

**CONSORTIUM AGREEMENT  
BETWEEN  
IPG, CCMIJU, MORE, CUNI, UHK AND SE-DSRT**

**BETWEEN:**

**POLYTECHNIC OF GUARDA** (hereinafter referred to as “IPG” or “Coordinator”), with its registered office in Avenida Dr. Francisco Sá Carneiro, nº 50, at Guarda (Portugal) and with VAT number 600023265, hereby represented by Mr. Joaquim Manuel Fernandes Brigas, as President of IPG.

**FUNDACIÓN CENTRO DE CIRUGÍA DE MÍNIMA INVASIÓN JESÚS USÓN** (hereinafter referred to as “CCMIJU”), with its registered offices in Carretera Nacional 521, Km. 41,8, at Cáceres (Spain), with VAT number ESG10347417 and registered in the Registro de Fundaciones de la Junta de Extremadura with register number 83N; hereby represented by **Mr. Antonio Verde Cordero**, as Managing Director, empowered to sign this document in accordance to the public document of 2022/03/03 certified by Mr. Ignacio Ferrer Cazorla, Notary Public of Extremadura, under number 439 of his protocol.

**MORE - LABORATÓRIO COLABORATIVO MONTANHAS DE INVESTIGAÇÃO - Associação** (hereinafter referred to as “MORE”), with its registered office in Avenida Cidade de Léon, 506 5301-358 Bragança (Portugal) and with VAT number 514840960, hereby represented by Mr. Andrey Romanenko.

**UNIVERZITA KARLOVA** (hereinafter referred to as “CUNI”), with its registered office in Ovocny Trh 560/5, 11636 Praha 1 (Czech Republic) and with VAT number 00216208, hereby represented by Mrs Milena Králíčková.

**UNIVERZITA HRADEC KRALOVE** (hereinafter referred to as “UHK”), with its registered office in Rokitanskeho 62 500 03 Hradec Kralove (Czech Republic) and with VAT number 62690094, hereby represented by Mr Kamil Kuča.

**SEMMELWEIS EGYETEM** (hereinafter referred to as “SE-DSRT”), with its registered office in Üllői Út 26, 1085 Budapest (Hungary) and with VAT number HU19308674, hereby represented by Mr. Béla Merkely.

hereinafter, jointly referred to as “Parties” or “Beneficiaries” or “Partners”, and individually referred to as “Party” or “Beneficiary” or “Partner”.

**WHEREAS:**

The Parties, having considerable experience in the field concerned, have submitted a proposal to *The Erasmus+ Programme (proposals 2021)*, Action type – KA220-ADU - *Cooperation partnerships in adult education* (hereinafter, the “**Proposal**”), as being the denomination of the project “**Improving competences of older people caregivers towards Healthy Ageing through digital transformation**” (hereinafter referred to as “**The Project**”).

The Proposal has been awarded by the *Agência Nacional Erasmus+ Educação e Formação* by means of the *Contrato de subvenção* (Grant Agreement) with number - **2021-1-PT01-KA220-ADU-000028254** (hereinafter referred to as "**the GA**"), granting a grant of 301 030,00 € (hereinafter "**the Amount**").

The Parties are aware of the provisions of the **GA** and its Annexes, which are attached as **Attachment A**. The **GA** has been signed between Agência Nacional Erasmus+ Educação e Formação (hereinafter referred to as «**AN**»), represented by Mrs. Ana Perdigão, AN Director, acting by delegation from the European Commission; and the **Coordinator**, on behalf of the rest of Beneficiaries.

The Parties agree to be bound by the terms of the **GA** and its Annexes, particularly but not limited to the role of **Coordinator** and rest of Beneficiaries, Payment arrangements, financial responsibility, penalties, and rest of General Conditions and this Consortium Agreement.

**NOW, THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:**

### **Section 1: Definitions**

#### **1.1. Definitions**

Words beginning with a capital letter shall have the meaning defined either herein or in the Rules for Participation or in the **GA** including its Annexes without the need to replicate said terms herein.

#### **1.2. Additional Definitions**

"*Agreement*" or "*CA*" means this Consortium Agreement.

"*Access Rights*" means licenses and user rights to *Foreground* or *Background*.

"**Agência Nacional, AN, European Commission or EC**" means any European public body related to the Proposal.

"*Background*" means information which is held by *Beneficiaries* prior to their accession to this Agreement, as well as copyrights or other intellectual property rights pertaining to such information, the application for which has been filed before their accession to this Agreement, and which is needed for carrying out the *Project* or for using *Foreground*.

"*Consortium Plan*" means the description of the work and the related agreed Consortium Budget, including the payment schedule, as updated and approved by the Management Committee.

"*Consortium Budget*" means the allocation of all the resources in cash or in kind for the activities as defined in Annex I of the **GA** and in the Consortium Plan thereafter.

"*Defaulting Party*" means a Party which has been determined as being in breach of any of its obligations under the **GA** and/or this CA, in accordance with GA and **Section 7** of this CA.

"*Dissemination*" means the disclosure of *Foreground* by any appropriate means other than that resulting from the formalities for protecting it, and including the publication of *Foreground* in any medium;

"*Effective Date*" means the date on which the agreement comes into force as set forth in each Party signature to **Section 12** hereof.

"*Fair and reasonable conditions*" means appropriate conditions including possible financial terms taking into account the specific circumstances of the request for access, for example, the actual or potential value of the *Foreground* or *Background* to which access is requested and/or the scope, duration or other characteristics of the *use* envisaged;

"*Foreground*" means the results, including information, whether or not they can be protected, which are generated under the Project. Such results include rights related to copyright; design rights; patent rights; plant variety rights; or similar forms of protection;

"*Use*" means the direct or indirect utilization of *Foreground* in further research activities other than those covered by the *project*, or for developing, creating, and marketing a product or process, or for creating and providing a service;

## **Section 2: Purpose**

The purpose of this Consortium Agreement is to specify the relationship among the Parties with respect to the Proposal, in particular concerning the organization of the consortium and the work between the Parties, including the decision-making procedures, the management of the Project, and the rights and obligations of the Parties concerning inter alia rules on Dissemination and Use, and Access Rights, the distribution of the financial contribution, Liability, Indemnification and Confidentiality arrangements between the Parties and dispute resolution.

## **Section 3: Entry into force, duration, and termination**

### **3.1. Entry into force**

An entity becomes a Party to this Consortium Agreement upon signature hereof by a duly authorized representative.

This Consortium Agreement shall have effect from the Effective Date identified in **Section 12** hereof.

### 3.2. Duration and termination

This Consortium Agreement shall continue in full force and effect until the complete fulfillment of all obligations undertaken by the Parties under the **GA** and under hereof.

However, this CA or the participation of one or more Parties to it may be terminated in accordance with the terms set forth herein and the **GA**.

If the Commission does not award the **GA** or terminates the **GA** or a Party's participation in the **GA**, this CA shall automatically terminate in respect of the affected Party(ies), subject to the provisions surviving the expiration or termination under **Section 3.3** of this Agreement.

### 3.3. Survival of rights and obligations

The provisions relating to Access Rights and Confidentiality shall survive the expiration or termination of this Consortium Agreement.

Termination shall not affect any rights or obligations of a Party leaving the Consortium incurred prior to the date of termination unless otherwise agreed by written between the Management Committee (according to **Section 5.3**) and the leaving Party. This includes the obligation to provide all input, deliverables, and documents for the period of its participation.

## **Section 4: Provision of works**

### 4.1. General principles

Each Party to this Agreement shall execute its part of the work in accordance with the terms of this Consortium Agreement and the **GA** and Parties shall co-operate and use all reasonable efforts to execute this CA and if applicable the **GA** as a whole in a successful way.

The Proposal, which has been awarded by the AN under the **GA**, is included as **Attachment B**.

The **Budget** which has been awarded by the AN under Annex 2 of **GA**, is included as **Attachment C**

Each Party shall take reasonable measures to ensure the accuracy of any information or materials it supplies to the other Parties.

### 4.2. Personnel

Parties agree to assign qualified and experienced staff to perform the works. Each Party shall have the right to determine which of its personnel shall be assigned to perform works

and to replace or reassign such personnel during the term hereof; it being understood, however, that (i) prior to assigning any key-person to the staff performing any of the Party's obligations under this CA, the Party assigning or replacing key-personnel shall provide to the other Party such information with respect to such person as the other Parties may reasonably request (including, but not limited to, such person's curriculum vitae) and (ii) the key-personnel assigned shall be sufficiently qualified and experienced taking into account the nature of the Services to be performed and any replacement shall present at least the same qualifications and expertise of the replaced personnel.

Parties agree that key personnel assigned to the performance of this agreement should be assigned for stable periods, in order to avoid too much rotation in personnel and meet the requirements of the **GA**, when applicable.

A Party will not, without the written authorization of the concerned Party, for the duration of this Agreement and for six (6) months after termination thereof, hire any employees of a member of the Consortium or of its subcontractors involved with the execution of the Project, or have such employees work for him, or approach them thereto or recommend them for employment to third parties.

#### **4.3. Working with subcontractors**

In case a subcontractor is involved in the execution of the tasks to be executed by the Party, the Party will make sure that the Subcontracting Agreement contains conditions that are no less stringent than those imposed upon the Party(s) by this CA and the **GA**.

Parties agree that they can subcontract any part of their share of works to one of the declared subcontractors or declared freelancers in the Proposal or has been agreed by the Quality Management Committee or otherwise in writing between the Parties.

All subcontracting of works shall be subject to the limits and conditions set out in the **GA**.

#### **4.4. Project Changes Requested**

Changes to the Project proposed by the **AN** or one/some Parties shall be discussed by the Operational Bodies, and a decision will be taken at the Management Committee level in accordance with the rules applicable to Management Committee decisions.

All changes to the Work to be supplied by the Parties will be re-determined and recorded in a revised version of **Attachment B**.

### **Section 5: Operation and Management**

#### **5.1. Consortium**

##### **Nature of the consortium**

In no circumstances does this CA create a legal person and/or any other company, partnership, or a joint venture between the Parties. The Parties will enter into obligations

with third Parties independently unless otherwise agreed. Neither Party shall act as agent for or representative of the other Party for any purpose whatsoever.

Notwithstanding the above, the Parties hereby declare, accept, and guarantee that the **GA** shall be signed by the **Coordinator** and they undertake to grant a mandate to the Coordination, to act in their names and for their account, with the sole purpose of signing the **GA** and its possible subsequent riders with the **AN**.

To the extent feasible under this CA each Party shall be assigned role responsibility for carrying out and completing their obligations under this CA and the **GA**.

Contracts and other documents towards third parties or suppliers will be subscribed under the name and responsibility of respective Parties and not under the name and responsibility of the Consortium of Beneficiaries. Consequently, there are no joint and several liabilities of the Parties towards third parties or suppliers of another Party, except if previously explicitly agreed in writing by the Parties.

### **Collaboration Principles**

The Parties agree to collaborate on an exclusive basis for the execution of the Project as precise in this Consortium Agreement.

The Parties as a consortium shall carry out the project jointly vis-à-vis **Agência Nacional**, taking all necessary and reasonable measures to ensure that the project is carried out in accordance with the terms and conditions of this CA and **GA**.

Collaboration as referred to in the previous sentence includes the necessary exchange of technical and commercial information subject to and to the extent of Confidentiality and Ownership, other than the information concerning services and prices which is or is becoming generally known. This provision is not intended to restrain the Parties from marketing and selling their standard services to any third Party during the term of this Consortium Agreement.

The Parties will support each other to the best of their ability and will handle each other's interests as if they were their own.

Each Party shall inform the Coordinator and the other Party(ies) in good time of all problems which it encounters whilst the work is being carried out, and subject to confidentiality and ownership, will furnish the other Party with all relevant information.

Specifically, each Beneficiary shall:

- a) immediately inform the coordinator of any event or circumstance of which the beneficiary has the knowledge, which may affect or delay the execution of the action;
- b) immediately inform the coordinator:
  - of any change in their legal, financial, technical, organizational or property situation and any change of name, address or legal representative;

- of any variation of the legal, financial, technical, organizational or property status of the entities of its group and of any change of name, address or legal representative;

c) submit to the coordinator in due time:

- the data necessary to prepare the reports, financial statements, and other documents contemplated in the agreement;
- all documents required for audits, controls, or evaluations in accordance with the provisions of clause II.27;
- any other information that must be provided to the Commission under the agreement, unless it requires that said information be sent directly by the beneficiary.

The Partners shall keep **Coordinator** (IPG) informed of any request from the **AN** to make changes in its requirements regarding the Project prior to make any reply to the **AN**.

**The coordinator** shall keep the other Parties informed of all changes in the **AN's** requirements, which relate to the Project (including the related overall obligations, such as liabilities, penalties) to be performed by the concerned Party.

If negotiations with the **AN** result in a change in the type or extent of the Services to be supplied by a Party, which have been included in the Proposal, the Parties will hold consultations with each other in order to agree on a revised Proposal.

The Parties as a consortium shall allow the **AN** to take part in meetings concerning the Project.

The Parties shall comply with the specific performance obligations of each Beneficiary as set out in the **GA**.

## 5.2. Coordinator

IPG, as **Coordinator** of the Consortium, shall be responsible for the overall coordination, negotiations, and communications with the European Commission or **Agência Nacional (AN)**, and shall represent each Party at meetings with the **AN**.

The **Coordinator** shall be the intermediary between the Parties and the **AN** and shall perform all tasks assigned to it as described in the **GA** and in this CA. The **Coordinator** will be responsible for all aspects of the interface between the Project and the **AN**.

The **Coordinator** responsibilities will be to:

- Maintain and manage eventual updates of contractual documents such as the **GA** and the Consortium Agreement; Organize and coordinate the work between the different project results to guarantee the consistency of the whole project;
- Monitor day-to-day progress of the project and inform the **AN** of all developments which could significantly affect the result of the project;

- Collect all technical, financial, and administrative information from all the partners in order to monitor in real-time the progress of the project and check that the global partners' involvement (from both technical and financial aspects) remains in accordance with the work plan established in the proposal;
- Organize, with the Partners, the preparation and the production of deliveries and the exchange of information inside the consortium;
- Draft the agenda for meetings on the project;
- Consolidate and monitor the project reports;
- Solve any technical, financial, administrative, or contractual issues or conflict between partners, when needed;
- Be the official channel between the Consortium and the **AN**;
- Chair the Management Committee.

### **Project Reporting and Performance Assessment**

Progress of activities will be monitored by the **Coordinator** on a frequent basis. Each partner will be responsible for producing, every 12 months, or before if needed, cost statements and management control reports that will contain the current status of the active project results they are performing.

The **Coordinator** will be responsible for the delivery of the following documents and reports to the **AN**:

- A Progress report to the **AN**, in accordance with clause I.4.3 of **GA** by at the latest, which shall comprise: an overview of the progress of work and management reports, presenting the current results and project progress; explanation of the use of the resources; cost and financial statements from each Beneficiary together with a summary financial report consolidating the claimed contribution; synthesis of the information provided by the different partners. This progress report shall be prepared before 26/11/2022, with the contribution of each partner;
- Final report within 60 days after the end of the Project, in accordance with **GA**. This report shall comprise: a final publishable summary report covering results, including a summary of the project's main achievements and conclusions, presenting a final summary of the conclusions and socioeconomic impact of the project; a report covering the wider societal implications of the Project, including gender equality actions, ethical issues, efforts to involve other actors and spread awareness, as well as the plan for the Use and Dissemination of Foreground. This progress report shall be prepared before the deadline with the contribution of each partner;
- Certificate on the financial statements and underlying costs were regulated according to the provisions of **GA**, especially in clause II.20 of its Annex I.

All Beneficiaries shall fully cooperate with the **Coordinator**, presenting reports and deliverables on deadlines required, according to the quality and other conditions as set out in the **GA** and as may be required by the **Coordinator**, related to any technical or economic issues and or any other aspect related to the compliance of **GA** and this CA.

### 5.3. The Management Committee

The Parties of the Consortium shall set up a Management Committee. This Management Committee is formed by the Parties Representatives:

#### IPG

Name: [REDACTED]  
Address: Avenida Dr Francisco Sá Carneiro 50 – 6300-559, Guarda- Portugal  
[REDACTED]  
[REDACTED]

#### CCMIJU

Name: [REDACTED]  
Address: Centro de Cirugía de Mínima Invasión Jesús Usón  
Ctra. N-521, Km. 41,8  
10071 Cáceres (Spain)  
[REDACTED]  
[REDACTED]

#### MORE

Name: [REDACTED]  
Address: Edifício do Brigantia Ecopark, Avª Cidade de Leon, 506, 5300-358  
Bragança  
[REDACTED]  
[REDACTED]

#### CUNI

Name: [REDACTED]  
Address: Faculty of Medicine in Hradec Kralove, Simkova 870, Hradec Kralove, 500 03  
[REDACTED]  
[REDACTED]

#### UHK

Name: [REDACTED]  
Address: Rokitsanskeho 62, 500 03, Hradec Kralove, Czech Republic  
[REDACTED]  
[REDACTED]

#### SE-DSRT

Name: [REDACTED]  
Address: Semmelweis University, Heart and Vascular Center, Department of Surgical  
Research and Techniques, 4. Nagyvárad square, 1085 Budapest, Hungary  
[REDACTED]  
[REDACTED]

The Management Committee is the ultimate decision body and the highest escalation level. The Committee has the overall technical responsibility of the project and the power to carry out small adjustments to the work plan with few or no delay. The Committee focuses both on high-level issues such as the strategic direction of the project, and on operational issues. It has permanent and final control over the management of the Consortium.

The following matters are exclusively reserved for decision by the Management Committee:

- Effective sharing of revenue (i.e., decision-taking with respect to the division/sharing of the work, including taking corrective actions, in accordance with **Attachment B**);
- Strategic guidance on all matters related to the performance of this CA;
- Escalation body for resolution of disputes, including disputes arising between the Parties relating to their performance under this agreement or any liability that may arise as a result of an alleged default or omission by the relevant Party;
- Proposed changes to this Consortium Agreement;
- New engagements not included in this Consortium Agreement;
- All matters related to possible litigation concerning liabilities of the Parties towards the **AN** or third parties;
- Allocation and sharing of penalties if applicable;
- Expulsion of a Consortium Party;
- Monitor the progress of each level, project results against the plan as given in the Project Management Plan; and agree on remedial actions where possible to recover from any divergence from the plan;
- Review all significant project risks as identified by the project results Leaders, and agree on suitable risk mitigation or avoidance plans;
- Ensure coherence is maintained between the different project results and with other projects;
- Monitor the implementation of the exploitation strategy, proposing improvements where needed;
- Provide a forum for the resolution of issues between partners.

The Management Committee will be chaired by the Project **Coordinator** at IPG and attended by project results Leaders and the Dissemination, Quality and Exploitation Manager.

Each of the Parties will nominate one (1) representative for the Management Committee. Each Consortium member of the Management Committee will have one (1) vote.

Each representative of the Parties shall be deemed to be duly authorized to deliberate, negotiate, and decide on all matters listed of this Consortium Agreement.

The Parties agree to be abiding by all decisions of the Management Committee.

Unless otherwise agreed, the onsite meeting of the Management Committee will take place in the premises of IPG.

The Management Committee meeting can be ordinary convened by the chairman decision or extraordinary convened by the decision, at least, of two Consortium members as often as necessary.

The Management Committee shall meet at least three times along the project life.

The Chairman shall give notice of a meeting in writing to each Party as soon as possible and no later than 15 calendar days preceding an ordinary meeting, and 7 calendar days before an extraordinary meeting, referred to as an onsite meeting. Online meetings will be notified in writing by the chairman as soon as possible and no later than 5 calendar days.

Notices of a meeting are valid if delivered by letter, e-mail or fax, or in other written form. The notice sets out the date, time, and original agenda of the Management Committee.

Any Party may add an item to the original agenda by written notification to all of the other Parties no later than 7 calendar days preceding an ordinary meeting, 5 calendar days before an extraordinary meeting, and 3 calendar days before an online meeting.

During a Management Committee meeting, the Parties, present or represented, can unanimously agree to add a new item to the original agenda.

Although the Representatives may participate in or hold a meeting by means of a conference call, video conference or similar communication equipment, the Representatives shall use reasonable efforts to attend each meeting in person, and it is mandatory its attendance to the onsite meetings. Any Representative prevented from attending an onsite Management Committee meeting may authorize another member of its organization to represent him at the meeting, such authorization to be given in writing by letter, e-mail or telefax.

The Management Committee shall not deliberate and decide validly unless at least two-thirds (2/3) of its members are present or represented. Decisions requiring a majority vote, all Parties must be represented at the meeting.

Each member can express opinion and vote on any material support. Only items stated in the agenda will be the subject of discussions and deliberations. However, Parties can discuss 'varia' points on the spot during the meeting which will not be subject to a decision (unless commonly decided otherwise). Defaulting Parties may not vote.

Decisions can be reached with a majority of 2/3 of the members, present or represented, at the Management Committee Meeting.

The following matters will require the unanimous vote of the Parties (however, any Defaulting Party cannot vote):

- Expulsion of a Party of the Consortium

Any decision may also be taken without a meeting if the president circulates to all Parties a written document which is then signed according to the vote rules.

### **Records of the Management Meeting**

For resolutions to be passed, decisions or other actions to be taken, IPG shall keep minutes of the meetings of the Management Committee and shall record actions otherwise taken by the Management Committee, and shall send a copy of any such record to the members of the Management Committee without undue delay.

Unless IPG receives written objection to any such record within ten (10) calendar days from the date of receipt by the member of the Management Committee concerned, such record shall be deemed to be a correct and complete reflection of the action taken by the Consortium.

In case of disagreement between members of the Management Committee prohibiting an agreement on the minutes, the chairman of the Management Committee will, within the ten (10) calendar days, submit the matter to the legal opinion and recommendation of the legal counsels of the Parties. Their advice, recommendation or opinion will be strictly confidential.

Except otherwise agreed the legal counsels will submit their opinion or recommendation to the Management Committee within the ten (10) calendars days. In case of persistent disagreement between members of the Management Committee, the Chairman of the Management Committee, after a delay of five (5) calendars days, will submit the matter to the Dispute Resolutions system described in this Agreement.

### **5.4. The Quality Manager**

The Quality Manager will be assumed by SE-DSRT.

The Quality Manager responsibilities will be to:

- Assist the Project **Coordinator**
- Elaboration of the Quality Plan, reports, and rest of documents, accordingly to the proposal.
- Continuous monitoring of quality, including management of the revision of contractual results.

- Participation in management and coordination meetings, when agreed between the Project Coordinator and the Quality Manager.

### 5.5. The Exploitation Manager

The Exploitation Manager will be MORE.

The Exploitation Manager responsibilities will be to:

- Assist the Project **Coordinator**
- Coordinate the exploitation activities to assure the sustainability of results beyond the project lifetime

### 5.6. The Dissemination Manager

The Dissemination Manager will be CUNI.

The Dissemination Manager responsibilities will be to:

- Assist the Project **Coordinator**
- Coordinate the dissemination activities to assure dissemination of the activities and results of EducAGE project.

### 5.7. Operational Bodies conflict resolution

Regarding conflicts and disputes resolution, discrepancies during the development of the project tasks will be anticipated and reported immediately to the PR Leader. The project results Leader will try to solve the conflicts and will communicate every incident to the Project **Coordinator** and Quality Manager.

For major problems raised during the project concerning technical or managerial aspects of the project results or of the project as a whole, and which could not be solved, the following procedure applies:

- Any member of the Consortium may bring up a major problem. A written statement addressed to the **Coordinator** and Quality Manager will be required declaring the problem as a major problem and clarifying and identifying it properly.
- The Project **Coordinator** and Quality Manager will try to solve the problem with the concerned member.

If the conflict cannot be solved, the following steps will be applied:

- The **Coordinator** will raise the issue at the next regular Management Committee meeting or calls for a special meeting to solve the problem;
- During that meeting, the different solutions of the problem will have to be worked out clearly. The problem will be solved at this level if an agreement is found between the partners;
- If not, a formal vote will take place according to Management Committee's normal procedure.

If agreement cannot be reached at the Management Committee level, each Party may initiate the Dispute Resolution process.

## **Section 6: Financial Provisions**

Subject to the payment terms and financial provisions as set out in the **GA**, the Parties agree as follows:

### **6.1. Assets**

The Consortium will get no asset.

### **6.2. Individual costs and expenses**

Except as provided otherwise herein and or the **GA**, each Party to this Consortium Agreement shall bear its own cost and expenses relating to the preparation, negotiation, execution, and performance of this Agreement and the transactions contemplated herein, including but not limited to all legal, accounting and other fees and expenses.

The sharing cost and expenses above mentioned shall be assumed by the Parties in accordance with the Budget in **Attachment C** and the Management Plan.

Each Party will ensure its proper financing in order to meet its obligations under this Agreement and the **GA**.

In accordance with its own usual accounting and management principles and practices, each Party shall be solely responsible for justifying its costs with respect to the Project towards the **AN**. Neither the **Coordinator** nor any of the other Parties shall be liable or responsible for such justification of costs towards the **AN**.

### **6.3. Payments**

The **Amount** granted by the **AN** in accordance with the provisions of clause 1.3 of the **GA** will be distributed by the **Coordinator** to the Beneficiaries, in the way agreed in the **Proposal** and in this **Section**.

As soon as this CA is signed by **Coordinator** and by Beneficiaries, IPG (**Coordinator**) will proceed to the corresponding payment of **Amount**, within a maximum thirty (30) calendar

days after CA signed to the other Parties, following the considerations of **GA** and according to the following rules:

- **Coordinator** shall pay 60% of the amount to each Beneficiary, within the thirty (30) days after CA signed mentioned above.
- After the positive evaluation of the Progress report regulated in clause I.4.3 of **GA** and **Section 5** of this CA, the 20% payment shall be made within a maximum of thirty (30) days.
- When the final report will be presented and approved, the IPG will receive the remaining 20% of the entire budget that they will have to distribute to the members within a period of 30 days.

**Coordinator** is entitled to withhold any payment if a Party is identified by the Management Committee to be in breach of its obligations under this Agreement or the **GA**.

Each Party shall bear any loss of interest on the amounts it is owed.

Each Party shall bear all the taxes, duties, and costs relating to it.

Where an amount paid by the **AN** to the **Coordinator** in its capacity as the recipient of all payments is to be recovered under the terms of this CA and the **GA** or in case of breach or failure of fulfillment of this CA or the **GA**, the Beneficiary concerned undertakes to repay the **Coordinator** and/or the **AN** if applicable, the sum in question, on whatever terms and by whatever date it may specify by the **Coordinator**, upon the prior requirement of the **Coordinator** and/or the **AN** if applicable. The foregoing shall be deemed without prejudice to any other further reimbursement and recovery mechanisms or procedures as might set out in the **GA**.

#### **6.4. Profit and Loss**

Every Party involved carries its own profit and loss related to the execution of the works, subject to the liability provisions as stated in this Consortium Agreement.

#### **6.5. Audit**

The **AN** may, during the execution of the **Project**, carry out technical and financial controls and audits to verify the compliance of the obligations and the task that must be fulfilled according to the **CA** and **GA** by the beneficiaries in a proper manner. Specifically, a final audit will be conducted and its cost will be proportionally retained from each partner budget.

On the basis of conclusions of the final audit report, the **Coordinator** shall take the measures it deems necessary, including the recovery at the time of payment of the balance or after it, of all or part of the amounts paid, as provided in the clauses.

#### **Section 7: Recovery of the Amount granted after payment**

When all or part of the **Amount** distributed to every Beneficiary by the **Coordinator** must be recovered for breach, failure to fulfill of this **CA** or **GA** by one or more of the beneficiaries, or for the causes included in the clauses II.27.6, II.27.7, and II.27.8 of Annex I of **GA**, the Beneficiary or Beneficiaries affected must reimburse the **Coordinator** the corresponding amount.

#### **Section 8: Expulsion of a Party**

A Party may be expelled from the Consortium, if it becomes unreasonable to expect the other Parties of the Consortium to continue the Consortium with that Party, taking into account (i) all relevant facts and circumstances and balancing the interests of all Parties and (ii) as far as possible by law.

A Party may be expelled from the Consortium under certain facts and circumstances including, but not limited to:

- A material breach of this Agreement or of the **GA** by a Party, despite notice and an opportunity to cure the breach;
- A Party has bankruptcy, composition or reorganization proceedings or any other insolvency proceedings opened against it by a court or other public authority; voluntarily files a petition under the bankruptcy or equivalent insolvency law; becomes insolvent or faces a substantial deterioration (actual or imminent) in its assets, or has payment claims or its membership interest in this Consortium seized by a creditor; consents to or applies for reorganization under the bankruptcy or equivalent insolvency law; makes an assignment for the benefit of its creditors; or has involuntarily filed against it, a petition under the bankruptcy or equivalent insolvency law, which is not dismissed within sixty (60) calendar days after filing.
- Termination of the participation of said Party at the **AN** or European Commission's initiative, according to the reasons set out in the **GA**.

Expulsion shall take effect by a resolution of the Management Committee adopted by all Parties, except the Party to be expelled.

Expulsion shall become final if the Party to be expelled has not, within 30 calendar days of receipt of notice of the resolution, initiated proceedings hereunder. Expulsion shall not affect any other existing obligations (e.g. access rights) of the Party to be expelled or any claims against it. If the Party has been expelled due to causes within its control, the other Parties may enforce claims for damages incurred by them as a result of the expulsion.

#### **Section 9: Confidentiality**

The Parties declare that they regard the existence and contents of this Consortium Agreement, the consultations which have been held and are to be held and the confidential and/or proprietary information, data, documents, and or other material which has been or is to be supplied to each other in the context of the aforesaid consultations as confidential

information shall be used solely for the purposes of this Consortium Agreement by the employees involved with it. They shall ensure that the employees concerned to abide by this obligation.

Also, it shall be regarded confidential information any information on technical, commercial, industrial, and economic aspects, business secret, reports, software, know-how, data, products, services, plans, strategies, financial conditions, and any other belonging to the Parties and revealed in any way.

Each Party shall protect the confidentiality of the confidential information in the same manner as it protects its own proprietary information of this kind; provided that, with respect to the handling of any confidential information and the disclosing Party, the receiving Party shall in no event exercise less than reasonable care in protecting such information and as far as possible to restrict its distribution in their own organizations. The Parties will not supply confidential information or make it known to third parties, other than with the prior written consent of the other Party.

The limitations on reproduction, disclosure or use of confidential information shall not apply to, and neither Party shall be liable for, reproduction, disclosure, or use of confidential information of the other when:

- the confidential information becomes publicly available by means other than a breach of confidentiality obligations of this CA;
- the disclosing party subsequently informs the recipient that the confidential information is no longer confidential;
- the confidential information is subsequently communicated to the recipient without any obligation of confidence by a third party who is in lawful possession thereof and under no obligation of confidentiality;
- the disclosure or communication of the confidential information is foreseen by other provisions of this CA or the **GA**;
- the Confidential Information, at any time, was developed by the Recipient completely independently of any such disclosure by the Disclosing Party;
- the disclosure or communication of confidential information is required by the national law of one of the beneficiaries.

Notwithstanding the preceding paragraphs, the treatment of data, documents or other material which are classified ("classified information") or subject to security restrictions or export- or transfer- control, must follow the applicable rules established by the relevant national and European Community and European Union legislation for such information, including the Commission's internal rules for handling classified information. Where a beneficiary is established in a third country, any security agreements between that third country and the Union shall also apply.

Unless otherwise agreed, neither the execution of the Agreement, nor the furnishing of any Confidential Information by either Party shall be construed as granting to the other Party expressly, by implication or otherwise, any license under any invention, patent, trademark,

copyright or other proprietary right now or hereafter owned or controlled by the Party furnishing the same.

The Parties hereby undertake, without prejudice to any commitment of non-disclosure under the **GA**, for a period of two (2) years after the end and completion of the Project.

## **Section 10: Intellectual Property Rights, Use and Dissemination**

### **10.1. Intellectual Property Rights, Use and Dissemination**

According to the meaning of **Section 1**, Foreground shall be the property of the beneficiary carrying out the work generating that Foreground.

Where several beneficiaries have jointly carried out work generating Foreground and where their respective share of the work cannot be ascertained, they shall have joint ownership of such Foreground. They shall establish an agreement of co-ownership regarding the allocation and terms of exercising that joint ownership.

However, where no agreement of co-ownership has yet been concluded, each of the co-owners shall be entitled to grant non-exclusive licenses to third parties, without any right to sub-license, subject to the following conditions:

- a) at least 45 days prior notice must be given to the other co-owner(s);
- b) and fair and reasonable compensation must be provided to the other co-owner(s).

Each of the co-owners shall be entitled to Use their jointly owned Foreground on a royalty-free basis, and without requiring the prior consent of the other co-owner(s).

If employees or other personnel working for a beneficiary are entitled to claim rights to Foreground, the beneficiary shall ensure that it is possible to exercise those rights in a manner compatible with its obligations under this CA and **GA**.

#### **Dissemination**

The **Coordinator** shall pay specific attention to the importance of dissemination, exploitation of the Foreground of the action, and to their visibility at a transnational level.

In this respect, he shall create and maintain a website for the action. The website shall be kept up-to-date with at least: a description of the action, the contact details of the **Coordinator**, the list of beneficiaries, mention of the European Union's financial support with the relevant logo, and access to the principal Foreground, as and when they become available.

In addition, the **Coordinator** shall provide the **AN** and/or the European Commission with the information requested in order to promote the *Program Erasmus+ - Action key Adults Education* and disseminate the Foreground. This may include answering questionnaires and entering data into databases.

## 10.2. Access Rights

### Background covered

The Parties shall identify in **Attachment D** the Background to which they are ready to grant Access Rights, subject to the provisions of this Consortium Agreement and the **GA**.

The Parties agree that all Background not listed in **Attachment D** shall be explicitly excluded from Access Rights. The Parties agree, however, to negotiate in good faith background possible additions in **Attachment D** if a Party asks them to do and they are needed.

The owning Party may add further Background to **Attachment D** during the Action by written notice.

The **AN** shall have the Access Rights established in clause II.9 of Annex I of **GA**. Also, according to clause I.10 of **GA**, if Beneficiaries produce educational materials within the scope of the Project, access to these materials shall be facilitated through the Internet, free of charge with an open license.

### General Principles

Each Party shall implement its tasks in accordance with the **Proposal in Attachment B** and shall bear sole responsibility for ensuring that its acts within the Action do not knowingly infringe third party property rights.

The Parties shall inform the Consortium as soon as possible of any limitation to the granting of Access Rights to Background or of any other restriction which might substantially affect the granting of Access Rights (e.g. the use of open source code software in the Action).

If the Quality Management Committee considers that the restrictions have such impact, which is not foreseen in the **Proposal in Attachment B**, it may decide to update the **Proposal** accordingly.

Any Access Rights granted expressly exclude any rights to sublicense unless expressly stated otherwise.

Access Rights shall be free of any administrative transfer costs.

Access Rights are granted on a non-exclusive basis, if not otherwise agreed in writing by all the Parties.

Foreground and Background shall be used only for the purposes for which Access Rights to it have been granted.

All requests for Access Rights shall be made in writing.

The granting of Access Rights may be made conditional on the acceptance of specific conditions aimed at ensuring that these rights will be used only for the intended purpose and that appropriate confidentiality obligations are in place.

The requesting Party must show that the Access Rights are needed.

Access Rights to Foreground and Background needed for the performance of the own work of a Party under the Action shall be granted on a royalty-free basis unless otherwise agreed.

#### Access Rights for Use

Access Rights to Foreground if Needed for Use of a Party's own Foreground including for third-party research shall be granted on Fair and Reasonable conditions.

Access rights for internal research activities shall be granted on a royalty-free basis.

Access Rights to Background if Needed for Use of a Party's own Foreground shall be granted on Fair and Reasonable conditions.

A request for Access Rights may be made up to twelve months after the end of the Action.

#### Additional Access Rights

For the avoidance of doubt any grant of Access Rights not covered by the **GA** or this CA shall be at the absolute discretion of the owning Party and subject to such terms and conditions as may be agreed between the owning and receiving Parties.

#### Access Rights for Parties entering or leaving the Consortium

##### *a. New Parties entering the Consortium:*

All Foregrounds developed before the accession of the new Party shall be considered to be Foreground with regard to said new Party.

##### *b. Access Rights granted to a leaving Party:*

Access Rights granted to a *Defaulting Party* and such Party's right to request Access Rights shall cease immediately upon receipt by the Defaulting Party of the formal notice of the decision of the Management Committee to terminate its participation in the Consortium.

A *non-defaulting Party* leaving voluntarily and with the other Parties' consent shall have Access Rights to the Foreground developed until the date of the termination of its participation.

Access Rights to be granted by any leaving Party. Any Party leaving the Consortium shall continue to grant Access Rights pursuant to the **GA** and this CA as if it had remained a Party for the whole duration of the Action.

### 10.3. Pre-commercial clauses

Notwithstanding the provisions of this **Section 10** related to Ownership of Intellectual Property and Access Rights, the Parties agree and expressly authorize to commercialize the Foreground by the **Coordinator** or by the Parties mutually agreed, perpetually and within an international scope based on and in accordance with the terms and conditions set out in the Plan for the Use and Dissemination of Foreground, which the Parties shall mutually agree once the Project has finished.

## **Section 11: Miscellanies**

### 11.1 Attachments, inconsistencies, and severability.

**Attachment A: GA.**  
**Attachment B: Proposal (working memory).**  
**Attachment C: Budget (Annex II of GA).**  
**Attachment D: Background included**

In case the terms of this Consortium Agreement are in conflict with the terms of the **GA**, the terms of the latter shall prevail. In case of conflicts between the attachments and the core text of this Consortium Agreement, the latter shall prevail.

### 11.2. Notices and other communication

Any notice to be given under this Consortium Agreement shall be in writing to the addresses and recipients as listed in the most current address list kept by the **Coordinator**.

Any change of persons or contact details shall be notified immediately by the respective Party to the **Coordinator**. The address list shall be accessible to all concerned.

### 11.3. Applicable law

This Consortium Agreement shall be construed in accordance with and governed by the laws of Belgium excluding its conflict of law provisions.

Nothing in this Consortium Agreement shall be deemed to require a Party to breach any mandatory statutory law under which the Party is operating.

### 11.4. General Provisions

Each Party is in charge of contracting the appropriate insurance policy to cover any risk and the liability assumed by each Party under the terms of this Consortium Agreement and the **GA**. The Parties herein undertake not to engage in any action or omission that might invalidate such policies or render them ineffective. In particular, inter alia each Party is in charge of its own personnel insurance coverage according to its national applicable law

including social security law and accident at work and occupational diseases regulations. Each Party is liable for any damages caused by its own personnel.

No Party is entitled to assign or transfer any or all of its rights and obligations under this Consortium Agreement to a third party without the written consent of the Parties.

No Party can rely on force majeure vis-à-vis the other Party, unless the force majeure has been formally acknowledged by the **AN**.

If any term or provision of this Consortium Agreement is determined to be illegal or unenforceable, such term or provision shall be deemed invalid, and all other terms and provisions shall remain in full force and effect. Each such provision shall be modified by the Parties to the extent necessary to make it valid, legal and enforceable whilst preserving the intent of and balance between the Parties.

Any notices given pursuant to this Consortium Agreement shall be in writing and in English language, delivered to the address set forth in this Consortium Agreement, and shall be considered given when received.

The Parties shall comply with the provisions set out in Annex I of **GA** (*General Conditions*) concerning the *Clausulae II.7. Processing of personal data*. In this sense, the Party which requires the processing of personal data shall inform the rest of the Parties and particularly the Coordinator in order to take the appropriate legal actions according to the **GA**.

#### **11.5. Dispute Resolution**

All disputes arising out of or in connection with this Consortium Agreement shall be solved amicably in a maximum period of 15 calendar days.

All disputes arising out of or in connection with this Consortium Agreement, which cannot be solved amicably, shall be finally settled under the Rules of Arbitration of the International Chamber of Commerce.

The arbitration award shall be final and binding on the Parties.

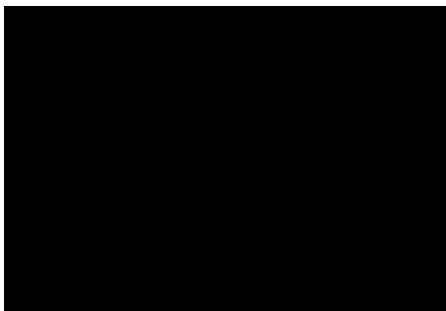
The place of the arbitration shall be Brussels if not otherwise agreed by the conflicting parties.

The arbitration proceedings shall be in the English language.

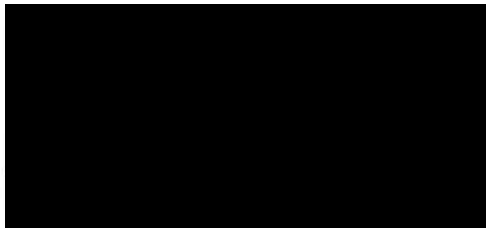
**Section 12: Signatures**

AS WITNESS:

The Parties have caused this Consortium Agreement to be duly signed by the undersigned authorized representatives in separate signature pages the day and year first above written.

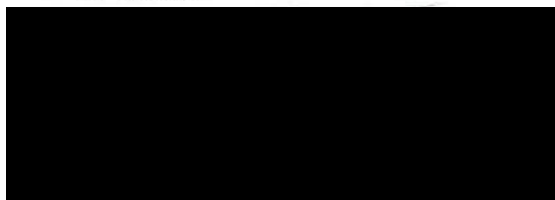


Name(s): Joaquim Mander Fernandes  
Brigas  
Title(s): President  
Date:



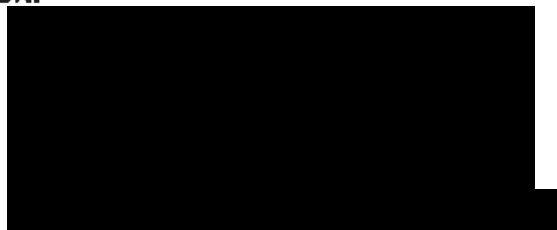
Name(s): Antonio Verde Cordero  
Title(s): Managing Director  
Date:

By MORE



Name(s): Andrej Romanenko  
Title(s): Managing Director  
Date:

By CUNI



Name(s): Milena Králíček  
Title(s): Rector  
Date: 27-04-2022


By UHK



Name(s):  
Title(s): R  
Date:

Name(s):  
Title(s): R  
Date:

By SE-DSRT



Name(s):  
Title(s):  
Date:

# **Attachment A**

## **Grant Agreement**

**GRANT AGREEMENT** for a:  
**PROJECT WITH MULTIPLE BENEFICIARIES**  
under the **ERASMUS+ PROGRAMME<sup>1</sup>**  
**ADU COOPERATION PARTNERSHIP – KA220**  
**AGREEMENT NUMBER: 2021-I-PT01-KA220-ADU-000028254**

This Agreement ('the Agreement') is concluded between the following parties:

on the one part,

the **National Agency** (hereinafter referred to as "the NA")

Agência Nacional para a Gestão do Programa Erasmus+ Educação e Formação, with official address in Praça de Alvalade n.º 11, 1700-037 Lisboa and fiscal number 901 148 644, duly represented for the purposes of signature of this Agreement by Director, Ana Cristina Miranda Perdigão, designated by Dispatch n.º 9218/2020, of September 10, with effect from 14 September 2020, of the Minister of Science, Technology and Higher Education, Minister of Education and Minister of Employment Solidarity, and Social Security, published in the Official Diário da República n.º 189, Série 2ª, from 28 September 2020, acting under delegation by the European Commission, hereinafter referred to as "the Commission",

and

on the other part,

the "**coordinator**"

**Instituto Politécnico da Guarda, Pessoa coletiva de utilidade pública**, official address Avenida Dr. Francisco de Sá Carneiro 50, 6300-559 Guarda, with VAT number, **PT600023265** and OID number **E10172100**, Erasmus ID code 101015219, duly represented for the purposes of signature of this Agreement by Joaquim Manuel Fernandes Brigas, Presidente and Nélia Martins, Administradora, and N/a, N/a, and the other beneficiaries as set out in Annex II, duly represented for the signature of the Agreement by the coordinator by virtue of the mandates included in Annex V.

Unless otherwise specified, references to 'beneficiary' and 'beneficiaries' include the coordinator.

The parties referred to above

**HAVE AGREED**

to the Special Conditions ('the Special Conditions') and the following Annexes:

- Annex I General conditions ('the General Conditions')
- Annex II Description of the Project; Estimated budget of the project; List of other beneficiaries
- Annex III Financial and contractual rules
- Annex IV Applicable rates
- Annex V Mandates provided to the coordinator by the other beneficiaries

which form an integral part of the Agreement.

The provisions in the Special Conditions of the Agreement take precedence over its Annexes.

The provisions in Annex I 'General Conditions' take precedence over those in other Annexes.

The provisions in Annex III take precedence over those in the Annexes II and IV.

Within Annex II, the part on the Estimated budget takes precedence over the part on the Description of the project.

<sup>1</sup> Regulation (EU) 2021/817 of the European Parliament and of the Council of 20 May 2021 establishing 'Erasmus+': the Union programme for education and training, youth and sport and repealing Regulation (EU) No 1288/2013



## TABLE OF CONTENTS

<b>TABLE OF CONTENTS</b>	<b>2</b>
ARTICLE 1.1 – SUBJECT MATTER OF THE AGREEMENT	4
ARTICLE 1.2 – ENTRY INTO FORCE AND IMPLEMENTATION PERIOD OF THE AGREEMENT	4
ARTICLE 1.3 – MAXIMUM AMOUNT AND FORM OF THE GRANT	4
ARTICLE 1.4 – REPORTING AND PAYMENT ARRANGEMENTS	4
1.4.1 Payments to be made	5
1.4.2 First pre-financing payment	5
1.4.3 Interim reports and further pre-financing payments	5
1.4.4 Final report and request for payment of the balance	5
1.4.5 Payment of the balance	5
1.4.6 Notification of amounts due	6
1.4.7 Payments from the NA to the coordinator and interest on late payment	6
1.4.8 Payments from the coordinator to the other beneficiaries	6
1.4.9 Currency for payments	7
1.4.10 Currency for requests for payments and conversion into euro	7
1.4.11 Language of requests for payments and reports	7
1.4.12 Date of payment	7
1.4.13 Costs of payment transfers	7
ARTICLE 1.5 – BANK ACCOUNT FOR PAYMENTS	7
ARTICLE 1.6 – DATA CONTROLLER AND COMMUNICATION DETAILS OF THE PARTIES	8
1.6.1 Data controller	8
1.6.2 Communication details of the NA	8
1.6.3 Communication details of the beneficiaries	8
ARTICLE 1.7 – ADDITIONAL PROVISION ON REPORTING ON COMPLIANCE WITH DATA PROTECTION OBLIGATIONS	8
ARTICLE 1.8 – ADDITIONAL PROVISION ON INFORMING THE PARTICIPANTS ON THE PROCESSING OF THEIR PERSONAL DATA	9
ARTICLE 1.9 – PROTECTION AND SAFETY OF PARTICIPANTS	9
ARTICLE 1.10 – ADDITIONAL PROVISIONS ON PRE-EXISTING RIGHTS AND THE USE OF THE RESULTS (INCLUDING INTELLECTUAL AND INDUSTRIAL PROPERTY RIGHTS)	9
ARTICLE 1.11 – USE OF IT TOOLS	10
1.11.1 Erasmus+ reporting and management tool	10
1.11.2 Erasmus+ Project Results Platform	10
ARTICLE 1.12 – ADDITIONAL PROVISIONS ON SUBCONTRACTING	10
ARTICLE 1.13 – ADDITIONAL PROVISION ON THE VISIBILITY OF UNION FUNDING	10
ARTICLE 1.14 – SUPPORT TO PARTICIPANTS	10
ARTICLE 1.15 – PROVISION OF INCLUSION SUPPORT FOR PARTICIPANTS	11
ARTICLE 1.16 – SPECIAL PROVISIONS ON BUDGET TRANSFERS	11
ARTICLE 1.17 – SPECIAL PROVISIONS ON THE FINANCIAL RESPONSIBILITY FOR RECOVERIES	12
ARTICLE 1.18 – BENEFICIARIES LOCATED IN PARTNER COUNTRIES	12
ARTICLE 1.19 – ADDITIONAL PROVISIONS REQUIRED BY THE NATIONAL LAW	12
ARTICLE 1.20 – SPECIFIC DEROGATIONS FROM ANNEX I GENERAL CONDITIONS	12



<b>ANNEX I – GENERAL CONDITIONS.....</b>	<b>16</b>
<b>ANNEX II.....</b>	<b>17</b>
<b>ANNEX III – FINANCIAL AND CONTRACTUAL RULES .....</b>	<b>19</b>
I. RULES APPLICABLE TO BUDGET CATEGORIES BASED ON UNIT CONTRIBUTIONS.....	19
II. RULES APPLICABLE FOR THE BUDGET CATEGORIES BASED ON REIMBURSEMENT OF ACTUAL INCURRED COSTS. 23	23
III. CONDITIONS OF ELIGIBILITY OF PROJECT ACTIVITIES .....	25
IV. FINAL REPORT.....	25
V. GRANT REDUCTION FOR POOR, PARTIAL OR LATE IMPLEMENTATION .....	26
VI. CHECKS OF GRANT BENEFICIARIES AND PROVISION OF SUPPORTING DOCUMENTS.....	26
<b>ANNEX IV – APPLICABLE RATES.....</b>	<b>29</b>
<b>ANNEX V – MANDATES PROVIDED TO THE COORDINATOR BY THE OTHER BENEFICIARIES .....</b>	<b>35</b>

## ARTICLE I.1 – SUBJECT MATTER OF THE AGREEMENT

- I.1.1** The NA has decided to award a grant, under the terms and conditions set out in the Special Conditions, the General Conditions and the other Annexes to the Agreement, for the Project entitled “**Improving competences of older people caregivers towards Healthy Ageing through digital transformation**” under the Erasmus+ Programme, Key Action 2: Partnerships for Cooperation, as described in Annex II.
- I.1.2** By signing the Agreement, the beneficiaries accept the grant and agree to implement the Project, acting on their own responsibility.  
The higher education beneficiaries shall comply with the Erasmus Charter for Higher Education.

## ARTICLE I.2 – ENTRY INTO FORCE AND IMPLEMENTATION PERIOD OF THE AGREEMENT

- I.2.1** The Agreement enters into force on the date on which the last party signs it.
- I.2.2** The Project runs for **24** months, from **01 November 2021** to **31 October 2023**.

## ARTICLE I.3 – MAXIMUM AMOUNT AND FORM OF THE GRANT

- I.3.1** The maximum amount of the grant is **301 030,00 €**.
- I.3.2** With regards to the estimated budget specified in Annex II and with the eligible costs and the financial rules specified in Annex III, the grant takes the form of:
- a) the reimbursement of the eligible costs of the action ('reimbursement of eligible costs') which are:
    - (i) actually incurred
    - (ii) declared on the basis of unit costs
    - (iii) reimbursement of costs declared on the basis of lump sum
    - (iv) reimbursement of costs declared on the basis of flat-rate: not applicable
    - (v) reimbursement of costs declared on the basis of the partner's usual cost accounting practices: not applicable
  - b) unit contribution: not applicable
  - c) lump sum contribution: not applicable
  - d) flat-rate contribution: not applicable
  - e) financing not linked to costs: not applicable

## ARTICLE I.4 – REPORTING AND PAYMENT ARRANGEMENTS

The following reporting and payment provisions shall apply:



#### **1.4.1 Payments to be made**

The NA must make the following payments to the coordinator:

- a first pre-financing payment;
- one payment of the balance, on the basis of the request for payment of the balance referred to in Article 1.4.4.

#### **1.4.2 First pre-financing payment**

The aim of the pre-financing is to provide the beneficiaries with a float. The pre-financing remains the property of the NA until the payment of the balance.

The NA must make the pre-financing payment of **240 824,00 €** to the coordinator within 30 calendar days following the entry into force of the Agreement corresponding to 80% of the maximum grant amount specified in Article 1.3.1, except if Article 11.24 of Annex I applies.

#### **1.4.3 Interim reports and further pre-financing payments**

By **26 November 2022** the coordinator must complete a progress report on the implementation of the Project, covering the reporting period from the beginning of the implementation of the Project specified in Article 1.2.2 to one month before the submission of the report.

#### **1.4.4 Final report and request for payment of the balance**

Within 60 calendar days after the end date of the Project specified in Article 1.2.2, the coordinator must complete a final report on the implementation of the Project, and, when applicable, upload all project results in the Erasmus+ Project Results Platform as specified in Article 1.11.2. The report must contain the information needed to justify the contribution requested on the basis of unit contributions where the grant takes the form of the reimbursement of unit contribution, lump sum or the eligible costs actually incurred in accordance with Annex III.

The final report is considered as the coordinator's request for payment of the balance of the grant.

The coordinator must certify that the information provided in the request for payment of the balance is full, reliable and true. It must also certify that the costs incurred can be considered eligible in accordance with the Agreement and that the request for payment is substantiated by adequate supporting documents that can be produced in the context of the checks or audits described in Article 11.27 of Annex I.

#### **1.4.5 Payment of the balance**

The payment of the balance reimburses or covers the remaining part of the eligible costs incurred by the beneficiaries for the implementation of the project.

The NA determines the amount due as the balance by deducting the total amount of pre-financing and interim payments (if any) already made from the final amount of the grant determined in accordance with Article 11.25 of Annex I.

If the total amount of earlier payments is greater than the final amount of the grant determined in accordance with Article 11.25 of Annex I, the payment of the balance takes the form of a recovery as provided for by Article 11.26 of Annex I.

If the total amount of earlier payments is lower than the final amount of the grant determined in accordance





with Article II.25 of Annex I, the NA must pay the balance within 60 calendar days from when it receives the documents referred to in Article I.4.4, except if Article II.24.1 or II.24.2 of Annex I apply.

Payment is subject to the approval of the request for payment of the balance and of the accompanying documents. Their approval does not imply recognition of the compliance, authenticity, completeness or correctness of their content.

The amount to be paid may, however, be offset, without the coordinator's consent, against any other amount owed by the coordinator to the NA, up to the maximum contribution indicated for that coordinator, in the estimated budget in Annex II.

#### **I.4.6 Notification of amounts due**

The NA must send a *formal notification* to the coordinator:

- (a) informing it of the amount due; and
- (b) specifying whether the notification concerns a further pre-financing payment or the payment of the balance.

For the payment of the balance, the NA must also specify the final amount of the grant determined in accordance with Article II.25 of Annex I.

#### **I.4.7 Payments from the NA to the coordinator and interest on late payment**

The NA must make payments to the coordinator.

If the NA does not pay within the time limits for payment, the beneficiary is entitled to late-payment interest at the rate applied by the European Central Bank for its main refinancing operations in euros ('the reference rate'), plus three and a half points. The reference rate is the rate in force on the first day of the month in which the time limit for payment expires, as published in the C series of the *Official Journal of the European Union*.

Late-payment interest is not due if the beneficiary is a Member State of the Union (including regional and local government authorities and other public bodies acting in the name of and on behalf of the Member State for the purpose of the Agreement).

If the NA suspends the time limit for payment as provided for in Article II.24.2 of Annex I or if it suspends an actual payment as provided for in Article II.24.1 of Annex I, these actions cannot be considered as cases of late payment.

Late-payment interest covers the period running from the day following the due date for payment, up to and including the date of actual payment as established in Article I.4.12. The NA does not consider payable interest when determining the final amount of grant within the meaning of Article II.25 of Annex I.

As an exception to the first subparagraph, if the calculated interest is lower than or equal to EUR 200, it must be paid to the beneficiary only if the beneficiary requests it within two months of receiving late payment.

#### **I.4.8 Payments from the coordinator to the other beneficiaries**

The coordinator must make all payments to the other beneficiaries by bank transfer and keep appropriate evidence of the amounts transferred to each beneficiary for any checks and audits as referred to in Article II.27 of Annex I.



#### **I.4.9 Currency for payments**

The NA must make payments in euros.

#### **I.4.10 Currency for requests for payments and conversion into euro**

Request for payment must be drafted in euros.

Any conversion into euro of costs incurred in other currencies must be made by the beneficiary at the monthly exchange rate established by the Commission and published on its website ([http://ec.europa.eu/budget/contracts\\_grants/info\\_contracts/infoeuro/infoeuro\\_en.cfm](http://ec.europa.eu/budget/contracts_grants/info_contracts/infoeuro/infoeuro_en.cfm)) applicable on the day when the bank account of the beneficiary is credited.

If Article I.4.3 provides for a second or more pre-financing payments, the conversion rate must apply for all costs incurred in the period from the date of transfer of the related pre-financing payment until the date of transfer of the next pre-financing payment.

#### **I.4.11 Language of requests for payments and reports**

All requests for payments and reports must be submitted in the working language of the partnership.

#### **I.4.12 Date of payment**

Payments by the NA are considered to have been carried out on the date when they are debited to its account unless the national law provides otherwise.

#### **I.4.13 Costs of payment transfers**

Costs of the payment transfers are borne as follows:

- (a) the NA bears the costs of transfer charged by its bank;
- (b) the coordinator bears the costs of transfer charged by its bank;
- (c) the party causing a repetition of a transfer bears all costs of repeated transfers.

### **ARTICLE I.5 – BANK ACCOUNT FOR PAYMENTS**

All payments must be made to the coordinator's bank account as indicated below:

Name of bank	Agência de Gestão da Tesouraria e da Dívida Pública - IGCP
Precise denomination of the account holder	IPG INSTITUTO POLITÉCNICO GUARDA
IBAN code	PT50078101120000000769378



## ARTICLE I.6 –DATA CONTROLLER AND COMMUNICATION DETAILS OF THE PARTIES

### I.6.1 Data controller

The entity acting as a data controller as provided for in Article II.7 of Annex I, the data controller is:

Head of Unit B4  
 Directorate B – Youth, Education & Erasmus+  
 Directorate-General for Education, Youth, Sport and Culture  
 European Commission  
 B-1049 Brussels  
 Belgium

### I.6.2 Communication details of the NA

Any communication addressed to the NA must be sent by the coordinator to the following address:

Agência Nacional para a Gestão do Programa Erasmus+ Educação e Formação  
 Praça de Alvalade, n.º 11  
 1700-037 Lisboa  
 Portugal  
 E-mail address: [REDACTED]

### I.6.3 Communication details of the beneficiaries

Any communication from the NA to the beneficiaries must be sent to the coordinator at the following address:

Full name of the contact person	Carolina Vila-Chã
Function	Coordenadora do Projeto
Full name of the contact person 2	N/a
Function 2	N/a
Name of the entity	Instituto Politécnico da Guarda
Full official address	Avenida Dr. Francisco de Sá Carneiro 50 6300-559 Guarda
E-mail address	[REDACTED]

## ARTICLE I.7 – ADDITIONAL PROVISION ON REPORTING ON COMPLIANCE WITH DATA PROTECTION OBLIGATIONS

The beneficiaries shall report in the final report on the measures put in place for ensuring compliance of its data processing operations with the Regulation 2018/1725, in line with the obligations established in the Article II.7 of Annex I at least on the following topics: security of processing, confidentiality of the processing, assistance to the data controller, data retention, contribution to audits, including inspections, establishment of personal



data records of all categories of processing activities carried out on behalf of the controller.

#### **ARTICLE I.8 – ADDITIONAL PROVISION ON INFORMING THE PARTICIPANTS ON THE PROCESSING OF THEIR PERSONAL DATA**

The beneficiaries shall provide the participants with the relevant privacy statement for the processing of their personal data before these are encoded in the electronic systems for managing the Erasmus+ mobilities.

#### **ARTICLE I.9 – PROTECTION AND SAFETY OF PARTICIPANTS**

The beneficiaries shall have in place effective procedures and arrangements to provide for the safety and protection of the participants in their Project.

The beneficiaries must ensure that insurance coverage is provided to participants involved in mobility activities or learning, teaching and training activities.

Prior to any participation of minors in the Project, the beneficiaries must ensure full respect of applicable regulation on protection and safety of minors as defined by the applicable legislation in the sending and hosting countries, including but not limited to: parental or guardian consent, insurance arrangements, and age limits.

#### **ARTICLE I.10 – ADDITIONAL PROVISIONS ON PRE-EXISTING RIGHTS AND THE USE OF THE RESULTS (INCLUDING INTELLECTUAL AND INDUSTRIAL PROPERTY RIGHTS)**

In addition to the provision of Article II.9.3 of Annex I, if the beneficiaries produce educational materials under the scope of the Project, such materials must be made available through the Internet, free of charge and under open licenses<sup>2</sup>.

If materials or documents are subject to moral rights or third party rights (including intellectual property rights or rights of natural persons on their image and voice), the beneficiaries must ensure that they comply with their obligations under Article II.9.2 of Annex I, in particular, by obtaining the necessary licences and authorisations from the rights holders concerned.

The beneficiaries must ensure that the website address used is valid and up to date. If the website hosting is discontinued the beneficiaries must remove the website from Organisation Registration System to avoid the risk that the domain is taken over by another party and redirected to other websites.

<sup>2</sup>Open licence – a way by which the owner of a work grants permission to others to use the resource. A license is associated to each resource. There are different open licences according to the extent of the permissions granted or the limitations imposed and the beneficiary is free to choose the specific license to apply to their work. An open licence must be associated to each resource produced. An open licence is not a transfer of copyrights or Intellectual Property Rights (IPR).



## ARTICLE I.11 – USE OF IT TOOLS

### I.11.1 Erasmus+ reporting and management tool

The coordinator must make use of the web-based reporting and management tool provided by the European Commission to record all information in relation to the activities undertaken under the Project (including activities that were not directly supported with a grant from EU funds), and to complete and submit the Progress Report, Interim report (if available in the Erasmus+ reporting and management tool and for the cases specified in article I.4.3) and Final report.

### I.11.2 Erasmus+ Project Results Platform

The coordinator shall input the deliverables of the Project in the Erasmus+ Project Results Platform (<http://ec.europa.eu/programmes/erasmus-plus/projects/>), in accordance with the instructions provided therein.

## ARTICLE I.12 – ADDITIONAL PROVISIONS ON SUBCONTRACTING

By way of derogation to the provisions set out in Article II.11 of Annex I, the beneficiaries must not subcontract any activities funded from the budget category “project results”.

By way of derogation, the provisions set out in points (c) and (d) of Article II.11.1 of Annex I are not applicable to any of the budget categories except Exceptional costs.

## ARTICLE I.13 – ADDITIONAL PROVISION ON THE VISIBILITY OF UNION FUNDING

Without prejudice to Article II.8 of Annex I, the beneficiaries shall acknowledge the support received under the Erasmus+ programme in all communication and promotional material, including on websites and social media. The guidelines for the beneficiaries and other third parties are available at [https://ec.europa.eu/info/resources-partners/european-commission-visual-identity\\_es](https://ec.europa.eu/info/resources-partners/european-commission-visual-identity_es)

## ARTICLE I.14 – SUPPORT TO PARTICIPANTS

If, while implementing the Project, the beneficiaries have to give support to participants, the beneficiaries shall provide such support in accordance with the conditions specified in Annex II and Annex IV.

The beneficiaries must:

- Either transfer the financial support for travel, individual support, linguistic support in full to the participants of project activities, applying the rates for unit contributions as specified in Annex IV;
- Or provide the support for the same budget categories to participants of project activities in the form of provision of the required goods and services. In such case, the beneficiaries must ensure that the provision of these goods and services will meet the necessary quality and safety standards.

The beneficiaries may combine the two options set out in the previous paragraph in so far as they ensure fair and equal treatment of all participants. In such case the conditions applicable to each option must be applied for the budget categories to which the respective option is applied.



## ARTICLE I.15 – PROVISION OF INCLUSION SUPPORT FOR PARTICIPANTS

In case funds have been approved for inclusion support for participants, the beneficiary will be responsible for ensuring that adequate pre-financing is provided to participants with fewer opportunities benefiting from the inclusion grant. In particular, participants with fewer opportunities may not be requested to personally pre-finance their activities.

## ARTICLE I.16 – SPECIAL PROVISIONS ON BUDGET TRANSFERS

The beneficiary is allowed to transfer funds between the different budget categories resulting in a change of the estimated budget and the related activities described in Annex II, without requesting an amendment of the Agreement as specified in Article II.13 of Annex I, under the condition that:

- the Project is implemented in accordance with the approved project application and overall objectives described in Annex II.
- and the following specific rules are respected:
  - (a) **Project Results, Multiplier Events and Learning/teaching/training activities:** the beneficiary is allowed to transfer up to 30% of the funds allocated for each of these categories to any other budget category (while respecting all other limits defined by this Article), without requesting an amendment. The beneficiary is allowed to transfer additional funds to these budget categories without requesting an amendment.
  - (b) **Within budget category Learning/teaching/training activities:** the beneficiary is allowed to make any transfers between funds allocated to Travel, Individual support and Linguistic support without requesting an amendment.
  - (c) **Transnational Project Meetings and Inclusion support for organisations:** the beneficiary is allowed to transfer up to 100% of the allocated funds to any other budget category (while respecting all other limits defined by this Article). The beneficiary is allowed to transfer additional funds to these budget categories without requesting an amendment.
  - (d) **Project management and implementation, and Exceptional costs for subcontracting and purchase of good and services:** the beneficiary is allowed to transfer up to 100% of the funds allocated for each of these categories to any other budget category (while respecting all other limits defined by this Article). The beneficiary is not allowed to transfer any additional funds to these budget categories without requesting an amendment.
  - (e) **Inclusion support for participants:** the beneficiary is allowed to transfer up to 15% of the allocated funds from this category to any other budget categories (while respecting all other limits defined by this Article). The beneficiary is allowed to transfer additional funds to this budget category without requesting an amendment.
  - (f) **Exceptional costs for expensive travel and financial guarantee:** the beneficiary is allowed to transfer up to 100% of the allocated funds to any budget category (while respecting all other limits defined by this Article). The beneficiary is allowed to transfer additional funds to these budget



categories without requesting an amendment, and provided that a relevant justification of expenses is included in the final report.

By derogation to points (a) and (b) of the present Article, for the purpose of establishing a financial guarantee in so far as required by the NA in Article I.4.2., the beneficiaries are allowed to transfer funds allocated for any budget category (other than Inclusion support for participants) to budget category Exceptional costs.]

#### **ARTICLE I.17 – SPECIAL PROVISIONS ON THE FINANCIAL RESPONSIBILITY FOR RECOVERIES**

The financial responsibility of each beneficiary other than the coordinator is limited to the amount received by the beneficiary concerned.

#### **ARTICLE I.18 – BENEFICIARIES LOCATED IN PARTNER COUNTRIES**

The organisations located in partner countries commit to respect the same principles as the beneficiaries located in programme countries regarding the Erasmus Charter for Higher Education, wherever applicable.

#### **ARTICLE I.19 – ADDITIONAL PROVISIONS REQUIRED BY THE NATIONAL LAW**

Pursuant to Article 177 – B (e) of the Code of Tax Procedure and Proceedings (CPPT) in its updated version, taxpayers who do not have their tax obligations fulfilled are not permitted to “benefit from European public structural or investment funds”. In the framework of this agreement, pursuant to the law, it is necessary that the institution’s tax and contributory situation is proven to be fulfilled.

#### **ARTICLE I.20 – SPECIFIC DEROGATIONS FROM ANNEX I GENERAL CONDITIONS**

1. For the purposes of this Agreement, in Annex I General Conditions the term “the Commission” must be read as “the NA”, the term “action” must be read as “project” and the term “unit cost” must be read as “unit contribution”, except where otherwise provided.

For the purposes of this Agreement, in Annex I General Conditions the notion “financial statement” must be read as “the budgetary part of the report”, except where otherwise provided.

In Article II.4.1, Article II.7.1, Article II.8.2, Article II.27.1, Article II.27.3, the first paragraph of Article II.27.4, first paragraph of Article II.27.8. and in the Article II.27.9 the reference to “the Commission” must be read as reference to “the NA and the Commission”.

In Article II.12 the term “financial support” must be read as “support” and the term “third parties” must be read as “participants”.

2. For the purposes of this Agreement, the following clauses of Annex I General Conditions are not applicable: Article II.2.2 (b) (ii), Article II.12.2, Article II.13.4, Article II.18.3 and Article II.27.7.

For the purpose of this Agreement, the terms “affiliated entities”, “interim payment”, “flat rate” do not apply when mentioned in the General Conditions.

3. In Article II.9.3, the title and letter (a) of the first paragraph must be read as follows:

**“II.9.3 Rights of use of the results and of pre-existing rights by the NA and the Union**

The beneficiaries grant the NA and the Union the following rights to use the results of the project:



(a) for its own purposes and in particular to make available to persons working for the NA, Union institutions, agencies and bodies and to Member States' institutions, as well as to copy and reproduce in whole or in part and in an unlimited number of copies."

For the rest of this article, the references to the "Union" must be read as reference to "the NA and/or the Union".

4. The second paragraph of Article II.10.1 must be read as follows:

"The beneficiaries must ensure that the NA, the Commission, the European Court of Auditors and the European Anti-Fraud Office (OLAF) can exercise their rights under Article II.27 also towards the beneficiaries' contractors."

5. A new letter (l) is added to Article II.17.3.1 which reads:

"(l) if there is a complaint made by all other beneficiaries that the coordinator does not implement the Project as specified in Annex I or fails to comply with another substantial obligation incumbent on it under the terms of the Agreement."

6. Article II.18 must be read as follows:

**II.18.1** The Agreement is governed by the Portuguese law.

**II.18.2** The competent court determined in accordance with the applicable national law has sole jurisdiction to hear any dispute between the NA and any beneficiary concerning the interpretation, application or validity of the Agreement, if such dispute cannot be settled amicably.

A lawsuit may be brought against an act of the NA within three months from the notification of the contested act before the Lisbon Administrative Court according to Article 58, paragraph 1, b) in the Procedural Code of the Administrative Courts.

7. With regards to Article II.19.1 the conditions for the eligibility of costs are complemented by sections I.1 and II.1 of Annex III.

8. With regards to Article II.20 the conditions for identifiability and verifiability of the amounts declared are complemented by sections I.2 and II.2 of Annex III.

9. The first paragraph of Article II.22 must be read as follows:

"Beneficiaries are allowed to adjust the estimated budget set out in Annex II by transfers between the different budget categories, if the project is implemented as described in Annex II. This adjustment does not require an amendment of the Agreement as provided for in Article II.13, if the conditions provided for in Article I.16 are met."

10. Article II.23(b) must be read as follows:

"(b) still fails to submit such a request within further 30 calendar days following a written reminder sent by the NA."

11. The first paragraph of Article II.24.1.3 must be read as follows:

"During the period of suspension of payments the coordinator is not entitled to submit any requests for payments and supporting documents referred to in Articles I.4.3 and I.4.4".

12. With regards to Article II.25.4 the conditions for reduction due to improper implementation, irregularity, fraud or breach of other obligations are complemented by section V of Annex III.

13. The third paragraph of Article II.26.3 must be read as follows:

"If payment has not been made by the date specified in the debit note, the NA will recover the amount due:



- (a) "[...] An action may be brought against such offsetting before the competent court determined in Article II.18.2;
- (b) by holding the beneficiaries jointly and severally liable up to the maximum EU contribution indicated, for each beneficiary, in the estimated budget (Annex II as last amended);
- (c) by taking legal action as provided for in Article II.18.2 or in the Special Conditions."

14. The third paragraph of Article II.27.2 must be read as follows:

The periods set out in the first and second subparagraphs are longer if a longer duration is required by national law, or if there are ongoing audits, appeals, litigation or pursuit of claims concerning the grant, including in the cases referred to in Article II.27.7. In the latter cases, the beneficiaries must keep the documents until such audits, appeals, litigation or pursuit of claims have been closed.

#### SIGNATURES

For the coordinator

Joaquim Manuel Fernandes Brigas,  
Presidente

Nélia Martins,  
Administradora

For the NA

Ana Cristina Miranda Perdigão,  
Director

Signature and stamp

Signature and stamp

Done at

Place and date

Done at

Place and date

This grant agreement will be signed by the parties through a digital electronic signature, taking effect from the date of signature of the Agency's legal representative.

Grant agreement exempt from stamp duty, under the terms of article 6, letter a) of the Stamp Tax Code.

## **ANNEX I**

### **GENERAL CONDITIONS**



## ANNEX I – GENERAL CONDITIONS

This [document](#) is available at

<https://www.erasmusmais.pt/documentacao-contratual-2021>





## **ANNEX II**

**DESCRIPTION OF THE PROJECT**

**ESTIMATED BUDGET OF THE PROJECT**

**LIST OF OTHER BENEFICIARIES**



## **ANNEX III**

# **FINANCIAL AND CONTRACTUAL RULES**





## ANNEX III – FINANCIAL AND CONTRACTUAL RULES

### I. RULES APPLICABLE TO BUDGET CATEGORIES BASED ON UNIT CONTRIBUTIONS

#### I.1 Conditions for eligibility of unit contributions

Where the grant takes the form of a unit contribution, the number of units must comply with the following conditions:

- (a) the units must be actually used or produced in the period set out in Article I.2.2 of the Special Conditions;
- (b) the units must be necessary for implementing the Project or produced by it;
- (c) the number of units must be identifiable and verifiable, in particular supported by records and documentation specified in this Annex.

#### I.2 Calculation and supporting documents for unit contributions

##### A. Project management and implementation

- (a) Calculation of the grant amount: the grant amount is calculated by multiplying the total number of months of the project duration by the unit contribution applicable to the beneficiary, as specified in Annex IV of the Agreement. The beneficiaries must agree on the distribution of the amount between them depending on their respective workload and contribution to the project activities and results.
- (b) Triggering event: the event that conditions the entitlement to the grant is that the beneficiary implements the project activities and produces the project outputs to be covered from this budget category as applied for in the grant application and as approved by the National Agency.
- (c) Supporting documents: proof of activities undertaken and outputs produced will be provided in the form of a description of these activities and outputs in the final report. In addition, outputs produced must be uploaded by the coordinator in the Erasmus+ Project Results Platform and/or, depending on their nature, available for checks and audits at the premises of the beneficiaries.
- (d) Reporting: on behalf of the Project as a whole, the coordinator must report on the final distribution of funds and on undertaken activities and results.

##### B. Transnational project meetings

- (a) Calculation of the grant amount: the grant amount is calculated by multiplying the total number of participations by the unit contribution applicable, as specified in Annex IV of the Agreement.  
By default, the place of origin is understood as the place where the sending organisation is located and the place of venue as the place where the receiving organisation is located. If a different place of origin or venue is reported, the beneficiary must provide the reason for this difference.
- (b) Triggering event: the event that conditions the entitlement to the grant is that the participant has actually participated in the transnational project meeting.



## (c) Supporting documents:

- Travel: Proof of attendance of the activity in the form of an attendance list or individual attendance certificates signed by the receiving organisation specifying the name of the participant, the purpose of the activity, as well as its starting and end date;
- In case of travel from a place different than that where the sending organisation is located and/or travel to a place different than that where the receiving organisation is located which leads to a change of distance band, the actual travel itinerary must be supported with travel tickets or other invoices specifying the place of departure and the place of arrival.
- Proof of attendance of the transnational project meeting in the form of a participants list or individual attendance certificates signed by the participants and the receiving organisation specifying the name, date and place of the transnational project meeting, and for each participant: name and signature of the person, name and address of the sending organisation of the person;
- Detailed agenda and any documents used or distributed at the transnational project meeting.

## (d) Reporting:

- On behalf of the Project as a whole, the coordinator must report on the venue of the meeting, the date and the number of participants.
- In all cases, the beneficiaries must be able to demonstrate a formal link with the persons participating in transnational project meetings, whether they are involved in the Project as staff (whether on a professional or voluntary basis) or as learners of the beneficiary organisations.

**C. Project results**

- (a) Calculation of the grant amount: the grant amount is calculated by multiplying the number of days of work performed by the staff of the beneficiaries by the unit contribution applicable per day for the category of staff for the country in which the beneficiary concerned is established, as specified in Annex IV of the Agreement. The category applicable does not relate to the professional profile of the person, but to the function performed by the person in relation to the development of the project result.

Staff costs for managers and administrative staff are expected to be covered already under the "Project management and implementation" budget item. These costs can be used under the "Project results" budget item only if applied for and approved by the NA, as specified in Annex II.

- (b) Triggering event: the event that conditions the entitlement to the grant is that the project result has been produced and that it is of an acceptable quality level, as determined by the evaluation of the NA.

## (c) Supporting documents:

- proof of the project result produced, which must be uploaded in the Erasmus+ Project Results Platform and/or, depending on its nature, available for checks and audits at the premises of the beneficiaries;
- proof of the staff time invested in the production of the project result in the form of a time sheet per person, identifying the name of the person, the category of staff in terms of the 4 categories specified in Annex IV, the dates and the total number of days of work of the person for the production of the project result.
- proof of the nature of the relationship between the person and the beneficiary concerned (such as type of employment contract, voluntary work, SME ownership, etc.), as registered in the official records of the beneficiary. In all cases, the beneficiaries must be able to demonstrate the formal link with the person concerned, whether he/she is involved in the Project on a professional or voluntary basis. Persons working for a beneficiary on the basis of service contract (e.g. translators, web designer etc.) are not considered as staff of the organisation concerned. Their working time can



therefore not be claimed under the "Project results" budget item but may be eligible as exceptional costs under the conditions specified in the related section below.

- (d) Reporting: on behalf of the Project as a whole, the coordinator must report on the activities undertaken and results produced. The coordinator must include information on the start and end date and on the number of days of work per category of staff for each of the beneficiaries cooperating directly on the development of the project result.

#### **D. Multiplier events**

- (a) Calculation of the grant amount: the grant amount is calculated by multiplying the number of participants from organisations other than the beneficiary, the associated partners hosting a multiplier event and other project partner organisations as specified in the Agreement by the unit contribution applicable per participant, as specified in Annex IV of the Agreement.
- (b) Triggering event: the event that conditions the entitlement to the grant is that the multiplier event has taken place, physically or virtually, and that it is of an acceptable quality level, as determined by the evaluation of the NA.
- (c) Supporting documents:
- Proof of the actual number of participants in the activity through a declaration signed by the organiser and specifying the name of the participant and the name and address of the sending organisation (if applicable).
  - Detailed agenda and any documents used or distributed at the multiplier event.
- (d) Reporting:
- On behalf of the Project as a whole, the coordinator must report on the description of the multiplier event, the project results covered, the leading and participating organisations, the venue of the meeting and the numbers of local and international participants.
  - In the case that the beneficiaries do not develop the project results applied for and approved by the NA, the related multiplier events will not be considered eligible for grant support either. If the NA awarded support for the development of several project results but only some of them are ultimately realised, the NA must determine to which extent each of the related Multiplier events is eligible for grant support.

#### **E. Learning, teaching and training activities**

- (a) Calculation of the grant amount: the grant amount takes the form of a unit contribution towards the inclusion support for organisations, travel, individual support and linguistic support. It is calculated as follows:
- Inclusion support for organisations: the grant amount is calculated by multiplying the total number of participants with fewer opportunities in learning, teaching and training activities by the unit contribution applicable, as specified in Annex IV of the Agreement.
  - Travel: the grant amount is calculated by multiplying the number of participants by the unit contribution applicable to the distance band and type of travel as specified in Annex IV of the Agreement; for the establishment of the distance band applicable. In case of green travel modes (train, bus, shared car, boat), the green travel unit contributions apply, otherwise the standard travel unit contributions apply. The beneficiaries must use the on-line distance calculator available on the Commission's website at:  
[http://ec.europa.eu/programmes/erasmus-plus/tools/distance\\_en.htm](http://ec.europa.eu/programmes/erasmus-plus/tools/distance_en.htm).



- Individual support: the grant amount is calculated by multiplying the number of days per participant, including accompanying persons, by the full unit contribution or its respective proportion, applicable per day for the type of participant, as specified in Annex IV of the Agreement. If necessary, the beneficiary may add one day of standard travel or up to three days in the case of green travel directly before the first day of the activity, and one day of standard travel or up to three days in the case of green travel directly following the last day of the activity. These extra days for travel will be considered for the calculation of the individual support.
- Linguistic support: the grant amount is calculated by multiplying the total number of participants receiving linguistic support by the unit contribution applicable, as specified in Annex IV of the Agreement.
- Support to participants in Learning, teaching and training activities taking place in their own country is eligible under this budget category provided that the activities involve participants from beneficiary organisations from at least two different Programme Countries and that the distance between the place of departure and place of arrival as specified above is at least 10 km following the online distance band calculator.

(b) Triggering event:

- Inclusion support for organisations: the event that conditions the entitlement to the grant is that the participant has actually undertaken the activity.
- Travel costs: the event that conditions the entitlement to the grant is that the participant has actually undertaken the activity.
- Individual support: the event that conditions the entitlement to the grant is that the participant has actually undertaken the activity.
- Linguistic support: the triggering event for the entitlement to the grant is that the participant has undertaken an activity exceeding 2 months and that the person has actually undertaken language preparation in the language of instruction or of work.

(c) Supporting documents:

- Inclusion support for organisations: proof of attendance of the activity in the form of a declaration signed by the receiving organisation, specifying the name of the participant, the purpose of the activity, as well as its starting and end date. In addition, documentation specified by the relevant National Agency as relevant proof that the participant belongs to one of the categories of fewer opportunities listed in the Programme Guide.
- Travel: Proof of attendance of the activity in the form of a declaration specifying the name of the participant, the purpose of the activity, as well as its starting and end date, signed by the participant and by the receiving organisation. In addition, in case of use of sustainable means of transport (green travel), a declaration on honour signed by the person receiving the travel grant and the sending organisation will serve as supporting documentation.
- Individual support: Proof of attendance of the activity in the form of an attendance list or individual attendance certificates signed by the receiving organisation specifying the name of the participant, the purpose of the activity, as well as its start and end date.
- Linguistic support
  - Proof of attendance of courses in the form of a declaration signed by the course provider, specifying the name of the participant, the language taught, the format and duration of the linguistic support provided, or
  - Invoice for the purchase of learning materials, specifying the language concerned, the name and address of the body issuing the invoice, the amount and currency, and the date of the invoice, or



- In case the linguistic support is provided directly by the beneficiary: a declaration signed and dated by the participant, specifying the name of the participant, the language taught, the format and duration of the linguistic support received.

(d) Reporting:

On behalf of the Project as a whole, the coordinator must report on the description, venue, date and number of participants of all learning, teaching and training activities.

Inclusion support for organisations: the coordinator must report on the justification and number of participants eligible under inclusion support.

## **II. RULES APPLICABLE FOR THE BUDGET CATEGORIES BASED ON REIMBURSEMENT OF ACTUAL INCURRED COSTS**

### **II.1. Conditions for the reimbursement of actual costs**

Where the grant takes the form of a reimbursement of actual costs, the following conditions must apply:

- (a) they are incurred by the beneficiaries;
- (b) they are incurred in the period set out in Article I.2.2.;
- (c) they are indicated in the estimated budget set out in Annex II or eligible following budget transfers in accordance with Article I.16;
- (d) they are incurred in connection with the Project as described in Annex II and are necessary for its implementation;
- (e) they are identifiable and verifiable, in particular are recorded in the beneficiary's accounting records and determined according to the applicable accounting standards of the country where the beneficiary is established and with the beneficiary's usual cost accounting practices;
- (f) they comply with the requirements of applicable tax and social legislation;
- (g) they are reasonable, justified, and comply with the principle of sound financial management, in particular regarding economy and efficiency;
- (h) they are not covered by a unit contribution as specified in Section I of this Annex.

### **II.2. Calculation of actual cost**

#### **A. Inclusion support for participants**

- (a) Calculation of the grant amount: the grant is a reimbursement of 100% of the eligible costs actually incurred.
- (b) Eligible costs: costs directly related to participants with fewer opportunities and their accompanying persons, additional to costs supported by a unit contribution specified in Section I of this Annex (other than Travel and Individual support). Costs related to travel and subsistence may be requested under this budget category if a grant for the same participants has not been requested through budget categories Travel and Individual support.
- (c) Supporting documents: proof of payment of the related costs based on invoices of the related costs incurred, specifying the name and address of the body issuing the invoice, the amount and currency, and the date of the invoice.



- (d) Reporting: for each cost item in this budget category, the beneficiary must report the type of costs and the real amount of costs incurred.

**B. Exceptional costs**

- (a) Calculation of the grant amount: the grant is a reimbursement of 80% of the eligible costs actually incurred, with a maximum of € 50.000 per project (excluding the costs for providing a financial guarantee if required by the Agreement).
- (b) Eligible costs:
- Costs relating to a pre-financing guarantee lodged by the beneficiary where such guarantee is required by the NA, as specified in Article I.4.2 of the Agreement.
  - Costs of travel in the most economical but also effective way for eligible participants for which the standard funding rule does not cover at least 70% of the eligible costs.
  - sub-contracting and purchase of goods and services in so far as applied for by the beneficiary and in so far as approved by the NA as specified in Annex II;
  - Cost related to the depreciation costs of equipment or other assets (new or second-hand) as recorded in the accounting statements of the beneficiary, provided that the asset has been purchased in accordance with Article II.10 of Annex I and that it is written off in accordance with the international accounting standards and the usual accounting practices of the beneficiary. The costs of rental or lease of equipment or other assets are also eligible, provided that these costs do not exceed the depreciation costs of similar equipment or assets and are exclusive of any finance fee. In the case of equipment purchase, rental or lease only the amount corresponding to the share of time of the use of the equipment for the project can be claimed.
- (c) Supporting documents:
- proof of the cost of the financial guarantee issued by the body providing the guarantee to the beneficiary, specifying the name and address of the body issuing the financial guarantee, the amount and currency of the cost of the guarantee, and providing the date and signature of the legal representative of the body issuing the guarantee.
  - In the case of travel costs: proof of payment of the related costs on the basis of invoices specifying the name and address of the body issuing the invoice, the amount and currency, and the date of the invoice and the travel route.
  - Subcontracting: proof of payment of the related costs on the basis of invoices specifying the name and address of the body issuing the invoice, the amount and currency, and the date of the invoice.
  - Depreciations costs: proof of the purchase, rental or lease of the equipment, as recorded in the beneficiary's accounting statements, justifying that these costs correspond to the period set out in Article I.2.2 and the rate of actual use for the purposes of the Project may be taken into account;
- (d) Reporting:  
for each cost item in this budget category, the beneficiary must report the type of costs and the real amount of costs incurred.



### III. CONDITIONS OF ELIGIBILITY OF PROJECT ACTIVITIES

- a) The beneficiaries must ensure that the activities of the project for which grant support was awarded are eligible in accordance with the rules set out in the Erasmus+ Programme Guide for each Key Action and each field.
- b) Activities undertaken that are not compliant with the rules set out in the Erasmus+ Programme Guide as complemented by the rules set out in this Annex must be declared ineligible by the NA and the grant amounts corresponding to the activities concerned must be reimbursed in full. The reimbursement must cover all budget categories for which a grant was awarded in relation to the activity that is declared ineligible.

### IV. FINAL REPORT

The final report will be evaluated on the basis of quality criteria and scored on a total of maximum 100 points. If the final report scores below 60 points in total, the NA may reduce the final grant amount on the basis of poor, partial or late implementation of the Project even if all activities reported were eligible and actually took place. The final report and project results will be assessed by the NA, using a common set of quality criteria focusing on:

- The extent to which the project was implemented in line with the approved grant application
- The quality of activities undertaken and their consistency with the project objectives
- The quality of the products and results produced
- The learning outcomes and impact on participants
- The extent to which the project proved to be innovative/complementary to other initiatives
- The extent to which the project proved to add value at EU level
- The extent to which the project implemented effective quality measures as well as measures for evaluating the project's outcomes
- The impact on the participating organisations
- In case of learning, teaching and training activities: the quality of the practical arrangements provided in support of the mobility, in terms of preparation, monitoring and support to participants during their mobility activity, the quality arrangements for the recognition/validation of the learning outcomes of participants.
- The quality and scope of the dissemination activities undertaken
- The potential wider impact of the project on individuals and organisations beyond the beneficiaries



## V. GRANT REDUCTION FOR POOR, PARTIAL OR LATE IMPLEMENTATION

Poor, partial or late implementation of the Project may be established by the NA on the basis of the final report submitted by the coordinator (including reports from individual participants taking part in the mobility activities) and on the basis of the project results.

In addition, the NA may also consider information received from any other relevant source, proving that the Project is not implemented in accordance with the contractual provisions. Other sources of information may include monitoring visits, accreditation interim reports, desk checks or on the spot checks undertaken by the NA.

If the final report scores below 60 points in total, the NA may reduce the final grant amount on the basis of poor, partial or late implementation of the action even if all activities reported were eligible and actually took place. In that case, a grant reduction may correspond to:

- 10% if the final report scores at least 50 points and below 60 points;
- 25% if the final report scores at least 40 points and below 50 points;
- 50% if the final report scores at least 25 points and below 40 points;
- 75% if the final report scores below 25 points.

## VI. CHECKS OF GRANT BENEFICIARIES AND PROVISION OF SUPPORTING DOCUMENTS

In accordance with Article II.27 of Annex I of the Agreement, the beneficiaries may be subject to checks and audits in relation to the Agreement. Checks and audits aim at verifying whether the beneficiaries managed the grant in respect of the rules set out in the Agreement, in order to establish the final grant amount to which the beneficiaries are entitled.

A final report check must be performed for all projects. In addition, the project may be subject to a further desk check or on-the-spot check if the project Agreement is included in the NA sample required by the European Commission or if the NA selected the Agreement for a targeted check based on its risk assessment.

For final report check and desk check, the coordinator must supply to the NA copies of supporting documents specified in the section I.2 (including supporting documents from the other beneficiaries) to the NA, unless the NA makes a request for originals to be delivered. The NA must return original supporting documents to the beneficiary upon its analysis thereof. If the beneficiary is legally not authorised to send original documents for final report or desk checks, a physical or electronic copy of the supporting documents may be sent instead.

For any type of check the beneficiaries may be requested by the NA to provide additional supporting documents or evidence that are typically required for another type of check, as specified in article II.27 of the General Conditions.

The different checks must include the following:

### a) Final report check

The final report check is undertaken at final report stage at the NA premises in order to establish the final grant amount to which the beneficiaries are entitled.

The beneficiary's final report must include the following information:

- Unit contributions consumed for budget categories:



- Project management and implementation
- Transnational project meetings
- Project results
- Multiplier events
- In case of learning, teaching and training activities:
  - Inclusion support for organisations
  - Travel
  - Individual support
  - Linguistic support
- Actual costs incurred for budget categories:
  - Inclusion support for participants
  - Subcontracting
  - Depreciation costs
  - Exceptional costs
- Project results, by uploading them in the Erasmus+ Project Results Platform.

#### **b) Desk check**

The desk check is an in-depth check of supporting documents as well as evidence of the underlying reality of the project implementation, carried out at the NA premises that may be conducted at or after the final report stage.

Upon request, the coordinator must submit to the National Agency the supporting documents, and evidence supporting the quality of the deliverables.

#### **c) On-the-spot checks**

On-the-spot checks are performed by the NA at the premises of the beneficiaries or at any other premise relevant for the execution of the Project. During on-the-spot checks, the beneficiaries must make original supporting documentation available for review by the National Agency and must enable the National Agency access to the recording of project expenses in the beneficiary's accounts.

On-the-spot checks can take the following forms:

- On-the-spot check during project implementation: this check is undertaken during the implementation of the Project in order for the National Agency to directly verify the quality, reality and eligibility of all project activities and participants;
- On-the-spot check after completion of the project: this check is undertaken after the end of the Project and usually after the final report check.

## **ANNEX IV**

### **APPLICABLE RATES**



## ANNEX IV – APPLICABLE RATES

### RATES APPLICABLE FOR UNIT CONTRIBUTIONS

#### KEY ACTION 2 – COOPERATION PARTNERSHIPS

Maximum grant awarded: a variable amount, up to **400 000 EUR**

#### I. Project management and implementation

Contribution to the activities of the coordinating organisation:

**500 EUR** per month

Contribution to the activities of the other participating organisations:

**250 EUR** per partner organisation per month

Maximum amount in the case of 10 or more beneficiaries:

**2750 EUR** per month for the project as a whole

#### 2. Transnational project meetings

For travel distances between 100 and 1999 km:

**575 EUR** per participant per meeting

For travel distances of 2000 km or more:

**760 EUR** per participant per meeting

**Nota bene:** the "travel distance" represents the distance between the place of origin and the venue, whereas the "amount" covers the contribution to the travel both to and from the venue.

### 3. Project results

Programme Countries	Manager	Teacher/Trainer/ Researcher/ Youth worker	Technician	Administrative staff
	Amount per day in EUR			
Austria, Denmark, Ireland, Liechtenstein, Luxembourg, Netherlands, Norway, Sweden	294	241	190	157
Belgium, Finland, France, Germany, Iceland, Italy,	280	214	162	131
Cyprus, Czech Republic, Greece, Malta, Portugal, Slovenia, Spain	164	137	102	78
Bulgaria, Croatia, Estonia, Hungary, Latvia, Lithuania, Poland, Republic of North Macedonia, Romania, Serbia, Slovakia, Turkey	88	74	55	47

Partner Countries	Manager	Teacher/Trainer/ Researcher/Youth worker	Technician	Administrative staff
	Amount per day in EUR			
Australia, Canada, Kuwait, Macao, Monaco, Qatar, San Marino, Switzerland, United States of America	294	241	190	157
Andorra, Brunei, Japan, New Zealand, Singapore, United Arab Emirates, United Kingdom, Vatican City State	280	214	162	131
Bahamas, Bahrain, Hong Kong, Israel, Korea (Republic of), Oman, Saudi Arabia, Taiwan	164	137	102	78
Afghanistan, Albania, Algeria, Angola, Antigua and Barbuda, Argentina, Armenia, Azerbaijan, Bangladesh, Barbados, Belarus, Belize, Benin, Bhutan, Bolivia, Bosnia and Herzegovina, Botswana, Brazil, Burkina Faso, Burundi, Cambodia, Cameroon, Cape Verde, Central African Republic, Chad, Chile, China, Colombia, Comoros, Congo, Congo – Democratic Republic of the, Cook Islands, Costa Rica, Cuba, Djibouti, Dominica, Dominican Republic, Ecuador, Egypt, El Salvador, Equatorial Guinea, Eritrea, Eswatini, Ethiopia, Fiji, Gabon, Gambia, Georgia, Ghana, Grenada, Guatemala, Guinea, Guinea-Bissau, Guyana, Haiti, Honduras, India, Indonesia, Iran, Iraq, Jamaica, Jordan, Kazakhstan, Kenya, Kiribati, Korea (DPR), Kosovo, Kyrgyzstan, Laos, Lebanon, Lesotho, Liberia, Libya, Madagascar, Malawi, Malaysia, Maldives, Mali, Marshall Islands, Mauritania, Mauritius, Mexico, Micronesia – Federated States of, Moldova, Mongolia, Montenegro, Morocco, Mozambique, Myanmar, Namibia, Nauru, Nepal, Nicaragua, Niger, Nigeria, Niue, Pakistan, Palau, Palestine, Panama, Papua New Guinea, Paraguay, Peru, Philippines, Republic of Côte d'Ivoire, Rwanda, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and The Grenadines, Samoa, Sao Tome and Principe, Senegal, Seychelles, Sierra Leone, Solomon Islands, Somalia, South Africa, South Sudan, Sri Lanka, Sudan, Suriname, Syria, Tajikistan, Tanzania, Territory of Russia as recognised by international law, Territory of Ukraine as recognised by international law, Thailand, Timor Lest, Togo – Democratic Republic of, Tonga, Trinidad and Tobago, Tunisia, Turkmenistan, Tuvalu, Uganda, Uruguay, Uzbekistan, Vanuatu, Venezuela, Vietnam, Yemen, Zambia, Zimbabwe	88	74	55	39

#### 4. Multiplier events

<b>100 EUR</b> per local participant (i.e. participants from the country where the event is taking place)
<b>200 EUR</b> per international participant (i.e. participants from other countries)
<b>15 EUR</b> per participant in virtual events
Maximum <b>30 000 EUR</b> for the project as a whole, out of which, maximum 5000 EUR for virtual events per project

#### 5. Inclusion support

**100 EUR** per participant for costs related to the organisation of mobility activities for participants with fewer opportunities.

#### 6. Additional funding for learning, teaching and training activities

##### a) Travel

Travel distances	Standard travel – Amount	Green travel – Amount
Between 0 and 99 km:	23 EUR per participant	
Between 100 and 499 km:	180 EUR per participant	210 EUR per participant
Between 500 and 1999 km:	275 EUR per participant	320 EUR per participant
Between 2000 and 2999 km:	360 EUR per participant	410 EUR per participant
Between 3000 and 3999 km:	530 EUR per participant	610 EUR per participant
Between 4000 and 7999 km:	820 EUR per participant	
8000 km or more:	1500 EUR per participant	

**Nota bene:** the "travel distance" represents the distance between the place of origin and the venue, whereas the "amount" covers the contribution to the travel both to and from the venue.



### b) Individual support

Base rate for staff and youth workers	up to the 14 <sup>th</sup> day of activity: <b>106 EUR</b> per day per participant + from the 15 <sup>th</sup> day of activity: <b>70% of the base rate</b> per day per participant + from the 60 <sup>th</sup> day of activity up to 12 months: <b>50% of the base rate</b>
Base rate for learners and young people	up to the 14 <sup>th</sup> day of activity: <b>58 EUR</b> per day per participant + from the 15 <sup>th</sup> day of activity: <b>70% of the base rate</b> per participant + from the 60 <sup>th</sup> day of activity up to 12 months: <b>50% of the base rate</b>

**Nota bene:** based on the duration of the stay per participant, including accompanying persons (if necessary), including also one travel day before the activity and one travel day following the activity.

### c) Linguistic support

Only for activities lasting between 2 and 12 months: **150 EUR** per participant



## **ANNEX V**

### **MANDATES PROVIDED TO THE COORDINATOR BY THE OTHER BENEFICIARIES**



## **ANNEX V – MANDATES PROVIDED TO THE COORDINATOR BY THE OTHER BENEFICIARIES**

Already held by NA

**ADDENDUM No. I TO THE  
GRANT AGREEMENT No. 2021-I-PT01-KA220-ADU-000028254  
SIGNED BETWEEN NA AND Instituto Politécnico da Guarda**

**ADDITIONAL FINANCIAL AND CONTRACTUAL RULES ONLY  
APPLICABLE TO PROJECTS ORGANISING VIRTUAL ACTIVITIES DUE  
TO COVID-19**

The following rules are additional to those in Articles I.2 and II.2 of Annex III and only apply to cases where virtual activities need to be organised due to COVID-19. Reporting on virtual mobilities is required in line with the rules provided in the grant agreement.

The beneficiaries are allowed to transfer without amendment up to 60% of the funds allocated for each of the following budget categories: Transnational Project Meetings, Multiplier Events, Learning/teaching/training activities and Exceptional costs to any other budget category under which the virtual activity is taking place, with the exception of the budget categories Project management and implementation and Exceptional costs.

For Exceptional costs, beneficiaries are allowed to transfer up to 10% of the funds from any budget category based on unit contributions to Exceptional costs in order to cover costs related to buying and/or renting of equipment and/or services necessary for the implementation of virtual mobility activities due to COVID-19, even if no funds were initially allocated to the Exceptional costs budget category.

**Article I.2. Calculation and supporting documents for unit contributions**

Provisions for Project management and implementation and virtual multiplier events remain applicable.

**A. Transnational project meetings**

No additional unit costs are eligible for virtual activities. The resources available under the "Project management and implementation" budget shall cover the costs related with these meetings.

**C. Learning, teaching and training activities**

- (a) Calculation of the grant amount: the grant amount takes the form of unit contribution towards individual support.
- No grant support for travel will be awarded.
  - Linguistic support may also be provided in case of virtual activities and the same rules apply.
  - Individual support: the grant amount is calculated by multiplying the number of days/months of virtual participation per participant, by 15% of the unit contribution applicable per day/month for the type of participant and for the receiving country concerned, as specified in Annex IV of the Agreement. Travel days before or after the activity cannot be included for the calculation of the individual support.

(b) Triggering event:

- Individual support: the event that conditions the entitlement to the grant is that the participant has undertaken the activity.
- Linguistic support: the triggering event for the entitlement to the grant is that the participant has undertaken an activity exceeding 2 months and that the person has actually undertaken language preparation in the language of instruction.

(c) Supporting documents

- Individual support: Proof of attendance of the activity in the form of a declaration signed by the receiving organisation specifying the name of the participant, the purpose of the activity, as well as the start and end date of the virtual activity.
- Linguistic support: Proof of attendance of courses in the form of a declaration signed by the course provider, specifying the name of the participant, the language taught and the duration of the linguistic support.

## **Article II.2. Calculation of actual cost**

### **B. Inclusion support for participants**

The beneficiary is allowed to transfer funds allocated for any budget category to inclusion support, even if initially no funds were allocated for this category.

- (a) Calculation of the grant amount: the grant is a reimbursement of 100% of the eligible costs actually incurred.
- (b) Eligible costs: costs directly related to participants with fewer opportunities and required to implement virtual activities.
- (c) Supporting documents: invoices of the related costs specifying the name and address of the body issuing the invoice, the amount and currency, and the date of the invoice.

### **C. Exceptional costs**

- a) Calculation of the grant amount: the grant is a reimbursement of 75% of the eligible costs actually incurred for buying and/or renting of equipment and/or services.
- b) Eligible costs: cover costs related to buying and/or renting of equipment and/or services necessary for the implementation of virtual mobility activities.
- c) Supporting documents: proof of payment of the cost incurred on the basis of invoices specifying the name and address of the body issuing the invoice, the amount and currency, and the date of the invoice.

## SIGNATURES

For the coordinator

Joaquim Manuel Fernandes Brigas,  
Presidente

Nélia Martins,  
Administradora

For the NA

Ana Cristina Miranda Perdigão,  
Director

Signature and stamp

Signature and stamp

Done at

Place and date

Done at

Place and date

This grant agreement will be signed by the parties through a digital electronic signature, taking effect from the date of signature of the Agency's legal representative.

Grant agreement exempt from stamp duty, under the terms of article 6, letter a) of the Stamp Tax Code.

**Attachment B**  
Proposal (working memory)

Application.....	4
Context.....	4
Project Summary.....	5
Applicant organisation/Partner organisation.....	6
Budget Summary.....	7
Project Budget Summary.....	7
Transnational Project Meetings.....	7
Project Results.....	7
Multiplier Events.....	8
Budget per Participating Organisation.....	8
Timetable.....	10
Other Relevant Activities in the Timetable.....	10
Participating Organisations.....	11
INSTITUTO POLITECNICO DA GUARDA (E10172100 - Portugal).....	11
Applicant details.....	11
Profile.....	11
Background and experience.....	11
Partner Organisations.....	14
FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON (E10124564 - Spain).....	14
UNIVERZITA KARLOVA (E10209245 - Czech Republic).....	17
SEMMELWEIS EGYETEM (E10208800 - Hungary).....	20
UNIVERZITA HRADEC KRALOVE (E10208843 - Czech Republic).....	23
MORE - Laboratório Colaborativo Montanhas de Investigação - Associação (E10251218 - Portugal).....	
26	
Project Description.....	29
Priorities and Topics.....	29
Project Description.....	29
Participants.....	33
Preparation.....	34
Management.....	35
Funds for Project Management and Implementation.....	35
Transnational Project Meetings.....	36
Transnational Project Meetings Budget (1).....	37

Transnational Project Meetings Budget (2).....	37
Transnational Project Meetings Budget (3).....	38
Transnational Project Meetings Budget (4).....	38
Project Management.....	40
Implementation.....	42
Production of Project Results.....	44
Project Results Summary.....	44
Project Results Details (1).....	45
Project Results Budget (1).....	67
Project Results Budget Details (1).....	73
Project Results Budget Details (1).....	73
Project Results Budget Details (1).....	73
Project Results Budget Details (1).....	73
Project Results Budget Details (1).....	73
Project Results Budget Details (1).....	73
Project Results Budget Details (1).....	73
Project Results Details (2).....	55
Project Results Budget (2).....	67
Project Results Budget Details (2).....	73
Project Results Budget Details (2).....	73
Project Results Budget Details (2).....	73
Project Results Budget Details (2).....	73
Project Results Budget Details (2).....	73
Project Results Budget Details (2).....	73
Project Results Budget Details (2).....	73
Project Results Details (3).....	65
Project Results Budget (3).....	67
Project Results Budget Details (3).....	73
Project Results Budget Details (3).....	73
Project Results Budget Details (3).....	73
Project Results Budget Details (3).....	73
Project Results Budget Details (3).....	73
Project Results Budget Details (3).....	73
Multiplier Events.....	74

Multiplier Events Summary.....	74
Learning, Teaching, Training Activities.....	79
Special Costs.....	80
Follow-up.....	81
Impact.....	81
Sharing, Promotion and Use of the Project's Results.....	82
Sustainability.....	83
Annexes.....	85
Checklist.....	86
History.....	87

## Application

Programme	Erasmus+
Action Type	KA220-ADU - Cooperation partnerships in adult education
Call	2021
Round	Round 1

## Context

Field	Adult Education
Project Title	Improving competences of older people caregivers towards Healthy Ageing through digital transformation
Project Acronym	EducAGE

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
01-11-2021	24	01-11-2023	PT01 - Agência Nacional Erasmus+ Educação e Formação	English

For further details about the available Erasmus+ National Agencies, please consult the following page:

<https://ec.europa.eu/programmes/erasmus-plus/contact>

### Protection of Personal Data

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

## 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?

The European Union expects an increase of older people to around 149.2 million in 2050 that represents 28.5 % of the total population. This remarkable goal of increasing life expectancy must be accompanied by European policies and initiatives to assure the life quality of these citizens. Recently, the WHO has described the plan for a Decade of Healthy Ageing 2020-2030 where caregivers including young people and family members play an important role as educators to 'foster healthy ageing for current and future generations and promote intergenerational solidarity. For this reason, an innovative approach based on digital transformation is needed to empower formal and informal caregivers to support older people to understand and put into practice Healthy Ageing directives. Although several European and national strategies have been currently available, most training programs for caregivers still lack the digital readiness and capacity to integrate these relevant digital contents and tools in their daily activities.

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

The aim of this project is to improve the competences of caregivers that support older adults towards Healthy Ageing strategies and based on a digital transformation of its training and daily work. In this sense, high-quality content and tools will be developed according to well-known European policies and recommendations (ICOPE WHO) but considering national and local contexts that could increase the impact of our results. Hence, the three proposed results: 1) the m-Learning app, 2) the blended learning course based on an eLearning website and interaction sessions with flipped classroom and round table methodologies, and 3) the digital white paper, will contribute to strengthening the role of caregivers as educators in Healthy Ageing and motivate them for promoting Healthy Ageing strategies in the elder community.

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

The EducAGE project will conduct the effort of all activities to implement a set of ICT materials and tools that improve the competences of caregivers on Healthy Ageing. Specifically, those partners with a technological profile will focus on the software design and programming while other partners with pedagogical and educational experiences will contribute to the learning framework, the content development and all teaching strategies to build a successful formal and informal training program for caregivers. On the one hand, the informal training will be promoted by the use of a gamified mobile app designed to support the learning process based on m-learning principles, with contents designed to favor microlearning. On the other hand, the training course implemented for the formal training of caregivers will be based on a blended learning methodology. It will be composed of an e-Learning platform with structured content and complemented with interactive sessions led by an experienced trainer that aims to promote greater interaction and knowledge application through the use of innovative pedagogical methodologies (flipped classroom and round table methodologies). Finally, a digital white paper will complement this global strategy compiling better guidelines, forms and links to make easy the daily practice of caregivers. Additionally, the consortium involved partners with demonstrated experience in the transfer of research results to the society, further others with contrasted capacities to assure quality and dissemination of the results. All expected results of this project will be generated with professional quality and the multiplier events to promote them and achieve the different stakeholders involved in the practical application of Healthy Ageing initiatives will be performed at both national (in-person workshops) and European (virtual workshops) levels.

### **Results:** What project results and other outcomes do you expect your project to have?

The EducAGE project expects the following results: PR1. m-Learning app for informal training of caregivers. To promote digital technologies in Healthy Ageing through short videos, gamification and other tips that enhance informal learning. PR2. Training course based on blended learning methodology (e-Learning platform + flipped classroom and round table methodologies). To put in value innovative teaching methods that provide caregivers with effective and motivating materials and tools based on ICT for education on Healthy Ageing and improve its competences and skills. PR3. Digital white paper for empowering caregivers training. To compile, select and adapt both European and national recommendations on older people care to promote caregivers' best practice and generate a reference manual.

## Applicant organisation/Partner organisation

OID	Legal name	Country	Region	City	Website
E10172100	INSTITUTO POLITECNICO DA GUARDA	Portugal		GUARDA	www.ipg.pt
E10124564	FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON	Spain	20003669	CACERES	www.ccmijesususon.com
E10209245	UNIVERZITA KARLOVA	Czech Republic	Hlavní město Praha	PRAHA 1	www.cuni.cz
E10208800	SEMMELWEIS EGYETEM	Hungary	Budapest	BUDAPEST	http://semmelweis.hu
E10208843	UNIVERZITA HRADEC KRALOVE	Czech Republic	Královéhradecký kraj	HRADEC KRALOVE	
E10251218	MORE - Laboratório Colaborativo Montanhas de Investigação - Associação	Portugal	Norte	Bragança	

Is the organisation a public body?

Is the organisation a non-profit?

Type of Organisation

Higher education institution (tertiary level)

Main sector of activity

Associated persons should not be shown in PDF because of GDPR compliance.

## Budget Summary

### Project Budget Summary

Project Management and Implementation	42 000
Transnational Project Meetings	25 920
Project Results	229 210
Multiplier Events	3 900
Virtual Multiplier Events	900
<b>Total grant</b>	<b>301 030</b>

### Transnational Project Meetings

Meeting ID	Meeting Title	N° of Participants	Grant
1	Kick-off meeting	12	6 860
2	1st intermediate meeting	12	6 860
3	2nd intermediate meeting	12	5 340
4	Closing meeting	12	6 860
<b>Total</b>		<b>48</b>	<b>25 920</b>

### Project Results

Result ID	Output Title	Category Of Staff	N° of Working Days	Grant
1	Project Results Details (1)	Teachers/Trainers/Researchers	200	27 400
1	Project Results Details (1)	Technicians	63	6 426
1	Project Results Details (1)	Teachers/Trainers/Researchers	240	32 880
1	Project Results Details (1)	Teachers/Trainers/Researchers	155	11 470
1	Project Results Details (1)	Teachers/Trainers/Researchers	111	15 207
1	Project Results Details (1)	Teachers/Trainers/Researchers	142	19 454
1	Project Results Details (1)	Teachers/Trainers/Researchers	114	15 618
2	Project Results Details (2)	Teachers/Trainers/Researchers	117	16 029
2	Project Results Details (2)	Technicians	50	5 100
2	Project Results Details (2)	Teachers/Trainers/Researchers	139	19 043
2	Project Results Details (2)	Technicians	60	6 120
2	Project Results Details (2)	Teachers/Trainers/Researchers	75	5 550
2	Project Results Details (2)	Teachers/Trainers/Researchers	55	7 535
2	Project Results Details (2)	Teachers/Trainers/Researchers	57	7 809
2	Project Results Details (2)	Teachers/Trainers/Researchers	61	8 357
3	Project Results Details (3)	Teachers/Trainers/Researchers	34	4 658
3	Project Results Details (3)	Teachers/Trainers/Researchers	50	6 850
3	Project Results Details (3)	Technicians	10	1 020
3	Project Results Details (3)	Teachers/Trainers/Researchers	40	5 480
3	Project Results Details (3)	Teachers/Trainers/Researchers	27	1 998
3	Project Results Details (3)	Teachers/Trainers/Researchers	13	1 781
3	Project Results Details (3)	Teachers/Trainers/Researchers	25	3 425
<b>Total</b>			<b>1838</b>	<b>229 210</b>

### Multiplier Events

Event ID	Event Title	Country of Venue	Local Participants	Foreign Participants	Virtual Participants	Grant
1	Workshop for the presentation of the m-Learning app	Spain	10	0	0	1 000
2	Workshop for the presentation of blended learning course	Portugal	10	0	0	1 000
3	Workshop for the presentation of "digital white paper"	Czech Republic	10	0	0	1 000
4	Virtual workshop for the presentation of the m-Learning app	Hungary	0	0	20	300
5	Virtual workshop for the presentation of blended learning course	Portugal	0	0	20	300
6	Virtual workshop for the presentation of "digital white paper"	Czech Republic	0	0	20	300
Total			30	0	60	3 900

### Budget per Participating Organisation

#### MORE - Laboratório Colaborativo Montanhas de Investigação - Associação (E10251218 - Portugal)

Project Management and Implementation	6 000
Transnational Project Meetings	4 970
Project Results	29 044
Multiplier Events	300
Total grant	40 314

#### UNIVERZITA KARLOVA (E10209245 - Czech Republic)

Project Management and Implementation	6 000
Transnational Project Meetings	4 190
Project Results	27 400
Multiplier Events	1 000
Total grant	38 590

#### UNIVERZITA HRADEC KRALOVE (E10208843 - Czech Republic)

Project Management and Implementation	6 000
Transnational Project Meetings	4 190
Project Results	27 400
Multiplier Events	300
Total grant	37 890

#### SEMMELWEIS EGYETEM (E10208800 - Hungary)

Project Management and Implementation	6 000
Transnational Project Meetings	4 190
Project Results	19 018

Multiplier Events	300
Total grant	29 508

**INSTITUTO POLITECNICO DA GUARDA (E10172100 - Portugal)**

Project Management and Implementation	12 000
Transnational Project Meetings	4 190
Project Results	65 913
Multiplier Events	1 000
Total grant	83 103

**FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON (E10124564 - Spain)**

Project Management and Implementation	6 000
Transnational Project Meetings	4 190
Project Results	60 435
Multiplier Events	1 000
Total grant	71 625

## Timetable

Note that transnational project meetings, production of project results, multiplier events and learning, teaching and raining activities will be listed in this table automatically once you have created them in the dedicated section of the form. You can create other relevant activities that do not receive specific support but are funded by the Project Management and Implementation grant and add them to the table.

ID	Activity Type	Starting period	End of Period	Activity Title
1	Project Results	2021-11	2023-10	m-Learning app for informal training of caregivers
2	Project Results	2021-11	2023-10	Training course based on blended learning methodology (e-learning platform + flipped classroom and round table methodologies)
3	Project Results	2021-11	2022-10	"Digital white paper" for empowering caregivers training
4	Transnational Project Meeting	2021-11	2021-11	Kick-off meeting
5	Transnational Project Meeting	2022-06	2022-06	1st intermediate meeting
6	Multiplier Event	2022-11	2022-11	Workshop for the presentation of "digital white paper"
7	Multiplier Event	2022-11	2022-11	Virtual workshop for the presentation of "digital white paper"
8	Transnational Project Meeting	2023-04	2023-04	2nd intermediate meeting
9	Multiplier Event	2023-10	2023-10	Workshop for the presentation of the m-Learning app
10	Multiplier Event	2023-10	2023-10	Workshop for the presentation of blended learning course
11	Multiplier Event	2023-10	2023-10	Virtual workshop for the presentation of the m-Learning app
12	Multiplier Event	2023-10	2023-10	Virtual workshop for the presentation of blended learning course
13	Transnational Project Meeting	2023-10	2023-10	Closing meeting

## Other Relevant Activities in the Timetable

Do you want to add other relevant activities not yet included in the timetable and that do not receive a specific grant but can be funded from the Project Management and Implementation grant?

No

## 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.

### INSTITUTO POLITECNICO DA GUARDA (E10172100 - Portugal)

Applicant organisation OID	Legal name	Country
E10172100	INSTITUTO POLITECNICO DA GUARDA	Portugal

#### Applicant details

Legal name	INSTITUTO POLITECNICO DA GUARDA
Country	Portugal
Region	
City	GUARDA
Website	www.ipg.pt

#### Profile

Type of Organisation	Higher education institution (tertiary level)
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#### Background and experience

Please briefly present the organisation/group (e.g. its type, scope of work, areas of activity and if applicable, approximate number of paid/unpaid staff, learners and members of the group)

The Polytechnic Institute of Guarda (IPG) is an institution of higher education oriented to student's formation, research and investigation activities, services to the community and cultural, scientific and technical exchange. It is forming students in a diverse of fields, ranging from technology to tourism, education, sports, and health areas, such as gerontology technicians. Currently, IPG has four schools for teaching and research, with courses based on the European model and accredited by the A3ES (National Agency for Tertiary Education), namely: - The School of Education, Communication and Sport; - The School of Technology and Management; - The School of Tourism and Hospitality Management; - The Health School. In the present academic year, this institution has about 3000 students and over 200 teachers and it offers Undergraduate and Masters Degrees, as well as other shorter courses that confer professional training (CTeSP - Higher Professional Technological Courses). Its mission is the production and dissemination of knowledge, the creation and transmission of culture, knowledge, science, technology and the arts, through the articulation of study, teaching, guided research and experimental development in a close connection with the local community (services, industries and municipality). Quality and rigor, good working conditions, excellent social academic support and the high level of employability of our graduates are some of the reasons that affirm the Polytechnic Institute of Guarda as a prestigious institution. The institute promotes the rapid integration of our students in the labor market by establishing protocols of collaboration between companies, institutions and associations. This allows the implementation of training programs (400h or more) so that you students can have a contact with the real labor world, accordingly their degree field. At present IPG have several agreements, cooperation and projects in the framework of Erasmus +, Tempus, International Credit Mobility with institutions from all over Europe and also other countries outside Europe. Some of the countries involved: Brazil, Czech Republic, Denmark, France, Hungary, Italy, Lithuania, Latvia, Netherland, Poland, Turkey, Estonia, Belgium, Bulgaria, Spain, Ukraine, Palestine, Colombia, Mexico, Paraguay, Kosovo, Macau, Israel, Byelorussia and Russia among others. Also we had accomplished different Projects and IP-ERASMUS programs in last year's, as it

can be seen in the section 3. IPG is located in Guarda, which is a city with more than 800 years of history. It is a pleasant city for its inhabitants, providing good working and urban living conditions in many areas. The highest city in Portugal, Guarda, offers a high level of urban and environmental quality, with exceptional cultural, commercial and tourist facilities, together with its health, higher education and business sector services. However, IPG is located in a region where a strong demographic aging is expected in relation to other Portuguese and European regions. Being the social and economic development of the region, one of the main missions of the IPG, its participation in this project will contribute to improving the quality of life and health of the elderly population with direct repercussions in the region.

What are the activities and experience of the organisation in the areas relevant for this project? What are the skills and/or expertise of key persons involved in this project?

In the last years, IPG has been developing several research projects and community programs on active and healthy ageing by involving different sectors of the community. Within this framework, several protocols of collaboration have been established with public bodies (municipality and health care center) and nonprofit organizations dedicated to elderly people care and assistance (associations, residential care and social centers). The most recent projects were dedicated to health literacy, social inclusion and promotion of health-enhancing physical and cognitive activities through inter sectorial approach. An example of this is the project "SABUGAL+SOCIAL", developed in one of the oldest regions of the country (Sabugal – Guarda). This project aims to promote good practices in education and raising the quality of life of the elderly population from this region, through the development of innovative public policies and social economy dynamism. In the health promotion, wellbeing and active aging areas, IPG is leading a project (Gmove+; Grant: POCI-01-0145-FEDER-023811) that aims to increase physical activity adherence among older people and thus contributing to their healthy aging and longer independence living. To accomplish this goal, a multisectorial team was created to implement a multidisciplinary intervention program, supported by ICTs solutions. This project is involving health care centers, municipality and nonprofit organizations dedicated to elderly care and assistance. We have collaborated in an international project (EuroAGE; Grant: 0043\_EUROAGE\_4\_E, Interreg V A España – Portugal (POCTEP)), lead by CCMIJU-Spain, which aims to promote a healthy autonomous life of the elderly people, through the promotion and implementation of innovative initiatives based on technologies and knowledge. In particular, the EuroAGE project is focused its effort on promoting active aging through physical, cognitive and socio-emotional activity. IPG integrated a consortium on Aging (CI+: consórcio Idade +), which aims to foster research and intervention projects to promote dignified and successful aging in Inland regions. This consortium emerges from the articulation of three higher Education Institutions, in close cooperation with public bodies and nonprofit organizations. Also, since 2013, IPG is collaborating with Guarda municipality in the development and evaluation of community physical activity programs for the elderly population. The staff involved in the project have advanced Education in physical activity, health and Education fields. Carolina Vila-Chã has higher Education in Sports Sciences and a PhD degree in Biomedical Engineering. Since 2000, she has been working as a professor at Higher Education Institute and has been an invited research at Aalborg University, Denmark at Health Science and Technology department. She was head of the Sports Department of the IPG between 2015 and 2017 and, currently, is the coordinator of the Sports Laboratory (LABMOV). During the past 5 years has been coordinating research and interventional teams on physical activity promotion for older and disabled people, leading them to successful completion. Ermelinda Marques has higher Education in Nursing and PhD in Education for Health. She is a professor at the Technical and Scientific Unit of Nursing from IPG, and it has been developed research and interventional activities on healthy ageing. She is also Coordinator of the scientific field "Health and Welfare" in the Research Unit from IPG. For this project other professors from Health, physical activity and Education Departments, with experience in the active aging area, will be involved. These members have participated in research and interventional projects with older people and caregivers. Also participated, as trainers, in several courses for formal and informal caregivers. Therefore, key persons in this project are skilled and have relevant expertise to successfully implement this project.

Action Type	As Applicant		As Partner or Consortium Member	
	Number of project applications	Number of granted projects	Number of project applications	Number of granted projects
Higher education student and staff mobility (KA103 OLD)	1	1	0	0
Strategic Partnerships for school education (KA201)	1	0	3	0
Strategic Partnerships for vocational education and training (KA202)	0	0	3	0
Strategic Partnerships for higher education (KA203)	4	1	15	3
Strategic Partnerships for adult education (KA204)	0	0	2	1
Higher education student and staff mobility between Programme and Partner countries (KA107)	1	1	3	3
Higher education student and staff mobility within programme countries (KA103)	1	1	3	3
Strategic Partnerships for adult education (KA226)	0	0	1	0

☒ I understand and agree that the National Agency can use the information it has about my organisation's previous participation to assess my organisation's capacity to implement activities under this application.

## Partner Organisations

Partner organisation OID	Legal name	Country
E10124564	FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON	Spain
E10209245	UNIVERZITA KARLOVA	Czech Republic
E10208800	SEMMELWEIS EGYETEM	Hungary
E10208843	UNIVERZITA HRADEC KRALOVE	Czech Republic
E10251218	MORE - Laboratório Colaborativo Montanhas de Investigação - Associação	Portugal

### FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON (E10124564 - Spain)

#### Partner organisation details

Legal name	FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON
Country	Spain
Region	20003669
City	CACERES
Website	www.ccmijesususon.com

#### Profile

Type of Organisation ☒ Research Institute/Centre

#### Background and experience

Please briefly present the organisation/group (e.g. its type, scope of work, areas of activity and if applicable, approximate number of paid/unpaid staff, learners and members of the group).

The Fundación Centro de Cirugía de Mínima Invasión Jesús Usón (CCMIJU) is a multidisciplinary institution devoted to excellence in research and training in minimally invasive surgical (MIS) techniques. It is committed to technological development and innovation in healthcare, and for its advancement it works closely with companies from all over the world. The latest generation equipment and singular scientific facilities are available at CCMIJU, allowing for the highest possible level of research and training for health professionals worldwide in different MIS techniques and disciplines: Bioengineering and Health Technologies, Laparoscopy, Endoscopy, Microsurgery, Endoluminal Therapy and Diagnosis, Anesthesiology, Pharmacology, Stem Cell Therapy and Assisted Reproduction, applying combined techniques and multidisciplinary equipment for treatment approach, thus benefiting the patient and providing higher precision to the surgeon. CCMIJU acts as a specialized C.R.O. (Contract Research Organization) focused on "in vivo" preclinical services for the pharmaceutical, medical devices and biotechnology industries. Innovation and medical training in collaboration with hospital and companies of the medical sector are two fundamental pillars in the activity of CCMIJU. Its aim is to improve the quality of healthcare delivered to patients, by providing surgeons and other health professionals with innovative solutions and training. The CCMIJU is listed as a Singular Scientific-Technical Facility (ICTS) called NANBIOSIS, featuring state-of-the-art technology to be used during the training courses. The CCMIJU offers a sequential model of accredited Training and Research Health Centre and Reference Centre for Endoscopy Teaching (ESGE), with almost 1900 attendants from all over the world in over 160 training activities every year. Besides, CCMIJU has participated in over 150 competitive projects; has over 100 scientific papers in journals indexed in the Journal Citation Reports and over 50 books and book chapters. CCMIJU has dilated experience in research and development of the new training techniques, simulation and virtual reality systems, medical training apps and technologies to promote the healthy life.

What are the activities and experience of the organisation in the areas relevant for this project? What are the skills and/or expertise of key persons involved in this project?

The CCMIJU has experience in two relevant areas of this project. On one hand, it has vast experience in training for health professionals and surgeons, developing new training material and new learning tools such as mobile apps. On the other hand, CCMIJU has worked in two projects to promote the active ageing through the desing of new tools and systems to allow the physical and cognitive training of the elderly. In this line, CCMIJU has led and participated in several EU projects: - AGEment (2018-1-ES01-KA204-050994) - Adult seniors awareness on Active Ageing: connecting Cultural Heritage with elders empowering - EuroAGE (0043\_EUROAGE\_4\_E) - Iniciativas innovadoras para el impulso del envejecimiento activo en la región EuroACE - S4Game (2018-1-ES01-KA202-050943) - Training of Soft Skills for Surgical Teams using an immersive Serious Game - EASIER (588404-EPP-1-2017-1-ES-EPPKA2-KA) - European Knowledge Alliance for Innovative education of Surgical and Interventional Skills - MIREIA (621668-EPP-1-2020-ES) - Mixed Reality in medical Education based on Interactive Applications - Train4OrthoMIS (2014-1-ES01-KA202-004533) - Online Vocational Training course on ergonomics for orthopaedic Minimally Invasive Surgery - MISTELA (528125-LLP-1-2012-1-UK-LEONARDO-LMP) - Minimally Invasive Surgical pedagogical model based on video Technology Enhanced Learning - SurgTTT (2014-1-DE02-KA202-001474) - Professional Profile of the Surgical Trainer: Train-the-Trainer- Curricula A brief description of the expertise of key persons from CCMIJU involved in this project is as follows: Dr. Francisco M. Sánchez Margallo has a PhD in Veterinary Science (University of Extremadura), and is the Scientific Director of CCMIJU (since 2007) and the Project Manager for minimally invasive techniques, biomaterials, medical devices, new techniques, preclinical trials and imaging diagnosis in laparoscopic, endoscopic and other minimally invasive procedures and technologies. He has directed over 500 training activities related to minimally invasive surgery, including national and international training courses of endoscopy. He is the author of more than 260 scientific publications with peer review. He is autor of 21 books and co-autor of 22 book chapters. He has presented more than 800 communications at national and international congresses. He has supervised 31 doctoral theses. He has as well led or participated in over 87 R&D projects. Dr. José Blas Pagador is the coordinator of the Bioengineering and Health Technologies (BHT) Unit of CCMIJU and Doctor at the University of Extremadura. His research is focused on medical technology, mainly oriented towards surgical training and surgeon's ergonomics. He has a wide experience on user requirements extraction as well as on the validation of surgical devices for minimally invasive surgery training. He has participated in over 30 research projects and he has published more than 40 scientific papers and more than 75 national and international proceedings. He has organized 6 international scientific meetings and a national one, all of them related to medical engineering. Furthermore, he is author of two patents, two utility model and five community designs. Mr. Juan Francisco Ortega Morán obtained his Telecommunication Engineer degree in 2009 at the University Carlos III of Madrid and Telecommunication Technical Engineer in 2004, specialized on Sound and Image, at University of Extremadura. Since 2010, he works as a researcher at the Bioengineering and Health Technologies Unit of CCMIJU. His main research line is focused on advanced systems for surgical training and education, mainly on validation area, as well as on analysis of biomedical signals (eye tracking, EEG, etc.). He has participated in 20 research projects and has published 18 scientific paper, as well as 57 proceedings in national and international congresses. She has organized 3 international or national scientific meetings. He is also author of 2 patents.

Action Type	Number of project applications	As Applicant	As Partner or Consortium Member	
		Number of granted projects	Number of project applications	Number of granted projects
Strategic Partnerships for vocational education and training (KA202)	2	1	4	2
Strategic Partnerships for adult education (KA204)	2	1	0	0

☒ I understand and agree that the National Agency can use the information it has about my organisation's previous participation to assess my organisation's capacity to implement activities under this application.

## UNIVERZITA KARLOVA (E10209245 - Czech Republic)

### Partner organisation details

Legal name	UNIVERZITA KARLOVA
Country	Czech Republic
Region	Hlavní město Praha
City	PRAHA 1
Website	<a href="http://www.cuni.cz">www.cuni.cz</a>

### Profile

Type of Organisation	Higher education institution (tertiary level)
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### Background and experience

Please briefly present the organisation/group (e.g. its type, scope of work, areas of activity and if applicable, approximate number of paid/unpaid staff, learners and members of the group).

Charles University – the oldest and biggest university in the Czech republic, aprox. 49 th. students, 17 faculties, 164 study programmes, 8 th. employees [www.cuni.cz](http://www.cuni.cz) Faculty of Medicine in Hradec Kralove – founded 1945, teaching General Medicine and Dentistry and Nursing, approx. 1500 pregrad. students (300 of them in English language), 20 accredited doctoral degree programmes in both Czech and English language, 230 PhD students, 49 areas of specialized postgraduate education, 190 (FET) scientists.

What are the activities and experience of the organisation in the areas relevant for this project? What are the skills and/or expertise of key persons involved in this project?

Faculty has long time experience with teaching students and lecturing doctors. Faculty hospital (interconnected with the faculty) is one of the biggest hospitals in the Czech republic and provides high quality health care to about half million incoming patients and 42 th. of hospitalized ones. Faculty together with faculty hospital have one of the largest concentrations of research in biomedicine in the Czech Republic. Research concentrates on diseases of affluence (focus is given to cardiovascular and gastrointestinal system, diabetes mellitus, etc.), all aspects of population ageing including studies of regeneration and nutrition, oncology and hemato-oncology and personalized medicine including new diagnostic procedures. The Faculty promotes internships of students in institutions abroad by financial support from the Mobility Fund of Charles University. The Faculty also operates in EU programme for education called Erasmus +. Nowadays, we have more than 35 active bilateral agreements in 17 countries. As a member of IFMSA (International Federation of Medical Student's Association), the Faculty can provide clinical stays and electives for more than 30 students every year. Charles university is also part of 4EU+alliance, see: 4EU+ Alliance ([4euplus.eu](http://4euplus.eu)) and is member of university nets as Unica, CELSA and other. About workplace: 1.The 3rd Department of Internal Medicine – Metabolic Care and Gerontology provides medical care for a significant proportion of geriatric patients. These patients are given comprehensive standard care and intensive care as well as follow-up care to intensify therapy and enable good quality of life. The Department occupies a strong position in the Czech Republic in the field of gerontology and geriatrics. It is quite exceptional in terms of the comprehensive approach it offers to the treatment of multimorbid geriatric patients. The mission of the Department is to promote geriatric medicine in the Czech Republic as a recognized independent medical specialty, contributing to the care of all older people with age-related diseases. 2.The 3rd Department of Internal Medicine – Metabolic Care and Gerontology is tightly associated with the The Czech Gerontological and Geriatric Society (CGGS) which is a professional society of the Czech Medical Society of Jan Evangelista Purkyně. The Chair is Božena Jurasková, M.D., Ph.D and Vice-chair is Jiří Zajíček, M.D., both of them are working at the Department. CGGS is collaborating and coordinating organization of the national geriatric medical societies of the European Union member states within the European Union Geriatric Medicine Society (EUGMS). 3.The 3rd Department of Internal Medicine – Metabolic Care and Gerontology is also the basis for non-profit organization „For the quality of care in gerontology - gerontological partnership“, whose

mission is to bring together experts in the field of gerontology, social work, nursing and education, together with lay people and volunteers who provide care for the elderly. The aim of the association is to provide support for all activities aimed at improving the lives of seniors, especially:

- disseminating information on the issue of diseases in old age for prevention
- disseminating information on new forms of care and the range of services offered to them
- offering educational activities aimed at improving the quality of the professional and lay public
- strengthening mutual cooperation between professionals and lay careers
- supporting activities aimed at an active lifestyle in old age counseling and psychological support for careers

4. The 3rd Department of Internal Medicine – Metabolic Care and Gerontology collaborates with the Faculty of Medicine in Hradec Králové, Charles University to educate the seniors within the project The University of the Third Age, which is an intervention program through which older adults can acquire knowledge and train cognitive and physical functions.

Action Type	As Applicant		As Partner or Consortium Member	
	Number of project applications	Number of granted projects	Number of project applications	Number of granted projects
Higher education student and staff mobility (KA103 OLD)	1	1	0	0
Strategic Partnerships addressing more than one field (KA200)	1	0	3	0
Strategic Partnerships for school education (KA201)	0	0	20	7
Strategic Partnerships for vocational education and training (KA202)	0	0	10	3
Strategic Partnerships for higher education (KA203)	17	5	81	29
Strategic Partnerships for adult education (KA204)	0	0	8	6
Strategic Partnerships for youth (KA205)	0	0	2	0
Higher education student and staff mobility between Programme and Partner countries (KA107)	8	6	0	0
Higher education student and staff mobility within programme countries (KA103)	6	6	2	2
Strategic Partnerships for adult education (KA226)	3	1	4	0

☒ I understand and agree that the National Agency can use the information it has about my organisation's previous participation to assess my organisation's capacity to implement activities under this application.

## SEMMELEIS EGYETEM (E10208800 - Hungary)

### Partner organisation details

Legal name	SEMMELEIS EGYETEM
Country	Hungary
Region	Budapest
City	BUDAPEST
Website	<a href="http://semmelweis.hu">http://semmelweis.hu</a>

### Profile

Type of Organisation	Higher education institution (tertiary level)
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### Background and experience

Please briefly present the organisation/group (e.g. its type, scope of work, areas of activity and if applicable, approximate number of paid/unpaid staff, learners and members of the group).

With an over 250-year-old tradition of academic excellence, Semmelweis University is widely recognised as one of Europe's leading centres of healthcare. Ranking among the most prestigious Hungarian research institutions, more than 1.300 of its staff members are actively involved in ongoing research activities, education in gradual and postgradual level and also make a significant contribution in adult education within vocational and continuing training.

What are the activities and experience of the organisation in the areas relevant for this project? What are the skills and/or expertise of key persons involved in this project?

From the Institution of Mental Health, Zsuzsa Széman PhD. has long term experience in research in different areas of active ageing including long-term care, family carers, ageing and ICT, elder-friendly environment, migrant care workers, intergenerational relations, volunteers, ageing and the labour market and social policy. She participated in several international and national projects and she has been elaborated a model programmes in long-term care based on ICT, internet and young volunteers. Participation in key research project in the field concerned. Participations relevant to the project: 1. Happy Ageing (JP AAL program, 2009-2011), the objective of this project was to develop a prototype of lifestyle monitor including personal and navigation assistance to ease the life of older users and their careers. 2. Skype Care I (2010-2011). The model program solved the social integration of lonely elderly people receiving physical and / or mental home care by teaching them how to use an infocommunication tool, Skype, and then Internet. The special feature of the program was that the teachers were high school students. 3. Skype Care II (2013-2014). It proved that secondary education and care for the elderly can be successfully linked. The model program was recognized at EU level. The JRC-IPTS (Institute for Prospective Technological Studies) recognised it as a good example. 4. CARICT, ICT-based solutions for caregivers, Assessing their impact on the sustainability of long-term care in an ageing Europe (2011). The main goal of CARICT was to investigate the potential impact of information and communication technologies (ICTs) on informal carers of older people living in the community (e.g. relatives and friends) as well as on paid assistants employed by private households. EU DG Employment (2011). Relevant publications: 1. Zsuzsa, Széman, A new pattern in long term care in Hungary: Skype and youth volunteers 2. Anthropological Notebooks (Slovenia) 20: 1 pp. 105-117. , 13 p. (2014) 3. Schmidt, Andrea, Chiatti Carlos, Fry Gary, Hanson Elizabeth, Magnusson Lennart, Socci Marco, Stücker Andreas, Széman, Zsuzsa, Barbabella Francesco, Hoffmann Frédérique, Lamura Giovanni. The CARICT project - ICT-based solutions for caregivers. Assessing their impact on the sustainability of long-term care in an ageing Europe. Analysis and Mapping of 52 ICT-based initiatives for caregivers , 299 p. (2011). Vienna: JRC European Commission. 4. -Zsuzsa, Széman and Csaba, Kucsera, Happy Ageing-Users' Expectation, 4th International Conference on Pervasive Technologies Related to Assistive Environments Association for Computing Machinery (ACM) (2011) p. 1. The Department of Surgical Research and Techniques has wide experience in healthcare in different levels of adult education. Every year, the department regularly organise training courses for medical specialists, train the trainer courses for tutors

and mentors in specialist training. The department has been involved into an international consortium within the framework of the European Erasmus project "Professional Profile of the Surgical Trainer: Train-the-Trainer Curricula (SurgTTT)". The main aim of the nationwide collaboration was to create a European requirement profile and curriculum for the pedagogical and didactic training of surgeons to become competent surgical trainers and meet 21st century expectations. Profile and curriculum were complemented by a multilingual e-learning platform. Relevant publications:

1. <http://cirugiaminimamenteinvasiva.es/SurgTTT-eLearning/index.php/hu/>
2. Sánchez-Peralta, L.F et al. (2016): Professional Profile of the Surgical Trainer. Med. teach. CMTE-2016-0806 3.XXVI. Congress of Surgical Research by the Hungarian Surgical Society- "Train the Trainers - European collaboration for surgical training. - Oral presentation
4. Triangle Symposium of the Japan-Hungary-Poland Surgical Society. "Train the Trainers - erasmus project of the education of surgical residents" - Oral

Action Type	As Applicant		As Partner or Consortium Member	
	Number of project applications	Number of granted projects	Number of project applications	Number of granted projects
Higher education student and staff mobility (KA103 OLD)	1	1	0	0
Strategic Partnerships for vocational education and training (KA202)	1	1	2	1
Strategic Partnerships for higher education (KA203)	5	0	8	4
Strategic Partnerships for youth (KA205)	0	0	1	0
Higher education student and staff mobility between Programme and Partner countries (KA107)	6	5	0	0
Higher education student and staff mobility within programme countries (KA103)	6	6	0	0

☒ I understand and agree that the National Agency can use the information it has about my organisation's previous participation to assess my organisation's capacity to implement activities under this application.

**UNIVERZITA HRADEC KRALOVE (E10208843 - Czech Republic)****Partner organisation details**

Legal name	UNIVERZITA HRADEC KRALOVE
Country	Czech Republic
Region	Královéhradecký kraj
City	HRADEC KRALOVE
Website	

**Profile**

Type of Organisation	Higher education institution (tertiary level)
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**Background and experience**

Please briefly present the organisation/group (e.g. its type, scope of work, areas of activity and if applicable, approximate number of paid/unpaid staff, learners and members of the group).

The University of Hradec Králové (UHK) was founded in 1959 and bears its present name since 2000. At present, the Alma Mater of almost 7000 students, the University of Hradec Králové provides high-quality tertiary education within a large scope of study fields that comprise Social Sciences, Humanities, Educational Studies, Natural Sciences, and Information Technology Studies. The applicants can choose from dozens of study programs that cover almost one hundred study disciplines. The mission of the University of Hradec Králové concerns three essential tasks: to set up opportunities for the full development of the abilities of all interested applicants; to enable this development through the provision of high-quality educational programs; and to contribute to the competitiveness of the region as well as to the quality of its citizen's lives. 1) Setting up opportunities for the full development of abilities of all interested applicants implies primarily: •active search for and encouragement of prospective students of academic degree programs, as well as people interested in numerous forms of life-long education study programs; •provision of educational programs that are rich in range, level of specialization and choice possibilities, and flexible reaction to the needs of individuals and of the whole region. 2) To enable the development of individuals' abilities through the provision of high-quality educational programs indicate predominantly: •to follow systematically the development of relevant disciplines and lithely accept latest trends and findings, emphasizing simultaneously the university 's own results in science, research, development, and arts; •to maintain rich professional relations with other educational institutions as well as with other public and private subjects in the Czech Republic and abroad in order to guarantee the continual process of the improvement of education quality. 3) To contribute to the competitiveness of the region and to the quality of its citizens lives involves mainly: •active cooperation with public and private subjects in science, research, development, and innovations, and multidimensional participation in the transfer of the newly-gained knowledge into practice; •organization of publicly beneficial, cultural, sport, social and other events and activities that enrich the lives of the citizens of the town and the region. •The University of Hradec Kralove has currently the number of academic staff - 424 (women 193), the number of researchers - 74 (women 16). In terms of sources of funding, national funding providers, i.e. Czech Grant Agency and ministries, the European Union, as part of its grant schemes and regional activities and recently, the business sector, contribute most to grant funding. The development of cooperation with companies and effective transfer of knowledge is currently realized by Innovation Voucher projects. In the period 2016-2019 (calls of Innovation Vouchers I to Innovation Vouchers IV), UHK participated in a total of 18 innovation projects. The cooperation was established with a total of 13 different companies - the application sphere - in the total volume of approximately CZK 6.5 million. Co-operation with companies on behalf of UHK was assured evenly by all faculties. According to a survey of the GAMA2 project team, teams that were actively involved in innovative vouchers would like to participate in the internal competition of the Proof of concept projects at UHK. Based on the statistics of innovative vouchers, it is very easy to see the link and the evidence that the research teams are close to cooperate with and have a high potential to produce the results of applied research. Also, the number of the patent has been increasing and there is a need to support technology transfer at university. Currently, the university

has its own department for transfer technology which is working on support proof of concept project under the Technological Agency of Czech Republic

What are the activities and experience of the organisation in the areas relevant for this project? What are the skills and/or expertise of key persons involved in this project?

In the following list, please find the relevant topics being researched at our university: - Healthy Aging and Quality of Life - Security and Sustainable Development in the Digital Society - New Challenges in Education The overview research projects and topics discussed and solved at our faculty (Faculty of Informatics and Management) is available on the following link: <https://www.uhk.cz/en/faculty-of-informatics-and-management/research/research-projects> In particular, the projects listed below and connected with various national or international grants and calls might be mentioned: - Project within Czech Science Foundation, GA21-22276S, Modeling of accessibility for seniors, perception of accessibility and determinants of their spatial mobility, (responsible researcher at UHK: doc. Ing. Mgr. Petra Marešová Ph.D.) - Project within Czech Science Foundation, GA17-03037SS, Evaluation of investments in the development of medical devices, (responsible researcher at UHK: doc. Ing. Mgr. Petra Marešová Ph.D.) - EU project - COST Action CA16226, Indoor living space improvement: Smart Habitat for the Elderly, 2017-2021, Management Committee (MC) member for Czech Republic doc. Ing. Mgr. Petra Marešová, Ph.D., MC Substitute for Czech Republic – prof. Ing. Ondřej Krejcar, Ph.D., Czech Republic - project: Evaluation of the potential for reducing health and social expenses for elderly people using the smart environment, proposer, University of Hradec Kralove, Faculty of Informatics and Management, Czech Republic - Project within the Ministry of Education, programme INTER-EXCELLENCE, LTC18035, Evaluating the potential for reducing health and social spending on seniors through a smart environment, (responsible researcher at UHK: doc. Ing. Mgr. Petra Marešová Ph.D.) - Project within Technology Agency of the Czech Republic, Digital society open to seniors, (responsible researcher at UHK: prof. RNDr. Peter Mikulecký, Ph.D.) - EU 7th Framework Programme, project FP7-ICT-2007-1, project number ICT-215387, VITAL MIND, (coordinator: CogniFit Ltd.), see outputs below The following link introduces relevant topics from our university research web: - <http://uni.uhk.cz/research/project.php?name=Investment%20evaluation%20of%20medical%20device%20development> - <http://uni.uhk.cz/research/project.php?name=Multiagent%20Models%20of%20Complex%20Socio-economic%20Systems>

Action Type	As Applicant		As Partner or Consortium Member	
	Number of project applications	Number of granted projects	Number of project applications	Number of granted projects
Higher education student and staff mobility (KA103 OLD)	1	1	0	0
Youth mobility (KA105)	1	0	0	0
Strategic Partnerships for school education (KA201)	0	0	1	0
Strategic Partnerships for vocational education and training (KA202)	0	0	1	1
Strategic Partnerships for higher education (KA203)	3	2	5	2
Strategic Partnerships for adult education (KA204)	0	0	1	0
Strategic Partnerships for youth (KA205)	1	0	5	0
Higher education student and staff mobility between Programme and Partner countries (KA107)	6	6	0	0
Higher education student and staff mobility within programme countries (KA103)	6	6	3	3
Strategic Partnerships for adult education (KA226)	0	0	1	1

☒ I understand and agree that the National Agency can use the information it has about my organisation's previous participation to assess my organisation's capacity to implement activities under this application.

## MORE - Laboratório Colaborativo Montanhas de Investigação - Associação (E10251218 - Portugal)

### Partner organisation details

Legal name	MORE - Laboratório Colaborativo Montanhas de Investigação - Associação
Country	Portugal
Region	Norte
City	Bragança
Website	

### Profile

Type of Organisation	Non-governmental organisation/association
Main sector of activity	Other (specify)

### Background and experience

Please briefly present the organisation/group (e.g. its type, scope of work, areas of activity and if applicable, approximate number of paid/unpaid staff, learners and members of the group).

MORE Collaborative Laboratory is a private non-profit organization, resulting from a consortium of research units, associated laboratories, higher education institutions, technology centers, companies and intermediate and interface institutions. Its main objective is to define and implement a research and innovation agenda in the mountain context that aims to create economic and social value, bringing scientific and academic institutions together, in strict collaboration with economic, social and cultural actors. Its main scientific areas are: Bio-based Foods and Products, Mountain Environment and Ecosystem Management, Heritage, Tourism and Well-being and Clean and Smart Technologies. MORE aims to diversify, stimulate and coordinate responses to the identified needs and the specific challenges listed for the mountainous areas of the Mediterranean based on advanced technological and scientific knowledge. MORE contributes in a decisive way to mitigate a market gap that has inhibited the intensification of the incorporation of knowledge to support the development of processes that promote innovation in the business fabric, particularly with regard to critical competitiveness factors. Its multidisciplinary team, the concept of collaboration and the commitment of several scientific, technological and business stakeholders allow to create, articulate and successfully manage individual research and development projects. Being an inter- and multidisciplinary consortium, the opportunities to ensure national/international dissemination and exploitation of the results are significant. Moreover, the participation in the consortium of enterprises, interface units and education institutions will ensure a wide dissemination and valorisation of created knowledge and technology. It is important to state that the dissemination and valorisation of created knowledge/intellectual property is a priority among the consortium partners and supporting entities and as such concerned companies will have privileged access to generated information. MORE focuses on sustainable forestry agriculture and production; foods and materials of natural origin; climate; environment; efficiency of resources and raw materials; Industrial and energy production efficient, clean and safe; health, well-being and demographic changes; cultural heritage and mountain tourism. The bet on this diversity of areas contributes to the mobilization of complete value chains, using industrialization (biological base products and clean technologies) to strengthen the primary sector upstream and enhancing downstream services (well-being), based on sustainable economic-financial management. MORE assumed strategic objectives, especially the creation of qualified employment, generator of economic and social value, and strengthening scientific employment in the region, generating synergies between public and private sector with a view to increasing the competitiveness of productive and social tissue, and the companies in particular. Another strategic goal goes through the dynamization of business tissue and socioeconomic and cultural context, empowering the region with new approaches of co-treatment and diffusion of new knowledge and innovation based on scientific knowledge. Finally, we highlight the valorization of geographic diversity, integrating the landscape, endogenous resources, the natural and cultural heritage of the region, in a holistic, innovative and integrating view with regional

agents. Specifically in the thematic area of this application, the strategic objectives of MORE goes through conceiving new technological solutions directly related to the evaluation and monitoring of the health and well-being of the elderly population. For that, the MORE team dedicated to the project integrates highly specialized technicians in clean and intelligent technologies, health education, in particular from the elderly and, still, in the business and management area.

What are the activities and experience of the organisation in the areas relevant for this project? What are the skills and/or expertise of key persons involved in this project?

Several initiatives have been developed that sustain the scientific and technological background of the team. The SMACovid-19 project develops an innovative solution that helps to diagnose/identify possible infected persons by COVID-19 at an early stage by monitoring biological/physical parameters and by conducting medical surveys that will allow an initial screening. The information is collected through wearables and processed through AI algorithms to analyze the health status of each person. The data that is not collectable using wearables will be collected using an application. The processed information is made available to different stakeholders on a platform adjusted to the profile of each user. This monitoring system allows health professionals to monitor their patients closely and continuously and quickly identify possible epidemiological situations, but also allow wearable users to be more aware of their health status. The team has already previously participated in the ERASMUS+ program, particularly through the Da.Re (Data Science training offer and market needs) project. Da.Re has developed innovative and hands-on Big Data and excellence training program, fostering employment growth and jobs of the future. Da.Re. has straddled the new paradigm of knowledge: in a world where the digital revolution walks side by side to the training and employment revolution, the future of the work is more and more knowledge and less and less factory. The multidisciplinary team from MORE is composed particularly by M. Cachada, A. Ferreira, J. Barbosa and M. Moreno, having different set of skills (see short bios\*). The tech team has a great expertise in the execution of national and international projects, particularly during the FP7 and H2020 programs, developing several RIA, IA, CSA and ERASMUS+ projects. From these, it's worth to mention: EU FP7 ARUM, in the EU FP7 GRACE, the EU H2020 FIT4FoF, EU H2020 ERASMUS+ DA.RE, EU H2020 GOODMAN, EU H2020 PERFoRM.

\*José Barbosa has a PhD in Automation and Computer Science from the University of Valenciennes and Hainaut-Cambrésis (France) and an MSc in Industrial Engineering at IPB. He is the Scientific Director for smart and clean technologies and a Senior Researcher at Polytechnic Institute of Bragança (PIB), Portugal. He is also an Invited Professor at the Department of Electrical Engineering of PIB. Adriano Ferreira has a MSc. in Industrial Engineering from PIB and is Ph.D. candidate at the Nova University of Lisbon. Currently he is a Research Technician at MORE. He was a researcher at PIB participating in several projects. Adriano is also developing web based and mobile applications for the fields of health, agrosystems and energy. Ana Cachada has started her academic path with a graduation in Biomedical Engineering at PIB, followed by a graduation in Mechanical Engineering at the same institution and a Master's degree in Industrial Engineering. She was a Researcher at PIB participating in international and national funded projects. Currently she is a Research Technician at MORE, focusing her scientific activity in the Intelligent and Predictive Maintenance. Márcia Moreno is a PostDoc Researcher in Environmental Education and Sustainability. Has a Master and PhD in Innovation, Guidance and Educational Evaluation and a Degree in Environmental Sciences. Is also Accredited Trainer by the Scientific-Pedagogical Council for Continuing Education in "Environmental Sciences", "Health Education" "Pedagogy and Didactics" and "Environmental Education". Currently is Invited Professor of "Health Education" and "Education for the Sustainable Development" at PIB and is a Scientific Director of the "Heritage, Tourism, Health and Welfare" area at MORE. Previously, was a Training Technician, Pedagogical Coordinator, Social and Personal Mediator and Trainer of adult training in the areas of natural sciences, health education, tourism and environmental management. Before that was a Project Manager for 15

Action Type	As Applicant		As Partner or Consortium Member	
	Number of project applications	Number of granted projects	Number of project applications	Number of granted projects
Strategic Partnerships for vocational education and training (KA202)	0	0	1	0

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## Project Description

### Priorities and Topics

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

ADU: Improving the competences of educators and other adult education staff

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

HORIZONTAL: Addressing digital transformation through development of digital readiness, resilience and capacity

ADU: Improving the availability of high quality learning opportunities for adults

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

The EducAGE project aims to improve the competences of educators and other adult education staff on Healthy Ageing and care delivered to older people. For that, an educational training course for caregivers and social workers will be developed, aiming to improve the quality of care delivered to older adults. Caregiver is defined as a person who gives care to people who need help taking care of themselves. According to the World Health Organization (WHO), caregivers of older adults include people of a large range of ages and family members who play an important role as educators to foster healthy ageing for current and future generations and promote intergenerational solidarity. Caregiving involves a spectrum of tasks and can be considered formal (paid care services by a healthcare institution or individual for a person in need) or informal (unpaid care provided by family, close relatives, friends, and neighbors). Nonetheless, in Europe, informal caregivers represent 80% of all long-term care. Despite their importance, informal caregivers seldom receive enough training for these tasks. On the other hand, the formal caregivers are trained in the field, but the depth of their training varies. An innovative approach, based on recent advances in Healthy Ageing, will be designed with a person-centric perspective to empower caregivers to support older people to age with dignity. In this sense, the course will strive to meet seniors' needs, address age-related caregiving demands for families and communities, and, consequently, reduce healthcare costs. The course contents will be developed by following the Guidelines on Integrated Care for Older People recently launched by the World Organization of Health, which cover evidence-based interventions to manage the decline in the intrinsic capacity in older age. Thus, the project team will follow the best evidence to develop a high-quality course, which will be mainly delivered through mobile digital technologies (e.g., m-learning and e-learning platforms). To enrich the learning experience and provide additional tools, free digital technologies developed to support Healthy Ageing will be integrated into the course (for instance, WHO ICOPE Handbook App, EuroAGE digital tools to support physical and cognitive interventions). Because digital literacy might not be high among the participants a part of the course will address limitations through the development of digital readiness and capacity. The majority of informal carers are women over 65 years old, a group that generally had fewer opportunities across the life course, including unequal access to education. Thus, this project will also encourage gender equality, by providing this group opportunities for learning. The project will also contribute to the digital transformation of the educators by improving their capacity to integrate into their activities relevant digital tools. The training course and materials provided by the EducAGE project will be used to increase the competencies of caregivers in handling specific challenges associated with caring and helping them to develop interventions that contribute to maintaining the intrinsic capacity of older people. This training programme design will result from the collaboration between academic institutions, the private sector, municipalities and associations in order to support the development of a comprehensive training for formal and informal caregivers. Also, a validation of the course by the users will be performed during the project lifetime. Overall the project will contribute to improving the availability of high-quality learning opportunities for adults by developing an innovative course, which will be freely available to use by institutions, municipalities and associations in order to support caregivers' education.

Please select up to three topics addressed by your project

Active ageing

Development of training courses

Digital content, technologies and practices

### Project Description

Please explain the context and the concrete objectives of your project.

According to the European Union (EU) report on "Ageing Europe. Looking at the lives of older people in the EU", during

the next three decades, the number of older people in the EU will keep rising, peaking at 149.2 million inhabitants in 2050, which will represent 28.5% of the total population at that time. Although increased life expectancy is a remarkable achievement, older adults are not necessarily experiencing functional ability with longevity. It is well known that several physiological changes occur with ageing, increasing the risk of developing physical and cognitive impairments and chronic diseases. The rapid population ageing, coupled with an increasing proportion of older adults with long-term health complex conditions, is increasing the need for long-term care services (LTC), formal and informal, being projected that by 2060 there will be a large deficit of carers. It is estimated that informal carers represent 80% of all LTC in Europe. Informal care will become even more important in the near future due to demographic change, health care advances, LTC policy and cost-containment pressures leading to the favouring community care options over institutionalization where possible. Despite their importance, informal caregivers rarely receive enough training for these tasks. On the other hand, the demand for formal care also increases the need for people to support healthy aging. Although they are trained in the field, the depth of their training varies. This framework raises several concerns on the preparation of caregivers to help older adults ageing well. Quite often, the quality of informal care and formal home-based care is understood as the basic Activities of Daily Living (ADL) needs of the user being met. Nonetheless, this is a limiting approach given the changes in the intrinsic capacity of the older people that need to be stimulated to prevent frailty and the development or worsening of chronic diseases. WHO recently launched guidelines on community-level interventions to manage declines in intrinsic capacity that are recommended to be integrated at the care level across the different levels and sites of care within and beyond the health sector. There is an urgent need for training and validation of carers' skills to meet the challenges ahead and to increase the autonomy of older people as much as possible by delaying both cognitive and physical decline. Therefore, training and counselling has been recognized as a critical component to support caregivers and a critical resource of a sustainable healthcare system. Even though the majority of countries provide some form of training for carers, the quality and availability vary significantly. There is a lack of consistency in the implementation of education programs, including the content and training modalities, with education teams implementing various programs of differing intensity and length, based on different theoretical frameworks, and with heterogeneous content. The current analysis of the demographic trend and on care for older people lead us to develop the current project, which aims to develop an innovative approach to improve the quality of the care delivered to older adults by increasing their knowledge on handling the specific challenges associated with caring and helping them to develop interventions that contribute to maintain the intrinsic capacity of older people. Thus EducAGE will develop an educational course for caregivers, both formal and informal, supported by digital tools. The course will be structured according to ICOPE guidelines and it will follow a blended learning methodology to improve caregiver adherence. To increase motivation, a gamified mobile app will be designed to support the learning process based on m-learning principles. In addition, a "digital white paper" with the main recommendations, important sources of information and with examples of activity and registration sheets will be developed to support caregivers.

How will the project meet the needs of your partnership and those of the target groups?

This project will enhance the competences of caregivers, within their role as educators for Healthy Ageing. It aims to increase caregivers' knowledge on handling the specific challenges associated with caring and helping them to develop interventions that contribute to maintaining the intrinsic capacity of older people. In this sense, caregivers will be trained according to the three main modules referred by the ICOPE guidelines, recently launched by the WHO, namely: module I (declines in intrinsic capacity, including mobility loss, malnutrition, cognitive impairment, and depressive symptoms); module II (Geriatric syndromes associated with care dependency, including the risk of falls) and module III (interventions to support caregiving and prevent caregiver strain). In order to improve caregiver's adherence and motivation, the course will be designed following a blended learning approach. An e-Learning platform will be developed to integrate and systematize all the contents so that the participants can study autonomously. At the end of each module, the course will provide the possibility of participating in sessions in the presence of trainers belonging to the institutions and associations (virtual or presencial). These sessions will be based on the flipped classroom and round table discussion methodologies, so that participants can expose and debate their practical cases with their peers and experienced trainers on the modulus topics. Moreover, the contents will be structured with a person-centric perspective to empower caregivers to support older adults to age with dignity. In this sense, the course will strive to meet seniors' needs, address age-related caregiving demands for families and communities, and, consequently, reduce healthcare costs.

Outline the benefits of cooperating with transnational partners to achieve the project objectives.

In Europe, the need for caregivers is increasing fast, raising challenges related to the preparation of adults, many are women over age 65, to properly support older people to follow a Health Aging, as recommended by WHO. This is

particularly critical in the Countries where informal care is more prevalent, such as in Mediterranean and East countries. The current European reports indicate the actual state of training opportunities for carers is fragmented, existing a lack of consistency in the implementation of education programs, including the content and training modalities. Such panorama does not contribute to an improvement of the caregivers' training quality in a Europe that is getting old. A transnational cooperation can contribute to better overcome the observed assimitries related to education on a common European challenge: promote Health Aging and help older people to maintain their intrinsic capacity and independence for as many years as possible. In this sense, a transnational cooperation contributes to a greater impact on the quality of life of the European older people and, consequently, to a reduction in the European health systems costs. Such an approach contributes also to the achievement of the United Nations Sustainable Development Agenda Goals, in particular the Sustainable Development Goal 3 for health and well-being, for which the foundation is universal health coverage. In this sense, we consider that the advantages of carrying out EducAGE transnationally are: 1) the observed need of improving the quality and competences of the caregivers around Europe, especially in the Mediterranean and East countries, where the long-term care relies substantially in the informal care of older people and where there are no solid policies on education for caregivers; 2) the possibility of a deeper analysis of the competences of caregivers at an European level, to detect the opportunities of improvements to achieve a training programme for the European educational staff; and 3) the possibility of integrating experts on different fields (gerontology, education, TICT technologies, health and wellbeing) belonging to different local contexts, which will contribute to a better design of the training course, based on similar societal challenges and problems to solve. Besides, the transnational consortium will jointly address the ET2020 objective: promoting equity, social cohesion, and active citizenship; and two of the ET2020 priorities: increasing adults' basic skills and developing ICT skills for adults.

What outcomes, including project results when relevant, are expected during the project and on its completion?

EducAGE project will deliver three "project results" (PR) (see the corresponding section for further information): PR1. m-Learning app for informal training of caregivers PR2. Training course based on blended learning methodology (e-learning platform + flipped classroom and round table methodologies) PR3. "Digital White Paper" for empowering caregivers training. Other expected results are listed below: - Validation plan. The developed material will be submitted to a validation plan by the final users (PR1 and PR2). The most suitable validation methodology will be established so that pilot studies in the different countries are carried out in the same way. Statistical and qualitative analysis techniques will be selected to be applied in later stages. The partners will agree with the plan and the guidelines for the pilot activities. It is intended to validate the impact of the project results and if necessary adjust them in order to achieve the goals. This common methodology will allow for later comparison between countries. - Questionnaires for acceptance of the EducAGE developments. These will be completed by the participants of the multiplier events or the pilot study after testing the app/web with the videos and other multimedia contents for the training of caregivers. - Validation report. Results of the questionnaires will be summarized and analyzed to identify further improvements on the EducAGE. Additional results to boost the management and guarantee the quality of the project will be developed: Consortium Agreement, Management and Quality Plan, Dissemination and Communication Plans, templates (docs, ppts, timesheets or quality verification sheets), dissemination materials (project website, promotional multimedia), Business and Exploitation Plan (IPR).

In what way is the project innovative and/or complementary to other projects already carried out by the participating organisations?

The previous experience of partners in other projects lays the foundation of this proposal: - Adult seniors awareness on Active Ageing: connecting Cultural Heritage with elders empowering (2018-1-ES01-KA204-050994); - EuroAGE (0043\_EUROAGE\_4\_E) - Promotion of active ageing with physical, cognitive and socioemotional activities using ICT and robotics; - Gmove+ (POCI-01-0145-FEDER-023811) - An interventional program to promote physical activity and quality of life of the elderly population from Guarda; - Sabugal + Social (partners Municipality of Sabugal, IPG, UBI) - promotion of good practices on education and raising the quality of life of the elderly population from this region. - "The University of the Third Age" - Intervention program through which older adults can acquire knowledge and train cognitive and physical functions. - Happy Ageing (JP AAL program, 2009-2011) - The objective of this project was to develop a prototype of lifestyle monitor including personal and navigation assistance to ease the life of older users and their careers. - CARICT, ICT-based solutions for caregivers, assessing their impact on the sustainability of long-term care in an ageing Europe. - "Indoor living space improvement: Smart Habitat for the Elderly" (COST Action CA16226). Besides, other projects related to the training of caregivers or older people for Active or Healthy Ageing have been identified: - "Digital Tools and Methods for Safe Transfer Techniques for Caregivers in Today's Health Care Sector" (2020-1-DK01-KA204-075155) - The objectives in the project are to extent and develop the competences of educators; - "EDUCATIONAL APP

FOR CAREGIVERS OF PEOPLE WITH DEMENTIA" (2019-1-ES01-KA202-065659) - AppforDem is aimed at creating a set of open educational and multilingual resources on dementia; - ProADAS – Promotion of Active Digital Ageing Skills (2018-1-CY01-KA204-046895) - It aims to enhance the digital literacy of senior citizens and contribute to active aging through a digital transformation; - SENIOR - Supporting Elderly Needs Is Our Responsibility (2020-1-RO01-KA204-080320) - It aims to enhance the ability of educators to support and valorize seniors; - CARE CAMPUS project - It aims to establish an online educational training course for caregivers, both formal or informal, in Europe. The experience on previous projects enabled us to detect needs and main barriers to the implementation of training and awareness courses for adults and older adults. Moreover the analysis of other projects allowed us to detect the limitations related to caregivers education according to ICOPE guidelines. As far as we know only CARE Campus project is well aligned with ICOPE guidelines, nonetheless the courses are exclusively based on e-learning methodologies. The EducAGE project is innovative in the sense that the training course will be based on blended learning with innovative pedagogical methodologies that promotes greater interaction between intervenients. Moreover, to motivate caregivers to keep developing their competences and help them to implement adequate interventions a gamification app will be developed taking into account m-learning methodologies (short videos, tips on recommendations and suggestions of activities to promote healthy aging of their elders). This app will work as a complement to the main training course. We believe that no mobile apps have been developed with this purpose, specifically devoted to caregivers. Finally, a white paper, in a digital format, to empower caregivers will be created. We opted for a digital version since in such format it will allow a continuous update on relevant information and suggested activities and registration sheets

How did you choose the project partners and what will they bring to the project? Does it involve organisations that have never previously been involved in a EU-funded partnership project?

The EducAGE consortium consists of a multidisciplinary and balanced group of technical and gerontological partners, involving public and private research organizations and universities, which perfectly complement their capabilities and technical resources by providing a valuable potential for achieving the ambitious goals set. Each of the six institutions has an intrinsic feature that positively reinforces this proposal: the devotion to the ageing and the health application of ICT solutions will lead to the successful achievement of the educational material and training objectives of the project. EducAGE partners come from four different European countries: Spain, Portugal, Hungary and Czech Republic. This geographical coverage of the consortium provides a solid basis for results exploitation and future expansion of the activities. The consortium counts on a distinguished experience in research projects, services and networks related to the key areas of the project, such as active ageing, ICT solutions for training, and practical implementation of programmes for older people: - IPG is an institution of higher education with experience in research activities, services to the community and cultural, scientific and technical exchange. They promote health areas, such as gerontology, and have participated before in active ageing research and promotion. Its expertise in the promotion of active ageing and healthy lifestyles, through the implementation of physical activity programs for older people will be a valuable resource for this project. Moreover, IPG has experience in nursing and gerontology education and have developed several interventions in the community to promote Healthy Ageing; - CCMIJU is a multidisciplinary institution devoted to excellence in research and training in minimally invasive surgical techniques. However, it is committed to other technological development and innovation in healthcare. Both technical and scientific experience (European projects related to e-learning, ageing and ICT) will assure high quality development of the proposed activities; - Charles University is a higher education institution in which the 3rd Department of Internal Medicine – Metabolic Care and Gerontology occupies a strong position in the Czech Republic in the field of gerontology and geriatrics. It has experience in bringing together experts in gerontology, social work, nursing and education, but also in the education of the seniors with intervention programmes; - Semmelweis University is one of Europe's leading centres of healthcare. They have long-term experience in research in different areas of active ageing including long-term care, family carers, ageing and ICT. They have wide experience in healthcare in different levels of adult education, organising training courses for medical specialists, train-the-trainer courses for tutors and mentors in specialist training; - University of Hradec Králové has a wide experience in 1) healthy aging and quality of life, 2) security and sustainable development in the Digital Society, and 3) new challenges in education. They have participated in several projects using health-related ICT solutions for the elderly and have worked on the development of content for e-learning platforms for cognitive training of older adults; - MORE Colab is a non-profit association that has worked on 1) market prospecting and marketing reports for innovative products/services/processes, 2) technological, scientific and commercial surveillance, and 3) intellectual and industrial property management. It has been actively involved in software development projects with intelligent technologies and specialized training. MORE assumes the strategic goal of designing new technological solutions directly related to the evaluation and monitoring of the health and

well-being of the elderly population, as well as related to their safety.

If relevant, please identify and explain the involvement of associated partners, not formally participating in the project. Please explain how they will contribute to the implementation of specific project tasks/activities or support the sharing of project results and the sustainability of the project.

During the lifetime of the project, the following associations with which the partners usually collaborate in research projects will be contacted for their participation as associated partners involved in the tasks and/or dissemination and sustainability of EducAGE project: - "Núcleo Distrital da Guarda da EAPN Portugal / Rede Europeia Anti-Pobreza" (EAPN Guarda) - It is the largest European network of national, regional and local networks of NGOs. In Portugal it has several regional nuclei that have the mission of fighting poverty at the local level. Guarda nucleus works closely with the elderly and caregivers through the development of training activities and awareness sessions for active aging. Its participation in the EducAGE project will contribute to the dissemination and recruitment of participants for the multiplier events. - "ADM Estrela" - It is a Private Institution of Social Solidarity (IPSS) and its principles are social solidarity, the promotion and development of social activities of beneficence, social and community inclusion, equal opportunities between men and women, health, education, training and improvement professionals. At the moment ADM Estrela has several structures to support older people (residences and day centers), which involve a large number of professionals and caregivers. This IPSS will help to reach the caregivers interested in the training course. - Municipality of Guarda (CMG) - as a local administration structure, it has developed several interventions to improve the quality of life of older people belonging to the local community. The implemented intervention programs involve regional institutions and associations working in the field. The CMG, though its programs and network will help to reach end-users, in particular the informal caregivers. - "Asociación de Atención Sociosanitaria en Residencias Privadas Extremeñas" (ASOREX) - It is a cluster of residences for the elderly in Extremadura that provides care services to elders and dependent people. In the EducAGE project, ASOREX will contribute with healthcare professionals to ensure permanent availability and benefit of the results of the project. On the other hand, ASOREX will contribute to the collection of participants of the multiplier events to be organized in Spain. - "Asociación Extremeña de Centros y Servicios de Atención a la Dependencia" (AESAD) - It is a private association in Extremadura that support commercial interest of companies that provide the dependency services at home for elderly and disabled people. In the EducAGE project, AESAD will contribute to the collection of participants for the multiplier events to be organized in Spain. - "Czech Gerontological and Geriatric Society" (CGGS) - It is a specific society for physicians in Geriatric Care and Gerontology, and instructs patients and the general public about prevention and healthy aging. In the EducAGE project, it will contribute to the dissemination and recruitment of participants for the multiplier events.

## Participants

Please briefly describe how you will select and involve participants (e.g. learners, staff, etc.) in the different activities of your project.

Upon approval of the application, a call will be launched to select interested persons and organisations, offering appropriate framework conditions. Regarding the activities concerning tasks and project results of the project, caregivers and older adults will be recruited through the associated partners. Also the project partners, through their networks, will recruit participants who work, on a daily basis, with gerontologist staff or institutions. Professionals and volunteers will be involved as participants in the pilot training, and their feedback will guide the further development of the training course and app. On the other hand, for the activities related to dissemination of project results, such as multiplier events, the attendants will be mainly involved from the associated partners and completed by the older adults educators or caregivers with which the partners work on a daily basis in the gerontologist field.

Participants with fewer opportunities: does your project involve participants facing situations that make their participation more difficult?

No

## 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.

Before the actual project activities take place, the next actions will be carried out: 1. Meetings In order to launch the project, a video conference will be carried out between all partners as soon as possible. This virtual meeting will put together the consortium know-how and distribute first work activities to maximise outcomes during the kick-off meeting. After that, the kick-off meeting will be organized. IPG, as coordinator, will organize the meeting agenda and send it to all partners in order to encourage early reservation of flight and hotel, reducing costs and promoting a fruitful and successful meeting. 2. Agreements IPG, as project coordinator, will prepare a draft of the Consortium Agreement. This draft will be sent to all partners, which, once reviewed and approved, will sign it. Additionally, IPG will sign the Grant Agreement with the Portuguese Agency on behalf of the whole consortium. 3. Administrative issues IPG, as coordinator, will formalize the concession of the project by providing the Portuguese Agency with all requested information and documentation. Also, payments from the pre-financing will be distributed to partners. 4. Dissemination and communication tools During this period, ICT tools will be defined and established to exchange information between the partners during the project life (internal communication). Amongst others, email list, share cloud storage services and video-conference services will be established for use during the project lifetime. On the other hand, dissemination activity will be implemented during this period (external dissemination). A project website will be developed and each partner will include project information in its own corporate website. Besides, press releases, social networks messages and other digital media will be used to get the attention of stakeholders. Special efforts will be spent on contacts with associated partners that will collaborate with the consortium.

## 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 role	Grant per organisation and per month	Number of organisations	Grant
<b>Coordinator</b>	500	1	12 000
<b>Partner</b>	250	5	30 000
<b>Total</b>		6	42 000

Please provide detailed information about the project activities that you will carry out with the support of the grant requested under the item "Project Management and Implementation"

**Project Management** The coordination of the project activities ensures the high quality of results and deliverables, without deviations from the scheduled deadlines and available resources. The main objectives of this activity are: daily coordination, administrative procedures, conflict resolution, and changes in management. To ensure a quality achievement of the project objectives, a Management Committee will be created. Coordination will be led by IPG but all partners will be involved in this committee that will be composed by one management representative of each partner. Due to the importance of the management activities, the members of the committee will meet in person at least four times during the whole project lifetime (if possible during the four transnational meetings). IPG, as coordinator, will centralize the management of administrative and contractual issues as well as financial issues related to the project. It will be the nexus point between the Agency and the partners, and the responsible for proper communication between partners. Among others, its tasks include: 1) monitoring the compliance of partners with their obligations; 2) transmitting information connected with the project from the Agency to the partners and vice versa; 3) administering the financial contribution from the Agency; 4) managing risks: proactively and reactively investigating the causes of possible problems, deviations from the work plan, or delays with respect to the project schedule, and identifying corrective actions; 5) centralizing the administrative management and contractual issues; 6) monitoring the project resources. All technical, administrative, and/or financial information (reports, timesheets, travel costs, etc.) required by the coordinator will be provided by each partner. Due to the importance of these tasks, a Management and Quality Plan will be agreed by all partners to be issued in month 2, bearing in mind the already defined procedures in the Grant Agreement. The main aspects to be detailed in this plan are: project progress control, planning and reporting; meetings and internal communication; quality management; conflict resolution; and ethical and legal considerations.

**Quality Activities** Quality activities will be led by Semmelweis University and implemented by all partners according to the procedures defined in the Management and Quality plan to assure the quality of project results. Also, internal self-evaluations will be carried out every six months to advise and assist the Project Coordinator in case of doubts about management and conflict resolution.

**Dissemination Activities** Dissemination activities are keys to provide a European and International dimension of the project. These activities are led by Charles University with a strong support of the whole consortium, who will elaborate a Dissemination Plan describing objectives, resources, strategies and communication channels for each target group. The creation of corporative imaging (logo, colours, fonts, etc.) for the project website and for the project's profiles in social networks will be some of the dissemination activities to be carried out. Also, the organization of multiplier events, presentations in scientific congresses and conferences, publication of scientific papers and press releases will be included as dissemination activities.

**Exploitation activities** The project exploitation will be coordinated by MORE Colab, with the involvement of all other partners, assuring thus the sustainability of results beyond the project lifetime. A detailed Exploitation Plan for the project results will be defined in month 18, which must be agreed and signed by all partners. With this plan, continuous monitoring of the active ageing sector will be conducted in order to integrate a common view on how cooperation established in the timeline of the project will also continue over time. IPR issues will be considered carefully and in full transparency.

## Transnational Project Meetings

Transnational project meetings: how often do you plan to meet, who will participate in those meetings where will they take place and what will be the goal?

Meetings will be an integral part of the management and communication strategy inside the Consortium. Face-to-face meetings are crucial in international projects for coordination and follow-up of the project milestone. Therefore, four transnational meetings have been planned. For that, efforts will be made to reduce travel costs (such as choosing cost-effective locations) without compromising the integrity of the communication strategy. The planning of these four in-person translational project meetings is as follows: 1. Kick-off meeting This meeting will take place in Guarda (Portugal) at Month 1. IPG will organize this meeting that will serve as the first contact among partners. The main goal of this meeting will be to address the beginning of PR1, PR2 and PR3, but also a project and partners' roles overview, the methodology of working, administrative issues, project tools or information gathering will be discussed. 2. 1st intermediate meeting This meeting will take place in Budapest (Hungary) at Month 8, with the aim to expose and analyze the development of PR1, PR2 and PR3. In this way, the basis for the design and development of the "digital white paper" will be mainly discussed, but also the first stages of the design of the app and web for the training of the caregivers. It will be organized by Semmelweis University. 3. 2nd intermediate meeting This meeting will take place in Hradec Králové (Czech Republic) at Month 18, with the aim to expose and analyze the development of PR1, PR2 and PR3. The objective will be to analyze the contents developed that will be evaluated to begin their validation process through integration in the app and the webpage for the caregivers' training. This meeting will be organized by Charles University, with the collaboration of the University of Hradec Králové, and it will take place in Hradec Králové because the Faculty of Medicine of Charles University (to which Charles University staff working on the project belong) is in Hradec Králové. 4. Closing meeting This last meeting will be held in Cáceres (Spain) at Month 24 to finish the project. Coinciding with the end of PR1 and PR2, the final results of the project will be presented at CCMIJU facilities, along with a discussion of the last actions related to the project, such as justifications or sustainability, and future collaborations. Besides, the face-to-face meetings, regular meetings will also be held by teleconference or other telecommunication means to follow up the project tasks and activities. For the in-person meetings, the following criteria will be followed: - Normally, two persons from each partner will attend the meetings. However, they may be more in the case of the host partner of the meeting; - Members of the Management Committee will attend the meetings. In case of their absence, they must delegate the attendance to another person; - Due to the activities' progress, the time or place of meetings could change. These changes, agreed by the Management Committee, must be notified and accepted by the Portuguese Agency; - The coordinator shall give notice in writing of each meeting to each partner as soon as possible and at least with one month's advance warning. - The coordinator shall send each member an agenda at least one month preceding the meeting. Any agenda item requiring a decision by the partners must be identified as such on the agenda. Any partner may add an item to the original agenda by written notification to all the other partners 14 calendar days before the meeting. - During a meeting, provided that all partners are present or represented, they can unanimously agree to add a new item to the original agenda.

Please specify the funds requested to organise the planned transnational project meetings.

Meeting ID	Leading Organisation	Meeting Title	Country of Venue	Starting Period	N° of Participants	Grant
1	INSTITUTO POLITECNICO DA GUARDA (E10172100 - Portugal)	Kick-off meeting	Portugal	2021-11	12	6 860
2	SEMMEWEIS EGYETEM (E10208800 - Hungary)	1st intermediate meeting	Hungary	2022-06	12	6 860
3	UNIVERZITA KARLOVA (E10209245 - Czech Republic)	2nd intermediate meeting	Czech Republic	2023-04	12	5 340

4	FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON (E10124564 - Spain)	Closing meeting	Spain	2023-10	12	6 860
Total					48	25 920

### Transnational Project Meetings Budget (1)

To estimate the distances between places, please use the European Commission's distance calculator:

[https://ec.europa.eu/programmes/erasmus-plus/resources/distance-calculator\\_en](https://ec.europa.eu/programmes/erasmus-plus/resources/distance-calculator_en)

Sending Organisation	Country of the Sending Organisation	N° of Participants	Distance Band	Grant per participant	Grant
FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON (E10124564 - Spain)	Spain	2	100 - 1999 km	575	1 150
INSTITUTO POLITECNICO DA GUARDA (E10172100 - Portugal)	Portugal	2	0 - 99 km	0	0
SEMMELWEIS EGYETEM (E10208800 - Hungary)	Hungary	2	>= 2000 km	760	1 520
UNIVERZITA KARLOVA (E10209245 - Czech Republic)	Czech Republic	2	>= 2000 km	760	1 520
MORE - Laboratório Colaborativo Montanhas de Investigação - Associação (E10251218 - Portugal)	Portugal	2	100 - 1999 km	575	1 150
UNIVERZITA HRADEC KRALOVE (E10208843 - Czech Republic)	Czech Republic	2	>= 2000 km	760	1 520

### Transnational Project Meetings Budget (2)

To estimate the distances between places, please use the European Commission's distance calculator:

[https://ec.europa.eu/programmes/erasmus-plus/resources/distance-calculator\\_en](https://ec.europa.eu/programmes/erasmus-plus/resources/distance-calculator_en)

Sending Organisation	Country of the Sending Organisation	N° of Participants	Distance Band	Grant per participant	Grant
FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON (E10124564 - Spain)	Spain	2	>= 2000 km	760	1 520
INSTITUTO POLITECNICO DA GUARDA (E10172100 - Portugal)	Portugal	2	>= 2000 km	760	1 520
SEMMELWEIS EGYETEM (E10208800 - Hungary)	Hungary	2	0 - 99 km	0	0
UNIVERZITA KARLOVA (E10209245 - Czech Republic)	Czech Republic	2	100 - 1999 km	575	1 150

MORE - Laboratório Colaborativo Montanhas de Investigação - Associação (E10251218 - Portugal)	Portugal	2	>= 2000 km	760	1 520
UNIVERZITA HRADEC KRALOVE (E10208843 - Czech Republic)	Czech Republic	2	100 - 1999 km	575	1 150

### Transnational Project Meetings Budget (3)

To estimate the distances between places, please use the European Commission's distance calculator:

[https://ec.europa.eu/programmes/erasmus-plus/resources/distance-calculator\\_en](https://ec.europa.eu/programmes/erasmus-plus/resources/distance-calculator_en)

Sending Organisation	Country of the Sending Organisation	N° of Participants	Distance Band	Grant per participant	Grant
FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON (E10124564 - Spain)	Spain	2	>= 2000 km	760	1 520
INSTITUTO POLITECNICO DA GUARDA (E10172100 - Portugal)	Portugal	2	>= 2000 km	760	1 520
SEMMELWEIS EGYETEM (E10208800 - Hungary)	Hungary	2	100 - 1999 km	575	1 150
UNIVERZITA KARLOVA (E10209245 - Czech Republic)	Czech Republic	2	0 - 99 km	0	0
MORE - Laboratório Colaborativo Montanhas de Investigação - Associação (E10251218 - Portugal)	Portugal	2	100 - 1999 km	575	1 150
UNIVERZITA HRADEC KRALOVE (E10208843 - Czech Republic)	Czech Republic	2	0 - 99 km	0	0

### Transnational Project Meetings Budget (4)

To estimate the distances between places, please use the European Commission's distance calculator:

[https://ec.europa.eu/programmes/erasmus-plus/resources/distance-calculator\\_en](https://ec.europa.eu/programmes/erasmus-plus/resources/distance-calculator_en)

Sending Organisation	Country of the Sending Organisation	N° of Participants	Distance Band	Grant per participant	Grant
FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON (E10124564 - Spain)	Spain	2	0 - 99 km	0	0
INSTITUTO POLITECNICO DA GUARDA (E10172100 - Portugal)	Portugal	2	100 - 1999 km	575	1 150
SEMMELWEIS EGYETEM (E10208800 - Hungary)	Hungary	2	>= 2000 km	760	1 520
UNIVERZITA KARLOVA (E10209245 - Czech Republic)	Czech Republic	2	>= 2000 km	760	1 520

MORE - Laboratório Colaborativo Montanhas de Investigação - Associação (E10251218 - Portugal)	Portugal	2	100 - 1999 km	575	1 150
UNIVERZITA HRADEC KRÁLOVÉ (E10208843 - Czech Republic)	Czech Republic	2	>= 2000 km	760	1 520

## Project Management

How will you ensure proper budget control and time management in your project?

The Management and Quality Plan, as well as the Consortium Agreement, will include regulations for the assurance of budget control and time management of the project, including reporting procedures and persons in charge of properly carrying them out. Templates for timesheets, as well as other necessary instruments and tools, will be provided for the adequate exchange of information between partners, in order to control budget and time. The Project Results and project activities must be developed within the scheduled time and resources, and the Coordinator is responsible for its compliance and subsequent justification to the Portuguese Agency, following the time and format established in the Agreement. Each Project Result leader must assure the scheduled time and form of the results to be accomplished. More specifically, each partner must establish a proper internal system for the identification of the sources of project funding and the project expenditure incurred during the eligibility period, as said in the Agreement, based upon the principles of analytical accounting. The coordinator will manage the incomes and expenditures through a reference system identifying the project that will systematically record all transactions within the eligibility period relating to actual expenditure/income under the project. Depending on the Project Results and other funded activities, the coordinator will distribute the funds to the partners with payments that will be done in 30 calendar days after the payment by the Portuguese Agency. For that, it is necessary that previous expenses are correctly justified by partners. Such justification will be based on incomes and expenditure reports performed by each partner every six months, which will be then compared with the scheduled budget in order to correct deviations and make changes accordingly. In this way, each partner will guarantee its appropriate financing according to its obligations detailed in the Consortium Agreement. On the other hand, the coordinator will evaluate the used resources and the achievement of objectives to compare them to those initially planned through technical and financial reports. Besides this internal control, an external audit will be carried out by a qualified auditor at the end of the project, according to the national legislation. The auditor will verify, at least, that: - Those costs declared in the Final Report by all partners are duly justified by the relevant supporting documents. - Justified costs are incurred in the eligibility period stated in the Grant Agreement. - All partners have complied with the rules for accounting and record keeping in accordance with the Grant Agreement. Costs of this external audit will be distributed among all partners proportionally to their budget and will be covered with the 'Management and Implementation' budget. The coordinator will perform the retention of the corresponding cost to each partner in the final payment (after approval of the final report by the Portuguese Agency). So, the Coordinator will be responsible for contacting the auditor and manage the audit process on behalf of the rest of the partners.

Please describe the tasks and responsibilities of each partner organisation in the project.

The participation of each partner in the project is summarized in the next tasks and responsibilities, according to the above described experience, knowledge and capabilities: - IPG will coordinate the project. Thanks to its experience in program interventions to develop or maintain the intrinsic capacity of older adults, it will have as its main responsibility the design and development of the contents for the m-Learning app, training course and "digital white paper" related to physical capacity stimulation, prevention of falls and health literacy. Its technical department will lead the creation of didactic videos and interactive resources due to its experience in developing multimedia material. - CCMIJU will be the technical coordinator of the project. Due to its technical experience in developing ICT for active ageing, they will be responsible for the design and implementation of the m-Learning app that will provide gamification of the informal training of caregivers. They will also collaborate in programming the e-Learning platform web page for the caregiver formal training and in the creation of didactic videos. - CUNI, thanks to its experience in the education of the seniors with intervention programmes through cognitive training, it will have as its main responsibility the design and development of the contents for m-Learning app, the training course and "digital white paper" related to cognitive stimulation. Moreover, they will lead the development of the white paper for the empowering of educators training because of their experience in bringing together experts in the field of gerontology, social work, nursing and education. Additionally, they will be the dissemination leader. - University of Hradec Králové has experience in projects where e-learning platforms have been developed, therefore they have wide knowledge about methodologies for their assessments and will coordinate the validation trials to evaluate the acceptance of developed contents, m-Learning app and blended learning course (e-Learning + flipped classroom) by end-users. Moreover, due to its background in the development of content for e-learning platforms, they will participate in the design of the app, the website and the didactic content they will contain. - Semmelweis University will be the content coordinator of the project. They have worked in different fields and with several

actors on active ageing. On the other hand, they have developed training courses for trainers. Therefore, they have great experience in leading the design of the didactic contents on the basis of the pedagogical principles and methodologies they have known and applied in previous works. Moreover, they will be in charge of the quality assurance of the project. - MORE Colab will participate and promote direct communication with society. They will establish the social impact and strategies to ensure sustainable availability and benefit of the Project Results beyond the project lifetime. They will evaluate, together with the rest of the partners, opportunities to apply this innovative approach to other countries' scenarios. They will be the exploitation leader. Moreover, they will lead the programming of the e-learning webpage included in the training course for the formal training of educators. All partners will be involved in the development of all Project Results, and in the management and dissemination activities.

How will the progress, quality and achievement of project activities be monitored? What qualitative and quantitative indicators will you use to measure the quality of the project's results?

**PROGRESS MONITORING:** The Project Coordinator will monitor the overall project progress with the help of the Project Results leaders. Project Results participants will periodically report their progress to their respective Project Results leader. Then, every six months the Project Result leaders will prepare a Project Result report including information on technical progress, results obtained and compliance with the work program, resources spent and possible risks and corrective actions. This report will be sent to the Project Coordinator and presented in the transnational meetings.

**ACHIEVEMENT MONITORING:** In order to assure an adequate deployment of project activities and the achievement of objectives, the following indicators will be controlled: - Achievement of the objectives; - Production of Project Results and reports. **QUALITY MONITORING:** Quality management activities will be carried out by the Management Committee. The objective of the quality management activities is to assure the quality and adequacy to objectives through internal evaluations as a continuous process along with the entire project. Besides, quality and adequacy will be assessed by external experts not involved in the development. The basic idea of this concept is to carry out the evaluation at two different levels: - Level 1: Evaluation of networking in the partnership. This level is aimed at proving the usefulness of the network and accompanying activities and products (a sort of 'process evaluation'); - Level 2: Evaluation of the main implementation outputs to measure the grade of achievement of the aims and objectives formulated in the project.

**QUANTITATIVE INDICATORS:** Below are listed the quantitative indicators to be used: - Number of printed promotional material (flyers, posters, leaflets, etc.): at least 10 - Number of multimedia promotional material (pictures, videos, animations, etc.): at least 10 - Number of videos developed for the training course: at least 8 - Number of questionnaires completed by the target groups: at least 20 - Number languages into which content is translated: 5 (English, Spanish, Czech, Hungarian and Portuguese) - Number of participants in the training course: at least 20 - Number of apps developed: 1 - Number of e-learning webs developed: 1 - Number of digital books developed: 1 **QUALITATIVE INDICATORS:** - Acceptance of app/web/digital book by end-users - Feedback from end-users after training activities (PR1 and PR2) - Properly integration of contents into the app/e-Learning platform

Please give information about the involved staff, as well as the timing and frequency of the monitoring activities.

In order to assure an adequate deployment of project activities and the achievement of objectives, monitoring and control of the project will be led by the project coordinator (IPG). Some details on this monitoring have been provided in the previous section. Besides, it will coordinate partners' activities and will produce progress reports every 6 months. These reports will include the following information related to the period reported: - Overall situation of the project - General work progress - Financial progress - Recommendations for the next period - Deliverables monitoring - Analysis of each project activity - Dissemination forecasts - Evaluation reports To complete monitoring actions, different intermediate milestones (MS) have been defined to assure the Project Results are finished on time: - MS1. Mock-up of m-Learning app - Month 9 - MS2. Digital White Paper - Month 12 - MS3. Flipped classroom methodology - Month 15 - MS4. e-learning platform - Month 18 - MS5. m-Learning app final release - Month 19 - MS6. Pilot study report - Month 24 Quality evaluation of the results will be externally done following a peer-review process where experts not involved in the Project Results development will be consulted. For this process, a quality verification sheet will be created. Reviewers will evaluate at least the following aspects: - Completeness - Clarity - Comprehensiveness - Correct use of the project report template (if applicable) - Suggestions for modification/improvement - Other observations An internal self-assessment will be performed biannually, together with the previously mentioned reports. A 5-point Likert scale will be completed by each partner to assess the following aspects regarding the project activities: - Quality of the transnational partnership - Effective and ongoing communication amongst partners - Agreement amongst partners - Trust amongst partners - Strong commitment to the project by each partner - Proactive and positive attitudes - Project management, leadership and quality assurance - Effective management and leadership qualities demonstrated by the project coordinator - Quality of

project management arrangements - Successful development of tasks and achievement of milestones - Integration of project activities into the department's/ institution's development plan - Effectiveness of the process of monitoring and evaluation - Quality of the dissemination process - Project and its contents/activities - Structure of the project - Quality of the project - Quality of project materials/products - Integration of the project activities into and across the curriculum or work area - Quality of the promotion of the European Dimension - Innovation and variety of approaches - Support for project partners and participants - Support within each partner organisation - Peer support - Support from external agencies - Resources - Provision of project resources - Effective use of resources

What are your plans for handling risks which could happen during the project (e.g. delays, budget, conflicts, etc.)?

The management and coordination bodies and the partners participating in the risk analysis task will identify and monitor the internal and external risks, as well as other issues that might affect the progress of the project toward the achievement of the objectives. This will allow the EducAGE consortium to carry out mitigation actions as early as possible. Each partner has the responsibility to immediately report to the affected Project Results leader and management and coordination bodies of any risky situation, such as: changes in the schedule of reports, variations in the budget, execution problems, delays, etc. Then, the coordination bodies will establish the necessary actions to be undertaken and define the mitigation plans to reduce the impact of the occurring risks. During the preparation of the proposal, the following different risks (R) affecting different aspects have been identified, as well as their corresponding contingency plans (CP): - R1. Problems to obtain needed number of participants that evaluate the software developed for the caregivers training and the didactic content. o CP1A. Partners have contact with a high quantity of caregivers, enough to ensure the success of the project during these tasks. o CP1B. Dissemination activities will be reinforced from the beginning of the project to early raise awareness among end-users. o CP1C. Partners will contact more participants than initially planned to avoid that dropout of participants will result in not achieving the goals of the Project Results. o CP1D. Contact stakeholders other than associated partners who have access to a greater number of potential end-users. - R2. Technological or contents developments require more effort than foreseen o CP2. Advances in the development of the project will be monitored continuously. This way, deviations in the work plan will be early detected so that new resources can be added to those tasks that are under schedule, allowing the correction on time of the situation and the delivery on time of the different assets. - R3. Administrative issues delay the beginning of the project, resulting in less time to complete the first Project Result. o CP3. Efforts and resources will be redistributed and condensed to not compromise the quality of the Project Results. - R4. Partners do not agree on a date for the kick-off meeting in the first month to launch the project on time. o CP4. A virtual kick-off meeting will be held as soon as possible to start working, and the in-person kick-off meeting will be held in Month 2. - R5. A partner leaves the project o CP5. The rest of the consortium will try to assume the partner's responsibilities, and, if not possible, the consortium will look for another partner with the same profile. - R6. Results of evaluation for each Project Result are not good enough o CP6. The leading partner will be informed of the results of the quality evaluation and be requested to perform the necessary corrective actions until the quality of the Project Result is adequate - R7. The app/web/digital book and content created are not accepted by end-users o CP7A. The preliminary informal enquiry has already been carried out before the beginning of the project to identify strengths and weaknesses, in order to foster the former and improve the latter. o CP7B. User-centered design of these contents makes easy the detection of end-users feelings and some corrective (alternative topics or videos) can be applied to solve it. - R8. A partner does not properly comply with the set deadlines o CP8. The activity of all partners will be constantly monitored, so as to identify possible delays in carrying out their assigned tasks. In case a partner will become unable to fulfill one of their assigned tasks, the other partners will try to accomplish the task themselves (if possible), or will try to involve temporary external collaborators to achieve the connected goals.

## Implementation

Please explain how will the project activities lead to the achievement of the project objectives and delivery of the planned results?

The methodology to be applied for the achievement of the objectives of the project implies the development of three Project Results during the whole duration of 24 months. The Project Results are as follows: PR1. m-Learning app for informal training of caregivers PR2. Training course based on blended learning methodology (e-learning platform + flipped classroom and round table methodologies) PR3. "Digital white paper" for empowering of caregivers training Each Project Result will be led by one partner, although the other partners will collaborate in its development. More detailed information about each Project Result is described in the corresponding section, with methodologies and tasks to be

performed. Agile methodologies will be used to design, develop and evaluate the app (PR1) and the training course (PR2). On the other hand, the user-centered design will be conducted to select proper topics in accordance with ICOPE guidelines that will be better aligned with the local needs. Then multimedia material will be developed to support the course contents and to better promote healthy ageing. The trainers will be professionals working in the caregiving field or in the education of such professionals. Each partner, in collaboration with the associated partners, will select a group of potential trainers, which will receive preparation on how to implement the training course. This aims to provide organizations, institutions and municipalities with a valuable tool to improve the competences of their workforce and population. For the dissemination of these Project Results, six multiplier events will be organized, strategically carried out at the end of the Project Results. They will be held in the countries of the partners more directly involved in the Project Results to be disseminated and will be performed at national (in-person workshops) and European (virtual workshops) levels. More detailed information about each multiplier event is provided in the corresponding section. Transnational meetings among partners will be held as part of the management and communication strategy to present and analyse the results of the Project Results. A kick-off meeting will be held at the beginning of the project in the facilities of the project coordinator, and other three transnational meetings will be carried out in the countries of all partners. More detailed information about these transnational meetings is provided in the corresponding section.

How will you communicate and cooperate with your partners?

Communication in an efficient, organized manner is essential for the success of the EducAGE project. It not only implies communication with stakeholders, but also within the EducAGE consortium itself. In the following, we provide an overview of the different envisaged communication activities that will be included in the dissemination plan. These activities, with the periodicity defined as quarterly (Q), biannual (B) or annual (A), are described below: - To provide the Portuguese Agency updated information about the state of the project and its dissemination results. This will be carried out through e-newsletter (Q) and project reports (A). - To provide partners, including technology transfer and media departments, information for dissemination. This will be carried out through e-newsletter (Q) and the EducAGE website. - To exchange follow-up information and joint work among project partners (the working team). This will be carried out through standard ICT tools (videoconference, email, telephone, shared folders, amongst others), and all partners will be involved. - Update social media with all advances in the project as soon as they are produced. This channel will facilitate the contact of end-users and other stakeholders with the EducAGE partners.

Have you used or do you plan to use eTwinning, School Education Gateway, EPALE or the Erasmus+ Project Results Platform for preparation, implementation or follow-up of your project? If yes, please describe how.

The Erasmus+ Project Results Platform (<http://ec.europa.eu/programmes/erasmus-plus/projects/>) has been used to evaluate the available list of granted projects in order to check the state of the art of Active Ageing, Health Literacy, educators' competences and ICT solutions for Active Ageing. In the future, this platform will be used to make information and results of the project available for the public and to provide information about the consortium partners, which will eventually increase the possibility of future new collaborations and contacts. The project results, as well as the finished e-Learning Tool, will be presented to the EPALE community in order to facilitate cascading effects in other countries. The integration of EPALE will ascertain that there will be constant exchange with a broad, but relevant public of stakeholders who are actively involved within the field of adult education.

## Production of Project Results

Do you plan to produce project results in your project?

Yes

## Project Results Summary

Result ID	Leading Organisation	Result Title	Starting Period	Ending Period	Grant
1	FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON (E10124564 - Spain)	m-Learning app for informal training of caregivers	01-11-2021	31-10-2023	128455
2	INSTITUTO POLITECNICO DA GUARDA (E10172100 - Portugal)	Training course based on blended learning methodology (e-learning platform + flipped classroom and round table methodologies)	01-11-2021	31-10-2023	75543
3	UNIVERZITA KARLOVA (E10209245 - Czech Republic)	"Digital white paper" for empowering caregivers training	01-11-2021	31-10-2022	25212

## Project Results Details (1)

Result ID	1
Result Title	m-Learning app for informal training of caregivers
Result Leading Organisation	FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON (E10124564 - Spain)
Result Description (including: needs analysis, target groups, elements of innovation, expected impact and transferability potential)	<p>This Project Result (PR) consists of an integral app for m-Learning, with a highly compatible and user-friendly environment, that will be used for informal training of caregivers. It will allow an easy host for multimedia interactive contents based on the ICOPE guidelines and training material consisting of short videos (with a duration of 1 minute as a maximum), interactive games, examples, tips, forms (links with intrinsic capacity tests for older adults), etc. The m-Learning app aims to facilitate the construction of knowledge and develop caregivers' problem-solving skills in a flexible platform that promotes self-learning. The educational process in m-Learning will take place through the mobile app, through games and educational hubs that allow caregivers to access assigned materials from anywhere and at any time. The m-Learning content will encourage non-formal learning for skills such as emotional intelligence or problem-solving. Besides, to increase accessibility, acceptance and to facilitate the training communication, the app will be translated from English into the national languages of the consortium. Elements of innovation. This PR combines current user-centred technologies to provide an innovative tool that allows self-training and removes the existing barriers between the ICT and the caregivers that are mainly women above sixty-five. This developed app will facilitate a progressive learning on ICT skills and will promote digital competences in caregivers. The m-Learning can be a powerful tool to reach caregivers at any time and help them learn with less rigour than an e-Learning programme. According to WHO, mobile devices represent a promising tool to strengthen the health workforce, including caregivers at social frameworks. Nonetheless, WHO also recommends digital provision of training and educational content under the condition that it complements rather than replaces methods of delivering continued health education. This is the reason why in the EducAGE project, the m-Learning app was thought to be a complement, rather than being the main method to improve caregivers' competencies. Expected impact. The m-Learning app will have positive aspects that can enrich the experience of caregivers seeking flexibility in their non-formal continuing education. With the diversity of content and flexibility offered by the m-Learning app, the motivation of learners will be generated to increase their informal learning. Transferability potential. The m-Learning app can serve as a basis for including material and content to train another aspect related to active and healthy ageing. For this, new content and tools can be created and incorporated into the app. This will be a way to keep caregivers engaged and motivated to continue to learn activities</p>

and contents with a positive impact on the quality of their interventions and consequently on the quality of life of older people.

#### Result Type

Learning / teaching / training material – Educational game

Please describe the division of work, the tasks leading to the production of the result and the applied methodology

The methodology to be applied for the achievement of the objectives implies the following tasks: PR1\_T1. Design and development of the multimedia didactic content The aim of this task is to design and to develop the content to be used in the m-Learning app, identifying the didactic objectives of the contents, audiovisual material, channels of dissemination, impact and target people. Contents will be designed to favor microlearning, simplifying programmes and make sections shorter, so that caregivers can cover these sections when, how and where they want. In this way, videos, interactive games, examples, tips, forms (with links to tests), etc, will be designed and developed with the aim to be completed in a short time. Moreover the contents will follow the ICOPE guidelines. PR1\_T2. Design and development of the m-Learning app This task will allow defining the functionalities, image of the app system and the best user interface to facilitate the use by caregivers and avoid barriers. Starting from a mock-up, the architecture will be designed and the interface/GUI and the functions will be programmed. Moreover, as an innovative element, some gamification strategies will be used to offer interactive games and increase the acceptance of the app. Apart from all partners, caregivers through the associate partner will participate in this task. Following implementation, a technical test with the app will be performed to evaluate the functionalities and debug possible errors after integration of contents developed in PR1\_T1. PR1\_T3. Pilot study An international pilot study will be conducted to validate the training value of the material and the m-Learning app as a tool to increase the competences of older educators. In the first place, the validation methodology will be defined, identifying the profile of the participants, duration of test, assessment metrics and questionnaire to obtain the feedback of the end-users. Secondly, UHK with the support of the rest of the partners will recruit participants for the study. Finally, after completing all study, result analysis will be performed and delivered in the final report.

Result Production Start Date (dd-mm-yyyy)

01-11-2021

Result Production End Date (dd-mm-yyyy)

31-10-2023

Result Languages

English , Spanish , Portuguese , Hungarian , Czech

Result Media

Software

Result Participating Organisations

INSTITUTO POLITECNICO DA GUARDA (E10172100 - Portugal) , UNIVERZITA KARLOVA (E10209245 - Czech Republic) , SEMMELWEIS EGYETEM (E10208800 - Hungary) ,

UNIVERZITA HRADEC KRALOVE (E10208843 - Czech  
Republic) , MORE - Laboratório Colaborativo Montanhas de  
Investigação - Associação (E10251218 - Portugal)

### Project Results Budget (1)

Result ID	Organisation	Managers	Teachers / Trainers / Researchers	Technicians	Administrative staff / Volunteers	Grant
1	FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON (E10124564 - Spain)	0	27400	6426	0	33826
2	INSTITUTO POLITECNICO DA GUARDA (E10172100 - Portugal)	0	32880	0	0	32880
3	SEMMELWEIS EGYETEM (E10208800 - Hungary)	0	11470	0	0	11470
4	UNIVERZITA KARLOVA (E10209245 - Czech Republic)	0	15207	0	0	15207
5	MORE - Laboratório Colaborativo Montanhas de Investigação - Associação (E10251218 - Portugal)	0	19454	0	0	19454
6	UNIVERZITA HRADEC KRALOVE (E10208843 - Czech Republic)	0	15618	0	0	15618
<b>Total</b>		<b>0</b>	<b>122029</b>	<b>6426</b>	<b>0</b>	<b>128455</b>

### Project Results Budget Details (1)

Result ID	Organisation	Country of the Organisation	Category Of Staff	N° of Working Days	Grant per Day	Grant
1	FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON (E10124564 - Spain)	Spain	Teachers/Trainers/Researchers	200	137	27400
2	FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON (E10124564 - Spain)	Spain	Technicians	63	102	6426
<b>Total</b>				<b>263</b>		

### Project Results Budget Details (1)

Result ID	Organisation	Country of the Organisation	Category Of Staff	N° of Working Days	Grant per Day	Grant
1	INSTITUTO POLITECNICO DA GUARDA (E10172100 - Portugal)	Portugal	Teachers/Trainers/Researchers	240	137	32880
<b>Total</b>				<b>240</b>		

### Project Results Budget Details (1)

Result ID	Organisation	Country of the Organisation	Category Of Staff	N° of Working Days	Grant per Day	Grant
1	SEMMELWEIS EGYETEM (E10208800 - Hungary)	Hungary	Teachers/Trainers/Researchers	155	74	11470
<b>Total</b>				<b>155</b>		

**Project Results Budget Details (1)**

Result ID	Organisation	Country of the Organisation	Category Of Staff	N° of Working Days	Grant per Day	Grant
1	UNIVERZITA KARLOVA (E10209245 - Czech Republic)	Czech Republic	Teachers/Trainers/Researchers	111	137	15207
<b>Total</b>				<b>111</b>		

### Project Results Budget Details (1)

Result ID	Organisation	Country of the Organisation	Category Of Staff	N° of Working Days	Grant per Day	Grant
1	MORE - Laboratório Colaborativo Montanhas de Investigação - Associação (E10251218 - Portugal)	Portugal	Teachers/Trainers/Researchers	142	137	19454
<b>Total</b>				<b>142</b>		

**Project Results Budget Details (1)**

Result ID	Organisation	Country of the Organisation	Category Of Staff	N° of Working Days	Grant per Day	Grant
1	UNIVERZITA HRADEC KRALOVE (E10208843 - Czech Republic)	Czech Republic	Teachers/Trainers/Researchers	114	137	15618
<b>Total</b>				<b>114</b>		

## Project Results Details (2)

Result ID

2

Result Title

Training course based on blended learning methodology (e-learning platform + flipped classroom and round table methodologies)

Result Leading Organisation

INSTITUTO POLITECNICO DA GUARDA (E10172100 - Portugal)

Result Description (including: needs analysis, target groups, elements of innovation, expected impact and transferability potential)

This Project Result consists of an integrated training program course developed to enhance the competences of caregivers. The course will be based on a blended learning methodology, which will combine online educational materials with opportunities for interactions based in classroom methods. The course curriculum will follow the ICOPE guidelines recently launched by the WHO: module I (declines in intrinsic capacity, including mobility loss, malnutrition, cognitive impairment, and depressive symptoms); module II (Geriatric syndromes associated with care dependency, including risk of falls) and module III (interventions to support caregiving and prevent caregiver strain). The modules will be divided into several structured lessons to address the relevant topics (a total of 25 sessions, of 1 hour each). At the end of each module the participants will be called upon to participate in an interaction session with a trainer. These sessions will be based on the flipped classroom and round table discussion methodologies, so that participants can discuss the learned contents, as well as to expose and debate their practical cases with their peers and trainers (three sessions of 2.5h each). The course duration will be 32.5h and it is estimated that participants will need to invest 25 additional hours to study and get prepared for a certificate exam. In addition, exercises and practical cases, organized by topic sessions, will be available at e-Learning platform so that participants can test and apply the acquired knowledge. We estimate that the total amount of work related to the course will be 80 hours, corresponding to three European Credit Transfer System. The course will consist of structured lessons with a more complete and extensive content than that provided by the m-Learning app of PR1. Therefore, it will be focused to be studied on a computer. The course will be translated into five languages and will be implemented in the project partner's countries. Each partner will be responsible for selecting the trainers that will be responsible for implementing and monitoring the course. The recruited trainers will be professionals working in the older people care field or professors with experience in teaching courses related to this field. Moreover, those who will conduct the training course will be provided with resources on the selected pedagogical methodologies and advisory service by the project partners. Elements of innovation. The course training program is based on a blended methodology, which will allow the participants to study at their own pace at any time of the day (through an e-Learning platform), while still having the opportunities for

interactions based on innovative classroom methods, such as flipped classroom and round table discussion. These methodologies will promote greater interaction and active learning through questions, discussions and applied activities that encourage exploration, articulation and application of ideas. Moreover, flipped classrooms have a holistic approach that combines direct instruction with constructivist methods, increasing educator's engagement and involvement with the course content and improving their conceptual understanding. Expected impact. This training course will contribute to increase the quality of the caregivers' interventions, helping them to promote healthy aging and to prevent critical declines in the intrinsic capacity of the older people. A collaborative learning environment will be created, so the course also represents an opportunity for caregivers to share knowledge with each other and the elder care community. The participants will be provided with the possibility of re-accessing the best content generated. Transferability potential. The e-learning platform of the training course can serve as a basis for including material and content to training another aspect related to active ageing. For this, new contents and tools can be created and incorporated in the website.

#### Result Type

Open / online / digital education – E-learning course / module

Please describe the division of work, the tasks leading to the production of the result and the applied methodology

PR2\_T1. Design and development of the formal learning contents and methodologies The aim of this task is to design and to develop the content to be used in the training course. The contents will be developed in accordance with ICOPE guidelines, divided by modules and topic sections. Then, each topic session will establish the multimedia didactic objectives, the structure of the session and the practical exercises and quizzes to assess whether or not the participants understood what they have learned. Regarding the interactive flipped classroom, several strategies and tools will be analysed and adapted to compile a set of useful teaching resources. In this sense, the blended course will provide future trainers with a proper set of resources and detailed instructions to carry on these interactive classrooms. PR2\_T2. Development of the e-Learning platform and integration of contents This task is devoted to the development of an e-Learning platform for the training course, its functionalities and structure. Starting from the best way to organize contents developed in PR2\_T1, the architecture of the course will be designed and all lessons, exercises and tests will be programmed. Apart from all partners, caregivers belonging to the associated partners will participate in this task in order to understand the local needs and merge European and national recommendations in a practical way. Following implementation, a technical test will be performed to evaluate the functionalities and debug possible errors after this integration stage. PR2\_T3. Pilot study An international pilot study will be conducted to validate the training value of the educational contents and of the pedagogical methodologies applied in the training course as a tool to increase the competences and the

quality of the caregivers interventions. In the first place, the validation methodology will be defined, identifying the profile of the participants (both trainers and trainees), duration of test, assessment metrics and questionnaire to obtain the feedback of the end-users. Secondly, UHK with the support of the rest of the partners will recruit participants for the study. Finally, after completing all study, result analysis will be performed and delivered in the final report. If needed the course will be adjusted in accordance with the study pilot results. After this validation, the blended learning course will be ready to use. In order to facilitate those interested institutions in the use of our result, the consortium will support future trainers of these institutions, who should be experienced professionals with teaching skills, with a kindly advisory service.

Result Production Start Date (dd-mm-yyyy) 01-11-2021

Result Production End Date (dd-mm-yyyy) 31-10-2023

Result Languages English , Spanish , Portuguese , Hungarian , Czech

Result Media Website

Result Participating Organisations FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON (E10124564 - Spain) , UNIVERZITA KARLOVA (E10209245 - Czech Republic) , SEMMELWEIS EGYETEM (E10208800 - Hungary) , UNIVERZITA HRADEC KRALOVE (E10208843 - Czech Republic) , MORE - Laboratório Colaborativo Montanhas de Investigação - Associação (E10251218 - Portugal)

## Project Results Budget (2)

Result ID	Organisation	Managers	Teachers / Trainers / Researchers	Technicians	Administrative staff / Volunteers	Grant
1	FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON (E10124564 - Spain)	0	16029	5100	0	21129
2	INSTITUTO POLITECNICO DA GUARDA (E10172100 - Portugal)	0	19043	6120	0	25163
3	SEMMELWEIS EGYETEM (E10208800 - Hungary)	0	5550	0	0	5550
4	UNIVERZITA KARLOVA (E10209245 - Czech Republic)	0	7535	0	0	7535
5	MORE - Laboratório Colaborativo Montanhas de Investigação - Associação (E10251218 - Portugal)	0	7809	0	0	7809
6	UNIVERZITA HRADEC KRALOVE (E10208843 - Czech Republic)	0	8357	0	0	8357
<b>Total</b>		<b>0</b>	<b>64323</b>	<b>11220</b>	<b>0</b>	<b>75543</b>

### Project Results Budget Details (2)

Result ID	Organisation	Country of the Organisation	Category Of Staff	N° of Working Days	Grant per Day	Grant
1	FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON (E10124564 - Spain)	Spain	Teachers/Trainers/Researchers	117	137	16029
2	FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON (E10124564 - Spain)	Spain	Technicians	50	102	5100
<b>Total</b>				<b>167</b>		

### Project Results Budget Details (2)

Result ID	Organisation	Country of the Organisation	Category Of Staff	N° of Working Days	Grant per Day	Grant
1	INSTITUTO POLITECNICO DA GUARDA (E10172100 - Portugal)	Portugal	Teachers/Trainers/Researchers	139	137	19043
2	INSTITUTO POLITECNICO DA GUARDA (E10172100 - Portugal)	Portugal	Technicians	60	102	6120
<b>Total</b>				<b>199</b>		

### Project Results Budget Details (2)

Result ID	Organisation	Country of the Organisation	Category Of Staff	N° of Working Days	Grant per Day	Grant
1	SEMMELWEIS EGYETEM (E10208800 - Hungary)	Hungary	Teachers/Trainers/Researchers	75	74	5550
<b>Total</b>				<b>75</b>		

### Project Results Budget Details (2)

Result ID	Organisation	Country of the Organisation	Category Of Staff	N° of Working Days	Grant per Day	Grant
1	UNIVERZITA KARLOVA (E10209245 - Czech Republic)	Czech Republic	Teachers/Trainers/Researchers	55	137	7535
<b>Total</b>				<b>55</b>		

### Project Results Budget Details (2)

Result ID	Organisation	Country of the Organisation	Category Of Staff	N° of Working Days	Grant per Day	Grant
1	MORE - Laboratório Colaborativo Montanhas de Investigação - Associação (E10251218 - Portugal)	Portugal	Teachers/Trainers/Researchers	57	137	7809
<b>Total</b>				<b>57</b>		

## Project Results Budget Details (2)

Result ID	Organisation	Country of the Organisation	Category Of Staff	N° of Working Days	Grant per Day	Grant
1	UNIVERZITA HRADEC KRALOVE (E10208843 - Czech Republic)	Czech Republic	Teachers/Trainers/Researchers	61	137	8357
<b>Total</b>				<b>61</b>		

### Project Results Details (3)

Result ID	3
Result Title	"Digital white paper" for empowering caregivers training
Result Leading Organisation	UNIVERZITA KARLOVA (E10209245 - Czech Republic)
Result Description (including: needs analysis, target groups, elements of innovation, expected impact and transferability potential)	<p>The aim of this Project Result (PR) is the creation of a digital White Paper with a review of the current recommendations on older people care to promote caregivers best practice allowing them to achieve optimal functional outcomes. It will include guidelines, forms/examples, resources/links, etc., from all partner countries that will be support material or practical tools/tips for caregivers to develop interventional programmes for older adults. Elements of innovation. This PR will contribute to unify the different recommendations and guidelines existing in the different countries of participating partners, as there are nowadays country-specific criteria and different methodologies that are being followed for the development of interventional programmes for active ageing. Expected impact. This digital white paper will be as a report or guide that will concisely inform caregivers about older adult training and will help them to understand the active ageing issue, to solve problems, or make decisions on the designing of the interventional programmes to stimulate cognitive and physical capabilities. Transferability potential. This white paper will support caregivers, but it could be used by any staff devoted to the elders' care, and also by stakeholders to develop policies to better empower caregivers of the elderly.</p>
Result Type	Learning / teaching / training material – Manual / handbook / guidance material
Please describe the division of work, the tasks leading to the production of the result and the applied methodology	<p>The methodology to be applied for the achievement of the objectives implies the following tasks: PR3_T1. Gathering and analysis of references The aim of this task is to gather all the relevant information and resources existing in the partners' countries and at the international level about the guidelines, forms, links, etc, for the development of interventional programmes with older adults. This information will be analysed and systematized to prepare the content for the white paper. PR3_T2. Development of the white paper This task will prepare and write the white paper for empowering the caregivers' training. For that, based on the content collected in PR3_T1, the white paper will be divided into three sections: Guidelines, Forms, Links to resources. All this content will be translated into English and into the languages of all partners. To make possible the actualization of contents, the white paper will be displayed on a website.</p>
Result Production Start Date (dd-mm-yyyy)	01-11-2021
Result Production End Date (dd-mm-yyyy)	31-10-2022

Result Languages

English , Spanish , Portuguese , Hungarian , Czech

Result Media

Book

Result Participating Organisations

INSTITUTO POLITECNICO DA GUARDA (E10172100 - Portugal) , FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON (E10124564 - Spain) , SEMMELWEIS EGYETEM (E10208800 - Hungary) , UNIVERZITA HRADEC KRALOVE (E10208843 - Czech Republic) , MORE - Laboratório Colaborativo Montanhas de Investigação - Associação (E10251218 - Portugal)

### Project Results Budget (3)

Result ID	Organisation	Managers	Teachers / Trainers / Researchers	Technicians	Administrative staff / Volunteers	Grant
1	UNIVERZITA KARLOVA (E10209245 - Czech Republic)	0	4658	0	0	4658
2	INSTITUTO POLITECNICO DA GUARDA (E10172100 - Portugal)	0	6850	1020	0	7870
3	FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON (E10124564 - Spain)	0	5480	0	0	5480
4	SEMMELWEIS EGYETEM (E10208800 - Hungary)	0	1998	0	0	1998
5	MORE - Laboratório Colaborativo Montanhas de Investigação - Associação (E10251218 - Portugal)	0	1781	0	0	1781
6	UNIVERZITA HRADEC KRALOVE (E10208843 - Czech Republic)	0	3425	0	0	3425
<b>Total</b>		<b>0</b>	<b>24192</b>	<b>1020</b>	<b>0</b>	<b>25212</b>

### Project Results Budget Details (3)

Result ID	Organisation	Country of the Organisation	Category Of Staff	N° of Working Days	Grant per Day	Grant
1	UNIVERZITA KARLOVA (E10209245 - Czech Republic)	Czech Republic	Teachers/Trainers/Researchers	34	137	4658
<b>Total</b>				<b>34</b>		

### Project Results Budget Details (3)

Result ID	Organisation	Country of the Organisation	Category Of Staff	N° of Working Days	Grant per Day	Grant
1	INSTITUTO POLITECNICO DA GUARDA (E10172100 - Portugal)	Portugal	Teachers/Trainers/Researchers	50	137	6850
2	INSTITUTO POLITECNICO DA GUARDA (E10172100 - Portugal)	Portugal	Technicians	10	102	1020
<b>Total</b>				<b>60</b>		

### Project Results Budget Details (3)

Result ID	Organisation	Country of the Organisation	Category Of Staff	N° of Working Days	Grant per Day	Grant
1	FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON (E10124564 - Spain)	Spain	Teachers/Trainers/Researchers	40	137	5480
<b>Total</b>				<b>40</b>		

### Project Results Budget Details (3)

Result ID	Organisation	Country of the Organisation	Category Of Staff	N ° of Working Days	Grant per Day	Grant
1	SEMMELWEIS EGYETEM (E10208800 - Hungary)	Hungary	Teachers/Trainers/Researchers	27	74	1998
<b>Total</b>				<b>27</b>		

### Project Results Budget Details (3)

Result ID	Organisation	Country of the Organisation	Category Of Staff	N° of Working Days	Grant per Day	Grant
1	MORE - Laboratório Colaborativo Montanhas de Investigação - Associação (E10251218 - Portugal)	Portugal	Teachers/Trainers/Researchers	13	137	1781
<b>Total</b>				<b>13</b>		

### Project Results Budget Details (3)

Result ID	Organisation	Country of the Organisation	Category Of Staff	N° of Working Days	Grant per Day	Grant
1	UNIVERZITA HRADEC KRALOVE (E10208843 - Czech Republic)	Czech Republic	Teachers/Trainers/Researchers	25	137	3425
<b>Total</b>				<b>25</b>		

## Multiplier Events

Do you plan to include multiplier events in your project?

Yes

### Multiplier Events Summary

Event ID	Leading organisation	Event Title	Starting period	Ending period	Grant
1	FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON (E10124564 - Spain)	Workshop for the presentation of the m-Learning app	2023-10-01	2023-10-31	1000.0
2	INSTITUTO POLITECNICO DA GUARDA (E10172100 - Portugal)	Workshop for the presentation of blended learning course	2023-10-01	2023-10-31	1000.0
3	UNIVERZITA KARLOVA (E10209245 - Czech Republic)	Workshop for the presentation of "digital white paper"	2022-11-01	2022-11-30	1000.0
4	SEMMELWEIS EGYETEM (E10208800 - Hungary)	Virtual workshop for the presentation of the m-Learning app	2023-10-01	2023-10-31	300.0
5	MORE - Laboratório Colaborativo Montanhas de Investigação - Associação (E10251218 - Portugal)	Virtual workshop for the presentation of blended learning course	2023-10-01	2023-10-31	300.0
6	UNIVERZITA HRADEC KRALOVE (E10208843 - Czech Republic)	Virtual workshop for the presentation of "digital white paper"	2022-11-01	2022-11-30	300.0
					3900.0

Grant support for multiplier events can only be asked for if the project intends to produce substantial project results. Other sharing and promotion activities will be supported via the Project Management and Implementation grant.

### Multiplier Events Details

Event ID	1
Event Title	Workshop for the presentation of the m-Learning app
Event Leading Organisation	FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON (E10124564 - Spain)
Country of Venue	Spain
Event Description (Including: Targets groups and objectives)	In this event, the final release of the m-Learning app will be presented. End users and policy makers will be invited to the event, in order to know, try and discuss the app and its contents for training caregivers in Healthy Ageing, but highlighting that project results can improve not only the competences of caregivers for designing intervention programmes but even its digital competences to better use all new ICT advances available to improve healthy ageing. In this event, the result PR1 will be presented. For that, lectures, talks and/or debates will be organized. This will be a one-day event on the most suitable date to increase attendance.
Event Start Date (dd-mm-yyyy)	2023-10-01
Event End Date (dd-mm-yyyy)	2023-10-31

Project Results Covered	Project Results Details (1)
Event other Participating Organisations	SEMELWEIS EGYETEM (E10208800 - Hungary)

### Multiplier Events Budget

Event ID	1
Organisation	FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON (E10124564 - Spain)
Country of the Organisation	Spain
Local Participants	10
Foreign Participants	0
Participants in virtual events	0
Grant per Local Participant	100.0
Grant per Foreign Participant	200.0
Grant per Participant in virtual events	15
Grant	1000.0

### Multiplier Events Details

Event ID	2
Event Title	Workshop for the presentation of blended learning course
Event Leading Organisation	INSTITUTO POLITECNICO DA GUARDA (E10172100 - Portugal)
Country of Venue	Portugal
Event Description (Including: Targets groups and objectives)	In this event, the final version of the blended learning course will be presented. End users and policy makers will be invited to the event, in order to know and discuss about the e-learning platform and its associated flipped classroom methodology. Attendants could understand the proposed methodology, overview the developed contents and share experiences. In this event, the results PR2 will be presented. For that, lectures, talks and/or debates will be organized. This will be a one-day event on the most suitable date to increase attendance.
Event Start Date (dd-mm-yyyy)	2023-10-01
Event End Date (dd-mm-yyyy)	2023-10-31
Project Results Covered	Project Results Details (2)
Event other Participating Organisations	MORE - Laboratório Colaborativo Montanhas de Investigação - Associação (E10251218 - Portugal)

### Multiplier Events Budget

Event ID	2
Organisation	INSTITUTO POLITECNICO DA GUARDA (E10172100 - Portugal)
Country of the Organisation	Portugal
Local Participants	10
Foreign Participants	0
Participants in virtual events	0
Grant per Local Participant	100.0
Grant per Foreign Participant	200.0
Grant per Participant in virtual events	15
Grant	1000.0

### Multiplier Events Details

Event ID	3
Event Title	Workshop for the presentation of "digital white paper"
Event Leading Organisation	UNIVERZITA KARLOVA (E10209245 - Czech Republic)
Country of Venue	Czech Republic
Event Description (Including: Targets groups and objectives)	In this event, the digital white paper will be presented. End users and policy makers will be invited to the event, in order to know and discuss the digital book, the different approaches and recommendations for training caregivers in Healthy Ageing promoted by each country, but highlighting common competences and programmes provided by the European authorities. In this event, the result PR3 will be presented. For that, lectures, talks and/or debates will be organized. This will be a one-day event on the most suitable date to increase attendance.
Event Start Date (dd-mm-yyyy)	2022-11-01
Event End Date (dd-mm-yyyy)	2022-11-30
Project Results Covered	Project Results Details (3)
Event other Participating Organisations	UNIVERZITA HRADEC KRALOVE (E10208843 - Czech Republic)

### Multiplier Events Budget

Event ID	3
Organisation	UNIVERZITA KARLOVA (E10209245 - Czech Republic)
Country of the Organisation	Czech Republic
Local Participants	10
Foreign Participants	0

Participants in virtual events	0
Grant per Local Participant	100.0
Grant per Foreign Participant	200.0
Grant per Participant in virtual events	15
Grant	1000.0

### Multiplier Events Details

Event ID	4
Event Title	Virtual workshop for the presentation of the m-Learning app
Event Leading Organisation	SEMMELWEIS EGYETEM (E10208800 - Hungary)
Country of Venue	Hungary
Event Description (Including: Targets groups and objectives)	With the same objective as the ME1 but developed virtually through a webinar session, the final release of the m-Learning app will be presented. End users and policy makers will be invited to the event, in order to know, try and discuss the app and its contents for training caregivers in Healthy Ageing, but highlighting that project results can improve not only the competences of caregivers s for designing intervention programmes but even its digital competences to better use all new ICT advances available to improve healthy ageing. In this event, the result PR1 will be presented. For that, lectures, talks and/or debates will be organized. This will be a one-day event on the most suitable date to increase attendance.
Event Start Date (dd-mm-yyyy)	2023-10-01
Event End Date (dd-mm-yyyy)	2023-10-31
Project Results Covered	Project Results Details (1)
Event other Participating Organisations	FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON (E10124564 - Spain)

### Multiplier Events Budget

Event ID	4
Organisation	SEMMELWEIS EGYETEM (E10208800 - Hungary)
Country of the Organisation	Hungary
Local Participants	0
Foreign Participants	0
Participants in virtual events	20
Grant per Local Participant	100.0
Grant per Foreign Participant	200.0
Grant per Participant in virtual events	15
Grant	300.0

### Multiplier Events Details

Event ID	5
Event Title	Virtual workshop for the presentation of blended learning course
Event Leading Organisation	MORE - Laboratório Colaborativo Montanhas de Investigação - Associação (E10251218 - Portugal)
Country of Venue	Portugal
Event Description (Including: Targets groups and objectives)	With the same objective as the ME2, but developed virtually through a webinar session, the final version of the blended learning course will be presented. End users and policy makers will be invited to the event, in order to know and discuss the e-learning platform and its associated flipped classroom methodology. Attendants could understand the proposed methodology, overview the developed contents and share experiences. In this event, the results PR2 will be presented. For that, lectures, talks and/or debates will be organized. This will be a one-day event on the most suitable date to increase attendance.
Event Start Date (dd-mm-yyyy)	2023-10-01
Event End Date (dd-mm-yyyy)	2023-10-31
Project Results Covered	Project Results Details (2)
Event other Participating Organisations	INSTITUTO POLITECNICO DA GUARDA (E10172100 - Portugal)

### Multiplier Events Budget

Event ID	5
Organisation	MORE - Laboratório Colaborativo Montanhas de Investigação - Associação (E10251218 - Portugal)
Country of the Organisation	Portugal
Local Participants	0
Foreign Participants	0
Participants in virtual events	20
Grant per Local Participant	100.0
Grant per Foreign Participant	200.0
Grant per Participant in virtual events	15
Grant	300.0

### Multiplier Events Details

Event ID	6
Event Title	Virtual workshop for the presentation of "digital white paper"
Event Leading Organisation	UNIVERZITA HRADEC KRALOVE (E10208843 - Czech Republic)

Country of Venue	Czech Republic
Event Description (Including: Targets groups and objectives)	With the same objective as the ME3, but developed virtually through a webinar session, the digital white paper will be presented. End users and policy makers will be invited to the event, in order to know and discuss the digital book, the different approaches and recommendations for training caregivers in Healthy Ageing promoted by each country, but highlighting common competences and programmes provided by the European authorities. In this event, the result PR3 will be presented. For that, lectures, talks and/or debates will be organized. This will be a one-day event on the most suitable date to increase attendance.
Event Start Date (dd-mm-yyyy)	2022-11-01
Event End Date (dd-mm-yyyy)	2022-11-30
Project Results Covered	Project Results Details (3)
Event other Participating Organisations	UNIVERZITA KARLOVA (E10209245 - Czech Republic)

### Multiplier Events Budget

Event ID	6
Organisation	UNIVERZITA HRADEC KRALOVE (E10208843 - Czech Republic)
Country of the Organisation	Czech Republic
Local Participants	0
Foreign Participants	0
Participants in virtual events	20
Grant per Local Participant	100.0
Grant per Foreign Participant	200.0
Grant per Participant in virtual events	15
Grant	300.0

### Learning, Teaching, Training Activities

Do you plan to include learning, teaching or training activities in your project? No

## 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)
Total					,00

### Exceptional Costs

ID	Organisation	Country of the Organisation	Description and Justification	Expected real cost (100%)	Requested Grant (80%)
Total					,00

## Follow-up

### Impact

What is the expected impact of the project on the participants, participating organisations, target groups and other relevant stakeholders?

EducAGE will directly contribute to generate training contents and tools that promote a digital transformation of the learning context of older people caregivers, emphasizing the need for improving competences of both formal and informal caregivers. The accomplishment of EducAGE aims will increase knowledge of the participating organizations on healthy ageing, but also on training caregivers to carry it out, from different regional and national contexts. This will be accomplished with field work, promoted in each region, through a deep understanding of Healthy Ageing strategies at National and European levels and adapting all developments to the specific needs of caregivers at different social and cultural contexts. Such experience will enrich organization participants (e.g. researchers, social workers or clinicians) and will help increase the competences of caregivers from all the regions. Moreover, this innovative approach will push for creativity and knowledge to develop ICT solutions that will combine traditional elements to stimulate the intrinsic capacity of the older people (physical and cognitive functionality), as well as social interaction. Besides, the project has a significant power to make the authorities more involved in the aspect of Healthy Ageing. At the present, the public authorities are not infusing enough yet the population with an active way of living. The activities developed in this project will provide important knowledge to local authorities since an information gathering on programmes for active ageing will be performed. Moreover, this information will be used to promote health and wellbeing of their citizens and to increase the use of technology. Such empowerment can be transferred to other areas by helping to minimize social issues such as elderly isolation in rural contexts. Also, the proposed contents and tools could be used to promote intergenerational educational activities. The involvement of service providers (home support services, social centers and elderly residential) in this project will help to implement and disseminate the Project Results, which we expect will have a positive impact on speeding up better skills and competences on Healthy Ageing of caregivers through the use of digital contents. The ICT solutions will help the target groups to implement physical and cognitive activities that are expected to be more motivating for older people. Regarding middle age and older people, with this project, we expect to increase awareness of health and social benefits due to active and positive aging. The developed ICT solutions will apply a familiar context to elderly people in order to improve and/or maintain physical and cognitive skills and social interaction. It is expected that the application of didactic elements will be an additional motivation to use technological tools and to better recognize the benefits of being active. On the other hand, we expect to increase awareness and empower informal caregivers on active aging, providing them knowledge on this topic by means of ICT solutions. The technology will play an important role to promote interaction between different target groups. Moreover, middle age and young people need support and clear information on how they can be helpful. The expected impact on the target groups can be making closeness between generations and also making closeness between people from different countries

What is the desired impact of the project at the local, regional, national, European and/or international levels?

At a local level, it is expected that the project will increase the knowledge of caregivers about the range of possibilities that provide ICT tools and digital contents for its training on Healthy Ageing and its practical use in its daily activities with older adults. Additionally, the project will involve local authorities and several organizations, such as a municipality, senior citizen and recreational centers to assure a sustainable use of the project results. As result, it is expected an intergenerational interaction and social inclusion increment, in particular thanks to the implementation of technological tools and promotional materials to spread the products to all stakeholders. This is an important issue since such interaction can promote ageing literacy, not only within older people groups but also within younger age groups. It is expected that the dissemination of the promotional material will increase discussion in the community leading local and regional authorities to develop sustainable measures on active aging. The involvement of partners from four countries of different European geographical areas provides a solid basis for the dissemination of the results in different cultural contexts. Each EducAGE partner will involve a set of local and national stakeholders with who normally work to develop activities on social, cultural and ageing topics in the community. The developed digital contents and software (in particular multimedia materials) will motivate a larger number of regional and national associations being involved and, consequently a larger number of formal and informal caregivers as well as other agents involved in Healthy Ageing will be reached. This diversity within the European context offers an excellent opportunity to test and to validate the project outcomes, including the definition of the most motivating content with high potential to improve the caregivers' competences, as well as the acceptance of the software (the mobile app and the web-based blended learning platform)

among the older adult community. These tasks will actively involve different sectors from the community and it is expected through this not just to develop materials with direct impact on Healthy Ageing training, but it expects to generate discussion in the community that can lead the local and regional authorities to develop sustainable strategies on active aging. EducAGE partners have been involved in several international projects focused on active aging and lifelong learning programs, being in contact with other European partners in AAL, H2020 and Erasmus+ programs. This network favours the dissemination of the results, which is expected to attract European networks on active aging, as well as representative bodies, focused on educational, social and cultural support. Another relevant impact will come from the dissemination activities, which will allow a widespread promotion of project results, thus enhancing the awareness and notoriety of this initiative that implies evident benefits for targeted audiences.

How will you measure the previously mentioned impacts?

EducAGE aims at demonstrating contributions to the detailed impacts, so quantitative and qualitative indicators are planned to be reached. Quantitative indicators: - Number youngs, adults and older adults reached during the project life: at least 100 - Number of the scientific publications: at least 2 - Number the download of the app: at least 50 - Number of visit to website of project: at least 2000 - Stakeholders contacted to promote results (universities, public institutions): at least 5 Qualitative indicators: - Acceptance of the app/web in the older adult education community - Scoring of the training content from the formal and informal caregivers - Availability of multimedia contents

### 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.

- Formal and informal caregivers/educators - Older adults (and adults) - Youngs (not the main target, but we must promote 'Ageing Literacy' from the very beginning) Indirect target groups: - Healthcare systems - Companies/providers of services/cares to elders Other agents: - European Commission - Active Ageing Associations and Programmes

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

The Dissemination Plan will detail the dissemination strategies depending on the target group (who/what); the dissemination methods (how); the schedule (when); the measures to assess the impact of the dissemination activities; and the conditions to ensure proper dissemination related to confidentiality, publication, and use of the knowledge. The Dissemination leader (Charles University) will promote EducAGE all over Europe. The dissemination strategy of EducAGE is divided into two phases: Phase 1. Project-oriented dissemination. This initial phase is focused on raise awareness on the project itself: objectives, intended results and partners, emphasizing the European collaboration needed to achieve results not possible at the national level. It will include: - Creation of a project website. - Presence in social media, through partners' profiles and own project profile. - Press releases with news about the project advances. - Links in the partners' websites to the project website. Phase 2. Results-oriented dissemination. As soon as PRs are available, dissemination strategy will focus on showing their relevance, mainly through the Multiplier Events (see the corresponding section for further details). Other dissemination activities will be: - Publication of articles in scientific journals, such as Gerontologist (IF: 3.505) or the Journal Age and Ageing (IF: 4.28). Open access will be preferred for publication, and when not feasible, green open access in repositories such as OpenAIRE or Recolecta platform (bearing in mind indications of the SHERPA-ROMEO service for each journal) will be provided. - Presentation of the results in scientific congresses: International Conference on Aging & Gerontology and Conference Aging & Cognition, and any other similar events at national, regional or local levels. - Networking activities to promote PRs for exploitation beyond the project lifetime and influence attitudes regarding promotion of Active Ageing.

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?

Dissemination activities will be coordinated by Charles University, detailed in the Dissemination Plan and carried out with the budget under "Project Management and Implementation" costs, as explained in the corresponding section.

Nevertheless, all partners will be involved in these activities. Charles University has already actively participated in the

dissemination activities and implementation of the activities related to active ageing with older adults in other projects. Therefore, they are aware of the dissemination requirements, such as the use of the EU logos and disclaimers, as well as the different dissemination approaches and materials to be used depending on the target public. Besides, they will be supported by the Coordinator and the rest of the consortium members, who will designate a responsible person to be in charge that the EducAGE dissemination activities are correctly carried out within the partner scope. All partners of the consortium possess the technical and know-how capacities of achieving high-impact dissemination and exploitation of results (they have previously developed successful projects in the field and have the background of an appropriate infrastructure), so they will use their expertise for the purposes of the present proposal; they have traditional connections with a wide network of business, social and academic partners; the activities developed by partners do have a strong local and European recognition and impact.

Erasmus+ has an open access requirement for all materials developed through its projects. If your project is producing tangible project results, please describe how you intend to ensure free access for the public to a digital form of this material. If you intend to put any limitation on the use of the open licence, please specify the reasons, extent and nature of this limitation.

The consortium will not apply any access restriction to contents. There will be a project website available where training contents developed throughout the project will be accessible. This website will be operational for three years after the project finalization, with the aim of increasing the effectiveness and impact of the dissemination activities. In addition, the consortium partners will keep the contents accessible on their corporative websites. Regarding the software components developed during the project corresponding to the app and the web for training of educators will also be accessible and distributed under LGPL license for free use.

How will you ensure that the project results will remain available and will be used by others?

Project partners are research centres that have, among others, the mission of encouraging and promoting innovative knowledge for their social and economic use. Moreover, project partners have adequate tools and dissemination channels to guarantee the dissemination of high-value contents in the fields of gerontology, active ageing and training. There are different strategies to exploit the results of the project and to make them available for the targeted end-users. In that sense, the way to make use of the didactic contents, the mobile app and the training course developed is based on the development and delivery of high-quality training materials and tools, where a new approach using m-Learning and blended learning with flipped classrooms are provided. Additionally, the digital white paper will be a reference manual for daily use. Morecolab, as leader of the exploitation and sustainability activities, will promote with the rest of the partners the transfer of the product to the society through an active contact with different stakeholders that could be interested in these training materials and tools. Moreover, those who will conduct the training courses will be provided with resources on the selected pedagogical methodologies and advisory service will be assured by the project partners. The participation of a research centre as CCMIJU in the consortium assures the continuity of the technical support for EducAGE after the project lifetime. Besides, the rest of the partners will promote and use the contents in activities programs with caregivers and older people. All product results will be kept publicly available for the use of any interested institution under the legal conditions exposed before.

If relevant, please provide any other information you consider appropriate to give a full understanding of your sharing and promotion plan and its expected impact (e.g. how you have identified which results are most relevant to share and promote; how you will ensure the involvement of all partners; how you see synergies with other stakeholders, etc.)

The Dissemination Plan will comprise three lines of action: - Scientific dissemination. Important methods of disseminating the project results are workshops, seminars and conferences organized by scientific associations and scientific journals. - Internet. This line will disseminate the project activities and results in a direct manner with a wide reach among users. - Press. Dissemination through press channels will be facilitated by the creation of fact sheets, standard project presentation and press releases. In all dissemination actions, the corporative imaging of the project will be followed. For that purpose, a logo will be designed early in the project lifetime and corporative colours will be also indicated. All partners will be involved in the dissemination activities, especially at local/regional/national level, where they will be encouraged by the Dissemination Leader (Charles University) to promote the EducAGE project as much as possible within the partner's possibilities.

## Sustainability

What are the activities and results that will be maintained after the end of the EU funding, and how will you ensure the

resources needed to sustain them?

The EducAGE project has been designed from the beginning thinking of the development of systems and solutions that are sustainable in the socio-economic context of the regions in which we are. The software solutions are conceived to be completely available to use for free and developed didactic content will be distributed by all partners in several means with any cost for final users or any other non-commercial purpose. On the other hand, the maintenance of results is intended to be achieved by integrating the tools designed in the innovation and transfer policies of the R+D+I agents involved in the project. It is feasible to think that the departments responsible for these tasks in the Universities and R+D+I Centers will be delighted to be able to incorporate the developed tools in their daily activities. In order to guarantee the exploitation by both internal (beneficiary partners) and external (collaborating entities and other possible agents of society) users, the following actions are proposed: 1. To maintain an operating system in the research groups involved in the project one year after the project finish, to be able to use it as an example of the technology and to help achieve new collaborations. 2. To make the systems developed during the project indefinitely available to the associated partners, so that they can continue to use them once the project is finished. 3. To publicly and freely offer the software developments, in order that any entity and/or company interested in promoting active ageing can download the App and build their own solution or link multimedia resources from our publicly available servers. The main key to success in the long-term sustainability of the project results is the incorporation of public and private agents that will use the results of this project in their activities and programmes. To achieve this long-term sustainability, it will be a key factor to establish synergies with companies or commercial partners interested in the implementation of physical or cognitive programmes that will take advantage of the awareness goals achieved with the EducAGE project. The consortium intends to maintain the relationships with the institutions participating in the project after the EU funding. To do that, it will organize events with target groups and maintain contact with them on the problem of ageing (ask them about what changes did they make, how do they feel, etc.). The results will be gathered in a larger group of people and maintain them into this project. At least two people who will collaborate on this project will continue to collaborate after also, they will be able to ensure the resources needed for sustainability.

## Annexes

The maximum size of a file is 15 MB and the maximum total size is 100 MB.  
The maximum number of all attachments is 100.

## Declaration on Honour

Please download the Declaration on Honour, print it, have it signed by the legal representative, and attach it here.

File Name	File Size (kB)
DOH -declaration-on-honour_firmada.pdf	196
<b>Total Size (kB)</b>	196

## Mandates

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

File Name	File Size (kB)
<b>Total Size (kB)</b>	0

## Other Documents

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

File Name	File Size (kB)
<b>Total Size (kB)</b>	0
<b>Total Size (kB)</b>	196

## 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 Erasmus+ Educação e Formação

Please also keep in mind the following:

Mandates of each partner to the applicant, signed by both parties, should be submitted latest before the signature of the grant agreement. If the application is approved for funding, signed mandates will be considered as a condition for signature of the grant agreement.

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

The grant exceeds 60 000 EUR. If the applicant organisation is not a public body or an international organisation, please do not forget to upload the necessary documents to give proof of your financial capacity in the Participant Portal (for more details, see the section "Selection Criteria" in Part C of the Programme Guide).

## History

Version	Submission time (Brussels time)	Submitted by	Submission ID	Submission status
1	20/05/2021 19:32:11	Vila-Chã Carolina	1254854	Published

**Attachment A**  
Grant Agreement

**Attachment B**  
Proposal (working memory)

**Attachment C**  
**Budget (Annex II of GA).**

**Attachment D**  
**Background included**

Date: 2022-01-14

Assinado por: Ana Cristina Arrabaça Miranda  
Queiroga Perdigão  
Num. de Identificação: 06625247  
Data: 2022.01.20 16:47:04+00'00'

## Project: 2021-1-PT01-KA220-ADU-000028254

### Project Details

Project Code	2021-1-PT01-KA220-ADU-000028254
Project Title	Improving competences of older people caregivers towards Healthy Ageing through digital transformation
Project Acronym	EducAGE
Submission ID	1254854

The beneficiary will implement the Project as described in the grant application with the aforementioned submission code.

Date 2022-01-14

## Budget Summary

Budget items	Total grant
Project Management and Implementation	42 000
Transnational Project Meetings	25 920
Project Results	229 210
Multiplier Events	3900,00
Learning/Teaching/Training Activities	0,00
Inclusion support	0,00
Exceptional costs	0,00
<b>Total grant</b>	<b>301 030,00</b>

## Budget Details

### Transnational Project Meetings

eac.pmm.annex2.MEETING_ID	Meeting Nr	eac.pmm.annex2.SENDING_COUNTRY	Distance band	No. of Participants	Grant
1	1	Spain	100 - 1999 km	2	1150,00
	2	Portugal	0 - 99 km	2	0,00
	3	Hungary	>= 2000 km	2	1520,00
	4	Czech Republic	>= 2000 km	2	1520,00
	5	Portugal	100 - 1999 km	2	1150,00
	6	Czech Republic	>= 2000 km	2	1520,00
2	1	Spain	>= 2000 km	2	1520,00
	2	Portugal	>= 2000 km	2	1520,00
	3	Hungary	0 - 99 km	2	0,00
	4	Czech Republic	100 - 1999 km	2	1150,00
	5	Portugal	>= 2000 km	2	1520,00
	6	Czech Republic	100 - 1999 km	2	1150,00
3	1	Spain	>= 2000 km	2	1520,00
	2	Portugal	>= 2000 km	2	1520,00
	3	Hungary	100 - 1999 km	2	1150,00
	4	Czech Republic	0 - 99 km	2	0,00

Date 2022-01-14

4	5	Portugal	100 - 1999 km	2	1150,00
	6	Czech Republic	0 - 99 km	2	0,00
	1	Spain	0 - 99 km	2	0,00
	2	Portugal	100 - 1999 km	2	1150,00
	3	Hungary	>= 2000 km	2	1520,00
	4	Czech Republic	>= 2000 km	2	1520,00
	5	Portugal	100 - 1999 km	2	1150,00
	6	Czech Republic	>= 2000 km	2	1520,00
Total				48	25 920,00

## Project Results

Result Id	Output Title	Category of Staff	No. of Working Days	Grant
1	2 - Training course based...	Teachers/Trainers/Researchers	139	19 043,00
1	2 - Training course based...	Teachers/Trainers/Researchers	55	7535,00
1	2 - Training course based...	Teachers/Trainers/Researchers	117	16 029,00
1	2 - Training course based...	Teachers/Trainers/Researchers	61	8357,00
1	2 - Training course based...	Teachers/Trainers/Researchers	75	5550,00
1	2 - Training course based...	Teachers/Trainers/Researchers	57	7809,00
1	1 - m-Learning app for...	Teachers/Trainers/Researchers	240	32 880,00
1	1 - m-Learning app for...	Teachers/Trainers/Researchers	155	11 470,00
1	1 - m-Learning app for...	Teachers/Trainers/Researchers	200	27 400,00
1	1 - m-Learning app for...	Teachers/Trainers/Researchers	142	19 454,00
1	1 - m-Learning app for...	Teachers/Trainers/Researchers	111	15 207,00
1	1 - m-Learning app for...	Teachers/Trainers/Researchers	114	15 618,00
1	3 - "Digital white paper"...	Teachers/Trainers/Researchers	34	4658,00
1	3 - "Digital white paper"...	Teachers/Trainers/Researchers	13	1781,00
1	3 - "Digital white paper"...	Teachers/Trainers/Researchers	40	5480,00
1	3 - "Digital white paper"...	Teachers/Trainers/Researchers	27	1998,00
1	3 - "Digital white paper"...	Teachers/Trainers/Researchers	50	6850,00
1	3 - "Digital white paper"...	Teachers/Trainers/Researchers	25	3425,00
2	2 - Training course based...	Technicians	50	5100,00
2	2 - Training course based...	Technicians	60	6120,00
2	1 - m-Learning app for...	Technicians	63	6426,00
2	3 - "Digital white paper"...	Technicians	10	1020,00

Date 2022-01-14

Total		1838		229 210,00 `	
Multiplier Events					
Multiplier Event	Country of Venue	No. of Local Participants	No. of Foreign Participants	No. of Virtual Participants	Total grant
1	Spain	10	0	0	1000,00
2	Portugal	10	0	0	1000,00
3	Czech Republic	10	0	0	1000,00
4	Hungary	0	0	20	300,00
5	Portugal	0	0	20	300,00
6	Czech Republic	0	0	20	300,00
Total					3900,00
Learning/Teaching/Training					
Inclusion support for participants					
Inclusion Id	Description and justification				Grant
Exceptional costs					
Exceptional Cost Id	Description and justification				Grant

Date 2022-01-14

## Participating Organisations

### INSTITUTO POLITECNICO DA GUARDA

Organisation ID (OID)	E10172100
Latin Legal Name	INSTITUTO POLITECNICO DA GUARDA
Organisation Role	Applicant Organisation
Registration Number	931400
Legal Form	PESSOA COLECTIVA DE UTILIDADE PUBLICA
Address	AV DR FRANCISCO DE SA CARNEIRO 50 6300 559 GUARDA
Country	Portugal
VAT Number	PT600023265
Organisation Type	Higher education institution (tertiary level)

### Budget Details per Participating Organisation - INSTITUTO POLITECNICO DA GUARDA

#### Transnational Project Meetings

eac.pmm.annex2.MEETING_ID	Meeting Nr	eac.pmm.annex2.SENDING_COUNTRY	Distance band	No. of Participants	Grant
1	2	Portugal	0 - 99 km	2	0,00
2	2	Portugal	>= 2000 km	2	1520,00
3	2	Portugal	>= 2000 km	2	1520,00
4	2	Portugal	100 - 1999 km	2	1150,00
Total				8	4190,00

#### Project Result

Result Id	Output Title	Category of Staff	No. of Working Days	Grant
1	2 - Training course based...	Teachers/Trainers/Researchers	139	19 043,00
1	1 - m-Learning app for...	Teachers/Trainers/Researchers	240	32 880,00
1	3 - "Digital white paper"...	Teachers/Trainers/Researchers	50	6850,00
2	2 - Training course based...	Technicians	60	6120,00
2	3 - "Digital white paper"...	Technicians	10	1020,00
Total			499	65 913

Date 2022-01-14

**Multiplier Events**

Multiplier Event	Country of Venue	No. of Local Participants	No. of Foreign Participants	No. of Virtual Participants	Total grant
2	Portugal	10	0	0	1000,00
Total					1000,00

**Summary Budget per Organisation**

Budget items	Total grant
Project Management and Implementation	12 000
Transnational Project Meetings	4190,00
Project Results	65 913,00
Multiplier Events	1000,00
Learning/Teaching/Training Activities	0,00
Inclusion support	0,00
Exceptional costs	0,00
<b>Total grant</b>	<b>83 103,00</b>

**FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON**

Organisation ID (OID)	E10124564
Latin Legal Name	FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON
Organisation Role	Partner Organisation
Registration Number	83N
Legal Form	FUNDACION
Address	CARRETERA NACIONAL 521 KM 41 8 000 10071 CACERES
Country	Spain
VAT Number	ESG10347417
Organisation Type	Research Institute/Centre

**Budget Details per Participating Organisation - FUNDACION CENTRO DE CIRUGIA DE MINIMA INVASION JESUS USON****Transnational Project Meetings**

Date 2022-01-14

eac.pmm.annex2.MEETING_ID	Meeting Nr	eac.pmm.annex2.SENDING_COUNTRY	Distance band	No. of Participants	Grant
1	1	Spain	100 - 1999 km	2	1150,00
2	1	Spain	>= 2000 km	2	1520,00
3	1	Spain	>= 2000 km	2	1520,00
4	1	Spain	0 - 99 km	2	0,00
Total				8	4190,00

Project Result

Result Id	Output Title	Category of Staff	No. of Working Days	Grant
1	2 - Training course based...	Teachers/Trainers/Researchers	117	16 029,00
1	1 - m-Learning app for...	Teachers/Trainers/Researchers	200	27 400,00
1	3 - "Digital white paper"...	Teachers/Trainers/Researchers	40	5480,00
2	2 - Training course based...	Technicians	50	5100,00
2	1 - m-Learning app for...	Technicians	63	6426,00
Total			470	60 435

Multiplier Events

Multiplier Event	Country of Venue	No. of Local Participants	No. of Foreign Participants	No. of Virtual Participants	Total grant
1	Spain	10	0	0	1000,00
Total					1000,00

Summary Budget per Organisation

Budget items	Total grant
Project Management and Implementation	6000
Transnational Project Meetings	4190,00
Project Results	60 435,00
Multiplier Events	1000,00
Learning/Teaching/Training Activities	0,00
Inclusion support	0,00
Exceptional costs	0,00
Total grant	71 625,00

Date 2022-01-14

**UNIVERZITA KARLOVA**

Organisation ID (OID)	E10209245
Latin Legal Name	UNIVERZITA KARLOVA
Organisation Role	Partner Organisation
Registration Number	00216208
Legal Form	UNKNOWN
Address	OVOČNY TRH 560/5 116 36 PRAHA 1
Country	Czech Republic
VAT Number	CZ00216208
Organisation Type	Higher education institution (tertiary level)

**Budget Details per Participating Organisation - UNIVERZITA KARLOVA****Transnational Project Meetings**

eac.pmm.annex2.MEETING_ID	Meeting Nr	eac.pmm.annex2.SENDING_COUNTRY	Distance band	No. of Participants	Grant
1	4	Czech Republic	>= 2000 km	2	1520,00
2	4	Czech Republic	100 - 1999 km	2	1150,00
3	4	Czech Republic	0 - 99 km	2	0,00
4	4	Czech Republic	>= 2000 km	2	1520,00
Total				8	4190,00

**Project Result**

Result Id	Output Title	Category of Staff	No. of Working Days	Grant
1	2 - Training course based...	Teachers/Trainers/Researchers	55	7535,00
1	1 - m-Learning app for...	Teachers/Trainers/Researchers	111	15 207,00
1	3 - "Digital white paper"...	Teachers/Trainers/Researchers	34	4658,00
Total			200	27 400

**Multiplier Events**

Multiplier Event	Country of Venue	No. of Local Participants	No. of Foreign Participants	No. of Virtual Participants	Total grant
3	Czech Republic	10	0	0	1000,00
Total					1000,00

Date 2022-01-14

Summary Budget per Organisation

Budget items	Total grant
Project Management and Implementation	6000
Transnational Project Meetings	4190,00
Project Results	27 400,00
Multiplier Events	1000,00
Learning/Teaching/Training Activities	0,00
Inclusion support	0,00
Exceptional costs	0,00
Total grant	38 590,00

SEMMELWEIS EGYETEM

Organisation ID (OID)	E10208800
Latin Legal Name	SEMMELWEIS EGYETEM
Organisation Role	Partner Organisation
Registration Number	FI62576
Legal Form	NEM ALLAMI FELSOOKTATASI INTEZMENY
Address	ULLOI UTCA 26 1428 PF.2. 1085 BUDAPEST
Country	Hungary
VAT Number	HU19308674
Organisation Type	Higher education institution (tertiary level)

Budget Details per Participating Organisation - SEMMELWEIS EGYETEM

Transnational Project Meetings

eac.pmm.annex2.MEETING_ID	Meeting Nr	eac.pmm.annex2.SENDING_COUNTRY	Distance band	No. of Participants	Grant
1	3	Hungary	>= 2000 km	2	1520,00
2	3	Hungary	0 - 99 km	2	0,00
3	3	Hungary	100 - 1999 km	2	1150,00

Date 2022-01-14

4	3	Hungary	>= 2000 km	2	1520,00
Total				8	4190,00

**Project Result**

Result Id	Output Title	Category of Staff	No. of Working Days	Grant
1	2 - Training course based...	Teachers/Trainers/Researchers	75	5550,00
1	1 - m-Learning app for...	Teachers/Trainers/Researchers	155	11 470,00
1	3 - "Digital white paper"...	Teachers/Trainers/Researchers	27	1998,00
Total			257	19 018

**Multiplier Events**

Multiplier Event	Country of Venue	No. of Local Participants	No. of Foreign Participants	No. of Virtual Participants	Total grant
4	Hungary	0	0	20	300,00
Total					300,00

**Summary Budget per Organisation**

Budget items	Total grant
Project Management and Implementation	6000
Transnational Project Meetings	4190,00
Project Results	19 018,00
Multiplier Events	300,00
Learning/Teaching/Training Activities	0,00
Inclusion support	0,00
Exceptional costs	0,00
<b>Total grant</b>	<b>29 508,00</b>

**UNIVERZITA HRADEC KRALOVE**

Organisation ID (OID)	E10208843
Latin Legal Name	UNIVERZITA HRADEC KRALOVE
Organisation Role	Partner Organisation
Registration Number	62690094

Date 2022-01-14

Legal Form	UNKNOWN
Address	ROKITANSKEHO 62 000 500 03 HRADEC KRALOVE
Country	Czech Republic
VAT Number	CZ62690094
Organisation Type	Higher education institution (tertiary level)

### Budget Details per Participating Organisation - UNIVERZITA HRADEC KRALOVE

#### Transnational Project Meetings

eac.pmm.annex2.MEETING_ID	Meeting Nr	eac.pmm.annex2.SENDING_COUNTRY	Distance band	No. of Participants	Grant
1	6	Czech Republic	>= 2000 km	2	1520,00
2	6	Czech Republic	100 - 1999 km	2	1150,00
3	6	Czech Republic	0 - 99 km	2	0,00
4	6	Czech Republic	>= 2000 km	2	1520,00
Total				8	4190,00

#### Project Result

Result Id	Output Title	Category of Staff	No. of Working Days	Grant
1	2 - Training course based...	Teachers/Trainers/Researchers	61	8357,00
1	1 - m-Learning app for...	Teachers/Trainers/Researchers	114	15 618,00
1	3 - "Digital white paper"...	Teachers/Trainers/Researchers	25	3425,00
Total			200	27 400

#### Multiplier Events

Multiplier Event	Country of Venue	No. of Local Participants	No. of Foreign Participants	No. of Virtual Participants	Total grant
6	Czech Republic	0	0	20	300,00
Total					300,00

#### Summary Budget per Organisation

Budget items	Total grant
Project Management and Implementation	6000
Transnational Project Meetings	4190,00

Date 2022-01-14

Project Results	27 400,00
Multiplier Events	300,00
Learning/Teaching/Training Activities	0,00
Inclusion support	0,00
Exceptional costs	0,00
<b>Total grant</b>	<b>37 890,00</b>

**MORE - Laboratório Colaborativo Montanhas de Investigação - Associação**

Organisation ID (OID)	E10251218
Latin Legal Name	MORE - Laboratório Colaborativo Montanhas de Investigação - Associação
Organisation Role	Partner Organisation
Registration Number	PT514840960
Legal Form	ASSOCIACAO
Address	Avenida Cidade de León, 506 5301-358 Bragança
Country	Portugal
VAT Number	PT514840960
Organisation Type	Non-governmental organisation/association

**Budget Details per Participating Organisation - MORE - Laboratório Colaborativo Montanhas de Investigação - Associação**

**Transnational Project Meetings**

eac.pmm.annex2.MEETING_ID	Meeting Nr	eac.pmm.annex2.SENDING_COUNTRY	Distance band	No. of Participants	Grant
1	5	Portugal	100 - 1999 km	2	1150,00
2	5	Portugal	>= 2000 km	2	1520,00
3	5	Portugal	100 - 1999 km	2	1150,00
4	5	Portugal	100 - 1999 km	2	1150,00
Total				8	4970,00

**Project Result**

Result Id	Output Title	Category of Staff	No. of Working Days	Grant
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Date 2022-01-14

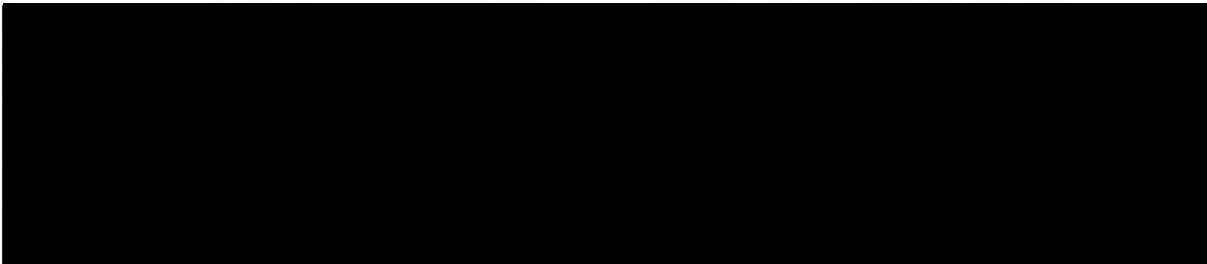
1	2 - Training course based...	Teachers/Trainers/Researchers	57	7809,00
1	1 - m-Learning app for...	Teachers/Trainers/Researchers	142	19 454,00
1	3 - "Digital white paper"...	Teachers/Trainers/Researchers	13	1781,00
Total			212	29 044

Multiplier Events

Multiplier Event	Country of Venue	No. of Local Participants	No. of Foreign Participants	No. of Virtual Participants	Total grant
5	Portugal	0	0	20	300,00
Total					300,00

Summary Budget per Organisation

Budget items	Total grant
Project Management and Implementation	6000
Transnational Project Meetings	4970,00
Project Results	29 044,00
Multiplier Events	300,00
Learning/Teaching/Training Activities	0,00
Inclusion support	0,00
Exceptional costs	0,00
Total grant	40 314,00



**Attachment D**  
Background included

## **Attachment D: BACKGROUND INCLUDED**

No specific background was included by any partner of the project