

**DELIBERAZIONE DELLA GIUNTA COMUNALE**



**COMUNE DI ANZOLA DELL'EMILIA**  
**PROVINCIA DI BOLOGNA**

APPROVAZIONE PROGETTO SOCIAL DIGITAL MENTORS - PROGRAMMA EUROPEO ERASMUS PLUS.

*Nr. Progr.* **17**  
*Data* **16/02/2016**  
*Seduta NR.* **6**  
*Titolo* **7**  
*Classe* **9**  
*Sottoclasse* **0**

*L'anno DUEMILASEDICI questo giorno SEDICI del mese di FEBBRAIO alle ore 10:30 convocata con le prescritte modalità, nella Sede Municipale si è riunita la Giunta Comunale.*

Fatto l'appello nominale risultano:

<i>Cognome e Nome</i>	<i>Carica</i>	<i>Presente</i>
VERONESI GIAMPIERO	SINDACO	S
MARCHESINI LORIS	ASSESSORE	S
GIORDANO ANTONIO	ASSESSORE	S
ROMA ANNALISA	ASSESSORE	S
TOLOMELLI VANNA	ASSESSORE	S
ZACCHIROLI DANILO	ASSESSORE	S
<i>Totale Presenti: 6</i>		<i>Totali Assenti: 0</i>

Assenti giustificati i signori:

Nessun convocato risulta assente giustificato

Partecipa il SEGRETARIO GENERALE del Comune, CICCIA ANNA ROSA.

Il Sig. VERONESI GIAMPIERO in qualità di SINDACO assume la presidenza e, constatata la legalità della adunanza, dichiara aperta la seduta invitando la Giunta a deliberare sull'oggetto sopra indicato.

**OGGETTO:**

**APPROVAZIONE PROGETTO SOCIAL DIGITAL MENTORS - PROGRAMMA EUROPEO ERASMUS PLUS.**

**LA GIUNTA COMUNALE**

Premesso che:

- l'Unione Europea, nel darsi delle priorità da raggiungere entro il 2020, ha indicato come priorità chiave l'abbattimento della disoccupazione;
- questa Amministrazione recepisce le indicazioni dell'Unione Europea ed intende pertanto operare per la realizzazione di progetti europei che forniscano alla popolazione opportunità di crescita culturale e professionale, nella prospettiva sopra indicata;

Considerato che:

- il Programma Europeo "Erasmus Plus 2014 - 2020" si suddivide in diverse "Key Action" (*azioni chiave*) e che la "KA2" riguarda i partenariati strategici, un modo flessibile per lavorare con partner di diversi paesi al fine promuovere una migliore occupabilità dei giovani e degli adulti;
- nel mese di marzo 2015 l'Amministrazione si è resa disponibile ad essere partner in un progetto di partenariato strategico, finalizzato a promuovere l'occupazione a lungo termine delle persone adulte attraverso un uso efficace dei social media;
- nell'ambito del programma succitato, la Commissione Europea, con decisione n° 2015-1- S01-KA204- 16076, ha approvato il progetto "SDM - Social Digital Mentors", presentato da "Sistema Practices, SL-ESMOVIA S.L. di Valencia", una società spagnola che si occupa della gestione di progetti di istruzione e formazione di mobilità per studenti e adulti;
- il progetto suddetto prevede:
  - la partecipazione dei seguenti partners: Esmovia - Spagna (Valencia), Kairos Europe Limited - Regno Unito (Londra), CFAEPPP - Portogallo (Vilela - Paredes), Marketing Research Team di Marco Panuccio - Italia (Calabria - Reggio Calabria), Electronic Compass - Grecia (Atene), Comune di Anzola dell'Emilia - Italia (Emilia Romagna, Anzola dell'Emilia);
  - la realizzazione di un percorso formativo, rivolto a cittadini dei paesi partners che abbiano un'età dai 30 anni in su, finalizzato all'acquisizione di competenze per la costruzione di una identità digitale, necessaria per la ricerca di un lavoro, e propedeutico alla creazione di figure professionali denominate "mentors digital" che, nella comunità, possano essere di supporto a persone adulte, disoccupate, oggi definite "analfabeti digitali del 21° secolo";

Vista la documentazione pervenuta, in data 27.01.2016 al Prot. n. 1.917, con cui il soggetto capofila, Sistema Practices, SL-ESMOVIA S.L. di Valencia, trasmette il progetto, il piano finanziario e il contratto;

Tenuto conto che:

- il progetto è finanziato dall'Unione Europea per complessivi € 110.040,00, si compone di n. 3 meetings, svolti presso tre dei paesi partner e nello specifico Valencia, Anzola dell'Emilia e Atene, e si dovrà concludere entro il 31.08.2017;

- il soggetto capofila trasferirà ad ogni partners una somma pari ad € 15.500,00, che dovrà essere gestita direttamente dallo stesso per il pagamento delle spese necessarie alla realizzazione di meetings, viaggi, vitto e alloggio dei soggetti a cui è destinata l'attività;
- i rapporti tra il soggetto capofila ed i partners i saranno regolati da uno specifico contratto;

Valutato positivamente il progetto in parola in quanto la sua realizzazione:

- concorre al raggiungimento dell'interesse generale ed assume rilevanza sotto il profilo dei valori sociali, culturali e di qualità della vita che sono presenti nella comunità di Anzola dell'Emilia;
- rientra tra gli obiettivi di cui allo Statuto Comunale, art. 3 lettera m: "il Comune di Anzola dell'Emilia si pone come obiettivo e finalità della propria azione il diritto al sapere e all'istruzione, all'informazione ed alla formazione permanente come condizione per uno sviluppo libero e consapevole della personalità";
- offre una nuova opportunità formativa a n. 10 cittadini con un'età dai 30 anni in su;

Ritenuto opportuno, per tutto quanto sopra, approvare:

- la partecipazione del Comune di Anzola dell'Emilia al progetto europeo "SDM – Social Digital Mentors", presentato da "Sistema Practices, SL-ESMOVIA S.L. di Valencia", che si allega al presente atto per formarne parte integrante e sostanziale;
- il contratto che regola i rapporti tra il suddetto soggetto capofila ed il Comune di Anzola dell'Emilia, che si allega al presente atto per formarne parte integrante e sostanziale;

Ritenuto inoltre di dare mandato al Direttore dell'Ara Servizi alla Persona di porre in essere gli adempimenti necessari per l'attuazione del progetto;

Dato atto che, in applicazione dell'art. 49 del Decreto Legislativo 18.08.2000 n. 267 e successive modificazioni e integrazioni, è stato acquisito:

- a) il parere favorevole espresso dal Direttore dell'Area Servizi alla Persona in ordine alla regolarità tecnica;
- b) il parere favorevole espresso dal Direttore dell'Area Economico/Finanziaria e Controllo in ordine alla regolarità contabile;

Con voti unanimi resi nei modi di legge

## **D E L I B E R A**

Per i motivi di cui in premessa:

- 1) Di approvare:
  - la partecipazione del Comune di Anzola dell'Emilia al progetto europeo "SDM – Social Digital Mentors", rientrante nella KA2 – partenariato strategico - Programma Erasmus Plus 2014 -2020, presentato dal soggetto capofila "Sistema Practices, SL-ESMOVIA S.L. di Valencia", che si allega al presente atto per formarne parte integrante e sostanziale;
  - il contratto che regola i rapporti tra il suddetto soggetto capofila ed il Comune di Anzola dell'Emilia, che si allega al presente atto per formarne parte integrante e sostanziale;
- 2) Di dare mandato al Direttore dell'Area Servizi alla Persona di porre in essere gli adempimenti necessari per l'attuazione del progetto;

- 3) Di dare atto che l'entrata, quantificata in € 15.500,00, e la relativa spesa, di pari importo, derivanti dal presente provvedimento, saranno previste in via definitiva con l'approvazione del Bilancio di Previsione 2016-2018;

Con separata ed unanime votazione si dichiara immediatamente eseguibile la presente deliberazione, ai sensi dell'art. 134 - 4° comma - del Decreto Legislativo 18.08.2000 n. 267.



### A. General Information

This application form consists of the following main sections:

- Context: this section asks for general information about the type of project proposal you want to submit;
- Participating organisation(s): this section asks for information about the applicant organisation and about other participating organisations involved as partners in the project;
- Description of the project: this section asks for information about the stages of the project which should include: preparation, implementation and follow-up;
- Budget: in this section you will be asked to give information about the amount of the EU grant you request;
- Project Summary: In this section you should describe in a compact way your project's rationale, objectives and how you intend to achieve these.
- Check List/Data Protection Notice/Declaration of Honour: in these sections, the applicant organisation is made aware of important conditions linked to the submission of the grant request;
- Annexes: in this section, the applicant needs to attach additional documents that are mandatory for the completion of the application;
- Submission: in this section, the applicant will be able to confirm the information provided and to submit the form electronically.

For more information on how to fill in this application form, you can read the e-Forms Guideline.

### B. Context

Programme	Erasmus+
Key Action	Cooperation for innovation and the exchange of good practices
Action	Strategic Partnerships
Which field is the most impacted?	Strategic Partnerships for adult education
Call	2015
Round	Round 1
Deadline for Submission (dd-mm-yyyy hh:nn:ss - Brussels, Belgium Time)	31-03-2015 12:00:00
Language used to fill in the form	English

### B.1. Project Identification

Project Title	Social Digital Mentors
Project Acronym	SDM
Project Start Date (dd-mm-yyyy)	01-09-2015
Project Total Duration (Months)	24 months
Project End Date (dd-mm-yyyy)	01-09-2017
Applicant Organisation Full Legal Name (Latin characters)	Sistema Practices s.l.

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Comune di Anzola dell'Emilia  
 Provincia di Bologna  
 AOO: ANZOLAEM - c\_a324  
 Prot. n. 0001917 / 2016  
 del 27/01/2016 ore 09:38

**A**



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Erasmus+

Application Form

Call: 2015

KA2 - Cooperation for Innovation and the Exchange of Good Practices  
Strategic Partnerships for adult education

Form Version: 2.05

Form hash code



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## B.2. National Agency of the Applicant Organisation

Identification

ES01 (ESPAÑA)

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

[http://ec.europa.eu/education/erasmus-plus/national-agencies\\_en.htm](http://ec.europa.eu/education/erasmus-plus/national-agencies_en.htm)

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**C. Priorities**

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

Developing basic and transversal skills using innovative methods

Please select other relevant horizontal or sectoral priorities according to the objectives of your project.

Provision of information on access to adult learning services

Adult educators' competences

Please comment on your choice of priorities.

The project will contribute the first priority " Developing basic and transversal skills using innovative methods (such as, digital skills and language competences) in adult learners". YEES project using social media, the training activity "international social mentors" and Barcamps that will enhance this priority. In addition ,adult learners and teachers participating in the project will have Europass certificate. During the project adult teachers will be trained in how to use social media an ICT for helping their learners to be incorporated in an effective way in the International labor market.  
The project will allow better understanding and recognition of qualifications in Europe .

During the "social international mentoring training " adn "Barcamps with enterprises" students will be provided of information on access to adult learning services, how to join the labor market in an effective way using social media and information on the validation of nonformal and informal learning.  
For adult learners the project will give them the possibility of enhancing digital skills for being incorporated in an effective way to the labor market, the participation in the "digital mentors training" will give them more learning opportunities with new methodologies and to have a formal recognition of their skills using europass.  
During the project adult learners will meet other learners around Europe this will help them to understand the sense of european active citizenship and improve their communication skills in their own languages and in other languages of the EU.

The project will contribute to develop adult educators' competences to deal with diversified groups of learners, make use of new technologies for better outreach and teaching outcomes. In addition the learning community among the participating adult training institutions will allow teachers to cooperate for innovation and the exchange of good practices increasing the opportunities for professional development and their motivation and satisfaction in their daily work  
The project will give adult teachers the possibility to work with diversified group of learners in europe, make use of new technologies for better teaching outcomes, to understand policies and adult education systems in other countries, and to adopt more positive attitude towards the European project and the EU Values.



### D. Participating organisation(s)

#### D.1. Applicant Organisation

PIC	948893480
Full legal name (National Language)	ESMOVIA
Full legal name (Latin characters)	Sistema Practices s.l.
Acronym	
National ID (if applicable)	B97708069
Department (if applicable)	
Address	C/ Pintor Martinez Cubells, 2, pta 6
Country	Spain
Region	ES52 - Comunidad Valenciana
P.O. Box	
Post Code	46002
CEDEX	
City	Valencia
Website	www.esmovia.es
Email	
Telephone 1	+34963384620
Telephone 2	
Fax	+34963384621

#### D.1.1. Profile

Type of Organisation	Other
Is your organisation a public body?	No
Is your organisation a non-profit?	No

#### D.1.2. Background and Experience

Please briefly present your organisation (e.g. its type, size, scope of work, areas of specific expertise, specific social context and, if relevant, the quality system used).

ESMOVIA is a Spanish company, located in Valencia and dedicated to the management of European mobility projects. We are

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specialized in providing traineeships, training periods, educational programmes and study visits to young people and adults coming from all over Europe.

The aim of the company matches to the general goals set by the Erasmus Plus programme: enhancing attractiveness, improving the quality of mobility and increasing the co-operation between educational institutions and enterprises

We believe transnational mobility as one of the most important ways of getting new competences (knowledge, skills and attitudes) in order to improve the participants personal development and employability in the European labour market. For this reason our main objective is to offer quality programmes so that participants get the maximum benefit from the Spanish training and personal experience.

We have been moreover involved in several EU projects related to entrepreneurship and development of entrepreneurial mindset, transnational mobility, recognition of learning outcomes and development and skills of talents. In the framework of these projects ESMOVIA developed research tools and resources for young people and adult learners supporting the development of both their professional and personal skills through non formal learning.

Some of the developed tools include:

- A guide on how to start and set up a company for young people;
- Compilation of good practices on mobility, according to Quality Charter for Mobility;
- Online database for tasks and learning objectives for participants in mobility programmes;
- Workshops for discovering hidden skills and natural talents in young people.

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

ESMOVIA has an extensive experience in the overall organisation of training mobility projects abroad. ESMOVIA was created in 2006 and since then has been dealing with European partners with different needs and involved in different type of projects.

Thanks to a large network of around 400 collaborating host companies, public organizations and NGOs in the city of Valencia, we can provide qualified internships and training experiences.

We have also developed a consolidated procedure to carry out the assessment of the achieved learning outcomes and support the sending institution in the validation and recognition processes through the implementation of the ECVET procedure.

We have experience in providing different structured courses for adult education and school education staff in topics like European Projects Writing, European Projects Management, Gamification in Education, ICT for Teaching, CLIL Methodologies, Teaching Spanish as a second language, etc...

Esmovia has a large experience in partnership projects. Since 2008 constantly we are participating in various projects as a partner with countries from all over the Europe.

ESMOVIA will involve in this project a multicultural team with wide expertise in management of European Projects and with different background and experiences.

Maria Angeles Ruiz Gamez – Director

Master degree in Information and Library Sciences by the University of Granada (Spain). Last year of degree as Erasmus student in Departments of Information and Library Sciences in University of Wales (United Kingdom).

She has been dealing with European projects since 2001.

She has coordinated, submitted and had approval from Spanish National Agency for Leonardo da Vinci Partnership "EQUAMOB: Cooperation and quality process.

Focus on the European Quality charter for mobility" as well as Leonardo da Vinci project Work without barriers.

She has collaborated with the staff in the company in different projects: Transfer of Innovation Talent 4... and Transfer of Innovation INTAKT.

She has participated in an ECVET seminar organised by European ECVET network in Warsaw.

She participates regularly in seminars organized by the National Agencies of the Member States and establishes and keeps the relations with international partners.

She speaks English, Spanish and Italian.

Aleksandra Kuciapa - International Relations



Master degree in Political Sciences with specialisation in Politics Journalism by Jagiellonska University in Cracow (Poland). 1 year of degree as Erasmus in University Roma "La Sapienza" (Italy).  
 She has been working in ESMOVIA since 2013, first as a trainee under Erasmus placement programme and at the moment as full time staff. During this time she has been dealing with Life Long Learning programme and Erasmus+ mobility projects. She has been dealing with learners and school education staff as a tutor and mentor.  
 She has also been in contact with international partners and has experience in preparation of participants of European projects.  
 She speaks English, Italian, Spanish and Polish.  
 Irene Fontanelli – Groups Coordinator

Master degree in Languages for International Communication by University of Genova (Italy).  
 She has been working in ESMOVIA since 2010, first with a Leonardo da Vinci internship and then as part of the full time staff. She is in charge of tutoring and mentoring international students in ESMOVIA. She has also collaborated in the European Transfer of Innovation project Talent 4...Europe coordinating activities and providing workshops for discovering hidden talents and skills of young people and people on risk of social exclusion.  
 She has participated in 2014 in an ECVET seminar organised by European ECVET network in Barcelona.  
 She has a great expertise in volunteering sector having done the National Voluntary Service in a association dealing with elder people, she has volunteer also at UNICEF and at the moment she is Volunteers coordinator in Jarit, an association dealing with immigrants and young people.  
 She speaks English, Spanish, German, French and Italian.  
 Vaida Petkeviciute – Groups Coordinator

Master degree in History by Vilnius University (Lithuania). 1 year of Erasmus in Munster University (Germany).  
 She is working in ESMOVIA since 2008, in charge of tutoring and mentoring international students in ESMOVIA. She has also collaborated in the European Transfer of Innovation project Talent 4...Europe supporting in activities and providing workshops for discovering hidden talents and skills of young people and people on risk of social exclusion. She also participated in the Leonardo da Vinci Partnership project "Work Without Barriers" that was hold in Katowice (Poland).  
 She speaks English, German, Lithuanian and Spanish.  
 Irene Sapiña – Companies Relations

Master Degree in Fine Arts by University of Valencia and in Theology by Instituto Diocesano de Ciencia Religiosa.  
 Degree as Trainer for Trainers by Region of Valencia and Teacher of Spanish

Have you participated in a European Union granted project in the 3 years preceding this application?

Yes

Please indicate:

EU Programme	Year	Project Identification or Contract Number	Applicant/Beneficiary Name
Leonardo TOI	2012	INTAKT	Arbeit und Leben, Germany
Leonardo TOI	2012	TALENT 4	Rideout – Regno Unito

**D.1.3. Legal Representative**

Title

Gender

First Name

Family Name

Department

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Position	Director
Email	ruiz@esmovia.es
Telephone 1	+34 963 38 46 20

If the address is different from the one of the organisation, please tick this box

**D.1.4. Contact Person**

Title	Ms
Gender	Female
First Name	Maria Angeles
Family Name	Ruiz Gámez
Department	International Relations
Position	Director
Email	ruiz@esmovia.es
Telephone 1	+34 963 38 46 20

If the address is different from the one of the organisation, please tick this box



**D.2. Partner Organisation**

PIC	931482368
Full legal name (National Language)	Xano Channel Asociación para el desarrollo comunitario
Full legal name (Latin characters)	Xano Channel asociación para el desarrollo comunitario
Acronym	
National ID (if applicable)	597511
Department (if applicable)	
Address	C/. Moralzarzal, 20
Country	Spain
Region	ES52 - Comunidad Valenciana
P.O. Box	
Post Code	46610
CEDEX	
City	Guadassuar
Website	
Email	
Telephone 1	+34635671386
Telephone 2	
Fax	

**D.2.1. Profile**

Type of Organisation	Other
Is the partner organisation a public body?	No
Is the partner organisation a non-profit?	Yes

**D.2.2. Background and Experience**

Please briefly present the partner organisation (e.g. its type, size, scope of work, areas of specific expertise, specific social context and, if relevant, the quality system used).

The association, created in 2010, aims to create growth opportunities for the individual and for society by creating synergies, tools and methodologies for the dissemination of culture and the civil liability of individuals and organizations. The activities of the association and its aims are inspired by the principles of equal opportunities between men and women disadvantaged.

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In particular aims to:

- Promote activities in the context of sustainable development and social responsibility of individuals and private and public organizations.
- The promotion of initiatives and services in the culture of the performing arts, films, and the dissemination and promotion of such activities throughout the country and Europe.
- Promote and organize cultural events, music, theatre, entertainment, films and participate in them with their members if promoted and organized by other associations, public and private.
- Pursue the qualification, professional improvement and social development of its members in the fields of education, culture, entertainment, tourism, animation, communication and Arts in general.
- Promote and organize all types of events, such as meetings, conferences, trade fairs, seminars, exhibitions, courses designed to pursue the purpose of the association.
- Promote and encourage initiatives for education, training, orientation, update information and disclosure.
- Establish scholarships and organize placements and internships in the country and abroad.
- Formative and orientation services funded and unfunded according to the specific business needs of users and the territory.
- Design of training programs funded or in agreement with public and / or private, domestic and foreign.
- Promoting transnational mobility through the design and management of training in the context of national and Community programs
- Service activities of travel agencies of the tour operator, reservation service and related activities.
- Publishing literary and musical editing the publication and distribution of periodicals, newsletters, newspapers, audio and visual media, computer and books in the areas of interest, addressed to non-members
- Promote activities, services, recreational and leisure, sports and travel
- Advertising and market research.
- Participation in public tenders and private national and foreign.
- Accompanying the study support and remedial teaching.

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

Xano Channel has organized courses and seminars for secondary education and vocational training teachers: e-learning tool courses, new technologies applied to education, innovate education methodologies and language courses.

Xano Channel has also participated like silent partner in European Commission projects in the Lifelong Learning Programme (subprograms: Comenius, Leonardo da Vinci and Grundtvig). The projects in which Xano Channel has participated and is participating are different: teachers training, innovative education strategies, unemployment, prevention of school failure, language learning, social networks, culture and traditions.

Xano Channel has been promoter of a Leonardo da Vinci Partnership "YES YOU CAN" that has been awarded a Prize for Excellence as an example of good practice.

Thanks to these projects the teachers and the staff of Xano Channel can count on strong relations with many organizations across Europe and they have a lot experience in managing EU projects. Some of the staff involved in the project will be:

M. Sonsoles Jimenez Gonzalez

Degree in Computer Engineering, Technical University of Valencia.

Teaching qualification certificate (CAP), Technical University of Valencia.

Secondary and High School Teacher for the Valencian Education Administration.

Computer Science Teacher in different Public Secondary Schools and VET Schools in the Valencian Region.

She has been coordinator of several Leonardo (Mobility, Partnerships and TOI), Comenius Regio and Grundtvig Projects

She has participated in several international conferences organized by the European Commission, town halls, trade unions, etc.

She has a lot contacts with enterprises, policy makers, trade unions and other institutions in Europe.

She speaks English, Spanish and Italian.

Maria Amparo Moscardó Santamaría

Diploma of Advanced Studies (DEA) in the Department of Theory of Education, University of Valencia.



Degree in Psychology at the University of Valencia.  
 Diploma in E.G.B. (Spanish and English philology) School of Education "Ausias March" University of Valencia. School of Education.  
 Experience in European Programmes:  
 July 2003; participation in a Comenius 22C training course for English teachers hold in Dublin (Ireland) (60 hours).  
 May 2005; Organization of an ARION visit hold in Valencia "Quality in education. The inspector's role" within the Socrates European programme.  
 From 1-09-2006 to 31-08-2008 as Administrator of Lifelong Learning Programme (LLP) from the European Commission managed in the Valencian Region from Spain.  
 LLP call 2010. Member of the Evaluation committee for the Comenius Multilateral school partnerships from the Lifelong Learning Programme (LLP) National Agency.  
 From 01-09-2008 to 31-08-2010 as LLP programme coordinator managed in the Valencian Region from Spain.  
 She speaks English, Spanish and Italian.

Joan Vercher Benavent  
 Diploma of Advanced Studies (DEA) in the Department of Theory of Education, University of Valencia  
 Inspector of Education in the Valencian Region  
 May 2005; Organization of an ARION visit hold in Valencia "Quality in education. The inspector's role" within the Socrates European programme.  
 Coordinator of different Comenius Regio and movility projects.  
 From 1-09-2006 to 31-08-2015 Inspector in charge of European Programmes managed in the Valencian Region from Spain.  
 He has participated in several conferences about European Programmes  
 He is in contact with several institutions in Europe, public bodies, schools, enterprises, ONG, foundations, etc.  
 He speaks French, Spanish and Italian.

Has the partner organisation participated in a European Union granted project in the 3 years preceding this application?

Yes

Please indicate:

EU Programme	Year	Project Identification or Contract Number	Applicant/Beneficiary Name
Leonardo Partnerships	2012	2011-1-ES1-LEO04-36331	Xano channel

**D.2.3. Legal Representative**

Title	Mr
Gender	Male
First Name	Juan Bautista
Family Name	Ubeda Ferrero
Department	
Position	President
Email	xanochannelassociation@gmail.com
Telephone 1	+34635671386

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If the address is different from the one of the organisation, please tick this box

**D.2.4. Contact Person**

Title	Mr
Gender	Male
First Name	Juan Bautista
Family Name	Ubeda Ferrero
Department	
Position	President
Email	xanochannelassociation@gmail.com
Telephone 1	+34635671386

If the address is different from the one of the organisation, please tick this box



### D.3. Partner Organisation

PIC	948939846
Full legal name (National Language)	Kairos Europe Limited
Full legal name (Latin characters)	Kairos Europe Limited
Acronym	
National ID (if applicable)	7502382
Department (if applicable)	
Address	181 Earls Court Road
Country	United Kingdom
Region	UK11 - Inner London
P.O. Box	
Post Code	SW5 9RB
CEDEX	
City	London
Website	www.kairoseurope.co.uk
Email	
Telephone 1	+442032148257
Telephone 2	+447425146225
Fax	

#### D.3.1. Profile

Type of Organisation	School/Institute/Educational centre – Adult education
Is the partner organisation a public body?	No
Is the partner organisation a non-profit?	No

#### D.3.2. Background and Experience

Please briefly present the partner organisation (e.g. its type, size, scope of work, areas of specific expertise, specific social context and, if relevant, the quality system used).

Kairos Europe, established in 2011, is a company dedicated to promoting the development of programmes aimed at increasing the intercultural exchanges between European countries.  
One of our main aims is to promote projects that help adults to improve their knowledge and skills to increase their employment

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prospects. Our focus is directed in particular to disadvantaged categories (migrants, the unemployed, asylum seekers, etc.) and to projects promoting integration and equality. In our innovative approach, we seek to achieve these goals through culture and the arts.

We arrange internships in London based companies for young people and adults and also study visits and training courses for professionals, teachers and educational staff.

The company has been operating since 2011 in the field of adult education, promoting several projects with a focus on different target groups, especially disadvantaged categories such as migrants, asylum seekers, unemployed, and so on.

We also aim to bring together partners coming from all European countries, in order to develop effective plans with the purpose of sharing practices, discussing problems and compare solutions on specific issues.

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

Kairos Europe has been working with several partners both in the UK and overseas and has established a wide network of cooperation across Europe. Our most recent specialisation includes the delivery of workshops for different target groups. The aim of these workshops is the development of basic and transversal skills, such as entrepreneurship, digital skills and multilingualism; the enhancement of ICT skills; the contribution to the re-skilling and up-skilling of adults; additionally, they are conceived as a means for personal and professional growth, for rediscovery and the acquisition of skills such as confidence, self-esteem and self-empowerment.

Courses include:

- Art, Theatre & Literature workshops: The objective is to provide teachers with new and holistic skills and to find solutions for the modernization of curricula, develop new and more effective teaching methods, raise the standards, variety and quality of education. It is important to consider the increasing presence that the Cultural and Creative Sector plays in our economies not least as a mean of fostering innovation and thus to provide teachers with a set of skills to better face these changes in society.
- Language and IT courses for parents for all ages and target groups
- Parenting courses: the aim is to increase parent-child relationship in order to promote and improve the education of children.

Moreover the staff has a long experience in formal and non-formal education both as teachers and educational managers.

Our methodology includes formal, informal and non-formal learning. Our workshops and training sessions aim to achieve active participation, pro-activity, responsibility and sharing of problems and thoughts of all participants involved.

Our intention is to build a diverse and stimulating environment for studying, reflecting and working.

Horizontal participations and practical approaches will be incorporated within the workshops making use of:

- Face to Face lessons
- Project Working
- Focus groups and Panel Discussions
- Creative lessons and out of class excursions

Staff expertise  
Name: Amelia Fiorillo  
Role in the project: Project manager and researcher  
Qualifications:

- Diploma in "International Cooperation for Development"
- Diploma in "Programme and Project Cycle Management"
- Master Degree in "Philosophy, History and Italian literature"

Experiences:  
Nearly 10 years of professional experience in project management, international relations and organisation of events. Diversified skill set covering project management, marketing, mediation, client relations, human resources & recruiting.  
Her skills also include working with disadvantaged categories such as migrants, refugees, ethnic minorities, people at risk of social exclusion, people facing financial difficulties.  
Up to now she has established partnerships with more than 200 organisations, companies and public bodies all over Europe. She has successfully completed 4 Leonardo Mobility and 1 Senior volunteering projects which were graded excellent by the UK LLP National Agency, 5 Grundtvig Partnership, 4 Leonardo da Vinci Partnership projects. She currently works on the implementation of 1 Leonardo Mobility projects, 1 Grundtvig Partnership, 1 Transfer of Innovation and several KA1 professional development courses.

Person 2



Name: Daniele Trevisan  
 Role in the project: Teacher and researcher  
 Qualifications: Master's Degree in Technical and Scientific translation  
 Experiences : He has been working in the Educational and Training sector for over 5 years. He's got a background in and professional translations. He also studied computer graphics and web design and is specialized in producing professional brochures, leaflets, and websites for the dissemination of the several EU projects in which he has been involved.  
 Moreover he has a long experience in financially manage EU funded projects and deal with the budget calculation and declarations.

Has the partner organisation participated in a European Union granted project in the 3 years preceding this application?

Yes

Please indicate:

EU Programme	Year	Project Identification or Contract Number	Applicant/Beneficiary Name
Erasmus+ KA2	2014	2014-1-PL01-KA204-002858	Fundacja Pro Scientia Publica
Grundtvig Partnership	2013	GRP/13/067P	Fundacja Pro Scientia Publica
Grundtvig Partnership	2012	LdVP/12/265P	IASIO
Transfer of Innovation	2012	2012-1-PT1-LEO05-11296	APPIS

### D.3.3. Legal Representative

Title: Mr

Gender: Male

First Name: Daniele

Family Name: Trevisan

Department:

Position: Co-Director

Email: info@kairoseurope.co.uk

Telephone 1: +44 (0)2032148251

If the address is different from the one of the organisation, please tick this box

### D.3.4. Contact Person

Title: Mr

Gender: Male

First Name: Daniele

Form hash code: 3EF983D599E4C4B4

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Erasmus+

Application Form

Call: 2015

KA2 - Cooperation for Innovation and the Exchange of Good Practices  
Strategic Partnerships for adult education

Form Version: 2.05

Family Name

Trevisan

Department

Position

Co-Director

Email

info@kairoseurope.co.uk

Telephone 1

+44 (0)2032148251

If the address is different from the one of the organisation, please tick this box

Form hash code: 3EF983D599E4C4B4

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### D.4. Partner Organisation

PIC	939167969
Full legal name (National Language)	CFAEPPP
Full legal name (Latin characters)	Centro de Formação de Associação de Escolas de Paços de Ferreira, Paredes e Penafiel
Acronym	
National ID (if applicable)	not applicable
Department (if applicable)	
Address	Av. José Ferreira da Cruz, 263
Country	Portugal
Region	
P.O. Box	
Post Code	4580 651
CEDEX	
City	VILELA - PAREDES
Website	<a href="http://www.cfaeppp.edu.pt">http://www.cfaeppp.edu.pt</a>
Email	
Telephone 1	+351255865634
Telephone 2	
Fax	

### D.4.1. Profile

Type of Organisation	Accreditation, certification or qualification body
Is the partner organisation a public body?	Yes
Is the partner organisation a non-profit?	Yes

### D.4.2. Background and Experience

Please briefly present the partner organisation (e.g. its type, size, scope of work, areas of specific expertise, specific social context and, if relevant, the quality system used).

CFAEPPP is a public institution acting by virtue of national acts established in July 2008, as a result of the joining of three former in service teacher training centers, which had been created in 1992. It is located in Escola Secundária de Vilela and spans three



municipalities: Paredes, Paços Ferreira and Penafiel.  
 It assembles eighteen schools/aggregated schools, from kindergarten to secondary level, with around 3,000 teachers and around 1,000 workers (administrative, psychologists and other school employees). The largest school has 246 teachers and the smallest 120. Our team includes a director, an ICT assistant, a pedagogical assistant and an administrative assistant. Besides, there also is Pedagogical Board, constituted by all school headmasters/headmistresses, where pedagogical decisions are taken.  
 As an in service training center, our mission is to prepare educational circles to achieve the goals and tasks which are assigned in a modern school.

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

We aim to meet the needs of education professionals in order to promote students' success. Workshops, conferences, courses and seminars are organized so that teachers' skills and knowledge are improved and updated. Whenever required we also provide further professional support. At present, we are responsible for coordinating the external teacher evaluation.  
 We have not only participated in several Comenius Regius projects but also organized an in service teaching training course for European adult teachers.

Has the partner organisation participated in a European Union granted project in the 3 years preceding this application?

Yes

Please indicate:

EU Programme	Year	Project Identification or Contract Number	Applicant/Beneficiary Name
Comenius 2. 2	2009	71545-CP-1-1999-1FI-Comenius-C	Group Dynamics and Social Skills in the classroom
Comenius Regio	2010	2010-1-ES1-COM13-20943/2	Melhorar a inclusão, diminuir o abandono: Midas
Comenius Regio	2012	2012-1-PT1-COM13-124921	School Museum
Leonardo	2012	2012-1-PT1-LEO05-11296	Family Mediation201

### D.4.3. Legal Representative

Title	Dra
Gender	Female
First Name	Teresa
Family Name	Sá Ferreira
Department	
Position	Director
Email	diretora.cfaeppp@gmail.com
Telephone 1	+351917967259

If the address is different from the one of the organisation, please tick this box

Form hash code: 3EF983D599E4C4B4

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D.4.4. Contact Person

Title	Dra
Gender	Female
First Name	Teresa
Family Name	Sá Ferreira
Department	
Position	Director
Email	diretora.cfaeppp@gmail.com
Telephone 1	+351917967259

If the address is different from the one of the organisation, please tick this box



**D.5. Partner Organisation**

PIC	929576512
Full legal name (National Language)	Marketing Research Team di Marco Panuccio
Full legal name (Latin characters)	Marketing Research Team Marco Panuccio
Acronym	
National ID (if applicable)	RC-184707
Department (if applicable)	
Address	Via Sbarre inferiori, 167
Country	Italy
Region	ITF6 - Calabria
P.O. Box	
Post Code	89129
CEDEX	
City	Reggio Calabria
Website	
Email	
Telephone 1	+393485521222
Telephone 2	+393288387900
Fax	+39096555244

**D.5.1. Profile**

Type of Organisation	Other
Is the partner organisation a public body?	No
Is the partner organisation a non-profit?	No

**D.5.2. Background and Experience**

Please briefly present the partner organisation (e.g. its type, size, scope of work, areas of specific expertise, specific social context and, if relevant, the quality system used).

Our company's activity starts in 1981 in the marketing research field. It's specialized in "Field Assistance. It always believed that research needs places, men and appropriate services and so the group has always proposed as a valuable partner for research institutions both for collecting data and for the coordination of the various research projects.

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In particular aims to:

- Our Fieldwork operates through a network of interviewers present throughout the region, which are able to conduct various market surveys, ensuring quality of the information collected and their timely execution.
- Under the unconventional marketing our group also operates in the segment of training and education, offering its experience in the organization of Master's level I and II, in collaboration with many Italian universities.
- The Marketing Research Team, is privileged partner in Calabria in the "Field Assistance" and offer its services to several Research Institutes. The group is known for its competence, professionalism and knowledge of the area, to support the planning of research and marketing
- The organization of the research involves mainly personal interviews "face to face" in the following types of surveys: quantitative, qualitative, industrial, opinion research, motivational research , telephonic interviews, group interviews, pre-test and post-test, product test, panel, mysterious client, etc.
- The Group operates through a team of interviewers as well as in the field of Market Research, also in the most varied and innovative activities of operative marketing, and has achieved excellent results over the years, so as to provide today our services to the most important national and international research institutes.
- Particularly in Market Research we work for the realization of the following:
  - Research ad hoc
  - Customer satisfaction
  - Social research
  - Research on the image
  - Research for public amministration
  - Product test
  - Focus group

The Marketing Research team:

Our Group has participated in more than 3,000 research projects and is a partner with more than 50 research institutes;

We have developed partnerships in National Research - 85% and International Research - 15%;

We realized collaborations in the field of university education by participating in the realization of n. 4 University Masters: "Master in Marketing Intelligence and market techniques for Public Administration" - "Master in Marketing Intelligence and Techniques Market for Energy and the Environment" - "Master INTERNATIONAL COMMUNICATION AND MANAGMENT FOR THE TOURISM SECTOR" - "Master in International promotion of tourism and territory."

- Promote and organize cultural events, music, theatre, entertainment, films and participate in them with their members if promoted and organized by other associations, public and private.
- Pursue the qualification, professional improvement and social development of its members in the fields of education, culture, entertainment, tourism, animation, communication and Arts in general.
- Promote and organize all types of events, such as meetings, conferences, trade fairs, seminars, exhibitions, courses designed to pursue the purpose of the association.
- Promote and encourage initiatives for education, training, orientation, update information and disclosure.
- Establish scholarships and organize placements and internships in the country and abroad.
- Formative and orientation services funded and unfunded according to the specific business needs of users and the territory.
- Design of training programs funded or in agreement with public and / or private, domestic and foreign.
- Promoting transnational mobility through the design and management of training in the context of national and Community programs
- Service activities of travel agencies of the tour operator, reservation service and related activities.
- Promote activities, services, recreational and leisure, sports and travel
- Advertising and market research.
- Participation in public tenders and private national and foreign.
- Accompanying the study support and remedial teaching.

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

The enterprise has participated like silent partner in Transfer of Innovation projects on behalf of different organizations. The enterprise participates in European conferences and has built in last year a network of trustful partners.

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Marco Panuccio

Degree in Planning and Management Policies and Social Services of the Mediterranean area (Programmazione e Gestione delle Politiche e dei Servizi Sociali d'area Mediterranea) University "Dante Alighieri" in Reggio Calabria.

Tutor of the Master II level Marketing Intelligence e Technical market for energy and environment during the year 2012

Responsible of the Marketing Research Team, group that operates in Calabria in marketing research field.

Collaborates with the most important Italian and international research institutes. (Istituto Piepoli, Pragma, Doxa, Doxapharma, TNS Infratest, Dinamiche, Field Service, SGR International, Art, IMS Health, People, B&C, G&G, Consulmarketing, 3Quality).

Responsible of RCS Mediagroup for promotion and diffusion of marketing strategies in medical field in the provinces of Reggio Calabria, Vibo Valentia e Catanzaro.

With the experience gained in the field of master has developed excellent management skills of the students and their problems, both from the academic point of view that the bureaucratic skills, problem solving and management of online databases. Excellent skills in teamwork and excellent knowledge of Office package, Windows and Internet Network

Thanks to the long experience in the field of marketing has developed considerable interpersonal skills having been in contact with different types of professional contexts, as well as ability to supervision and management of a network of interviewers coordinated throughout Calabria.

Giorgio Panuccio

Degree in Planning and Management Policies and Human Services of the Mediterranean area (Programmazione e Gestione delle Politiche e dei Servizi Sociali d'area Mediterranea) University "Dante Alighieri" in Reggio Calabria.

Manager of the formation and training center ex Ciapi di Reggio C.

Long experience (thirty years) in Market Research, Studies of Opinion and Marketing operational.

Consultant in the field of market research, studies and statistical analysis marketing.

(QUALITATIVE RESEARCH / QUANTITATIVE, MYSTERY CLIENT, PRODUCT TEST, FOCUS GROUP, EXIT POLL / PROJECTIONS).

Designer in the field of Education - Head of the design team of professional training courses c / o CFP former Iniasa of Reggio Calabria (the most important projects written: Educational Assistant - Expert in Equal Opportunities -Tecnico the welcome social);

Representative as Technical Sector for Professional Training in Project LLP- LdV- TOI - 10-EN-538 "TMT- Transparency for Mobility in Tourism: transfer and making system of methods and instruments to Improve the assessment, validation and recognition of learning outcomes and the transparency of qualifications in tourism".

Community Programme Leonardo da Vinci

Representative as per the Technical Vocational Education Sector, Provincial Authority of RC, as part of the Community Programme LLP - Programa de aprendizaje permanent Comenius Regio "Project Italy-Spain" Combatir el abandono escolar with web 2.0".

Senior Researcher for the Provincial Authority of RC in the Project SPOT 6D (Students Protagonists of Our Tomorrow) Action ProvincEgiovani 2012

Responsible of Progetto NOSTRA (Network of strait) Ente Provincia di RC;

Responsible of Progetto Comenius Regio "Raices, Rutas Y Cultura para la inclusion" Ente Provincia di RC;

Responsible of Progetto PARI Azione provinciegiovani Ente Provincia di RC; (Antidispersione paths, Reorientation, Inclusion Action provinces young);

In 2010 Professor of Strategic Marketing at the University Master in "Marketing Intelligence and market techniques for Public Administration" Mediterranean University of Reggio Calabria;

In 2012 Professor of Strategic Marketing University Master in "Marketing Intelligence for energy and environment" University "Dante Alighieri di Reggio Calabria;

In 2012 Professor of Strategic Marketing at the University Master INTERNATIONAL COMMUNICATION AND MANAGEMENT FOR THE TOURISM SECTOR "University" Dante Alighieri of Perugia.



Professor of Strategic Marketing Master in International promotion of tourism and territory University for Foreigners Dante Alighieri of Reggio Calabria.

Knowledge of English level B1

He has a good command on organization of mobility projects in the area of logistics and preparation.  
He has participated in many Partnership projects and Transfer of Innovation on behalf of different organizations.  
He usually participates in European Contact seminars and conferences and has built in last year a network of trustful partners.

Has the partner organisation participated in a European Union granted project in the 3 years preceding this application?

No

D.5.3. Legal Representative

Title	Dr
Gender	Male
First Name	Marco
Family Name	Panuccio
Department	
Position	Director
Email	panuccio1@virgilio.it
Telephone 1	+393485521222

If the address is different from the one of the organisation, please tick this box

D.5.4. Contact Person

Title	Dr
Gender	Male
First Name	Marco
Family Name	Panuccio
Department	
Position	Director
Email	panuccio1@virgilio.it
Telephone 1	+393485521222

If the address is different from the one of the organisation, please tick this box

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### D.6. Partner Organisation

PIC	946691192
Full legal name (National Language)	ELECTRONIC COMPASS
Full legal name (Latin characters)	K POULOPOULOS E.P.E.
Acronym	
National ID (if applicable)	313216
Department (if applicable)	
Address	ANAXAGORA 3
Country	Greece
Region	EL30 - Αττική (Attiki)
P.O. Box	16451
Post Code	
CEDEX	
City	ATHENS
Website	<a href="http://www.e-compass.gr">http://www.e-compass.gr</a>
Email	
Telephone 1	+302109932181
Telephone 2	+306945480436
Fax	

#### D.6.1. Profile

Type of Organisation	Other
Is the partner organisation a public body?	No
Is the partner organisation a non-profit?	No

#### D.6.2. Background and Experience

Please briefly present the partner organisation (e.g. its type, size, scope of work, areas of specific expertise, specific social context and, if relevant, the quality system used).

Electronic Compass is an education and IT services company located in Greece. The company focuses in continuing education of adult learners and its mission is to share advancement in the Education field in multiple ways. The existing network of the company includes institutions, organizations and professionals in the fields of ICT, education and social sciences. Electronic Compass also

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manages and organizes local pilot trials with targeted end-user groups.  
Apart from that, the company offers a number of solutions, such as interactive and accessible to people with disability web site development, e-commerce develop.

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

Electronic Compass is an education and IT services company located in Greece. The company focuses in continuing education of adult learners and its mission is to share advancement in the Education field in multiple ways. For that reason it organizes seminars in the fields of ICT, education, business, and social sciences. Electronic seminars are also organized and broadcasted live with the use of video streaming technologies and other seminars are organized in the form of courses hosted on specialized internet platforms. Due to this type of operations, Electronic Compass has developed strong professional connections with many mirco-SMEs and professionals. Micro-SME seeks information and guidance on technological, financial, marketing and other business matters in order to cope with the demanding environment of competition, and especially also due to the challenges Greek micro-SMEs face because of the ongoing economic crisis. Electronic Compass is a relatively new company. However its key personnel has the proper educational background and long experience on educational seminars and workshops to deliver its role in the Project with great success.

The Key Staff of Electronic Compass that will be involved in the project are:

- Mrs. Despina Kanellopoulou: Mrs Despina Kanellopoulou is a Social scientist- social worker and trainer. She obtained her degree in Social Working at the Health and Welfare, School of the Technological Educational Institute of Athens. She worked as a researcher in various EC funded projects under FP6 (EMERGE, ENABLE, etc.). She was specifically responsible for research and testing processes involving collection of data and data analysis (questionnaires, interviews), user requirements analysis, (on disadvantaged groups ) and monitoring and collection data from the testing stage. She has expertise also in running LLL projects and has done some in the context of LdV partnerships and TOIs.

- Konstantinos Pouloupoulos - managing director: Konstantinos Pouloupoulos has a BA (Hons) in Business Systems and Information Technology, a MSc in Project Management and a MSc in Electronic Commerce. He has worked as instructor of educational seminars for system administrators, operating at blood donation nodes in Greece within the framework of the Health and Welfare Ministry. Since October 2006, he worked as Project Manager/Researcher for several EC funded projects. Some of the projects he worked on were the following: ICT4T Leonardo Partnership; Check and Go A/06/B/F/PP-158.331; GAMBE AT/06/B/F/PP-158324; Access-e-Gov FP6-2004-27020; GAME ON 229542-CP-1-2006-1-UK-GRUNDTVIG1-G1; XJENZA-TV FP6-2007-036808; Goal Net UK/07/LLP-LdV/TOI-009.

Has the partner organisation participated in a European Union granted project in the 3 years preceding this application?

Yes

Please indicate:

EU Programme	Year	Project Identification or Contract Number	Applicant/Beneficiary Name
LLP Leonardo Partnership	2011	2011-1-ES1-LEO04-36331_3	Xano Channel Association for community development
LLP - Leonardo TOI	2012	2012-1-PT1-LEO05-11296	APPIS
ERASMUS +	2014	2014-1-TR01-KA204-013399	GAZI UNIVERSITY

**D.6.3. Legal Representative**

Title

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Gender	Male
First Name	Konstantinos
Family Name	Poulopoulos
Department	ICT Department
Position	Director
Email	info@e-compass.gr
Telephone 1	+302109932181

If the address is different from the one of the organisation, please tick this box

**D.6.4. Contact Person**

Title	Mrs
Gender	Female
First Name	Despina
Family Name	Kanellopoulou
Department	
Position	EU Projects Coordinator
Email	despina@e-compass.gr
Telephone 1	+302109932181

If the address is different from the one of the organisation, please tick this box



### D.7. Partner Organisation

PIC	933425569
Full legal name (National Language)	
Full legal name (Latin characters)	Comune di Anzola dell'Emilia
Acronym	
National ID (if applicable)	not applicable
Department (if applicable)	
Address	Via Grimandi 1
Country	Italy
Region	ITH5 - Emilia-Romagna
P.O. Box	
Post Code	40011
CEDEX	
City	Anzola dell'Emilia
Website	www.comune.anzoladellemlia.bo.it
Email	
Telephone 1	+390516502124
Telephone 2	
Fax	

#### D.7.1. Profile

Type of Organisation	Other
Is the partner organisation a public body?	Yes
Is the partner organisation a non-profit?	No

#### D.7.2. Background and Experience

Please briefly present the partner organisation (e.g. its type, size, scope of work, areas of specific expertise, specific social context and, if relevant, the quality system used).

The City of Anzola Emilia is an Italian town of 12,227 inhabitants in the province of Bologna. Since January 2012 is part of the Union of Municipalities of Terre d'Acqua with the municipalities of Calderara di Reno, Giovanni in Persiceto, Sant'Agata Bolognese, Crevalcore and Sala Bolognese. The City of Anzola dell'Emilia is local government holds its own functions; exercise the functions

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assigned or delegated by the State and the Region; contributes to the achievement of the objectives contained in the plans and programs of the State and the region and provides, according to their skills, their specification and implementation. The town hall has competences in basic education and in adult education. three schools of each are in the city.

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

Some of the educational activities of the town hall  
1) The town hall in charge of the programs of adult and basic schools in the city.  
2) Organization of national education and training activities with the associations in the territory  
3) The town hall has participated in several European projects like silent partner  
4) Organization of international education and training initiatives  
  
The town hall organizes and deliver international in-service training courses on different topics such as: European cooperation, new technologies for education, innovative educational methodologies, language learning etc. Some of these courses have been delivered in over 5 editions so far. An average of 30 participants, from all over Europe, attend thnternational courses every year. The international courses organized are addressed to: school teachers, adult teachers, head of schools, university lecturers, trainers, researchers, public officers, managers of education and training organizations etc.  
  
5)The town hall organizes international conferences in the field of education addressed to: school teachers, adult teachers, head of schools, university lecturers, trainers, researchers, public officers, managers of education and training organizations etc.  
The persons in charge of the project will be:  
Patrizia Saggini è Responsabile organizzazione e sviluppo del Comune di Anzola dell'Emilia ed è stata responsabile del Servizio Associato per la gestione dei sistemi informative dell'Unione Terred'acqua (SIAT), ha ottenuto un master di secondo livello in "Comunicazione pubblica istituzionale" organizzato dalla Facoltà di scienze della Comunicazione dell'Università "La Sapienza" di Roma. Si è occupata del coordinamento dei progetti di E-GOVERNMENT al tavolo tecnico della città Metropolitana e di tutti gli altri progetti di sviluppo che rientrano nel Piano dei lavori annuali del SIAT.  
Andrea Peraldo, started working at Pixel as European Project Manager soon after his degree in Political Sciences - History Studies, in 1998. So far he has been involved in the management of more than 10 projects funded by the European Commission in the field of education and training. The main subject areas of these projects are: new educational methodologies; language learning; tourism management; history and science teaching, health.  
Andrea Peraldo has also been the project manager of more than 15 projects funded by the European Social Fund in the following areas: equal opportunities, in company training in SMEs, entrepreneurship, training for unemployed youth and adults in Italy  
Andrea Peraldo is also in service teachers and adult trainer in the following subject areas: European cooperation, new technologies for education, Italian language for foreigners.  
Lorenzo Martellini, degree in Economics – Business Management, in 1999. He has managed over 15 projects funded by the European Commission in the field of education and training. The main subject areas of these projects are: entrepreneurship, health, language learning; tourism management, ICT and media education.

Has the partner organisation participated in a European Union granted project in the 3 years preceding this application?  
No

**D.7.3. Legal Representative**

Title	Mr
Gender	Male
First Name	Veronesi
Family Name	Giampiero
Department	

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Position	Mayer
Email	annalisa.roma@comune.anzoladellemilia.bo.it
Telephone 1	+39516502111

If the address is different from the one of the organisation, please tick this box

### D.7.4. Contact Person

Title	Mrs
Gender	Female
First Name	Roma
Family Name	Annalisa
Department	
Position	Education Councillor
Email	annalisa.roma@comune.anzoladellemilia.bo.it
Telephone 1	+39516502111

If the address is different from the one of the organisation, please tick this box





**E. Description of the Project**

What is the rationale of this project, in terms of objectives pursued and needs and target groups to be addressed? Why should this project be carried out transnationally?

The Europe 2020 Strategy has defined among others, one key priority that is to raise "Europe's employment rate – more and better jobs, especially for women, young people and older workers" so to achieve a benchmark of " 75% employment rate for women and men aged 20-64 by 2020– achieved by getting more people into work.

The achievement of this important goal, that has important implication for the more general objectives of at least 4 of the five headline targets that have been set for the EU to achieve by the end of 2020 as employment; research and development; education; social inclusion and poverty reduction, is threatened by the economic crisis and the consequent loss of job opportunities that in many countries lead the unemployment rates to achieve "record" percentages.

Older workers are more exposed to unemployment and exclusion from good careers opportunities, with rates that often reach 35% and more in European Countries and due to the economical crisis and low qualification.

Within this context the partners of this project will explore these issues and identify solutions to help older people to be inserted in the labor market establishing effective links between adult schools and the world of work.

Adult Students, Adult teachers and enterprises need to break the barriers caused by the digital divide which separate them from the netizens (Internet, first-class citizens), and the rest of people who, due to their lack of knowledge or domain in relation to the use of web social media tools, are considered as the new digital illiterates of the 21st century.

The use of Social media and ICT is not widespread among adults, they need to know how to use social media to socialize, communicate and searching job oportunities.

Social Media and Internet are now very often used by the companies for selecting in an effective way their future employees.

Adult learners need to know how to create and preserve his digital identity where they could keep on their competences, language knowledge, etc. to become an optimal candidate to be reincorporated in labour market in the most rapid an efficient way.

For helping adult learners to join the labour market using ICT social media, we will train mentors on how to write an European CV, how to find a job using social emplyment portals and how to create, maintain and preserve the digital identity for the world of work. Social online Mentors will be 10 adult learners in each country. Mentors will offer support, advice an information related on the project issues to the other adult learners using the "social mentors office".

The project will use Mentoring interpairs like a methodology of shared learning and growth that promotes mutual benefit, interaction and support for both parties is becoming an increasingly important function for both entering the workforce and future career success. The mentoring relationship is a two way process which potentially benefits both mentee and mentor as they learn from each other.

The aim of the project is to promote employment for long term unemplyed adult people, through an effective use of social media , ICT and through the training of 10 students in each participant country that will be called " international digital mentors"

This general aim will be achieved through these specific objectives:

- Show and make confident adult learners and teachers on how to use social media and ICT, concerning the effective use of them for accessing the labor market.
- Create an effective learning community to facilitate collaboration among adult training institutions, policy makers and enterprises to facilitate the matching between offer of labor and demand through the use of social media and ICT.
- To use "Mentoring" like a methodology of shared learning where mentors will offer support, advice an information related on social media and ICT for promoting employment
- To integrate formal, non-formal and informal education, working as social mentors, the adult students will learn in an non-formal way and they will mentor the other adult learners experimenting informal approach.

The project will allow participants to move with facility on the European labor market and the relations with the companies during the BarCamps, policy makers, associations, adult training institutions... of other European countries to consolidate the effectiveness of learning community involving adult teachers , their adult learners and companies in the testing of the "social mentors training package"and in a shared analysis of the effective use of Social Media for the matching of job request and adult learnes . In the learning community will participate in each country at least 10 adult teachers,10 adult learners and 5 enterprises in each participant country.

The learning community will make effective the internacionalization of the education in the participant instituons

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

As mentioned the project is complementary to the main policies and initiatives that are currently carried out at European and national level to tackle the problem of unemployment rates for long term unemplyed adults and in particular with those focusing on a more structured and effective cooperation, interaction and synergic effort among adult training institutions, enterprises and policy makers, to match the training practices with adult learners with the actual needs of the job market.

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The project is also complementary to the European initiatives related to:

- the common efforts for exploring the process for alignment of the recognition and validation of skills and competences using Europass as it will analyse which are the competences and skills that companies are looking for at European level
- contributing to "potential growth areas or areas with skills shortages, and by aligning policies with local, regional and nationaleconomic development strategies" by fostering the cooperation between companies and adult training institutions to build a shared communication and exchange of information and practices on the theme of training adult learners on the use of Social Media to promote employability, and to able to support them in promoting their internationalization.

In the so called "knowledge society", adult learners and teachers need to acquire basic skills in handling social media and new technologies as collaborative platfforms.

Social media can be used by long term unemployed adult learners job seekers for creating, maintaining and improving their digital identity, their curriculum and promote their entrepreneurship abilities.

Learning community will help participants to explore advanced solutions to be protagonists collaborative ways for developing common initiatives based on the cooperation and sharing of best practices with potential colleagues.

Nowadays, however, adult teachers, adult learners and enterprises still do not exploit the full potential of social media, ICT and collaborative methodologies for the purpose of promoting an effective match between job demand and job offer.

Adult teachers are becoming aware of the potential of these technologies for helping their adult learners to join the labour market, but they do not know yet how to fully exploit them and are not prepared and able to promote their effective use.

Adult learners need support for using ICT ,social media, and employment portals around Europe. The digital mentors office will help them to create a digital identity and to identify the virtual places for job searching in Europe. The BarCamps with social recruitment managers will show them the most demanded profesional profiles and the possibilites of being incorporated to the labor market

The 2 groups therefore have in common the need to adapt their knowledges to the new digital context and to find a way to match the existing gap between the need of the adult learners to be supported in their integration in the European labour market.

To integrate formal, non-formal and informal education, working as social mentors, the adult students will learn in a non-formal way and they will mentor the other adult learners experimenting informal approach.

How did you choose the project partners and what experiences and competences will they bring to the project? How was the partnership established and does it involve organisations that have never previously been involved in a similar project? How will the tasks and responsibilities be distributed among the partners?

The Consortium integrates a number of 7 institutions representing the different target groups of the project. In each of the 5 European countries represented within the partnership (Spain, Italy, UK,Greece and Portugal) All project partners have consistent experience in working in adult training and some of them with social media and ICT All partners therefore can ensure both the necessary skills and expertise to guarantee the high quality of the expected results and the adequate network of contacts to involve the project beneficiaries and direct experience in developing training contents for teachers and to ensure dissemination and sustainability of the project results.

In particular the projects partners are:

P1-ESMOVIA (ES) is an international education and training institution accredited based in Valencia. Esmovia has experience in the organization of international education and training initiatives, focusing, in particular Exxmovia has experience in providing different structured courses for adult education and school education staff in topics like European Projects Writing, European Projects Management, Gamification in Education, ICT for Teaching, CLIL Methodologies, Teaching Spanish as a second language, etc...

Esmovia has been involved in different European projects, most of aiming to the promotion of innovation in education with a focus on creativity and the integration of ICT.

P2 - Xano channel Associated of community development (ES) is an association of secondary education school teachers, vocational education teachers , adult teachers, inspectors of education and trainers in different disciplines that focuses its activities on the field of education, training and cultural promotion in the European environment and constantly cooperates with enterprises for the bridging among VET systems, and practices and the world of work.

p3-KAIROS( UK) is a company dedicated to promoting the development of programmes aimed at increasing the intercultural exchanges between European countries. The focus of Kairos is directed in particular to disadvantaged categories (migrants, the unemployed, asylum seekers, etc.) and to projects promoting integration and equality. Kairos has long experience in organazing adult teachers training courses on language skills and ICT.

P4- CEEIP (PT) is a public teachers training institution.CEEIP aim to meet the needs of education professionals in order to promote



students' success. Workshops, conferences, courses and seminars are organized so that teachers' skills and knowledge are improved and updated. Whenever required CEEIP also provide further professional support. At present, CEEIP is responsible for coordinating the external teacher evaluation. CEEIP has not only participated in several Comenius Regius projects but also organized an in service teaching training course for European adult teachers.

p5-Marketing Research Team di Marco Panuccio(IT). It's an italian company specialized in "Field Assistance. It always believed that research needs places, men and appropriate services and so the group has always proposed as a valuable partner for research institutions both for collecting data and for the coordination of the various research projects. Our Group has participated in more than 3,000 research projects and is a partner with more than 50 research institutes; the company has realized collaborations in the field of university education by participating in the realization of n. 4 University Masters.

p6-Electronic compass.is an education and IT services company located in Greece. The company focuses in continuing education of adult learners and its mission is to share advancement in the Education field in multiple ways. The existing network of the company includes institutions, organizations and professionals in the fields of ICT, education and social sciences. Electronic Compass also manages and organizes local pilot trials with targeted end-user groups.

p7- Comune di Anzola dell'Emilia. The City of Anzola Emilia is an Italian town of 12,227 inhabitants in the province of Bologna. Since January 2012 is part of the Union of Municipalities of Terre d'Acqua with the municipalities of Calderara di Reno, Giovanni in Persiceto, Sant'Agata Bolognese, Crevalcore and Sala Bolognese. The City of Anzola dell'Emilia is local government holds its own functions; exercise the functions assigned or delegated by the State and the Region; contributes to the achievement of the objectives contained in the plans and programs of the State and the region and provides, according to their skills. They are in charge of adult educational schools in the city and they have organised transnational training for adult teachers and international conferences

How will cooperation and communication happen among all project partners and with other relevant stakeholders? What will be the purpose and frequency of the transnational project meetings and who will participate in them?

The project promoter will be in charge of the management and coordination of the project, All partners will be in charge of supporting the project promoter in the organizational management and coordination.

The project promoter will organize the project work according to a structured and clear workplan. The workplan will describe for each of the planned activities to be carried out, the formats, guidelines and tools to be used for the achievement of the expected results.

For each activity a clear definition of time schedule will be made, indicating intermediate and final deadlines for carrying out each one and delivering the expected outcomes.

Also, for each activity a detailed definition of partners' involvement and specific roles will be made.

The workplan will be presented to all the project's partners during the first project meeting in order to be openly discussed and jointly approved.

Consortium's staff will be directly involved in: Workshop's activities; creation of the project's website contents; the social media pages (facebook, twitter) project's activities coordination in their own institution; developing the guide for social mentors training, participating and giving support to the social mentors office, organizing BarCamps with enterprises and collaborating in an active way in the learning community, participation in the creation of questionnaires for internal evaluation; collecting data (reports of the Workshops and BarCamps, documents, articles, etc.); production of audiovisual media with acquired experiences; evaluation and dissemination of the results phases. There will also be activities for them which will let them share their ideas, suggestions and experience with colleagues from different countries. Their opinion will be a fundamental tool in the evaluation of project's activities.

The partner from Greece will be in charge of the website and social media profiles of the project

The partner from Portugal partner will be in charge of evaluating the quality of the project.

To meet the current and forthcoming needs of the target groups, the project foresees the active participation of learners in all stages of the project and in particular during the international workshops. In order to increase their knowledge over the social media for joining a job, the target groups will be involved by: thematic workshops with enterprises, social mentors office,

In order to promote the circulation of the information about the achievements of the project and of the methodologies implemented a dropbox folder will be created.

This folder addressed to project partners, will be used in order to ensure all partners being up to date with the project's state of art.

The dropbox folder will be constantly updated with news concerning the progress of the work of all the partners, will give access to



guidelines and tools for the carrying out project activities and evidence of the decisions resulting from the Steering committees. The dropbox folder will be organised in the following Sections:

- Project Description: providing information about the project aims, target groups, activities and expected results
- Project partnership: providing information about the members of the project partnership
- Work in Progress: Containing the 6 monthly based activities report forms of the project partners
- Dissemination: Containing the Dissemination forms filled by the project partner for each dissemination event carried out

The transnational project activities will be managed by a Steering Committee chaired by the project's promoter. Three representatives of each partner of the project will participate in this Committee. The Steering Committee will meet every six months.

The host country in cooperation with the host country will be in charge of organising and managing the project meetings with which they will ensure all partners being fully informed about the main aspects of the project.

During the first project meeting. A detailed calendar of the activities will be presented together with a clear identification of each partner's role. All the main issues will be discussed and formalised through the agreement of all partners. All the necessary Guidelines and Forms to be used to carry out the activities will be created and distributed during the first meeting of the transnational steering committee to the partners. The forms will be discussed upon in order to meet different work methods and approaches of the project partners and then adopted in their final version.

The following 3 meetings, will be organised to monitor the project achievements, the consistency of the results produced with the initial expectations, the planning of future activities and deadlines and for addressing and solving possible issues and take consequent appropriate decisions.

A democratic approach will be adopted, ensuring in any case all project having the opportunity to participate into the decisional process.

What are the most relevant topics addressed by your project?

ICT - new technologies - digital competences

International cooperation, international relations, development cooperation

Labour market issues incl. career guidance / youth unemployment

What results are expected during the project and on its completion? Please provide a detailed description of the expected results (if they are not listed in intellectual outputs, multiplier events or learning, training, teaching activities).

The main results of the project will be:

- Online social digital mentoring training package, The training package will contain a guide and a collection of useful training materials with at least the following chapters: how to create your European curriculum, the most demanded professional profiles, how to look for work in an effective way in Europe using European employment portals, how to create personal professional profile, how to monitor and improve personal and professional profile, how to organize personal development plan, tools for creating, controlling, maintaining and improving your own reputation. For creating (select your name, social networks (pages on facebook, twitter, linkedin, foursquare, etc), blogs, youtube, flickr, slideshare etc., for controlling (google alerts, google analytics, Tweetreach, google inside, facebookinside, howsocialble, etc), for improve and maintain (tweetdeck, hootsuite, etc.) The training packate will contain too a collection of training materials (videos, online games, images, documents, links, interview, etc). Each project partner will train at least 10 adult teachers
- Social digital mentors website and social media pages of the project, The grec partner will use the most appropriate technical solutions to crate the main sections of the website cointaining:
  - Guides Section - Providing access to the guides, materials and resources developed f focusing on social media for employment.
  - Social mentors office. Where adult learns and other people who arrives the disseimiation could contact with social metors for solving their doubts about the use of social media an ICT, how to write an Europass CV, how to use employment portals.....
  - News section. Where potencial users will be informed about new events
  - Dissemination section. Where partners will inform about the dissemination actions during the project
  - Barcamps and workshops with teachers and students section, where detailed information will be given to potecial users.

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-Social media will be used for showing the results and the activities of the project.  
All partners will create contents for the project website and social media.

-Social mentors office. A mailbox and facebook on the homepage website will be created, where all interested adult learners may consult their questions or make an appointment with the social online mentors. The social mentors helped by their teachers will offer support, advice an information related on how to usesocial media and ICT for finding a new job, how to create a CV using Europass and other questions that they could have.

The intangible results of the project will be:

- Learning comunity to increase collaboration among adult training institutions, polocy makers and enterprises and to facilitate the matching between offer of labor and demand through the use of social media and ICT. To share the information about how enterprises use social media for pre-selecting potential employees.
- Teacher training on the use of social media for the promotion of adult employment. The purpose will be to provide teachers with the skills and sources to train their learners on the subject and to raise adult learners' awareness of the opportunities and risks related to the use of social media for accessing the labor market, on how to create an Europass CV and how to find a job in Europe using social media tools.
- Enterprises will collaborate in the BarCamps in how to exploit social media and ICT for an effective selection of potential candidates for a job, in how to use social media and ICT for getting employment in Europe.
- Adult teachers and teachers will paticipate in the intenational training experience in Grece on how to teach their learners for exploiting social media and ICT for finding a job, this teaching and learning activity with social mentors in Greece. During 4 days 10 social mentors selected for each partner will attend this training activity. The aim of the "social mentoring international training" is to provide the the social digital mentors with the necessary skills in the use of social media and ICT for accessing the labor market, how to create an Europass CV, how to access to employment porttals and with different stategies for helping other adults in Europe.
- Integration formal, non-formal and informal education, Adult learners acting as social mentors, will learn in an non-formal way and they will mentor the other adult learners experimenting informal and non formal approach.

In addition to these results, different ouputs will be achieved through the transversal management, evaluation, dissemination and exploitation activities that are described below.

-Multiplier event with the partipation of all the partneship, social mentors, adult teachers and learners, public authorities in charge of adult education policies, trade unions, enterprises.. for promoting the results of the project.

**E.1. Participants**

Approximately, how many persons will benefit indirectly from or will be target of the activities organised by the project? (i.e. participants for whom a specific grant is not foreseen, such as local participants in multiplier events, or other types of events, etc.)

2185

Please describe briefly how and in which activities these persons will be involved

Each partner will be committed to transfer the results available onto the website, through the involvement of at least 70 teachers of adult institutions and 45 professionals in the field of the recruitment of employees that will be protagonists of the testing and experimenting of the training package. Also 2000 Adult learners will be involved in the project in Europe.

The participation in the learning community of 7 countries will guarantee the project results to different beneficiaries and regional areas and to involve a high number of potential users: 70 adult teachers and 45 managers and Human resources mangers of enterprises and 70 social digital mentors selected among the adult learners of the participant insitutions. We estimate that he of the social mentors office could attend more or less 2000 questions in 5 months.

The transnational dimension will be a key factor during the delivery of the training package "social international mentoring training", that will be organised by the partners, the adult teachers, learners and enterprises . Exploiting the potential of social media for the circulation of information, adult teachers will have the opportunity to share their experiences and impressions about main themes connected with the project as:  
social media for education, for searching a new job. Experiences and practical results of the application of social media for fostering



cooperation among adult training institutions, companies, policy makers, NGO...

BarCamps will be a good opportunity for adult teachers and adult learners:

-To know how to exploit social media and ICT for an effective selection of potential candidates for a job, in how to use social media and ICT for getting employment in Europe,

-To be in contact with enterprises and with innovation.

-Multiplier event with the participation of all the partnership, social mentors, adult teachers and learners, public authorities in charge of adult education policies, trade unions, enterprises.. for promoting the results of the project.

Social mentor office will be an opportunity to integrate formal, non-formal and informal education, Adult learners working as social mentors, will learn in a non-formal way and they will mentor the other adult learners experimenting informal approach.

Another key factor associated to the potentiality provided by the transnational dimension is obviously related to the possibility to spread the results of the project to a wider audience. The structured dissemination and the social mentors office, the website, the social media of the project and the active participation of all the partners and their direct contribution in order to make sure that the maximum of people interested in the project will be informed on its results.

The final conference that will be held in Spain it's a good opportunity for disseminating the project activities and outcomes.

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

Yes

How many participants (out of the total number) would fall into this category?

21

Which types of situations are these participants facing?

Economic obstacles

Educational difficulties

Geographical obstacles

Cultural differences

How will you support these participants so that they will fully engage in the planned activities?

It is estimated that 30% of the adult learners participating in the project, will be representatives of social and economic groups with fewer opportunities, in particular due to: Economical obstacles or/and Educational difficulties or/and Geographical Obstacles or/and cultural differences.

These adult learners will be actively contributing to the project activities and will benefit from the project results.

In particular:

Adult learners with economic obstacles, will acquire skills to access to better job opportunities through an effective and aware use of Social Media, to better understand which are the skills that the companies are looking for and to cooperate through innovative working methods, and how to be protagonists of their insertion in the job market.

Adult learners with educational difficulties will be supported by innovative and social media based training and learning resources,



using their language and their communication patterns, to motivate them to learn and to be actively involved in their learning process.

Adult learners with Geographical obstacles, will gain skills, methods and practices to making full use of Social Media and ICT in general to work at distance,, overcoming their isolation.

This is very important for all countries and specifically for Spain and Portugal where adult learners often are coming from rural areas that usually don't have the possibility of participate in innovative transnational activities and can have difficulties in finiding a good job in their area and/or to migrate to other more fruitful situations.

Adult learners in exclusion situation will be supported with dynamic and specific methodologies to promote their integration. It's demonstrated with different scientific studies that Social media provide a variety of ways to impart knowledge through creative, interactive and interesting activities. Using social media and ICT can either help to develop important skills essential for working life and learning other skill like teamwork, entrepreneurship, languages .....



**F. Preparation**

Please describe what will be done in preparation by your organisation and by your partners before the actual project activities take place, e.g. administrative arrangements, etc.

The project partnership duly guided by the project promoter will carry out the following preparatory activities:

- A Calendar of the activities will be created and agreed upon among the project partners during the first transnational meeting. The Calendar will clarify the activities to be carried, the related responsibilities of the project partners, the methodologies and tools to be used to perform the activities and achieve the expected results and the deadlines to be respected to achieve the expected outputs
- The tools to be used to perform the activities will be developed and agreed. In order to ensure that the project partnership despite the different working methods, will produce comparable and homogeneous results, a common set of tools, guidelines and formats will be agreed upon during the project partnership and formally adopted in order to be used to perform the project activities (e.g. guidelines to create the Guides contents etc.)
- Creation of the dropbox folder of the project to be used as a communication and knowledge sharing platform among the project partners.
- The communication strategy to be used both internally, to ensure all project partners to be informed about the project achievements and externally to promote and dissemination project related information, will be developed by the project promoter agreed upon during the kick off meeting of the project. The communication strategy will be developed by the project promoter and shared among the project partners. The communication strategy will be aiming to foster the highest level of circulation of information and sharing of effective solutions and best practices adopted.  
The communication among the project partners will be based on the use of ICT (e.g. E-mails, facebook, twitter, Virtual conferences using skype..) and through direct contacts (e.g. Meeting of the transnational steering committee whatsapp and telephone calls).
- The reporting strategy both in terms of activities and for the financial monitoring and reporting. Project partners will be requested to fill in on a 6 monthly basis the work in progress section of dropbox folder. Activities report will also be asked at Progress and Final stage.
- The dissemination plan will be developed, discussed upon and approved within the first partnership meetings. The Dissemination plan will provide each project partners with their role, tasks and expected results to be achieve through dissemination activities.
- The monitoring and evaluation strategy will be developed, discussed and agreed upon, and will define the methods, tools and reporting requirements to be followed by the project partners to monitor and evaluate the project achievements.

**F.1. Project Management**

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

**Budget Management**  
As far as budget control is concerned during the kick off meeting full explanation of the Financial Rules will be given, together with a power point will be used by the promoter for explaining the official rules and how to justify the expenditures.  
Each partner will be responsible of the justifications of their own budget.

**Time Management**  
The transnational project activities will be managed by a Steering Committee chaired by the project's promoter. Two representatives of each partner of the project will participate in this Committee.  
The Steering Committee will meet every six months to ensure a constant monitoring of the activities and of the achieved results.

During the first project meeting the calendar of the activities will be presented indicating also each partner's role, the deadlines to be respected and the tools and processes to be used to achieve the expected results.

The following project meetings will be focused on the presentation of the project state of art, the sharing of the problems encountered and of the strategies adopted to overcome them, the presentation of the activities carried out by each partner, the Portal state of art, the planning of future activities.





Following each meeting, minutes containing the reminder of all the agreed decisions will be created and distributed.

The project promoter will be in charge of following the progress of each partner according to the settled calendar of activities and deadlines, sending reminders and organising one to one meetings to address eventual issues arising.

Project partners will be also asked to produce an Activity Report each six months in order to describe the activities carried out. The website of the project, duly updated with periodic news will also be used as a reference for each partner to be informed on the project's state of art.

How will the quality of the project's activities and results be monitored and evaluated? Please mention the involved staff profiles and frequency of such quality checks.

The aim of the Monitoring is to guarantee a constant monitoring of the project activities and an evaluation of the quality of the results in order to eventually adopt solutions to improve and to solve eventual problems that could affect the project overall success.

The evaluation process will be carried out in cooperation by all project partners guided by EVTA that has a consistent experience as European projects coordinator

The evaluation of the project's activities and outcomes will be developed to know if the planned activities are being developed according to the plans and the results have the expected quality and. The evaluation strategy will be agreed by all partners during the first Steering Committee.

For each project stage, the coordinator helped by all partners will develop ad hoc Evaluation Questionnaires to be filled in by all the subjects involved in the project's activities.

The project's aspects that will be evaluated are:

- Project planning : compatibility of project idea with results achieved; the responding of the idea to existing needs; etc.
- Project's management: management of the project, management of the partnership etc.
- Project's activities : consistency between the activities carried out and the planned ones; suitability of the activities to achieve the expected results etc.
- Project results: quality of the results achieved; matching the outcomes produced with the needs and expectations of the target groups etc.

Evaluation of end users

The Evaluation of the End Users will be carried out during the implementation activities when the teachers will be exploiting the materials available onto the website .

Teachers

Each teacher will be asked to fill in an ad hoc Questionnaire in order to evaluate each Section of the website in terms of accessibility of the contents, organisation of the contents, potential trasferability and suitability of the contents to their needs, level of innovation of the contents etc. Teachers will also be asked to comment on the results highlighting point of strenght and areas of improvement. On the basis of the data emerged from the questionnaires a Report on the testing activity will be provided.

Adult learners and social mentors

Each Adult learner participating in the social mentors office and each mentor will be asked to fill in an ad hoc Questionnaire in order to evaluate their participation in the project activities and studentts will also be asked to highlight points of strenght and weakness of the activities.

Enterprises

Enterprises will be asked to fill in an ad hoc Questionnaire in order to evaluate their participation in the project activities to highlight points of strenght and weakness of the results of the project activities.

Both at Interim and Final stage each partner will create a National Evaluation Report.

On the basis of the data emerged from the Questionnaires and from the National reports two transnational reports will be produced by the partners for the Interim and Final Report that will present analytically the results emerged from the questionnaires and from the reports.

What are your plans for handling project risks (e.g. conflict resolution processes)?

The overall project management approach adopted within the project ensures the effective planning, organisation and monitoring

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of the implementation of the Workplan of the project activities and ensures the maximum grade of transnational cooperation within the partnership, enhancing the capacity of each project partner to contribute to the achievement of the expected results and to the consortium as a whole to identify and tackle potential risks and to solve eventual conflicts.

As explained above the project promoter will be in charge of the management and coordination of the project that have experience in European project management and by the project partners that will provide adequate support in the management and coordination of the transnational activities.

To ensure project effectiveness and avoid misunderstandings the project promoter will organize the project work according to a structured and clear calendar of the activities and related deadlines.

The plan will describe for each project outputs the objectives, the activities to be carried out, the forms and guidelines to be used to perform the task and the expected results, both in terms of quantity and of quality standards.

A clear definition of time schedule will be made, indicating intermediate and final deadlines for carrying out each activitie and delivering the expected outcomes.

A detailed definition of partners' involvement and specific roles will be made.

The activities plan will discussed with the project partners during the first project meeting and jointly adopted in order to prevent any conflict and provide maximum transparency in the circulation of the information among the consortium.

Also all the guidelines and templates will be presented, discussed upon and jointly adopted. The forms will be jointly approved by the project partners in order to meet different work methods and approaches of the project partners and therefore ensure that the project results will be produced according to an homogenous and comparable format.

The transnational project activities will be managed by a Steering Committee chaired by the project's promoter.

Three representative of each partner of the project will participate in this Committee.

The Steering Committee will meet every six months and adopt decisions according to a democratic approach.

During the second, third and fourth meetings of the steering Committee a detailed presentation of the project state of art will be delivered giving to each partner the possibility to present what they have done, describe eventual problems encountered and share the solutions adopted. Eventual delays in the achievement of the expected results will be addressed and deadlines re-planned in order to ensure that they do not affect the overall success of the project.

Project partners will be asked to produce an Activity Report each three months in order to describe the activities carried out.

The website of the project, duly updated with periodic news will also be used as a reference for each partner to be informed on the project's state of art.

Which activities and indicators of achievement (quantitative and qualitative) will you put in place in order to assess whether and to what extent, the project reaches its objectives and results?

The main indicator that will be used on target groups will come from:

1. The analysis of the attitude of the teachers involved towards social media and mentoring interpairs for promoting employment. In the application form that the adult teachers involved will have to fill in when joining the project, specific questions will focus on their skills and experiences in using social media, ICT and mentoring interpairs like methodology , their attitude towards the educational a potential of them in adult learners
2. The evaluation of the possibilities of mentoring like metodology with adult learners for non-formal and informal way of teaching and learning.
3. The evaluation of the educational contents of the website that the teachers will carry out while using them in the round tables or in workshops activities. The teachers will describe and provide thier opinion on the impact that the use of social media, ICT and mentoring interpairs to promote adult learners employability and to help them to adquire new skills.
4. The evaluation of the quality of the results of the national and transnational training and the meetings with enterpreneurs could be an indicator of the acquisition of competences and team work of all actors in the project.



5. The evaluation of the participation of enterprises, adult learners and adult teachers, connecting adult education with society, helping adult learners to promote creativity, competitiveness and employability and giving them the possibility of acquire new skills and competences for employability

5.- The entrepreneurs evaluation of the learners participation in the project activities. Entrepreneurs will also be asked to highlight points of strenght and weakness of the project results in the students.

This evaluation will be carried out during the implementation activities when the adult teachers will be exploiting the materials available onto the website in order to involve adlearnersin mentoring

Each teacher will be asked to fill in an ad hoc Questionnaire in order to evaluate each Section of the website in terms of accessibility of the contents, organisation of the contents, potential trasferability and suitability of the contents to their needs, level of innovation of the contents ... Adult teachers will also be asked to comment on the results highlighting point of strenght and areas of improvement.

On the basis of the data emerged from the questionnaires a Report on the testing activity will be provided

The evaluation process will be carried out in cooperation by all project partners guided by the portuguese partner that has a consistent experience as European projects evaluator.

The evaluation of the project's activities and outcomes will be developed to know if the planned activities are being developed according to the plans and the results have the expected quality. The evaluation strategy will be agreed by all partners during the first Steering Committee.

For each project stage, the coordinator helped by all partners will develop ad hoc Evaluation Questionnaires to be filled in by all the subjects involved in the project's activities.

The project's aspects that will be evaluated are:

— Project planning : compatibility of project idea with results achieved; the responding of the idea to existing needs; etc.

— Project's management: management of the project, management of the partnership etc.

— Project's activities : consistency between the activities carried out and the planned ones; suitability of the activities to achieve the expected results etc.

— Project results: quality of the results achieved; matching the outcomes produced with the needs and expectations of the target groups etc.

Evaluation of end users

The Evaluation of the End Users will be carried out during the implementation activities when the teachers will be exploiting the materials available onto the website .

Adult teachers

Each Adult teacher will be asked to fill in an ad hoc Questionnaire in order to evaluate each Section of the website in terms of accessibility of the contents, organisation of the contents, potential trasferability and suitability of the contents to their needs, level of innovation of the contents etc. Teachers will also be asked to comment on the results highlighting point of strenght and areas of improvement.

On the basis of the data emerged from the questionnaires a Report on the testing activity will be provided.

Adult Learners and social digitall mentors

Each Adult student and each mentor will be asked to fill in an ad hoc Questionnaire in order to evaluate their participation in the project activities and students will also be asked to highligh points of strenght and weakness of the activities.

Enterprises

Enterprises will be asked to fill in an ad hoc Questionnaire in order to evaluate their participation in the BarCamps and Aduult Learners will also be asked to highlight points of strenght and weakness of the results of the project activities.



**G. Implementation**

Do you plan to include intellectual outputs in your project?

No

Please provide detailed information about the activities that your project will organise and elaborate on the methods you intend to use.

The overall work plan of the project will be structured as follows:

A1: To create the web site and social media profile of the project.ocial digital mentors website and social media pages of the project.  
Month 1 to 24  
Described in section E-Expected Results

A2: To create a learning community  
Month 1 to 3  
To create a learning community for involving Adult teachers , their learners, and enterprises In this learning community will participate for each partner at least 10 adult teachers, 10 adult learners and 5 enterprises

A3: To create the social mentors training package.  
Month 2 to 8  
Described in section E- Expected Results

A4: Workshops with adult teachers .  
Month 9 to 11  
The workshops will have the objective to train adult on the use of social media for the promotion of adult. The purpose will be to provide adult teachers with the skills and sources to train their adult learners on the subject and to raise adult learners' awareness of the opportunities and risks related to the use of social media for accessing the labor market, on how to create an European CV and how to find a work in Europe using social media tools. Ten teacheres will be trained by each partner.

A5: Selecting and Training the "Social digital mentors" with the required skills for helping the other adult learners in their working search, in the creation of their CV and inthe creation of their digital identities for be reincorporated in the labor market  
10 adult learners for each participant partnere will be selected for being trained during 4 days in Greece during the "social international mentors training". After this training parrticipants will be able to offer support,advice and information related to how to use social media and ICT to find a job.  
Month 11 to 13

A6: Barcamps with personal recruitment managers of companies.  
Mont 14 to 16  
After the mentors training BarCamps will be organized, adult teachers, learners, and personal recruitment managers in order to know the techniques they use for recruit staff and share information about the project issues.

A7: Social Online Mentors office  
Described in section E- Expected Results  
Month 17 to 22

A8: Conference about "social digital mentors" in Spain at the end of the project.  
Month 24  
Described in section- Dissemination

A9:Project Management  
Month 1 to 24  
The project management and coordination will be carried out throughout the project period and, as explained in Section F1, will ensure the correct development of the project activities and the achievements of the expected results.  
The project management and coordination will involve all the project partners, duly guided by the project promoter and will consist



in the following activities:

- Participation to 4 transnational meetings
- Creation and update of the project website to be used as communication platform among the project partners
- Reporting activities each 3 months on the project website and delivery of yearly reports at progress and final stage
- Constant sharing of solutions and circulation of information through e-mails and skype meetings
- Check of the project state of art and of the respecting of the deadlines

### A10: Evaluation

Month 1 to 24

The project monitoring and evaluation activities will be carried out throughout the project period and will involve all the project partners. The monitoring and evaluation strategy, described in section F1, will be jointly adopted during the kick off meeting. Ad hoc questionnaires will be developed to evaluate the different aspects of the project. The evaluation will be carried out by the project partners and by the project beneficiaries.

Project partners will also produce two yearly evaluation reports, one at progress and one at final stage.

### A11: Dissemination

Month 1 to 24

The project partners will define a common dissemination plan during the kick off meeting, to ensure an effective and constant promotion of the project. A common visual identity (e.g. logo, website and of the brochure etc.) will be developed and agreed upon within the project partnership. The carrying out of dissemination activities will be part of the contract tasks and responsibilities of each project partner. The dissemination strategy will identify the target groups to be addressed and the most appropriate strategies and means of communication to reach them. Specific details of the dissemination activities are provided in section G.

### A12: Sustainability and follow up

Month 1 to 24

The project partners will be committed to carry out activities in order to promote the project sustainability. A Sustainability plan will be adopted among the consortium aiming to:

- Promote the project website through the exchange links with institutional and private Portal addressing similar issues

Promote the project among public authorities and key policy makers in order to gain institutional consensus and promoting the insertion of the project result in policies for adult learners.



**G.1. Learning/Teaching/Training Activities**

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

Yes

What is the added value of these learning, teaching or training activities (including long-term activities) with regards to the achievement of the project objectives?

The aim of the "social international mentoring training" is to provide the the social digital mentors with the necessary skills in the use of social media and ICT for accessing the labor market, how to create an Europass CV, how to access to employment porttals and with different strategies for helping other adults in Europe.

The added value of "social international mentoring training" is the meeting of teachers for:

- To update their teaching methodologies, renew their interest in teaching, make contacts with adult teachers abroad
- To be part of the learning communy for sharing good practices with other adult training institutions, this will connect their training with society and adult learners needs.
- To have a practical experience with non-formal and informal learning
- Access to a variety of teaching and learning styles and materials across Europe.
- Have the opportunity to use team teaching and other collaborative and innovative teaching and learning methodologies and techniques to raise standards in each county
- To work with a diverse group of adult learners with a wide age range for maximum impact.
- To improve their ICT and language skills
- To know more about how offer guidance to their learners in the job seaching, through the contact with enterprises in Europe teachers will know the most demanded profesional profiles in Europe.
- To Collate ideas to be incorporated into adult school policies and development plans and implement throughout the curriculum in each country.
- To internazionalizate the educatiion in their institutions

The added value of this activity for adult learners will be:

- To learn new skillls and compences for being incorporated in the labor market using social media and ICT
- Increase in selfconfidence and motivation
- To learn with an innovative methdologie "mentoring interpairs"
- To enrich curriculum with key skills and abilities.
- To receive guidance in how to find a new job
- To have the opportunity to experience active international citizenship
- To enhance teaching and learning environment with European awareness.
- To have the opportunity to work with a wide variety of adult learners and teachers from across Europe.
- To access to foreign languages learning skills and participation in engaging activities.
- To access to new technological skills and equipment
- To be in contact with national and international enterprises where they could find a new employment.
- To improve their languages skills.
- To increase motivation and the opportunity to showcase their work to their own community and other communities across Europe
- To access to other adult learners realities in Europe. Understanding the sense of active european citizenship.
- To be in contact with innovation and creativity at all levels.

The participation in the learning community of 7 countries will guarantee the project results to different beneficiaries and regional areas and to involve a high number of potential users: 70 adult teachers and 45 managers and Human resources mangers of enterprises and 70 adult learners. We estimate that he of the social mentors office could attend more or less 2000 questions in 5 months.

The transnational dimension will be a key factor during the delivery of the training package, as through virtual communication that will be organised and moderated by the partners, the adult teachers, learners and enterprises will be involved in a at distance cooperative learning experience. Exploiting the potential of social media for the circulation of information, adult teachers wll have the opportunity to share their experiences and impressions about main themes connected with the project as:  
social media for education, for searching a new job. Experiences and practical results of the application of social media for fostering cooperation among adult training institutions, companies, policy makers, NGO...

Dissemination potential and sustainability

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Another key factor associated to the potentiality provided by the transnational dimension is obviously related to the possibility to spread the results of the project to a wider audience. The structured dissemination and the social mentors office and the active participation of all the partners and their direct contribution in order to make sure that the maximum of people interested in the project will be informed on its results.

Please describe each of the learning, teaching or training activities you intend to include in your project:

Activity No.	C1
Fields	Adult Education
Activity Type	Blended mobility of adult learners
Activity Description	<p>The aim of the "social international mentoring training" is to provide the the social digital mentors with the necessary skills in the use of social media and ICT for accessing the labor market, how to create an Europass CV, how to access to employment porttals, how to use social media and with different strategies for helping other adults in Europe for finding a job. Each partner county will select 10 Adult learners with special difficulties for attending the training activity. During 4 days this 10 adult earners with 1 adult teacher using the training package will be trained in Greece.</p> <p>Adult teachers and learners will experience teaching and learning environment with European awareness for , improve their ICT skills, improvelanguages skills, be in contact with other adult teachers/learners in Europe, be in contact with innovation, to share good practies, know about other realities in Europe and experiment active european citizenship.</p> <p>After the "social international mentoring training" and the BarCamps with enterprises adult learners helped by their teachers will be ready for their participation in social mentors office.</p> <p>After this two activities will adult training institutions will integrate formal, non-formal and informal education, during the training sesions in Greece they will be experiment formal learning, during the BarCamps they will learn in an non-formal way and acting like social mentros of other adult learners will experiment informal approach.</p>
No. of Participants	70
Participants with Special Needs (out of total number of Participants)	0
Accompanying Persons (out of total number of Participants)	7
Duration (days)	6
Duration (months)	
Participating Organisations	<p>Sistema Practices s.l.</p> <p>Xano Channel asociación para el desarrollo comunitario</p> <p>Kairos Europe Limited</p> <p>Centro de Formação de Associação de Escolas de Paços de Ferreira, Paredes e Penafiel</p> <p>Marketing Research Team Marco Panuccio</p> <p>K POULOPOULOS E.P.E.</p> <p>Comune di Anzola dell'Emilia</p>



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Strategic Partnerships for adult education

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Please also describe the arrangements for recognition or validation of the learning outcomes of the participants in learning, teaching or training activities. Will your project make use of European instruments like Europass, ECVET, Youthpass, ECTS etc. or any national instruments/certificates?

<p>For the selection of the participants in the transnational training experience "social international mentoring training", the Europass curriculum will be used. Europass Movility will be used for the certification of the training activity. Before the training activity will be described the contents, objectives and methodology. Europass mobility will register in a formal way the transnational training experience and the skills and competeces acquired for each participant.</p>
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**H. Follow-up**

**H.1. Impact**

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

The project will have a very positive impact in adult learners, adult teachers, teaching methodologies and environment , local community and wide community.

The expected impact for adult TEACHERS will be:

- To improve the competences to support their adult students in using Social Media and ICT
- To know new methodologies for improving their daily lessons
- To Develop relevant contacts with European and National institutions where they can perform jobshadowings or job experiences
- To find collaborative projects for working with other professionals in Europe
- To have the opportunity to improve their languages skills.
- To have access to a variety of teaching and learning styles across Europe.
- To have the opportunity to use team teaching and other collaborative and innovative teaching and learning methodologies and techniques to raise standards in each county
- To have the opportunity to raise issues of pedagogy and actively evaluate each other's teaching with awareness of each country's problems and advantages/ skills.
- To work with a diverse group of adult learners with a wide age range for maximum impact.
- To foster the sense of european dimension
- Collate ideas to be incorporated into adult educational policies and development plans and implement throughout the curriculum in each country.

The expected impact in ADULT LEARNERS will be:

- Increase in selfconfidence and motivation
- To learn with an innovative methdologie
- An enriched curriculum offering key skills and abilities for enhancing employability
- To receive guidance in choosing their future careers (knowing the professional profiles most demanded by the European labour market)
- Opportunities to experience active citizenship and cultural activities from each country.
- To promote creativity, competitiveness , team working opportunities to work with a wide variety of adult learners and teachers from across Europe.
- Access to foreign languages learning skills and participation in engaging activities.
- Access to new technological skills and equipment
- Increased motivation and the opportunity to showcase their work to their own community and other communities across Europe
- Access to other adult learnes' realities in Europe.
- To be in contact with innovation and creativity at all levels.

The impact for Enterprises will be:

- To accquire skills to use social media for effective selection of their employees.
- To be part of the learning community to enhance their cooperation with the school system for connecting training with society and market needs
- To be in contact with other enterprises in Europe will allow them to share good practices and be in contact with innovation.
- Internationalization

The impact for the project partners will be:

- Internationalization of Adult training institutions
- To be part of the learning community will allow them to share good practies, to have the opportunity of movility or jobshadowing expericences, to take part in otherEeuropean projects
- To connect training with society and market needs
- To improve the languages learning
- To offer carrer guidance to their adult learners
- To use innovative methodologies will attract adult learners to their institutions
- To foster the sense of european dimension

Each partner will be committed to transfer the results available onto the website trough the involvement of 70 Adult teachers



vocational education schools and 10 professionals in the field of the recruitment of employees and 70, that will be protagonists of the testing and experimenting of the training package. Also 2000 adult learners will be involved in the project in Europe.

The 7 partners will also ensure that the educational and training contents of the website will be officially recognized and inserted in the National vocational and educational system, promoting their use among adult training institutions.

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

The project aims to achieve a strong territorial impact and improved the level of communication, coordination and joint work between the institutions involved and the adult training , promoting , enhancing and promoting participation in training for adults employment .

The project will guarantee a transfer of the results at:

- Transnational level thank to the involvement of institutions coming from countries that were not involved in the former project and that will ensure that results will be spread in their own national educational and adult training systems.

The project will expand the scope of cooperation of adult training centers and enterprises geographically and give them the possibility to add the transnational dimension, improve the sense of active European citizenship will allow the acquisition of experiences that can enrich and guide the educational provision and the ability to listen to the needs of businesses in order to better adapt their training programs.

Also, the project will strengthen the one hand the relationships between educational institutions of European reference sectors and secondly expanding the network of transnational relations of multiple actors ( institutions, enterprises, social partners, local and regional institutions).

Moreover the "social international mentors training packge" will be uploaded onto the project website. The creation and availability of this training package is a great added value in terms of project sustainability and mainstreaming and fully answers to the priority of the Erasmus Programme + About OER products.

The project will be promoted in the Erasmus+ platform.

- Regional and local level as those countries that were already involved in the former Project, are now represented by different territories and beneficiaries.

It is also expected to consolidate between institutions the ability to implement best practices to address adult unemployment in the long term , to respond to local needs through a system of strategic research, advocacy , information and guidance aimed at increasing knowledge about the potential of social media and ICT .

The project dissemination activities ensure a strong impact at local and regional level. The direct participation and dissemination of results in adult training institutions, businesses, Adult teachers, HR professionals have a multiplier effect on the local and regional communities that are their fields of action.

-National level.

The dissemination of results in networks of national contact partners and associated partners, especially public bodies in charge of adult educational policies, ensure the impact at this level.

The presentation of the project at national conferences, promotion in social networks are activities for the project to reach the greatest number of people interested. Dissemination activities carried out in each country along with the facility to access the products of the project is expected to generate sustainable impact.

The final conference will be a good opportunity for promoting the project activities and results and for ensuring the sustainability of the project outcomes.

How will you measure the previously mentioned impacts?

The impact assessment will be both quantitative and qualitative. It evaluates achievements and generates recommendations for future improvements.

The main indicators that will be used to assess the impact on target groups will come from:

1. The analysis of the attitude of the Adult teachers involved towards social media and ICT for joining the European Labour Market. In the application form that the Adult teachers and professionals in the field of the recruitment of employees involved will have to fill in when joining the project, specific questions will focus on their skills and experiences in using social media and ICT for joining the European labour market , their attitude towards the educational and training potential of them.

The same questions will be submitted at the end of the testing and validation of the "social international training package" in order to measure the change in attitude and acquisition of skills and testing and validation of the BarCamps organized for partners that act like enterprises coordinators.

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- 2. The evaluation of the educational contents of the Portal that the Adult teachers will carry out while using them in the round tables or in classroom activities. The teachers will describe and provide thier opinion on the impact that the use of the social media and ICT in order to help their adult learners to join the European labour Market.
- 3. The evaluation of the quality of the results of the "Social mentors office" experience could be an indicator of the acquisition of competences and team work of all actors in the project.
- 4. The evaluation of the participation of enterprises and professionals in adult education , connecting training with society and labour market needs for helping adult learners to promote creativity, competitiveness and employability and promoting in them the possibility of joining the european labour market.

**H.2. Dissemination and Use of Projects' Results**

You are requested to make plans for the dissemination of your project results. Please provide answers to the questions below.  
To whom will you disseminate the project results inside and outside your organisation? Please define in particular your target audience(s) at local/regional/national/EU level and motivate your choice.

The target groups of the dissemination activities are

**Adult Teachers**  
They will be targeted by dissemination activities as:

- they are identified as the key actors for achieving the project aims on the long term as they work everyday with Adult learners and are those that can impact on their motivation to learn how find a job in Europe using ICT and social media tools.
- they are the main short term beneficiaries of the project. The project will provide them with tools and e-learning contents to acquire the skills to effectively adopt strategies to answer to the needs of Adult learners, through the use of innovative methodologies.

**Adult learners**  
They will be targeted by dissemination activities as they are the long term beneficiaries of the project through the enhacement of teachers capacity to motivate them to use ICT and social media for joining the labor market in an effective way.

**Adult training networks**  
They will be targeted by dissemination activities as they can benefit from the project results to use ICT and social media and for using new methodologies

**Local, regional and national networks of adult training**  
They will be targeted by dissemination activities as the project can provide them with exemplary best practices emerging from the project in order to:

- promote the tackling of use ICT and social media for promoting adult learners employability
- experiment the use of innovative learning approaches to motivate adult learners

**National and regional authorities in charge of the definition and implementation of educational policies**  
They will be targeted by dissemination activities as to promote the use of the project results in the policies addressing strategies for adult learners acquisition of basic and transversal skills initiatives.

Who will be responsible for the dissemination 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 dissemination plans?

The project dissemination activity leader will be the project promoter , whose teachers has a 6 years long experience in planning and implementing Dissemination strategies for European Projects.  
Therefore the dissemination strategy implemented in this project will be based on the best practice identified through the years allowing the best possible impact and results.



The project promoter will organise with the collaboration of all partners a Final Conference in order to present the project activities and results.

The project promoter will invite:

- Adult teachers and directors
- Adultschools inspectors
- Public and private adult training institutions
- Local and Regional public authorities in charge of educational promotion policies
- Trade unions
- Enterprises

The Conference will be an important opportunity to disseminate the project results and to carry out a further discussion on the exploitation of innovative methods to promote the matching between the VET systems' training offer and the needs of the job market.

In particular the Conference will promote the access to the training package in order to ensure their sustainability. Also it will promote the transferability potential of the Digital mentors office experience.

A number of at least 150 participants is foreseen. The expectations of the promoter and the project partnership are indeed much higher.

According to the dissemination strategy the responsibility of the activities will be shared among the project partnership.

All project partners will be asked to carry out dissemination activities each month in the framework of the project as part of their contractual duties.

What kind of dissemination activities do you intend to carry out and through which channels?

The dissemination actions will include:

Development of Communication materials

- Creation of a communication strategy for the project that is of high quality, clear, attractive and homogeneous. The communication strategy of the project will be adapted for each target group identified. The material used for the communication will be also customized for each target group.
- Identification of a key message for the project.
- Creation of the project's visual identity to be used in all dissemination initiatives.
- Creation of a project brochure that will be available in all of the partners' languages
- Preparation of ad hoc communication materials with reference to a special sections within the project's portal
- Creation of ppt presentation of the project that are to be adapted for the different potential stakeholders.

Use of the Internet and Social Media

- Creation of web links from web sites specialized in education and training towards the project web portal
- Contacts with the EU dissemination platforms (e.g. eLearning Europa, National Agencies, eTwinning; Enter Network etc)
- Exploitation of social networks (Facebook, Twitter etc). A dedicated Facebook page will be created and linked to the project web site and portal. A specific Twitter hashtag will also be created. The links to the Facebook and Twitter spaces will also be placed on the project portal.

Involvement of associated partners

- Contacts with key decision makers of the education and training system will be made in order to rise their awareness on the project's activities and results that can be taken into account in the planning of future educational policies. In order to contact the decision makers in the field of education, the existing contact with them of the project partners will be exploited.
- Active involvement of the project target groups and beneficiaries in the dissemination activities. They will be asked to act as hub for spreading the project information among their colleagues according to a peer-to-peer approach.

Networking

- Involvement of the national networks and trans-European networks with whom the project partners are in contact.
- Development of networks with current and past European projects in the same subject areas and identification of possible



synergies.

- Development of contacts with networking projects that are consistent with the subject area of the project.
- Active use of the networks of the partnership to enhance the communication about the project. These networks include, for example: AEDE – Association of European Teachers; EVTA is a European Network of schools, enterprises and public bodies.

Events

- Participation of the project partners of at least one national conference, seminar or workshops in the project subject area.
- Distribution of project brochures and making of presentations about the project during other project meetings in which each of this project partners will be involved- An special effort will be made for the organization and dissemination of the final conference related to the project during which there will be the presentation of the project's outcomes.

Contacts with key decision makers of the higher education system will be made in order to rise their awareness on the project's activities and results that can be taken into account in the planning of future educational policies to support Adult learners. In order to contact the decision makers in the field of Adult education, the existing contact with them of the project partners will be exploited. It has to be underlined that one public bodies in charge of Adult training policies have already joined the project as associated partners.

Erasmus+ has an open access requirement for all materials developed through its projects. If your project is producing intellectual outputs/ tangible deliverables, 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.

All material produced through the project will be promoted and available in the project website and in the Erasmus+ platform. The "Social International mentoring training package" will be available for free access for stakeholders in the project website.

In the last point (H2) is explained the dissemination plan of the project results.

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

The project partnership will ensure that project's results will remain available through:

Maintenance of the project web site active, by the project promoter, for a period of at least five years after the end of the project funding period, the project deliverables will continue to be expanded and used. The project promoter and partners, being all actively involved in teachers training activities and in the promotion of initiatives addressed to adult training institutions and tackling are indeed fully committed to the maintenance of the project Portal after the project's conclusion and all the deliverable produced during the project will be also transferred to other public and private bodies working in the field and interested parties, giving it as much visibility as possible.

Social digital mentors, Adult teachers and project partners will maintain active the social mentors office and will improve the training package for ensuring the use of the project result after the European Financial period.

- Active involvement of a wide number of beneficiaries. Each of the project partner is actively involved in defining, planning and implementing strategies and initiatives aimed at promoting the use of the project results, after the funding period and their commitment in acting as a hub with the purpose of multiplying the beneficiaries of the project.
- Linking of the project web site to other relevant web sites in the field of adult education and social policies as well as to institutions web sites of public bodies so as to guarantee on its quality and long term visibility. Links to other projects and initiatives of the partner in similar and related subjects, will also be promoted. These inter-connections could provide space for further collaboration and for more visibility to the project.
- Involvement of key decision makers in the field of education and social inclusion policies and initiatives so as to foster the taking into account of the project results in the planning of future strategies. In order to contact the decision makers in the field of education, the existing contact with them of the project partners will be exploited.

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



The Dissemination strategy will be organised as follows

Definition of the objectives

The objectives of dissemination include: To inform potential users of project results; To make available project results to potential users, who were not directly involved in the project; Improving the visibility and impact of the project.

Definition of the Contents

The contents of the dissemination include:

- Outputs, products and services developed within the project
- Methodological strategies to achieve the project objectives.
- Results that were achieved both at a transnational and a local level as well as the level of innovation achieved.

Definition of the Target Groups

The target groups of dissemination will be identified in detail during the first meeting of the project. For each identified target group, a specific dissemination strategy will be agreed upon. The material will then be developed accordingly, so as to respond to the specific needs and expectations of each identified target group.

The target groups of the project dissemination activity will include: Adult Teachers and training institutions directos of the institutions involved in the project but not directly committed to the carrying out of project activities; Adult teachers, Adult training institutions Leaders, Adult learners, enterprises, Public authorities in charge of educational policies, Immigrant associations, adult traing institutions inspectos, trade unions, Social Services providers etc. .

Definition of the Actors

The main actors of the dissemination activity of the project are: The partners involved in the project; The local, national and trans-European networks of each of the project partners, the Adult teachers, the training adult instituions leaders, the adult learners and enterprises involved.

Timing

The dissemination activities will begin from the first month of the project. During the first meeting with the partner a detailed calendar of dissemination will be agreed upon with the partners. A schedule will be identified including, the partner in charge, the specific target groups and dissemination strategies that will be used to reach each of them. Each partner will be asked to carry out at least one dissemination activity each month.

Milestones and performance indicators

The milestones and related performance indicators of the Dissemination activity are the availability of:

- 168 Dissemination events carried out (24 events per each of the 7 project partners)

Monitoring and Assessment of the Milestones indicators

The achievement of the Milestones quantitative indicators will be assessed through the formal validation of the Dissemination Forms uploaded by the project partner in the Dissemination Section of the project Website made by the project promoter.

The quality of the Dissemination activity will be assessed through the

- Progress Transnational Dissemination report
- Final Transnational Dissemination report

**H.3. 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 project partners will be committed to carry out activities in order to promote the project sustainability. A Sustainability plan will be adopted among the consortium.

The project sustainability will be the result of the effective dissemination and exploitation strategy that will be implemented as described above

The project sustainability is therefore based on:

- Active involvement of a wide number of beneficiaries. Each of the project partner is actively involved in defining, planning and



implementing strategies and initiatives aimed at promoting the use of ICT and social media for promoting adult employment , as innovative subject will ensure the use of the project results, after the funding period and their commitment in acting as a hub with the purpose of multiplying the beneficiaries of the project.

- Maintenance of the project web site active, by the project promoter, for a period of at least ten years after the end of the project funding period, the project deliverables will continue to be expanded and used. The project promoter and partners, being all actively involved in the organization and management of adult learners activities and initiatives, are indeed fully committed to the maintenance of the website after the project's conclusion and all the information, the results of the project will be also transferred to other adult training institutions, public and private bodies working in the field and interested parties, giving it as much visibility as possible.

Social digital mentors, Adult teachers and project partners will maintain active the social mentors office and will improve the "social mentors training package" for ensuring the sustainability and use of the project results

- Linking of the project web site to other relevant web sites in the field of education as Erasmus+ platform, or institutions web sites of public bodies so as to guarantee on its quality and long term visibility. Links to other projects and initiatives of the partner in similar and related subjects, will also be promoted. These inter-connections could provide space for further collaboration and for more visibility to the project

- Involvement of key decision makers in the field of educational adult policies and initiatives so as to foster the taking into account of the project results in the planning of future strategies. In order to contact the decision makers in the field of adult education, the existing contact with them of the project partners will be exploited.

- Involvement of new members in the Network as associated partners will ensure the use of the project results, after the funding period and their commitment in acting as a hub with the purpose of multiplying the beneficiaries of the project.



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**I. Budget**

For further information please consult the Programme Guide for the overview of funding rules. Please note that all amounts must be expressed in Euros.

**I.1. Project Management and Implementation**

PIC of Organisation	Role of Organisation	Name of the Organisation	Grant Requested
948893480	Applicant Organisation	Sistema Practices s.l.	12000.00
931482368	Partner Organisation	Xano Channel asociación para el desarrollo comunitario	6000.00
948939846	Partner Organisation	Kairos Europe Limited	6000.00
939167969	Partner Organisation	Centro de Formação de Associação de Escolas de Paços de Ferreira, Paredes e Penafiel	6000.00
929576512	Partner Organisation	Marketing Research Team Marco Panuccio	6000.00
946691192	Partner Organisation	K POULOPOULOS E.P.E.	6000.00
933425569	Partner Organisation	Comune di Anzola dell'Emilia	6000.00
Total			48000.00

**I.2. Transnational Project Meetings**

PIC of Sending Organisation	Total No. of Meetings	Total No. of Participants	Distance Band	Grant per Participant	Grant Requested
948893480: Sistema Practices s.l.	3	6	100 - 1999 km	575.00	3450.00
931482368: Xano Channel asociación para el desarrollo comunitario	3	6	100 - 1999 km	575.00	3450.00
948939846: Kairos Europe Limited	3	6	100 - 1999 km	575.00	3450.00
939167969: Centro de Formação de Associação de Escolas de Paços de Ferreira, Paredes e Penafiel	3	6	100 - 1999 km	575.00	3450.00
Total					25300.00





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PIC of Sending Organisation	Total No. of Meetings	Total No. of Participants	Distance Band	Grant per Participant	Grant Requested
929576512: Marketing Research Team Marco Panuccio	3	6	100 - 1999 km	575.00	3450.00
946691192: KPOULOPOULOS E.P.E.	4	8	100 - 1999 km	575.00	4600.00
933425569: Comune di Anzola dell'Emilia	3	6	100 - 1999 km	575.00	3450.00
<b>Total</b>					<b>25300.00</b>

**I.3. Intellectual Outputs**

Which concrete participating organisations' staff resources are you planning to use in the production of outputs that have a significant contribution in terms of potential impact and transferability (e.g. new curricula, pedagogical materials, IT Tools, analysis and studies, etc.)?

PIC of Organisation	Output Identification	Category of Staff	Country	No. of Working Days	Grant per Day	Grant Requested
<b>Total</b>					<b>Total</b>	

**I.4. Multiplier Events**

PIC of Organisation	Event Identification	Country of Venue	No. of Local Participants	Grant per Local Participant	No. of Foreign Participants	Grant per Foreign Participant	Grant Requested
<b>Total</b>				<b>Total</b>		<b>Total</b>	

**I.5. Learning/Teaching/Training Activities**

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**I.5.1. Travel**

PIC of Organisation	Activity No.	Activity Type	No. of Participants	Distance Band	Travel Grant per Participant	Grant Requested
948893480: Sistema Practices s.l.	C1	Blended mobility of adult learners	11	100 - 1999 km	275.00	3025.00
931482368: Xano Channel asociación para el desarrollo	C1	Blended mobility of adult learners	11	100 - 1999 km	275.00	3025.00
948939846: Kairos Europe Limited	C1	Blended mobility of adult learners	11	100 - 1999 km	275.00	3025.00
939167969: Centro de Formação de Associação de Esc	C1	Blended mobility of adult learners	11	100 - 1999 km	275.00	3025.00
929576512: Marketing Research Team Marco Panuccio	C1	Blended mobility of adult learners	11	100 - 1999 km	275.00	3025.00
933425569: Comune di Anzola dell'Emilia	C1	Blended mobility of adult learners	11	100 - 1999 km	275.00	3025.00
	<b>Total</b>		<b>66</b>		<b>Total</b>	<b>18150.00</b>

**I.5.2. Individual Support**

Long-term Learning/Teaching/Training Activities

PIC of Organisation	Activity No.	Activity Type	Duration (months)	Country of Destination	No. of Participants (without accompanying persons)	Grant per Participant	No. of Accompanying Persons	Grant per Accompanying Persons	Grant Requested
	<b>Total</b>	<b>Total</b>	<b>Total</b>	<b>Total</b>	<b>Total</b>	<b>Total</b>	<b>Total</b>	<b>Total</b>	

Short-term Learning/Teaching/Training Activities

<b>Total</b>	<b>36</b>	<b>60</b>	<b>6</b>	<b>Total</b>	<b>23400.00</b>
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PIC of Organisation	Activity No.	Activity Type	Duration (days)	No. of Participants (without accompanying persons)	Grant per Participant	No. of Accompanying Persons	Grant per Accompanying Persons	Grant Requested
948893480: Sistema Practices s.l.	C1	Blended mobility of adult learners	6	10	330.00	1	600.00	3900.00
931482368: Xano Channel asociac	C1	Blended mobility of adult learners	6	10	330.00	1	600.00	3900.00
948939846: Kairos Europe Limited	C1	Blended mobility of adult learners	6	10	330.00	1	600.00	3900.00
939167969: Centro de Formação C	C1	Blended mobility of adult learners	6	10	330.00	1	600.00	3900.00
929576512: Marketing Research T	C1	Blended mobility of adult learners	6	10	330.00	1	600.00	3900.00
933425569: Comune di Anzola de	C1	Blended mobility of adult learners	6	10	330.00	1	600.00	3900.00
		Total	36	60	Total	6	Total	23400.00

I.5.3. Linguistic Support

PIC of Organisation	Activity No.	Activity Type	No. of Participants (without accompanying persons)	Grant per Participant	Grant Requested
		Total	Total	Total	

I.6. Special Needs

Total
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PIC of Organisation	No. of Participants With Special Needs	Description	Grant Requested
		Total	

**I.7. Exceptional Costs**

PIC of Organisation	Description of Cost Item	Grant Requested (75% of Total)
946691192: K POULOPOULOS E.P.E.	Hosting and domain of the website (5 years)	1100.00
948893480: Sistema Practices s.l.	Organization of the final conference	3000.00
948893480: Sistema Practices s.l.	Materials for dissemination	500.00
931482368: Xano Channel asociación para el desarrollo	Materials for dissemination	500.00
948939846: Kairos Europe Limited	Materials for dissemination	500.00
939167969: Centro de Formação de Associação de Esc	Materials for dissemination	500.00
929576512: Marketing Research Team Marco Panuccio	Materials for dissemination	500.00
946691192: K POULOPOULOS E.P.E.	Materials for dissemination	500.00
933425569: Comune di Anzola dell'Emilia	Materials for dissemination	500.00
	Total	7600.00

Please provide any further comments you may have concerning the above entered budget.

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**J. Project Summary**

Please provide a short summary of your project. Please recall that this section [or part of it] may be used by the European Commission, Executive Agency or National Agencies in their publications. It will also feed the Erasmus+ dissemination platform.

Be concise and clear and mention at least the following elements: context/background of project; objectives of your project; number and profile of participants; description of activities; methodology to be used in carrying out the project; a short description of the results and impact envisaged and finally the potential longer term benefits.

In view of further publication on the Erasmus+ dissemination platform, please also be aware that a comprehensive public summary of project results will be requested at report stage(s). Final payment provisions in the contract will be linked to the availability of such summary.

**CONTEXT**  
The Europe 2020 Strategy has defined among others, one key priority that is to raise "Europe's employment rate – more and better jobs, especially for women, young people and older workers" so to achieve a benchmark of " 75% employment rate for women and men aged 20-64 by 2020– achieved by getting more people into work.  
The achievement of this important goal, that has important implication for the more general objectives of at least 4 of the five headline targets that have been set for the EU to achieve by the end of 2020 as employment; research and development; education; social inclusion and poverty reduction, is threatened by the economic crisis and the consequent loss of job opportunities that in many countries lead the unemployment rates to achieve "record" percentages.  
Older workers are more exposed to unemployment and exclusion from good careers opportunities, with rates that often reach 35% and more in European Countries and due to the economical crisis and low qualification.  
Within this context the partners of this project will explore these issues and identify solutions to help older people to be inserted in the labor market establishing effective links between adult schools and the world of work.

**NEEDS**  
Adult learners, Adult teachers and enterprises need to break the barriers caused by the digital divide which separate them from the netFor helping adult learners to join the labour market using social media, we will train mentors on how to write an European CV, how to find a job using social employment portals and how to create, maintain and preserve the digital identity for the world of work. Social online Mentors will be 10 adult learners in each country. Mentors will offer support, advice an information related on the project issues to the other adult learners using the "social mentor office".  
The project will use Mentoring interpairs like a methodology of shared learning and growth izens (Internet, first-class citizens), and the rest of people who, due to their lack of knowledge or domain in relation to the use of web social media tools, are considered as the new digital illiterates of the 21st century.  
The use of Social media and ICT is not widespread among adults, they need to know how to use social media to socialize, communicate and searching job oportunities.  
Social Media and Internet are now very often used by the companies for selecting in an effective way their future employees.  
Adult learners need to know how to create and preserve his digital identity where they could keep on their competences, language knowledge, etc. to become an optimal candidate to be reincorporated in labour market in the most rapid an efficient way.

**AIM**  
The aim of the project is to promote employment for long term unemployed adult people, through an effective use of social media , ICT and through the training of 10 adult learners in each participant country that will be called " social digital mentors"

**ACTIVITIES**  
-Learning community  
-Social mentors training package  
-Workshops will adult teachers  
-Training the "Social digital mentors"  
-Barcamps with personal recruitment managers of companies.  
-Social Online Mentors office  
-Conference about "social digital mentors"

**CONSORTIUM**  
the project will involve 7 institutions of 5 different European countries.  
The partnership is composed by institutions with experience in training adult teachers and learners and in the development of innovative projects for adult education.

**OUTCOMES**  
-Online social digital mentoring training package, The training package will contain a guide and a collection of useful training materials with at least the following chapters:how to create your European curriculum,the most demanded professional profiles, how



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to look for work in an effective way in Europe using European employment portals, how to create personal professional profile, how to monitor and improve personal and professional profile, how to organize personal development plan, tools for creating, controlling, maintaining and improving your own reputation. For creating (select your name, social networks (pages on facebook, twitter, linkedin, foursquare, etc), blogs, youtube, flickr, slideshare etc., for controlling (google alerts, google analytics, Tweetreach, google inside, facebookinside, howsocialble, etc), for improve and maintain (tweetdeck, hootsuite, etc.) The training packate will contain too a collection of training materials (videos, online games, images, documents, links, interview, etc)

-Social digital mentors website and social media pages

-Social mentors office. A mailbox and facebook on the homepage website will be created, where all interested adult learners may consult their questions or make an appointment with the social online mentors.

### IMPACT

People involved in the project.

-70 adult teachers

-2000 adult learners

-45 professionals in the field of the recruitment of employees

-45 enterprises



**J.1. Summary of participating organisations**

PIC of Organisation	Name of the Organisation	Country of the Organisation
948893480	Sistema Practices s.l.	Spain
931482368	Xano Channel asociación para el desarrollo comunitario	Spain
948939846	Kairos Europe Limited	United Kingdom
939167969	Centro de Formação de Associação de Escolas de Paços de Ferreira, Paredes e Penafiel	Portugal
929576512	Marketing Research Team Marco Panuccio	Italy
946691192	K POULOPOULOS E.P.E.	Greece
933425569	Comune di Anzola dell'Emilia	Italy
Total number of participating organisations		7





**J.2. Budget Summary**

PIC of Organisation	Project Management and Implementation	Transnational Project Meetings	Intellectual Outputs	Multiplier Events	Learning/Teaching/Training Activities			Special Needs	Exceptional Costs	Total
					Travel	Individual Support	Linguistic Support			
948893480	12000.00	3450.00			3025.00	3900.00		3500.00	25875.00	
931482368	6000.00	3450.00			3025.00	3900.00		500.00	16875.00	
948939846	6000.00	3450.00			3025.00	3900.00		500.00	16875.00	
939167969	6000.00	3450.00			3025.00	3900.00		500.00	16875.00	
929576512	6000.00	3450.00			3025.00	3900.00		500.00	16875.00	
946691192	6000.00	4600.00			3025.00			1600.00	12200.00	
933425569	6000.00	3450.00			3025.00	3900.00		500.00	16875.00	
<b>Total</b>	<b>48000.00</b>	<b>25300.00</b>			<b>18150.00</b>	<b>23400.00</b>		<b>7600.00</b>	<b>122450.00</b>	

**J.2.1. Project Total Grant**

Grant Calculated	122450.00
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### K. Checklist

Before submitting online your application form to the National Agency, please make sure that it fulfils the eligibility criteria listed in the Programme Guide and check that:

- you have used the official Key Action 2 application form.
- 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.
- the application form has been completed using one of the official languages of the Erasmus+ Programme Countries.
- you have annexed all the relevant documents:
  - the Declaration of Honour signed by the legal representative mentioned in the application.
  - the mandates of each partner to the applicant signed by both parties (recommended).
  - the timeline for the project activities and outputs using the template provided.
- all participating organisations have uploaded the documents to give proof of their legal status in the participants' portal (for more details, see the section "Selection Criteria" in Part C of the Programme Guide).
- for grants exceeding 60 000 EUR, you have uploaded the documents to give proof of your financial capacity in the participants' portal (for more details, see the section "Selection Criteria" in Part C of the Programme Guide). Not applicable in the case of public bodies or international organisations.
- you are complying with the deadline published in the Programme Guide.
- you have saved or printed the copy of the completed form for yourself.



### L. Data Protection Notice

#### PROTECTION OF PERSONAL DATA

The application form will be processed by computer. All personal data (such as names, addresses, CVs, etc.) will be processed in pursuant to Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data. Any personal data requested will only be used for the intended purpose, i.e.:

- In the case of grant application forms: the evaluation of your application in accordance with the specifications of the call for proposals,
- In the case of application for accreditation forms: the evaluation of your application in accordance with the specifications of the call for proposals,
- In the case of report forms: statistical and financial (if applicable) follow-up of the projects.

For the exact description of the collected personal data, the purpose of the collection and the description of the processing, please refer to the Specific Privacy Statement accompanying this form.

You are entitled to obtain access to your personal data on request and to rectify any such data that is inaccurate or incomplete. If you have any queries concerning the processing of your personal data, you may address them to your National Agency. You have the right of recourse at any time to your national supervising body for data protection or the European Data Protection Supervisor for matters relating to the processing of your personal data.

You are informed that for the purposes of safeguarding the financial interest of the Communities, your personal data may be transferred to internal audit services, to the European Court of Auditors, to the Financial Irregularities Panel and/or to the European Anti-Fraud Office (OLAF).

<http://www.edps.europa.eu/>



**M. Declaration of Honour**

To be signed by the person legally authorised to enter into legally binding commitments on behalf of the applicant organisation.

I, the undersigned, certify that the information contained in this application form is correct to the best of my knowledge. I put forward a request of an Erasmus+ grant as set out in section BUDGET of this application form.

Declare that:

- All information contained in this application, is correct to the best of my knowledge.
- In the case of projects in the field of youth, the participants involved in the activities fall in the age limits defined by the Programme.
- The organisation I represent has the adequate legal capacity to participate in the call for proposals.

EITHER

The organisation I represent has financial and operational capacity to complete the proposed action or work programme

OR

The organisation I represent is considered to be a "public body" in the terms defined within the Call and can provide proof, if requested of this status, namely:

It provides learning opportunities and

- Either (a) at least 50% of its annual revenues over the last two years have been received from public sources;
- Or (b) it is controlled by public bodies or their representatives

I am authorised by my organisation to sign Community grant agreements on its behalf.

Certify that (in case the grant requested exceeds 60 000€):

The organisation I represent:

- is not bankrupt, being wound up, or having its affairs administered by the courts, has not entered into an arrangement with creditors, has not suspended business activities, is not the subject of proceedings concerning those matters, nor is it in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- has not been convicted of an offence concerning its professional conduct by a judgment which has the force of 'res judicata';
- has not been guilty of grave professional misconduct proven by any means which the National Agency can justify;
- has fulfilled its obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which it is established or those of the country where the grant agreement is to be performed;
- has not been the subject of a judgment which has the force of 'res judicata' for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the Communities' financial interests;
- it is not currently subject to an administrative penalty referred to in Article 109(1) of the Financial regulations (Council Regulation 966/2012).

Acknowledge that:

The organisation I represent will not be awarded a grant if it finds itself, at the time of the grant award procedure, in contradiction with any of the statements certified above, or in the following situations:

- subject to a conflict of interest (for family, personal or political reason or through national, economic or any other interest shared with an organisation or an individual directly or indirectly involved in the grant award procedure);
- guilty of misrepresentation in supplying the information required by the National Agency as a condition of participation in the grant award procedure or has failed to supply this information.

In the event of this application being approved, the National Agency has the right to publish the name and address of this organisation, the subject of the grant and the amount awarded and the rate of funding.

Commit:

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- my organisation and the other partner organisations herein, to take part upon request in dissemination and exploitation activities conducted by National Agencies, the Executive Agency and/or the European Commission, where the participation of individual participants may also be required.

I acknowledge that administrative and financial penalties may be imposed on the organisation I represent if it is guilty of misrepresentation or is found to have seriously failed to meet its contractual obligations under a previous contract or grant award procedure.

Place:	Date (dd-mm-yyyy):
Name of the applicant organisation:	
Name of legal representative:	
Signature:	
National ID number of the signing person (if requested by the National Agency):	
Stamp of the applicant organisation (if applicable):	



**N. Annexes**

Please note that all documents mentioned in section "Checklist" need to be attached here before you submit your application online.

File Name	File Size (kB)
DECLARACION HONOR.pdf	61
MANDATESTODAS.pdf	329
Gantt-chart-template-MENTORES.xls	64
Total Size	454



### O. Submission

Before submitting the form electronically, please validate it. Please note that only the final version of your form should be submitted electronically.

#### O.1. Data Validation

Validation of compulsory fields and rules

#### O.2. Standard Submission Procedure

Online submission (requires internet connection)

#### O.3. Alternative Submission Procedure

If you cannot submit your form online you can still do it by sending an email to your National Agency within the 2 hours following the official deadline. The email must contain the complete electronic form and any file attachments you wish to send. You must also attach a snapshot of section "Submission Summary" indicating that this electronic form could not be submitted online. Your National Agency will analyse your situation and provide you with further instructions.

#### O.4. Submission Summary

This form has not been submitted yet.

#### O.5. Form Printing

Print the entire form





### Consulta presupuesto "budget 3"

Número de proyecto: 2015-1-ES01-KA204-016076

Organización coordinadora / solicitante: Sistema Practices s.l.

Título de proyecto: Social Digital Mentors

Duración: 24 meses.

Estado: Contract Signing

Total: 110040.00 €

#### Project Management and Implementation

PIC	Nombre	Rol	Cantidad
948893480	Sistema Practices s.l.	Applicant Organisation	12000.000000
947890694	Agrupamento de Escolas de Vilela	Partner Organisation	6000.000000
933425569	Comune di Anzola dell'Emilia	Partner Organisation	6000.000000
946691192	K POULOPOULOS E.P.E.	Partner Organisation	6000.000000
948939846	Kairos Europe Limited	Partner Organisation	6000.000000
929576512	Marketing Research Team Marco Panuccio	Partner Organisation	6000.000000
931482368	Xano Channel asociación para el desarrollo comunitario	Partner Organisation	6000.000000

#### Transnational Project Meetings

Nombre	Número reuniones	Número participantes	Banda	Cantidad por participante	Cantidad
Sistema Practices s.l.	3	6	100 - 1999 km	575.00	3450.00
Agrupamento de Escolas de Vilela	3	6	100 - 1999 km	575.00	3450.00
Comune di Anzola dell'Emilia	3	6	100 - 1999 km	575.00	3450.00
K POULOPOULOS E.P.E.	4	8	100 - 1999 km	575.00	4600.00
Kairos Europe Limited	3	6	100 - 1999 km	575.00	3450.00
Marketing Research Team Marco Panuccio	3	6	100 - 1999 km	575.00	3450.00
Xano Channel asociación para el desarrollo comunitario	3	6	100 - 1999 km	575.00	3450.00

#### Travel



Nombre	Tipo	Número participantes	Banda	Cantidad por participante	Cantidad
Sistema Practices s.l.	Blended mobility of adult learners	10	100 - 1999 km	275.00	2750.00
Agrupamento de Escolas de Vilela	Blended mobility of adult learners	10	100 - 1999 km	275.00	2750.00
Comune di Anzola dell'Emilia	Blended mobility of adult learners	10	100 - 1999 km	275.00	2750.00
Kairos Europe Limited	Blended mobility of adult learners	10	100 - 1999 km	275.00	2750.00
Marketing Research Team Marco Panuccio	Blended mobility of adult learners	10	100 - 1999 km	275.00	2750.00
Xano Channel asociación para el desarrollo comunitario	Blended mobility of adult learners	10	100 - 1999 km	275.00	2750.00

### Subsistence

Nombre	Tipo	País	Meses	Días	Número participantes	Número acompañantes	Cantidad por participante	Cantidad por acompañante	Cantidad
Sistema Practices s.l.	Blended mobility of adult learners		0   0	0   6	10	0	330.00	600.00	3300.00
Agrupamento de Escolas de Vilela	Blended mobility of adult learners		0   0	6   6	10	0	330.00	600.00	3300.00
Comune di Anzola dell'Emilia	Blended mobility of adult learners		0   0	6   6	10	0	330.00	600.00	3300.00
Kairos Europe Limited	Blended mobility of adult learners		0   0	6   6	10	0	330.00	600.00	3300.00
Marketing Research Team Marco Panuccio	Blended mobility of adult learners		0   0	6   6	10	0	330.00	600.00	3300.00
Xano Channel asociación para el desarrollo comunitario	Blended mobility of adult learners		0   0	6   6	10	0	330.00	600.00	3300.00

### Exceptional Costs

Nombre	Descripción	Actividad relacionada	Cantidad
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K POULOPOULOS E.P.E.

Hosting and domain of the  
website (5 years)

440.00



Education Audiovisual and Culture  
Erasmus+ Programme  
KA 2 – Strategic Partnership

**CONTRACT BETWEEN THE CONTRACTOR AND THE CO-BENEFICIARY**

**SDM. Social Digital Mentors Support, N°: 2015-1-ES01-KA204-016076**

This contract, drawn up under the Erasmus+ Programme KA2 – Strategic Partnership Key Action, shall govern relations between:

The Contractor

**Sistema Practices s.l., C/ Pintor Martinez Cubells, 2, pta 6, 46002 Valencia, Spain hereafter named "the Contractor", represented by M. Angeles Ruiz Gamez, Director, on the one hand**

and the Co-beneficiary

**Comune di Anzola dell'Emilia, Via Grimandi 1– 40011 Anzola dell'Emilia (IT), hereafter named "the co-beneficiary", represented by Giampiero Veronesi, Mayer,**

Who have mandated powers of attorney for the purposes of the signature of the agreement with the Italian National Agency for the Erasmus+ Programme to the representative of the contractor on the other hand,

Have agreed

On the terms of the agreement and of the annexes below:

- Annex 1: Financial Identification Form
- Annex 2: VAT Declaration
- Annex 3: Budget
- Annex 4: Financial rules
- Annex 5: Project form with the Calendar of the activities
- Annex 6: Project form with Co-beneficiary's role
- Annex 7: Contract with the Spanish National Agency

Which form and integral part of this agreement

Comune di Anzola dell'Emilia  
Provincia di Bologna  
AOO: ANZOLAEM - c\_ a324  
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del 27/01/2016 ore 09:38

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#### Article 1 - Subject

- 1.1 The subject of the contract is the "SDM. Social Digital Mentors" project N° 2015-1-ES01-KA204-016076. The Contractor and the Co-beneficiary commit themselves to carrying out the work programme covered by this contract. This work programme comes under the Agreement N° 2015-1-ES01-KA204-016076 signed between the Contractor and the Spanish National Agency.
- 1.2 The co-beneficiary expressly declares it is aware of the whole provisions of the Agreement N° 2015-1-ES01-KA204-016076 signed between the Contractor and the Spanish National Agency which is an integrating part of this agreement, and refers in full to its terms. The mentioned Agreement signed between the Contractor and the Spanish National Agency is therefore legally binding for the Co-beneficiary.
- 1.3 The total cost of the project for the contractual period referred to by the Agreement N° 2015-1-ES01-KA204-016076, all financing combined, is estimated at EUR 110040.00 (including all taxes and duties).
- 1.4 The Spanish National Agency shall contribute a maximum of EUR 110040.00, to cover expenditure incurred by the members of the Partnership participating in the project.
- 1.5 The final financial contribution shall depend on the evaluation, carried out by the Spanish National Agency, of the quality of the results of the project N° 2015-1-ES01-KA204-016076 and on the respect of the rules laid down at Community level, particularly in the Administrative and Financial Rules.  
The grant may not produce a profit for the beneficiaries. "Profit" shall mean a surplus of the receipts over the eligible costs of the Project.
- 1.6 This contract shall regulate relations between the parties, and their respective rights and obligations with regard to their participation in the project under the Agreement N° 2015-1-ES01-KA204-016076 signed between the Contractor and the Spanish National Agency.
- 1.7 The subject matter of this contract and the related work programme are detailed in the annexes, which form an integral part of this contract and that each party declares to have read and approved.

#### Article 2 - Duration

- 2.1 The project referred to in Article 1.1 has a duration of 24 months. It starts on 01/09/2015 and ends on 31/08/2017.
- 2.2 This contract enters into force on the date of signature by the last of both participating parties to the contract and terminates at the moment of payment of the balance of the contract, as mentioned in Article 6.
- 2.3 The period of eligibility of the costs starts on 01/09/2015 and ends on 31/08/2017.

#### Article 3 - Obligations of the Contractor

The Contractor shall:

- 3.1 take all the steps necessary to prepare, perform and correctly manage the work programme set out in this contract and in its annexes, in accordance with the objectives of the project as set out in the Agreement N° 2015-1-ES01-KA204-016076 concluded between the Spanish National Agency and the Contractor;
- 3.2 attach to this contract a copy of the Agreement N° 2015-1-ES01-KA204-016076 signed between the Contractor and the Spanish National Agency;
- 3.3 notify and provide the Partner with any amendment made to the Agreement N° 2015-1-ES01-KA204-016076 signed between the Contractor and the Spanish National Agency;
- 3.4 comply with all the provisions of Agreement N° 2015-1-ES01-KA204-016076 signed between the Contractor and the Spanish National Agency.



#### Article 4 - Obligations of the Co-beneficiary

The Co-beneficiary shall:

- 4.1 have full responsibility for ensuring that the action is implemented in accordance with the Agreement and in particular take all the steps necessary to prepare, perform and correctly manage the work programme set out in this Contract and in its annexes, in accordance with the objectives of the project as set out in the Agreement N° 2015-1-ES01-KA204-016076 signed between the Contractor and the Spanish National Agency;
- 4.2 specifically carry out the delegated activities, respecting the given deadlines, as set out in Annex 5 - Calendar of Activities and Annex 6 - Co-beneficiary's role;
- 4.3 produce the progress and final financial reports, respecting the given deadlines, as set out in Article 8.
- 4.4 produce the progress and final activities, evaluation, exploitation and dissemination reports, respecting the given deadlines, as set out in Article 8.
- 4.5 comply with all the provisions of Agreement N° 2015-1-ES01-KA204-016076 signed between the Contractor and the Spanish National Agency;
- 4.6 communicate to the Contractor any information or document required by the latter that is necessary for the carrying out of the project;
- 4.7 accept full responsibility for all information communicated to the Contractor, including details of costs claimed and, where appropriate, ineligible expenses and produce supporting financial accounting documents such as:., employment contracts, time sheets for every person working in the Project, travel and accommodation receipts etc.;
- 4.8 require authorisation to the Contractor for any transfer between headings of eligible costs, modifying the Annex 3 – Budget;
- 4.9 provide the Contractor with all the necessary documents in the event of audits, checks or evaluation carried out by the Spanish National Agency and keep the original invoices of all records for all expenditures incurred under the Project, as well as all supporting evidence of expenditures, and any documents related to such. These original invoices must be maintained for five years after the Spanish National Agency has made the balance payment following the final assessment of the project.
- 4.10 Inform the Contractor of any event of which the Partner is aware that is liable to substantially affect the implementation of the Project
- 4.11 refund any costs to the Coordinator that have not been accepted by the Spanish National Agency as eligible

#### Article 5 - Financing

- 5.1 The Co-beneficiary accepts the grant and undertakes to carry out the project's activities under its own responsibility.
- 5.2 The Co-beneficiary accepts that the grant received is not to be assigned to any other body, transferred to a third party or seized or sequestered in any way.
- 5.3 The total expenditure to be committed by the Co-beneficiary for the period covered by this contract is estimated at EUR 15.550,00 (including all taxes and duties).
- 5.4 The Community grant for the Co-beneficiary shall be a maximum amount of EUR 15.550,00.

#### Article 6 - Payments

- 6.1 The Contractor will carry out payments relating to the subject matter of this contract to the Co-beneficiary according to the achievement of the tasks and according to the following schedule:

1st instalment: EUR 6.200,00 equal to 40% of the Community Grant (see point 5.4 above) allocated to the Co-beneficiary will be transferred within 30 days from the date of receipt by the Contractor of the first instalment of the funding from the Spanish National Agency (but only after the present Agreement has been signed and received by the Contractor).

2nd instalment: EUR 3100,00 equal to 20% of the total funding allocated to the co-beneficiary, after the assessment of the achievement of the tasks assigned to the Co-beneficiary by the Contractor as

set out in Annex 5 -Calendar of Activities and Annex 6 - Co-beneficiary role and after receipt of the approval of the Spanish National Agency of the Project Progress Report

3rd instalment: EUR 6.200,00 equal to 40% of the total funding allocated to the co-beneficiary will be transferred after the submission by the co-beneficiary of the final report (including the financial report and activities, exploitation, dissemination and evaluation reports). The fourth instalment will be transferred after the assessment by the Contractor of the Final Report. The assessment will check the eligibility of the expenditures declared and the suitability of the financial documents enclosed to justify each of them. The assessment will also check the final achievement of the tasks assigned to the partner as set out in Annex 5 –Project Form. Calendar of Activities and Annex 6 – Project Form Co-beneficiary role.

Full payment of 4th instalment will only be made if the partner has spent at least 100% of its total budget. In case the project partner will report and justify less than 100% of the budget, the amount of the 3rd instalment will be reduced accordingly.

All bank costs for the payment transfers will be charged to the partner.

- 6.2 All payments shall be regarded as advances pending explicit approval by the Spanish National Agency of the final report, the corresponding cost statement and the quality of the results of the project.
- 6.3 Any revenue generated by the project and received by the co-beneficiary shall be declared in the financial statement and shall limit the Spanish National Agency financial contribution to the amount required to balance revenue and expenditure. Any revenue shall be declared and communicated to the Contractor, in order for the Contractor to be able to inform about it the Spanish National Agency.
- 6.4 The payments of the grant can be adapted to take into account the revenues generated by the project and shall constitute the payment of the amount necessary to balance revenue and expenditure.
- 6.5 Payments shall be made in euro.
- 6.6 The Contractor may suspend the payment if the appropriate supporting documents have not been produced or if the co-beneficiary has infringed the provisions of the contract.
- 6.7 If any amount is unduly paid to the co-beneficiary, or if recovery is justified under the terms of the present contract and/or of the Agreement signed between the Spanish National Agency and the Contractor, the co-beneficiary undertakes to repay the Contractor the sum in question on the terms and date specified the Contractor. If the co-beneficiary fails to pay by the date set by the Contractor, the sum due shall bear interest at the rate applied by the European Central Bank for its main refinancing operations in Euro, plus three and a half points.

#### **Article 7 - Bank account**

- 7.1 The payments will be made via bank transfer to the bank account provided by the partners in Annex 1 - Financial Identification Form. The partner will immediately inform the contractor of any change in the information provided in Annex 1 - Financial Identification Form;
- 7.2 The co-beneficiary must ensure that the payments made by the Contractor are identifiable on above mentioned bank account

#### **Article 8 - Reports**

- 8.1 The co-beneficiary shall provide the Contractor with the progress financial report detailing all the expenditures carried out within the project framework, enclosing, for each expenditure declared the related proofs (e.g. invoices, time sheets, boarding cards etc.) by the 31/05/2016
- 8.2 The partner shall provide the Contractor with the progress activities, evaluation, exploitation and dissemination reports enclosing all the necessary documents to demonstrate the work carried out by the 31/05/2016.
- 8.3 The co-beneficiary shall provide the Contractor with the final financial report detailing all the expenditures carried out within the project framework, enclosing, for each declared expenditure the related proofs (e.g. invoices, receipts, tickets, payslips etc.) by the 15/09/2017.
- 8.4 The co-beneficiary shall provide the Contractor with the final activities, evaluation, exploitation and dissemination reports enclosing all the necessary documents to demonstrate the work carried out by the 15/09/2017.
- 8.5 The co-beneficiary shall provide the Contractor with any other information and document required for the preparation of the progress and final report.

- 8.6 The financial report has to be made in compliance with the administrative and financial rules here annexed (Annex 4 - Financial rules) and with eventual further information on the matter published by the Spanish National Agency. The reports have to be created filling in the forms provided by the Contractor.
- 8.7 On receipt of each report, the Contractor may:
- Approve the report
  - Ask the co-beneficiary for supplementary documents or additional information it deems necessary to allow the approval of the report
  - Reject the report and ask for the submission of a new report
- The co-beneficiary will have to respect the time limit for the submission of supplementary documents or of a new report.
- In the event of a renewed rejection, the Contractor has the right to terminate the agreement and ask the co-beneficiary for a refund of the funds already transferred and not duly justified.

#### **Article 9 - Monitoring and Audits**

- 9.1 The co-beneficiary shall provide without delay the Contractor with any information that the latter may request from him concerning the carrying out of the work programme covered by this Contract.
- 9.2 In the event of financial and/or operational auditing by the Spanish National Agency, the Education, Audiovisual and Culture Executive Agency, European Commission, the European Court of Auditors or any other duly authorised person, the co-beneficiary shall co-operate with the Contractor such that the latter has all the necessary information or, should the occasion arise, with any documentary or on-the-spot control and this for the whole contractual period and during the 5 years following the date of completion of the contract.

#### **Article 10 - Liability**

- 10.1 Each contracting party shall release the other from any civil liability in respect of damages resulting from the performance of this agreement, suffered by itself or by its personnel, to the extent that these damages are not due to the serious or intentional negligence of the other party or its personnel.
- 10.2 The co-beneficiary shall protect the Spanish National Agency and Education, Audiovisual and Culture Executive Agency, European Commission, the Contractor and their personnel against any action for damages suffered by third parties, including project personnel, as a result of the performance of this contract, to the extent that these damages are not due to the serious or intentional negligence of the Spanish National Agency and of the Education, Audiovisual and Culture Executive Agency, European Commission, the Contractor or their personnel.

#### **Article 11 - Termination of the contract**

- 11.1 The Contractor may terminate the contract if the co-beneficiary has inadequately discharged or failed to discharge any of the contractual obligations or has not carried out their attributed role in an efficient or satisfactory manner, insofar as this is not due to *force majeure*, after notification of the co-beneficiary by registered letter has remained without effect for one month.
- 11.2 The co-beneficiary shall immediately notify the Contractor, supplying all relevant information, of any event likely to prejudice the performance of this contract.
- 11.3 In the event the partner terminates its participation in the project, they will receive payment based on the report of activities and the financial report carried out up until the termination date. If the partner receives payment but terminates their participation in the project without completing their assigned activities under the terms of this Contract and of the Agreement signed between the Contractor and the Spanish National Agency, they are obligated to reimburse the payment received.

#### **Article 12 - Jurisdiction clause**

- 12.1 Failing amicable settlement, the Court of Valencia shall have sole competence to rule on any dispute between the contracting parties in respect of this contract.
- 12.2 The law applicable to this contract shall be the law of Italy.

#### **Article 13 - Amendments or additions to the contract**

- 13.1 Amendments to this contract shall be made only by a supplementary agreement signed on behalf of each of the parties by the signatories to this contract.

#### **Article 14 - Ownership of the results**

- 14.1 For materials already developed and brought in and used within the scope of the project copyrights must be strictly safeguarded. Permission for reproduction and scale of reproduction must be agreed beforehand with the owner.

- 14.2 The project deliverable, patents, copyrights and intellectual property rights, as well as reports and other documentation resulting from this contract, shall be the property of the contractor and all the co-beneficiaries of the Project.
- 14.3 The collective products of the project may be reused as extracts by any co-beneficiary, as long as: they are clearly identified as products of the SDM. Social Digital Mentors Support Partnership and all copyright matters are taken into account.  
Collective products in tangible form, such as manuals, CD-ROMs, IT-tool and online data that are the authorised result of the SDM. Social Digital Mentors Support common work, may be disseminated and translated into the respective co-beneficiary's mother tongue without obtaining the Coordinator's prior consent.
- 14.4 Educational materials produced under the scope of the project shall be made available through the Internet, free of charge and under open licenses.
- 14.5 The Contractor and the co-beneficiaries grant the Spanish National Agency, the Education, Audiovisual and Culture Executive Agency and the European Commission the right to make free use of the results of the action, provided it does not breach its confidentiality obligations or existing industrial or intellectual property rights.

#### Article 15 - Special Conditions

- 15.1 The co-beneficiary is committed to indicate on every document produced within the project for information and or dissemination purpose that the project has been funded by the European Commission in the framework of the Erasmus+ Programme. Also the EU flag and the Logo of the programme should be added.
- 15.2 The co-beneficiary is also committed to indicate that the content of the project does not necessarily reflect the position of the European Commission or the Education, Audiovisual and Culture Executive Agency, nor does it involve any responsibility on their part
- 15.3 All project's related deliverables should contain beside the above mentioned Erasmus+ logo the following remark or its equivalent translation into a Partnership language:  
"This project has been funded with support from the European Commission."  
"This publication [communication] reflects the views only of the author, and the Commission cannot be held responsible for any use which may be made of the information contained therein."  
Pdf with the above mentioned disclaimer in all languages can be found here:  
[http://ec.europa.eu/dgs/education\\_culture/publ/graphics/beneficiaries\\_all.pdf](http://ec.europa.eu/dgs/education_culture/publ/graphics/beneficiaries_all.pdf)  
Logo and explanations for its use are available here:  
[http://ec.europa.eu/dgs/education\\_culture/promotional\\_en.htm](http://ec.europa.eu/dgs/education_culture/promotional_en.htm)  
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#### Annexes

- Annex 1: Financial Identification Form
- Annex 2: VAT Declaration
- Annex 3: Budget
- Annex 4: Financial rules
- Annex 5: Project form with the Calendar of the activities
- Annex 6: Project form with Co-beneficiary's role
- Annex 7: Contract with the Spanish National Agency

Done in two copies.

For the **Contractor**,

For the **Co-beneficiary**,

The legal representative

The legal representative

*M. Angeles Ruiz Gamez*  
*Director*  
*Sistema practicas, S.L*  
*[ signature ]:*

*Name*  
*Role*  
*Institution*  
*[ signature ]:*

Stamp:  
Valencia, 07/01/2016

Stamp:  
Place and date:



**COMUNE DI ANZOLA DELL'EMILIA**

**PROVINCIA DI BOLOGNA**

**DELIBERAZIONE DELLA GIUNTA COMUNALE**

Numero Delibera **17** del **16/02/2016**

**AREA SERVIZI ALLA PERSONA**

OGGETTO

**APPROVAZIONE PROGETTO SOCIAL DIGITAL MENTORS - PROGRAMMA EUROPEO ERASMUS PLUS.**

*PARERI DI CUI ALL' ART. 49 DEL DECRETO LEGISLATIVO 18.08.2000 N. 267*

<p>IL DIRETTORE DELL'AREA INTERESSATA</p>	<p>Per quanto concerne la REGOLARITA' TECNICA esprime parere: <b>FAVOREVOLE</b></p> <p>IL DIRETTORE AREA SERVIZI ALLA PERSONA</p> <p>Data 15/02/2016</p> <p>BUSI MARINA</p>
<p>IL DIRETTORE AREA ECONOMICO / FINANZIARIA E CONTROLLO</p>	<p>Per quanto concerne la REGOLARITA' CONTABILE esprime parere: <b>FAVOREVOLE</b></p> <p>IL DIRETTORE AREA ECONOMICO/FINANZIARIA E CONTROLLO</p> <p>Data 15/02/2016</p> <p>BARBIERI CLAUDIA</p>

**DELIBERAZIONE DELLA GIUNTA COMUNALE NR. 17 DEL 16/02/2016**

Letto, approvato e sottoscritto.

IL SINDACO  
VERONESI GIAMPIERO

IL SEGRETARIO GENERALE  
CICCIA ANNA ROSA

ANZOLA DELL'EMILIA, Lì 23/02/2016