total replies at question PAH-Q2a]
[All activity types] I have received contact information of someone at the hosting organisation to contact in case of an emergency	[X% (Y/Z) of replies with "Yes" out of total replies at question PAH-Q2b]

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[Activity type label] - Participants' feedback part 3: Results

Tabell: svar i deltagarrapporterna om resultat av implementerade aktiviteter

Participants indicating they have benefited from their Erasmus+ activity	[X% (Y/Z) of replies with "Yes" out of total replies at question RES-Q1]

Results of implemented activities	
[Only individual staff activities] I have learned or improved practical skills relevant for my current job and for my professional development.	[X% (Y/Z) of replies with this result out of total replies at question RES-Q3-1]
[Only individual staff activities] I have improved my knowledge of the subject I am teaching and of my professional field.	[X% (Y/Z) of replies with this result out of total replies at question RES-Q3-2]
[Only individual staff activities] I have improved my organisational, management and leadership skills.	[X% (Y/Z) of replies with this result out of total replies at question RES-Q3-3]
[Only individual staff activities] I have improved my career opportunities.	[X% (Y/Z) of replies with this result out of total replies at question RES-Q3-4]
[Only individual learner activities] I have learned or improved useful practical skills.	[X% (Y/Z) of replies with this result out of total replies at question RES-Q4-1]
[Only individual learner activities] I have become more self-confident, independent and responsible.	[X% (Y/Z) of replies with this result out of total replies at question RES-Q4-2]
[Only individual learner activities] I have clearer ideas about my goals in personal and professional life.	[X% (Y/Z) of replies with this result out of total replies at question RES-Q4-3]
[Only individual learner activities] I have improved my chances of entering a study programme that I want.	[X% (Y/Z) of replies with this result out of total replies at question RES-Q4-4]
[Only individual learner activities] I have improved my chances of finding a job (now or in the future).	[X% (Y/Z) of replies with this result out of total replies at question RES-Q4-5]

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[Only individual activities] I have learned more about environmental, climate and sustainability issues.	[X% (Y/Z) of replies with this result out of total replies at question PRI-Q1-1]
[Only individual activities] I have changed my habits to become more sustainable.	[X% (Y/Z) of replies with this result out of total replies at question PRI-Q1-2]
[Only individual activities] I have a better understanding of the diversity in my society.	[X% (Y/Z) of replies with this result out of total replies at question PRI-Q1-3]
[Only individual activities] I am more committed to work against discrimination, intolerance, xenophobia and racism.	[X% (Y/Z) of replies with this result out of total replies at question PRI-Q1-4]
[Only individual activities] I am more interested in participating in elections, in other democratic processes, and in the life of my local community.	[X% (Y/Z) of replies with this result out of total replies at question PRI-Q1-5]
[Only individual activities] I have learned more about Europe, the European Union and European values.	[X% (Y/Z) of replies with this result out of total replies at question PRI-Q1-6]
[Only individual activities] I have learned more about new and useful ways to apply digital technology.	[X% (Y/Z) of replies with this result out of total replies at question PRI-Q1-7]
[Only individual activities] I am eager to use more digital technologies in my studies or work.	[X% (Y/Z) of replies with this result out of total replies at question PRI-Q1-8]
[Only group activities] Participants have learned or improved useful practical skills.	[X% (Y/Z) of replies with this result out of total replies at question RES-Q4-1 (group)]
[Only group activities] Participants have become more self-confident, independent and responsible.	[X% (Y/Z) of replies with this result out of total replies at question RES-Q4-2 (group)]
[Only group activities] Participants have clearer ideas about their goals in personal and professional life.	[X% (Y/Z) of replies with this result out of total replies at question RES-Q4-3 (group)]
[Only group activities] Participants have improved their chances of entering a study programme that I want.	[X% (Y/Z) of replies with this result out of total replies at question RES-Q4-4]
[Only group activities] Participants have improved their chances of finding a job (now or in the future).	[X% (Y/Z) of replies with this result out of total replies at question RES-Q4-5]
[Only group activities] Participants have learned more about environmental, climate and sustainability issues.	[X% (Y/Z) of replies with this result out of total replies at question PRI-Q1-1]

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[Only group activities] Participants have changed their habits to become more sustainable.	[X% (Y/Z) of replies with this result out of total replies at question PRI-Q1-2]
[Only group activities] Participants have a better understanding of the diversity in their society.	[X% (Y/Z) of replies with this result out of total replies at question PRI-Q1-3]
[Only group activities] Participants are more committed to work against discrimination, intolerance, xenophobia and racism.	[X% (Y/Z) of replies with this result out of total replies at question PRI-Q1-4]
[Only group activities] Participants are more interested in participating in elections, in other democratic processes, and in the life of my local community.	[X% (Y/Z) of replies with this result out of total replies at question PRI-Q1-5]
[Only group activities] Participants have learned more about Europe, the European Union and European values.	[X% (Y/Z) of replies with this result out of total replies at question PRI-Q1-6]
[Only group activities] Participants have learned more about new and useful ways to apply digital technology.	[X% (Y/Z) of replies with this result out of total replies at question PRI-Q1-7]
[Only group activities] Participants are eager to use more digital technologies in their studies or work.	[X% (Y/Z) of replies with this result out of total replies at question PRI-Q1-8]

The following table summarises the information about types of certification issued to participants after their mobility activity. Please note that more than one certification can be issued per participant.

Tabell: deltagarintyg

Certification of learning outcomes	Number of participants
Europass Mobility Document	[Count no of participants who have selected this type of certificate in mobility activities]
Europass Certificate Supplement	[Count no of participants who have selected this type of certificate in mobility activities]
Europass Diploma Supplement	[Count no of participants who have selected this type of certificate in mobility activities]
Recognition at national level	[Count no of participants who have selected this type of certificate in mobility activities]
Recognition at regional level	[Count no of participants who have selected this type of certificate in mobility activities]
Erasmus+ Learning agreement complement	[Count no of participants who have selected this type of certificate in mobility activities]
Other	[Count no of participants who have

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	selected this type of certificate in mobility activities]
No certification issued	[Count no of participants who did not select any certificate in mobility activities]

[Only show if count for 'No certification issued > 0]

Please explain why learning outcomes of some participants were not certified.

[MANDATORY]

[Max 2000]

Frågan visas endast om en eller flera av mobiliteterna har markerats med "no certification issued"

Förklara varför någon eller några av deltagarna inte har fått något intyg/certifikat efter genomförd mobilitet.

[Activity type label] - Participants' feedback part 4: Language learning

Tabell: språk och språkstöd

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[All activity types] Linguistic support				
	Number of participants	**Number of participants using Online Language Support**	**Number of participants receiving language support grant**	**Number of participants receiving additional language support grant for long-term activities**
[Language 1]	Count no of participants with **Language 1** selected as *Main language used during mobility activity*	Count no of participants with **Language 1** selected as *Main language used during mobility activity* and with *Online language support* flag on	Count no of participants with **Language 1** selected as *Main language used during mobility activity* and with *Linguistic support* flag on	Count no of participants with **Language 1** selected as *Main language used during mobility activity* and that receive *Additional linguistic support grant for long term activities*
[Language 2]	Count no of participants with **Language 2** selected as *Main language used during mobility activity*	Count no of participants with **Language 2** selected as *Main language used during mobility activity* and with *Online language support* flag on	Count no of participants with **Language 1** selected as *Main language used during mobility activity* and with *Linguistic support* flag on	Count no of participants with **Language 2** selected as *Main language used during mobility activity* and that receive *Additional linguistic support grant for long term activities*
[etc.]				

Language learning	
[Only individual activities] I think I have improved my skills in the main language used during my mobility period	[X% (Y/Z) of replies with "Yes" out of total replies at question LNG-Q2], excluding those with "No, I was already fluent"
[Only individual activities] I have received support to improve my language skills before or during my mobility period (for example: a language course, language learning materials, language coaching or similar)	[X% (Y/Z) of replies with "Yes" out of total replies at question LNG-Q3]
[Only individual activities] Note: the figures in this table exclude participants who were already fluent in the main language used during their mobility period.	
[Only group activities] I think the participants have improved their skills in the main language used during their mobility activity	[X% (Y/Z) of replies with "Yes" out of total replies at question LNG-Q2], excluding those with "No, I was already fluent"
[Only group activities] The participants received support to improve their language skills before or during the mobility period (for example: a language course, language learning materials, language coaching)	[X% (Y/Z) of replies with "Yes" out of total replies at question LNG-Q3]

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[Activity type label] - Participants' feedback part 5: Comments

Please comment on the participants' feedback summarised in parts 1 to 4 above. You should identify strong and weak points and explain them. In this context, figures indicating less than 80% of positive replies are considered as quite weak results. If there are any figures in this range, make sure to address them in your reply.

[MANDATORY]

[Max 4000]

Kommentera och analysera resultaten av deltagarrapporterna som presenteras i tabellerna ovan. Utgå ifrån Erasmus kvalitetsnormer i er analys. Observera att rapporten bland annat bedöms utifrån delkriteriet *" the implemented activities and participants' feedback show that the beneficiary has integrated basic principles of inclusion and diversity, digital education, and environmental sustainability and responsibility in the implementation of their activities"* och delkriteriet *"participants' feedback shows that the quality of the implemented activities and support provided to the participants have been in line with the quality standards".* Därför är det viktigt att ni utgår från Erasmus kvalitetsnormer i er analys.

Förklara svagheter och styrkor utifrån resultaten i tabellerna. Resultat lägre än 80% betraktas som ganska låga resultat och bör särskilt uppmärksammas i analysen. Ni kan även inkludera resultat från andra utvärderingar ni har gjort inom projektet i analysen. Särskilt viktigt blir detta om deltagarrapporter på grund av tekniska problem saknas i systemet.

European Language Label

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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.

Ansökningsformulär till European Language Label. En möjlighet att ansöka om ELLs språkpris för projekt som har arbetat med språk på olika sätt. Ansökan är en möjlighet för de som vill och påverkar inte bedömningen av slutrapporten.

Thanks to having completed a Key Action 1 mobility 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	

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]

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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:

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

[MANDATORY]

[Max 2000]

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

[MANDATORY]

[Max 2000]

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

[MANDATORY]

[Max 2000]

4. 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:

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- 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:

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

[MANDATORY]

[Max 2000]

6. 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]

7. 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.

Consortium members

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Tabell: konsortiemedlemmar (gäller endast konsortier)

Consortium member	Organisation type	Status	Number of participants				
			Total	**Staff**	**Learners**	**Hosted teachers or educators in training**	**Invited experts**
[Organisation legal name (OID)] – Prefilled from BM Organisations section	Prefilled from BM Organisations section	Prefilled from BM Organisations section	SUM the figures from Staff, Learners, Hosted teachers or educators in training and Invited experts	Count participants in staff activity types for which the consortium member acts as the Sending organisation	Count participants in learners activity types for which the consortium member acts as the Sending organisation	Count participants in activity type *Hosting teachers and educators in training* for which the consortium member acts as the Receiving organisation	Count participants in activity type *Invited experts* for which the consortium member acts as the Receiving organisation
[Organisation legal name (OID)] – Prefilled from BM Organisations section	Prefilled from BM Organisations section	Prefilled from BM Organisations section	SUM the figures from Staff, Learners, Hosted teachers or educators in training and Invited experts	Count participants in staff activity types for which the consortium member acts as the Sending organisation	Count participants in learners activity types for which the consortium member acts as the Sending organisation	Count participants in activity type *Hosting teachers and educators in training* for which the consortium member acts as the Receiving organisation	Count participants in activity type *Invited experts* for which the consortium member acts as the Receiving organisation
Total			[SUM]	[SUM]	[SUM]	[SUM]	[SUM]

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Hosting organisations

Tabell: Mottagande organisationer

Activity type	Hosting organisation	Organisation type	Number of persons participating in preparatory visits	Number of participants
[Activity type 1]	[Organisation legal name (OID – CC) that was selected as host/receiving organisation for mobility activities of activity type 1	[Organisation type - Prefilled from Organisations section]	Count no. of persons in preparatory visits linked to the respective host/receiving organisation	Count no of participants in activities linked to Activity type 1 and that have the respective host/receiving organisation
[Activity type 2]	[Organisation legal name (OID – CC) that was selected as	[Organisation type - Prefilled from Organisations	Count no. of persons in preparatory visits linked to the	Count no of participants in activities linked to Activity type 1

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	host/receiving organisation for mobility activities of activity type 1	section]	respective host/receiving organisation	and that have the respective host/receiving organisation
Total	-	-	[SUM]	[SUM]

Supporting organisations

Tabell: förmedlande organisationer (visas endast om projektet har använt sig av förmedlande organisationer)

Supporting organisation	Organisation type	Type of support
[Organisation legal name] ([OID], [2-letter country code]) - Prefilled from BM, Organisations section, flag supporting organisation is on	[Organisation Type - Prefilled from BM, Organisations section]	[Prefilled from BM, Organisations section]
[Organisation legal name] ([OID], [2-letter country code]), flag supporting organisation is on	[Organisation Type - Prefilled from BM, Organisations section]	[Prefilled from BM, Organisations section]

Your National Agency may request a copy of your contract with supporting organisations that were paid for their services. The contract should contain a clear description of the supporting organisation's tasks and other elements required by the Erasmus quality standards.

participants have indicated that organisations other than the sending and hosting organisation have taken part in the setting up and implementation of their mobility. However, no supporting organisations have been declared in your report.

Reporting on participation of supporting organisations is obligatory. In case there have been supporting organisations involved in your activities, please make sure to declare them in the reporting tool before submitting your report. If no such organisations were participating, please check the box below.

☐   I confirm that no supporting organisations were involved in the implementation of this project.

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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.
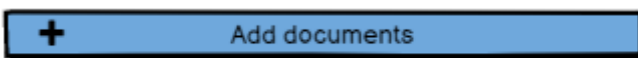
➕ Add documents

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	👁 🗑

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Conditions for the Final report submission

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
- All mobility activities and group activities in the project are in status Complete, see List of mobility activities and List of group activities
- All fewer opportunities participants in the project have a reason declared in the Fewer opportunities section
- Declaration on Honour has been uploaded
- Checklist has been fulfilled

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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 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

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