# ERASMUS+ KA220

# What is Important 1: Assessment Criteria

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Section Title Page: it can be useful to have a space to breathe between the different sections (and sub-sections) of the training.

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Useful graphical overview of the aspects that we consider for RELEVANCE at the point of reviewing a KA220 funding application. Useful for setting the scene.
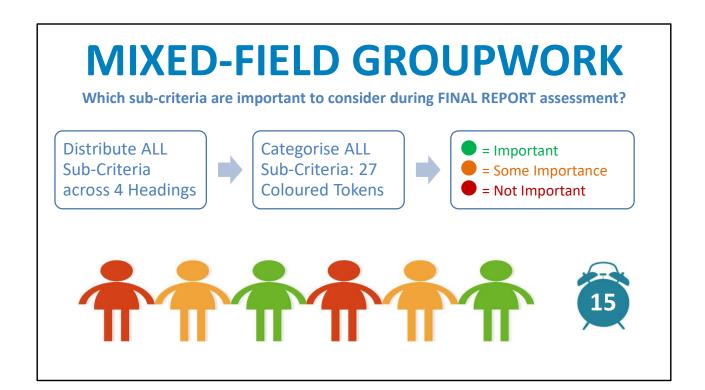
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Useful graphical overview of the aspects that we consider for QUALITY OF PROJECT DESIGN at the point of reviewing a KA220 funding application. Useful for setting the scene.

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Useful graphical overview of the aspects that we consider for QUALITY OF PARTNERSHIP at the point of reviewing a KA220 funding application. Useful for setting the scene.

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Useful graphical overview of the aspects that we consider for IMPACT at the point of reviewing a KA220 funding application. Useful for setting the scene.

# MIXED-FIELD GROUPWORK

**Which sub-criteria are important to consider during FINAL REPORT assessment?**

Distribute ALL Sub-Criteria across 4 Headings → Categorise ALL Sub-Criteria: 27 Coloured Tokens →

● = Important
● = Some Importance
● = Not Important

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To initiate discussion on the purpose and focus of final report assessment, assessors are invited to work in groups to map the different sub-criteria against the four headings (Relevance / Quality of Project Design / Quality of Partnership / Impact) and to use a TRAFFIC LIGHT SYSTEM to confirm whether a sub-criterion is considered Green, Orange or Red. Green sub-criteria should include those which are definitely important to consider at the project end. Orange sub-criteria are those which are important to review either partially or in cases where there is a specific reference in the initial funding application (e.g. ambitions for engaging persons with fewer opportunities; digital transformation goals). Red sub-criteria are those which are judged solely at the point of application, and which do not need to be reconsidered at the project end.

# GROUPWORK FOR ONE

## RELEVANCE
- 🟢 KA220 Objectives and Priorities
- 🔴 Partner Profile and Activities
- 🔴 Needs and Needs Analysis
- 🔴 Synergies
- 🟢 Innovation
- 🟢 Complementarity
- 🟠 European Added Value

## PROJECT DESIGN AND IMPLEMENTATION
- 🟢 Objectives and Responsiveness
- 🟢 Methodology
- 🟢 Workplan
- 🟠 Budget and Cost Effectiveness
- 🟢 Monitoring and Evaluation
- 🟠 Access and Inclusion
- 🟠 Digital Tools and Learning Methods
- 🟠 Green Practices
- 🟠 Relevant and Robust LTTAs
- 🟠 Learning Recognition Plans

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To help with the discussion, it can be useful for the trainer to show how they would personally categorise the different-sub-criteria, as red, orange and green, under the four different headings (1/2).

# GROUPWORK FOR ONE

## PARTNERSHIP and COOPERATION
- 🔴 Partner Mix and Experience
- 🟠 Newcomer Involvement
- 🟢 Task Attribution
- 🟢 Coordination and Communication
- 🔴 Third Country Participation

## IMPACT
- 🟠 Partner Integration of Results
- 🟢 Individual and Institutional Impact
- 🟢 Exploitation of Results
- 🟢 Sharing/Promotion/Use of Results
- 🟢 Sustainability

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To help with the discussion, it can be useful for the trainer to show how they would personally categorise the different-sub-criteria, as red, orange and green, under the four different headings (2/2).

**EASY ENOUGH. RIGHT?**

**We've done it before, and we are ready to start assessing!**

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Having familiarised assessors with the different sub-criteria, we can start to introduce the fact that things have changed for KA220 projects financed after 2022. Bridging page (1/2).

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Having familiarised assessors with the different sub-criteria, we can start to introduce the fact that things have changed for KA220 projects financed after 2022. Bridging page (2/2).

# ERASMUS+ KA220

# Big Changes from 2022

## for applications, final reports and assessments

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# LUMP SUM FINANCING

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Opportunity to remind assessors that the Lump Sum model was introduced for KA220 projects being financed from 2022 onwards, and that this is the point at which change is also needed for final report assessment.

# Lump Sum Handbook: KA220 Reporting

- interim and final reports for Cooperation Partnerships follow the structure of the application form... with award criteria re-assessed by (internal or external) experts when the project reaches its mid-term or at completion;

- beneficiaries are requested to report on aspects related to cooperation among partners, working arrangements, task distribution and coordination and respect of the timeline;

- indicators identified at the application stage shall support assessment of the degree by which project objectives have been achieved [self-assessment using scale of 1-10];

- beneficiaries shall show how project results were made available and produced benefits for other stakeholders

- results shall reference relevant supporting documents.

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Quick overview of what is written in the Erasmus+ Lump Sum Handbook relating to KA220 final report assessment. A useful starting point for wider discussion on what we need to review at the project end.

# Lump Sum Handbook: KA220 FR Assessment

Based on description of PROJECT MANAGEMENT, IMPLEMENTATION and DISSEMINATION AND IMPACT, as presented in the report, experts carry out quality assessment and attribute a score to each criterion. Each work package is evaluated separately on the basis of the criteria above [2022]
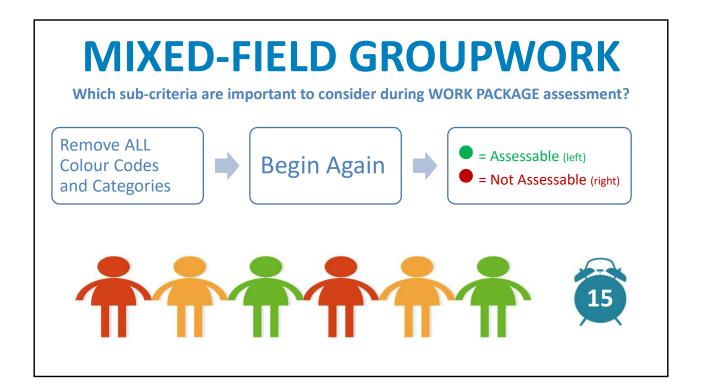
Assessment of the final report of a lump-sum project focuses on the outputs of the project, their quality, the level of achievement of the indicators, the impact and the sustainability of the project. Each work package is evaluated separately according to SPECIFIC QUALITY CRITERIA [2023]

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Continued overview of what is written in the Lump Sum Handbook relating to KA220 final report assessment. A useful starting point for wider discussion on what we need to review at the project end.

GUIDELINES FOR ERASMUS+ NAs

Useful graphical overview of the aspects that we will now consider COLLECTIVELY using WORK PACKAGES as the basis of KA220 final report assessment.

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Building on the first exercise where sub-criteria were categorised under four headings, this activity provides a chance to adapt to the new system - for projects financed from 2022 onwards - where WORK PACKAGES are used to measure achievement during final report assessment. Assessors are asked to move the different sub-criteria from four UNUSED categories (Relevance; Quality of Project Design; Quality of Partnership; Impact) to two NEW categories (Assessable / Not Assessable). The original colour categorisation can help with this (e.g. green = assessable) but there can also be changes made within the working groups as a consequence of the move to work packages only. Only a short time is allowed in this activity as additional information will be provided afterwards which will help assessors to conceptualise the new model and approach.

# Beneficiary Agreement: Annex 2 - Article 6.4

The final report will be evaluated on the basis of quality criteria and scored on a total of maximum 100 points. The final report and project results will be assessed by the National Agency, using a common set of quality criteria focusing on:

- extent to which the project was implemented in line with the **approved grant** application
- quality of activities undertaken and their consistency with the **project objectives**
- quality of the **products and results** produced
- **learning outcomes and impact** on participants
- extent to which the project proved to be **innovative/complementary** to other initiatives
- extent to which the project proved to add **value at EU level**
- extent to which the project implemented effective **quality measures** as well as measures for evaluating the project's outcomes
- **impact** on the participating organisations
- quality and scope of the **dissemination** activities undertaken
- potential **wider impact** of project on individuals and organisations beyond the beneficiaries

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Quick overview of what is written in the Beneficiary Agreement relating to KA220 final report assessment. This is a useful starting point for wider discussion on what we need to review at the project end.

# Final Report Form for KA220 Beneficiaries

- **Project Summary:** background; objectives; implementation; results
- **Project Details:** applicant; title field; start and end dates; grant awarded
- **Project Description:** priorities, pathways and contributions; objectives and achievements; innovation and complementarity
- **Participating Organisations:** partner list; partnership changes; associated partners; associated partner contributions
- **WP1-Project Management:** partner contributions; time management; communication; difficulties, risk and conflict; Erasmus+ digital platforms; self-assessment from 1-10
- **WP2-Implementation:** partner contributions; deviations; results and results achievement; target groups and benefits; level of achievement of indicators; self-assessment from 1-10
- **WP3 et al:** as WP2
- **Participants' Recognition:** detail on use of European recognition tools and instruments
- **Follow-up:** multi-level impact; partner and wider dissemination; dissemination channels; open access; rollout and exploitation potential; sustainability; self-assessment from 1-10
- **European Language Label:** optional section for those who want to apply for the label

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Quick overview of what is requested in the KA220 final report form. This is a useful starting point for wider discussion on what information is available for review during KA220 final report assessment.

# KA220 FR Assessment Form (online)

- **WP1-Project Management:** Comments
- **WP2-Implementation:** Comments
- **WP3:** Comments
- **WP4:** Comments
- **WP5:** Comments

- **Typology:** (Yes/No ➔ good practice; dissemination; horizontal priorities; Ukraine support)

- **Comments for Beneficiary:** Comments

- **Internal Comments for NA:** Comments

- **Recommendations on Grant Reduction for NA:** Comments

- **Project Results that should not be published:** Comments

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Quick overview of the information required by the ASSESSMENT MODULE for KA220 final report assessment.