

# **Formulario comentado: Asociaciones a pequeña escala (KA210) ASOCIACIONES PARA LA COOPERACIÓN (KA2)**

**Convocatoria de propuestas 2021 — EAC/A01/2021  
Programa Erasmus+**

**Educación Escolar  
Formación Profesional  
Educación de Personas Adultas**

Versión: 29/04/2021

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## INTRODUCCIÓN

El objeto de este documento es facilitar ayuda a las organizaciones e instituciones interesadas en la solicitud de **un proyecto de asociaciones a pequeña escala (KA2)** del Programa Erasmus+ en el Sector de la Educación de personas adultas, escolar y formación profesional (Formulario de solicitud KA210-ADU, KA210-SCH y KA210-VET).

**ATENCIÓN:** esta acción es de cooperación, no de movilidad, por lo que no sustituye a la antigua acción KA229, de Asociaciones de intercambio escolar, que desaparece en Erasmus+ 2021-2027. Los centros han de pedir proyectos de movilidad bajo la acción KA1, que ahora incluye también movilidades del alumnado, y cuyo formulario es el KA122-SCH. En este documento encontrará una guía comentada que le ayudará en la cumplimentación.

En este documento encontrará una guía comentada que le ayudará en la cumplimentación del formulario web para la solicitud de su proyecto. Dicho formulario consta de los siguientes apartados:

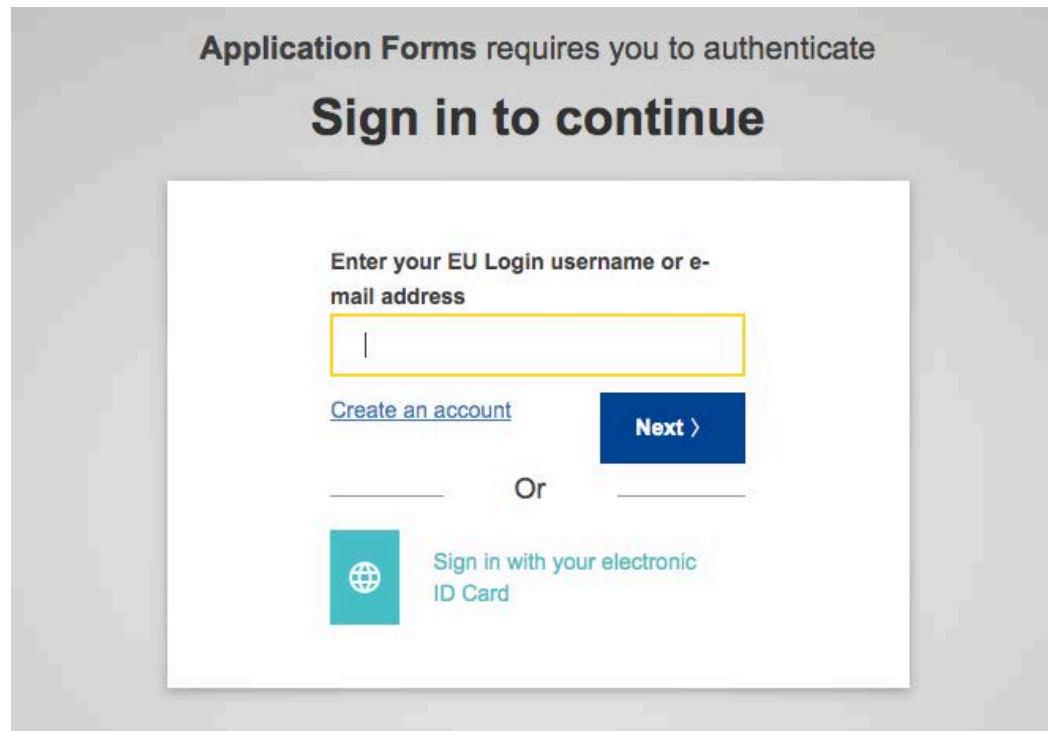
1. Contexto
2. Prioridades y temas
3. Descripción del proyecto
4. Organizaciones participantes
5. Datos de las organizaciones
6. Datos de contacto
7. Cooperación entre organizaciones participantes
8. Actividades
9. Resumen del presupuesto
10. Impacto y seguimiento
11. Resumen del proyecto
12. Anexos: declaración responsable y otros documentos
13. Lista de comprobación
14. Envío
15. Compartir solicitud

16. Descarga de documentación
17. ¿Hemos enviado correctamente la solicitud?
18. Cómo reabrir, editar y volver a enviar una solicitud

En el enlace que aparece más abajo podrá acceder a los formularios web de Erasmus+. Al entrar, se le solicitará que acceda a través de su cuenta **EU Login**, que es el servicio de autenticación de usuarios de la Comisión Europea. Si no se ha registrado anteriormente, deberá crear una cuenta para tener acceso.

**Importante:** utilicen como usuario un correo electrónico institucional y conserven los datos para futuras acciones.

### [Acceso a los formularios web](#)




Application Forms requires you to authenticate

## Sign in to continue

Enter your EU Login username or e-mail address

[Create an account](#) **Next >**

Or

 Sign in with your electronic ID Card

Una vez haya accedido con su cuenta EU Login, se abrirá el espacio de formularios web:

Selecione el idioma

Home > Opportunities for Erasmus+

## Opportunities for Erasmus+

Welcome to the Erasmus+ Applications. Here you can apply for one or more of the actions supported by the Erasmus+ Programme and managed by the Erasmus+ National Agencies. Below you can browse applications by field of opportunity or key action.

Before starting your application, please check if your organisation has a unique Organisation ID that is required to participate in Erasmus+ actions managed by National Agencies. You can search for your Organisation ID or register a new organisation using the Erasmus+ and European Solidarity Corps platform: [Search for an organisation](#)

If you are interested in applying for Erasmus+ actions managed by the Education, Audiovisual and Culture Executive Agency, please visit: [EACEA Funding Opportunities](#)

To apply for Erasmus accreditation in youth (KA150), please visit [this page](#)

### FIELD OF OPPORTUNITY

**Selecione el sector adecuado.**

- SCHOOL EDUCATION
- HIGHER EDUCATION
- VOCATIONAL EDUCATION AND TRAINING
- YOUTH
- ADULT EDUCATION

Para iniciar una nueva solicitud, pulse en **Proyectos de Asociaciones a pequeña escala KA210** del sector educativo correspondiente.

#### ADULT EDUCATION

- KA210-AD1**  
Accredited projects for mobility of learners and staff in adult education  
This action supports adult education providers and other organisations active in the field of adult education that want to organise learning mobility activities for adult education staff. Applicant organisations must hold a valid Erasmus accreditation in the field of adult education.  
Deadline: 11-05-2021 12:00:00 (Brussels time)  
Remaining days: 1  
**Apply**
- KA210-AD2**  
Short-term projects for mobility of learners and staff in adult education  
This action supports adult education providers and other organisations active in the field of adult education that want to organise learning mobility activities for adult education staff.  
Deadline: 11-05-2021 12:00:00 (Brussels time)  
Remaining days: 1  
**Apply**
- KA210-AD3**  
Small-scale partnerships in adult education  
This action enables participating organisations to gain experience in international cooperation and to strengthen their capacities. Small-scale partnerships are designed to widen access to the programme to small-scale actors and individuals who are best to reach in the fields of school education, adult education, vocational education and training, education, youth and sport.  
Deadline: 20-05-2021 12:00:00 (Brussels time)  
Remaining days: 1  
**Apply**
- KA210-AD4**  
Cooperation partnerships in adult education  
This action enables participating organisations to gain experience in international cooperation and to strengthen their capacities, but also to produce high-quality innovative alternatives. The primary goal of Cooperation Partnerships is to allow organisations to increase the quality and relevance of their activities, to develop and reinforce their networks of partners, to increase their capacity to operate jointly at transnational level, to develop, internationalise their activities and through exchanging or developing new practices and methods as well as sharing and combining ideas.  
Deadline: 20-05-2021 12:00:00 (Brussels time)  
Remaining days: 1  
**Apply**



Qualified by EFQM 2020

Al abrir el formulario, verá la siguiente pantalla. Si pulsa el signo de interrogación, podrá leer las instrucciones:

The screenshot shows the 'Application details' page for Form ID: KA210-ADU-52D101E1. The page is titled 'Application details' and includes a navigation bar with 'Home > Application details'. A red arrow points to a question mark icon next to the title. The page features a sidebar with a 'Content menu' and a main area with 'Context' fields. The 'Context' fields include:

- Field: Adult Education
- Project Title \*
- Project Title in English \*
- Project Acronym
- Project Start Date (dd/mm/yyyy) \*
- Project total Duration (Months) \*
- Project End Date (dd/mm/yyyy) \*
- National Agency of the Applicant Organisation \*
- Language used to fill in the form \*
- Project Lump sum \*

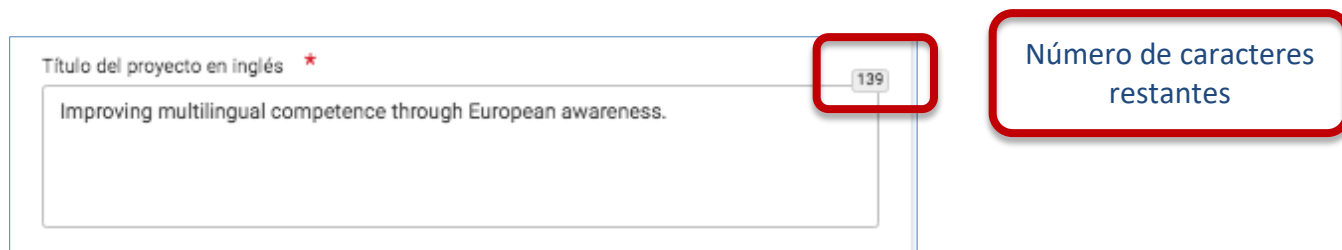
For further details about the available Erasmus+ National Agencies, please consult the following page: <https://ec.europa.eu/programmes/erasmus-plus/contact>

PROTECTION OF PERSONAL DATA

Please read our privacy statement to understand how we process and protect your personal data

Muchos campos se completan a través de un menú desplegable y otros son de texto libre. En las respuestas de texto libre, la longitud de las respuestas es limitada. El número máximo de caracteres que se pueden utilizar en cada respuesta está indicado en la esquina superior derecha de la caja de texto. No es necesario usar el número máximo de caracteres.

Ejemplo de campo de texto libre:



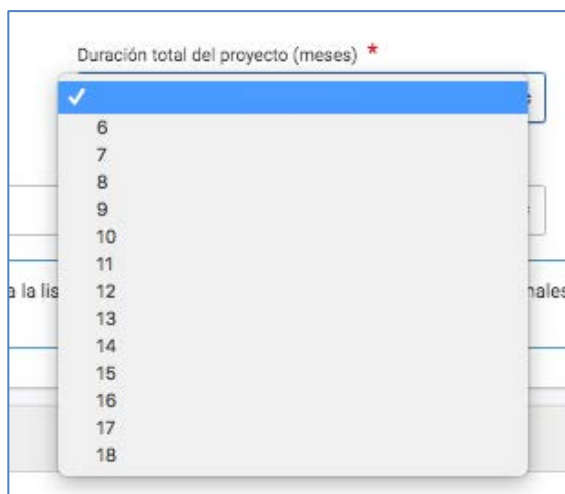
Título del proyecto en inglés \*

Improving multilingual competence through European awareness.

139

Número de caracteres restantes

Ejemplo de campo desplegable:



Duración total del proyecto (meses) \*

- 6
- 7
- 8
- 9
- 10
- 11
- 12
- 13
- 14
- 15
- 16
- 17
- 18

Conforme vaya cumplimentando el formulario, este **guardará la información cada 2 segundos de forma automática.**

Se recomienda usar los navegadores web *Chrome* o *Mozilla Firefox* para cumplimentar la solicitud.

Le recomendamos que antes de cumplimentar el formulario de solicitud, busque el Material de Apoyo a la convocatoria 2021. Familiarícese con los aspectos clave que debe tener en cuenta durante la elaboración de su Proyecto.

Podrán participar en un proyecto de cooperación entre organizaciones e instituciones las organizaciones que cumplan los criterios establecidos en la guía del programa.

Tenga en cuenta que quien evalúe su solicitud no necesariamente conoce su institución. Procure que los textos sean fácilmente comprensibles y evite el uso de acrónimos.

Responda de forma precisa y completa en cada uno de los apartados incluso si entiende que las preguntas comprenden aspectos similares.



## PREPARACIÓN

Antes de comenzar a rellenar el formulario, lea con detenimiento la siguiente lista de control:

- ¿Ha leído la información relativa a la Convocatoria 2021 de proyectos Erasmus+ en la *Guía del Programa*?
- ¿Ha comprobado que la Acción Clave 2 (KA2) coincide con su ámbito educativo y es admisible para esta acción?
- ¿Ha leído la información relativa a la Convocatoria 2021 de proyectos Acción Clave 2?
- ¿Tiene su institución número OID?
- ¿Al solicitar su OID, subió al Sistema de Registro de Organizaciones (ORS) los documentos que prueban su estatus jurídico y capacidad financiera?
- ¿Son correctos los datos de su institución en el Sistema de Registro de Organizaciones (ORS)?
- ¿Ha leído los criterios de concesión en los que se basará la evaluación de su solicitud?
- ¿Ha realizado su institución un análisis de necesidades en relación con la mejora de la calidad y la internacionalización del centro?
- ¿Ha elaborado un plan de trabajo en el que se detallen los objetivos, actividades y resultados para cubrir las necesidades detectadas?
- ¿Ha elaborado un plan de difusión con el fin de utilizar, compartir y difundir los resultados de su proyecto?

# FORMULARIO COMENTADO

## CONTEXTO

The screenshot shows the 'Context' section of an Erasmus+ application form. The left sidebar contains a 'Content menu' with items like 'Context', 'Priorities and Topics', 'Project description', etc. The main area contains form fields for 'Project Title in English', 'Project Acronym', 'Project Start Date', 'Project Duration (Months)', 'Project End Date', 'National Agency of the Applicant Organisation', and 'Project Lump sum'. Red callout boxes provide instructions: one points to the sidebar menu, another to the 'Project Start Date' field, and a third to the 'Project Duration (Months)' field.

Utilice el panel lateral de navegación para desplazarse entre las secciones del formulario. **Color verde** indica que los datos obligatorios de esa sección han sido cumplimentados.

La duración del proyecto debe ser de entre 6 y 24 meses. Establézcala en función de los objetivos y actividades previstos.

Seleccione una fecha de inicio.

Seleccione ES01 (SEPIE) como Agencia Nacional.

## PRIORIDADES Y TEMAS

Home > Application details

Welcome [User Profile]

### Application details

Form ID : KA210-ADU-

Title :  
Programme : Erasmus+ - Call : 2021- Round : Round 1 - Key action : KA2 - Action type : KA210-ADU - Small-scale partnerships in adult education

26 days left | SUBMITTED Submitted

Reopen PDF Download Form Translations

#### Content menu

- Context
- Priorities and Topics**
- Project description
- Participating Organisations
- Activities
- Budget Summary
- Impact and Follow-up
- Project Summary
- Annexes 3
- Checklist
- Sharing
- History

All project proposals under the Erasmus+ Programme should contribute to one or more of the programme's policy priorities.

Please select the most relevant priority according to the objectives of your project. \*

HORIZONTAL: Inclusion and diversity in all fields of education, training, youth and sport

If relevant, please select up to two additional priorities according to the objectives of your project.

ADU: Developing forward-looking learning centres

Please select up to three topics addressed by your project. \*

Economic and financial affairs (incl. funding issues) Energy and resources Digital youth work

Seleccione las prioridades de acuerdo con los objetivos del proyecto que aparecen en el desplegable.

Elija un máximo de tres temas principales en los que se centra su proyecto.



## DESCRIPCIÓN DEL PROYECTO

Home > Application details

Erasmus+ and European Solidarity Corps

Application details

Form ID : KA210-ADU

Title : Programme : Erasmus+ - Call : 2021- Round : Round 1 - Key action : KA2 - Action type : KA210-ADU - Small-scale partnerships in adult education

26 days left | SUBMITTED Submitted

Content menu

- Context
- Priorities and Topics
- Project description**
- Participating Organisations
- Activities
- Budget Summary
- Impact and Follow-up
- Project Summary
- Annexes (3)
- Checklist
- Sharing
- History

**Project description**

Description

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

Please outline the target groups of your project \*

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

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

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

Lea con atención cada apartado para poder contestar de manera detallada a cada una de las secciones, recuerde que son obligatorias.

Describa de manera detallada y realista los puntos principales. Marcarse unos objetivos inalcanzables o poco realizables, no favorecerá su selección.

## ORGANIZACIONES PARTICIPANTES

**Application details**

Form ID : KA210-ADU-

Title :  
Programme : Erasmus+ - Call : 2021- Round : Round 1 - Key action : KA2 - Action type : KA210-ADU - Small-scale partnerships in adult education

26 days left! **SUBMITTED**  
Submitted

**Content menu**

- Context
- Priorities and Topics
- Project description
- Participating Organisations**
- Activities
- Budget Summary
- Impact and Follow-up
- Project Summary
- Annexes (3)
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- Sharing
- History

**Navigation**

- Participating Organisations
  - Profile
  - Background and experience
  - Associated persons
    - w w
  - Partner Organisations
    - Profile
    - Background and experience
    - Associated person
      - s f

**Participating Organisations**

To complete this section, you will need your organisation's identification number (OID). Since 2019, the Organisation ID has replaced the Participant Identification Code (PIC) as unique identifier for actions managed by the Erasmus+ National Agencies.

If your organisation has previously participated in Erasmus+ with a PIC number, an OID has been assigned to it automatically. In that case, you must not register your organisation again. Follow this link to find the OID that has been assigned to your PIC: [Organisation Registration System](#)

You can also visit the same page to register a new organisation that never had a PIC or an OID, or to update existing information about your organisation.

**Applicant**

Introduzca el OID de la organización solicitante obtenido al registrarse en la plataforma [ORS](#).

Applicant organisation OID: [input field] Legal name: [input field] Country: [input field] Actions: [x] [refresh] [eye]

**Partner Organisations**

Introduzca la información correspondiente de la asociación/es que participan en el proyecto.

Partner organisation OID: [input field] Legal name: SMINT1 Country: Austria Actions: [x] [refresh] [eye]

N° of participating organisations: 2

+ Add partner organisation

## DATOS DE LAS ORGANIZACIONES

Home > Application details

Erasmus+ and European Solidarity Corps

### Application details

Form ID : KA210-ADU

Title : Programme : Erasmus+ - Call : 2021 - Round : Round 1 - Key action : KA2 - Action type : KA210-ADU - Small-scale partnerships in adult education

25 days left!

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#### Content menu

- Context
- Priorities and Topics
- Project description
- Participating Organisations**
- Activities
- Budget Summary
- Impact and Follow-up
- Project Summary
- Annexes (3)
- Checklist
- Sharing
- History

#### Navigation

- Participating Organisations
  - Profile
  - Background and experience
  - Associated persons
- Partner Organisations
  - Profile
  - Background and experience
  - Associated person
- Cooperation arrangements

#### Participating Organisations

Applicant details :

Legal name:

Country:

Region:



City:

Website:

Refresh

Complete la información de su institución que el programa no genere automáticamente.

Home > Application details

Welcome  

# Application details

Form ID : KA210-ADU-  
 Title : s  
 Programme : Erasmus+ - Call : 2021 - Round : Round 1 - Key action : KA2 - Action type : KA210-ADU - Small-scale partnerships in adult education

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Submitted

**Content menu**

- Context
- Priorities and Topics
- Project description
- Participating Organisations**
- Activities
- Budget Summary
- Impact and Follow-up
- Project Summary
- Annexes (3)
- Checklist
- Sharing
- History

**Navigation**

Filter Expand all

- Participating Organisations
  - Profile
  - Background and experience
  - Associated persons
- Partner Organisations
  - Profile
  - Background and experience
  - Associated person
- Cooperation arrangements

**Participating Organisations**

Profile : Prueba OI0 (E10213389)

Is the organisation a public body?  Yes  No

Is the organisation a non-profit?  Yes  No

Type of Organisation \*

Research Institute/Centre

Se leccione la información pinchando en el apartado SÍ o NO y elija del desplegable, qué tipo de organización se ajusta más a la asociación coordinadora.



Home > Application details

Welcome [User Profile]

Erasmus+ and European Solidarity Corps

# Application details

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Form ID : KA210-ADU-

Title : s

Programme : Erasmus+ - Call : 2021- Round : Round 1 - Key action : KA2 - Action type : KA210-ADU - Small-scale partnerships in adult education

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**Content menu**

- Context
- Priorities and Topics
- Project description
- Participating Organisations**
- Activities
- Budget Summary
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- Sharing
- History

**Navigation**

Filter Expand all

- Participating Organisations
  - Profile
  - Background and experience
  - Associated persons
- Partner Organisations
  - Profile
  - Background and experience
  - Associated person
- Cooperation arrangements

**Participating Organisations**

Profile : Prueba OID (E10213389)

Is the organisation a public body?  Yes  No

Is the organisation a non-profit?  Yes  No

Type of Organisation \*

Research Institute/Centre

Introduzca la información pertinente de cada una de las organizaciones participantes.





Home > Application details

Application details

Form ID : KA21D-AE

Title : s

Programme : Erasmus+ - Call : 2021- Round : Round 1 - Key action : KA2 - Action type : KA21D-ADU - Small-scale partnerships in adult education

25 days left

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Content menu

- Context
- Priorities and Topics
- Project description
- Participating Organisations**
- Activities
- Budget Summary
- Impact and Follow-up
- Project Summary
- Annexes (3)
- Checklist
- Sharing
- History

Navigation

Filter 1 Expand all

- Participating Organisations (89)
  - Profile
  - Background and experience**
  - Associated persons
- Partner Organisations
  - Profile
  - Background and experience
  - Associated person
- Cooperation arrangements

Participating Organisations

Background and experience

Please briefly present your organisation.

What are the organisation's main activities? \*

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

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

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

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

Cumplimente cada apartado con la información solicitada de su organización, de tal manera que se puedan conocer los aspectos más relevantes a través de su descripción.



## DATOS DE CONTACTO DE LAS PERSONAS PARTICIPANTES

Erasmus+ and European Solidarity Corps

Home > Application details

Welcome [User Profile] [EN]

### Application details

Form ID : KA210-ADU-  
Title : -s  
Programme : Erasmus+ - Call : 2021- Round : Round 1 - Key action : KA2 - Action type : KA210-ADU - Small-scale partnerships in adult education

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#### Content menu

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#### Navigation

Filter 1 Expand all

- Participating Organisations
  - Profile
  - Background and experience
  - Associated persons
  - Partner Organisations
    - Profile
    - Background and experience
    - Associated person
  - Cooperation arrangements

#### Participating Organisations

Associated persons :

Title	249	Position *	249
Last name *	249	First name *	249
Telephone *		Email Address *	220

Legal representative  Primary contact person

Introduzca los datos solicitados de las personas de contacto y representante legal. Pueden coincidir, pero debe introducir al menos dos personas para facilitar la comunicación.



Home > Application details

Welcome [User Profile]

Application details

Form ID : KA210-ADU-

Title : s

Programme : Erasmus+ - Call : 2021- Round : Round 1 - Key action : KA2 - Action type : KA210-ADU - Small-scale partnerships in adult education

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Content menu

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Navigation

- Participating Organisations
  - Profile
  - Background and experience
- Associated persons
- Partner Organisations
  - Profile
  - Background and experience
  - Associated person
- Cooperation arrangements

Participating Organisations

Partner Organisations

Partner organisation OID	Legal name	Country	Actions
		Austria	x ↺ ⚙

N° of participating organisations 2

+ Add partner organisation

Utilice el botón para añadir más organizaciones.

Repita el procedimiento con las organizaciones participantes

# COOPERACIÓN ENTRE ORGANIZACIONES PARTICIPANTES

The screenshot shows the 'Application details' page for a KA210-ADU form. The page is divided into several sections:

- Header:** 'Home > Application details', 'Welcome', and a user profile icon.
- Form ID:** KA210-ADU-1
- Title:** Erasmus+ - Call : 2021- Round : Round 1 - Key action : KA2 - Action type : KA210-ADU - Small-scale partnerships in adult education
- Buttons:** 'Reopen', 'PDF', 'Download Form Translations', '26 days left!', and 'SUBMITTED Submitted'.
- Content menu:** A list of sections with checkmarks and information icons, including 'Context', 'Priorities and Topics', 'Project description', 'Participating Organisations' (highlighted), 'Activities', 'Budget Summary', 'Impact and Follow-up', 'Project Summary', 'Annexes (3)', 'Checklist', 'Sharing', and 'History'.
- Navigation:** A tree view showing the structure of the application, with 'Participating Organisations' expanded to show 'Profile', 'Background and experience', 'Associated persons', 'Partner Organisations', and 'Cooperation arrangements'.
- Participating Organisations:** A section titled 'Cooperation arrangements' containing four text input fields with the following questions:
  - How was the partnership formed? What are the strengths that each partner will bring to the project? \*
  - How will you ensure sound management of the project and good cooperation and communication between partners during project implementation? \*
  - Have you used or do you plan to use Erasmus+ platforms for preparation, implementation or follow-up of your project? If yes, please describe how.
  - Please describe the tasks and responsibilities of each partner organisation in the project. \*

Cumplimente cada apartado con la información solicitada respecto a la cooperación entre las organizaciones que forman la asociación.

# ACTIVIDADES

Home > Application details

Welcome [User Profile]

Application details

Form ID : KA210-ADU-

Title :  
Programme : Erasmus+ - Call : 2021 - Round : Round 1 - Key action : KA2 - Action type : KA210-ADU - Small-scale partnerships in adult education

26 days left | SUBMITTED Submitted

Content menu

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- Activities**
- Budget Summary
- Impact and Follow-up
- Project Summary
- Annexes (3)
- Checklist
- Sharing
- History

Navigation

- Filter
- Expand all
- Activities
- List of Activities
- Activity Details (v)

Activities

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

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

You are asked to provide information about each planned activity as a whole (e.g. its venue, duration, etc.), to define the activity's lead organisation, and optionally to list the other participating organisations. The lead organisation is typically the one organising the activity. The other participating organisations are all other project partners who will also take part in the particular activity. The estimated activity start and end dates can be changed during implementation.

Please include in the section below all planned activities and indicate the grant amount allocated to each one. Keep in mind that the total amount should be equal to the project lump sum requested.

Activity Title	Activity duration (in days)	Grant amount allocated to the activity	Action
<input type="text" value=""/>	182	30 000	<input type="button" value="x"/> <input type="button" value="↔"/>
	182	30 000	

Pulse aquí para añadir una actividad y cumplimente el apartado narrativo con la información solicitada. Seleccione el número de días y la cantidad destinada a la actividad. Recuerde que las cantidades son fijas.

Home > Application details

Application details

Form ID : KA210-ADU

Title : Programme : Erasmus+ - Call : 2021 - Round : Round 1 - Key action : KA2 - Action type : KA210-ADU - Small-scale partnerships in adult education

26 days left | SUBMITTED Submitted

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Content menu

- Context
- Priorities and Topics
- Project description
- Participating Organisations
- Activities
- Budget Summary
- Impact and Follow-up
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- Annexes
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- Sharing
- History

Navigation

- Activities
- List of Activities
- Activity Details (v)

Activities

Activity Details (v)

Please complete the following table

Activity Title	Venue	Estimated start date	Estimated end date	Leading Organisation	Participating Organisations	Grant amount allocated to the activity
		01/11/2021	01/05/2022	Prueba OD		30000

Describe the content of the proposed activity \*

Describe the target group for this activity. Who is going to take part and who is going to benefit from the results? \*

Explain how is this activity going to help to reach the project objectives. \*

Describe the expected results of the activity \*

Please explain how did you determine the grant amount allocated to this activity? \*

Grant amount allocated to the activity

30 000

Cumplimente cada apartado con la información solicitada de las actividades de la manera más detallada posible. Seleccione del desplegable la duración y las asociaciones implicadas en la actividad.

# RESUMEN DE PRESUPUESTO

Erasmus+ and European Solidarity Corps

Home > Application details

Welcome [User Name] EN

## Application details

Form ID : KA210-ADU-

Title : Programme : Erasmus+ - Call : 2021- Round : Round 1 - Key action : KA2 - Action type : KA210-ADU - Small-scale partnerships in adult education

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### Content menu

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### Budget Summary

Budget Summary

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

Activities	Grant amount allocated to the activity
	30000
<b>Total</b>	<b>30000</b>

Project Lump sum \*  
30000

En este apartado aparecerá el resumen del presupuesto con el coste estimado de las actividades.

# IMPACTO Y SEGUIMIENTO

Home > Application details

Application details

Form ID : KA210-ADU-

Title : Programme : Erasmus+ - Call : 2021- Round : Round 1 - Key action : KA2 - Action type : KA210-ADU - Small-scale partnerships in adult education

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Content menu

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**Impact and Follow-up**

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

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

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

- How will you make the results of your project known within your partnership, in your local communities and in the wider public? Who are the main target groups you would like to share your results with?
- Are there other groups or organisations that will benefit from your project? Please explain how.

En el apartado **Impacto y Seguimiento**, explique:

- Cómo integrará en el trabajo diario de su institución los resultados obtenidos con su proyecto.
- Cómo difundirá los resultados de sus actividades y su experiencia en el Programa Erasmus +.



## RESUMEN DEL PROYECTO

Home > Application details

Welcome [User Profile]

Form ID : KA210-ADU-  
Title :  
Programme : erasmus+ - Call : 2021- Round : Round 1 - Key action : KA2 - Action type : KA210-ADU - Small-scale partnerships in adult education

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### Content menu

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### Project Summary

Please provide a short summary of your project. Please be aware that this section (or part of it) may be used by the European Commission, Executive Agency or National Agencies in their publications. It will also feed the Erasmus+ Project Results Platform.  
In view of further publication on the Erasmus+ Project Results Platform, please also be aware that a comprehensive public summary of project results will be requested at report stage(s). Final payment provisions in the contract will be linked to the availability of each summary.

Objectives: What do you want to achieve by implementing the project? \*

Implementation: What activities are you going to implement? \*

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

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

Objectives: What do you want to achieve by implementing the project? \*

Implementation: What activities are you going to implement? \*

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

En este apartado deberá **resumir la información** que ha introducido en el formulario con anterioridad. Recuerde que este apartado se hará público si su proyecto es aceptado.



# ANEXOS

The screenshot shows a web application interface for document uploads. The main content area is titled 'Annexes' and contains three sections: 'Declaration on Honour', 'Mandates', and 'Other Documents'. Each section has a table listing uploaded files with columns for 'File Name' and 'File Size (KB)'. Red callout boxes provide instructions: 'Descargue aquí la Declaración Responsable para que la firme su representante legal\*', 'El representante legal debe firmar con el certificado electrónico de representante de persona jurídica. Si necesita instrucciones técnicas pueden consultar la página web del SEPIE, en el apartado Convocatoria.', 'Proceda de la misma manera con los Mandatos.', and 'Una vez firmada, adjunte aquí la Declaración Responsable.' The interface also includes a sidebar with navigation options and a top navigation bar.

Form ID: KA210-ADU-1  
Title: 1  
Programme: Erasmus+ Call: 2021+ Round: Round 1 - Key action: KA2 - Action type: KA210-ADU - Small-scale partnerships in adult education

20 days left! SUBMITTED Submitted

Content menu < 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.  
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 it here.

File Name	File Size (KB)
DCH-declaration-on-honour.pdf	447
<b>Total Size (KB)</b>	<b>447</b>

+ Add Declaration On Honour

Mandates

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

File Name	File Size (KB)
MAN-declaration-on-honour.pdf	447
<b>Total Size (KB)</b>	<b>447</b>

+ Add Mandate

Other Documents

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

File Name	File Size (KB)
OTH-mandate_E10268072.pdf	199
<b>Total Size (KB)</b>	<b>199</b>

+ Add Document

**Total Size (KB)** 1094

Descargue aquí la Declaración Responsable para que la firme su representante legal\*.

El representante legal debe firmar con el certificado electrónico de representante de persona jurídica. Si necesita instrucciones técnicas pueden consultar la página web del SEPIE, en el apartado Convocatoria.

Proceda de la misma manera con los Mandatos.

Una vez firmada, adjunte aquí la Declaración Responsable.

## DETALLE DE LA SOLICITUD: LISTA DE COMPROBACIÓN

Inicio > Detalle de la solicitud

Detalle de la solicitud

ID del formulario : KA210-ADU-52D101E1

Título : s

Programa : Erasmus+ - Convocatoria : 2021- Ronda : Primera ronda - Acción clave : KA2 - Tipo de acción : KA210-ADU - Asociaciones a pequeña escala en Educación de Personas Adultas

23 días de plazo

ENVIAR

PDF

Descargar traducciones del formulario

Menú de contenidos

- Contexto
- Prioridades y temas
- Descripción del proyecto
- Organizaciones participantes
- Actividades
- Resumen del presupuesto
- Impacto y actividades posteriores
- Resumen del proyecto
- Anexos 3
- Lista de comprobación**
- Compartir
- Histórico

Lista de comprobación

Antes de enviar el formulario de solicitud a la Agencia Nacional, asegúrese de los siguientes aspectos:


- Cumple con los criterios de admisibilidad enumerados en la Guía del Programa.
- Se han cumplimentado todos los datos relevantes del formulario.
- Ha elegido la Agencia Nacional correcta del país en el que está establecida su organización. La AN seleccionada actualmente es: E501 - Servicio Español para la Internacionalización de la Educación (SEPIE)

Revise su solicitud y marque las casillas correspondientes de la **Lista de comprobación**.

# ENVÍO

Inicio > Detalle de la solicitud

Erasmus + y Cuerpo Europeo de Solidaridad

Welcome AA 

**ID del formulario : KA210-ADU-52D101E1**

Título : s  
Programa : Erasmus+ - Convocatoria : 2021-Ronda : Primera ronda - Acción clave : KA2 - Tipo de acción : KA210-ADU - Asociaciones a pequeña escala en Educación de Personas Adultas

23 días de plazo! **SORRADOR** Reabrir y borrar

Menú de contenidos

- Contexto
- Prioridades y temas
- Descripción del proyecto
- Organizaciones participantes
- Actividades
- Resumen del presupuesto
- Impacto y actividades posteriores
- Resumen del proyecto
- Anexos (3)
- Lista de comprobación
- Compartir
- Historico

Historico

versión	Hora de envío	Enviado por	ID del envío	Estado del envío
1	14/04/2021 13:50:08	AA	1000479	Enviada

Quando todas las secciones están completas aparecen de color VERDE. Ya puede enviar la solicitud.

Al pulsar el botón "enviar" aparece la información del "Estado del envío" con la fecha de envío de la solicitud.  
En caso de que haya omitido algún detalle que considere imprescindible o que quiera modificar algo, puede volver a enviar de nuevo la solicitud dentro del plazo establecido:  
**20 MAYO 2021 12:00:00 (Hora de Bruselas)**  
La AN aceptará la solicitud más próxima a la hora de cierre.

# COMPARTIR

Erasmus+ and European Solidarity Corps

Home > Application details

Welcome [User Profile] EN

Form ID : KA210-ADU-

Title :  
Programme : Erasmus+ - Call : 2021 - Round : Round 1 - Key action : KA2 - Action type : KA210-ADU - Small-scale partnerships in adult education

26 days left | SUBMITTED Submitted

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- History

**Sharing**

Active	ID	Last modification	Email	Last Name	First Name	OID	Organisation Legal Name	Permission Level	Shared By	Comment	Actions
--------	----	-------------------	-------	-----------	------------	-----	-------------------------	------------------	-----------	---------	---------

Please note that your email address will be included in the notification about sharing this application!

Save Changes

Share with a new person | Share with an associated person | Share from my contact list

Si lo desea, puede compartir el formulario con una persona concreta o con las personas de la asociación.

# DESCARGA

Home > Detalle de la solicitud

Application details

Form ID : KA220-ADU-A2EEEA4C  
Title : q  
Programme : Erasmus+ - Call : 2021- Round : Round 1 - Key action : KA2 - Action type : KA220-ADU - Cooperation partnerships in adult education

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Content menu

- Preparation
- Management
- Production of Project Results
- Multiplier Events
- Learning Teaching, Training Activities
- Timetable
- Special Costs
- Follow-up
- Budget Summary
- Project Summary
- Annexes
- Checklist
- Sharing
- History

History

Version	Submission time (Brussels time)	Submitted by	Submission ID	Submission status
1	14/04/2021 14:12:46	A A	1000481	Error
2	20/04/2021 11:29:03	A A	1000818	Error
3	22/04/2021 11:52:11	A A	1000951	Enviada

Puede descargar la solicitud o abrirla tantas veces como crea necesario.



Qualified by EFQM 2020

## ¿HEMOS ENVIADO CORRECTAMENTE LA SOLICITUD?


En “Mis solicitudes” podemos comprobar el estado de las solicitudes que tenemos abiertas como borrador o enviadas.

The screenshot displays the 'My Applications' interface. The left sidebar contains navigation options: HOME, ORGANISATIONS, OPPORTUNITIES, APPLICATIONS (highlighted with a red circle), PROJECTS, SUPPORT, RESOURCES, and TOOLS. The main content area shows a list of applications under the heading 'My Applications'. The search results indicate 8 items found. The applications listed are:

- Form ID: KA220-ADU-020FE3F6 (Draft, 22 days left)
- Form ID: KA220-ADU-F3E99D2B (Draft, 22 days left)
- Form ID: KA220-SCH-F6344ECE (Draft, 22 days left)
- Form ID: KA210-ADU-18D50F8D (Submitted, 22 days left) - This application is highlighted with a red box.
- Form ID: KA210-SCH-E7813729 (Reopened and draft, 22 days left)

At the bottom of the page, there is a footer with the text: 'Application Forms | version 1.16.1-2 - 2021-04-26T11:59:15Z | Privacy statement'.

## CÓMO REABRIR, EDITAR Y VOLVER A ENVIAR UNA SOLICITUD



The screenshot displays a list of application submissions. The second entry is highlighted with a red box, and a dropdown menu is open over it, showing options like 'Reopen', 'Submission History', and 'Sharing'. The first entry is for Form ID: KA210-ADU-18D50F8D, and the second is for Form ID: KA210-SCH-E7813729. Both entries show a '22 days left!' timer. The dropdown menu is also highlighted with a red box.

**Form ID : KA210-ADU-18D50F8D**  
Applicant : Prueba OID (E10213389 - Spain)  
Title : ABC  
Programme : Erasmus+ - Call : 2021 - Round : Round 1 - Key action : KA2 - Action type : KA210-ADU - Small-scale partnerships in adult education

**Form ID : KA210-SCH-E7813729**  
Applicant : Prueba OID Escolar y Adultos (E10213390 - Spain)  
Title : wnkoedmel  
Programme : Erasmus+ - Call : 2021 - Round : Round 1 - Key action : KA2 - Action type : KA210-SCH - Small-scale partnerships in school education

Items per page: 10 | 1 - 8 of 8

Pulse en “acciones” y elija “reabrir” para poder editar su solicitud. Una vez editada, podrá volver a enviarla. Recuerde que se tendrá en cuenta la última solicitud enviada dentro del plazo.



# sepie

SERVICIO ESPAÑOL PARA LA  
INTERNACIONALIZACIÓN DE LA EDUCACIÓN

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[sepie@sepie.es](mailto:sepie@sepie.es)

