

Erasmus+

Wyzsza Szkola Europejska im. ks. Jozefa Tischnera

- **Erasmus+**
- **Foundation for the Development of the Education System**
- **Learning Mobility of Individuals**
- **Mobility of learners and staff**
- **Adult education staff mobility**
- **Call 2018**
- **Round 1**
- **Grant Agreement Number 2018-1-PL01-KA104-039174**
- **Report Type Final**
- **Date of submission - Beneficiary Report not yet submitted**

TEST TEST
Name of legal representative

Main content:	Report Form
Number of attachments:	1

General Information

This report form generated from the Mobility Tool+ consists of the following main sections:

- **General Information**
- **Context:** this section resumes some general information about your project;
- **Summary of the Project**
- **Summary of Participating Organisations**
- **Implementation of the Project**
- **Project Management**
- **Activities**
- **Learning Outcomes and Impact**
- **Dissemination of Project Results**
- **Budget**
- **Closing remarks**
- **Annexes:** additional documents that are mandatory for the completion of the report;

For your convenience, some parts of this report are prefilled with information from the Mobility Tool+

1. Context

this section resumes some general information about your project;

Programme	Erasmus+
Key Action	Learning Mobility of Individuals
Action	Mobility of learners and staff
Action Type	Adult education staff mobility
Call	2018
Report Type	Final
Language used to fill in the form	EN

1.1. Project Identification

Grant Agreement Number	2018-1-PL01-KA104-039174
Project Title	Mobility of learners and staff - Adult education staff mobility
Project Acronym	
Project Start Date (dd-mm-yyyy)	04/06/2018
Project End Date (dd-mm-yyyy)	03/06/2019
Project Total Duration (months)	12
Beneficiary Organisation Full Legal Name (Latin characters)	Wyzsza Szkola Europejska im. ks. Jozefa Tischnera

1.2. National Agency of the Beneficiary Organisation

Identification	Foundation for the Development of the Education System
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For further details about the available Erasmus+ National Agencies, please consult the following page:

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

2. Summary of the Project

Please provide a short summary of your project upon completion. The main elements to be mentioned are: context/background of the project; objectives; number and type/profile of participants; description of undertaken activities; results and impact attained; if relevant, longer-term benefits.

Please recall that this section [or part of it] may be used by the European Commission, Executive Agency or National Agencies in their publications or when giving information on a completed project. It will also feed the Erasmus+ Dissemination Platform (see annex III of Programme Guide on dissemination guidelines).

Please be concise and clear.

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3. Summary of Participating Organisations

Role of the Organisation	PIC of the Organisation	Name of the Organisation	Country of the Organisation	Type of Organisation
Applicant Organisation	996927492	Wyzsza Szkola Europejska im. ks. Jozefa Tischnera	Poland	Group of young people active in youth work
Partner Organisation	998198774	UNIWERSYTET KAZIMIERZA WIELKIEGO	Poland	Higher education institution (tertiary level)
Partner Organisation	927614396	Parodi & Partners SPRL	Belgium	School/Institute/Educational centre – General education (pre-primary level)
Partner Organisation	943994107	European Centre for Eco and Agro Tourism	Netherlands	Other
Partner Organisation	943321994	Le Coin Bleu	Belgium	Other
Partner Organisation	938875611	Charlies Naaicafé	Netherlands	Other
Partner Organisation	943905449	Internacia Ligo De Esperantistaj Instruistoj	Netherlands	Other
Partner Organisation	999889193	POLITECHNIKA BIALOSTOCKA	Poland	Higher education institution (tertiary level)
Partner Organisation	940312666	Swimming Club Rixensart asbl	Belgium	Other

Total number of participating organisations:	9
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4. Implementation of the Project

To what extent were the objectives of European Development Plan achieved? How were they reached? Please comment also on any objectives that were not achieved and describe any achievements that exceeded initial expectations.

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

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How did the participating organisations contribute to the project? What experiences and competencies did they bring to the project?

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How did the participating organisations communicate and coordinate?

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How did you choose the hosting organisations?

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5. Project Management

How did the participating organisations manage practical and logistical matters (e.g. travel, accommodation, insurance, safety and protection of participants, visa, work permit, social security, mentoring and support, preparatory meetings with partners etc.)?

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How were quality and management issues (e.g. setting up of agreements with partners, learning agreements with participants, etc.) addressed and by whom?

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How did you assess the extent to which your project has been produced the anticipated results and reached its objectives?

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Please describe any problems or difficulties you encountered during the project and the solutions applied.

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How were monitoring and/or the support of participants carried out during the activities?

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What were the most relevant topics addressed by your project?(multiple selection possible)

- Labour market issues incl. career guidance / youth unemployment
- Environment and climate change

In case the topics chosen are different from the ones in the application, please explain why.

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5.1. Preparation of Participants

What kind of preparation was offered to the participants (e.g. task-related, intercultural, risk prevention etc.)? Who provided such preparatory activities? How did you assess the level of usefulness of such preparatory activities? (Note: For linguistic preparation, please provide information in the next section).

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5.2. Linguistic Preparation

Did you use parts of the 'organisational support' grant for the linguistic preparation of participants involved in the project?

Yes

What kind of linguistic preparation did you offer using the 'organisational support' grant?

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6. Activities

6.1. Overview of Activities

Activity Type	Number of Participants*	Number of Accompanying Persons	Total Number of Participants and Accompanying Persons
Job Shadowing	1	1	2
Structured Courses/Training Events	1	1	2
Teaching/training assignments abroad	1	1	2
Total	3	3	6

* Note: Accompanying persons are not considered participants in mobility activities and are counted separately.

If relevant, please describe and explain any changes between the activities you planned at application stage and those finally implemented.

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6.2. Overview of Mobility Flows

Activity Type	Flow No.	Sending Country	Receiving Country	Calculated Duration (days)	Interruption Duration (days)	Duration of the Mobility Period (days)	Travel Days	Non-Funded Duration (days)	Funded Duration (days)	Distance Band	Total no. of Participants*	Out of Total		Accompanying Persons
												Participants with Special Needs	Non-Teaching Staff	
Job Shadowing	1	Poland	Netherlands	27	0	27	2	0	29	500 - 1999 km	2	1	1	1
Structured Courses/Training Events	1	Poland	Belgium	27	0	27	2	0	29	500 - 1999 km	2	0	0	1
Teaching/training assignments abroad	1	Poland	Belgium	20	0	20	2	0	22	500 - 1999 km	2	1	0	1
Total				74	0	74	6	0	80		6	2	1	3

* Note: Accompanying persons are not considered participants in mobility activities and are counted separately.

6.3. Overview of Participants

Activity Type	Total Number of Participants*	Out of Total
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		Participants with Special Needs	Non-Teaching Staff
Job Shadowing	2	1	1
Structured Courses/Training Events	2	0	0
Teaching/training assignments abroad	2	1	0
Total	6	2	1

* Note: Accompanying persons are not considered participants in mobility activities and are excluded from the count.

6.4. Participants' Profile

Please describe the background and profile of the participants (age, gender, professional profile, field of study, etc.) that have been involved in the project and how these participants were selected.

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6.5. Gender

Activity Type	Female	Male	Undefined
Job Shadowing	0	1	0
Structured Courses/Training Events	1	0	0
Teaching/training assignments abroad	1	0	0
Total	2	1	0

Note: Accompanying persons are not considered participants in mobility activities and are excluded from the count.

6.6. Participants per Hosting Organisations' Country

Activity Type	Country of Hosting Organisation	Number of Participants*
Job Shadowing	Netherlands	1
Structured Courses/Training Events	Belgium	1
Teaching/training assignments abroad	Belgium	1
Total		3

* Note: Accompanying persons are not considered participants in mobility activities and are excluded from the count.

6.7. Participants' Feedback

Please give a summary of the feedback given by your participants, as well as any points for improvement and problems encountered.

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6.7.1. Participant Report Submission Rate

	Staff
Participant Report Submission Rate	0.00%

6.7.2. Participant Satisfaction - Staff

Indicator	Participants satisfaction rate: Staff
How satisfied are you with your Erasmus+ mobility experience in general?	0,00 %

Note: the satisfaction rate represents the share of participants reporting their satisfaction level as "Very satisfied" or "Rather satisfied".

7. Learning Outcomes and Impact

7.1. Learning Outcomes

Please describe, for each activity implemented, which competences (i.e. knowledge, skills and attitudes/behaviours) were acquired/improved by participants in your project? Were these in line with what you had planned? If not, please explain.

You can use the results of the participants' reports as a basis for your description.

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7.1.1. Participant self-evaluation - Staff

Indicator	% of participants answering positively
I have improved my career and employment opportunities	0,00 %
I have gained practical skills relevant for my current job and professional development	0,00 %
I have improved my knowledge of the subject I am teaching and/or my professional field	0,00 %
I have improved my awareness of methods for assessing and giving credit for skills or competences acquired in formal and informal learning context	0,00 %

7.2. Recognition Received by Participants

Activity Type	Type of Certification	Number of Participants
Structured Courses/Training Events	Other	1
Structured Courses/Training Events	Work certificate	1
Total		2

Have all the participants received formal recognition for having taken part in the activities?

No

Please explain why not.

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Please describe, for each activity, the methods used to evaluate and/or assess learning outcomes (e.g. through reflections, meetings, monitoring of learning outcomes, testing)?

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7.3. Impact

Please describe any impact on the participants, participating organisations, target groups and other relevant stakeholders (including local, regional, national, European and/or international levels). In particular, describe the ways in which the project improved the quality of the participating organisations' regular activities?

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To what extent have the participating organisations increased their capacity to co-operate at European/international level?

3 - to a high extent

7.3.1. Participant Feedback on Institutional Impact

Feedback of staff mobility participants: how did the mobility impact the sending institution?

Indicator	% of participants answering positively
Creating opportunities for me to share the knowledge acquired through my mobility activity with colleagues	0,00 %
Using new teaching/training methods, approaches and good practices at my sending institution	0,00 %
Reinforcing a positive attitude of my sending institution towards sending more staff on teaching assignments, job shadowing or training abroad	0,00 %
Strengthening the cooperation with the partner organisations in this project	0,00 %

8. Dissemination of Project Results

Which results of your project would you like to share? Please provide concrete examples.

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Please describe the activities carried out to share the results of your project inside and outside participating organisations. What were the target groups of your dissemination activities?

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Please explain how the participants have shared their experience with peers inside or outside your organisation.

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Did you use the EPALE online platform to disseminate the results of your project? If yes, please explain how.

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9. Budget
9.1. Budget Summary

Activity Type	Travel		Exceptional Cost for Expensive Travel		Individual Support		Course Fees		Special Needs Support		Exceptional Costs		Total Amount Granted	Total Amount Reported
	Granted	Reported	Granted	Reported	Granted	Reported	Granted	Reported	Granted	Reported	Granted	Reported		
Job Shadowing	5,500.00	275.00	N/A	800.00	21,000.00	5,476.00	0.00	0.00	1,000.00	250.00			28,500.00	7,301.00
Structured Courses/Training Events	5,500.00	0.00	N/A	160.00	21,000.00	5,476.00	3,150.00	700.00	1,000.00	0.00			31,650.00	6,536.00
Teaching/training assignments abroad	5,500.00	550.00	N/A	0.00	21,000.00	4,384.00	0.00	0.00	1,000.00	1,000.00			28,500.00	6,434.00
Total	16,500.00	825.00	N/A	960.00	63,000.00	15,336.00	3,150.00	700.00	3,000.00	1,250.00	0.00	0.00	88,650.00	20,271.00

	OS Granted	OS Reported		
		No. of Participants*	Total Amount (Calculated)	Total Amount (Adjusted)
Organisational Support:	18,900.00	3	1,050.00	0.00

* Note: Accompanying persons are not considered participants in mobility activities and are not counted for the purpose of calculating Organisational Support.

Exceptional Cost Guarantee: 0.00

9.1.1. Project Total Amount

Project Total Amount Reported	20,271.00
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Please provide any further comments you may have concerning the above figures

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9.2. Travel

Activity Type	Flow No.	Country of Origin	Country of Destination	Distance Band	Amount per Participant	Total Number of Participants and Accompanying Persons	Exceptional Costs for Expensive Travel	Total Amount
Job Shadowing	1	Poland	Netherlands	500 - 1999 km	0.00	2	800	275.00
Structured Courses/Training Events	1	Poland	Belgium	500 - 1999 km	0.00	2	160	0.00
Teaching/training assignments abroad	1	Poland	Belgium	500 - 1999 km	0.00	2	0	550.00
Total							960.00	825.00

9.3. Exceptional Costs for Expensive Travel

Activity Type	No. of Participants	Total Amount
Job Shadowing	1	800
Structured Courses/Training Events	2	160
Total		960

Please describe for each activity type the nature of the costs incurred.

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9.4. Individual Support

Activity Type	Flow No.	Country of Destination	Participants			Accompanying Persons			Total Amount
			Funded Duration per Participant (days)	No. of Participants (excluding accompanying persons)	Amount per Participant	Funded Duration per Accompanying Person (days)	No. Of Accompanying Persons	Amount per Accompanying Person	
Job Shadowing	1	Netherlands	29	1	2,738.00	29	1	2,738.00	5,476.00
Structured Courses/Training Events	1	Belgium	29	1	2,738.00	29	1	2,738.00	5,476.00
Teaching/training assignments abroad	1	Belgium	22	1	2,192.00	22	1	2,192.00	4,384.00

Total	15,336.00
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9.5. Course Fees

Activity Type	Funded Duration (days)	Number of Participants	Amount per Participant per Day	Total Amount
Structured Courses/Training Events	10	2	70.00	700.00
	Total	2	Total	700.00

9.6. Special Needs Support

Activity Type	No. of Participants With Special Needs	Total Amount
Teaching/training assignments abroad	1	1,000.00
Job Shadowing	1	250.00
	Total	1,250.00

Please describe for each activity type the nature of the costs incurred.

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9.7. Exceptional Costs

Activity Type	No. of Participants	Total Amount
Teaching/training assignments abroad	2	500.00
Structured Courses/Training Events	2	200.00
Job Shadowing	2	500.00
	Total	1,200.00

Please describe for each activity type the nature of the costs incurred.

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10. Closing remarks

Please provide any further comments you wish to make to the National Agency or the European Commission on the management and implementation of Erasmus+ projects under the Key Action “Learning Mobility of Individuals”.

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11. Annexes

additional documents that are mandatory for the completion of the report;

Please note that all documents mentioned below need to be attached here before you submit your form online. Before submitting your report to the National Agency, please check that:

- The Declaration of Honour signed by the legal representative of the beneficiary organisation.
- All necessary information on your project have been encoded in Mobility Tool+
- The report form has been completed using one of the official languages of the Erasmus+ Programme Countries.
- You have annexed all the relevant documents:
- The necessary supporting documents as requested in the grant agreement.

List of uploaded files

- **2018-1-PL01-KA104-039174-DeclarationOfHonour-15052018121726.pdf** DOH
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