

Sessão de Apoio às candidaturas Projetos de mobilidade de curta duração **Ação-chave 1 | KA122**

Ensino Escolar (SCH)

23 de janeiro de 2026 (Funchal)

Programa da sessão

- Considerações iniciais
- Formulário
- Exercício
- Considerações finais





Projeto de curta duração KA122

Considerações iniciais

ALERTA

Esta apresentação é um documento de apoio ao preenchimento do formulário de candidatura a projetos KA122 e será disponibilizada por e-mail a quem preencher o formulário da declaração de presença, no final da sessão.

**A APRESENTAÇÃO DE UMA CANDIDATURA NÃO DISPENSA
A LEITURA ATENTA DOS DOCUMENTOS DE REFERÊNCIA QUE DIZEM
RESPEITO A ESTA TIPOLOGIA DE PROJETO.**

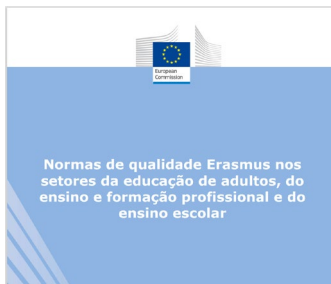


Documentos de referência



GUIA ERASMUS+ 2026

[programme-guide-2026_pt.pdf](#)



NORMAS DE QUALIDADE

[Microsoft Word - \[PT\] Erasmus quality standards](#)



ERASMUS GUIDE FOR EXPERTS ON QUALITY ASSESSMENT (Guia do Avaliador)
[2025-E-Guide-for-experts-on-quality-assessment](#)

(prevê-se publicação da versão 2026 em fevereiro)



19 de fevereiro de 2026

11h00 Portugal Continental e RA Madeira

10h00 RA Açores



Regras de Projeto | KA122

- Duração: 6 a 18 meses
- Número máximo de participantes em mobilidade: 30 (alunos e/ou pessoal educativo)
- Máximo de **3 projetos aprovados em 5 anos consecutivos**, por setor de educação/formação
- Tipologia não disponível para organizações acreditadas
- Uma candidatura, por cada setor educativo (VET, SCH e ADU) por ano de candidatura

Finalidade: alargar o acesso a organizações sem experiência em Projetos Erasmus+ (ponto de entrada para um primeiro projeto) ou uma opção para organizações interessadas numa participação ocasional ou em pequena escala



Background
Quem somos?

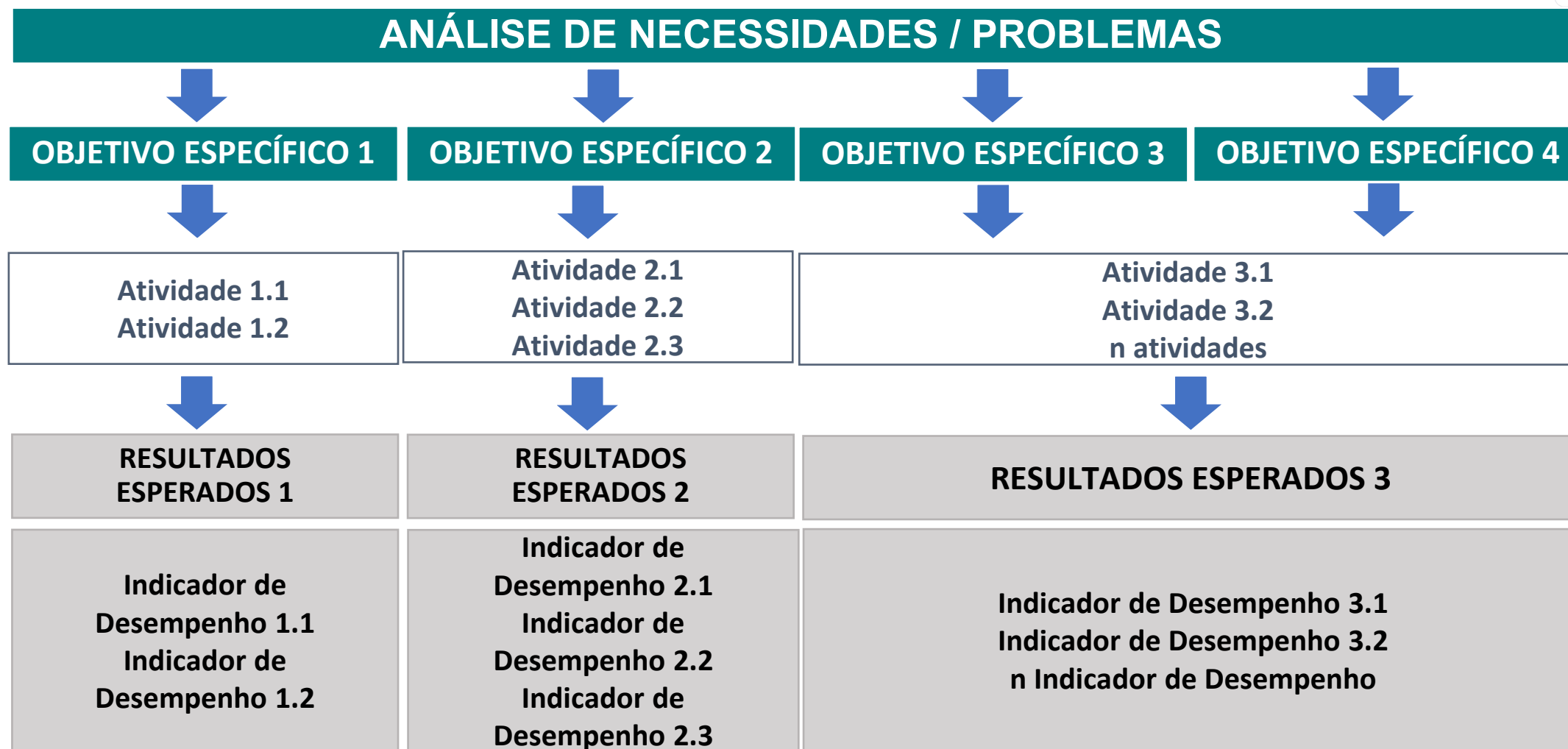
Objetivos
O que queremos alcançar?

Atividades de seguimento
O que vamos fazer com os resultados das mobilidades?

Análise de necessidades
Quais os desafios que enfrentamos / quais as mudanças que desejamos para a nossa organização?

Atividades
O que vamos fazer?

Normas de qualidade
O que se espera de nós?





Projeto de curta duração KA122

formulário

Candidatura | link para aceder ao formulário

- HOME
- ORGANISATIONS
- OPPORTUNITIES
- PROJECTS

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](#)

Close

Opportunities for Erasmus+ | Erasmus+ and European Solidarity Corps programmes (europa.eu)

Formulário de candidatura KA122-SCH
Preenchimento em português

Projetos de curto prazo para mobilidade de alunos e pessoal na educação escolar (KA122-SCH)

Call 2026 | Round 1



This action supports schools and other organisations active in the field of school education that want to organise learning mobility activities for school pupils and staff.

Submission deadline: 19/02/2026 12:00:00 (Brussels time)

64 days left

Apply

Candidatura | índice do formulário

Formato online

Content menu		< ↔
✖	Context	
✖	Participating organisations	1
✖	Background	
✖	Project objectives	1
✖	Activities	1 ▾
✖	Budget	6 ▾
✖	Quality standards	
✖	Follow-up	
✖	Project summary	
✖	Annexes	0
✖	Application conditions	
●	Sharing	0
●	Submission history	0

Formato em ficheiro pdf

Table of contents

Context.....	
Project summary.....	
Applicant organisation.....	
Participating organisations.....	
Background.....	
Project objectives.....	
Activities.....	
Budget.....	
Organisational support.....	
Inclusion support.....	
Exceptional costs.....	
Quality standards.....	
Follow-up.....	
Annexes.....	
Application conditions.....	
Submission history.....	

Contexto da Candidatura



Content menu < > Context ?

All Red marks

- Context
- Participating organis... 1 ^
- Applicant - A escola Incrível (E...
- Background
- Project objectives 1
- Activities 1 ^
- Activity Type Label 1
- Budget 7 ^
- Organisational support 1
- Travel 1
- Individual support 1
- Linguistic support 1

Welcome to the application form for **Projetos de curto prazo para mobilidade de alunos e pessoal na educação escolar (KA122-SCH)**

Please verify that your organisation is eligible for the field you have chosen. If you are not certain which field you can apply for, you should contact your National Agency for advice.

Field of application
School Education

Project title *
Construir Pontes com CTEAM

Project title in English *
Building Bridges with STEAM

Project start date (dd/mm/yyyy) **Project duration *** **Project end date (dd/mm/yyyy) ***

01/09/2026 18 months 29/02/2028

National agency of the applicant organisation * **Language used to fill in the form ***

PT01 - Agência Nacional para a Gestao do Programa Erasmus+ Educação e Formação Portuguese

ATENÇÃO:

- A data pré-definida, de início do projeto, pode ser alterada para uma data entre 01.06.2026 a 31.12.2026.
- Selecionar a Agência Nacional PT01

Organização Candidata | Dados gerais



Content menu

- All
- Red marks
- Context
- Participating organi... 1
- Applicant - A escola Incrível ...
- Background
- Project objectives 1
- Activities 1
- Activity Type Label 1
- Budget 7
- Organisational support 1
- Travel 1
- Individual support 1
- Linguistic support 1
- Preparatory visits 1
- Inclusion support 1
- Exceptional costs

Participating organisations ?

Applicant - A escola Incrível (E10351257 - PT)

Applicant organisation details

A escola Incrível

Organisation ID : E10351257 - Country : Portugal

Associated persons

Please complete this information about key persons in your organisation who will be implementing the project.

The legal representative is the person with authorisation to represent the organisation in legal agreements and contracts.

The Primary contact person is the first contact point for everything that has to do with implementation of mobility activities. You can also add other contact persons.

If needed, one person can have more than one role. For example, a legal representative can also be the primary contact person. However, you need to name at least two different persons to make sure it is always possible to contact the organisation even if one of them is not available.

Please note that information related to Associated Persons will automatically be transferred to your National Agency but is not available in PDF.

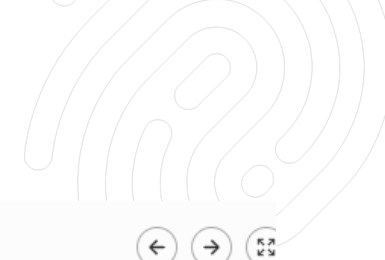
- You need to name at least two different persons to make sure it is always possible to contact your organisation even if one of them is not available
- You have to choose one primary contact person.
- You need to include the organisation's legal representative

+ Add associated person

Q Add from my contacts

- Representante Legal
- Coordenador do Projeto
- Outras Pessoas Associadas

Organização Candidata | Dados das Pessoas Associadas



Participating organisations

Applicant - A escola Incrível (E10351257 - PT)



Email Address : escola_incrivel@erasmusmais.pt
Role(s) : Legal representative

Complete

Title

Please complete...

Position *

Diretor

Last name *

Pereira

First name *

Luis

Telephone *

+351960000000

Email Address *

escola_incrivel@erasmusmais.pt

Legal representative

Primary contact person

Carruço Sofia

Email Address : escola_incrivel1@erasmusmais.pt
Role(s) : Primary contact person

Complete

Title

Please complete...

Position

Coordenadora

Last name *

Carruço

First name *

Sofia

Telephone *

+351918445720

Email Address *

escola_incrivel1@erasmusmais.pt

Legal representative

Primary contact person




Organizações participantes | Organizações de Apoio



Participating organisations 1 ?

To complete this section you will need your organisation's identification number (OID).
If you already have an OID, please introduce it in this section.
If you are not sure if you already have an OID, you can check here: [Organisation Registration System](#) ↗
If you do not have an OID, you need to create one here: [Register New Organisation](#) ↗

Applicant organisation

Organisation ID *	Legal name	Country	Actions
<input type="text" value="E10351257"/>	A escola Incrível	Portugal	  

My organisation plans to work with other supporting organisations that are not going to host our participants, but are going to help with the implementation of activities. *

A supporting organisation is an organisation assisting your organisation in practical aspects of project implementation that do not concern core project tasks (as defined in the [Erasmus quality standards](#) ↗). Please note that hosting organisations that provide learning content and mentoring to your participants are not considered supporting organisations, unless they are at the same time supporting you in your other project management activities.

If you plan to work with a supporting organisation, you must declare it here. If you want to add a supporting organisation to your project later on during implementation, you will have to request a formal amendment of your grant agreement.

Supporting organisations

Se pretender trabalhar com uma organização de apoio, deve declarar no formulário.
Se pretender, mais tarde, adicionar uma organização de apoio ao seu projeto, durante a implementação, terá de solicitar uma alteração formal (adenda) ao seu Contrato Financeiro.



Organizações de apoio

Uma **organização de apoio** auxilia a **organização beneficiária** em aspetos práticos, logísticos e auxiliares da implementação do projeto, que incluem:

- pesquisar e propor (mas não decidir sobre a escolha de) organizações de acolhimento no estrangeiro;
- pesquisar e propor alojamentos e viagens;
- lidar com tarefas administrativas, como apoiar em procedimentos de aquisição de vistos;
- recolher informação sobre o sistema educativo nos países de destino;
- etc.

[Guia-para-trabalhar-com-Organizacoes-de-Apoio](#)

Organizações de apoio

- Não podem participar na elaboração da candidatura (regras relativas à autoria e ao conteúdo original).
- Não podem realizar **tarefas essenciais** do projeto (conforme definido nas Normas de Qualidade Erasmus), sob pena de redução da subvenção ou rescisão do acordo de subvenção.

As tarefas essenciais são da responsabilidade do beneficiário e incluem:

- gestão financeira dos fundos do Programa;
- contactos com a agência nacional;
- elaboração de relatórios sobre as atividades realizadas;
- decisões que afetem diretamente o conteúdo, a qualidade e os resultados das atividades realizadas (tais como a escolha do tipo de atividade e a sua duração; a seleção da organização de acolhimento; a definição e a avaliação dos resultados da aprendizagem, etc.).

ALERTAS

- As organizações de apoio não são organizações de acolhimento.

Uma organização de acolhimento recebe participantes e organiza atividades de aprendizagem. Caso realize tarefas adicionais (logísticas e administrativas, como descrito atrás), então, deve ser indicada como organização de apoio, nesta candidatura.

- Em caso de má implementação das **normas de qualidade** devido ao envolvimento de organizações de apoio, a AN poderá solicitar que deixe de receber assistência para determinadas tarefas e que as execute por conta própria.

Organizações de apoio



Participating organisations 1 ?



If you receive a project grant, then this grant is for your organisation. A supporting organisation can assist you with practicalities, but it cannot take over the running of the project and it cannot have access to any Erasmus+ IT system on your behalf.

Supporting organisations cannot take part in the drafting of this application, including the justification for their participation. If an organisation that would like to assist you as a supporting organisation provides you with a ready-made text for you to insert in this application form, please be aware that your National Agency might refuse your application entirely based on rules on authorship and original content.

In case of poor implementation of quality standards due to involvement of supporting organisations, your National Agency may request that you stop receiving assistance for certain tasks and that you implement them yourself. Breaching the rules on core tasks is a serious offence and can result in your grant being reduced or your grant agreement being terminated.

Please identify the planned supporting organisations here. You need to use an Organisation ID to identify the supporting organisation.

! If you have indicated that you will be working with a supporting organisation, you must name that organisation here. Otherwise, please reply 'No' to the question above.

[+ Add Supporting Organisation](#)

What tasks will the supporting organisations perform in your project? Note: only tasks listed below can be taken up by supporting organisations. Delegation of any other tasks will be considered a serious breach of Erasmus+ rules and quality standards, leading to the reduction of the project grant, termination of the project, or further consequences for accredited beneficiaries. *

Please select...

- Identificar as tarefas a realizar pela Organização de apoio.

Why do you need the support of supporting organisations to complete the tasks indicated above? *

Please complete...

- Apresentar argumentos sólidos para explicar por que razão será melhor incluir Organizações de apoio do que realizar as mesmas tarefas por conta própria.

2000

- confirm that only the tasks indicated above will be delegated to supporting organisations.
- have read and understand the rules on core project tasks in the Programme Guide and in the Erasmus quality standards.
- confirm that the declared supporting organisations have been selected in compliance with the requirements on best value for money when using EU grants.
- understand and accept that my project can be terminated and the grant reduced in case of failure to comply with these rules.

BACKGROUND - enquadramento da organização



Content menu

- All
- Red marks
- Context
- Participating organisa... 1
- Applicant - A escola Incrível (E1...
- Background**
- Project objectives 1
- Activities 1
 - Activity Type Label 1
- Budget 7
 - Organisational support 1
 - Travel 1

Background ?

The following information is completed based on the information linked to your organisation identification number (OID):

Profile

Is the organisation a public body? Yes No

Dados pré-preenchidos retirados da ORS

Is the organisation a non-profit? Yes No

Type of organisation *

Please select...

- Local Public body
- Regional Public body
- School/Institute/Educational centre – General education (pre-primary level)
- School/Institute/Educational centre – General education (primary level)
- School/Institute/Educational centre – General education (secondary level)



BACKGROUND - enquadramento da organização

Um bom enquadramento é da maior importância para permitir ao avaliador contextualizar e aferir a coerência dos **objetivos** e **atividades** que irá propor, com as **necessidades** da sua organização.

- Descreva a sua organização, a estrutura de gestão, atividades que desenvolve, perfil da comunidade educativa, experiência no setor de atividade e, se aplicável, projetos anteriores em que tenha estado envolvido.
- Identifique as necessidades e desafios que a sua organização enfrenta, que prioridades estabeleceu no seu projeto educativo, que estratégias de melhoria desenvolve.

BACKGROUND - enquadramento da organização

Background ?

Type of organisation *

School/Institute/Educational centre – General education (pre-primary level)

Please briefly present your organisation.

i. What are your organisation's main activities? What kind of learning programmes is your organisation offering? If your organisation is providing more than one educational programme, please specify which of those programmes belong to the field of this application. *

Please complete...

- Principais atividades da organização no setor escolar. Quais os programas educativos que oferece?

ii. Please describe the learners attending learning programmes at your organisation. What are their profiles and age groups? In particular, please mention if you are regularly working with participants with fewer opportunities, and how? *

- Descrever os alunos que frequentam os programas de aprendizagem na sua organização (perfis; faixas etárias; alunos com menos oportunidades).

iii. How many years of experience does your organisation have implementing these learning programmes? *

- Anos de experiência da organização.

NOTA: consoante o tipo de organização candidata, poderá existir uma 4.^a questão.

BACKGROUND - enquadramento da organização

✖ Background ?

What is the size of your organisation in terms of number of learners and staff? If your organisation is working in more than one field of education and training, please only include learners and staff in the field of this application. ?

Number of learners *

Number of teaching staff *

Number of non-teaching staff *

Past participation

0 Types of projects identified in the organisation's past participation record

Dados pré-preenchidos retirados do ORS

As Applicant

As Partner or Consortium Member

Action Type	Number of project applications	Number of granted projects	Number of project applications	Number of granted projects
-------------	--------------------------------	----------------------------	--------------------------------	----------------------------

Newcomer organisation ?

Yes No

Less experienced organisation ?

Yes No

First time applicant ?

Yes No

Would you like to make any comments or add any information to the summary of your organisation's past participation?

Objetivos do Projeto



PROJECT MANAGEMENT

All Red marks

- Context
- Participating organisa... 1 ^
- Applicant - A escola Incrível (E...
- Background
- Project objectives 1**
- Activities 1 ^
- Activity Type Label 1
- Budget 7 ^

Project objectives 1 ?

What are the most important needs and challenges your organisation is currently facing? How can an Erasmus+ mobility project help improve your organisation for the bene

Please complete...

Quais as necessidades e desafios mais importantes que a sua organização enfrenta atualmente? Como é que o projeto de mobilidade pode ajudar a melhorar a sua organização, em benefício de todos os seus alunos?

Objetivos do Projeto

List of objectives

Number of objectives : 2

Add objective



Objective 1

Incomplete



Question

Text

Title

O que pretende alcançar?

What do you want to achieve? *

Explanation

Which needs and challenges described in the previous question are addressed by this objective, and how? *

Please complete...

As necessidades e desafios descritos [diapositivo anterior] são abordados por este objetivo? Como?

Measuring success

How are you going to evaluate if the objective has been reached? *

Please complete...

Como medir o sucesso?
Como avaliar se o objetivo foi alcançado?

Definição de objetivos

SMART é uma metodologia para definir objetivos de forma clara e eficaz.

Significado de SMART em português:

- ❑ **Específico** (*Specific*): deve ser claro e preciso, evitando ambiguidades.
- ❑ **Mensurável** (*Measurable*): deve ser possível quantificar o progresso do objetivo, com indicadores de desempenho (quantitativos e/ou qualitativos).
- ❑ **Atingível** (*Achievable/Attainable*): deve ser realista e alcançável com os recursos disponíveis.
- ❑ **Relevante** (*Relevant/Realistic*): deve ser importante e estar alinhado com os objetivos do setor ao qual se candidata.
- ❑ **Temporal** (*Time-bound*): deve ter um prazo definido para a sua concretização.

Definição de objetivos | Exemplo



Objetivo	Aumentar em 10% o nº de alunos com aproveitamento nas disciplinas de línguas estrangeiras, em todos os ciclos de ensino do agrupamento, no ano letivo seguinte à implementação do projeto.
Explicação	<p>Foi identificada uma diminuição do aproveitamento nas disciplinas de línguas estrangeiras, nos últimos 4 anos.</p> <p>Particularmente no ensino e aprendizagem de línguas estrangeiras, a inovação de métodos curriculares é uma prioridade do nosso projeto educativo. Assim, torna-se relevante proporcionar, aos docentes, oportunidades de aprendizagem de novos métodos pedagógicos. Uma experiência de mobilidade pode contribuir para responder a esta necessidade.</p>
Medida de progresso	Resultados das avaliações obtidas pelos alunos, nas línguas estrangeiras.

Objetivos do Projeto



 Project objectives 1 

What topics are you going to work on in your project? *

Please select on the list up to three topics addressed by your project

Democracy, participation, and European values

Digital education, training and youth

Increasing the quality of learning and teaching

International and cross-border cooperation

Social dimension in education, training and youth

Early childhood education and care

Initial and continuous training for teachers, trainers and other education staff

Preventing early school leaving and failure in education

Prevention of bullying

NOTAS:

A lista de tópicos é extensa.

É necessário escolher até 3 tópicos.

Intervalo (10´)



Atividades | Adicionar uma atividade



Content menu

All Red marks

- Context
- Participating organisa... 1 ^
 - Applicant - A escola Incrível (E1...
- Background
- Project objectives 1
- Activities 3 ^**
 - Group mobility of school pupils 2
 - Job-shadowing 1
 - Activity Type Label 1**
- Budget 7 ^

Activities 3 ?

Please choose the types of activities you would like to implement in your project and complete the details for the activities you have chosen, please open each type of activities from the table below by clicking on their name.

In this table and in the specific summary tables below you can see the overview of the information you have provided.

Before completing this table, make absolutely sure that you are familiar with descriptions and rules of each activity type as presented in the Erasmus+ Programme Guide. It is best to complete the table with the Programme Guide open.

List of activity types

Total number of participants : 25 | Total duration for participants (in days) : 13
Total number of accompanying persons : 5 | Total duration for accompanying persons (in days) : 10
Total Grant (EUR) : 43 185,00 €

Group mobility of school pupils

Number of participants : 20 - Total duration for participants (in days) : 10
Number of accompanying persons : 5 - Total duration for accompanying persons (in days) : 10
Total Grant (EUR) : 33 425,00 €

Complete [edit] [delete]

Atividades | selecionar tipologia de atividade



Content menu

All Red marks

- Context
- Participating organisa... 1 ^
 - Applicant - A escola Incrível (E1...
- Background
- Project objectives 1
- Activities 1 ^**
 - Activity Type Label 1
 - Budget 7 v
 - Quality standards
 - Follow-up

Activities 1 ?

Number of participants : - Total duration for participants (in days) :
Number of accompanying persons : - Total duration for accompanying persons (in days) :
Total Grant (EUR) : 0,00 €

Incomplete [edit] [delete]

Data	Value
Activity type *	Select an activity
Number of participants *	
Total duration for participants (in days) *	
Number of accompanying persons *	
Total duration for accompanying persons (in days) *	
Total Grant (EUR) *	0,00 €

Select an activity

Learner mobility +

- Group mobility of school pupils
- Short-term learning mobility of pupils
- Long-term learning mobility of pupils

Staff mobility

- Job-shadowing
- Teaching or training assignments
- Courses and training

Other activities

- Invited experts
- Hosting teachers and educators in training



Rubricas de financiamento das atividades | Apoio ao exercício

- Viagem ← (distância origem-destino /tipo de viagem)
- Apoio individual ← (Grupo de país onde se insere)
- Apoio organizacional ← (tipo atividade)
- Apoio à inclusão para as organizações ← (nº de participantes com menos oportunidades)
- Apoio linguístico ← (tipo de atividade)
- Propinas ← (tipo de atividade)
- Visitas preparatórias ← (tipo de atividade)

Custos Unitários

A plataforma faz os cálculos com base nos dados inseridos (ex: n.º participantes, n.º acompanhantes, n.º dias de atividade, n.º de dias de viagem, etc).

- Apoio à inclusão para participantes
- Custos excepcionais

Custos Reais

O beneficiário introduz os valores previstos na plataforma, para cada rubrica.



Exercício 1 | Aceder ao Formulário

1. Motor de busca: pesquisa por **Webgate**
2. Selecionar site **europa.eu**
3. Inserir **credenciais EU login**
4. Selecionar **Erasmus+ Opportunities**
5. Selecionar o formulário **KA122-SCH**
6. Ir para o ponto **Activities**

Atividades | Exercício 1

No Formulário de candidatura, proceder à inserção dos seguintes dados relativos à Atividade

Mobilidade de grupo de alunos: (20' + 10')

- Destino: Itália - Roma
- 10 alunos (2 alunos com menos oportunidades)
- 2 pessoas acompanhantes
- Programa de Aprendizagem da atividade com duração de 5 dias
- Viagem de ida e volta de avião, no total de 2 dias de viagem
- 2 pessoas farão uma Visita Preparatória para esta Mobilidade de Alunos
- Para retirar barreiras à participação dos 2 alunos com menos oportunidades, foi efetuado um orçamento com base nas suas necessidades específicas, com o valor aproximado de 3000 € (apoio à inclusão do participante)

Atividades | Exercício 1



Content menu

All Red marks

- Context
- Participating organisations 1
 - Applicant - A escola Incrível (E10351...)
- Background
- Project objectives 1
- Activities 1
 - Group mobility of school pupils 1**
- Budget 6
- Quality standards
- Follow-up
- Project summary
- Annexes 0
- Application conditions
- Sharing 0
- Submission history 0

Activities 1 ?

Group mobility of school pupils

In this part of the application form, you need to create a list of participants and groups of participants that you plan to involve in Group mobility of school pupils. These details will serve to assess your proposal and to calculate the needed budget.

The proposed planning should give a realistic representation of what you intend to implement. Of course, all plans must evolve. During implementation you will be allowed to change details such as destinations, the number of participants and duration of activities, as long as you continue working towards the same objectives.

The purpose of this section is to calculate the budget needed to implement your planned activities. You can use the button below to read the detailed funding rules and better understand the calculations below. The section introduces an important new concept: 'Mobility flow'. A mobility flow is a participant or a group of participants going to the same destination for the same duration of time and with same arrangements. If some participants going to the same destination need to have different arrangements (for example, different travel distance or mode of travel, different duration, Blended mobility activities, etc.) then you should split that mobility flow into two or more separate ones to be able to specify the differences. It is allowed to have more than one flow going to the same destination.

The information that you provide in this table will be automatically copied in the budget details. You can come back to this table at any point in case you want to change the data or separate a mobility flow into two.

1 Mobility flows + Add

Mobility flow ID	Destination country ?	Number of participants ?	Duration (in days) ?	Number of accompanying persons	Duration for accompanying persons (in days) ?	Actions
GROUP-01	Italy	10	5	2	5	Go to <input type="button" value="v"/> <input type="button" value="x"/>
Total		10	5	2	5	

1 Mobility flows

Mobility flow ID	Destination country	Number of participants	Participants with fewer opportunities	Blended mobility ?	Sustainable means of transport (green travel) ?
GROUP-01	Italy	10	2	<input type="checkbox"/>	<input type="checkbox"/>
Total		10	2		

Atividades | Exercício 1



Activities 1 ?

Group mobility of school pupils

Please describe your plans for Group mobility of school pupils. If you plan to organise more than one activity of this type, your answers should cover all of the planned activities.

Please describe the planned content and profiles of participants in Group mobility of school pupils.*

Please complete...

Descrever o plano dos conteúdos de aprendizagem e o perfil dos participantes

The field is mandatory.

Please briefly describe the expected learning outcomes: what are the participants going to learn as a result of Group mobility of school pupils.*

Please complete...

Descrever os resultados esperados da aprendizagem.

The field is mandatory.

After the activities have taken place, how are you going to evaluate the learning outcomes of Group mobility of school pupils.*

Please complete...

Como será feita a avaliação desses resultados?

The field is mandatory.

To which project objectives will Group mobility of school pupils contribute? *

Objective 1 : sdsdf

Selecionar o objetivo para o qual esta atividade irá contribuir

How did you find or how are you going to find hosting organisations for Group mobility of school pupils? *

What profile of organisations are you looking for to host these activities?

Please complete...

Organizações de acolhimento: como vai encontrá-las? (ESEP; Plataforma de resultados; SALTO; etc.)
Qual o perfil de organizações que procura para realizar estas atividades?

Orçamento - Apoio à Organização | Exercício 1



Content menu

- Applicant - A escola Incrível (E10351...)
- Background
- Project objectives
- Activities
- Group mobility of school pupils
- Budget**
- Organisational support
- Travel
- Individual support
- Preparatory visits

Open more information

Organisational support

Organisational support covers various costs directly linked to the implementation of mobility activities and not covered by other cost categories..

This includes preparation (pedagogical, intercultural and other), mentoring, monitoring and support of participants during mobility, services, tools and equipment needed for virtual components in blended activities, recognition of learning outcomes, sharing results and making the European Union funding visible to the public.

Please keep in mind that organisational support covers costs incurred by both sending and hosting organisations (except in the case of staff mobility for courses and training). The grant should be shared between the two organisations according to their tasks and expenses.

Budgets

Mobility flow ID	Activity type	Destination country	Number of participants	Number of accompanying persons	Organisational support unit cost (EUR)	Organisational support grant (EUR)	Actions
GROUP-01	Group mobility of school pupils	Italy	10	2	100,00	1 000,00	Go to
Total			10	2	100,00	1 000,00	

- Travel
- Individual support
- Linguistic support
- Preparatory visits
- Inclusion support
- Exceptional Costs

Orçamento – Viagem | Exercício 1

this is the distance between the place of origin and the place of destination. You can use the European Commission calculator [\[https://ec.europa.eu/programmes/erasmus-plus/resources/distance-calculator_en\]](https://ec.europa.eu/programmes/erasmus-plus/resources/distance-calculator_en) to calculate and select a standard distance band, or you can

Budget 1

Travel

Travel grant covers the return travel costs of participants and accompanying persons from their place of origin to the venue of the activity.

Mobility flow ID	Activity type	Exceptional costs for expensive travel	Destination country	Number of participants	Number of accompanying persons	Sustainable means of transport (green travel)	Travel Distance	Travel unit cost (EUR)	Travel grant (EUR)	Actions
GROUP-01	Group mobility of school pupils	<input type="checkbox"/>	Italy	10	2	<input type="checkbox"/>	500 - 1999 km	309,00	3 708,00	Go to
Total				10	2				3 708,00	

Directions →

Type or right-click on the map to set the start and destination addresses.

Grande Lisboa Grande Lisboa

Roma Capitale Roma Capital

Distance in a straight line : 1873.15 km

For grants this distance is an estimate only!

Clear Start and End

- Please select...
- 0 - 9 km
- 10 - 99 km
- 100 - 499 km
- 500 - 1999 km**
- 2000 - 2999 km
- 3000 - 3999 km
- 4000 - 7999 km
- 8000 km or more

Distâncias de viagem	Viagens ecológicas	Viagens não ecológicas
10 – 99 km	56 EUR	28 EUR
100 – 499 km	285 EUR	211 EUR
500 – 1999 km	417 EUR	309 EUR
2000 – 2999 km	535 EUR	395 EUR
3000 – 3999 km	785 EUR	580 EUR
4000 – 7999 km	1188 EUR	1188 EUR
Igual ou superior a 8 000 km	1735 EUR	1735 EUR

Orçamento – Apoio Individual | Exercício 1



✓ Budget 1 ?
Open more information ▼
← →

Individual support

Individual support covers costs of subsistence for participants and accompanying persons during the activity. Please note that in order for calculations to be completed, you need to specify your National Agency in section Context and you need to choose the destination country in section Activities.

Individual support can also cover subsistence costs for travel time before and after the activity. For more details, please refer to the Programme Guide.

1 Budgets

Mobility flow ID	Activity type	Destination country	Number of participants	Duration (in days)	Number of accompanying persons	Duration for accompanying persons (in days)	Travel days ?	Individual support base rate for participants (EUR)	Individual support base rate for accompanying persons (EUR)	Individual support grant for participants (EUR)	Individual support grant for accompanying persons (EUR)	Total individual support grant (EUR)	Actions
GROUP-01	Group mobility of school pupils	Italy	10	5	2	5	2 *	77,00	172,00	5 390,00	2 408,00	7 798,00	Go to ▼
Total			10	5	2	5	2			5 390,00	2 408,00	7 798,00	

Pais de acolhimento
Grupo 1: Áustria, Bélgica, França, Dinamarca, Finlândia, Alemanha, Islândia, Irlanda, Itália , Listenstaine, Luxemburgo, Países Baixos, Noruega, Suécia
Grupo 2: Chéquia, Estónia, Grécia, Espanha, Chipre, Letónia, Malta, Portugal, Eslovénia, Eslováquia
Grupo 3: Bulgária, Croácia, Hungria, Lituânia, Polónia, Roménia, Sérvia, Macedónia do Norte, Turquia

Orçamento – Visita Preparatória | Exercício 1



Open more information

Budget 1

Preparatory visits



You can set up a preparatory visit to your hosting partner before the mobility takes place.

However, please keep in mind the relevant provisions of the Programme Guide: preparatory visits must have a clear reasoning and must serve to improve inclusiveness, scope and quality of mobility activities. For example, preparatory visits can be organised to better prepare mobility of participants with fewer opportunities, to start working with a new partner organisation, or to prepare longer mobility activities.

You can receive funding for a maximum of three persons per preparatory visit.

1 Budgets

Mobility flow ID	Activity type	Destination country	Number of persons taking part in preparatory visits	Preparatory visits unit cost (EUR)	Preparatory visits grant (EUR)	Actions
GROUP-01	Group mobility of school pupils	Italy	<input type="text" value="2"/> *	680,00	1 360,00	Go to
Total			2		1 360,00	

Orçamento – Apoio à Inclusão | Exercício 1



Open more information ▼

✓ Budget 1 ?



Inclusion support

Inclusion support covers various costs related to the organisation of mobility activities for participants with fewer opportunities.

Support is provided in two forms: inclusion support for organisations and inclusion support for participants. Inclusion support for organisation is a fixed sum per participant intended to cover administrative and other minor costs. Inclusion support for participants covers 100% of any actual cost linked to the participants with fewer opportunities and their accompanying persons. For example, this can include hiring assistants or translators, as well as costs related to travel and subsistence if the standard grants for these categories are not sufficient to cover the costs. In the latter case, the full amount of travel and subsistence costs should be requested through Inclusion Support.

1 Budgets

Mobility flow ID	Activity type	Destination country	Number of participants in the mobility flow	Number of participants with fewer opportunities	Inclusion support for organisations (EUR)	Inclusion support for participants (EUR) ?	Description and justification of expenses ?	Actions
GROUP-01	Group mobility of school pupils	Italy	10	2	250,00	<input type="text" value="3 000,00"/>	<input type="text" value="dfdfd"/> 995 *	Go to ▼
Total			10	2	250,00	3 000,00		

Orçamento – Custos Excepcionais | Exercício 1



Open more information

Budget 0

Exceptional costs



Exceptional costs may be claimed for costs linked to entry requirements for specific countries (including visas, residence permits, vaccinations, and medical certificates) and financial guarantee (if such a guarantee is requested by the National Agency).

0 Budgets

[+ Add element](#)

Exceptional cost type	Activity type	Mobility Flow ID	Destination country	Number of participants in the mobility flow	Number of persons supported with this cost item	Description and justification of expenses	Eligible costs (EUR)	Support Rate (%)	Eligible amount (EUR)	Actions
-----------------------	---------------	------------------	---------------------	---	---	---	----------------------	------------------	-----------------------	---------

The National Agency has requested a financial guarantee.

Orçamento global | Exercício 1



Open more information

Budget **6**



Budget summary

1 Activities

Activity type	Organisational support (EUR)	Individual support (EUR)	Travel (EUR)	Course fees (EUR)	Linguistic support (EUR)	Preparatory visits (EUR)	Inclusion support (EUR)	Total (EUR)
Group mobility of school pupils	1 000,00	7 798,00	3 708,00	Not applicable	Not applicable	1 360,00	3 250,00	17 116,00
Total	1 000,00	7 798,00	3 708,00			1 360,00	3 250,00	17 116,00

Details

1 Activities

Activity type	Individual support for participants (EUR)	Individual support for accompanying persons (EUR)	Standard travel (EUR)	Inclusion support for participants (EUR)	Inclusion support for organisations (EUR)
Group mobility of school pupils	5 390,00	2 408,00	3 708,00	3 000,00	250,00
Total	5 390,00	2 408,00	3 708,00	3 000,00	250,00

Atividades | Exercício 2



Content menu

All Red marks

- Context
- Participating organisa... 1 ^
 - Applicant - A escola Incrível (E1...
- Background
- Project objectives 1
- Activities 1 ^**
 - Activity Type Label 1
 - Budget 7 v
 - Quality standards
 - Follow-up

Activities 1 ?

Number of participants : - Total duration for participants (in days) :
Number of accompanying persons : - Total duration for accompanying persons (in days) :
Total Grant (EUR) : 0,00 €

Incomplete [edit] [delete]

Data	Value
Activity type *	Select an activity
Number of participants *	
Total duration for participants (in days) *	
Number of accompanying persons *	
Total duration for accompanying persons (in days) *	
Total Grant (EUR) *	0,00 €

Select an activity

Learner mobility

- Group mobility of school pupils
- Short-term learning mobility of pupils
- Long-term learning mobility of pupils

Staff mobility

- Job-shadowing**
- Teaching or training assignments
- Courses and training

Other activities

- Invited experts
- Hosting teachers and educators in training

Atividades | Exercício 2



No Formulário de candidatura, proceder à inserção dos seguintes dados relativos à Atividade Acompanhamento no posto de trabalho (job shadowing):

- Destino: França - Bordeaux (Bordéus);
- Participantes: 1 professor + 1 assistente operacional (menos oportunidades ex: mobilidade reduzida);
- 1 pessoa a acompanhar o participante com menos oportunidades;
- Programa de Aprendizagem da atividade com duração de 3 dias;
- Viagem de ida e volta em meios de transporte sustentáveis, no total de 4 dias de viagem;
- 1 pessoa fará uma Visita Preparatória para esta Mobilidade;
- Para o professor foi efetuado um orçamento para a emissão de um visto e atestado de residência, com o valor aproximado de 400€ (verba de custos excepcionais)

Atividades | Exercício 2



Content menu < > ✓ Activities 1 ?

Job-shadowing

The information that you provide in this table will be automatically copied in the budget details. You can come back to this table at any point in case you want to change the data or separate a mobility flow into two.

1 Mobility flows + Add

Mobility flow ID	Destination country ?	Number of participants ?	Duration (in days) ?	Number of accompanying persons	Duration for accompanying persons (in days) ?	Actions
JOBSH-01	France	2	3	1	3	Go to ✖
Total		2	3	1	3	

1 Mobility flows

Mobility flow ID	Destination country	Number of participants	Participants with fewer opportunities	Blended mobility ?	Sustainable means of transport (green travel) ?	Non-teaching staff
JOBSH-01	France	2	1	<input type="checkbox"/>	<input checked="" type="checkbox"/>	1
Total		2	1			1

Atividades | Exercício 2



Activities 1 ?

Job-shadowing

Please describe your plans for Job-shadowing. If you plan to organise more than one activity of this type, your answers should cover all of the planned activities.

Please describe the planned content and profiles of participants in Job-shadowing.*

Please complete...

Descrever o plano dos conteúdos de aprendizagem e o perfil dos participantes

300

The field is mandatory.

Please briefly describe the expected learning outcomes: what are the participants going to learn as a result of Job-shadowing.*

Learning outcomes of mobility activities must be recognised after the activity, as defined in the [Erasmus quality standards](#). You can use [Europass Mobility](#) as a standardised recognition document, or you can apply a different instrument for the same purpose.

Please complete...

Descrever os resultados esperados da aprendizagem e o reconhecimento desses resultados (exemplo: Europass Mobility e/ou Acreditação de formação para docentes).

100

The field is mandatory.

After the activities have taken place, how are you going to evaluate the learning outcomes of Job-shadowing.*

Please complete...

Como será feita a avaliação desses resultados?

1000

The field is mandatory.

To which project objectives will Job-shadowing contribute?*

Objective 1 : Melhorar as competências linguísticas do pessoal docente e não docente em 20%

Selecionar o **objetivo** para o qual esta atividade irá contribuir

How did you find or how

What profile of organisa

Organizações de acolhimento: como vai encontrá-las? (ESEP; Plataforma de resultados; SALTO; etc.)

Please complete...

Qual o perfil de organizações que procura para realizar estas atividades?

1500

The field is mandatory.

Please explain your request for accompanying persons to enable your National Agency to decide if it is justified.*

Please complete...

Pessoa acompanhante do participante staff: justificação para a sua necessidade

1000

The field is mandatory.

Orçamento - Apoio à Organização | Exercício 2



Content menu

- Background
- Project objectives
- Activities
 - Job-shadowing
- Budget**
 - Organisational support**
 - Travel
 - Individual support
 - Linguistic support
 - Preparatory visits
 - Inclusion support
 - Exceptional costs
- Quality standards
- Follow-up

Budget 1 ?

Organisational support

Organisational support covers various costs directly linked to the implementation of mobility activities and not covered by other cost categories..

This includes preparation (pedagogical, intercultural and other), mentoring, monitoring and support of participants during mobility, services, tools and equipment needed for virtual components in blended activities, recognition of learning outcomes, sharing results and making the European Union funding visible to the public.

Please keep in mind that organisational support covers costs incurred by both sending and hosting organisations (except in the case of staff mobility for courses and training). The grant should be shared between the two organisations according to their tasks and expenses.

Budgets

Mobility flow ID	Activity type	Destination country	Number of participants	Number of accompanying persons	Organisational support unit cost (EUR)	Organisational support grant (EUR)	Actions
JOBSH-01	Job-shadowing	France	2	1	350,00	700,00	Go to
Total			2	1	350,00	700,00	

Orçamento – Viagem | Exercício 2



✓ Budget 1 ?



Travel

Travel grant covers the return travel costs of participants and accompanying persons from their place of origin to the venue of the activity.

1 Budgets

Mobility flow ID	Activity type	Exceptional costs for expensive travel	Destination country	Number of participants	Number of accompanying persons	Sustainable means of transport (green travel)	Travel Distance ?	Travel unit cost (EUR)	Travel grant (EUR)	Actions
JOBSH-01	Job-shadowing	<input type="checkbox"/>	France	2	1	<input checked="" type="checkbox"/>	500 - 1999 km <input type="text"/> *	417,00	1251,00	Go to <input type="button" value="v"/>
Total				2	1				1251,00	

Orçamento – Apoio Individual | Exercício 2



✓ Budget 1 ?



Individual support

Individual support covers costs of subsistence for participants and accompanying persons during the activity. Please note that in order for calculations to be completed, you need to specify your National Agency in section Context and you need to choose the destination country in section Activities.

Individual support can also cover subsistence costs for travel time before and after the activity. For more details, please refer to the Programme Guide.

1 Budgets

Mobility flow ID	Activity type	Destination country	Number of participants	Duration (in days)	Number of accompanying persons	Duration for accompanying persons (in days)	Travel days ?	Individual support base rate for participants (EUR)	Individual support base rate for accompanying persons (EUR)	Individual support grant for participants (EUR)	Individual support grant for accompanying persons (EUR)	Total individual support grant (EUR)	Actions
JOBSH-01	Job-shadowing	France	2	3	1	3	<input type="text" value="4"/> *	172,00	172,00	2 408,00	1 204,00	3 612,00	Go to ▼
Total			2	3	1	3	4			2 408,00	1 204,00	3 612,00	

Orçamento – Visita Preparatória | Exercício 2



✓ Budget 1 ?



Preparatory visits

You can set up a preparatory visit to your hosting partner before the mobility takes place.

However, please keep in mind the relevant provisions of the Programme Guide: preparatory visits must have a clear reasoning and must serve to improve inclusiveness, scope and quality of mobility activities. For example, preparatory visits can be organised to better prepare mobility of participants with fewer opportunities, to start working with a new partner organisation, or to prepare longer mobility activities.

You can receive funding for a maximum of three persons per preparatory visit.

1 Budgets

Mobility flow ID	Activity type	Destination country	Number of persons taking part in preparatory visits ?	Preparatory visits unit cost (EUR)	Preparatory visits grant (EUR)	Actions
JOBSH-01	Job-shadowing	France	<input type="text" value="1"/>	680,00	680,00	Go to ▾
Total			1		680,00	

Orçamento – Apoio à Inclusão | Exercício 2



✓ Budget 1 ?



Inclusion support

Inclusion support covers various costs related to the organisation of mobility activities for participants with fewer opportunities.

Support is provided in two forms: inclusion support for organisations and inclusion support for participants. Inclusion support for organisation is a fixed sum per participant intended to cover administrative and other minor costs. Inclusion support for participants covers 100% of any actual cost linked to the participants with fewer opportunities and their accompanying persons. For example, this can include hiring assistants or translators, as well as costs related to travel and subsistence if the standard grants for these categories are not sufficient to cover the costs. In the latter case, the full amount of travel and subsistence costs should be requested through Inclusion Support.

1 Budgets

Mobility flow ID	Activity type	Destination country	Number of participants in the mobility flow	Number of participants with fewer opportunities	Inclusion support for organisations (EUR)	Inclusion support for participants (EUR) ?	Description and justification of expenses ?	Actions
JOBSH-01	Job-shadowing	France	2	1	125,00	<input type="text" value="0,00"/> *		Go to ▼
Total			2	1	125,00	0,00		

Orçamento – Custos excepcionais| Exercício 2



✓ Budget 1 ?





Exceptional costs

Exceptional costs may be claimed for costs linked to entry requirements for specific countries (including visas, residence permits, vaccinations, and medical certificates) and financial guarantee (if such a guarantee is requested by the National Agency).

1 Budgets

+ Add element

Exceptional cost type ?	Activity type	Mobility Flow ID	Destination country	Number of participants in the mobility flow	Number of persons supported with this cost item ?	Description and justification of expenses ?	Eligible costs (EUR) ?	Support Rate (%)	Eligible amount (EUR) ?	Actions
Exceptional costs for vis... *	Job-shadowing	JOBSH... *	France	2	1 *	Visto e autorização de residência	400,00 *	100	400,00	Go to  
Total				2	1		400,00		400,00	

The National Agency has requested a financial guarantee.

Orçamento Global | exercício 2



Budget 7 ?



Budget summary

1 Activities

Activity type	Organisational support (EUR)	Individual support (EUR)	Travel (EUR)	Course fees (EUR)	Linguistic support (EUR)	Preparatory visits (EUR)	Exceptional costs (EUR)	Inclusion support (EUR)	Total (EUR)
Job-shadowing	700,00	3 612,00	1 251,00	Not applicable		680,00	400,00	125,00	6 768,00
Total	700,00	3 612,00	1 251,00			680,00	400,00	125,00	6 768,00

Details

1 Activities

Activity type	Individual support for participants (EUR)	Individual support for accompanying persons (EUR)	Standard travel (EUR)	Sustainable means of transport (green travel) (EUR)	Inclusion support for participants (EUR)	Inclusion support for organisations (EUR)
Job-shadowing	2 408,00	1 204,00		1 251,00	0,00	125,00
Total	2 408,00	1 204,00		1 251,00	0,00	125,00

Normas de Qualidade



Princípios básicos	Prioridades do Programa
Boa gestão das atividades de mobilidade	Gestão financeira zelosa, transparência, cumprimento do contrato
Providenciar qualidade e apoio aos participantes	Preparação, logística, monitorização, avaliação e reconhecimento
Partilhar resultados e conhecimento do programa	Disseminação, sustentabilidade

Content menu

All Red marks

- Context
- Participating organisa... 1 ^
 - Applicant - A escola Incrível (E1...
- Background
- Project objectives 1
- Activities 1 ^
 - Group mobility of school pupils 1
- Budget 6 v
- Quality standards**

Quality standards ?

participants to share their mobi

- Sharing results with other or
- Publicly acknowledging Eurc organisation also must inform a

[Subscribing to Erasmus Quality Standards](#)

To apply for a Key Action 1 mobility project, your organisation must subscribe to the quality standards described above and accept to be evaluated based on those standards. Please read the following statements carefully and confirm your agreement:

- I have read and understood the above quality standards
- I understand and agree that these quality standards will be used as part of the criteria for evaluation of my project at final report stage

Follow-up (Impacto do projeto, disseminação e avaliação das atividades)



Content menu

All Red marks

- Context
- Participating organisa... 1
- Background
- Project objectives 1
- Activities 1
- Budget 6
- Quality standards
- Follow-up**
- Project summary
- Annexes 0
- Application conditions

Follow-up ?

What will your organisation do to contribute to the basic principles defined by the **quality standards** : inclusion and diversity, environmental sustainability and responsibility, digital education, and active participation in the network of Erasmus+ organisations? *

Please complete... 1000

Contributos da organização para os princípios básicos das normas de qualidade

! The field is mandatory.

Please describe your project team and the division of tasks in it. Who will participate in the project team – please mention the persons' roles, positions and expertise, not their names. How will the key project tasks be divided among the project team: selection of participants, preparation of participants, supporting participants during the activity, defining the learning programmes, recognition of learning outcomes, overall supervision and ensuring the respect of quality standards. *

Please complete... 2000

Descrição da equipa de projeto.
Divisão das principais tarefas do projeto entre a equipa: seleção, preparação, apoio aos participantes, definição dos programas de aprendizagem, etc..

! The field is mandatory.

What will you do to integrate the results of implemented mobility activities in your organisation's regular work? *

Please complete... 2000

Como irá integrar os resultados das atividades de mobilidade no trabalho regular da sua organização?

Follow-up



✖ Follow-up ?

Como pretendem partilhar os resultados das atividades?



What will your organisation do to share the results of its activities and knowledge about the Programme?

i. To share results within your organisation *

Please complete...

600

... dentro da organização?

! The field is mandatory.

ii. To share results with other organisations and the public *

Please complete...

600

... com outras organizações e público em geral?

! The field is mandatory.

iii. To publicly acknowledge European Union funding *

Please complete...

600

... como vão reconhecer publicamente o financiamento da União Europeia?

Sumário do Projeto

Content menu

All Red marks

- Context
- Participating organisa... 1
- Background
- Project objectives 1
- Activities 1
- Budget 6
- Quality standards
- Follow-up
- Project summary**
- Annexes 0
- Application conditions
- Sharing 0

Project summary

i. Background: Why did you apply for this project? *

Please complete...

Porque motivo apresentou esta candidatura?

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

Please complete...

O que pretende alcançar com este projeto?

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

Please complete...

Que resultados espera obter com o seu projeto?
Qual a mudança ao nível dos indivíduos, da organização e da comunidade escolar?

OBJETIVOS

ATIVIDADES

RESULTADOS

Anexos

VERIFICAR se os dados do atual Representante Legal da instituição estão atualizados na plataforma ORS (antes do download da Declaração de Honra)

- Project objectives
- Activities 1
- Budget 6
- Quality standards
- Follow-up
- Project summary
- Annexes 0**
- Application conditions
- Sharing 0
- Submission history 0

Annexes 0

Declaration on Honour

Please download the Declaration on Honour, have it signed by the legal representative and attach. [Download Declaration on Honour](#)

0 Documents uploaded [Add Declaration on Honour](#)

File Name	File Size (kB)	Actions
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Other documents

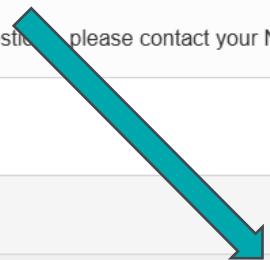
If needed, please attach any other relevant documents (a maximum of 6 documents). Please use clear file names.

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

0 Documents uploaded [Add Document](#)

File Name	File Size (kB)	Actions
-----------	----------------	---------

Total Size (kB) 0



- Exemplos de outros documentos:**
- Projeto Educativo
 - Plano Anual de Atividades
 - Projeto de Desenvolvimento de (.....)

Content menu

- ✓ Background
- ✓ Project objectives 1
- ✓ Activities 1
- ✓ Budget 6
- ✓ Quality standards
- ✓ Follow-up
- ✓ Project summary
- ✓ Annexes 1
- ✓ **Application conditions**
- Sharing 1
- Submission history 0

✓ Application conditions

Valores da UE

EU values

The Erasmus+ programme's implementation, and therefore, the programme beneficiaries and the activities implemented under the programme, have to respect the EU values of respect for human dignity, freedom, democracy, equality, the rule of law and respect for human rights, including the rights of persons belonging to minorities, in full compliance with the values and rights enshrined in the EU Treaties and in the EU Charter of Fundamental Rights:

- Article 2 of the TEU: The Union is founded on the values of respect for human dignity, freedom, democracy, equality, the rule of law and respect for human rights, including the rights of persons belonging to minorities. These values are common to the Member States in a society in which pluralism, non-discrimination, tolerance, justice, solidarity and equality between women and men prevail.
- Article 21 of the EU Charter of Fundamental Rights: 1. Any discrimination based on any ground such as sex, race, colour, ethnic or social origin, genetic features, language, religion or belief, political or any other opinion, membership of a national minority, property, birth, disability, age or sexual orientation shall be prohibited. 2. Within the scope of application of the Treaties and without prejudice to any of their specific provisions, any discrimination on grounds of nationality shall be prohibited.

- I confirm that I, my organisation and the co-beneficiaries (where applicable) adhere to the EU values mentioned in Article 2 of the TEU and Article 21 of the EU Charter of Fundamental Rights
- I understand and agree that EU values will be used as part of the criteria for evaluation of the activities implemented under this project

Sanções e medidas restritivas da UE

EU sanctions and restrictive measures

- I confirm that I/my organisation/project partner are NOT included on the list of persons/entities subject to EU sanctions [?]. I acknowledge that if I/my organisation/project partner is included on the list, the application will be rejected.
- I/my organisation/project partner are not established in Russia nor are any of our proprietary rights directly or indirectly owned for more than 50% by a legal person, entity or body established in Russia and therefore NOT subject to EU restrictive measures under Regulation (EU) 833/2014.

Original content and authorship

Conteúdo original e autoria

- I confirm that this application contains original content authored by the applicant organisation.
- I confirm that no other organisations or individuals external to the applicant organisation have been paid or otherwise compensated for drafting the application.

Condições da Candidatura e Checklist



64 days left

DRAFT
Not Submitted

Completion: 100%

Content menu

All Red marks

- Context
- Participating organis... 1
- Background
- Project objectives 1
- Activities 1
- Budget 6
- Quality standards
- Follow-up
- Project summary
- Annexes 1
- Application conditions**
- Sharing 0

Application conditions

Proteção de Dados

Protection of personal data and other acknowledgments

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

I/my organisation acknowledge that the information concerning me/my organisation, the application and the related operational and financial capacity assessments, compliance with eligibility and exclusion criteria, and other relevant information, including previously funded projects, and, if the grant is awarded, information concerning the implementation of the project, and any monitoring thereof, can be made accessible to the authorised persons of the European Commission, EACEA and the National Agencies for the purposes of Programme implementation and protection of EU financial interests in accordance with the Financial Regulation in the context of selection and award, prevention of double funding, monitoring, and other instances in the context of supervisory controls and primary checks pursuant to Erasmus+/European Solidarity Corps Regulation.

Pre-submission checklist

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

- It fulfills the eligibility criteria listed in the [Programme Guide](#)
- All relevant fields in the application form have been completed.
- You have chosen the correct National Agency of the country in which your organisation is established. Currently selected NA is: PT01 - Agência Nacional para a Gestao do Programa Erasmus+ Educação e Formação
- You have chosen the correct field for your organisation. Currently, the selected field is: School Education

Checklist final

The documents proving the legal status of the applicant must be uploaded in the Organisation Registration System, here: [Organisation Registration System](#) (for more details, see the Programme Guide - "Information for applicants").

Partilha do formulário de candidatura (opcional)

- Project objectives
- Activities 1
- Budget 6
- Quality standards
- Follow-up
- Project summary
- Annexes 1
- Application conditions
- Sharing 0**

Sharing 0 ?

0 Persons

Active	Editable By	ID	Last modification	E-mail	Last Name	First Name	Organisation ID	Organisation's Legal Name	Language used to communicate	Permissions	Shared By	Comment	Actions
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Please note that the ACTIVE checkbox should be ticked to activate permissions to the persons listed here. Please note that your e-mail address will be included in the notification sent to persons with whom you are sharing.

Save Changes Share with a new person

Share application with

Enter the e-mail address of the person with whom you want to share this application form *

Select permissions *

Please select...  Read

Language used to communicate *

Please select... Read / Write

Read / Write / Submit

Comment

 250

Please note that the person will be informed about the new sharing rights only when you activate them by turning on the checkbox in your sharing table (first column).

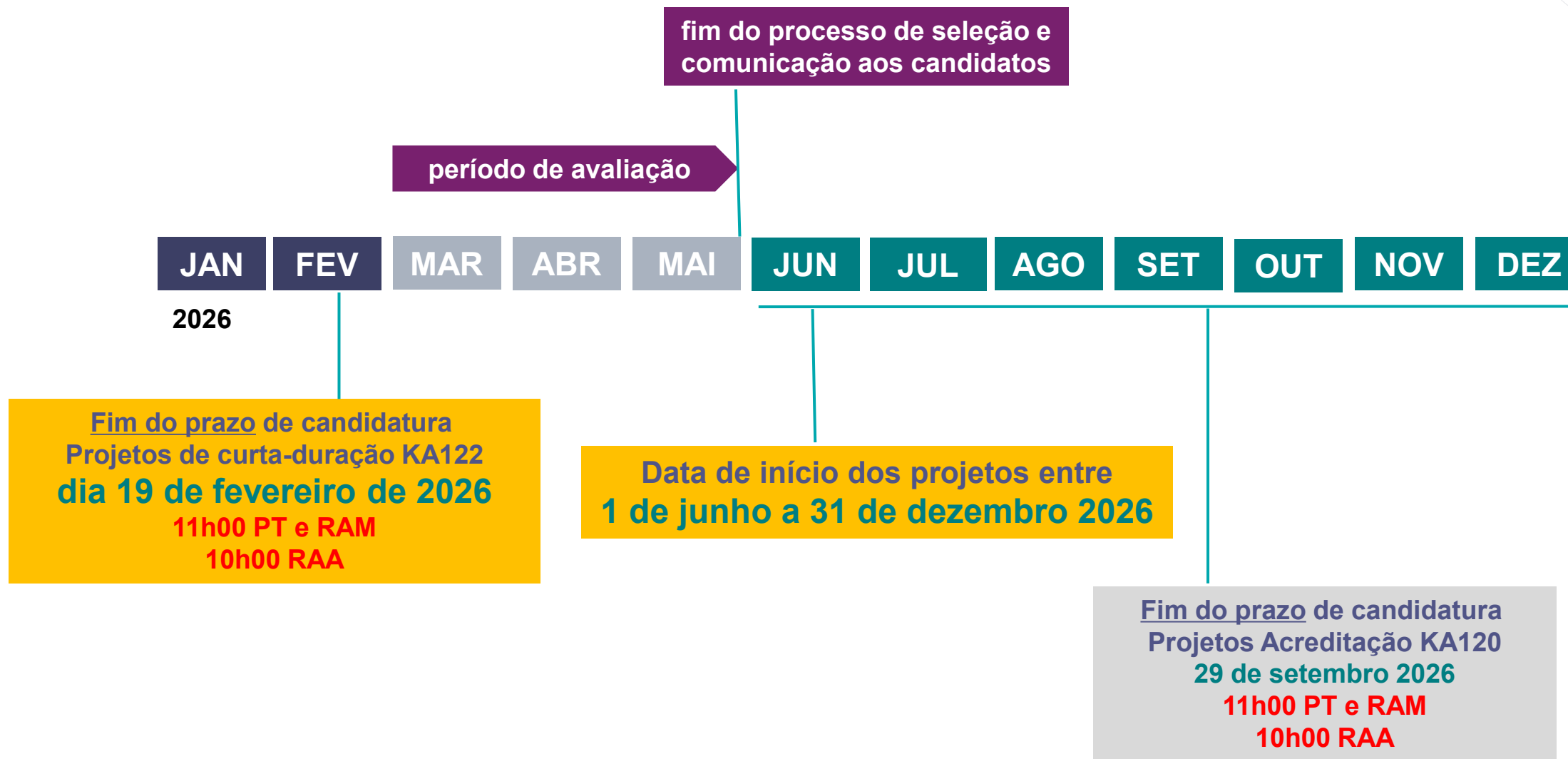
Cancel Ok



acreditação KA120

considerações finais

Calendário



Próxima sessão de apoio à candidatura



Hora Erasmus

Sessão online de perguntas e respostas

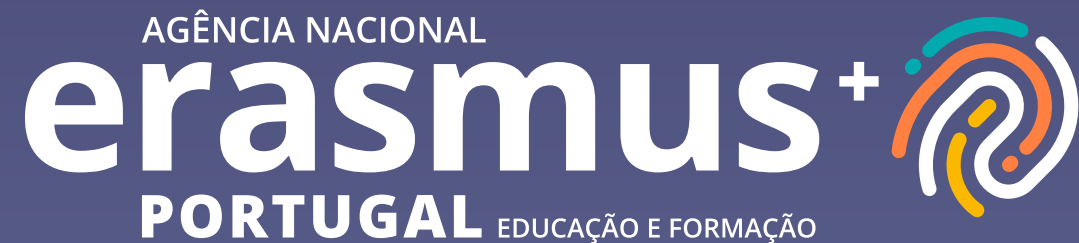
12/fev

das 15h às 16h

Para aceder à sessão, clique no link:

[Hora Erasmus KA122](#)

(não necessita de registo prévio)



Boas candidaturas!

[Opportunities for Erasmus+ | Erasmus+ and European Solidarity Corps programmes \(europa.eu\)](#)

Mais informação consulte:

<https://erasmusmais.pt/>

Centro de Contacto:

<https://centrodecontacto.erasmusmais.pt/suport/home>