

In this briefing sheet, additional detail is given in terms of the **key aspects** that need to be considered when assessing a final report for an Erasmus+ Cooperation Partnership (KA220).

Criteria:	What to consider:
☞ WP1: Project Management	<p>As per the agreement signed with the beneficiary, and taking into account the information provided in the final report, management activity should be assessed on the basis of the following criteria:</p> <ul style="list-style-type: none">☞ extent to which the project was implemented in line with the approved grant application, and planned schedule of activities, taking into account any formal amendments that were agreed during the lifetime of the project;☞ adequacy and sufficiency of partner cooperation and communication activities;☞ adequacy and sufficiency of risk management and conflict resolution measures (where evident);☞ extent to which Erasmus+ online platforms were used (including compulsory use of Erasmus+ Project Results Platform).
☞ WP2 et al	<p>As per the agreement signed with the beneficiary, remaining work packages should be assessed according to how they meet following quality criteria, either individually or as a whole, depending on that which was originally planned:</p> <ul style="list-style-type: none">☞ extent to which the project was implemented in line with the approved grant application, taking into account any formal amendments that were agreed during the lifetime of the project;☞ quality of activities as a means of delivering wider project goals and objectives;☞ quality of products and results and the extent to which final deliverables align with the original commitment and meet the needs of predefined users and beneficiaries;☞ nature and extent of learning outcomes and impact for one or more beneficiary audiences;☞ extent to which activities and outputs are shown to be innovative and/or complementary to other actions and initiatives;☞ extent to which project activities, outputs or outcomes demonstrate added-value at EU level;☞ extent to which quality assurance and evaluation measures were effectively implemented;☞ scope, extent and quality of dissemination activities undertaken;☞ extent to which there is recognisable or demonstrated impact on the participating organisations;☞ extent to which there is recognisable or demonstrated impact on other individuals/organisations.

Key Action 2:

Cooperation Partnerships (KA220)

Final Report Assessment

Assessment Criteria and What to Consider

Briefing Sheet

This briefing sheet considers guidance and information provided in the beneficiary agreement as well as in the Handbooks on the Lump Sum Funding Model for Key Action 2.