

In this briefing sheet, we consider those parts of the **final report form** that need to be considered when assessing a KA210 Small-Scale Partnership, irrespective of the field of operation.

Section of the Final Report Form:	Core Content:	RELEVANCE	PROJECT DESIGN	PARTNERSHIP & COOPERATION	IMPACT
Context	Applicant Organisation-OID-Project Code-Project Title- Action Type-Call-Field-Start and End Dates-Grant Awarded-NA-Language of the Form.	<input checked="" type="checkbox"/>			
Project Summary	Background (why did you apply; what were the needs you addressed); Objectives (what did you want to achieve); Implementation (what activities did you implement); Results (what were the concrete outputs and results).	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Project Description	Objectives and Topics Addressed (and any deviations); achieved/not achieved); Project Outcomes and Achievements (and any deviations), Innovation and Complementarity; Target Group Needs Addressed; Benefits of Transnational Cooperation; Monitoring and Evaluation; Difficulties Encountered; Risk Management.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Participating Organisations	Participating Organisations; Roles (beneficiary or partner); Cooperation Arrangements (tasks; responsibilities; management, cooperation and communication)			<input checked="" type="checkbox"/>	
Implementation	List of Activities (title; venue; start/end dates; duration in days; grant allocated); Total Lump Sum; Description of Activities (content; target group; link to objectives; grant determination and sufficiency; deviations; satisfaction rating).		<input checked="" type="checkbox"/>		
Impact and Follow-up	Organisational Development; Impact on Partners, Target Groups and Wider Stakeholders; Promotional Activities, Tools and Audiences; Impact at Different Levels (local, regional, European; international); Sustainability Planning; Use of Erasmus+ Digital Platforms; Open and Continued Access.				<input checked="" type="checkbox"/>
Annexes	Declaration on Honour; Related Outputs and Deliverables.		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Note: a final section is included at the end of the final report form for beneficiaries looking to apply for the European Language Label; these additional questions and responses should not be considered during KA210 final report assessment.

Key Action 2:

Small-Scale
Partnerships
(KA210)

Final Report Assessment

WHERE TO LOOK

Assessment Criteria
Briefing Sheet