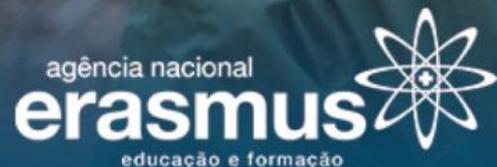


A woman with curly hair, wearing a yellow hard hat and a green jacket with a colorful plaid scarf, is looking towards a construction site. In the background, there are yellow cranes and multi-story buildings under construction. The scene is framed by a circular vignette.

# Seminário Digital de Apoio a Candidaturas KA2 Ensino e Formação Profissional

06 Maio 2021



**Ensino e formação  
profissional**

## Breve close-up

1. Estrutura do Programa
2. Tipologia das parcerias para a cooperação
3. Parcerias de Cooperação
4. Parceiras de pequena dimensão
5. Critérios de atribuição
6. Financiamento por rubricas
7. OID
8. Formulário de candidatura



O Programa integra as seguintes **Ações-chave e Atividades:**

Destas, a **Agência Nacional** gere apenas parte da KA1 e KA2.

ERASMUS+

**KA1** Mobilidade individual para fins de aprendizagem

**KA2** Cooperação entre organizações e instituições

**KA3** Apoio ao desenvolvimento de políticas e à cooperação

Ações **Jean Monnet**

## Ação-chave 2 PARCERIAS PARA A COOPERAÇÃO

**DEPENDENDO**

... dos OBJETIVOS, da COMPOSIÇÃO e da EXPERIÊNCIA

Parcerias de  
**COOPERAÇÃO**  
**KA220**

Parcerias de  
**PEQUENA**  
**DIMENSÃO**  
**KA210**

## Ação-chave 2

## OBJETIVOS PARCERIAS PARA A COOPERAÇÃO

Parcerias de  
**COOPERAÇÃO**

- Aumentar a qualidade e relevância das atividades;
- Reforçar as redes;
- Aumentar a capacidade de operar conjuntamente a nível transnacional;
- Impulsionar a internacionalização das atividades;
- Desenvolver novas práticas e métodos;
- Partilhar e comparar ideias

Parcerias de  
**PEQUENA DIMENSÃO**

Estas parcerias têm como objetivo chegar a **organizações menos experientes**, reduzindo as barreiras de acesso ao programa de candidatos **com menor capacidade organizacional**.

## Ação-chave 2

### PARCERIAS PARA A COOPERAÇÃO

#### Parcerias de COOPERAÇÃO

Os resultados devem ser:

- Reutilizáveis
- Transferíveis
- Expansíveis
- e, se possível, ter uma forte dimensão transdisciplinar.

#### Parcerias de PEQUENA DIMENSÃO

- Apoiar a inclusão de públicos com menos oportunidades (Guia Erasmus 2021, p.7 e 8);
- Promover a cidadania Europeia e a dimensão Europeia das organizações.

## PARCERIAS DE COOPERAÇÃO

## PARCERIAS DE COOPERAÇÃO

Duração

12 a 36 meses

Nº de Parceiros

mínimo 3 de 3 países diferentes  
... sem número máximo... no entanto o financiamento:  
GESTÃO E IMPLEMENTAÇÃO 10 parceiros

mínimo 100 000 EUR e máximo 400 000 EUR

Prioridades

No mínimo UMA PRIORIDADE HORIZONTAL

e/ou no mínimo UMA PRIORIDADE DO ENSINO E  
FORMAÇÃO PROFISSIONAL

Início do PROJETO

de 1 de novembro de 2021 até 28 de fevereiro de 2022

## QUATRO ETAPAS FUNDAMENTAIS NAS PARCERIAS DE COOPERAÇÃO

(a desenvolver antes da submissão da candidatura)

- 1 PLANEAMENTO
- 2 PREPARAÇÃO
- 3 IMPLEMENTAÇÃO DAS ATIVIDADES
- 4 ACOMPANHAMENTO

## PARCERIAS DE COOPERAÇÃO

## QUAIS OS CRITÉRIOS DE ATRIBUIÇÃO DAS CANDIDATURAS?

30

Relevância do projeto em articulação com os objetivos e o grupo-alvo

20

Qualidade do projeto, desenho e implementação (viabilidade do plano de trabalho)

20

Qualidade do trabalho colaborativo (equipa e parceiros) do projeto e distribuição do trabalho

30

Medidas de monitorização do impacto, da disseminação e da sustentabilidade do projeto

Apoio: Guia ERASMUS+(EN) pp. 181 - 182

## PARCERIAS DE COOPERAÇÃO

### QUAL O PRAZO DE APRESENTAÇÃO DE CANDIDATURAS?

**PARCERIAS DE COOPERAÇÃO**

**20 de maio de  
2021**

**NOTA:** 12 horas de Bruxelas (11 horas Continente /RAM / 10 horas – Açores)

## PARCERIAS DE PEQUENA DIMENSÃO

UM PROCESSO DE CANDIDATURA SIMPLIFICADO

# 1ª RONDA

**NOTA:** 12 horas de Bruxelas (11 horas Continente /RAM / 10 horas – Açores)

**20 de maio  
de 2021**

**ERASMUS+2021-2027**

## PARCERIAS DE PEQUENA DIMENSÃO

**Duração**

6 a 24 meses

**Nº de Parceiros**

mínimo 2 de 2 países diferentes  
... sem número máximo

2 MONTANTES FIXOS À ESCOLHA:

30 000 EUR

60 000 EUR

**Prioridades**

No mínimo UMA PRIORIDADE HORIZONTAL

e/ou no mínimo UMA PRIORIDADE DO ENSINO E  
FORMAÇÃO PROFISSIONAL

**Início do PROJETO**

de 1 de novembro de 2021 até 28 de fevereiro de 2022

# 2ª RONDA

**NOTA:** 12 horas de Bruxelas (11 horas Continente /RAM / 10 horas – Açores)

**3 de novembro de 2021**

**ERASMUS+2021-2027**

## PARCERIAS DE PEQUENA DIMENSÃO

**Duração**

6 a 24 meses

**Nº de Parceiros**

mínimo 2 de 2 países diferentes  
... sem número máximo

2 MONTANTES FIXOS À ESCOLHA:

30 000 EUR

60 000 EUR

**Prioridades**

No mínimo UMA PRIORIDADE HORIZONTAL

e/ou no mínimo UMA PRIORIDADE DO ENSINO E  
FORMAÇÃO PROFISSIONAL

**Início do PROJETO**

de 1 de março de 2022 até 3 de maio de 2022

## PARCERIAS DE PEQUENA DIMENSÃO

### QUAIS OS CRITÉRIOS DE ATRIBUIÇÃO DAS CANDIDATURAS?

**30**

Relevância do projeto em articulação com os objetivos e o grupo-alvo

**30**

Qualidade do projeto, desenho e implementação (viabilidade do plano de trabalho)

**20**

Qualidade do trabalho colaborativo (equipa e parceiros) do projeto e distribuição do trabalho

**20**

Medidas de monitorização do impacto, da disseminação e da sustentabilidade do projeto

Apoio: Guia ERASMUS+(EN) pp. 196 - 197



**FINANCIAMENTO: visão geral****ORÇAMENTO - PARCERIAS DE COOPERAÇÃO**

Custos  
**UNITÁRIOS**

Custos  
**REAIS**

GESTÃO E IMPLEMENTAÇÃO do projeto

REUNIÕES TRANSNACIONAIS de projeto

RESULTADOS do projeto

Eventos MULTIPLICADORES

Apoio à INCLUSÃO

Atividades de ENSINO, FORMAÇÃO e APRENDIZAGEM

Apoio adicional a participantes  
COM MENORES OPORTUNIDADES

Custos EXCECIONAIS

## FINANCIAMENTO: visão geral

### ORÇAMENTO - PARCERIAS DE COOPERAÇÃO

<b>GESTÃO E IMPLEMENTAÇÃO</b> do projeto	máximo financiado: 10 parceiros
<b>REUNIÕES TRANSNACIONAIS</b> de projeto	Por participante, por reunião
<b>RESULTADOS</b> do projeto	Por colaborador, por dia de trabalho
Eventos <b>MULTIPLICADORES</b>	Por participante previsto
Apoio à <b>INCLUSÃO</b>	100 EUR/participante (atribuído à organização)
Atividades de <b>FORMAÇÃO</b>	Viagem e subsistência + Apoio Linguístico
Suporte à <b>INCLUSÃO</b>	100%
Custos <b>EXCECIONAIS</b>	80%

**FINANCIAMENTO: visão específica**

**ORÇAMENTO - PARCERIAS DE COOPERAÇÃO**

**GESTÃO E IMPLEMENTAÇÃO do projeto**

máximo financiado:  
10 parceiros

**MÁXIMO:**

**2.750,00 € / mês**

**CORDENADOR**

500€/ mês

**PARCEIROS**

250€/ mês

**FINANCIAMENTO: visão específica****ORÇAMENTO - PARCERIAS DE COOPERAÇÃO****REUNIÕES TRANSNACIONAIS de projeto**Por participante, por  
reunião**UTILIZAR CALCULADOR DE DISTÂNCIA****Para distâncias até 99 km:**

Sem financiamento

**Para distâncias de 100 a 1999 km:**

575,00€ / participante / reunião

**Para distâncias de 2000 km ou mais:**

760,00€ / participante / reunião

## FINANCIAMENTO: visão específica

### ORÇAMENTO - PARCERIAS DE COOPERAÇÃO

#### RESULTADOS do projeto

produção e desenvolvimento de produtos tangíveis e inovadores (tecnologias, ferramentas, materiais, currículos, estudos ...)

**SÓ PERMITE PAGAMENTO A PESSOAL INTERNO**

#### EVENTOS MULTIPLICADORES

Eventos multiplicadores para divulgar RESULTADOS do projeto

**a realizar num dos países da parceria**

## FINANCIAMENTO: visão específica

### ORÇAMENTO - PARCERIAS DE COOPERAÇÃO

#### RESULTADOS do projeto

Por colaborador, por dia  
de trabalho

Este financiamento apenas pode ser utilizado para encargos com colaboradores das organizações que participam no projeto para a produção de RESULTADOS

#### Os montantes dependem:

Das tarefas desempenhadas no projeto

Do país da organização participante  
com pessoal envolvido

**FINANCIAMENTO: visão específica****ORÇAMENTO - PARCERIAS DE COOPERAÇÃO****Eventos MULTIPLICADORES**

Por participante previsto

O apoio para **EVENTOS MULTIPLICADORES** é fornecido apenas em caso de relação direta com os **RESULTADOS** do projeto

**Participante local:**

100,00 €

**Participante estrangeiro:**

200,00 €

**Participante "virtual":**

15,00 €

máximo:  
30.000,00 € / PROJETO

máximo em ATIVIDADES VIRTUAIS:  
5.000,00 € / PROJETO

**FINANCIAMENTO: visão específica****ORÇAMENTO - PARCERIAS DE COOPERAÇÃO****LTT- Atividades de ENSINO, FORMAÇÃO e APRENDIZAGEM**

Viagem e subsistência

**VIAGEM**

Despesas de deslocação dos participantes, incluindo acompanhantes, do respetivo local de origem para o local da atividade e regresso

**APOIO INDIVIDUAL**

Custo unitário por dia para cobertura das despesas de subsistência dos participantes, incluindo acompanhantes, durante a atividade

**APOIO LINGUÍSTICO**

Custo unitário por participante, a fim de melhorar o conhecimento da língua de instrução ou de trabalho (para mobilidades com mais de 2 meses)

## FINANCIAMENTO: visão específica

## ORÇAMENTO - PARCERIAS DE COOPERAÇÃO

Atividades de ENSINO, FORMAÇÃO e APRENDIZAGEM

viagem

UTILIZAR CALCULADOR DE DISTÂNCIA	TIPO DE VIAGEM	STANDARD	GREEN
	Para distâncias de 0 a 99 km:	23,00 €	
	Para distâncias de 100 a 499 km:	180,00 €	210,00 €
	Para distâncias de 500 a 1999 km:	275,00 €	320,00 €
	Para distâncias de 2000 a 2999 km:	360,00 €	410,00 €
	Para distâncias de 3000 km a 3999 km:	530,00 €	610,00 €
	Para distâncias de 4000 a 7999 km:	820,00 €	
	Para distâncias de 8000 km ou mais:	1500,00 €	

**FINANCIAMENTO: visão específica****ORÇAMENTO - PARCERIAS DE COOPERAÇÃO****Atividades de ENSINO, FORMAÇÃO e APRENDIZAGEM**

Apoio individual

**Taxa básica para atividades até 14 dias**

Adulto ou acompanhante: 106,00 €/dia

Aprendentes: 58,00€/dia

**De 15 dias até 60 dias**

70% da taxa básica/dia

**De 61 dias até 365 dias**

50% da taxa básica/dia

**FINANCIAMENTO: visão específica****ORÇAMENTO - PARCERIAS DE COOPERAÇÃO****Custos EXCECIONAIS****Custos REAIS**

Contribuição para os custos reais relacionados com a subcontratação ou aquisição de bens e serviços e garantia bancária, caso seja solicitada pela Agência Nacional

**CONDIÇÕES:****80% dos custos elegíveis**

máximo: 50.000,00 € /  
PROJETO

- A subcontratação só é possível se relacionada com serviços que não possam ser prestados pelas organizações participantes;
- Os equipamentos (...) não podem ser equipamentos normalmente utilizados pelas organizações participantes;
- Viagens onerosas

## PARCERIAS de PEQUENA DIMENSÃO

### ORÇAMENTO

30.000 EUR

ou

60.000 EUR

é composto por **dois montantes**

fixos possíveis de escolha, correspondendo ao **montante total da subvenção** para o projeto

Os candidatos **escolhem** entre os dois montantes pré-definidos de acordo com as atividades que pretendem realizar e os resultados que pretendem alcançar:



## COMO APRESENTAR UMA CANDIDATURA?

## O QUE É NECESSÁRIO FAZER PARA APRESENTAR UMA CANDIDATURA AO PROGRAMA ERASMUS+

1

PROCEDER À INSCRIÇÃO NO PORTAL DO REGISTO DAS ORGANIZAÇÕES

2

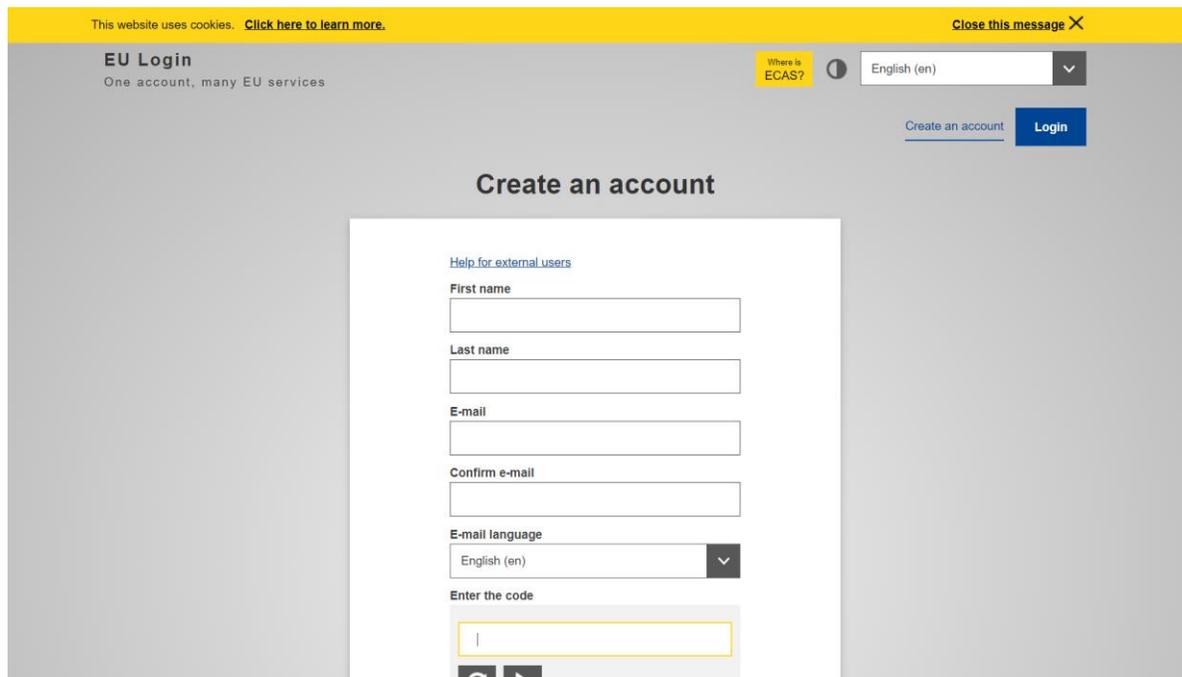
VERIFICAR A CONFORMIDADE COM OS CRITÉRIOS DO PROGRAMA

3

VERIFICAR AS CONDIÇÕES FINANCEIRAS

4

PREENCHER E SUBMETER O FORMULÁRIO DE CANDIDATURA

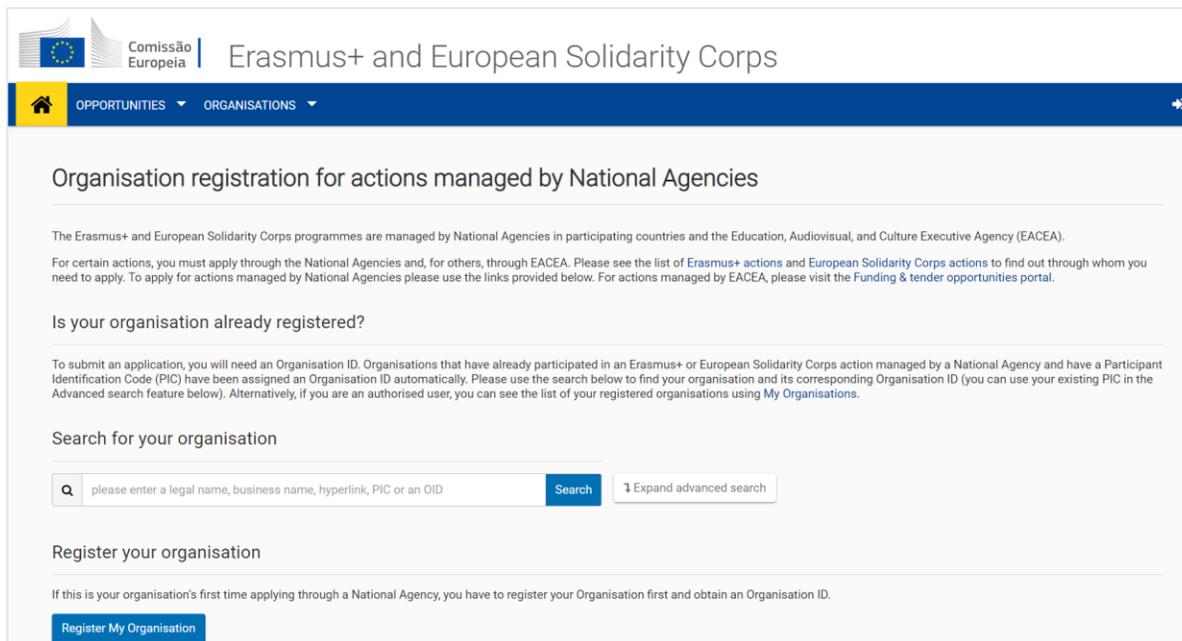


The screenshot shows the EU Login registration interface. At the top, there is a yellow banner with the text "This website uses cookies. Click here to learn more." and a "Close this message X" button. Below the banner, the "EU Login" logo is displayed with the tagline "One account, many EU services". To the right, there is a language selection dropdown menu set to "English (en)" and a "Where is ECAS?" button. Below the language menu, there are links for "Create an account" and a "Login" button. The main heading is "Create an account". Below this, there is a "Help for external users" link. The registration form includes fields for "First name", "Last name", "E-mail", and "Confirm e-mail". There is also a dropdown menu for "E-mail language" set to "English (en)". At the bottom of the form, there is a field labeled "Enter the code" with a CAPTCHA image below it.

**EU Login** é um serviço de autenticação da CE.

Permite o acesso a várias plataformas geridas pela comissão, através de um único endereço de correio eletrónico e credenciais.

<https://webgate.ec.europa.eu/cas/eim/external/register.cgi>



The screenshot shows the 'Organisation registration for actions managed by National Agencies' page. It includes a header with the European Commission logo and the text 'Erasmus+ and European Solidarity Corps'. A navigation bar contains 'OPPORTUNITIES' and 'ORGANISATIONS'. The main content area explains that the programmes are managed by National Agencies and the Education, Audiovisual, and Culture Executive Agency (EACEA). It asks if the organisation is already registered and provides instructions on how to obtain an Organisation ID. A search bar is present with the placeholder text 'please enter a legal name, business name, hyperlink, PIC or an OID'. Below the search bar, there is a 'Register your organisation' section with a 'Register My Organisation' button.

**OID** – *Organization ID* é o número que identifica a instituição.

Nesta plataforma deverá fornecer os dados relativos à instituição para obter um número.

<https://webgate.ec.europa.eu/erasmus-esc/organisation-registration>

## COMO ACEDER AO FORMULÁRIO DE CANDIDATURA?

**Ou através do site da Agência Nacional Educação e Formação  
ou da Página da CE**

<https://www.erasmusmais.pt>

<https://webgate.ec.europa.eu/erasmus-esc/index/>

A comissão lançou uma nova plataforma dedicada aos candidatos e beneficiários dos projetos Erasmus 2021-2027. Nela encontra toda a informação e recursos necessários para se candidatar a uma subvenção Erasmus+ ou para seguir o seu projeto de mobilidade Ação-Chave1 ou Ação-chave2

## FORMULÁRIO CANDIDATURA KA2



The screenshot shows a web browser window with the URL <https://www.erasmusmais.pt/atualização-novo-programa>. The page features the logos for 'agência nacional erasmus educação e formação' and 'Erasmus+'. A navigation menu includes 'ERASMUS+ EF', 'CANDIDATURAS', 'PROJETOS', 'RESULTADOS', 'RECURSOS', 'EVENTOS', and 'ERASMUS 2021-2027'. A dropdown menu under 'CANDIDATURAS' lists 'Antes da Candidatura', 'A Candidatura', and 'Depois da Candidatura'. The main content area has a header image with the text 'Erasmus+ Enriquecer vidas, alargar horizontes' and '2021-2027'. Below this is the section 'Atualização | Novo Programa Erasmus+' with a paragraph: 'A Comissão adotou o primeiro programa de trabalho anual do Erasmus+ 2021-2027 e a Comissária Europeia para a Inovação, Pesquisa, Cultura, Educação e Juventude, Mariya Gabriel, apresentou, em [conferência de imprensa](#), o novo Programa Erasmus+ 2021|27.' The URL at the bottom of the page is <https://www.erasmusmais.pt/a-candidatura>.

## FORMULÁRIO CANDIDATURA KA2

The screenshot shows a web browser window with the URL <https://www.erasmusmais.pt/atualização-novo-programa>. The page features the logo of the Agência Nacional Erasmus+ (education and formation) and the European Union Erasmus+ logo. There are navigation links for 'EXTRANET', 'PT', and 'EN'. A menu bar includes 'ERASMUS+ EF', 'CANDIDATURAS', 'PROJETOS', 'RESULTADOS', 'RECURSOS', 'EVENTOS', and 'ERASMUS 2021-2027'. The main content area has three blue boxes:

- Guia do Programa Erasmus+**  
Publicado anualmente pela Comissão Europeia, o guia do programa é a referência aos detentores de projetos Erasmus. Contém uma descrição das atividades apoiadas pelo programa, do financiamento correspondente ou dos termos de participação. A sua edição de 2021 está finalmente disponível: uma leitura obrigatória!  
[Aceda ao Guia 2021 \(PT\)](#)  
[Aceda ao Guia 2021 \(EN\)](#)
- Convite à Apresentação de Candidaturas | Call 2021**  
Publicada anualmente pela Comissão Europeia, o convite à apresentação de propostas prevê o quadro dos pedidos Erasmus, fornecendo documentos de preparação e o calendário para a apresentação de ficheiros.  
[Consulte o convite para propostas 2021](#)
- Plataforma Erasmus+**  
A comissão lançou uma nova plataforma dedicada aos candidatos e beneficiários dos projetos Erasmus 2021-2027. Nela encontra toda a informação e recursos necessários para se candidatar a uma subvenção Erasmus+ ou para seguir o seu projeto de mobilidade Ação-Chave1 ou Ação-chave2.  
[Descubra a nova plataforma](#)

## PLATAFORMA CE ERASMUS+



## Welcome to Erasmus+ and European Solidarity Corps page!

Here you can apply for one or more of the actions supported by the Erasmus+ Programme or European Solidarity Corps and managed by the Erasmus+ National Agencies.

In section "Opportunities" below, you can browse open calls by the programme and apply. Please note, that to start your application you will need to register or login with your EU Login credentials. Check our [applicant and beneficiary guides](#) for complete step-by-step guidelines.

### More information

If you need more information about Erasmus+ Programme, please visit the [programme home page](#). In case you're looking for information about European Solidarity Corps, please visit [European Youth Portal](#).

If you are interested in applying for Erasmus+ actions managed by the Education, Audiovisual and Culture Executive Agency, please visit the [website of the Agency](#).

### Looking for support or have further questions?

Do you have further questions about the Erasmus+ Programme? Get in touch with a National Agency in your country. Please check the [list of contacts](#) in the Support menu.

Do you need support in applying for European Solidarity Corps? Please visit ["Contact us" page](#) on European Youth Portal.

### OPPORTUNITIES



Erasmus+

View opportunities and start your application

[Opportunities](#)



European Solidarity Corps

View opportunities and start your application

[Opportunities](#)

## PLATAFORMA ERASMUS+



Home > Opportunities for Erasmus+

Welcome



EN

Erasmus+ and European Solidarity Corps

### Opportunities for Erasmus+

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

#### FIELD OF OPPORTUNITY

SCHOOL EDUCATION



See open calls

HIGHER EDUCATION



See open calls

VOCATIONAL EDUCATION AND TRAINING



See open calls

YOUTH



See open calls

ADULT EDUCATION



See open calls

- HOME
- ORGANISATIONS
- OPPORTUNITIES
- PROJECTS
- SUPPORT
- RESOURCES

## PLATAFORMA ERASMUS+

[Home](#) > [Opportunities for Erasmus+](#)

Welcome



EN

Erasmus+ and European  
Solidarity Corps

HOME



ORGANISATIONS &gt;



OPPORTUNITIES &gt;



PROJECTS &gt;



SUPPORT &gt;



RESOURCES &gt;

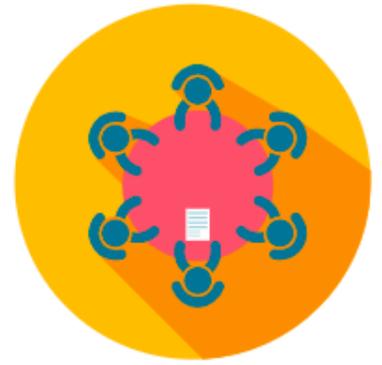
## Opportunities for Erasmus+

**Learning Mobility of Individuals**

This Key Action supports mobility of learners and staff to undertake a learning and/or professional experience in another country.

[See open calls](#)**Partnerships for cooperation and exchanges of practices**

This Key Action enables participating organisations to gain experience in international cooperation and to strengthen their capacities.

[See open calls](#)

**IMPORTANT:** this is a **TEST** system, not to be used for real application or project management purposes

 **European Commission**

Erasmus+ and European Solidarity Corps

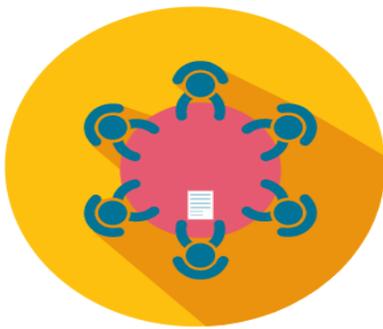
- HOME
- ORGANISATIONS >
- OPPORTUNITIES >
  - Erasmus+
  - European Solidarity Corps
- APPLICATIONS >
- PROJECTS >
- SUPPORT >
- RESOURCES >
- TOOLS >

## Open Calls - Vocational Education and Training

**KA210-VET**

### Small-scale partnerships in vocational education and training

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 hard 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 : **17**

[Apply](#)

**KA220-VET**

### Cooperation partnerships in vocational education and training

This action enables participating organisations to gain experience in international cooperation and to strengthen their capacities, but also to produce high-quality innovative deliverables. 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, boosting internationalisation of their activities and through exchanging or developing new practices and methods as well as sharing and confronting ideas.



Deadline : **20-05-2021 12:00:00 (Brussels time)**  
Remaining days : **17**

[Apply](#)



# EUROPEAN COMMISSION Erasmus+ & European Solidarity Corps IT Documentation

Autenticação

Erasmus+ & European Solidarity Corps IT Documentation

ATALHOS  
European Solidarity Corps IT Doc...

Search this space

- Welcome**
- > Applicant Guides - Submission pha
  - > Applicant Guides 2014 to 2020
  - > Beneficiary Guides
  - Contact information
  - EU Login - European Commission A
  - How to use Erasmus+ and Europea
  - > OEE Expert Guide
  - > Glossary

**Welcome - Restricted access**  
• Please log in to see more...

Páginas

## Welcome

Criado por DIGIT WEBTOOLS, última alteração por Stephen REID em abr 27, 2021

Welcome to the IT Documentation for Erasmus+ or European Solidarity Corps projects managed by National Agencies. The guides provide explanations of how to use the Erasmus+ or European Solidarity Corps platform and IT Tools in order to request accreditation and or grants for both the Multi-annual Financial Frameworks 2014 to 2020 and 2021-2027. For any further questions please contact your local [National Agency](#).

Click on the links below to go directly to the **Applicant Guide**, the **Beneficiary Guide**, the **New Pages** section or guidelines on **Using the Wiki**



### Information

The tabs below describe the various stages of the application lifecycle of the **Accreditation, Accredited Grant and Grant Agreement** process.

Place your **mouse over** and **click** the tabs and text below for links to more information on each process.

**Note:** Some links are still in development. Where you cannot click on a text box, you will notice the message "Link

**PAUSA PARA CAFÉ**

VOLTAMOS EM 10 MINUTOS 😊

**PARCERIAS DE PEQUENA DIMENSÃO**

FORMULÁRIO DE CANDIDATURA KA210

**IMPORTANT:** this is a **TEST** system, not to be used for real application or project management purposes



Home > Application details

Welcome **Ana Cunha**

# Application details

**Form ID : KA210-VET-41B4577B**

Programme : **Erasmus+** - Call : **2021**- Round : **Round 1** - Key action : **KA2** - Action type : **KA210-VET - Small-scale partnerships in vocational education and training**

**20 days left !**

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## Content menu

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

## Context

Field

**Project Title \*** 250

The field is mandatory.

**Project Title in English \*** 250

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# Application details

n and training

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- 

## Content menu

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- Impact and Follow-up
- Project Summary

## Context

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 \*

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

Project Lump sum \*

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## Content menu

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## Priorities and Topics

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. \*

Please select priority

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

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

Select up to 3 topics

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## Content menu

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## 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? \*

3000

The field is mandatory.

Please outline the target groups of your project \*

3000

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## Navigation

Filter Expand all

- Participating Organisations**
  - Undefined applicant organisation
  - Background and experience
  - Partner Organisations**
    - Undefined partner organisation
    - Background and experience
  - Cooperation arrangements

## Participating Organisations

### Partner Organisations

Partner organisation OID	Legal name	Country	Actions
Partner organ	Legal name	Count	<span>✖</span>
N° of participating organisations		2	<a href="#">+ Add partner organisation</a>

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- Home
- Application details
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## Navigation <

[Expand all](#)

- Activities**
  - List of Activities
  - Activity Details

## Activities

### 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
----------------	-----------------------------	--	--------

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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
Total	0

The total grant amount allocated to all activities should be equal to the chosen project lump sum

Project Lump sum \*





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## Content menu

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- Checklist

## Annexes

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### Declaration on Honour

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File Name	File Size (kB)
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## Content menu

- Impact and Follow-up
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- Checklist**
- Sharing
- History

## 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:



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# Application details

## Content menu

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## Sharing

### History

### Share application with

Enter the email address of the person with whom to share

Select permissions \*

Comment

Please note that the person will be informed about sharing rights only when you activate them.

Cancel

Save

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## History

History				
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**PARCERIAS DE COOPERAÇÃO**

FORMULÁRIO DE CANDIDATURA KA220

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## Content menu

- Context**
- Participating Organisations**
- Project Description**
- Preparation**
- Management**
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## Context

Field  
Vocational Education and Training

Project Title \* 250

Project Title in English \* 250

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## Content menu

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## Navigation

- 
- Participating Organisations**
    - Undefined applicant organisation
    - Partner Organisations**
      - Undefined partner organisation

## 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			
Applicant organisation OID	Legal name	Country	Actions

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## Content menu

- Context
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- Production of Project Results

## Navigation

- Filter [Expand all](#)
- Project Description**
  - Priorities and Topics
  - Project Description
  - Participants

## Project Description

### Priorities and Topics

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

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

Please explain how your chosen priorities relate to the aims and objectives of your project. \*

4000

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# Application details

## Content menu <

- Context
- Participating Organisations
- Project Description
- Preparation**
- Management
- Production of Project Results
- Multiplier Events
- Learning, Teaching, Training Activities
- Timetable

## Preparation

Please describe what will be done in preparation by your organisation/group and by your partners/group before the actual project activities take place, e.g. administrative arrangements, communication about the activities, selection of the persons, coaches, involvement of stakeholders, etc. \*

4000

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## Content menu

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## Navigation

- Management**
  - Funds for Project Management and Implementation
  - Transnational Project Meetings
  - Project Management
  - Implementation

## Management

### Funds for Project Management and Implementation

Funds for "Project Management and Implementation" are provided to all Cooperation Partnerships based on the number of participating organisations and the duration of the project. The purpose of these funds is to cover diverse expenses that any project may incur, such as planning, communication between partners, small-scale project materials, virtual cooperation, local project activities, promotion, sharing of project results and other similar activities not covered by other types of funding.

A partnership may receive a maximum of 2750 EUR of "Project Management and Implementation" grant per month.

Organisation	Grant per organisation	Number of organisations	Grant

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## Production of Project Results

### Production of Project Results

Do you plan to produce project results in your project? \*



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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

## Learning, Teaching, Training Activities

Do you plan to include transnational learning, teaching or training activities in your project? \*



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- Special Costs**
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- Budget Summary

## Special Costs

### Special Costs

In this section, you may request budget for types of expenses that are funded based on their actual cost. For more detailed information on what can be supported, please consult the Programme Guide or request advice from your National Agency.

### Inclusion Support

ID	Organisation	Country of the Organisation	N° of Participants eligible for real costs under inclusion	Description and Justification	Requested Grant (EUR)	Actions
1	<input type="text"/>	<input type="text"/>	<input type="text"/> *	<input type="text"/> 4000 *	<input type="text"/> 19 *	

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## Special Costs

### Exceptional Costs

ID	Organisation	Country of the Organisation	Description and Justification	Expected real cost (100%)	Requested Grant (80%)	Actions
1	<input type="text"/>	<input type="text"/>	<input type="text" value="4000"/> *	<input type="text" value="19"/> *	*	
Tot					*	

[+ Add an exceptional costs](#)

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## Content menu <

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## Follow-up

Which activities will you and your partner carry out in order to share the results of your project beyond your partnership? \*

4000

Who will be responsible for the sharing and promotion activities within your partnership and which specific expertise do they have in this area? What resources will you make available to allow for the proper implementation of your sharing and promotion plans? \*

4000

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## Content menu

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## Follow-up

### Sharing, Promotion and Use of the Project's Results

You are requested to make plans for the sharing and promotion of your project results. Please provide answers to the questions below.

What will be the target groups of your sharing and promotion activities inside and outside your partnership? Please define in particular your target audience(s) at local/regional/national/European/international level and motivate your choice. \*

4000

Which activities will you and your partner carry out in order to share the results of your project beyond your partnership? \*

4000

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## Navigation <

- 
- Budget Summary**
    - Project Budget Summary
    - Budget per Participating Organisation

## Budget Summary

Project Budget Summary	
Budget items	Grant
Total grant	0
The total project grant must be greater or equal to 100000 EUR	
Budget per Participating Organisation	

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## Project Summary

Please provide short answers to the following questions, summarising the information you have provided in the rest of the application form.

Please use full sentences and clear language. In case your project is accepted, the provided summary will be made public by the European Commission and the National Agencies.

**Background:** Why did you apply for this project? What are the needs you plan to address? \* 4000

Please provide a translation in English. This summary will be publicly available in case your project is awarded. \* 4000

**Objectives:** What do you want to achieve by implementing the project? \* 4000

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## Annexes

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## 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:

The documents proving the legal status of the applicant must be uploaded in the Organisation Registration System, here: [Organisation Registration System](#)

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## Sharing

Acti	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](#)

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# My Applications ?

Export

## Search and filter <

## Search results

2 items found

Customise

Sort By [dropdown] [down arrow] [up arrow]

Active filter ?

Delete

**!** You are currently not using any active filter

Actions [dropdown]

Selected criteria: Reset All

All programmes x

All calls x

All Rounds x

## Quick filter

Search ?

Programmes

All Erasmus+

European Solidarity Corps

Calls

All 2021 2022

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Actions [dropdown]

### Form ID : KA210-VET-41B4577B

Applicant : Maria das Palavras Educação, Lda. (E10046063 - Portugal) Programme : Erasmus+ - Call : 2021 - Round : Round 1 - Key action : KA2 - Action type : KA2 10-VET - Small-scale partnerships in vocational education and training

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ENSINO E FORMAÇÃO PROFISSIONAL

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**AÇÃO CHAVE 2** Ana Isabel Cunha



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