



Beneficiary Module – Projektu īstenošanas modulis, KA121 projektiem

28.08.2023.



Valsts izglītības
attīstības aģentūra



Erasmus+

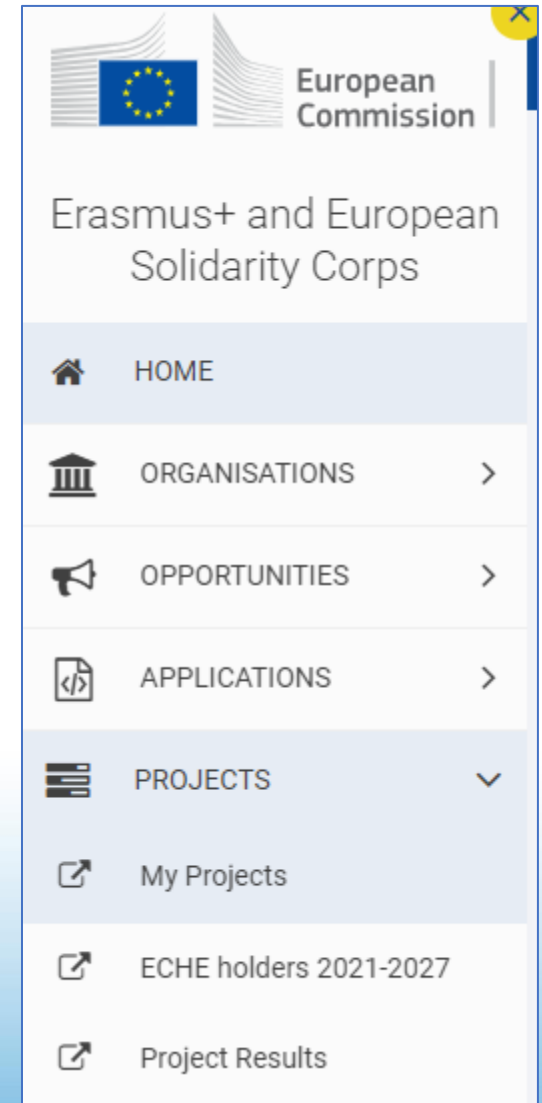
Bagātini pieredzi, domā plašāk

Piekļuve projektam no EESC platformas

<https://webgate.ec.europa.eu/erasmus-esc/home/>
PROJECTS -> My Projects

Plānotā projektu pieejamība: 2023. gada oktobris

Priekšnoteikums: pie projekta ir piesaistīts lietotāja *EU Login* e-pasts









Beneficiary Module (BM)

Projektam var piekļūt lietotāji, kuru e-pasti ir norādīti sadaļā *Contacts*

Project Activities and Budget Details ⓘ

Grant Agreement No. : 2022-1-LV01-KA121-SCH-0000
NA : LV01 - Valsts izglītības attīstības aģentūra (State Education Agency)

Important! Revalidation of mobilities procedure is applicable

Beneficiary	Legal Representative	Primary Contact	OLS administrator	Access to project management	[reload]
Yes	Yes	No	No	Edit	  
Yes	No	Yes	Yes	Edit	  

Content menu

- Details
- Organisations
- Contacts**
- Preparatory visits
- Mobility Activities

Contact

Contacts (2)

Organisation OID	Organisation legal name	First Name	Last Name	Position	Email
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Beneficiary Module (BM)

Home

Project Activities and Budget Details 🔍

Awarded/Reported Budget :

Content menu <

- Details**
- Organisations
- Contacts
- Preparatory visits
- Mobility Activities
- Import-export mobility activity
- Amendments
- Fewer Opportunities
- Reports
- Budget

Filter <

- Details
- Context
- Information
- National agency
- Beneficiary organisation

Details

Context Information

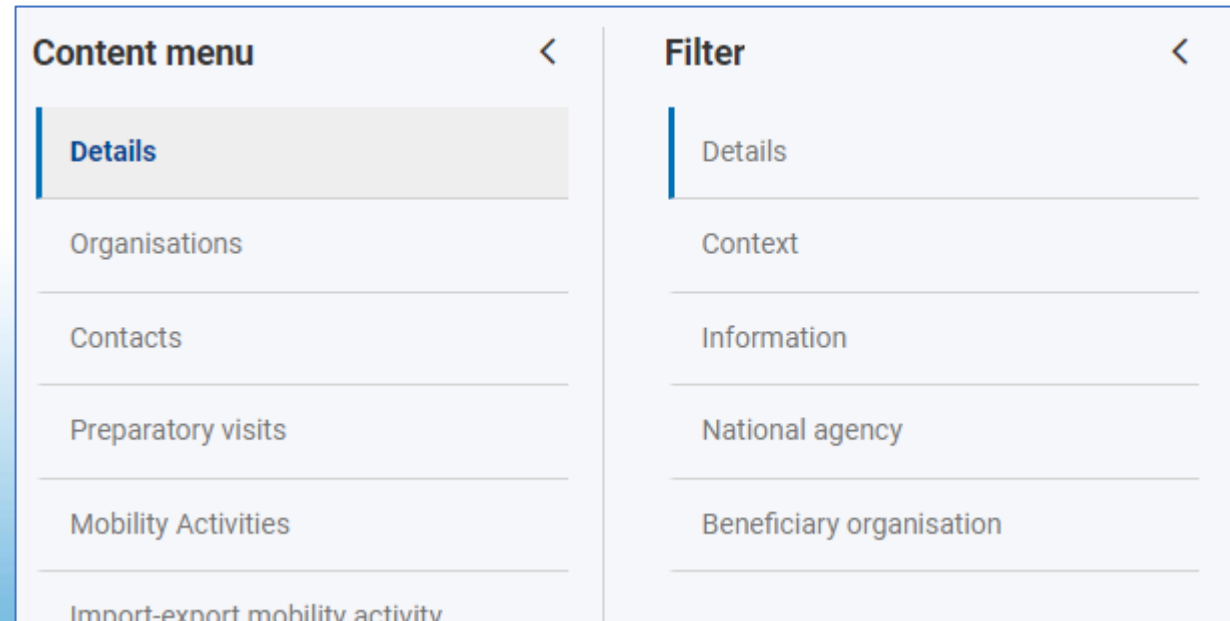
Programme: Erasmus+
Key Action: Learning Mobility of Individuals
Action Type: Accredited projects for mobility of learners and staff in school education
Call: 2022
Round: Round 1
Start of Project: 01/06/2022
End of Project: 31/05/2024
Project Duration (months): 24 months

Project Information

Grant Agreement No.: **Grant Agreement No. :**
National ID:
Project Title:
Project Acronym:
Project Status: Project ongoing
Final Report Submission Deadline: 30/10/2023

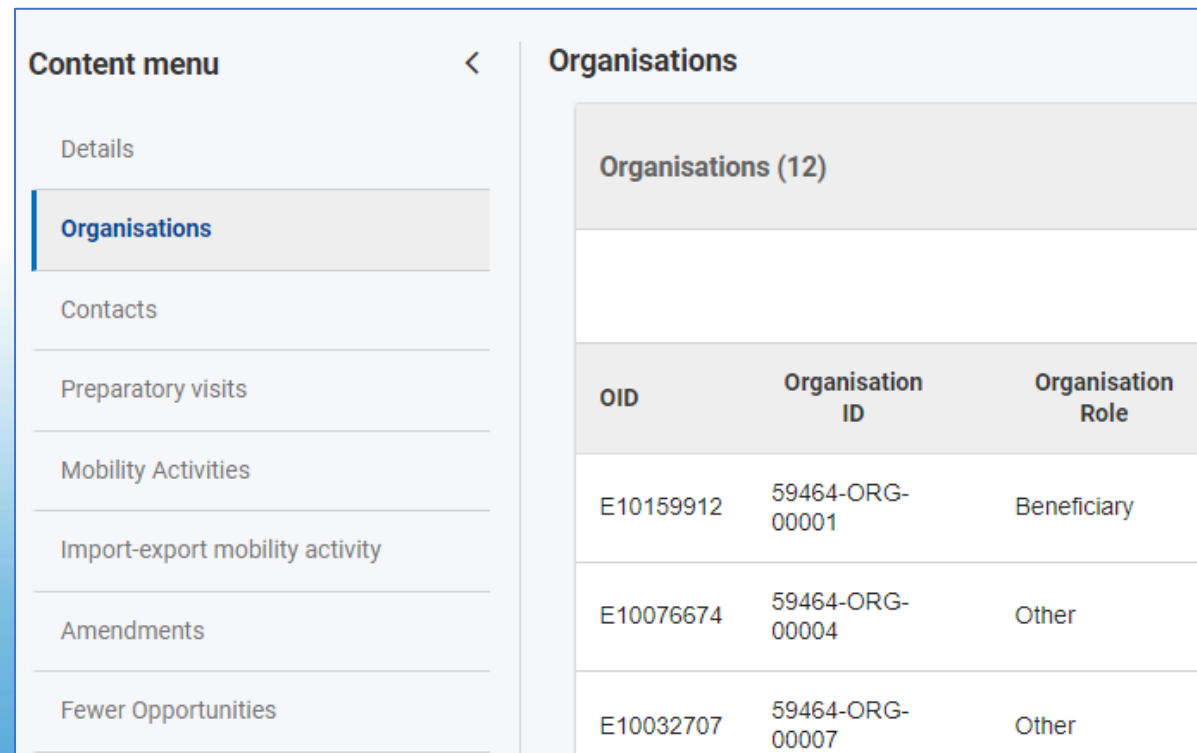
BM sadaļa *Details*

Pamatinformācija par projektu: projekta veids, sākuma un beigu datums, galīgā ziņojuma iesniegšanas termiņš utt.; manuāli nerediģējama sadaļa.



BM sadaļa *Organisations*

- Informācija par nosūtošo organizāciju.
Jāpievieno partnerorganizācijas.
- **Jāaktualizē informācija** par savu organizāciju un uzņemošajām organizācijām.



The screenshot displays the 'Organisations' section of the BM interface. On the left is a 'Content menu' with options: Details, Organisations (selected), Contacts, Preparatory visits, Mobility Activities, Import-export mobility activity, Amendments, and Fewer Opportunities. The main area shows a table of organisations with 12 total entries. The table has columns for OID, Organisation ID, and Organisation Role.

OID	Organisation ID	Organisation Role
E10159912	59464-ORG-00001	Beneficiary
E10076674	59464-ORG-00004	Other
E10032707	59464-ORG-00007	Other

BM sadaļa *Preparatory visits*

Ievada, ja plānotas / īstenotas, citādi atstāj neaizpildītu.

Content menu <

- Details
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- Preparatory visits**
- Mobility Activities
- Import-export mobility activity



Preparatory visits (2)

Q S

ID	Receiving organisation	Receiving Country	Number of persons
PV1	IES ALVARO YAÑEZ	Spain	2
PV2	Convitto Nazionale "D. Cotugno"	Italy	2

BM sadaļa *Mobility Activities*

Ievada mobilitātes; būtisks salīdzinājums ar indikatīvajiem rādītājiem.



 Important! Revalidation of mobilities procedure is applied for Call 2021 and Call 2022 Higher education (KA131) and Youth projects. More information about this functionality is available [here](#) 


Content menu <


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- Import-export mobility activity
- Amendments
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- Reports

Individual mobility activities | Group activities | Targets

Mobility activities

 By using the Revalidate mobilities button all rules on the mobility activities will be reinitiated. 

 Release BM-1.15.0 of 16 May 2023 contains corrections of organisational support for projects of KA121 and KA122. A revalidation is checking your project automatically and mobility activity status from Complete to Draft or vice versa.

List of mobility activities (9) 

Mobility activity ID	Activity type	Participant's first name	Participant's last name	Participant's email	Sending country	Receiving country	Start date	End date	Draft Mobility activity
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BM sadaļa *Mobility Activities – Individual, Group activities*

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Individual mobility activities | Group activities

Create a Draft Mobility DRAFT

MOBILITY ACTIVITY

Mobility activity ID *
97250-MOB-0001

Participant's first name *

Value missing (Draft field)

Participant's email *

Value missing (Draft field)

Project Duration **21/03/2023**

Start date *
dd/mm/yyyy

Individual mobility activities | **Group activities**

GROUP ACTIVITY DRAFT

GROUP ACTIVITY

Group activity ID *
97250-MOBGRP-00001

Activity type *
Group mobility of school pupils

Description: what was the content of the activity? *

Value missing

Main language used during mobility activity *

Value missing

Other languages used during mobility activity

Max. 3 selections

According to your assessment, which of the participants' key competences were improved as a result of this mobility activity? You may read the definitions and explanations of the key competences here *

Value missing

BM sadaļa *Mobility Activities – Targets*

The following tables present the targets for delivery, as defined in your grant agreement versus the achieved targets in Erasmus+ project management and reporting tool.

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	
Group mobility of school pupils	70	50	71.43%	490	282 (5.64)	1.15%	14	10	71.43%	98	56 (5.6)	5.71%	6	4	66.67%
Courses and training	9	8	88.89%	74	44 (5.5)	7.43%	0	0	0%	0	0 (0)	0%	0	0	0%
Total	79	58	73.42%	564	326 (11.14)	1.98%	14	10 (5.6)	71.43%	98	56	5.71%	6	4	66.67%

Activity Type	Number of participants with fewer opportunities			Number of participants in blended activities			Number of persons using sustainable means of transport (green travel)		
	Indicative target	Implemented		Indicative target	Implemented		Indicative planning	Implemented	
Group mobility of school pupils	0	0	0%	0	0	0%	0	0	0%
Courses and training	0	0	0%	0	0	0%	0	0	0%
Total	0	0	0%	0	0	0%	0	0	0%

BM sadaļa *Mobility Activities*

Eiropas Komisijas izstrādātas detalizētas instrukcijas mobilitāšu ievadei:

<https://wikis.ec.europa.eu/display/NAITDOC/Beneficiary+Guides+-+Project+implementation+phase>

Ietver apakšsadaļas par visiem aizpildāmajiem laukiem, piemēram, par dalībnieku atsaitēm:

<https://wikis.ec.europa.eu/display/NAITDOC/Manage+participant+reports+in+projects>

Videoinstrukcijas:

<https://wikis.ec.europa.eu/display/NAITDOC/eLearning+videos+for+the+Beneficiary+module>

BM sadaža *Import-export mobility activity*

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Import-export mobility activity

i Download latest [Data Dictionary and Mobility Import-Export templates](#) before import **?**

⚠ Data collected in Beneficiary Module should not contain any sensitive information, especially related to participants' racial or ethnic origin, political opinions, religious or philosophical beliefs, trade-union membership, and information concerning health or sex life.

Actions

Export mobility activities

Draft + Complete (9) Complete (9)

[Export XLSX](#) [Export CSV](#)

Import mobility activities

⚠ If your file has any characters which are not part of the English alphabet (ASCII-7), please import in XLS format rather than in CSV

[Select file](#) - OR - Drop your file here

Import/Export status (0)

Import/Export	Date	Import Context	File	Status	Complete	Draft	[reload]
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BM sadaļa *Amendments*



Important! Revalidation of mobilities procedure is applied for Call 2021 and Call 2022 Higher education (KA131) and Youth projects. More information about this functionality is available [here](#)

Content menu



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Import-export mobility activity

Amendments

Fewer Opportunities

Amendments

In this section, you can request an amendment to your grant agreement. Different options are available to you depending on the time passed since the start of your project:

- At any moment, you can submit an amendment request to update the information in your grant agreement, such as your organisation's data or legal representative. Coordinators of a mobility consortium projects may also request modifications to the membership of their consortium. All such requests must include an appropriate justification explaining the reasons for the changes.
- Until the end of the interim amendments exercise, you can request additional exceptional costs and inclusion support for participants.
- The interim amendments exercise takes place starting from June, with the exact submission deadline defined and published by your National Agency. As part of this exercise, you can request a prolongation of your grant agreement duration to 24 months and you can request additional funding. Requests for additional funding will be considered only if your National Agency has sufficient funding available
- If you have experienced serious issues in implementing your plan, you can also ask to return some of the awarded funding at this stage. However, this option should be used as a last resort. Any request to lower the awarded grant will require that you submit a clear justification to your National Agency explaining why no other options are available. Whenever possible, it is better to request a prolongation of your grant agreement and to use the additional time to implement the remaining activities. Before making a request to reduce your grant, please ask for advice of your National Agency.

BM sadaļa *Fewer Opportunities*

Project Activities and Budget Details

Project I



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Content menu

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Fewer Opportunities

Please indicate the number of participants with fewer opportunities according to each reason below.

Reason

Number of Participants

Barriers linked to discrimination

9

Barriers linked to education and training systems

9

Cultural differences

9

Disabilities

9

Economic barriers

9

Geographical barriers

9

Health problems

9

Social barriers

9

BM sadaļa *Reports*

Project Activities and Budget Details ⓘ



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Budget

Beneficiary Reports

Final Beneficiary Report

Please click on this button to generate a new Beneficiary Report

Generate Beneficiary Report

BM sadaļa *Reports*

Ieskats projekta galīgā ziņojuma sadaļās:

PDF

Draft report saved (%) [Back to reports](#)

- ✓ Evaluation criteria
- ✓ Project details
- ✓ Budget
- ✗ Activities
- ✓ Participants' feedback
- ✓ European Language Label
- ✓ Hosting organisations
- ✓ Supporting organisations
- ✓ Feedback
- ✓ Annexes
- ✓ Checklist

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 your 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](#)

Delivering targets and coherence with Erasmus Plan (50 points)	<p><u>The extent to which:</u></p> <ul style="list-style-type: none">• 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)	<p><u>The extent to which:</u></p> <ul style="list-style-type: none">• 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

BM sadaļa *Budget*

Content menu			
		Awarded Budget	Reported Budget
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Reports			
Budget			
	Export		
	Organisational support	0 €	0 €
	Travel	0 €	0 €
	Individual support	0 €	0 €
	Linguistic support	0 €	0 €
	Course fees	0 €	0 €
	Preparatory visits	0 €	0 €
	Inclusion support for organisations	0 €	0 €
	Inclusion support for participants	0 €	0 €
	Exceptional costs for expensive travel	0 €	0 €
	Exceptional cost for visa and other entry requirements	0 €	0 €
	Exceptional costs for financial guarantee	Not applicable	<input type="text" value="0"/> € *
	Total	8750 €	0 €

Veiksmīgu projektu īstenošanu!

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Erasmus+

Bagātini pieredzi, domā plašāk