

ACTIVITY 1: SUPPORTING DOCUMENT BASED ON BRIEFING SHEETS (ONE PER TABLE)

RELEVANCE

☞ Proposal is relevant to the objectives and priorities of the funding action.	☞ Project addresses, in a qualitative manner, one or more objectives and priorities of the funding action . Small-Scale Partnerships must convincingly address at least one horizontal or sector-specific priority or be rated as Weak. Where addressing a horizontal priority, the proposal should confirm relevance to the selected field. Where addressing the horizontal priority for inclusion and diversity , or one or more European Priorities in the National Context (as pre-announced by the National Agency), the proposal should be considered as highly relevant.
☞ Profile, experience and activities of the participating organisations are relevant to the field of the application.	☞ Proposal demonstrates that the participating organisations operate and have experience in the targeted field - this goes beyond formal or nominal relevance and should be evident in the nature of the everyday activities of partner organisations and the expertise of their staff. As Small-Scale Partnerships target the participation of newcomer and less-experienced organisations, prior experience within Erasmus+ is not especially important.
☞ Proposal brings added value at EU level by building the capacity of organisations to engage in cross-border cooperation and networking.	☞ Transnational dimension clearly adds value in terms of project outcomes; participating organisations are able to achieve results, together, that would not be reached by organisations from a single country.



QUALITY OF PROJECT DESIGN AND IMPLEMENTATION

☞ Project objectives are clearly defined, realistic and address the needs and goals of the participating organisations and the needs of their target groups.	☞ Project objectives are well explained and align well with needs and challenges for the participating organisations and the listed target groups.
☞ Activities are designed in an accessible and inclusive way and are open to people with fewer opportunities.	☞ Proposed activities are in line with the inclusion dimension of the programme; project design considers potential barriers, confirms specific target audiences and proposes realistic actions for engaging participants with fewer opportunities.
☞ Proposed methodology is clear, adequate and feasible.	☞ Proposal is clear, concrete and realistic in presenting proposed content and expected results; proposal convincingly explains how the proposed activities will address the identified needs and achieve the stated objectives; appropriate phases for preparation, implementation, monitoring, evaluation and the sharing of results have been planned. Youth field only: project is based on (one or more) non-formal and informal learning methods stimulating creativity, active participation and initiative.
☞ Project work plan is clear, complete and effective, including appropriate phases for preparation, implementation and sharing project results.	☞ Work plan is clearly defined, comprehensive and realistic ; requested lump sum is realistic and serves to support good quality project implementation.
☞ Project is cost-effective and allocates appropriate resources to each activity.	☞ Proposal confirms value-for-money when considering planned results and the requested lump sum; grant allocated to individual project activities is adequate and sufficient .
☞ Project incorporates the use of digital tools and learning methods to complement physical activities and to improve the cooperation between partner organisations.	☞ Proposal confirms concrete ways in which digital tools and learning methods are included and how participants will benefit from blended activities, increasing digital competence and readiness; where appropriate, proposal describes how Erasmus+ online platforms have or will be used (e.g. eTwinning, EPAL, School Education Gateway, European Youth Portal) in preparation, implementation and/or follow-up activities.
☞ The project is designed in an eco-friendly way and incorporates green practices in different project phases.	☞ Project has the potential to raise awareness on environmental and climate change challenges; project/activity design enables behavioural changes by implementing ecological practices (e.g. saving resources, reducing energy use and waste; compensating for carbon footprint emissions; opting for sustainable food and mobility choices).

QUALITY OF PARTNERSHIP AND COOPERATION ARRANGEMENTS

☞ Project involves appropriate mix of participating organisations in terms of profile.	☞ Proposal explains the reasons for participation of the involved organisations and their common interests; the role and contribution of each participating organisation is clearly described; participating organisations have the required skills and competences to successfully deliver the project (keeping in mind the specific nature of Small-Scale Partnerships and their focus on newcomer and less-experienced organisations) ensuring quality in project implementation as well as the scope for learning to cooperate and foster development.
☞ Project involves newcomers and less-experienced organisations to the action.	☞ Proposal includes one or more organisations that are newcomers to the action, or that are considered less-experienced organisations , for which impact from participating in the project expects to be particularly high; important to remember that Small-Scale Partnerships are seen as a stepping stone into the Erasmus+ programme and that newcomers are defined as <i>“any organisation or institution that has not previously received support in a given type of action supported by this Programme or its predecessor programme either as a coordinator or a partner”</i> and less-experienced organisations are defined as <i>“any organisation or institution that has not received support in a given type of action supported by this Programme or its predecessor programme more than twice in the last seven years”</i> for which it is important to consider past participation data included in the proposal.
☞ Proposed allocation of tasks demonstrates the commitment and active contribution of all participating organisations.	☞ Clear definition and appropriate distribution of roles and tasks and balanced participation and input of participating organisations in implementation of the work programme, taking into account the nature of the activities and the experience of the involved partners; proposal confirms active and substantial participation for newcomer and less-experienced organisations.
☞ Proposal includes effective mechanisms for coordination and communication between the participating organisations.	☞ Methods of project coordination and means of communication are clearly described, in the proposal, and are appropriate to ensure good cooperation between participating organisations.

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IMPACT

☞ Proposal includes concrete and logical steps to integrate the project results in the regular work of participating organisations.	☞ Plans for integrating the achieved results into the daily work of the participating organisations are specific, clear and effective.
☞ Project has the potential to positively impact on participants and participating organisations, as well as the wider community.	☞ Project is likely to have substantial positive impact on participating organisations, and their staff and learners, during and after project implementation; <i>where relevant and in proportion to the size and scope of the project:</i> proposal identifies target groups or non-participating organisations, that will be positively impacted by project implementation.
☞ Proposal includes an appropriate way of evaluating the project outcomes.	☞ Clear plans for evaluating if the targeted benefits have been achieved - being proportional to the size and scope of the project - and for confirming achievement of the original objectives.
☞ Proposal includes concrete and effective steps to make results known within the participating organisations, to share the results with other organisations and the public, and to publicly acknowledge EU funding.	☞ Clearly-identified project results that are able to be transferred to relevant target groups; participating organisations have confirmed plans to ensure that project results, and knowledge of the Erasmus+ programme, are spread as widely as possible .

