

## Context

Main objective of the project	Innovation
Project Title	New Initiatives and Co-operation for Local Economies
Project Acronym	NICOLE
Project Start Date (yyyy-mm-dd)	2020-12-01
Project Total Duration	24 months
Project End Date (yyyy-mm-dd)	2022-11-30
National Agency of the Applicant Organisation	SK01 Slovenská akademická asociácia pre medzinárodnú spoluprácu
Language used to fill in the form	English

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

<https://ec.europa.eu/programmes/erasmus-plus/contact>

## 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+ Project Results 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. The summary will be publicly available in case your project is awarded.

In view of further publication on the Erasmus+ Project Results 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.

Many EU regions are relatively far from development centres and face numerous challenges in areas of sustainable local development. There is often a lack of advanced technical, transport, social and environmental infrastructure, lack of jobs but also a lack of skilled workforce, integration of the disadvantaged into the labor market and other functional sustainable local development schemes, but also innovative solutions in economic, social and environmental areas.

The main challenges of local development include the fight against climate change and adaptation to climate change, the integration of long-term vulnerable and disadvantaged minorities, the outflow of young people, the establishment and maintenance of the integrity of local authorities and the maintenance of local social and economic development.

Main objective of the project: To increase awareness and knowledge of deputies and mayors of local governments and other local development stakeholders, to improve their skills in managing local development and thus to improve planning and implementation of social and economic development of municipalities.

Specific objectives:

- 1). Increase the availability of best local development practices
- 2). Improve skills, competences, knowledge base of trainers/educator teaching local development stakeholders
3. Increase awareness and awareness, competence, knowledge and responsiveness of local development actors

Target groups :

- Trainers, educators of the partners active in adult education and trainings (30 persons)
- Local decision makers (mayors, councillors,) (300 persons in 7 countries)
- Local stakeholders interested in local development (community leaders, priests, NGO activists, farmers, entrepreneurs) - 70 persons

Planned activities:

- a) identify, collect, develop and disseminate good local development practices as a best practice guide for other decision-makers and candidates of border regions of EU
- b) to prepare and develop and test a training course for decision-makers in areas of project interest (climate change, Roma integration, local development), to share and expand, to enrich local development schemes with new ideas, solutions and practices
- (c) educate and inform decision-makers, local, regional and national actors about best practices and solutions.

Expected outcomes :

- a) Increased knowledge and skill level of the partner's trainers and educators
- b) Improved performance of partner's trainers and educators in delivery of trainings for adult target groups
- c) Improved access of target groups to high quality training in areas of local development
- d) Improved access of the target group representatives to high quality best practices
- e) Improved cooperation and networking of EU trainers in area of local development trainings

Expected Impact :

- Improved performance and public integrity of local decision/makers and politicians
- Improved local development due to best practice realisation
- Improved life conditions of vulnerable and excluded communities in local level

## Applicant Organisation

Organisation ID	Legal name	Country
E10060055	Legend Foto	Slovakia

## Partner Organisations

No	Organisation ID	Legal name	Country
1	E10120486	Obec Spissky Hrhov	Slovakia
2	E10084884	Sdruzeni SPLAV, z.s.	Czech Republic
3	E10096278	Pirkan Helmi ry	Finland
4	E10142033	HumaCapiAct	Italy
5	E10122799	Országos Tranzitfoglalkoztatási Egyesület	Hungary
6	E10029739	Lääne-Harju Koostöökogu	Estonia

## Project Budget Summary

Budget Items	Grant
Project Management and Implementation	48.000,00 EUR
Transnational Project Meetings	19.550,00 EUR
Intellectual Outputs	65.920,00 EUR
Multiplier Events	15.000,00 EUR
Learning, Teaching, Training Activities	14.947,00 EUR
Total Grant	163.417,00 EUR

## Transnational Projects Meetings

ID	Meeting Title	No. of Participants	Grant
1	Kick off (1st) meeting	12	5.750,00 EUR
2	Second TMM	8	3.450,00 EUR
3	Third TMM	6	3.450,00 EUR
4	4th TMM	12	6.900,00 EUR
Total			19.550,00 EUR

## Intellectual Outputs

ID	Output Title	Category of Staff	No. of Working Days	Grant
O1	Local Development Guidebook	Managers	5	820,00 EUR
O2	IO2. Best practice and local development guidebook	Managers	5	440,00 EUR
O3	IO3. Training course for local decision makers	Managers	5	440,00 EUR
O4	IO4 Interactive cloud based tool for local decision makers and trainers of the partners	Managers	5	440,00 EUR
O1	Local Development Guidebook	Teachers/Trainers/Researchers/Youth workers	95	11.090,00 EUR
O2	IO2. Best practice and local development guidebook	Teachers/Trainers/Researchers/Youth workers	100	10.830,00 EUR
O3	IO3. Training course for local decision makers	Teachers/Trainers/Researchers/Youth workers	90	10.090,00 EUR
O4	IO4 Interactive cloud based tool for local decision makers and trainers of the partners	Teachers/Trainers/Researchers/Youth workers	80	9.350,00 EUR
O1	Local Development Guidebook	Technicians	65	5.650,00 EUR
O2	IO2. Best practice and local development guidebook	Technicians	90	7.560,00 EUR
O3	IO3. Training course for local decision makers	Technicians	65	4.880,00 EUR
O4	IO4 Interactive cloud based tool for local decision makers and	Technicians	55	4.330,00 EUR
Total			660	65.920,00 EUR



ID	Output Title	Category of Staff	No. of Working Days	Grant
	trainers of the partners			
Total			660	65.920,00 EUR

### Multiplier Events

ID	Event Title	Country of Venue	Local Participants	Foreign Participants	Grant
E1	Hungary	Czech Republic	20	5	3.000,00 EUR
E2	Guidebook and training courses presentation event	Hungary	20	10	4.000,00 EUR
E3	The final multiplication event	Slovakia	50	15	8.000,00 EUR
Total			90	30	15.000,00 EUR

### Learning, Teaching, Training Activities

ID	Activity Type	Travel Grant	Grant for Exceptional Costs for Expensive Travel	Individual Support Grant	Linguistic Support Grant	Grant
C1	Short-term joint staff training events	1.110,00 EUR	0,00 EUR	3.922,00 EUR	0,00 EUR	5.032,00 EUR
C2	Blended mobility of adult learners	1.555,00 EUR	0,00 EUR	2.436,00 EUR	0,00 EUR	3.991,00 EUR
C3	Blended mobility of adult learners	2.560,00 EUR	0,00 EUR	3.364,00 EUR	0,00 EUR	5.924,00 EUR
Total		5.225,00 EUR	0,00 EUR	9.722,00 EUR	0,00 EUR	14.947,00 EUR

## Budget per Participating Organisation

Organisation	Country of Organisation	Grant
Legend Foto (E10060055, SK)	Slovakia	33.633,00 EUR
Obec Spissky Hrhov (E10120486, SK)	Slovakia	16.583,00 EUR
Sdruzeni SPLAV, z.s. (E10084884, CZ)	Czech Republic	26.039,00 EUR
Pirkan Helmi ry (E10096278, FI)	Finland	23.088,00 EUR
HumaCapiAct (E10142033, IT)	Italy	25.260,00 EUR
Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU)	Hungary	22.471,00 EUR
Lääne-Harju Koostöökogu (E10029739, EE)	Estonia	16.343,00 EUR

## Budget Details per Participating Organisations (Legend Foto (E10060055, SK))

Budget Items	Grant
Project Management and Implementation	12.000,00 EUR

Budget Items	Grant
Transnational Project Meetings	2.300,00 EUR
Intellectual Outputs	8.740,00 EUR
Multiplier Events	8.000,00 EUR
Learning, Teaching, Training Activities	2.593,00 EUR
<b>Total Grant</b>	<b>33.633,00 EUR</b>

### Budget Details per Participating Organisations (Obec Spissky Hrhov (E10120486, SK))

Budget Items	Grant
Project Management and Implementation	6.000,00 EUR
Transnational Project Meetings	2.300,00 EUR
Intellectual Outputs	6.820,00 EUR
Learning, Teaching, Training Activities	1.463,00 EUR
<b>Total Grant</b>	<b>16.583,00 EUR</b>

## Budget Details per Participating Organisations (Sdruzeni SPLAV, z.s. (E10084884, CZ))

Budget Items	Grant
Project Management and Implementation	6.000,00 EUR
Transnational Project Meetings	3.450,00 EUR
Intellectual Outputs	10.730,00 EUR
Multiplier Events	3.000,00 EUR
Learning, Teaching, Training Activities	2.859,00 EUR
Total Grant	26.039,00 EUR

## Budget Details per Participating Organisations (Pirkan Helmi ry (E10096278, FI))

Budget Items	Grant
Project Management and Implementation	6.000,00 EUR
Transnational Project Meetings	2.875,00 EUR
Intellectual Outputs	12.610,00 EUR
Learning, Teaching, Training Activities	1.603,00 EUR
Total Grant	23.088,00 EUR

### Budget Details per Participating Organisations (HumaCapiAct (E10142033, IT))

Budget Items	Grant
Project Management and Implementation	6.000,00 EUR
Transnational Project Meetings	2.875,00 EUR
Intellectual Outputs	13.420,00 EUR
Learning, Teaching, Training Activities	2.965,00 EUR
Total Grant	25.260,00 EUR

**Budget Details per Participating Organisations (Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU))**

<b>Budget Items</b>	<b>Grant</b>
Project Management and Implementation	6.000,00 EUR
Transnational Project Meetings	3.450,00 EUR
Intellectual Outputs	7.630,00 EUR
Multiplier Events	4.000,00 EUR
Learning, Teaching, Training Activities	1.391,00 EUR
<b>Total Grant</b>	<b>22.471,00 EUR</b>

**Budget Details per Participating Organisations (Lääne-Harju Koostöökogu (E10029739, EE))**

Budget Items	Grant
Project Management and Implementation	6.000,00 EUR
Transnational Project Meetings	2.300,00 EUR
Intellectual Outputs	5.970,00 EUR
Learning, Teaching, Training Activities	2.073,00 EUR
Total Grant	16.343,00 EUR



## Timetable

Note that Transnational Project Meetings, Intellectual Outputs, Multiplier Events and Learning, Teaching and Training activities will be listed in this table automatically once you have created them in the dedicated section of the form.

ID	Activity Type	Starting Period	Description
1	Intellectual Output	12-2020	IO3. Training course for local decision makers
2	Transnational Projects Meeting	01-2021	Kick off (1st) meeting
3	Intellectual Output	01-2021	Local Development Guidebook
4	Intellectual Output	01-2021	IO2. Best practice and local development guidebook
5	Transnational Projects Meeting	09-2021	Second TMM
6	Multiplier Event	10-2021	Hungary
7	Intellectual Output	10-2021	IO4 Interactive cloud based tool for local decision makers and trainers of the partners
8	Transnational Projects Meeting	03-2022	Third TMM
9	Blended mobility of adult learners	05-2022	MOBILE Workshop Estonia
10	Multiplier Event	06-2022	Guidebook and training courses presentation event
11	Blended mobility of adult learners	08-2022	Mobile testing workshop Finland
12	Transnational Projects Meeting	09-2022	4th TMM
13	Short-term joint staff training events	09-2022	Mobile testing workshop Slovakia
14	Multiplier Event	10-2022	The final multiplication event

## Participating Organisations

Please note that the Organisation ID has replaced the PIC as the unique identifier for the organisation to apply for Erasmus+ and European Solidarity Corps actions managed by National Agencies. Organisations that have a PIC and have previously applied for funding in these programmes through the National Agencies have been assigned an Organisation ID automatically. Please use the Erasmus+ and European Solidarity Corps platform to check an Organisation ID, update information linked to it or register a new organisation: <https://webgate.ec.europa.eu/erasmus-esc/organisation-registration>

## Applicant Organisation

Organisation ID	E10060055
Legal name	Legend Foto
Legal name (national language)	Legend Foto
National ID (if applicable)	42242576
Address	Jánošíkova 2
Country	Slovakia
P.O. Box	N/A

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Postal Code	040 01
City	Košice
Website	<a href="http://www.legendfoto.sk">www.legendfoto.sk</a>
Telephone	+421905570898, +421556764775

## Profile

Type of Organisation

Non-governmental organisation/association

Is the organisation a public body?

No

Is the organisation a non-profit?

Yes

## Associated Persons

Please provide information about this organisation's legal representative and contact persons for the project. Legal representative is the person authorised to sign legally binding documents on behalf of the organisation, while the contact persons are people who will be managing the project.

One of the contact persons must be designated as 'preferred contact'. This person will be contacted by the National Agency if there are questions about the project or the organisation, and in case the project is selected they will receive access to project management and reporting tools.

## Legal Representative (Legend Foto)

Gender	Male
First Name	Tomas
Family Name	Legen
Position	Director
Email	tomas.legen@gmail.com
Telephone	+421944600803
Preferred Contact	No
If the address is different from the one of the organisation	No

## Contact Person (Legend Foto)

Gender	Male
First Name	Gejza
Family Name	Legen
Position	Chairman
Email	gdlegen@gmail.com
Telephone	+421905570898
Preferred Contact	Yes
If the address is different from the one of the organisation	No

## Background and Experience



Please briefly present the organisation/group (e.g. its type, scope of work, areas of activity and if applicable, approximate number of paid/unpaid staff, learners and members of the group)

The Carpathian region is one of the less developed regions in Europe with under-developed transport, smart production facilities and environmental and social challenges. Among the numerous challenges and needs is also the need to strengthen the civic society, democracy, civic participation on agenda of sustainable development. The out-of date education system of the country needs new blood initiatives and alternative training services as well.

Legend photo was founded in 2011 as association of photographers, youth leaders, musicians and NGO activists in order to fulfill the desire of its members to help their communities and friends. The mission of the Association is : Through full utilization of human potential, capacity and creativity in arts, culture, self-development contribute to the more effective and dynamic, sustainable development of the society and to meaningful free time spending of children, youth and adults.

The aims of the Association:

1. Through development of photographic skills and abilities enhance the meaningful free time spending of children, youth and adults in area of arts, culture and sports.
2. Contribute to environment conservation and to the maintenance of cultural and natural heritage and their values.
3. Improve the spread and dissemination of visual information
4. Enable tourism development
5. Improve the education of children, youth and adults in area of photographic creativity.
6. Through photography contribute to spread of understanding, tolerance, equity and friendship among nations and ethnic groups of Europe and world.
7. Contribute to development of knowledge and recognition of cultural and natural values of Europe and world.
8. Mediate the art, culture and knowledge development through photography.
9. Contribute to more effective implementation of development projects in area of arts, culture, natural and human heritage.
10. Strengthen the collaboration of photographers, and amateurs, enable self-development and sharing of human creations.
11. Enable the development of creative economy and help people to find appropriate jobs and enter to labor market in area of culture.
12. Develop social networks, mutual learning and communication among creators and consumers of art.

Through full utilization of human potential, capacity and creativity in arts, culture, self-development contribute to the more effective and dynamic, sustainable development of the society and to meaningful free time spending of children, youth and adults.

The Association work on voluntary base, however due to running or temporary projects partly employs the needed staff and hired experts. In 2016 Legend Photo has 8 employees working in 3 projects. Among them are IPMA certified professional complex project manager, professional accountant with 16 years of practice, professional photographers, teachers, writer-publicist, musician and entrepreneurs. The Association is involved in number of initiatives : sustainable mobility campaign connected to European Mobility Week, development of rural tourism and conservation of cultural heritage and folk crafts.

Legend Photo uses the skills of its professional staff to achieve the highest quality of outputs and safeguard the satisfaction of trainees. The past KUFOR cross border cooperation project results justified this approach ( 30% more participants in the photography training workshops with 95% positive evaluation of training quality. We recently published 7 books on cultural heritage (Nordic and carpathian tales and stories and promoted the Fairy tale Kingdom trural tourism concept. Legend Photo supervised and managed the European Mobility Week campaign in Slovakia for 10 years. The quality is measured through evaluation and satisfaction forms and benefits and lasting communication / cooperation with training participants. On temporary base we employ the following staff: IPMA certified skilled project manager with 25 years of experience in global, European programmes and initiatives (WHO Healthy Cities, European Mobility Week, ICLEI network), skilled IT specialist with experience of more than dozen projects who is experienced in communciation, graphic design, webpage preparation, maintanance and operation. Skilled and experienced financial manager- accountant with 20 years experience in several EU initiatives and programmes (from Erasmus+ through Interregs (A-C) and Structural or Norwegian Funds. Project specialist in area of creative projects and art (active artists and photographers, musicians, youth

workers, writers and trainers in areas of strategic and community development, cultivation and environmental conservation experts and volunteers,

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

Legend Foto since its foundation in 2011 is involved in training and education delivery for many target groups. We were involved in regional development and strategic planning trainings, specific training in area of cultivation and rural development, soft and tourism infrastructure development and skill and capacity development of youth and adults. Due to the ambitious goal to setup and operate an international creativity, training and service center (Carpathian Creative Center) we need a range of new skills, capacities, knowledge and ability. Thanks to the past experience of the Legend Foto staff in areas of project management, strategic planning and communication we can focus on missing skills of the core staff, temporary employees and the NGO members. The list of skills, competences and abilities we want to improve :

- Entrepreneurial and commercial competences in area of service provision, marketing and public relations
- Marketing and promotional abilities to effectively approach the clients and customers
- New media and social media communication skills to effectively inform about trainings, events, services
- Motivation and incentive building skills to run international networks
- Specific skills related to human relations (sociological and psychological skills)
- Safety in photography, modeling, tourism, working with children and vulnerable communities
- Environmental and forest pedagogy, increase of empathy, solidarity
- Defence of democracy and liberal freedom and human rights
- How to create and sustain active citizens (youth and elderly)
- Analytical skills, synthesis of facts in investigative journalism, how to treat the post-factual word

Legend Foto since 2011 to 2017 supervised and in national level coordinated the European Mobility Week campaign in Slovakia with participation of dozens of Slovak and Ukrainian municipalities. Legend Foto successfully introduced the EMW idea to Ukraine. In 2015 Legend Foto together with Slovak, Ukrainian and Norwegian partners initiated and implemented a project „European Mobility Week- Carpathian network where 3 networks of sustainable mobility promoting alternative transport instead of private cars were created. The networks are also active in area of promoting Eurovelo and cycling trail networks and promotion initiatives.

Together with Slovak and Ukrainian TV and media, Slovak, Ukrainian and Norwegian NGOs Legend foto initiated and implemented regional and rural tourism product (Fairy tale Kingdom) development and maintenance. Legend Foto published several studies and 7 publications (Fairy tales of Nordic and Carpathian countries). The NGO published cross border booklet for UNESCO cultural and natural heritage sites illustrated with local, traditional rural gastronomy of 4 Carpathian countries (Romania, Hungary, Ukraine and Slovakia). Legend Foto also initiated photographic and creative skills promotion project that resulted in publication of 3-lingual book (From Fairykingdom to Terra incognita), 2 cross border exhibitions and 6 cross border photography workshops.

The NGO staff participated in two Erasmus+ KA2 strategic partnership projects (In Living Memory) – dealing with artistic activities in European prisons (Milano, Marseille, Presov) and (Life from Soil) sustainable cultivation based project dealing with rural and community development. Both projects had significant impact on knowledge base of the Legend Foto staff

Has the 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	2019	2019-3-CZ01-KA205-076921	SPLAV
Erasmus	2017	2016-2-CZ01-KA205-024112	SPLAV

## Partner Organisations

Organisation ID

E10120486

Legal name

Obec Spissky Hrhov

Legal name (national language)

Obec Spišský Hrhov

National ID (if applicable)	00329592
Address	SNP 10
Country	Slovakia
Postal Code	05302
City	Spišský Hrhov
Website	<a href="http://www.spisskyhrhov.info">www.spisskyhrhov.info</a>
Telephone	+421534592238, +421534699057
Fax	+421534592238

## Profile

Type of Organisation

Local Public body

Is the organisation a public body?

Yes

Is the organisation a non-profit?

No

## Associated Persons

Please provide information about this organisation's legal representative and contact persons for the project. Legal representative is the person authorised to sign legally binding documents on behalf of the organisation, while the contact persons are people who will be managing the project.

One of the contact persons must be designated as 'preferred contact'. This person will be contacted by the National Agency if there are questions about the project or the organisation, and in case the project is selected they will receive access to project management and reporting tools.

## Legal Representative (Obec Spissky Hrhov)

Gender	Male
First Name	Vladimir
Family Name	Ledecky
Position	mayor
Email	starosta@vmnet.sk
Telephone	+421918672600
Preferred Contact	No
If the address is different from the one of the organisation	No

## Contact Person (Obec Spissky Hrhov)

Gender	Female
First Name	Magdalena
Family Name	Curilova
Position	manager
Email	megi9705@hotmail.com
Telephone	+421908383782
Preferred Contact	Yes
If the address is different from the one of the organisation	No

## Background and Experience

Please briefly present the organisation/group (e.g. its type, scope of work, areas of activity and if applicable, approximate number of paid/unpaid staff, learners and members of the group).

The village of Spišský Hrhov is located in the southern part of the Levoča district.

The population of the village is constantly growing due to its attractiveness and constantly developing environment. The main engine of its development is the municipal company Hrhovské služby s.r.o. It is company with 100% participation of the municipality generating annual profit, the aim is to create jobs and their permanent maintenance. The company provides construction of apartment houses, etc. from recycled waste wood, the reconstruction of buildings, produces fuel from renewable resources - wood chips and pellets, has a carpentry program, provides agricultural and gardening services, lending mechanisms, machines and working tools. In addition, it provides at least temporary work, also affected the standard of living of the Roma. There are other companies operating in the villagedeal with the collection, sorting and especially recovery of waste, ecological agriculture. In the village is established Community Center, which provides a comprehensive background for federal activity. The education and development of children in the village care elementary school with kindergarten school, elementary art school, leisure center, school kids club, reeducation Center and Private Center for Educational and Psychological Counseling.



What are the activities and experience of the organisation in the areas relevant for this project? What are the skills and/or expertise of key persons involved in this project? Please explain how the organisation brings an essential added value to the project.

Hrhovské služby s.r.o. is a municipal social company, that offers construction activities, but also the production of biofuels, the production of pellets, briquets, chips and have its own shop with local products. Our business activity is mainly concerned with the sale of services, we have our own know-how and we use local resources. The company is oriented in the construction industry and despite the fact that in our area is the construction of houses made of unconventional wood material, we have nevertheless created a specific project where we use wood from local sources. A true social company is a company that does the local market, has direct connection with customers and listening to them can lead to a successful improvement in all broad areas from production to sales and customer satisfaction. One practical example is that sometimes a hammer, a trowel, a brick, a mortar and a few simple skills were enough for a mason to build a house. But nowadays with a number of materials various adhesive mortars and other elements we have to send our workers to trainings to be carried out by contractors to teach them how to use and process them accurately. The purpose of marketing is to understand the customer to be with the product that he or she takes the most from them and recommend it further. The social enterprise has a unique position because it knows what are the best conditions has access to local resources and has minimal costs, whether to reach the customer or to access customer. All of the above mentioned points were used in our fence construction offer because we are building fences from local stone and wood resources and we are actually tailoring each fence to the customer that he can pick the fence, shape, color, size, to make it natural. Here with good competition a social enterprise can also cooperate with the municipality to develop their general principles, plans and proposals.

The target market for our services are the inhabitants of the municipality, region and microregion. The services and products the company offer are not new on the market, but rather in demand, which we have the opportunity to see every day when the inhabitants of the village walk and ask, they order our services, our employees, our products. We enter the market through direct sales and, with growing interest from customers. We try to offer services at a reasonable price to succeed in the domestic market. If we want to operate in the market, we have to do cheaper and if we are successful at low cost producers and we can overwhelm competition by doing something special, unique to anyone else, or finding a niche in the market that we can fill. Sometimes these competitive advantages can be profitable. In our case, the production of hives is such a unique moment because we can produce the product at the cheapest cost, we can sell it in the region and since we take the material from the waste wood processors it means that it is at a third price. Another very important thing is the competition between manufacturers. But since the social business market in Slovakia is not yet developed, there is no competition and moreover social enterprises can cooperate with each other so it will be an advantage for both and if the social enterprise is in another region, naturally competition does not reach us because the whole business is based on local conditions and resources.

Magdalena Curilova - I'm very hardworking, flexible. I have experience in creating and writing projects. I am a creative, positive person and I like to start new things and challenges.

Trainer in Montenegro - Synergi project, Social entrepreneurship based on rural development Municipal social enterprise

Vladimir Ledecky - Communication skills Good communicativeness, assertiveness, team spirit, good ability to adapt

Good skills acquired as mayor, lecturer and trainer, Organizational and Management Skills Good organizational skills and competences acquired as mayor, project management as well as organizing and conducting dozens of trainings, trainings and trainings Work skills Good knowledge of Microsoft Office tools (Word, Excel and PowerPoint);

Other Skills Interests: literature, economics, sociology - new trends in human resources

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

No

## Partner Organisations

Organisation ID	E10084884
Legal name	Sdruzeni SPLAV, z.s.
Legal name (national language)	Sdružení SPLAV, z.s.
National ID (if applicable)	26983389
Address	Skuhrov nad Bělou 84
Country	Czech Republic
Postal Code	51703
City	Skuhrov nad Bělou
Website	<a href="http://www.sdruzenisplav.cz">www.sdruzenisplav.cz</a>
Telephone	+420494323650, +420603383527

## Profile

Type of Organisation

Non-governmental organisation/association

Is the organisation a public body?

No

Is the organisation a non-profit?

Yes

## Associated Persons

Please provide information about this organisation's legal representative and contact persons for the project. Legal representative is the person authorised to sign legally binding documents on behalf of the organisation, while the contact persons are people who will be managing the project.

One of the contact persons must be designated as 'preferred contact'. This person will be contacted by the National Agency if there are questions about the project or the organisation, and in case the project is selected they will receive access to project management and reporting tools.

## Legal Representative (Sdruzeni SPLAV, z.s.)

Gender	Male
First Name	Pavel
Family Name	Tichý
Position	President
Email	info@sdruzenisplav.cz
Telephone	+420494323650
Preferred Contact	No
If the address is different from the one of the organisation	No

## Contact Person (Sdruzeni SPLAV, z.s.)

Gender	Female
First Name	Kristina
Family Name	Garrido Holmova
Position	manager
Email	kristina@sdruzenisplav.cz
Telephone	+420603383527
Preferred Contact	Yes
If the address is different from the one of the organisation	No

## Background and Experience

Please briefly present the organisation/group (e.g. its type, scope of work, areas of activity and if applicable, approximate number of paid/unpaid staff, learners and members of the group).

Local Action Group (LAG) Sdruzeni SPLAV is a non-profit organisation established in 2004. It operates within the area of 31 villages and towns of Rychnovsky region in the East Bohemia. The total area is 480 km<sup>2</sup> and there are about 36.000 inhabitants. Currently we have 52 members who represent local municipalities, NGOs, farmers and businessmen. Rychnovsky region is an area with lot of qualities – there is beautiful landscape of Orlicke mountain (Eagle mountain), there are number of outstanding historic sights, there is very low level of unemployment thanks to large industries and there are relatively happy inhabitants living in well taken care of towns and villages.

On the other hand there are weaknesses as well – war past and displaced areas, border location, big distances from important centres and traffic routes, and a small variety of employment opportunities. Since its establishment Sdruzeni SPLAV has been working according to publicly presented Strategy of Development, in following fields:

1. LEADER program: Sdruzeni SPLAV financially supports chosen projects of various applicants from the LAG Sdruzeni SPLAV area. So far there have been realized 149 projects in value of more than 55 millions of Czech Crowns.
2. Promotion of employment for disadvantaged groups of people: Sdruzeni SPLAV prepares projects which create job positions. So far Sdruzeni SPLAV has implemented 9 projects of this kind, provided 18 new vacancies and brought to Rychnovsky region about 17 millions of Czech Crowns to help vulnerable inhabitants.
3. International cooperation: Sdruzeni SPLAV has a successful partnership with several organisations from many European countries and realizes common projects which reflect both natural and cultural potential of the LAG area. The projects are focused mainly on knowledge transfer and sharing of good practice. Thanks to these projects there were hosted many foreign visitors and local inhabitants had chance to travel abroad and get to know different cultures.
4. Social, educational and sport events for public and youth: Sdruzeni SPLAV organises every year number of traditional social occasions e.g. boat competition, harvest home festival, skittles tournament, summer camps, and others. These events help to improve the relationship in local communities and strengthen their feelings towards the region.

Many of our projects go through more than one mentioned field. In the field of human resources Rychnovsky region have similar problems as most of other regions in Czech Republic – ageing of inhabitants, increase of retirement age, high physical and educational job requirements. This leads to low competitiveness of certain groups of people on the labour market and therefore there is increasing number of them who are unable to find job. They stay at home alone aside of public life and have social and economical problems. Remoteness of many villages in the mountain part of Rychnovsky region constantly worsens this situation.

Sdruzeni SPLAV has been trying to improve this situation since 10 years ago. We have wide experience with both education and employment of disadvantaged groups of people. We prepared and successfully executed projects providing retraining of unemployed people in various qualifications (‘Become a manager of NGO’, ‘The New Opportunity’, ‘Regional guides of Eagle Mountain’, ‘Same problems – different solutions’, ‘Mutual help’, ‘Gardens at the Weir’), and projects helping local folk artists (‘LoProDeN’), farmers (‘Together for people and countryside’, ‘Let’s live together’, ‘Common journey towards rural development’), handicapped people (‘Opportunity’, ‘We want to live with you’), non-profit organisations (‘Common journey towards rural development’,

From Interreg to cross-border cooperation’), or municipalities (‘Even here we like it’, ‘Do we know how our neighbours live?’). Our projects were funded from various programmes of European Community and Czech Republic. When preparing the projects we always work shoulder to shoulder with municipality representatives and employment bureaus and we get inspired by local community plans and analytic documents and in our partner’s regions. Lately we realized two important projects focused on social and employment support of disadvantaged groups of people – project ‘Mutual help’ and projects ‘Gardens at the Weir’. Both projects used nature, plant maintenance and gardening as a form of therapy, topic of retraining and source of employment. Main values of Sdruzeni SPLAV are: traditions, partnership, cooperation, solidarity; and the motto which creates the name SPLAV is ‘Together for People and Countryside’.

What are the activities and experience of the organisation in the areas relevant for this project? What are the skills and/or expertise of key persons involved in this project? Please explain how the organisation brings an essential added value to the project.

As mentioned above Sdruzeni SPLAV has experience in education and retraining of both public and disadvantaged groups of people. The main target groups Sdruzeni SPLAV has been working with are: unemployed people over 50 years and women/men after parental leave or with small children. For these groups were prepared all three following projects, all funded by the European Social Fund; the latest two also focused in gardening: Czech-Estonia-Slovakia – Same problems, different solutions The aim of the project was transfer of experience among three regions of three EU member countries in the topic of ‘awakening’ of rural inhabitants in order to improve their social and economical conditions. Each of the project partners used different methods and therefore gained different knowledge and experience. The results were compared and evaluated and based on them there was developed and tested optimal technique how to help countryside inhabitants. Participants of the 3 pilot courses were women from agricultural families and women and man over 50 years. The outcome of the project was the collection of methodical texts.

#### Mutual Help

In this project we wanted to test program tailored for employment of disadvantaged inhabitants – unemployed people over 50 years. The project was based on hypothesis that the people from the target group are able to perform various manual work related to horticulture, but they lack the confidence and knowledge about how to succeed in competition and they don't have the necessary equipment either; however their work would be needed. In the first phase of the project participants attended motivation a retraining courses such as Personal training, Horticulture training, Work with chainsaw and brush cutter etc. In the second phase nine successful graduates were employed for a period of 12 months by Sdruzeni SPLAV in the maintenance of green public spaces in the towns and villages in Rychnovsky region. We wanted not only to teach the participant new skills, but also to create the relation between them and possible future employees – municipalities and businessman.

Gardens at the Weir. In this project we wanted to help the disadvantaged groups of people – unemployed people over 50 years and unemployed parents with small children – through gardening. To get opportunity to find friends, get new qualification and find a job. First we introduced gardening as a therapy when establishing community garden, than we offered participants three different retraining courses in horticulture and finally we introduced gardening as a possible way to get income – we employed eight graduates for the period of 12 months in the community market garden. During this year the employees had chance to try growing variety of vegetables and flowers, and preparing educational events for public; they learned how to process herbs and vegetables into teas, spice mixtures, soaps, creams, pickles, chutneys etc, and they found out how is the potential market. As a result of these projects we realised that social enterprises in connection with gardening and community philosophy is something we want to focus on. Katerina Holmova is a manager and brain of Sdruzeni SPLAV. Originally architect, she made a career change towards rural development in Kralovehradecky region, which she experienced in three very different job positions; First in the Ministry of Local Development, later in the advisory centre Regional Development Agency and finally in non-profit organisation Sdruzeni SPLAV, where she works since 2008. Her main task is to look for finances for our plans and projects, than to coordinate and implement them within the rules of particular program. She speaks English and Russian and she is skilled in leading both small and big working groups. She has experience with creating strategic documents, methodologies and educational schemes. Kristina Garrido is responsible for international projects. She has title in landscape and garden architecture and wide experience in this field. She was working as a horticultural trainee in Birmingham Botanical Gardens and Glasshouses in United Kingdom. Since 2008 she has been working in Sdruzeni SPLAV first as a LEADER program administrator and later as an international projects coordinator. She speaks English and Spanish.

Katerina Holmova is a manager and brain of Sdruzeni SPLAV. Originally architect, she made a career change towards rural development in Kralovehradecky region, which she experienced in three very different job positions; First in the Ministry of Local Development, later in the advisory centre Regional Development Agency and finally in non-profit organisation Sdruzeni SPLAV, where she works since 2008. Her main task is to look for finances for our plans and projects, than to coordinate and implement them within the rules of particular program. She speaks English and Russian and she is skilled in leading both small and big working groups.



Has the 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 +	2019	2019-3-CZ01-KA205-076921	SPLAV
Erasmus +	2017	2016-2-CZ01-KA205-024112	SPLAV

## Partner Organisations

Organisation ID	E10096278
Legal name	Pirkan Helmi ry
Legal name (national language)	Pirkan Helmi ry

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National ID (if applicable)	1707703-9
Address	Tietotie 1
Country	Finland
Postal Code	37630
City	Valkeakoski
Website	<a href="http://www.pirkanhelmi.fi">www.pirkanhelmi.fi</a>
Telephone	+358407502242, +358400226676

## Profile

Type of Organisation

Non-governmental organisation/association

Is the organisation a public body?

No

Is the organisation a non-profit?

Yes

## Associated Persons

Please provide information about this organisation's legal representative and contact persons for the project. Legal representative is the person authorised to sign legally binding documents on behalf of the organisation, while the contact persons are people who will be managing the project.

One of the contact persons must be designated as 'preferred contact'. This person will be contacted by the National Agency if there are questions about the project or the organisation, and in case the project is selected they will receive access to project management and reporting tools.

## Legal Representative (Pirkan Helmi ry)

Gender	Female
First Name	Eliisa
Family Name	Vesisenaho
Position	Chairman
Email	eliisa.vesisenaho@pirkanhelmi.fi
Telephone	+358407502242
Preferred Contact	No
If the address is different from the one of the organisation	No

## Contact Person (Pirkan Helmi ry)

Gender	Female
First Name	Eliisa
Family Name	Vesisenaho
Position	Chairman
Email	eliisa.vesisenaho@pirkanhelmi.fi
Telephone	+358407502242
Preferred Contact	Yes
If the address is different from the one of the organisation	No

## Background and Experience

Please briefly present the organisation/group (e.g. its type, scope of work, areas of activity and if applicable, approximate number of paid/unpaid staff, learners and members of the group).

Pirkan Helmi ry was founded in 1999 to encourage the rural residents of Southern Tampere region to develop their own home communities, improve its amenities and create new jobs and enterprises. Pirkan Helmi is a non-governmental organisation and every person and organisation operating in the region are welcome to participate its activities which include various type of research, training, project, communication and guidance actions to different target groups (e.g. rural tourism actors, un-employed, farmers, entrepreneurs, children, senior citizens, village associations, local government representatives, hobby and interest groups etc.).

Pirkan Helmi's operation area includes the municipalities of Akaa, Pälkäne, Urjala, and Valkeakoski the total population being 49.800 and land area 1930 km<sup>2</sup>. The strength of the area is its central location immediately south of the major city of Tampere, and the fact that traffic connections are excellent. The high unemployment rate, the ageing and decreasing of the population and the weakening economy of the municipalities in the region are weak points. The area is strongly dependant on the existing major industry, and new small enterprises are very much needed while the major industry goes through severe structural change. The weakening of the economy of the municipalities leads to less services, especially in the rural areas, and new solutions providing the necessary services must be found.

The principles of impartiality and confidentiality are central working methods in Pirkan Helmi. The work is based on extensive co-operation between Pirkan Helmi and the local residents, communities, enterprises, organisations and municipalities of the region. The three mainstreaming principles of all the activities are: equality, sustainable development, and a communal outlook. Pirkan Helmi's actions must further equality between the sexes, between age groups, and between different parts of its region. The principle of sustainable development relating to the society, culture, and the environment, is taken into account in the development work. And in addition, the activities must always strengthen the communal outlook, since communal activities provide meaningful activities, further a sense of belonging, and prevent marginalisation.

Beside its activities as a NGO, since the year 2000 Pirkan Helmi has been one of the 54 LEADER local action groups in Finland and since the year 2018 one of the 9 Europe Direct Information Centres in Finland. The public funding for the LEADER work comes from the European Agricultural Fund for Rural Development (EAFRD), the government of Finland, and the municipalities of the region. In addition to public funding, also the private sector provides funds. For the EDIC activities the funding comes from the European Commission's Directorate-General for Communication. During the funding period 2014-2020, Pirkan Helmi will channel via the LEADER activities approximately 6,5 million euros towards the development of its area. These LEADER funds are forwarded to the region for implementing small community-based LEADER projects. This means that Pirkan Helmi works as an activator and local actors plan and carry out the projects. The board of Pirkan Helmi makes the decision which projects are funded and the paid staff helps the local actors with the project funding bureaucracy and other practical things. During the past 20 years, Pirkan Helmi has been making possible more than 400 local LEADER projects aiming to develop and improve the region for people and entrepreneurs.

Pirkan Helmi has a board and paid staff. The board is equally represented by private people, local communities, entrepreneurs and associations, and municipalities. The board has 16 members and it makes all the decisions of Pirkan Helmi including resolves which local LEADER projects will be funded. The 2 full-time & 2 part-time employees (executive manager, project advisor, communication officer and project specialist) are in charge of the everyday work and activities of Pirkan Helmi. Throughout the years, Pirkan Helmi has carried out 20 projects itself with different fundings.

What are the activities and experience of the organisation in the areas relevant for this project? What are the skills and/or expertise of key persons involved in this project? Please explain how the organisation brings an essential added value to the project.

Pirkan Helmi is experienced in community-based rural and regional development work, it has carried out several projects and it has excellent networks among the actors inside its region but also among the other rural and regional development organisations throughout Finland. Pirkan Helmi is also a valued member of the network association of the Finnish regional actors in the field of rural development (NGO Suomen kylät ry) which gives it the best possible channel to promote and disseminate the project results in Finland - and reach the national experts when needed. The executive manager of Pirkan Helmi is also the chairman of the national LEADER network which act under the Suomen kylät.

Pirkan Helmi has experience for example in

- Developing and promoting numerous housing options for people moving the region, including options clearly more spacious than urban settings. These options have been created, for example, by means of self-reliant village land-use plans.
- Helping the inhabitants to feel their living environment to be pleasant and secure, and one that takes into account environmental values by developing the living environments for example by promoting environment, landscape and lake management plans, and the implementation and development of the security of the living environment in various ways.
- Taking part in experimental and development projects for making sure that despite the changes taking place in society, the regions offering good basic and leisure services in future as well.
- Creating and developing facilities and situations in which people meet one another
- Creating and developing communal recreational facilities and other such settings
- Creating measures to strengthen local identity and culture
- Promoting co-operation between various associations and other local actors
- Strengthening measures reinforcing the active involvement of young people.
- Improving the employment situation by developing new services and services of higher quality for inhabitants and enterprises
- Improving enterprise activity making use of local raw materials, know-how and other local resource
- Improving enterprises' operational circumstances (e.g. entrepreneurial co-operation, vitality policy matters and enterprise know-how) and thereby their potential to develop
- Promoting the use of local products and services
- Creating and promoting new events and travel destinations within the region.

This project brings added value to the previous and on-going activities of Pirkan Helmi and gives new opportunities and possibilities to share experiences and knowledge between the project partners' areas. The project is in support of the general goals of the work of Pirkan Helmi but creates new activities which would not be possible without the transnational project. The project for example spreads tested practices and policies which would not reach the region otherwise. The project also adds to the knowledge and appreciation of local culture, and furthers equality and tolerance between different cultures.

Executive Manager Eliisa Vesisenaho (born in 1982) will be in charge of the project in Pirkan Helmi. She has a Master Degree in Political Science and Specialist Qualification in Rural Development and Organizational Management. She also has the official pedagogical qualification of the Ministry of Education of Finland and strong practical knowledge of teaching adult learners. Eliisa has worked full-time in Pirkan Helmi since 2007 and beside her long experience of rural development work, EU projects and transnational co-operation she has strong international work experience in Finland (International relations coordinator at the university of Lapland) and abroad (Belgium, German, Spain, United States) and good practical language skills (English, Swedish, German). Other expertise will be hired for the project accordingly.



Has the 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
European Agricultural Fund for Rural Development (EAFRD)	2019	2014FI06RDRP001/27881	Pirkan Helmi ry in Finland, transnational coordinator MTÜ Arenduskoda, Estonia
European Agricultural Fund for Rural Development (EAFRD)	2019	2014FI06RDRP001/34611	Aisapari ry
European Agricultural Fund for Rural Development (EAFRD)	2019	2014FI06RDRP001/85699	Kantri ry

## Partner Organisations

Organisation ID

E10142033

Legal name

HumaCapiAct

Legal name (national language)	
National ID (if applicable)	12010090012
Address	Via Andrea Massena,79
Country	Italy
Postal Code	10128
City	Torino
Website	<a href="http://www.humacapiact.com">www.humacapiact.com</a>
Telephone	+393208917912

## Profile

Type of Organisation

Small and medium sized enterprise

Is the organisation a public body?

No

Is the organisation a non-profit?

No

## Associated Persons

Please provide information about this organisation's legal representative and contact persons for the project. Legal representative is the person authorised to sign legally binding documents on behalf of the organisation, while the contact persons are people who will be managing the project.

One of the contact persons must be designated as 'preferred contact'. This person will be contacted by the National Agency if there are questions about the project or the organisation, and in case the project is selected they will receive access to project management and reporting tools.

## Legal Representative (HumaCapiAct)

Gender	Female
First Name	Viktorija
Family Name	Vežbaviciute
Position	Director
Email	info@humacapiact.com
Telephone	+393208917912
Preferred Contact	No
If the address is different from the one of the organisation	No

## Contact Person (HumaCapiAct)

Gender	Female
First Name	Viktorija
Family Name	Vežbaviciute
Position	Director
Email	info@humacapiact.com
Telephone	+393208917912
Preferred Contact	Yes
If the address is different from the one of the organisation	No

## Background and Experience

Please briefly present the organisation/group (e.g. its type, scope of work, areas of activity and if applicable, approximate number of paid/unpaid staff, learners and members of the group).

HumaCapiAct srls is an Italian organization working in the areas of education and training within European Union and other international programmes. It is an international organization that works in the field of innovation, education, training and fostering Entrepreneurship within programs funded by the European Union. The knowledge, great expertise and skills of its staff members have enabled it to become one of the leading organizations in this particular sector in Turin, Italy.

It specializes in youth mobility actions, organization of professional work placements, consequently boosting Entrepreneurship through Erasmus+ Programme and it operates as hosting and partner organization since nearly a decade. In all these years HumaCapiAct has organized internships for students from all over Europe ensuring placement of high quality in many areas: IT, logistics, international trade, tourism, catering, marketing, accounting and administration, project management, language courses, defense and environmental resource management, social assistance, agriculture, food education, architecture, accounting, graphics, logistics, ICT, etc. In these years it has created and consolidated a strong and reliable network of local partners in many fields like international organizations, enterprises, SMEs, associations fostering Entrepreneurship, Chamber of Commerce, start up and innovation centres, universities, private and public training centers, professional schools, public bodies and regional and local associations, etc. HumaCapiAct also organizes training activities for VET and other educational experts, and staff members during which they can improve their professional skills in order they could contribute in educating future innovative entrepreneurs HumaCapiAct gives a particular attention to Women Entrepreneurship through organization of training courses, seminars and workshops and permitting to women to remain competitive in the labour market.

What are the activities and experience of the organisation in the areas relevant for this project? What are the skills and/or expertise of key persons involved in this project? Please explain how the organisation brings an essential added value to the project.

HumaCapiAct has very experienced member staffs working in EU funded projects: research and mobility projects. Being an intermediate/ receiving organization of mobility projects HumaCapiAct has developed qualitative services offering the e-learning activities on pre-departure orientation and Italian language course, as well as ECVET and own tools in evaluating the learning outcomes achieved during mobility. Moreover, HumaCapiAct has a significant experience in organizing training activities and workshops on Immigration topic: cultural mediation, better integration into local labour market, socialization, Italian language courses for immigrants, etc.

It actively boosts the socialization and integration of immigrants especially coming from Islamic countries in collaboration with other Associations working in Immigration sector, Associations of SMEs in order to find the common and efficient ways for integration and socialization, and thus for better cohabitation.

HumaCapiAct has staff members who successfully worked for many years in different EU co-funded projects in order to build and develop innovative training and during those years we have constituted experienced team which includes project managers, researchers, trainers, VET experts, IT and elearning specialists. Actually staff of HumaCapiAct is composed by 4 members and 3 of them have long-term experience working in mobility activities, EU co-funded projects, and have developed abilities in project management, research, training, linguistic and cultural preparation, vocational and career, ecc.

Key staff:

VIKTORIJA VEZBAVICIUTE: Expert in Communication and is responsible for International Relations department, has experience working as a trainer, participated in different national and European project in relation with mentoring and coaching as well as VET researcher, has experience working with EU co-funded projects. Has took a part in different research projects based on ECVET and other tools regarding transparency and validation as well as recognition of learning outcomes achieved during mobility activities.

ANGELO DI SUMMA: Has a long term experience as Accounting manager and registered Auditor. Has been developing for many years' experience in the EU projects' administration, financial issues and reporting.

PATRIZIA CAROLA: Expert of pedagogic, training, mentoring and coaching. Has a long term experience as trainer and researcher while working with various international, European and national educational projects where the main theme is Entrepreneurship. Gives a particular attention to Women Entrepreneurship, organizes seminars about how to become entrepreneur, how to create own start up, on crisis management, action learning, internationalization, marketing strategies, innovative business solutions, etc.

Has the 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 + - KA1 VET Learning Mobility of Individuals	2019	2018-1-LT01-KA102-046734	Panevezys Margarita Rimkevicaite vocational training centre (Lithuania)
Erasmus + - KA1 VET Learning Mobility of Individuals	2018	KA102- 2018-010	NEXT Uddannelse Koebenhavn (Denmark)
Erasmus + - KA1 VET Learning Mobility of Individuals	2017	2017-1 -ESO 1-KA1O2-037461	FULDEFE (Spain)
Erasmus + - KA1 VET Learning Mobility of Individuals	2017	2017-1-FR01-KA102-037030	INSUP FORMATION (France)
Erasmus + - KA1 VET Learning Mobility of Individuals	2018	2018-I-PT01-KA102-046998	Montijo (Portugal)
Erasmus + - KA1 VET Learning Mobility of Individuals	2018	2018-1-SI01 KA116-035439)	Srednja šola za gostinstvo in turizem Celje (Slovenia)



## Partner Organisations

Organisation ID	E10122799
Legal name	Országos Transzítfoglalkoztatási Egyesület
Legal name (national language)	OTE
National ID (if applicable)	Tpk. 62053/1999/4
Address	István út 33.
Country	Hungary
Postal Code	4031
City	Debrecen
Website	<a href="http://www.orszagostranzit.hu">www.orszagostranzit.hu</a>
Telephone	+360652410640
Fax	+360652410640

## Profile

Type of Organisation

Non-governmental organisation/association

Is the organisation a public body?

No

Is the organisation a non-profit?

Yes

## Associated Persons

Please provide information about this organisation's legal representative and contact persons for the project. Legal representative is the person authorised to sign legally binding documents on behalf of the organisation, while the contact persons are people who will be managing the project.

One of the contact persons must be designated as 'preferred contact'. This person will be contacted by the National Agency if there are questions about the project or the organisation, and in case the project is selected they will receive access to project management and reporting tools.

## Legal Representative (Országos Tranzitfoglalkoztatási Egyesület)

Gender	Female
First Name	Erika
Family Name	Kadar
Position	Chairman
Email	orszagostranzit@gmail.com
Telephone	+3652410640
Preferred Contact	No
If the address is different from the one of the organisation	No

## Contact Person (Országos Tranzitfoglalkoztatási Egyesület)

Gender	Female
First Name	Boglarka
Family Name	Petrov
Position	Manager
Email	petrov.boglarka@gmail.com
Telephone	+36702872789
Preferred Contact	Yes
If the address is different from the one of the organisation	Yes
Address	Mikszath Kalman u. 55. 4/13.
Country	Hungary
Postal Code	4032
City	Debrecen

## Background and Experience

Please briefly present the organisation/group (e.g. its type, scope of work, areas of activity and if applicable, approximate number of paid/unpaid staff, learners and members of the group).

The association was founded in 1999 by 15 NGOs involved in transit employment projects. The main goal was to spread transit employment projects in Hungary and adapt foreign experience and utilisable procedures. The organization implements EU projects since 2005, with a target group of young people disadvantaged in the labour market, in connection with a low level of education, and thus endangered by dropping out of school. In an EQUAL project we developed and piloted a second-chance type of vocational school model. Young people dropped out of education were provided with a chance to be reintegrated in public vocational education with the help of professionals and specially designed teaching materials, and to obtain a vocational qualification. The association have been performing adult education activities since 2010, and has a quality control system.

TÁMOP-1.4.3 Qualified Youth for the Development of Püspökladány: The ngo realised an innovative, experimental employment project in a consortium with the municipality and the municipal management company. The goal of the project was to develop a new, innovative and complex labour-market service pack for young people between 18-24 who did not study or work and had a low level of education, which would provide personalised assistance. Over 100 young people were involved in the project, the majority of whom utilised the services of a counselling office created in the project, including 30 people who also received vocational development and the development of key competences. A multimedia teaching material was generated and tested specially created for the target group, which made knowledge easier to acquire.

TÁMOP-1.4.6 We Build on You, Püspökladány: as a result of the project 20 people seeking employment obtained qualifications as mason-tilers and housepainters in the framework of a combined training employment project, while the professionals occupied in the project supported the participants with psycho-social services to enable them to obtain their vocational qualification and employment, increasing key competences and employment in the primary labour market.

Hands-on Development Strategies in a Content-Centered Context for Young and Adult Learners with Poor Basic Skills in Literacy and Numeracy The purpose of the Erasmus+ strategic partnerships tender was the development, dissemination and/or implementation of innovative practices on an organisational, local, regional, national or European level, with special emphasis on the following fields among others: promoting the obtaining of several basic skills and transversal skills and improving the evaluation of such; reducing early school-leaving. The goal of the association, the leading partner, and the Spanish, Turkish, Romanian and Lithuanian partners was to create new but scientifically based development methods, tasks, ideas embedded in teaching materials to reduce the number of youth and adults of low education, which could be applied by any teacher in a classroom environment or individual sessions, or when teaching all kinds of subjects. Implementation is in progress.

EFOP-5.2.2 Transnational collaborations – From Public Work to the Primary Labour Market: between 2017-2020, with 2 Slovakian and Romanian partners, we were looking for adaptable best practices internationally to help influence national policy makers, so people working in public work (mostly socially disabled people with low levels of education) can receive better methods for reintegration within the primary labour market.

GINOP-5.1.7 Compass Training Centre: the association started its trainings in 2019 on several fields, such as learning methods for children (aged between 10-15), self-knowledge and resiliency for adults. The CTC – as a social enterprise - offers employment for 2 trainees under 25 years and one, previously long-term unemployed person.

Right now the association has 10 members, 5 employees and had 10 volunteers in the past 2 years.

What are the activities and experience of the organisation in the areas relevant for this project? What are the skills and/or expertise of key persons involved in this project? Please explain how the organisation brings an essential added value to the project.

The association has 20 years of experience with unemployed and socially disadvantaged people, including youth with low educational level. Members and employees have a wide experience in teaching basic competence skills, trainings on self-awareness, developing communication and conflict resolving skills, democratic values etc., all based on informal and non-formal teaching methods and created methods on developing transit employment practices in Hungary.

The association took part in several international projects during the years, for example a Hungarian-Romanian Interregional project (HURO0901/165/2.3.1 – Stay in School / Ramai la scoala) on preventing dropping out of school, developing basic skills on the labour market and creating a network of 20 vocational schools and ngos.

In 2014 the association won its first KA2 project which involved several skill-development methods for teaching purposes, especially for classrooms where a lot of children and adolescents are with poor basic skills and learning issues. You can find out more on the following site: <https://adultbasicskills.wordpress.com/>

The association's latest international project was implemented between 2017-2019 and included a research on what are the possibilities to help people on welfare and in communal work to be able to get a job within the primary labour market. The project also collected best practices of social enterprises, municipalities with their own entrepreneurship ideas within communal work; with the results the association created a package of policy recommendations for decision makers.

Above the international projects, the association implements non-formal courses, trainings and projects on labour market skills, job shadowing, creates methods for more effective skill development, promoting transit employment and for preventing long-term unemployment.

The association has its own social enterprise, the Compass Training Centre which employs two trainees under 25 and a trainee who was unemployed for more than 6 months before their current job. The social enterprise offers training on learning skills for youth between 11-18, raising levels of resiliency skills etc.

The association thus have a wide range of network between ngos (on a countrywide and international level), municipalities, schools and youth correctional facilities who often employ the association for project writing, implementation and non-formal courses for children and professionals alike.

Within this project, the involved personnel are all graduated from fields of social studies and have a combined work experience of 45 years. All of them are flexible, hard-working, dedicated professionals. They have planned and implemented projects on transit employment, non-formal teaching methods both nationally and internationally and planned and implemented social enterprise project for several ngos, including creating their business plans, evaluating the enterprise's social function in the community and helping these organizations to manage the business and social functions of their projects. Two of the three involved persons in the project have their own social enterprises (Compass Training Centre and Tenger Cake Dessert School), and all three took place in writing project plans, business plans, made market and competition research with marketing plans for various enterprises.

What are the profiles of the personnel involved in the project :

Erika Kádár – president of the association since XXXX. Born in 1969, graduated in Sociology, Social Policy and Teaching. Working in the civic sphere since 1997, primarily in planning and implementing complex employment projects, holding labour market trainings. Also gathers professionals within these aforementioned areas and organizes further trainings for them. Language skills in English.

Ibolya Tóth – secretary of the association. Born in 1975, majored in Social Work and Sociology. Works in NGOs since 2005, mainly with unemployed people and their skill development. In the past ten years, co-founded two associations and a social cooperative with similar goals. Managing social enterprises since 2007 and founded her own in 2017; employs three formerly unemployed persons. Language skills in English.

Boglárka Petrov – employee of the association since 2016. Born in 1991, majored in Political Science and Sociology. Works in project planning and implementation, researches and

non-formal education courses, manages volunteers of the association. For social enterprises, writes market and competition researches. Language skills in English.

Has the 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
GINOP-5.1.7-17-2019	2019	00243	OTE
EFOP-1.3.5-16-2016	2017	00435	OTE
EFOP-5.2.2-17-2017	2017	00023	OTE

## Partner Organisations

Organisation ID

E10029739

Legal name

Lääne-Harju Koostöökogu

Legal name (national language)

National ID (if applicable)

6087833



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Address	Ranna tee 8
Country	Estonia
Postal Code	76101
City	Vasalemma alevik
Website	<a href="http://www.vomentaga.ee">www.vomentaga.ee</a>
Telephone	+3726087833, +3725050444

## Profile

Type of Organisation

Non-governmental organisation/association

Is the organisation a public body?

No

Is the organisation a non-profit?

Yes

## Associated Persons

Please provide information about this organisation's legal representative and contact persons for the project. Legal representative is the person authorised to sign legally binding documents on behalf of the organisation, while the contact persons are people who will be managing the project.

One of the contact persons must be designated as 'preferred contact'. This person will be contacted by the National Agency if there are questions about the project or the organisation, and in case the project is selected they will receive access to project management and reporting tools.

## Legal Representative (Lääne-Harju Koostöökogu)

Gender	Male
First Name	Rafael
Family Name	Milerman
Position	Chairman
Email	rafael.milerman@gmail.com
Telephone	+3725133891
Preferred Contact	No
If the address is different from the one of the organisation	No

## Contact Person (Lääne-Harju Koostöökogu)

Gender	Female
First Name	Ede
Family Name	Teinbas
Position	manager
Email	ede@vomentaga.ee
Telephone	+37258085407
Preferred Contact	Yes
If the address is different from the one of the organisation	No

## Background and Experience

Please briefly present the organisation/group (e.g. its type, scope of work, areas of activity and if applicable, approximate number of paid/unpaid staff, learners and members of the group).

Western-Harju Partnership is a NGO that is founded with a mission to promote the rural life, support and carry out local initiatives in Western Harju Region in cooperation with local NGOs, entrepreneurs and municipalities.

Western-Harju Partnership is a local action group (LAG) of the European support-scheme LEADER. LEADER has been set up to act as link between European Agricultural Fund for Rural Development (EAFRD) and the project implementers in the local area. It also means that the LAG has an important role in engaging 3 sectors (public, private and NGO) in setting and accomplishing common goals.

LAG Western-Harju Partnership was founded in 2006 and encompasses 76 members in 2 municipalities with a total population of nearly 20 000 people and territory of slightly over 1000 km<sup>2</sup>.

One of the significant characteristics of the area is the proximity (ca 30km) to national capital Tallinn. Strategy for the region for years 2014-2020 foresees that it provides high-quality living environment for their citizens and attractive tourism facilities and sites for guests.

As a regional development organization, Western Harju Partnership has 4 main functions:

- consultation
- project management
- monitoring
- communication

Our strategy for years 2014-2020 is focused on:

- Boosting entrepreneurship of local people and communities
- Developing and improving local products and services
- Strengthening the local identity and cooperation in and between communities
- Creating safe and neat living and visiting environment
- Developing a regional marketing strategy and activities
- Fostering cooperation of the region with national and international partners

Western Harju Partnership has an Executive Board with 14 board members, two full-time paid staff members and currently 3 part-time Project managers.

What are the activities and experience of the organisation in the areas relevant for this project? What are the skills and/or expertise of key persons involved in this project? Please explain how the organisation brings an essential added value to the project.

Western-Harju Partnership has experience in activating different target groups like community leaders, entrepreneurs, municipality officials, local youth etc. We activate the local actors and boost exchange of experience, ideas and networking in study tours, roundtables, trainings, support networks, collecting and publishing relevant information materials.

Western-Harju Partnership is currently running a range of transnational cooperation projects with partners from Estonia, Finland, Latvia, Czech Republic, Northern Ireland, Ireland, Italy, Spain and Portugal, working with topics like regional marketing, tourism, environment, circular economy, local security etc. In all transnational projects we pay special attention to learning, exchange of experience, communication, involvement and participation of different interest groups and communities: local government representatives, small and sized medium entrepreneurs, rural communities, NGOs, youth associations etc.

Western Harju Partnership has experience with Interreg, LEADER, Erasmus and Citizens of Europe support schemes.

Western Harju Partnership is a regional development center, commissioning studies, organizing various trainings and study trips to its members and target groups, providing consultations and empowering local actors. Aim of our actions is to bring together rural and urban, public and private actors, people from different age groups, nationalities and backgrounds, to create contacts, common understanding and cooperation.

Ede Teinbas is working as a measure coordinator in LAG Western-Harju Partnership. She is consulting different target groups like rural youth, microentrepreneurs and community leaders in project application and management. She is also responsible for transnational cooperation in Western Harju Partnership.

In her previous posts Ede has gathered vast experience in field of adult education, especially hindered groups like migrants and disadvantaged youth. She has been working as a trainer in fields of integration and civic participation as well as initiated and organized many trainings in various topics ranging from language and adaptation courses for newly arrived immigrants to strategic planning and impact assessment of top managers.

Ede has two Master degrees (in Economics and Business Administration and in Regionalism), but as she believes in lifelong learning as a lifestyle both for her students and herself, she is constantly taking part in various professional trainings in field of education, integration and civic participation.

Rafael Milerman is Chairman of the Board of the LAG Western-Harju Partnership for 6 years. This experience has given Rafael a thorough overview of the situation and problems in this rural region. He acknowledges the need to activate people and raise their social capital, to increase entrepreneurship and active citizenship.

Rafael has studied Economics as well as has a vocational education diploma as a small port specialist. However, his career path is closely linked to education, especially non-formal education. For example he has been employed as a school manager and teacher as well as a support person for students with special needs in elementary school. Rafael is also an initiator of Gordon Family School (communicative parenting) in the Western-Harju region.

Rafael is integrating education and training in all aspects of his life. Being a passionate motorcyclist, he is a motorcycling and cycling trainer who pays the special attention to safe driving philosophy.

Piia Kärssin is an Office Manager in Western Harju Partnership. She has been active community member in our rural area already almost 15 years. She believes in cooperation and

feeling of belonging as together with compatriots one can achieve his/her dreams.

She has degree in history and has studied also Nordic languages, community studies, psychology, management, entrepreneurship etc. She has worked as back office coordinator, project manager, executive manager, consultant. She has also vast experience in applying for and running EU funded projects.

Her strengths include analytical skills, conscientiousness, precision, and the ability to work both independently and as a team.

Has the 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
EAFRD LEADER	2017	619317370089	Lääne-Harju Koostöökogu
EAFRD LEADER	2017	619317370097	Lääne-Harju Koostöökogu
EAFRD LEADER	2017	619317370109	Lääne-Harju Koostöökogu
EAFRD LEADER	2017	619317370110	Lääne-Harju Koostöökogu
EAFRD LEADER	2018	19301800019	Lääne-Harju Koostöökogu
EADFRD LEADER	2017	619317370108	Lääne-Harju Koostöökogu
EAFRD LEADER	2019	19301800026	Lääne-Harju Koostöökogu

## Project Description

## Priorities and Topics

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

ADULT EDUCATION: Extending and developing the competences of educators and other personnel who support adult learners

If relevant, please select up to two additional priorities according to the objectives of your project.

HORIZONTAL: Social inclusion

ADULT EDUCATION: Increasing learning demand and take-up through effective outreach, guidance and motivation strategies

Please comment on your choice of priorities.

Social Inclusion : Impact of the project : spcial inclusion and integration off vulnerable groups (e.g. Roma into economic and social life of the rural communities)  
Transparency and recognition of skills and qualifications of local decision-makers (mayors and councillors) in specific areas of project interest (social and economic development of rural municipalities).

Please select up to three topics addressed by your project.

Romas and/or other minorities

Social entrepreneurship / social innovation

Environment and climate change

## Project Description

Please explain the context and the objectives of your project as well as the needs and target groups to be addressed. Why should this project be carried out transnationally?

Many EU regions are relatively far from development centres and face numerous challenges in areas of sustainable local development. There is often a lack of advanced technical, transport, social and environmental infrastructure, lack of jobs but also a lack of skilled workforce, integration of the disadvantaged into the labor market and other functional sustainable local development schemes, but also innovative solutions in economic, social and environmental areas. In almost all indicators, development indicators show a significant lag behind the European average, and this also applies to areas that circumvent GDP and quality of life indicators (self-help, good governance, community building, social and cross-sectoral cooperation, combating climate change, integration of vulnerable communities). For many years, the educational sector has lagged behind the most successful EU countries for many complex reasons. This is also reflected in the municipal area where elected representatives of local governments lack the knowledge, skills and experience of effective and transparent management for the future of their municipalities. The main challenges of local development include the fight against climate change and adaptation to climate change, the integration of long-term vulnerable and disadvantaged minorities, the outflow of young people, the establishment and maintenance of the integrity of local authorities and the maintenance of local social and economic development. However, if you do a local survey of the village's problems, most mayors will tell you instead that the village is badly missing a repaired square, repair a leaking road, or a fence in the local cemetery. Therefore there is a need for specific training for elected local government representatives, particularly in the area of seeking quality responses to the above-mentioned global and local challenges. Despite everything in these border regions, there are present good governance practices, the fruits of the long-term efforts of enlightened managers, mayors and people who strive for a better life for all. The project therefore seeks to address the training of decision-makers, builds on these good practices and case studies and enables sharing of best practices, the transfer of good governance practices and experiences, and by testing the training course reinforces the further sustainable development of the lagging border regions.

Purpose: Improve the local development management skills of decision makers and as desired impact improve strategic and action planning and implementation of high quality social and economic development plans.

Planned activities:

- a) identify, collect, develop and disseminate good local development practices as a best practice guide for other decision-makers and candidates of border regions of EU
- b) to prepare and develop and test a training course for decision-makers in areas of project interest (climate change, Roma integration, local development), to share and expand, to enrich local development schemes with new ideas, solutions and practices
- (c) educate and inform decision-makers, local, regional and national actors about best practices and solutions.

Objective of the project: To increase awareness and knowledge of deputies and mayors of local governments, to improve their skills in managing local development and thus to improve planning and implementation of social and economic development of municipalities.

Specific objectives:

- 1). Increase the availability of best local development practices
- 2). Improve skills, competences, knowledge base of trainers/educator teaching local development stakeholders (primary target group)
3. Increase awareness and awareness, competence, knowledge and responsiveness of local development actors (secondary target group)

Project outputs:

- 1). Methodology of self - government profile creation (starting points for local development and Sustainable Development Plan (SDP)
- 2). Handbook of best practices of local development on social entrepreneurship (how to ...?)
- 3). Pilot course for training of local decision-makers
- 4) On line tool for local stakeholders ( making local development planning more efficient).

Target groups :

- Trainers, educators of the partners active in adult education and trainings (30 persons)
- Local decision makers (mayors, councillors,) (300 persons in 7 countries)
- Local stakeholders interested in local development (community leaders, priests, NGO activists, farmers, entrepreneurs) - 70 persons

Trans-national dimension: The project builds on variety of local and national best practices of several EU countries and bring together numerous successful approached that satisfy very different local development needs and conditions. This approach will provide universal set of tools that builds on differences but provide common -universal guidance and answers. Besides that the project provides big variety of skills and various knowledge from 7 countries.

What results are expected during the project and on its completion?

The project partners plan to deliver these project outputs :

- 1). Methodology of self - government, municipal profile (as starting points for local development and Sustainable Development Plan preparation (SDP) that will help the local decision makers to properly address, assess and identify the local challenges, development needs and barriers of sustainable development (e.g. climate change and related natural disasters...)
- 2). Handbook of best practices of local development (how to ...?) which will provide the trainers of the project partners a valuable and handy teaching tool used for delivery of tailored trainings of local decision-makers. In the same time, the collection of best practices will help the local decision-makers to understand the success of these practices in complex light of integrated local development (not just populist agenda requested by loud voices of part of the local citizens).
- 3). Pilot course for training of local decision-makers that will both utilize the Best practice guidebook and also provide teaching tool to achieve competence in local development.
- 4) On line tool for local stakeholders to prepare high quality local economic and social development plans that will include local analysis, social entrepreneurship and climate change issues and agenda and will make local development planning more efficient.

Expected outcomes :

- a) Increased knowledge and skill level of the partner's trainers and educators
- b) Improved performance of partner's trainers and educators in delivery of trainings for adult target groups
- c) Improved access of target groups to high quality training in areas of local development
- d) Improved access of the target group representatives to high quality best practices
- e) Improved cooperation and networking of EU trainers in area of local development trainings

Expected Impact :

- Improved performance and public integrity of local decision/makers and politicians
- Improved local development due to best practice realisation
- Improved life conditions of vulnerable and excluded communities in local level

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

Complementary to LEADER and CLLD approaches - the project will enhance the quality of the small scale projects implemented through CLLD measures

Innovative : The project outputs will be available through "cloud" based portals and will enable the local decision makers and stakeholders to both fill and register their profiles on line in order to speed and enable local development opportunities and also to download the best practice that best fits and satisfies the identified local needs.

I think also that we combine and share practices and management cultures of central and northern Europe.

The main innovative features :

- 1) The project both focuses on training of the trainers and elected adults (local decision makers, mayors, councillors, important local economic and social stakeholders) and will try to find answers to real life challenges and needs in various sectors and tries to find useful solutions and train the participants to deliver them. This approach will be both tested for quality and economic plus social sustainability through evaluation and through pilot testing through learning, teaching, training activities in most consortia partner countries.
- 2) The project since the very beginning in methodological phase and later through all phases will connect the users / beneficiaries of the delivered intellectual outputs with the secondary target group local decision makers, mayors, councillors, important local economic and social stakeholders. We will simply not wait for the final dissemination events or leave the outputs on the shelves. They will be used in real life solutions still hot from the edition.
- 3) The project addresses particularly the economic and social side of the sustainable development and through social enterprises will provide beneficial services in area of housing, jobs and social inclusion. The mayors (after participation on pilot trainings) will become " practical trainers" of the employed vulnerable groups of people. This approach worked very well in partner environment in Slovakia, where the mayor employed most (more than 90%) of the unemployed Roma.
- 4) One of the technical innovations of the project will be the creation of cloud based application that will enable the mayors easily make local analysis of their urban, social, natural and other environments and prepare a high quality strategic and action plans. So the added value of the project will be the integration of intellectual outputs into economic and social sustainability of the project. We do not want to simply create a fancy webpage for 5 years but lasting micro creative enterprises which may sustain the most talented youth participants of our project.

How did you choose the project partners and what will they bring to the project? Does it involve organisations that have never previously been involved in a Strategic Partnerships project?

The project is based on previous co-operation of several project partners. Despite that they never formed such a learning/training partnership they participated in previous bilateral or multi-national, cross border or trans-national projects that were realised with trust and confidence among the partners. The project initiators in Slovakia approached several skilled, experienced and trustful partners from Visegrad countries and then approached the more remote partners from East, North and South of Europe. This approach will both bring desired geographical balance and also richness of different and various social, economic environments that will provide high quality case studies and best practices needed for generalisation and multiplication of the planned intellectual outputs. The outputs thus can serve greater number of users and provide high quality models for future training and local developments.

The partnership builds on excellent relations among the core project partners (Slovakia, Hungary, Czech Republic), on reliability and preparedness (readiness and willingness to cooperate) of their former Erasmus + and cross border project partners (Estonia, Finland) with smart participation of new skilled partners (Italy, Slovakia). The consortia partners will provide experience of past successful projects and activities and all of them will provide their best practices in relevant areas of project interest. All partners were asked to bring aboard their most valuable and suitable labour force and provide most relevant staff. A wide range of human skills will be needed to achieve valuable results of the project : analytical, research and methodological skills, text editing, correction, adaptation and publication skills, teaching and training course development abilities and assessment and evaluation skills as well. Besides that the Applicant will provide high quality project management skills based on staff having IPMA management certificate of complex projects grade B. The above listed available skills of the consortia partner staff will be reflected in distribution of tasks and responsibilities. All project partners will have unique and important roles using the structure of work packages. Most skilled and experienced partners in the specific tasks will lead work package implementation. Three partners will organize dissemination events, however three other partners will organize intellectual output quality and usability testing training workshops.

Each from 4 intellectual outputs will be supervised and managed by different partner. They voluntarily applied for this task during project proposal preparation - thus developed a significant ownership and commitment towards the project, they will coordinate the work and will be responsible for the management , monitoring and supervision of the delivery of planned outputs. All partners will participate in intellectual output related mobilities. Every partner will provide and organize training of trainers as well. Thus every partner will have an opportunity to learn, share, and provide expertise. Some of the partners are members of various local, regional and European networks. They will bring additional valuable and relevant material from these networks and adapt or tailor them according the needs of the partners.

Every partner will be responsible for communication and dissemination of outputs. As mentioned above the dissemination will start immediately after the production. The high quality management will safeguard efficient and smooth project implementation and in the same time the project meetings will provide additional learning opportunities for achievement of managerial skills too.

The project events, activities and outputs will be announced and disseminated through social media (particularly Facebook and YouTube). The free calling applications (Whatsapp, Viber, Messenger) will be an appropriate communication tools to keep urgent contacts with partners. The project outputs will be disseminated through several events (workshops, conferences) case by case in cooperation with national stakeholders. The cooperation among various formal and non-formal education stakeholders will enable to reach wider audience. Most outputs will be downloadable from project webpage, accessible through cloud applications and distributed through formal and informal links and contacts of the project partner staff.



### How will the tasks and responsibilities be distributed among the partners?

Legend foto - consortia management, supervision of output delivery, reporting and communication, software and portal development , The Applicant will supervise the overall project management, appropriate reporting and quality control as well.

Spissky Hrhov - Best practice collection and processing supervision and coordination -IO 2 Leader

SPLAV - Local profile methodology supervision. IO 1 Leader

Pirkan Helmi - Training of target group coordination - Mobilities

OTE - Training of trainers, - IO 3 Leader

Humacapiact : Certification and EU validity tools and methods (Europass ?)

LAG Western-Harju Partnership : Dissemination and accessibility - IO4 Leader

The partnership builds on previous good experience, established trust, enthusiasm and commitment of former project. The consortia initiators wished to sustain the results of the previous successful cross border project (HU\_SK\_RO) focused on rural unemployment and state employment policies). This project aims not only to exchange best practices and good examples but also train additional trainer and teachers to utilise the produced intellectual outputs. The partnership consists of several types of organisations, social area interested NGOs, among them three very active local action groups of the LEADER program. These partners will bring into the training mobilities new blood beneficiaries and thus disseminate the training outputs and methods. The partnership formally involves two organisations that never participated in Erasmus + program (Hungarian NGO and Estonian LAG). The consortia partners will provide experience of past successful projects and activities and all of them will provide their best practices in relevant area of project interest. The project Lead Partner (Applicant ) Legend Foto will organise and provide for all partners high quality project management methodology and transfer skills. The managerial competence will be transferred by staff having IPMA management certificate of complex projects. All project partners will have unique and important roles using the structure of the Project Implementation Plan (PIP). All partners will organise small training projects inside the partnership (e.g. all partners will both host and participate on training mobilities). All partners will organise small scale own dissemination events, the Applicant from the budget of Project management and as multiplication event also wider international dissemination / multiplication workshop. Three partners will provide and organise/ host specific learning/teaching mobility and ensure the participation of the final beneficiaries (youth workers, youth and teachers). Thus every partner will have an opportunity to learn, share, and provide expertise.

If relevant, please identify and explain the involvement of associated partners, not formally participating in the project. Please explain how they will contribute to the implementation of specific project tasks/activities or support the dissemination and sustainability of the project.

Slovakia - There is a high demand for effective model of social entrepreneurship. The Partner Spisky hrhov municipality has established local aptnerships with several companies and stakeholders interested in this agenda.

Czech Republic - as part of our LAG there are members interested in the project topic adn priorities. We plan to actively involve them into the implementation of the proposed project.

Hungary - OTE cooperates on national level with several NGOs and municiplities interested in the social entrpreneurship and local development. We will recruit and involve partners from this circle.

In Estonia we plan to involve in the project various partners: of course municipalities, i.e. mayors, vice mayors, officials, council members, leaders of schools, kindergartens, youth, culture and sport centres, but also actors in private sector like responsible local entrepreneurs, NGO leaders, community leaders in wider sense.

We have very active cooperation with neighbouring LAG territories, so we will include them in our work as well, for example if they have a good example that can be described and introduced as good practice, we can involve it in the best practice guidebook. We may also include people target groups from neighbouring areas.

I addition, we have currently running 7 transnational cooperation projects on different topics like regional marketing, local security, circular economy, protection of environment, creating accessibility. All of these provide opportunity to disseminate information about this project and its results.

## Participants

Please briefly describe how you will select and involve participants in the different activities of your project.

The project consortia focuses on training and education needs of the primary target group (trainers, teachers active in non-formal and formal education of adults, community leaders and secondary target group (local decision-makers, mayors, councillors, local stakeholders active in social and economic areas, but also beneficiaries - vulnerable groups of people - unemployed, students, disadvantaged ethnic minorities, migrants as well as excluded communities).

A) The first selection of the primary target group participants will be done by consortia partners. They will recruit, motivate, propose and bring a-board experts, educators, trainers, teachers active in adult education and trainings. These people should be enthusiastic toward the project proposal, committed, ready to work for the project results, in best case easily communicating in English. The selected staff of the partners will participate in the project in administrative (management) and "educator" (trainer, researcher, teacher, technician, output manager) positions. This staff will be directly responsible for the delivery of the intellectual outputs and project management and multiplication of results. Besides that, they will participate in the learning, teaching activities (mobilities) and in the multiplication and dissemination events and activities. Through trainings we will directly (actively) involve up to 50 persons from consortia partners.

B) The secondary target group (local decision-makers, mayors, councillors, local stakeholders active in social and economic areas) will be recruited, motivated through the native partner of the relevant country. The trainers of the partners will work with selected specific number of target group representatives in testing the produced intellectual outputs (mostly in IO3 - training courses and IO4- cloud application) that directly concerns this target group. We expect that in 3 partner countries we will be able to involve actively up to 60 representatives of this group. Other persons of this target group will be involved through dissemination (around 600) and local events of consortia partners (around 150 persons). The project consortia partner meetings will provide opportunity to involve and educate indirect participants ( administrative and other staff of the hosting partner), NGO members, activists. They will have opportunities to learn about project management , monitoring, reporting and evaluation measures.

The multiplier - dissemination events are also excellent forums for motivation and involvement of secondary target group representatives and final beneficiaries. They will be organized in three consortia partner countries and will present, demonstrate the project outputs, methodologies and teaching, learning tools.

The attractive, tailored training courses and demonstration training events for mayors and councillors (IO3) could increase the awareness of local communities, change their attitude and help them to help the vulnerable and disadvantaged groups in their neighbourhoods or start the smart development of local communities.

The third option is based on downloads from project website and use of the cloud application. The local decision-makers, mayors, councillors, local stakeholders active in social and economic areas will have direct access to on-line tools and cloud applications that will provide instant guidelines and useful tools for local planning and development .

During the project implementation we will pay attention to actively involve the final beneficiaries as well (local citizens, vulnerable subgroups including those living in poverty and in social, geographical or cultural isolation and/or experiencing social exclusion. It is a very heterogeneous group of population. The largest subgroup tends to be those who are marginalized, unemployed and excluded in several ways. What they do have in common is the fact that they are not accumulating human capital through formal channels.

Planned activities:

a) identify, collect, develop and disseminate good local development practices as a best practice guide for other decision-makers and candidates of border regions of EU

Project outputs:

1). Methodology of self - government profile creation (starting points for local development and Sustainable Development Plan (SDP)

2). Handbook of best practices of local development (how to ...?)

Participants : trainers, researchers, educators, leaders of the consortia partners and their local partners involved in adult training and in-formal education.

b) to prepare and develop and test a training course for decision-makers in areas of project interest (climate change, Roma integration, local development), to share and expand, to

enrich local development schemes with new ideas, solutions and practices

(c) educate and inform decision-makers, local, regional and national actors about best practices and solutions.

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

Yes

How many participants would fall into this category?

10

Which types of situations are these participants facing?

Social obstacles

Economic obstacles

Geographical obstacles

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

Representatives of vulnerable and excluded local communities (ethnic minorities, poor, socially disadvantaged, socially excluded, former prisoners and addicts). - participation in local trainings

- participation in local profile preparation and testing
- participation in best practice identification and validation

All participants with fewer opportunities will be offered focused and tailored assistance towards their communication, participation in the above mentioned activities. The training workshop or activity organizers will pay careful attention to make participation of these participants comfortable, effective and satisfactory. These participants will attend the local testing learning teaching workshops in 3 countries.

Cultural differences : Due to the participation of 7 countries in this project, there is a variety of cultural difference within the project and within the participating countries as well. The project partners will involve at least 2 participants from different cultural background or ethnicity into the project activities. These may be Roma, Russians and Rusins, Lemke, German, Moldovian and migrants already having permanent resident permits (Chinese, Vietnamese or other). Besides that the partners will pay attention to involve people with various religious background (Ortodox, Christian, Jewish, Moslims). If needed, translation of trainings and study materials to language of minorities will be offered.

Refugees : Despite that the project deals with social entrepreneurship and exclusion, the project consortia partners (except Italy) are not facing large interest of refugees to remain in these countries. The project partners (where possible ) will definitely involve representatives of refugees enjoying asylum right in consortia countries. This should recognize their added values, differences and provide a clear message for local communities about their integration desire.

Disability : The local workshops will be organized in accessible environment (e.g. barrier free meeting rooms, toilets, restaurants). In case of mobile workshops in nature there will be cars to transport the handicapped participants.

Poverty /Economic obstacles: Participants from socially disadvantaged environment or families will be provided both possibility to participate and services related to travel costs, participation fees /if any), catering, and access to specific equipment. Besides that they will be provided escort service and assistance to break their possible miss-trust and frustration and encourage their active and full participation.

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

- participation in local trainings where the training workshop (IO3) will be tested and evaluated. The participation will be enforced through information campaigns, spread of announcements and invitations, person-to person relations
- participation in local profile preparation and testing. In process of municipal profile methodology preparation the participants with fewer opportunities will be offered opportunity to participate in identification, selection and integration of indicators related to their position and needs in the society (e.g. indicators about housing, unemployment, health and health care, education, access to jobs, pollution, waste treatment, etc.)
- participation in best practice identification and validation (in most cases where social entrepreneurship has best practice case study the local beneficiaries (Participants with fewer opportunities) will be directly approached to express their views, opinions,

Preparation

Please describe what will be done in preparation by your organisation/group and by your partners/group before the actual project activities take place, e.g. administrative arrangements, communication about the activities, selection of the persons, coaches, involvement of stakeholders, etc.

Project implementation preparation description:

The consortium coordinator (the Applicant) will prepare a Project Implementation Plan (PIP), which will contain a detailed description of the activities (tasks and steps of the partners), a timetable for implementing the activities, a communication and monitoring plan.

The Applicant will also share the reporting and activity /progress monitoring tables with the consortia partners. The partners will obtain presentations on administrative and financial rules and measures to be followed during the whole implementation period.

In order to enforce smooth project start and efficient implementation the Applicant will provide the partners the following support documents : cash flow monitoring tables, model personal contact for permanent and temporary employees (working on production of intellectual outputs), their Term of Reference description, sample salary slip and rules to follow the program flat rate rules for specific work positions. This will help to avoid financial misunderstanding, accountancy related "issues" and enable sound financial management.

The partners will be asked to fill the Project Communication directory where all contact points and communication experts will be listed (with full access to their usual daily communication channels). The contact points (appointed project managers) of the partners will obtain from Applicant also model "Work Time sheets" with monthly overview tables, Certificate of Attendance forms as well as Europass self-assessment forms.

One of the most important preparatory step will be the clear description and methodology to produce the planned Intellectual outputs. The IO1-IO4 outputs supervisors ( work team coordinators) will obtain Term of Reference for each IO outputs and also expected timeline for delivery of the outputs. The Applicant will inform the partners about Trans-national managerial meeting structures and content (where the second day of the meeting will be devoted to the discussion about the IO preparation progress). Every meeting host partner will obtain a form for meeting minutes and List of Participation forms.

The Applicant will purchase cloud space from Google (100 Gb) to enable document, output and input sharing. All partners will be granted access and edition rights with introductory lesson how to edit, change, download, upload and delete files from the Google Drive space and how to use the inbuilt Google Text editors.

The Applicant will create social network pages (Facebook, Instagram) in order to promote, publicise and recruit participants and promote the project on social network platforms.

Subsequently, the partners will work on identifying, analysing the best practices of sustainable local development and on the methodology of developing a sustainable local development course. In the first half of the year (6-8 months) is expected to elaborate the methodology for municipal profiles and the first case studies. After their sharing among the partners, an analysis of the case studies and profile methodology will be supervised by the work package leader. educational needs and study tour (according to what practices - study trips will be the individual partners interested in ) will be prepared. Within one year, learning/ teaching exchanges / mobilities of local development trainers will take place. Mobility will allow the sharing of best practices of local development and enable high quality preparation of courses for the target group - local decision makers. After mobilities, the partners will complete case studies and publish a methodology for local profiles, Handbook of Best Local Development Practices and they will prepare a test training courses in selected countries. In the middle of the second year each partner will prepare a training course for local decision makers and in some partner countries a multiplication and dissemination event for mayors and actors of local or regional development. The event will take the form of a workshop with presentations of methodology, best practices and panel discussions. The last outputs will be the creation of the on-line platform and application that will enable the local mayors to better use their resources and plan their future development.



## Management

## Funds for Project Management and Implementation

Funds for 'Project Management and Implementation' are provided to all Strategic Partnerships based on the number of participating organisations and duration of the project. The purpose of these funds is to cover diverse expenses that any project may incur, such as planning, communication between partners, small scale project materials, virtual cooperation, local project activities, promotion, dissemination and other similar activities not covered by other types of funding. A partnership may receive a maximum of 2750 EUR of 'Project Management and Implementation cost' per month

Organisation Role	Grant per organisation and per month	Number of Organisations	Grant
Applicant Organisation	500,00 EUR	1	12.000,00 EUR
Partner Organisation	250,00 EUR	6	36.000,00 EUR
Total		7	48.000,00 EUR

Please provide detailed information about the project activities that you will carry out with the support of the grant requested under the item 'Project Management and Implementation'

The Leading Partner - Applicant will use the grant to employ a professional IPMA certified Project manager and an accountant - project financial manager. This couple will prepare the : PIP - Project Implementation Plan, including Financial Plan, Communication Plan and Project Time Schedule and all the forms needed for preparatory and early start of the project. Besides that they will prepare the communication tools (daily communication and file sharing platforms), the initial forms for Meeting Minutes, Training Needs Assessment and Training Mobility Forms. Part of the management budget will be used for organisation of Dissemination event and part for the support of local trainers that will participate in Slovak training mobility. The Applicant will also hire needed external trainers, teachers to deliver high quality and tailored training for own and partner trainees.

The other partners will be requested to employ own project managers, pay for appropriate accountancy and use the available funds for management according the project design and project implementation plan. They will also hire needed external trainers, teachers to deliver high quality and tailored training for own and partner trainees, prepare good quality training tools and learning material, organise local transport and logistics and disseminate the outputs of the trainings in local, regional or national levels. In the PIP the duties and rights of the partners will be clearly described and financial rules introduced. The employment conditions, business trip and learning/teaching/training mobilities financial conditions will be explained and provided examples in annexes. Despite various conditions in partner countries most of accounting rules and arrangement are in place so the PIP and its annexes should provide efficient tools for financial management of the project. The contact persons (project managers of the partners) will explain these rules to accountants / financial managers of their institutions. A consultancy service will be offered for unskilled partners plus they will be provided advices and guidance by more experienced partners.

The Applicant Legend Foto employs an experienced and skilled accountant with more then 15 years experiences from trans-national and cross border projects. The Kick off meeting will serve as first step for project partners to have a general and specific overview of the project as whole and their specific tasks and duties in it. A powerpoint presentation and managerial tools will be provided by Applicant, Legend Foto will present the financial management rules. Based on program guidebook a project budget, spending and eligibility rules (with pragmatic examples) will be introduced and highlighted. The financial tables (already tested in former Erasmus + projects) will help the consortia partners to follow up the project through structured Work Packages,, milestones, events and time schedules. Among the managerial tools will be also guidance for Periodic Reports. These reports will assess the budget spending, needed changes and monitor and restore possible under or over spendings.

For project time schedule a Gantt diagram will be used. The time schedule will reflect the structure of the Implementation Plan based on application form in logic and clearly understandable way. Every partner will have clear message what tasks are planned and when they have to start and finish. Their expected outputs will be highlighted and participation and duties of their partners communicated. The project managerial tools will used during the managerial meetings. every partner will be informed about his duties, less experienced partners will be provided clear examples and guidance. The Risk management tool will be used to monitor and correct delays and wrong statements. In case of conflicts, conflict resolution process and facilitation will start as well. The Applicant will prepare a simple agreement among partners that will clearly state the project advance and its conditions. The PIP and above mentioned documents will be annexes of this agreement. Each Partner will prepare and use own agreement with Mobility participants which will state the rights and duties of the Organisation and the Participants.

## Transnational Project Meetings

Transnational project meetings: how often do you plan to meet, who will participate in those meetings, where will they take place and what will be the goal?

We plan altogether 4 meetings : Kick off meeting in Slovakia for project start (with virtual participation of those partners who for whatever reason will not be able to participate in person. The meeting will explain the management and implementation rules and safeguard appropriate smooth implementation. The partners will obtain the Project Implementation Plan (PIP), the Communication plan, the Project Time Schedule and program and project Financial Plan and rules. Part of the PIP will be the specific task and Work package description for each partner. The Kick of Meeting will be organised and hosted by the Applicant (Slovakia). The other meetings will be hosted and logistically arranged by project Partners according the PIP. All meetings will be chaired and supervised by the Consortia Manager appointed by Applicant. The goal of the meetings is to enable smooth and efficient management of the project and discuss and prepare the planned intellectual outputs and organize the learning/teaching mobilities, plus evaluate their impact.

The second meeting, hosted by Finish partner, will focus on Training needs assessment methods for secondary target group and on the methodology of the intellectual outputs. All meetings will be attended by Project manager, and the Project managers of the relevant partners will participate as well.

The third meeting hosted by Italian partner will market and present the final intellectual outputs IO1,2,3 prepared by all partners. The meeting will also serve as preparatory discussion for the testing of the Training course for secondary target groups. The Training course testing files will contain all logistical, methodological and time bounded information needed for efficient and smooth implementation of the training mobilities.

The fourth meeting in Estonia will be dedicated to the evaluation and assessment of the already finished testing mobilities and also for project monitoring and improvement of the remaining mobilities. This meeting thus will serve as quality assurance event as well.

The meeting will present the IO4 (cloud applications) and serve as project termination and assessment, dissemination meeting as well. All partners will prepare and present the Learning/teaching mobility overview with highlighted best practices and corresponding video and image presentations. The last meeting will also serve as reporting preparatory event and will enable to terminate the project. Besides that the partners will discuss follow up and sustainability measures as well.

The philosophy of the project is based on the idea to jointly develop and disseminate the educational tools and process that could help the consortia partners and other stakeholders involved to reach their goals and expectations expressed in overall project objective. Thanks to the diversity of partners and geographic locations we can greatly benefit from this richness of experience, skills and trans-national variety and translate the planned Guidebook into all languages of the partners. Every partner of the project has skilled staff who during the years developed and acquired unique and specific expertise. However this expertise differs and vary. This can provide opportunities to share best skills and fill the gaps . An appropriate preparation (in project Preparatory phase and identification and negotiation with consortia partners ) has been done to prepare and accept a common approach :

A well structured system of Work Packages and related responsibilities was prepared to achieve effective implementation and management of activities.

WP 1. Management and Communication (Applicant)

WP 2 Best practice collection and processing supervision and coordination -IO 2 Leader

(Partner 1 - Sp. Hrhov )

WP 3. Local profile methodology supervision. IO 1 Leader

(Partner 2 - Splav)

WP 4. Training of target group coordination - Mobilities (Partner 3 Pirkan Helmi.)

WP 5. Training of trainers - IO 3 testing - IO 3 Leader Partner 4 OTE)

WP 6. certification and EU validity tools and methods Partner 5 Humacapiact

WP 7. Dissemination and accessibility - IO4 Leader (LAG Western-Harju Partnership Estonia)

## Transnational Project Meetings Summary

Please specify the funds requested to organise the planned Transnational Project Meetings.

ID	Leading Organisation	Meeting Title	Country of Venue	Starting Period	No. of Participants	Grant
1	Legend Foto (E10060055, SK)	Kick off (1st) meeting	Slovakia	01-2021	12	5.750,00 EUR
2	Pirkan Helmi ry (E10096278, FI)	Second TMM	Finland	09-2021	8	3.450,00 EUR
3	HumaCapiAct (E10142033, IT)	Third TMM	Italy	03-2022	6	3.450,00 EUR
4	Lääne-Harju Koostöökogu (E10029739, EE)	4th TMM	Estonia	09-2022	12	6.900,00 EUR
Total					38	19.550,00 EUR

## Transnational Project Meetings Details 1

Meeting Title

Kick off (1st) meeting

Leading Organisation

Legend Foto (E10060055, SK)

Starting Period

01-2021

Country of Venue

Slovakia

## Transnational Project Meetings Groups

To estimate the distances between places, please use the European Commission's [distance calculator](#)

Id	Sending Organisation	Country of the Sending Organisation	No. of Participants	Distance Band	Grant per Participant	Grant
1	Obec Spissky Hrhov (E10120486, SK)	Slovakia	2	0 - 99 km	0,00 EUR	0,00 EUR
2	Sdruzeni SPLAV, z.s. (E10084884, CZ)	Czech Republic	2	100 - 1999 km	575,00 EUR	1.150,00 EUR
3	Pirkan Helmi ry (E10096278, FI)	Finland	2	100 - 1999 km	575,00 EUR	1.150,00 EUR
4	HumaCapiAct (E10142033, IT)	Italy	2	100 - 1999 km	575,00 EUR	1.150,00 EUR
5	Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU)	Hungary	2	100 - 1999 km	575,00 EUR	1.150,00 EUR
6	Lääne-Harju Koostöökogu (E10029739, EE)	Estonia	2	100 - 1999 km	575,00 EUR	1.150,00 EUR
Total						5.750,00 EUR

## Transnational Project Meetings Details 2

Meeting Title

Second TMM

Leading Organisation

Pirkan Helmi ry (E10096278, FI)

Starting Period

09-2021

Country of Venue

Finland

## Transnational Project Meetings Groups

To estimate the distances between places, please use the European Commission's [distance calculator](#)



<b>Id</b>	<b>Sending Organisation</b>	<b>Country of the Sending Organisation</b>	<b>No. of Participants</b>	<b>Distance Band</b>	<b>Grant per Participant</b>	<b>Grant</b>
1	Legend Foto (E10060055, SK)	Slovakia	1	100 - 1999 km	575,00 EUR	575,00 EUR
2	Obec Spissky Hrhov (E10120486, SK)	Slovakia	1	100 - 1999 km	575,00 EUR	575,00 EUR
3	Sdruzeni SPLAV, z.s. (E10084884, CZ)	Czech Republic	1	100 - 1999 km	575,00 EUR	575,00 EUR
4	Pirkan Helmi ry (E10096278, FI)	Finland	2	0 - 99 km	0,00 EUR	0,00 EUR
5	HumaCapiAct (E10142033, IT)	Italy	1	100 - 1999 km	575,00 EUR	575,00 EUR
6	Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU)	Hungary	1	100 - 1999 km	575,00 EUR	575,00 EUR
7	Lääne-Harju Koostöökogu (E10029739, EE)	Estonia	1	100 - 1999 km	575,00 EUR	575,00 EUR
<b>Total</b>						<b>3.450,00 EUR</b>

### Transnational Project Meetings Details 3

Meeting Title

Third TMM

## Leading Organisation

HumaCapiAct (E10142033, IT)

## Starting Period

03-2022

## Country of Venue

Italy

## Transnational Project Meetings Groups

To estimate the distances between places, please use the European Commission's [distance calculator](#)

<b>Id</b>	<b>Sending Organisation</b>	<b>Country of the Sending Organisation</b>	<b>No. of Participants</b>	<b>Distance Band</b>	<b>Grant per Participant</b>	<b>Grant</b>
1	Legend Foto (E10060055, SK)	Slovakia	1	100 - 1999 km	575,00 EUR	575,00 EUR
2	Obec Spissky Hrhov (E10120486, SK)	Slovakia	1	100 - 1999 km	575,00 EUR	575,00 EUR
3	Sdruzeni SPLAV, z.s. (E10084884, CZ)	Czech Republic	1	100 - 1999 km	575,00 EUR	575,00 EUR
4	Pirkan Helmi ry (E10096278, FI)	Finland	1	100 - 1999 km	575,00 EUR	575,00 EUR
5	Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU)	Hungary	1	100 - 1999 km	575,00 EUR	575,00 EUR
6	Lääne-Harju Koostöökogu (E10029739, EE)	Estonia	1	100 - 1999 km	575,00 EUR	575,00 EUR
<b>Total</b>						<b>3.450,00 EUR</b>

## Transnational Project Meetings Details 4

Meeting Title

4th TMM

Leading Organisation

Lääne-Harju Koostöökogu (E10029739, EE)

Starting Period

09-2022

Country of Venue

Estonia

## Transnational Project Meetings Groups

To estimate the distances between places, please use the European Commission's [distance calculator](#)

<b>Id</b>	<b>Sending Organisation</b>	<b>Country of the Sending Organisation</b>	<b>No. of Participants</b>	<b>Distance Band</b>	<b>Grant per Participant</b>	<b>Grant</b>
1	Legend Foto (E10060055, SK)	Slovakia	2	100 - 1999 km	575,00 EUR	1.150,00 EUR
2	Obec Spissky Hrhov (E10120486, SK)	Slovakia	2	100 - 1999 km	575,00 EUR	1.150,00 EUR
3	Sdruzeni SPLAV, z.s. (E10084884, CZ)	Czech Republic	2	100 - 1999 km	575,00 EUR	1.150,00 EUR
4	Pirkan Helmi ry (E10096278, FI)	Finland	2	100 - 1999 km	575,00 EUR	1.150,00 EUR
5	HumaCapiAct (E10142033, IT)	Italy	2	100 - 1999 km	575,00 EUR	1.150,00 EUR
6	Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU)	Hungary	2	100 - 1999 km	575,00 EUR	1.150,00 EUR
<b>Total</b>						<b>6.900,00 EUR</b>

## Project Management

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

The Project implementation plan will be backed with a Consortia Partnership Agreement (CPA). Based on project contract signed between the Applicant and Erasmus+ program national agency in Slovakia the Partnership Agreement will set up and specify the conditions needed for smooth project implementation. Duties and rights of the partners will be clearly described and financial rules introduced in Project Implementation Plan (PIP). The employment conditions, business trip and learning/teaching/training mobilities financial conditions explained and provided examples in CPA annexes. Despite various conditions in partner countries most of accounting rules and arrangement are in place so the CPA and its annexes should provide efficient tools for financial management of the project. The contact persons (project managers of the partners) will explain these rules to accountants / financial managers of their institutions. A consultancy service will be offered for unskilled partners plus they will be provided advices and guidance by more experienced partners.

The Partner Legend Foto employs an experienced and skilled accountant with more than 10 years experience from transnational and cross border projects. The Kick off meeting will serve as first step for project partners to have a general and specific overview of the project as whole and their specific tasks and duties in it. A powerpoint presentation and managerial tools will be provided by Applicant, while Legend foto will present the financial management rules and its accountant as well. Based on program guidebook a project budget, spending and eligibility rules (with pragmatic examples) will be introduced and highlighted. The financial tables will help the consortia partners to follow up the project through structured Work Packages, Intellectual outputs, milestones, events and time. Among the managerial tools will be also guidance for Periodic Reports. These reports will assess the budget spending, needed changes and monitor and restore possible under spendings.

For project time schedule a Gantt diagram will be used. The time schedule will reflect the structure of the Implementation Plan based on application form in logic and clearly understandable way. Every partner will have clear message what tasks are planned and when they have to start and finish. Their expected outputs will be highlighted and participation and duties of their partners communicated. The project managerial tools will used during the managerial meetings. every partner will be informed about his duties, less experienced partners will be provided clear examples and guidance. The Risk management tool will be used to monitor and correct delays and wrong statements. In case of conflicts, conflict resolution process and facilitation will start as well.

Project meeting

Guidance by Applicant - accountancy and case studies from previous E+ projects

Time schedule and deadlines + communication and reporting tools (pace, time and progress monitoring tools).

Quality check : added value, usability, understandability, correctness, proofreading of manuscripts

How will the progress, quality and achievement of project activities be monitored? Please describe the qualitative and quantitative indicators you will use. Please give information about the involved staff, as well as the timing and frequency of the monitoring activities.

The division of the project into specific work packages will enable to share responsibility on management. Each work package will consist of numerous activities that contribute to the achievement of project targets, results and objectives. The Applicant Legend Foto (WP leader for communication and management ) will employ professional manager who through well designed and established system will monitor the progress and evaluate the outputs, processes and results. The manager Gejza Legen has 20 years experiences in project and network management and has a B grade certificate of International Project Management Association (IPMA). A system and set of indicators will be used to clearly describe the expected outputs and results combined with time schedule and delegated - accepted responsibility. This daily work will be supported with project meetings where the quality of project activities will be discussed and checked, occurring problems resolved and work plan corrected and adapted. The workshop minutes written and delivered after every meeting will serve as reminder for partners to be aware of their tasks, quality checks, and assessment of results and feedback. The quality checks depending their urgency, magnitude will happen in daily, monthly, quarterly and at half year base. The managerial tools used for these quality checks are the following : implementation plan, monitoring plan and output, outcome and impact indicators, time schedule tables, work package Term of Reference and implementation schedules, 4 project meetings, and last but not least the system of progress reports that will either serve as efficient tool of progress advance and quality check as well. These progress reports made by each partners manager (contact point) will be quarterly delivered for overall project (consortia) manager and will serve as support documents for Periodic and Final reports prepared for implementation Erasmus Agency in Slovakia. The satisfaction of participants and impact assessment are important tools for quality check. Each partner will be asked to assess the impact of their trainings, mobilities and events in order to have valuable feedback from their stakeholders and participants. These evaluations will serve as a measure of quality assurance and indicate corrections and changes. Thanks to the diversity and mix of partners there is a possibility to utilize the already existing skills and experience of partners having extensive experience of project implementation. Their peer review of project outputs and results (if they are not interested and involved in their direct production) or their independent auditors will help to reach the highest possible quality of project outcomes.

We will use the following sets of the indicators to assess the project success and impact :

- Number of learning/teaching mobilities organised by consortia partners : 3
- Number of foreign and domestic participants of these learning/teaching mobilities : 80
- Number of domestic participants with lesser opportunities (socially or health disadvantaged) : 12
- Number of training schedules / programs produced : 3
- Number of Best practices (good examples) presented and disseminated during the training/learning mobilities and dissemination events : 18
- Number of media outputs produced related to project initiatives : 14
- Number of accessible images produced by all consortia partners during the project realisation : 300

Planned Result indicators (mostly qualitative) :

- number of satisfied /skilled/ participants of trainings : 90%
- number of activities started, initiated or participated by trained educators, initiatives started by the consortia partners in area of adult support : 6
- number of institutions interested / using / repeating the developed training courses. : 12
- Percentage of satisfaction with the training quality : 90%
- number of education processes / trainings utilised by partners after the project termination : 5
- number of new users of the on-line application (IO4) in the end of the project : 60

How will you evaluate to which extent the project reached its results and objectives? What indicators will you use to measure the quality of the project's results?

Impact on participating organisations:

the project is submitted in order to increase the skills and competences of the staff (trainers) of the participating organisations and also the knowledge base of the secondary target groups. The training will be based on previous training needs assessment and identified knowledge gaps and on the strategic objectives of the mother organisations as well in areas of education, human resources and training. Because of the participation of local target group in every host partner location they will either be trained and will help the host partners as trainers. Thus the skills of both the trainers and trainees will increase. The participating organisations will have the following impact:

They will have motivated and experienced employees and members who will be able and prepared to conduct local trainings and plan, start and implement new initiatives in set areas of interest (local strategic and sustainable development).

The partners will be able to fulfil their role as skilled educators and trainers and provide learning opportunities for the secondary target groups. The partners will be able to initiate and start new activities following the best practices and available training tools.

The partners will benefit from the prepared guidebook and specific training course. The use of this guidebook will have impact on the quality of activities and range of the services (training and education) of project consortia members and their beneficiaries.

The diversity of partner organisations and their areas of expertise will enable to achieve experience in wide range of topics. The participating institutions will have access to a wide range of expertise and skills needed for implementation of updated outputs. The multilingual edition of the guidebook will enable to use it for trans-national trainings and multi-ethnic target groups in various EU countries.

Impact on participants /trainers and youth workers - educators:

the skills, knowledge and competence of the participants will be increased.

The acquired skills will be demonstrated during the training /testing mobilities as they can test them on host partner domestic participants (youth, kids, teachers).

The developed personal relations in multi-cultural environment will establish trust, friendly relations and access to advisory, peer and consultancy services among the consortia members. Thus the participants - lecturers, trainers, and teachers will have improved access to wider range of knowledge and resources. As the main part of the training of trainers will happen through training mobilities of trainers in host countries, more local educators could participate in training sessions without the need to be supported by grant. Thus the impact of training the trainers session will reach and influence additional educators.

Besides the skills in areas of project interest (social, economic and environmental issues in society) in-formal and formal education the participants will acquire valuable skills in area of project management and project evaluation including networking and the efficient use of these managerial tools and techniques.

- Impact on target groups / final beneficiaries: The secondary target group (mayors, decision-makers, councillors, stakeholders) will have access to the Guidebook, to the training course to the municipal profile methodology and to the on-line applications that will help them in area of local development. The final beneficiaries (vulnerable communities, ethnic minorities, excluded individuals) will benefit from the new or improved, enlarged initiatives and activities of the local mayors and other stakeholders. We expect that the project impact will be visible in local rural environment (better management of resources, better participation, better planning and better implementation of really needed not populist initiatives. The beneficiaries will be able to resolve their problems in interest area of the project (sustainable development - social and economic prosperity), particularly because the knowledge (know how to do it) will be among the disseminated best practices and topics of the training course. They will be able to start their own local activities (e.g. local problem solution, job/employment finding or creation, socialisations, community development, self-help, etc.)

Among the expected impact of the project is also the awareness and attitude change of beneficiaries (whether active participants or later beneficiaries of the project partners). The project through interactive participation, methods of utilisation of the produced outputs and acquired skills want to develop, introduce and disseminate strong messages, in all areas of sustainable development (social, economic, environmental). Thus the project aims to achieve behavioural and also structural changes in the society (improvement of natural and urban environment).



What are your plans for handling risks which could happen during the project (e.g. delays, budget, conflicts, etc.)?

Among the managerial tools a risk identification, assessment and mitigation tool will be prepared and implemented. First of all we strongly believe that a great part of conflict occurrence is due to the lack of or misleading communication. A good participation and preparatory project proposal process with involvement and active participation of all partners and stakeholders can minimize the implementation risk and overcome conflicts. Therefore good communication between all partners is essential for risk prevention. An adapted and used communication plan will further safeguard the efficient communication among partners and their target groups and beneficiaries. Even the best communication plan or tool is useless if the project working atmosphere is bad ! The Applicant therefore will lead the consortia in way of openness, trust, honor and respect. The project consortia will be led not as "family" but professionally as circle of "friends".

The expected risks are the following :

- language barriers. Thanks to 7 partners each speaking different language the occurrence of this risk is high. English has been chosen as project communication language. The partners however will use their language skills to better communicate with Work package leaders and experts / trainers working on most important tasks (e.g. the Applicant staff communicate in English, Czech, Hungarian, Russian, and partly Spanish). Two partners can communicate in Hungarian, three in Russian and 3 in other closely related Slavic languages (Polish, Czech, Slovak). Estonians are able to communicate in Estonian, English, Russian and Danish.
- cultural barriers. Partners from various parts of Europe has widest sense of work culture. The pace and work rhythm can be one reason of the misunderstandings, particularly considering set deadlines and timing. A skilled general manager is aware of this risk and will use several tools, reminders, hints, communication channels to mitigate and eliminate this risk (communication and monitoring plan) and personal directory of contact persons that contains private phones, social network contacts.
- different view or attitude towards quality. The level of satisfaction with the outputs and results usually vary within the same community or group not to mention regions and countries. As we plan to achieve the highest possible quality of results the users and independent reviewers will provide needed feedback for important outcomes. Besides that the skills of experienced partners will be utilized to minimize this risk.

Despite every effort, conflicts may occur. We will develop a conflict resolution process that in friendly atmosphere will find the source of problems and clarify the causes and then restore the trust and find solutions. The Applicant in case of real need can involve in this process a reputable and renowned conflict resolution expert or facilitator (e.g. PDCS from Bratislava) with whom have long time established good relations.

Maybe one risk is that mayors are not willing to join at first – the attitude of “I know better”?

Also the final beneficiaries might feel reluctant of any activities that are addressed to help them, either because of shame or unbelief of feeling of hopelessness.

I think both of these risks can be put down be effective communication and the role and renome that partner organizations have in their regions.

## Implementation

Please explain how will the project activities lead to the achievement of the project objectives and delivery of the planned results.

We will use the Project Logical Framework as basic tool to interconnect and relate our objectives, expected results, needed activities and necessary budget to conduct them :

Project logical framework :

Objectives :

Objective of the project: To increase awareness and knowledge of deputies and mayors of local governments, to improve their skills in managing local development and thus to improve planning and implementation of social and economic development of municipalities.

Specific objectives:

- 1). Increase the availability of best local development practices
- 2). Improve skills, competences, knowledge base of trainers/educator teaching local development stakeholders
3. Increase awareness and awareness, competence, knowledge and responsiveness of local development actors

Results

Project Outcomes

- a) Increased knowledge and skill level of the partner's trainers and educators (proved by the preparation of intellectual outputs and testing trainings)
- b) Improved performance of partner's trainers and educators in delivery of trainings for adult target groups (proved by the use of intellectual outputs and local testing trainings)
- c) Improved access of secondary target groups to high quality training in areas of local development (participation of mayors, councillors, officials and community leaders on trainings and their use of provided planning /learning tools)
- d) Improved access of the target group representatives to high quality best practices
- e) Improved cooperation and networking of EU trainers in area of local development trainings

Activities

Activities :

- 1.1. Identify, analyse best practices of sustainable local development
- 1.2. Develop the best practices of sustainable local development into a methodology for actors
- 1.3 Integrate best practices of sustainable local development into an interactive course
- 1.4. Disseminate the methodologies and good practices in the Carpathian area and in the EU

Activities :

- 2.1. Analyse the educational needs of the trainers of the local development stakeholders

2.2 Prepare, organize study trips, training exchanges of trainers to test and learn the best practice in the Europe

2.3 Implement the educational mobility of local development trainers / educators

Activities :

3.1. Analyse the educational needs of local development stakeholders

2.3 Prepare pilot training courses for local decision makers

3.3 Conduct pilot training courses for local decision makers

3.4. To prepare and organize participatory multiplication and dissemination events in project consortium countries to present and disseminate the intellectual outputs of the project

The activities will produce the following outputs :

Project outputs:

1). Methodology of self - government profile creation (starting points for local development and Sustainable Development Plan (SDP)

2). Handbook of best practices of local development (how to ...?)

3). Pilot course for training of local decision-makers

4) On-line / cloud application for local decision-makers

(Note: we do not involve in this outputs the project meetings, training / testing mobilities as they are managerial activities to produce the project deliverables only...)

Budget :

Inputs : labour force and staff of consortia partners, available own equipment and office space for work, grant for support, own financial resources, resources of the supporting beneficiaries (municipalities).

Indicators (see relevant part) : methods of measurement : before and after project activities through surveys , comparison of starting and end state of art and situations,

Assumptions :

- Enthusiasm and hard work of consortia partner staff (trainers and managers)
- Demonstrated interest of local decision-makers and stakeholders
- Support of state administrations structures (ministries supervising local development)
- Support of EU (to remove regional disparities and lagging, integration of vulnerable communities, resolving climate change)
- 

Risks :

- economic and social crisis due to Covid-19 pandemia
- climate change related natural disasters
- rise of populism and fascism and dictatorship in partner countries (relevant ministries)
- increased international competition for resources
- lack of interest of national government bodies in project agenda and topics



### How will you communicate and cooperate with your partners?

The project partners will prepare an efficient communication plan which will establish internal and external communication. For internal communication we will use the existing communication software and tools (Facebook Messenger, Skype, Whatsapp, Viber + common mobile phone communication - within partners) in order to achieve costs effective, reliable, up to date communication. All partners are skilled and experienced to effectively use the above listed communication tools. Their effective use will eliminate the need for additional costly partner meetings in person.

The external communication will be based on the interactive webpage of the project created as sub-page of the Applicant main homepage. For external communication with teachers and beneficiaries and target groups we will create social media pages ( on Facebook, Twitter, You Tube) and publicize the outputs, opportunities, workshops of the project. The aim of the communication will be :

- A ) increase awareness of the target groups about the existence of the project and its offers for participation.
- B ) increase the active participation of target groups representatives and stakeholders in the project activities
- C ) improve public awareness on achievements of the project and on the possibilities to participate in the educational programs.

Communication with target groups :

at domestic level (inside partner organisations) : daily/ weekly + specific project event based meetings of staff, E-mail, phone call.

at the local level : public servants, teachers, public servants of municipalities and their companies, NGO activists, decision-makers, local stakeholders

at regional level : municipalities, NGOs, entrepreneurs and their branch companies.

Key events and publicity tools :

a) initial and final dissemination meetings which will highlight the present objectives , the expected results of the project activities as well as the partnership and the program itself as well as the E+ program and its objectives, sample outputs and satisfaction of the participants with achieved skills and knowledge. The aim of the meetings will be to present the initial program, support for the project, its objectives, practices and opportunities for participation. The final meeting will summarize the results, outcomes and the benefits achieved by the project .

b ) For the target groups we will prepare a flyer about the project offer, invitations for the training workshops which will be distributed on-line and on paper forms as well. Flyers will also serve as a recruiting poster to increase the interest of mayors and trainers and attract them to visit the project events.

c ) Project Website - Portal, will be established by Applicant where the outputs, results and audio-visual files of the project events will be presented. The portal website will allow networking and communication of partners and together with Google Drive (cloud space) enable to upload, share or download media files. The Website will contain items of publicity ( logos, banners ) and the references linked to websites of partner, funders and program E+ itself.

d) The specific project events- trainings, will have their own publicity ( newspaper advertisements, press releases, on message boards, flyers, e - mails, announcements on social networks, phone calls)

e ) The project involves the participation of the media ( during the implementation ) where the outputs, results will be presented, and especially the exchanged and shared media files ( radio and television shots ). Media coverage will also serve as the dissemination of positive examples and experiences of the project.

f ) The project will create and maintain an extensive Photo Archive ( photos and videos from the course of implementation). Databases will be used for publicity and for monitoring and reporting purposes of the project .

6 The budget for publicity will be included in the management costs in the appropriate section of the management budget, the partners will be advised how to spent and record occurring costs.

Timetable of communication plan :

- the introductory meeting op of the project ( within 1 month ) related to publicity indicators (number of press releases, articles, media outputs)
- Project website, Google Drive and links ( within 2 months ). relates to publicity and management related indicators
- Flyer about the Project ( 200 pieces ) - 2 month related to publicity indicators (number of press releases, articles, media outputs)
- The first press and media inputs - 3-4. month related to publicity indicators (number of press releases, articles, media outputs)
- Events /training workshops and (relates to event indicators and publicity indicators as well
- Media coverage of multiplication workshops (following events and milestones 4 x during project implementation ). relates to publicity indicator
- Pictures and Video Databases relates to publicity

Have you used or do you plan to use eTwinning, School Education Gateway, EPALE or the Erasmus+ Project Results Platform for preparation, implementation or follow-up of your project? If yes, please describe how.

We will use the Erasmus + Results platform for dissemination and follow-up activities of the project. We will disseminate the project outputs and also the access to the cloud space (drive) of the project with available tools for local development and download of project outputs. The activities will be organized in every country through local activities like :

- Spreading awereness through web sites/social networks/face-to-face networking/seminars/ workshops, etc of every partner. If necessary, every partner will preare and pring brochure/leaflets (of course have to foresee budget for that, if it is still available according to KA2 projects' rules).
- In centralized way, at European level, by posting information about the project, its activities in EPALE platform as well as Erasmus+ project results' platform. Moreover, we also work a lot with other schools/universities/associations in KA1 projects coming from different EU countries, so we also can organize seminars with the teachers, educational staff members, students, etc during which we present the information about the project, its results, its activities.

## Intellectual Outputs

Do you plan to include Intellectual Outputs in your project?

Yes

In case you plan to include Intellectual Outputs please describe them here.

## Intellectual Outputs Summary



ID	Leading Organisation	Output Title	Starting Period	Grant
O1	Sdruzeni SPLAV, z.s. (E10084884, CZ)	Local Development Guidebook	01-2021	17.560,00 EUR
O2	Legend Foto (E10060055, SK)	IO2. Best practice and local development guidebook	01-2021	18.830,00 EUR
O3	Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU)	IO3. Training course for local decision makers	12-2020	15.410,00 EUR
O4	Lääne-Harju Koostöökogu (E10029739, EE)	IO4 Interactive cloud based tool for local decision makers and trainers of the partners	10-2021	14.120,00 EUR
Total				65.920,00 EUR

Output Title O1

Output Title	Local Development Guidebook
Output Type	Learning / teaching / training material – Manual / handbook / guidance material
Start Date (yyyy-mm-dd)	2021-01-03
End Date (yyyy-mm-dd)	2021-05-30
Output Description (including: needs analysis, target groups, elements of innovation, expected impact and transferability potential)	

**Need analysis :**

The municipality profile is a complex analytic document which through large number of practical and various indicators informs about the current situation of the municipality. It usually contains basic statistical demographic data related to population and biota, measures the quality of economic, social, natural and urban environment and the best profiles also the self-expressed needs, happiness and wellbeing of inhabitants. The Profile is extremely useful for long term strategic and action planning as it evaluates the starting points for development (assess the resources, risks, opportunities, assets, negative phenomena (e.g from natural disaster risks to criminality and tensions among local communities). The IO1 wants to prepare a methodology and on-line form of Municipal Profile which can be used as training tool for trainers and also useful planning tool for local decision-makers.

The main element of innovation is the availability and existence of on-line and cloud based forms of the profile which will both increase its usability and accessibility of filled profiles content.

**Expected Impact :** Improved quality of local trainings for decision-makers and local stakeholders delivered by consortia partners. Improved skills, knowledge and decision-making of local stakeholders in partners and European countries.

**Transferability:** The profile methodology will exist in 6 languages of the partners + English and will be available through several sources: PADOR dissemination platform, cloud drive and portal of the Applicant and webpages of consortia partners, webpages of the local beneficiaries (municipalities) who used the profile methodology.

**Please describe the division of work, the tasks leading to the production of the intellectual output and the applied methodology**

The Applicant will provide the partners and IO1 Work-group leader the Term of Reference of the methodology including areas of interest and sample indicators. The IO1 Work-group leader will supervise and manage the work on the Profile methodology. The partners will announce the identified, selected and hired personnel who will elaborate the planned output. The coordination will happen through Partner meetings, through designated Project Google drive platform and through E-mail and social network communication as described in communication section. The draft methodology will be tested in three selected partner countries led by relevant project partners who will recruit a local mayor to test the profile methodology. The feedback, opinion and experiences will be shared among the consortia partners and the Profile methodology updated. The ready Profile Methodology will be then presented in first multiplication event in one of the testing partners countries

Leading Organisation	Sdruzeni SPLAV, z.s. (E10084884, CZ)
Media	Publications Workspace

Participating Organisations

HumaCapiAct (E10142033, IT) Legend Foto (E10060055, SK) Obec Spissky Hrhov (E10120486, SK) Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU) Pirkan Helmi ry (E10096278, FI) Lääne-Harju Koostöökogu (E10029739, EE)

Languages

Czech English Finnish Hungarian Italian Slovak

## Intellectual Output Budget

Please justify why specific grant for managers or administrative support staff is required for the development of the Intellectual Output in addition to what is already covered by Project Management and implementation grant.

The preparation and supervision on preparation process will be conducted by the IO1 Group Leader (SPLAV). The IO1 manager thus will spend 6 work days in supervision of the above mentioned tasks and provide consultancy and guidance for three Profile methodology field testing partner countries.

Please specify the staff resources which you need to produce the Intellectual Output.

<b>Id</b>	<b>Organisation</b>	<b>Managers</b>	<b>Teachers/Trainers/Researchers</b>	<b>Technicians</b>	<b>Administrative Support Staff</b>	<b>Grant</b>
1	Sdruzeni SPLAV, z.s. (E10084884, CZ)	820,00 EUR	2.740,00 EUR	1.020,00 EUR	0,00 EUR	4.580,00 EUR
2	HumaCapiAct (E10142033, IT)	0,00 EUR	2.140,00 EUR	1.620,00 EUR	0,00 EUR	3.760,00 EUR
3	Legend Foto (E10060055, SK)	0,00 EUR	1.480,00 EUR	550,00 EUR	0,00 EUR	2.030,00 EUR
4	Obec Spissky Hrhov (E10120486, SK)	0,00 EUR	740,00 EUR	550,00 EUR	0,00 EUR	1.290,00 EUR
5	Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU)	0,00 EUR	1.110,00 EUR	550,00 EUR	0,00 EUR	1.660,00 EUR
6	Pirkan Helmi ry (E10096278, FI)	0,00 EUR	2.140,00 EUR	810,00 EUR	0,00 EUR	2.950,00 EUR
7	Lääne-Harju Koostöökogu (E10029739, EE)	0,00 EUR	740,00 EUR	550,00 EUR	0,00 EUR	1.290,00 EUR
<b>Total</b>		<b>820,00 EUR</b>	<b>11.090,00 EUR</b>	<b>5.650,00 EUR</b>	<b>0,00 EUR</b>	<b>17.560,00 EUR</b>

## Intellectual Output Budget Details E10084884

Organisation	Country of the Organisation
Sdruzeni SPLAV, z.s. (E10084884, CZ)	Czech Republic

Category of Staff	Managers	Teachers/Trainers/Researchers	Technicians	Administrative support staff	Total
<b>No. of Working Days</b>	5	20	10	0	35
<b>Grant per Day</b>	164,00 EUR	137,00 EUR	102,00 EUR	0,00 EUR	
<b>Grant</b>	820,00 EUR	2.740,00 EUR	1.020,00 EUR	0,00 EUR	4.580,00 EUR

### Intellectual Output Budget Details E10142033

Organisation	Country of the Organisation
HumaCapiAct (E10142033, IT)	Italy

Category of Staff	Managers	Teachers/Trainers/Researchers	Technicians	Administrative support staff	Total
<b>No. of Working Days</b>	0	10	10	0	20
<b>Grant per Day</b>	0,00 EUR	214,00 EUR	162,00 EUR	0,00 EUR	
<b>Grant</b>	0,00 EUR	2.140,00 EUR	1.620,00 EUR	0,00 EUR	3.760,00 EUR

### Intellectual Output Budget Details E10060055

Organisation	Country of the Organisation
Legend Foto (E10060055, SK)	Slovakia

Category of Staff	Managers	Teachers/Trainers/Researchers	Technicians	Administrative support staff	Total
<b>No. of Working Days</b>	0	20	10	0	30
<b>Grant per Day</b>	0,00 EUR	74,00 EUR	55,00 EUR	0,00 EUR	
<b>Grant</b>	0,00 EUR	1.480,00 EUR	550,00 EUR	0,00 EUR	2.030,00 EUR

**Intellectual Output Budget Details E10120486**

Organisation	Country of the Organisation
Obec Spissky Hrhov (E10120486, SK)	Slovakia

Category of Staff	Managers	Teachers/Trainers/Researchers	Technicians	Administrative support staff	Total
<b>No. of Working Days</b>	0	10	10	0	20
<b>Grant per Day</b>	0,00 EUR	74,00 EUR	55,00 EUR	0,00 EUR	
<b>Grant</b>	0,00 EUR	740,00 EUR	550,00 EUR	0,00 EUR	1.290,00 EUR

**Intellectual Output Budget Details E10122799**

Organisation	Country of the Organisation
Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU)	Hungary



Category of Staff	Managers	Teachers/Trainers/Researchers	Technicians	Administrative support staff	Total
<b>No. of Working Days</b>	0	15	10	0	25
<b>Grant per Day</b>	0,00 EUR	74,00 EUR	55,00 EUR	0,00 EUR	
<b>Grant</b>	0,00 EUR	1.110,00 EUR	550,00 EUR	0,00 EUR	1.660,00 EUR

### Intellectual Output Budget Details E10096278

Organisation	Country of the Organisation
Pirkan Helmi ry (E10096278, FI)	Finland

Category of Staff	Managers	Teachers/Trainers/Researchers	Technicians	Administrative support staff	Total
<b>No. of Working Days</b>	0	10	5	0	15
<b>Grant per Day</b>	0,00 EUR	214,00 EUR	162,00 EUR	0,00 EUR	
<b>Grant</b>	0,00 EUR	2.140,00 EUR	810,00 EUR	0,00 EUR	2.950,00 EUR

**Intellectual Output Budget Details E10029739**

Organisation	Country of the Organisation
Lääne-Harju Koostöökogu (E10029739, EE)	Estonia

Category of Staff	Managers	Teachers/Trainers/Researchers	Technicians	Administrative support staff	Total
<b>No. of Working Days</b>	0	10	10	0	20
<b>Grant per Day</b>	0,00 EUR	74,00 EUR	55,00 EUR	0,00 EUR	
<b>Grant</b>	0,00 EUR	740,00 EUR	550,00 EUR	0,00 EUR	1.290,00 EUR

**Output Title O2**

Output Title	IO2. Best practice and local development guidebook
Output Type	Learning / teaching / training material – Manual / handbook / guidance material
Start Date (yyyy-mm-dd)	2021-01-03
End Date (yyyy-mm-dd)	2021-12-30

Output Description (including: needs analysis, target groups, elements of innovation, expected impact and transferability potential)

Need analysis :

The partners decided to identify, collect best practices from areas of interest of the local municipalities, edit, process and publish a Guidebook that will serve the primary and secondary target groups. The Guidebook should consist of valuable best practices processed as case study in areas of bad need of the local municipality decision-makers : social entrepreneurship, effective inclusion of the excluded, climate change local adaptation and mitigation measures and related awareness raising and clear guidelines how to follow, learn from them and adapt them for local development needs. The primary target group (researchers, trainers of the project partners) will obtain self-made valuable training tool that will help them to deliver better strategic and action planning services and training in local and regional levels. The social entrepreneurship program (after initial failure in Slovakia in last decade) should be restarted with success stories and efficient smart management and local commitment.

Target groups : The Guidebook will serve particularly the two target groups of the project (trainers and researchers, planners) and local municipal stakeholders (decision-makers and others). They will benefit from the Guidebook in different way. While the trainers will use it as textbook while delivering trainings the decision-makers will use it as source of inspiration, guidelines and best practices to be followed.

The main element of innovation is therefore the double benefit for various target groups. The Guidebook will be used as teaching and learning tool as well. The Guidebook will be used in combination with the IO3 (Training course) where the included best practices from Europe and worldwide will be processed, discussed and adapted for local use.

Expected Impact : Improved quality of delivery of strategic and action planning trainings for local decision-makers and enhanced capacity and variety of resources of the consortia partners trainers. Improved skills, knowledge and decision-making of local stakeholders in partners and European countries while adapting best practices and starting local social entrepreneurship initiatives .

Transferability: The Guidebook will exist in 6 languages of the partners + English and will be available through several sources: PADOR dissemination platform, cloud drive and portal of the Applicant and webpages of consortia partners, webpages of the local beneficiaries (municipalities) who used the profile methodology.

Please describe the division of work, the tasks leading to the production of the intellectual output and the applied methodology

The Applicant will provide the partners and IO2 Work-group leader the Term of Reference of the Guidebook content including areas of interest and sample case study. The IO2 Work-group leader will supervise and manage the overall work on the Guidebook. The processed and English/national versions of case studies will be stored in Project Google Drive cloud space. The partners will announce the identified, selected and hired personnel who will elaborate the planned output. The coordination will happen through Partner meetings, through designated Project Google drive platform and through E-mail and social network communication as described in communication section. The draft Guidebook will be tested in three selected partner countries led by relevant project partners who will organize the testing learning/training mobilities with participation of local mayors to test the Guidebook use. The feedback, opinion and experiences will be shared among the consortia partners and the Guidebooks updated. The finished Guidebooks will be than presented in second multiplication event in one of the testing partners countries and in final multiplication event in Slovakia as well.

Leading Organisation

Media

Participating Organisations

Languages

Legend Foto (E10060055, SK)

Publications

Workspace

HumaCapiAct (E10142033, IT) Obec Spissky Hrhov (E10120486, SK) Lääne-Harju Koostöökogu (E10029739, EE) Pirkan Helmi ry (E10096278, FI) Sdruzeni SPLAV, z.s. (E10084884, CZ) Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU)

Czech English Estonian Finnish Hungarian Slovak

## Intellectual Output Budget

Please justify why specific grant for managers or administrative support staff is required for the development of the Intellectual Output in addition to what is already covered by Project Management and implementation grant.

The preparation and supervision on preparation process will be conducted by the IO2 Group Leader (Spisky Hrhov municipality). The IO2 manager thus will spend 6 work days in supervision of the above mentioned tasks and provide consultancy and guidance for three Guidebook testing workshops in partner countries.

Please specify the staff resources which you need to produce the Intellectual Output.

<b>Id</b>	<b>Organisation</b>	<b>Managers</b>	<b>Teachers/Trainers/Researchers</b>	<b>Technicians</b>	<b>Administrative Support Staff</b>	<b>Grant</b>
1	Legend Foto (E10060055, SK)	440,00 EUR	1.850,00 EUR	1.100,00 EUR	0,00 EUR	3.390,00 EUR
2	HumaCapiAct (E10142033, IT)	0,00 EUR	2.140,00 EUR	1.620,00 EUR	0,00 EUR	3.760,00 EUR
3	Obec Spissky Hrhov (E10120486, SK)	0,00 EUR	1.480,00 EUR	1.100,00 EUR	0,00 EUR	2.580,00 EUR
4	Lääne-Harju Koostöökogu (E10029739, EE)	0,00 EUR	740,00 EUR	550,00 EUR	0,00 EUR	1.290,00 EUR
5	Pirkan Helmi ry (E10096278, FI)	0,00 EUR	2.140,00 EUR	1.620,00 EUR	0,00 EUR	3.760,00 EUR
6	Sdruzeni SPLAV, z.s. (E10084884, CZ)	0,00 EUR	1.370,00 EUR	1.020,00 EUR	0,00 EUR	2.390,00 EUR
7	Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU)	0,00 EUR	1.110,00 EUR	550,00 EUR	0,00 EUR	1.660,00 EUR
<b>Total</b>		<b>440,00 EUR</b>	<b>10.830,00 EUR</b>	<b>7.560,00 EUR</b>	<b>0,00 EUR</b>	<b>18.830,00 EUR</b>

## Intellectual Output Budget Details E10060055

Organisation	Country of the Organisation
Legend Foto (E10060055, SK)	Slovakia

Category of Staff	Managers	Teachers/Trainers/Researchers	Technicians	Administrative support staff	Total
<b>No. of Working Days</b>	5	25	20	0	50
<b>Grant per Day</b>	88,00 EUR	74,00 EUR	55,00 EUR	0,00 EUR	
<b>Grant</b>	440,00 EUR	1.850,00 EUR	1.100,00 EUR	0,00 EUR	3.390,00 EUR

### Intellectual Output Budget Details E10142033

Organisation	Country of the Organisation
HumaCapiAct (E10142033, IT)	Italy

Category of Staff	Managers	Teachers/Trainers/Researchers	Technicians	Administrative support staff	Total
<b>No. of Working Days</b>	0	10	10	0	20
<b>Grant per Day</b>	0,00 EUR	214,00 EUR	162,00 EUR	0,00 EUR	
<b>Grant</b>	0,00 EUR	2.140,00 EUR	1.620,00 EUR	0,00 EUR	3.760,00 EUR

### Intellectual Output Budget Details E10120486

Organisation	Country of the Organisation
Obec Spissky Hrhov (E10120486, SK)	Slovakia

Category of Staff	Managers	Teachers/Trainers/Researchers	Technicians	Administrative support staff	Total
<b>No. of Working Days</b>	0	20	20	0	40
<b>Grant per Day</b>	0,00 EUR	74,00 EUR	55,00 EUR	0,00 EUR	
<b>Grant</b>	0,00 EUR	1.480,00 EUR	1.100,00 EUR	0,00 EUR	2.580,00 EUR

**Intellectual Output Budget Details E10029739**

Organisation	Country of the Organisation
Lääne-Harju Koostöökogu (E10029739, EE)	Estonia

Category of Staff	Managers	Teachers/Trainers/Researchers	Technicians	Administrative support staff	Total
<b>No. of Working Days</b>	0	10	10	0	20
<b>Grant per Day</b>	0,00 EUR	74,00 EUR	55,00 EUR	0,00 EUR	
<b>Grant</b>	0,00 EUR	740,00 EUR	550,00 EUR	0,00 EUR	1.290,00 EUR

**Intellectual Output Budget Details E10096278**

Organisation	Country of the Organisation
Pirkan Helmi ry (E10096278, FI)	Finland



Category of Staff	Managers	Teachers/Trainers/Researchers	Technicians	Administrative support staff	Total
<b>No. of Working Days</b>	0	10	10	0	20
<b>Grant per Day</b>	0,00 EUR	214,00 EUR	162,00 EUR	0,00 EUR	
<b>Grant</b>	0,00 EUR	2.140,00 EUR	1.620,00 EUR	0,00 EUR	3.760,00 EUR

### Intellectual Output Budget Details E10084884

Organisation

Country of the Organisation

Sdruzeni SPLAV, z.s. (E10084884, CZ)

Czech Republic

Category of Staff	Managers	Teachers/Trainers/Researchers	Technicians	Administrative support staff	Total
<b>No. of Working Days</b>	0	10	10	0	20
<b>Grant per Day</b>	0,00 EUR	137,00 EUR	102,00 EUR	0,00 EUR	
<b>Grant</b>	0,00 EUR	1.370,00 EUR	1.020,00 EUR	0,00 EUR	2.390,00 EUR

**Intellectual Output Budget Details E10122799**

Organisation	Country of the Organisation
Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU)	Hungary

Category of Staff	Managers	Teachers/Trainers/Researchers	Technicians	Administrative support staff	Total
<b>No. of Working Days</b>	0	15	10	0	25
<b>Grant per Day</b>	0,00 EUR	74,00 EUR	55,00 EUR	0,00 EUR	
<b>Grant</b>	0,00 EUR	1.110,00 EUR	550,00 EUR	0,00 EUR	1.660,00 EUR

**Output Title O3**

Output Title	IO3. Training course for local decision makers
Output Type	Course / curriculum – Pilot course / module
Start Date (yyyy-mm-dd)	2020-12-01
End Date (yyyy-mm-dd)	2020-12-01

Output Description (including: needs analysis, target groups, elements of innovation, expected impact and transferability potential)

Need analysis :

The project consortia partners will produce two training and local planning tools that will be tested and presented for local municipalities. In order to fully test and utilise the produced intellectual outputs the partners will prepare and organize three training courses where the consortia partners will participate as invited trainers. The courses will be prepared as a 3 days events with specific training materials produced by partners from the available profiles and guidebooks. The courses in this way will both test the quality and usability of the previous two outputs (the Profile methodology and Guidebook). The course testing will be in native language with necessary translations from English. The courses will be prepared as specific tailored case studies and translated into the language of the partner. Every training course will exist in English and in local language of the partner.

The main element of innovation is the production and testing of the course through learning/teaching mobilities on secondary target group of the project (local decision-makers and stakeholders).

Expected Impact : Improved quality of local trainings for decision-makers and local stakeholders delivered by consortia partners. Improved skills, knowledge and decision-making of local stakeholders in partners and European countries.

Transferability: The courses will exist in English and in 3 languages of the selected partners where the course will be tested and will be available through several sources: PADOR dissemination platform, cloud drive and portal of the Applicant and webpages of consortia partners, webpages of the local beneficiaries (municipalities) who used the profile methodology.

Please describe the division of work, the tasks leading to the production of the intellectual output and the applied methodology

The Applicant will provide the partners and IO3 Work-group leader the Term of Reference and the course content forms. The IO3 Work-group leader will supervise and manage the work on the profile layout and content methodology. The partners will announce the identified, selected and hired personnel who will elaborate the planned output.

The coordination will happen through Partner meetings, through designated Project Google drive platform and through E-mail and social network communication as described in communication section. The draft methodology will be tested in three selected partner countries led by relevant project partners who will recruit a local mayor to test the profile methodology. The feedback, opinion and experiences will be shared among the consortia partners and the course methodology updated. The ready training course will be than presented in last multiplication event in Slovakia.

Leading Organisation	Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU)
Media	Text File

Participating Organisations

HumaCapiAct (E10142033, IT) Legend Foto (E10060055, SK) Lääne-Harju Koostöökogu (E10029739, EE) Obec Spissky Hrhov (E10120486, SK) Pirkan Helmi ry (E10096278, FI) Sdruzeni SPLAV, z.s. (E10084884, CZ)

Languages

Czech English Estonian Finnish Italian Slovak

## Intellectual Output Budget

Please justify why specific grant for managers or administrative support staff is required for the development of the Intellectual Output in addition to what is already covered by Project Management and implementation grant.

The preparation and supervision on preparation process will be conducted by the IO3 Group Leader (OTE). The IO3 manager thus will spend 6 work days in supervision of the above mentioned tasks and provide consultancy and guidance for three Profile methodology field testing partner countries.

Please specify the staff resources which you need to produce the Intellectual Output.

Id	Organisation	Managers	Teachers/Trainers/Researchers	Technicians	Administrative Support Staff	Grant
1	Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU)	440,00 EUR	1.480,00 EUR	1.100,00 EUR	0,00 EUR	3.020,00 EUR
2	HumaCapiAct (E10142033, IT)	0,00 EUR	2.140,00 EUR	810,00 EUR	0,00 EUR	2.950,00 EUR
3	Legend Foto (E10060055, SK)	0,00 EUR	1.110,00 EUR	550,00 EUR	0,00 EUR	1.660,00 EUR
4	Lääne-Harju Koostöökogu (E10029739, EE)	0,00 EUR	740,00 EUR	550,00 EUR	0,00 EUR	1.290,00 EUR
5	Obec Spissky Hrhov (E10120486, SK)	0,00 EUR	1.110,00 EUR	550,00 EUR	0,00 EUR	1.660,00 EUR
6	Pirkan Helmi ry (E10096278, FI)	0,00 EUR	2.140,00 EUR	810,00 EUR	0,00 EUR	2.950,00 EUR
7	Sdruzeni SPLAV, z.s. (E10084884, CZ)	0,00 EUR	1.370,00 EUR	510,00 EUR	0,00 EUR	1.880,00 EUR
Total		440,00 EUR	10.090,00 EUR	4.880,00 EUR	0,00 EUR	15.410,00 EUR

## Intellectual Output Budget Details E10122799

Organisation	Country of the Organisation
Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU)	Hungary

Category of Staff	Managers	Teachers/Trainers/Researchers	Technicians	Administrative support staff	Total
<b>No. of Working Days</b>	5	20	20	0	45
<b>Grant per Day</b>	88,00 EUR	74,00 EUR	55,00 EUR	0,00 EUR	
<b>Grant</b>	440,00 EUR	1.480,00 EUR	1.100,00 EUR	0,00 EUR	3.020,00 EUR

### Intellectual Output Budget Details E10142033

Organisation	Country of the Organisation
HumaCapiAct (E10142033, IT)	Italy

Category of Staff	Managers	Teachers/Trainers/Researchers	Technicians	Administrative support staff	Total
<b>No. of Working Days</b>	0	10	5	0	15
<b>Grant per Day</b>	0,00 EUR	214,00 EUR	162,00 EUR	0,00 EUR	
<b>Grant</b>	0,00 EUR	2.140,00 EUR	810,00 EUR	0,00 EUR	2.950,00 EUR

### Intellectual Output Budget Details E10060055

Organisation	Country of the Organisation
Legend Foto (E10060055, SK)	Slovakia

Category of Staff	Managers	Teachers/Trainers/Researchers	Technicians	Administrative support staff	Total
<b>No. of Working Days</b>	0	15	10	0	25
<b>Grant per Day</b>	0,00 EUR	74,00 EUR	55,00 EUR	0,00 EUR	
<b>Grant</b>	0,00 EUR	1.110,00 EUR	550,00 EUR	0,00 EUR	1.660,00 EUR

**Intellectual Output Budget Details E10029739**

Organisation	Country of the Organisation
Lääne-Harju Koostöökogu (E10029739, EE)	Estonia

Category of Staff	Managers	Teachers/Trainers/Researchers	Technicians	Administrative support staff	Total
<b>No. of Working Days</b>	0	10	10	0	20
<b>Grant per Day</b>	0,00 EUR	74,00 EUR	55,00 EUR	0,00 EUR	
<b>Grant</b>	0,00 EUR	740,00 EUR	550,00 EUR	0,00 EUR	1.290,00 EUR

**Intellectual Output Budget Details E10120486**

Organisation	Country of the Organisation
Obec Spissky Hrhov (E10120486, SK)	Slovakia



Category of Staff	Managers	Teachers/Trainers/Researchers	Technicians	Administrative support staff	Total
No. of Working Days	0	15	10	0	25
Grant per Day	0,00 EUR	74,00 EUR	55,00 EUR	0,00 EUR	
Grant	0,00 EUR	1.110,00 EUR	550,00 EUR	0,00 EUR	1.660,00 EUR

### Intellectual Output Budget Details E10096278

Organisation	Country of the Organisation
Pirkan Helmi ry (E10096278, FI)	Finland

Category of Staff	Managers	Teachers/Trainers/Researchers	Technicians	Administrative support staff	Total
No. of Working Days	0	10	5	0	15
Grant per Day	0,00 EUR	214,00 EUR	162,00 EUR	0,00 EUR	
Grant	0,00 EUR	2.140,00 EUR	810,00 EUR	0,00 EUR	2.950,00 EUR

**Intellectual Output Budget Details E10084884**

Organisation

Country of the Organisation

Sdruzeni SPLAV, z.s. (E10084884, CZ)

Czech Republic

Category of Staff	Managers	Teachers/Trainers/Researchers	Technicians	Administrative support staff	Total	
<b>No. of Working Days</b>	0	10		5	0	15
<b>Grant per Day</b>	0,00 EUR	137,00 EUR		102,00 EUR	0,00 EUR	
<b>Grant</b>	0,00 EUR	1.370,00 EUR		510,00 EUR	0,00 EUR	1.880,00 EUR

**Output Title O4**

Output Title

IO4 Interactive cloud based tool for local decision makers and trainers of the partners

Output Type

Open / online / digital education – Open Education Resource (OER)

Start Date (yyyy-mm-dd)

2021-10-10

End Date (yyyy-mm-dd)

2022-08-30

Output Description (including: needs analysis, target groups, elements of innovation, expected impact and transferability potential)

Need analysis :

One of the project outputs would be a smart, on-line cloud based tool that would be able to provide "learning-by-doing" for project secondary target group, beneficiaries and local inhabitants. We will try to integrate the previous (IO1-3) outputs into an application that will enable its users to use the previous outputs in local strategic and action planning as learning, analytical, guideline tools. The Application will have an easy-to-follow step by step guideline (how to sue it) and also the application itself which will enable the users to fill, process, analyse, edit, compare and print data from the various sections of the application. The application in practical way would improve the knowledge and practical performance of many local decision-makers (mayors, vice-mayors, municipal office directors and managers) and provide valuable source of information for the citizens and partners of the municipality. The Application could be used also in form of local practical training tool where the project consortia partners would follow the whole process of strategic and action planning (or just part of it) with the relevant local stakeholders in process of preparing of local municipal profile or strategic /action plan. The Application will exist in English (in webpages of the consortia partners) and in local language.

The main element of innovation is the existence of the on-line and cloud based output that will have both high training/learning potential and very practical impact for local stakeholders.

Expected Impact : Improved quality of local decision-making and scenario development in economic and social area. Improved access to the information and data on existing local and regional conditions, and improved capacity and number of training instrument available for consortia partners and other potential users.

Transferability: The Application will exist in English and in all languages of the consortia partners and will be available through several sources: PADOR dissemination platform (as link), cloud drive and portal of the Applicant and webpages of consortia partners, webpages of the local beneficiaries (municipalities) who use the Application

Please describe the division of work, the tasks leading to the production of the intellectual output and the applied methodology

The Applicant will provide the partners and IO4 Work-group leader the Term of Reference and the application layout forms. The IO4 Work-group leader will supervise and manage the work on the Application and program content. The partners will announce the identified, selected and hired personnel who will elaborate the planned output (mostly with IT background or strategic planning trainers)

The coordination will happen through Partner meetings, through designated Project Google drive platform and through E-mail and social network communication as described in communication section. The beta version of the Application will be tested in selected partner countries led by relevant project partners who will recruit a local mayor to test the Application use. The feedback, opinion and experiences will be shared among the consortia partners and the Application will be updated (alfa = final version). The ready Application will be than presented in last multiplication event in Slovakia.

Leading Organisation	Lääne-Harju Koostöökogu (E10029739, EE)
Media	Interactive Resource
Participating Organisations	HumaCapiAct (E10142033, IT) Legend Foto (E10060055, SK) Obec Spissky Hrhov (E10120486, SK) Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU) Pirkan Helmi ry (E10096278, FI) Sdruzeni SPLAV, z.s. (E10084884, CZ)
Languages	Czech English Estonian Finnish Hungarian Italian Slovak

## Intellectual Output Budget

Please justify why specific grant for managers or administrative support staff is required for the development of the Intellectual Output in addition to what is already covered by Project Management and implementation grant.

The preparation and supervision on preparation process will be conducted by the IO4 Group Leader (LAG Western-Harju Partnership). The IO3 manager thus will spend 6 work days in supervision of the above mentioned tasks and provide consultancy and guidance for three Profile methodology field testing partner countries.

Please specify the staff resources which you need to produce the Intellectual Output.

<b>Id</b>	<b>Organisation</b>	<b>Managers</b>	<b>Teachers/Trainers/Researchers</b>	<b>Technicians</b>	<b>Administrative Support Staff</b>	<b>Grant</b>
1	Lääne-Harju Koostöökogu (E10029739, EE)	440,00 EUR	1.110,00 EUR	550,00 EUR	0,00 EUR	2.100,00 EUR
2	HumaCapiAct (E10142033, IT)	0,00 EUR	2.140,00 EUR	810,00 EUR	0,00 EUR	2.950,00 EUR
3	Legend Foto (E10060055, SK)	0,00 EUR	1.110,00 EUR	550,00 EUR	0,00 EUR	1.660,00 EUR
4	Obec Spissky Hrhov (E10120486, SK)	0,00 EUR	740,00 EUR	550,00 EUR	0,00 EUR	1.290,00 EUR
5	Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU)	0,00 EUR	740,00 EUR	550,00 EUR	0,00 EUR	1.290,00 EUR
6	Pirkan Helmi ry (E10096278, FI)	0,00 EUR	2.140,00 EUR	810,00 EUR	0,00 EUR	2.950,00 EUR
7	Sdruzeni SPLAV, z.s. (E10084884, CZ)	0,00 EUR	1.370,00 EUR	510,00 EUR	0,00 EUR	1.880,00 EUR
<b>Total</b>		<b>440,00 EUR</b>	<b>9.350,00 EUR</b>	<b>4.330,00 EUR</b>	<b>0,00 EUR</b>	<b>14.120,00 EUR</b>

## Intellectual Output Budget Details E10029739

Organisation	Country of the Organisation
Lääne-Harju Koostöökogu (E10029739, EE)	Estonia

Category of Staff	Managers	Teachers/Trainers/Researchers	Technicians	Administrative support staff	Total
<b>No. of Working Days</b>	5	15	10	0	30
<b>Grant per Day</b>	88,00 EUR	74,00 EUR	55,00 EUR	0,00 EUR	
<b>Grant</b>	440,00 EUR	1.110,00 EUR	550,00 EUR	0,00 EUR	2.100,00 EUR

### Intellectual Output Budget Details E10142033

Organisation	Country of the Organisation
HumaCapiAct (E10142033, IT)	Italy

Category of Staff	Managers	Teachers/Trainers/Researchers	Technicians	Administrative support staff	Total
<b>No. of Working Days</b>	0	10	5	0	15
<b>Grant per Day</b>	0,00 EUR	214,00 EUR	162,00 EUR	0,00 EUR	
<b>Grant</b>	0,00 EUR	2.140,00 EUR	810,00 EUR	0,00 EUR	2.950,00 EUR

### Intellectual Output Budget Details E10060055

Organisation	Country of the Organisation
Legend Foto (E10060055, SK)	Slovakia

Category of Staff	Managers	Teachers/Trainers/Researchers	Technicians	Administrative support staff	Total
<b>No. of Working Days</b>	0	15	10	0	25
<b>Grant per Day</b>	0,00 EUR	74,00 EUR	55,00 EUR	0,00 EUR	
<b>Grant</b>	0,00 EUR	1.110,00 EUR	550,00 EUR	0,00 EUR	1.660,00 EUR

**Intellectual Output Budget Details E10120486**

Organisation	Country of the Organisation
Obec Spissky Hrhov (E10120486, SK)	Slovakia

Category of Staff	Managers	Teachers/Trainers/Researchers	Technicians	Administrative support staff	Total
<b>No. of Working Days</b>	0	10	10	0	20
<b>Grant per Day</b>	0,00 EUR	74,00 EUR	55,00 EUR	0,00 EUR	
<b>Grant</b>	0,00 EUR	740,00 EUR	550,00 EUR	0,00 EUR	1.290,00 EUR

**Intellectual Output Budget Details E10122799**

Organisation	Country of the Organisation
Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU)	Hungary



Category of Staff	Managers	Teachers/Trainers/Researchers	Technicians	Administrative support staff	Total
<b>No. of Working Days</b>	0	10	10	0	20
<b>Grant per Day</b>	0,00 EUR	74,00 EUR	55,00 EUR	0,00 EUR	
<b>Grant</b>	0,00 EUR	740,00 EUR	550,00 EUR	0,00 EUR	1.290,00 EUR

### Intellectual Output Budget Details E10096278

Organisation	Country of the Organisation
Pirkan Helmi ry (E10096278, FI)	Finland

Category of Staff	Managers	Teachers/Trainers/Researchers	Technicians	Administrative support staff	Total
<b>No. of Working Days</b>	0	10	5	0	15
<b>Grant per Day</b>	0,00 EUR	214,00 EUR	162,00 EUR	0,00 EUR	
<b>Grant</b>	0,00 EUR	2.140,00 EUR	810,00 EUR	0,00 EUR	2.950,00 EUR

**Intellectual Output Budget Details E10084884**

Organisation	Country of the Organisation
Sdruzeni SPLAV, z.s. (E10084884, CZ)	Czech Republic

Category of Staff	Managers	Teachers/Trainers/Researchers	Technicians	Administrative support staff	Total
<b>No. of Working Days</b>	0	10	5	0	15
<b>Grant per Day</b>	0,00 EUR	137,00 EUR	102,00 EUR	0,00 EUR	
<b>Grant</b>	0,00 EUR	1.370,00 EUR	510,00 EUR	0,00 EUR	1.880,00 EUR

## Multiplier Events

Do you plan to include Multiplier Events in your project?

Yes

## Multiplier Events Summary

ID	Leading Organisation	Event Title	Starting Period	Grant
E1	Sdruzeni SPLAV, z.s. (E10084884, CZ)	Hungary	10-2021	3.000,00 EUR
E2	Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU)	Guidebook and training courses presentation event	06-2022	4.000,00 EUR
E3	Legend Foto (E10060055, SK)	The final multiplication event	10-2022	8.000,00 EUR
Total				15.000,00 EUR

Grant support for Multiplier Events can only be asked for if the project intends to produce substantial Intellectual Outputs. Other dissemination activities will be supported via the grant item Project Management and Implementation.

## Multiplier Event Details E1

Event Title

Hungary

Country of Venue

Czech Republic

Start Date (yyyy-mm-dd)

2021-10-10

End Date (yyyy-mm-dd)

2021-10-12

#### Event Description (Including : Targets groups and objectives)

The workshop in Czech Republic will highlight and present the Municipal Profile Methodology as result of the joint collaboration of skilled trainers and trained staff of the less skilled and experienced partners. The methodology should cover a wide range of areas and topics all dealing with areas of project interest (economic, social and environment strategic development). The target audience would be local decision-makers, mayors, councillors, local stakeholders, community activists, volunteers and trainers of the partners. The methodology will have such a structure that may enable further development and addition of new indicators and parts. The multiplier event will present the structure, method of use and also invite additional partners and organisations or experts to contribute to this resource. The workshop will organize panel discussion and work groups and practical demonstrations that will discuss most efficient use and further development of the methodology and its particular use in teaching, learning and local development supporting processes. The event will include a demonstration part where practical case studies of profile use will demonstrate the impact of knowledge acquired through application of data described in the profile methodology.

The workshop will be widely publicized, we expect far more participants than envisaged and planned.

#### Intellectual Outputs Covered

Local Development Guidebook

#### Leading Organisation

Sdruzeni SPLAV, z.s. (E10084884, CZ)

#### Participating Organisations

Legend Foto (E10060055, SK)

Lääne-Harju Koostöökogu (E10029739, EE)

Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU)

#### Multiplier Event Budget

ID	Organisation	Country of the Organisation	Local Participants	Foreign Participants	Grant per Local Participant	Grant per Foreign Participant	Grant
1	Sdruzeni SPLAV, z.s. (E10084884, CZ)	Czech Republic	20	5	100,00 EUR	200,00 EUR	3.000,00 EUR
Total							3.000,00 EUR

## Multiplier Event Details E2

Event Title

Guidebook and training courses presentation event

Country of Venue

Hungary

Start Date (yyyy-mm-dd)

2022-06-23

End Date (yyyy-mm-dd)

2022-06-24

#### Event Description (Including : Targets groups and objectives)

The multiplier event in Debrecen, Hungary will present the Guidebook and training courses and discuss at facilitated roundtables their implementation and impact in various consortia countries in various areas of education. The event will also present the application of the profile methodology and guidebooks (IO1-2) during the mobile training courses (IO3) and in work group sessions also the further development and application of the courses in various areas of interest of the project consortia and their beneficiaries. The focus will be in achievement of real impact (follow up application of the training / learning /teaching tools in future capacity building projects supported through local or national funding and other sources). The multiplication workshop should be able to respond this requests and provide solutions for stakeholders that want to address their challenges or develop their ideas.

#### Intellectual Outputs Covered

Local Development Guidebook

IO3. Training course for local decision makers

IO2. Best practice and local development guidebook

#### Leading Organisation

Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU)

#### Participating Organisations

Legend Foto (E10060055, SK)

Obec Spissky Hrhov (E10120486, SK)

Sdruzeni SPLAV, z.s. (E10084884, CZ)

#### Multiplier Event Budget

ID	Organisation	Country of the Organisation	Local Participants	Foreign Participants	Grant per Local Participant	Grant per Foreign Participant	Grant
1	Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU)	Hungary	20	10	100,00 EUR	200,00 EUR	4.000,00 EUR
Total							4.000,00 EUR

### Multiplier Event Details E3

Event Title

The final multiplication event

Country of Venue

Slovakia

Start Date (yyyy-mm-dd)

2022-10-30

End Date (yyyy-mm-dd)

2022-10-31



#### Event Description (Including : Targets groups and objectives)

The final multiplication event of the project in Kosice will present, demonstrate and disseminate all of the deliverables and project outputs and present the follow up activities and plans of the project consortia. More than celebration of the terminated project the event will serve the purpose to raise further interest of beneficiaries toward the application and use of the intellectual outputs in their daily life. The event will be supported by Applicant from Czech republic, project partners from Hungary, who will be able to actively participate even without the support of the project budget (e. g. traveling on own expense and home staying or couchsurfing). The event will also welcome Estonian, Ukrainian, and Polish participants (past and current partners of the Applicant) to further disseminate the project outcomes to neighbourhood countries. The event through image exhibition will present the testing training workshops /mobilities and education based activities in the areas of interest from participating countries with panel discussion. The Applicant will also organize local site visits of successful local social and economic examples (Spissky Hrhov, Svatobor, Valaská). The target groups for this event will be the mayors, councillors, community activists, teachers, students, municipal decision makers, social workers, NGOs, entrepreneurs and agencies.

#### Intellectual Outputs Covered

Local Development Guidebook

IO3. Training course for local decision makers

IO2. Best practice and local development guidebook

IO4 Interactive cloud based tool for local decision makers and trainers of the partners

#### Leading Organisation

Legend Foto (E10060055, SK)

#### Participating Organisations

Obec Spissky Hrhov (E10120486, SK)

Sdruzeni SPLAV, z.s. (E10084884, CZ)

Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU)

Lääne-Harju Koostöökogu (E10029739, EE)

## Multiplier Event Budget

ID	Organisation	Country of the Organisation	Local Participants	Foreign Participants	Grant per Local Participant	Grant per Foreign Participant	Grant
1	Legend Foto (E10060055, SK)	Slovakia	50	15	100,00 EUR	200,00 EUR	8.000,00 EUR
Total							8.000,00 EUR

## Learning, Teaching, Training Activities

Do you plan to include transnational Learning, Teaching or Training activities in your project?

Yes

## Activities Summary

In case you plan to include Learning, Teaching or Training Activities please encode them here.

ID	Activity Title	Leading Organisation	Activity Type	Field	Starting Period	No. of Participants	No. of Accompanying Persons	Grant
C1	Mobile testing workshop Slovakia	Obec Spissky Hrhov (E10120486, SK)	Short-term joint staff training events	Adult education	09-2022	6	0	5.032,00 EUR
C2	MOBILE Workshop Estonia	Lääne-Harju Koostöökogu (E10029739, EE)	Blended mobility of adult learners	Adult education	05-2022	6	0	3.991,00 EUR
C3	Mobile testing workshop Finland	Pirkan Helmi ry (E10096278, FI)	Blended mobility of adult learners	Adult education	08-2022	10	0	5.924,00 EUR
<b>Total</b>								<b>14.947,00 EUR</b>

## Activity Details (C1)

In this section, you are asked to provide details about this specific activity.

The section consists of two parts: Activity Details and Groups of Participants.

In the first part (Activity Details) you are asked to provide information about the planned activity as a whole (e.g. its venue, duration, etc.), to define the activity's lead organisation, and to list the other participating organisations. The lead organisation is typically the one hosting the activity in its premises. In case you decide to organise the activity outside of the lead organisation's premises, you must respect the detailed rules provided in the Programme Guide and you need to provide an explanation for this choice as part of the activity description. The other participating organisations are all project partners who will send their participants to take part in the activity. Adding a partner organisation to the list of participating organisations will allow you to ask funding for their participants in the second part of this section.

In the second part (Groups of Participants) you are asked to provide some details about the participants who will take part in this activity. The main purpose of this section is to calculate the budget that the project will receive for the participants' travel, individual support and other expenses. The participants are organised in groups for easier calculation. Each group and its budget are linked to their sending organisation.

Note on short-term joint staff training events:

Please take note that the purpose of this type of activity is joint learning and exchange between the participants, as explained in the Programme Guide. The purpose of the activity is not to discuss and manage the project itself. While the involved staff members may discuss project management issues before or after joint staff training events, such discussions cannot form the core part of the event and do not count towards the minimum eligible duration. If staff from project partners needs to meet to discuss project management issues only, then funds for Transnational Project Meetings should be used to pay for their expenses.

Field

Adult education

Activity Type

Short-term joint staff training events

**Activity Title**

Mobile testing workshop Slovakia

**Activity Description (including profile of participants per organisation, goals and results of the activity)**

The 5 days long mobile workshop in Spissky Hrhov Slovakia will focus on social enterprises and sustainable local development.

Proposed program:

1 day : one day introductory and "scene setting" workshop presenting and using the municipal profile methodology and training tool. Area exploration and presentation of "indicators" listed in the profile. The participants will see and learn about the data collection, their validity, local survey and opinion assessment.

2 day: Local Case Studies presentation /analysis, findings, Guidebook presentation, reasons and success of local interventions, QaA sessions,

3 day: Study Tour of other success stories in social enterprise and excluded vulnerable communities integration in Eastern Slovakia (case presentation, reasons and success of local interventions, QaA sessions, conclusions).

4 day: Local Strategic and Action planning workshop part I. (presentation of training and intervention tools, know-how transfer, presentation of best practices from consortia countries - motivation workshop,

5. Day : Local Strategic and Action planning workshop part II. - practical exercises of local mayors, stakeholders through several work groups. Evaluation, QaA session, training mobility conclusion. Evaluation and Feedback organization and processing, image processing,

Participants :

- Trainers of consortia partners from HU, CZ, EST
- Local participants (secondary target group) - local mayors, councillors, activists, stakeholders : up to 20 participants.
- Media : local and regional press and media
- Vulnerable and excluded participants from the region: (3-6)

**Leading Organisation**

Obec Spissky Hrhov (E10120486, SK)

## Participating Organisations

Legend Foto (E10060055, SK)

Sdruzeni SPLAV, z.s. (E10084884, CZ)

Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU)

Pirkan Helmi ry (E10096278, FI)

HumaCapiAct (E10142033, IT)

Lääne-Harju Koostöökogu (E10029739, EE)

## Duration (days)

5

## Country of Venue

Slovakia

## Starting Period

09-2022

## Groups of Participants

In the following table, please define the groups of participants who will require funding to participate in this activity. Participants who do not require funding (for example local participants) do not need to be specified in this part.

ID	Sending Organisation	Distance Band	Duration (days)	No. of Participants	No. of Accompanying Persons	Grant
1	HumaCapiAct (E10142033, IT)	100-499 km	7	1	0	922,00 EUR
2	Lääne-Harju Koostöökogu (E10029739, EE)	500-1999 km	7	1	0	1.017,00 EUR
3	Legend Foto (E10060055, SK)	10-99 km	5	1	0	550,00 EUR
4	Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU)	100-499 km	5	1	0	710,00 EUR
5	Pirkan Helmi ry (E10096278, FI)	500-1999 km	7	1	0	1.017,00 EUR
6	Sdruzeni SPLAV, z.s. (E10084884, CZ)	100-499 km	6	1	0	816,00 EUR
Total						5.032,00 EUR



**Group of Participants 1 Activity C1 (Short-term joint staff training events - Mobile testing workshop Slovakia)**

Sending Organisation - Country		Country of Venue		
HumaCapiAct (E10142033, IT) - Italy		Slovakia		
Activity Type	Duration (days)	No. of Participants	No. of Accompanying Persons	Total No. of Participants and accompanying persons
Short-term joint staff training events	5	1	0	1

**Group of Participants Budget**

To estimate the distances between places, please use the European Commission's [distance calculator](#)

**Travel**

Distance Band	No. of Persons	Grant per Participant	Total Travel Grant
100-499 km	1	180,00 EUR	180,00 EUR

**Individual Support**

No. of Participants	Duration per Participant (days)	Grant per Participant	Total (for Participants)
1	7	742,00 EUR	742,00 EUR
No. of Accompanying Persons	Duration per Accompanying Person (days)	Grant per Accompanying Person	Total (for Accompanying Persons)
0	0	0,00 EUR	0,00 EUR
<b>Total Individual Support Grant</b>			<b>742,00 EUR</b>

**Group of Participants 2 Activity C1 (Short-term joint staff training events - Mobile testing workshop Slovakia)**

Sending Organisation - Country	Country of Venue
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Lääne-Harju Koostöökogu (E10029739, EE) - Estonia

Slovakia

Activity Type	Duration (days)	No. of Participants	No. of Accompanying Persons	Total No. of Participants and accompanying persons
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Short-term joint staff training events

5

1

0

1

**Group of Participants Budget**

 To estimate the distances between places, please use the European Commission's [distance calculator](#)
**Travel**

Distance Band	No. of Persons	Grant per Participant	Total Travel Grant
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500-1999 km

1

275,00 EUR

275,00 EUR

**Individual Support**

No. of Participants	Duration per Participant (days)	Grant per Participant	Total (for Participants)
1	7	742,00 EUR	742,00 EUR
No. of Accompanying Persons	Duration per Accompanying Person (days)	Grant per Accompanying Person	Total (for Accompanying Persons)
0	0	0,00 EUR	0,00 EUR
Total Individual Support Grant			742,00 EUR

**Group of Participants 3 Activity C1 (Short-term joint staff training events - Mobile testing workshop Slovakia)**

Sending Organisation - Country	Country of Venue
Legend Foto (E10060055, SK) - Slovakia	Slovakia

Activity Type	Duration (days)	No. of Participants	No. of Accompanying Persons	Total No. of Participants and accompanying persons
Short-term joint staff training events	5	1	0	1

**Group of Participants Budget**

To estimate the distances between places, please use the European Commission's [distance calculator](#)

**Travel**

Distance Band	No. of Persons	Grant per Participant	Total Travel Grant
10-99 km	1	20,00 EUR	20,00 EUR

Individual Support			
No. of Participants	Duration per Participant (days)	Grant per Participant	Total (for Participants)
1	5	530,00 EUR	530,00 EUR
No. of Accompanying Persons	Duration per Accompanying Person (days)	Grant per Accompanying Person	Total (for Accompanying Persons)
0	0	0,00 EUR	0,00 EUR
Total Individual Support Grant			530,00 EUR

Group of Participants 4 Activity C1 (Short-term joint staff training events - Mobile testing workshop Slovakia)				
Sending Organisation - Country		Country of Venue		
Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU) - Hungary		Slovakia		
Activity Type	Duration (days)	No. of Participants	No. of Accompanying Persons	Total No. of Participants and accompanying persons
Short-term joint staff training events	5	1	0	1

### Group of Participants Budget

To estimate the distances between places, please use the European Commission's [distance calculator](#)

Travel			
Distance Band	No. of Persons	Grant per Participant	Total Travel Grant
100-499 km	1	180,00 EUR	180,00 EUR

Individual Support			
No. of Participants	Duration per Participant (days)	Grant per Participant	Total (for Participants)
1	5	530,00 EUR	530,00 EUR
No. of Accompanying Persons	Duration per Accompanying Person (days)	Grant per Accompanying Person	Total (for Accompanying Persons)
0	0	0,00 EUR	0,00 EUR
Total Individual Support Grant		530,00 EUR	

Group of Participants 5 Activity C1 (Short-term joint staff training events - Mobile testing workshop Slovakia)				
Sending Organisation - Country		Country of Venue		
Pirkan Helmi ry (E10096278, FI) - Finland		Slovakia		
Activity Type	Duration (days)	No. of Participants	No. of Accompanying Persons	Total No. of Participants and accompanying persons
Short-term joint staff training events	5	1	0	1

### Group of Participants Budget

To estimate the distances between places, please use the European Commission's [distance calculator](#)

Travel			
Distance Band	No. of Persons	Grant per Participant	Total Travel Grant
500-1999 km	1	275,00 EUR	275,00 EUR

### Individual Support

No. of Participants	Duration per Participant (days)	Grant per Participant	Total (for Participants)
1	7	742,00 EUR	742,00 EUR
No. of Accompanying Persons	Duration per Accompanying Person (days)	Grant per Accompanying Person	Total (for Accompanying Persons)
0	0	0,00 EUR	0,00 EUR
Total Individual Support Grant			742,00 EUR

### Group of Participants 6 Activity C1 (Short-term joint staff training events - Mobile testing workshop Slovakia)

Sending Organisation - Country		Country of Venue		
Sdruzeni SPLAV, z.s. (E10084884, CZ) - Czech Republic		Slovakia		
Activity Type	Duration (days)	No. of Participants	No. of Accompanying Persons	Total No. of Participants and accompanying persons
Short-term joint staff training events	5	1	0	1

### Group of Participants Budget

To estimate the distances between places, please use the European Commission's [distance calculator](#)

#### Travel

Distance Band	No. of Persons	Grant per Participant	Total Travel Grant
100-499 km	1	180,00 EUR	180,00 EUR

#### Individual Support

No. of Participants	Duration per Participant (days)	Grant per Participant	Total (for Participants)
1	6	636,00 EUR	636,00 EUR
No. of Accompanying Persons	Duration per Accompanying Person (days)	Grant per Accompanying Person	Total (for Accompanying Persons)
0	0	0,00 EUR	0,00 EUR
Total Individual Support Grant			636,00 EUR

#### Activity Budget

Travel	Exceptional Cost for Expensive Travel	Individual Support	Linguistic Support	Total
1.110,00 EUR		3.922,00 EUR		5.032,00 EUR

## Activity Details (C2)

In this section, you are asked to provide details about this specific activity.

The section consists of two parts: Activity Details and Groups of Participants.

In the first part (Activity Details) you are asked to provide information about the planned activity as a whole (e.g. its venue, duration, etc.), to define the activity's lead organisation, and to list the other participating organisations. The lead organisation is typically the one hosting the activity in its premises. In case you decide to organise the activity outside of the lead organisation's premises, you must respect the detailed rules provided in the Programme Guide and you need to provide an explanation for this choice as part of the activity description. The other participating organisations are all project partners who will send their participants to take part in the activity. Adding a partner organisation to the list of participating organisations will allow you to ask funding for their participants in the second part of this section.

In the second part (Groups of Participants) you are asked to provide some details about the participants who will take part in this activity. The main purpose of this section is to calculate the budget that the project will receive for the participants' travel, individual support and other expenses. The participants are organised in groups for easier calculation. Each group and its budget are linked to their sending organisation.

Field

Adult education

Activity Type

Blended mobility of adult learners

Activity Title

MOBILE Workshop Estonia



**Activity Description (including profile of participants per organisation, goals and results of the activity)**

The 5 days long mobile workshop in Western Harju Partnership Area will focus on cooperation between municipalities and communities, two local municipalities will be visited and their good examples introduced. Also training on methods of involvement and co-decision will be given.

Proposed program:

1 day : Arrival, introduction of the study programme, interactive methods of creating a group dynamic and setting expectations for training mobility

2 day: Trainings on involvement and co-decision

3 day: Study tour in Saue municipality, methods of delegation of municipal services, examples

4 day: Study tour in Western Harju municipality, introduction of actions of community committee, and initiative of Green Community

5. Day: Group work, theoretical testing of introduced examples in partner's cases, conclusions, evaluation.

**Leading Organisation**

Lääne-Harju Koostöökogu (E10029739, EE)

**Participating Organisations**

HumaCapiAct (E10142033, IT)

Legend Foto (E10060055, SK)

Obec Spissky Hrhov (E10120486, SK)

Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU)

Pirkan Helmi ry (E10096278, FI)

Sdruzeni SPLAV, z.s. (E10084884, CZ)

**Duration (days)**

5

Country of Venue

Estonia

Starting Period

05-2022

## Groups of Participants

In the following table, please define the groups of participants who will require funding to participate in this activity. Participants who do not require funding (for example local participants) do not need to be specified in this part.

ID	Sending Organisation	Distance Band	Duration (days)	No. of Participants	No. of Accompanying Persons	Grant
1	HumaCapiAct (E10142033, IT)	500-1999 km	7	1	0	681,00 EUR
2	Legend Foto (E10060055, SK)	500-1999 km	7	1	0	681,00 EUR
3	Obec Spissky Hrhov (E10120486, SK)	500-1999 km	7	1	0	681,00 EUR
4	Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU)	500-1999 km	7	1	0	681,00 EUR
5	Pirkan Helmi ry (E10096278, FI)	100-499 km	7	1	0	586,00 EUR
6	Sdruzeni SPLAV, z.s. (E10084884, CZ)	500-1999 km	7	1	0	681,00 EUR
<b>Total</b>						<b>3.991,00 EUR</b>

**Group of Participants 1 Activity C2 (Blended mobility of adult learners - MOBILE Workshop Estonia)**

Sending Organisation - Country		Country of Venue		
HumaCapiAct (E10142033, IT) - Italy		Estonia		
Activity Type	Duration (days)	No. of Participants	No. of Accompanying Persons	Total No. of Participants and accompanying persons
Blended mobility of adult learners	5	1	0	1

**Group of Participants Budget**

To estimate the distances between places, please use the European Commission's [distance calculator](#)

**Travel**

Distance Band	No. of Persons	Grant per Participant	Total Travel Grant
500-1999 km	1	275,00 EUR	275,00 EUR

**Individual Support**

No. of Participants	Duration per Participant (days)	Grant per Participant	Total (for Participants)
1	7	406,00 EUR	406,00 EUR
No. of Accompanying Persons	Duration per Accompanying Person (days)	Grant per Accompanying Person	Total (for Accompanying Persons)
0	0	0,00 EUR	0,00 EUR
<b>Total Individual Support Grant</b>			<b>406,00 EUR</b>

**Group of Participants 2 Activity C2 (Blended mobility of adult learners - MOBILE Workshop Estonia)**

Sending Organisation - Country	Country of Venue
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Legend Foto (E10060055, SK) - Slovakia

Estonia

Activity Type	Duration (days)	No. of Participants	No. of Accompanying Persons	Total No. of Participants and accompanying persons
Blended mobility of adult learners	5	1	0	1

**Group of Participants Budget**

 To estimate the distances between places, please use the European Commission's [distance calculator](#)

Travel			
Distance Band	No. of Persons	Grant per Participant	Total Travel Grant
500-1999 km	1	275,00 EUR	275,00 EUR

Individual Support			
No. of Participants	Duration per Participant (days)	Grant per Participant	Total (for Participants)
1	7	406,00 EUR	406,00 EUR
No. of Accompanying Persons	Duration per Accompanying Person (days)	Grant per Accompanying Person	Total (for Accompanying Persons)
0	0	0,00 EUR	0,00 EUR
Total Individual Support Grant		406,00 EUR	

Group of Participants 3 Activity C2 (Blended mobility of adult learners - MOBILE Workshop Estonia)				
Sending Organisation - Country		Country of Venue		
Obec Spissky Hrhov (E10120486, SK) - Slovakia		Estonia		
Activity Type	Duration (days)	No. of Participants	No. of Accompanying Persons	Total No. of Participants and accompanying persons
Blended mobility of adult learners	5	1	0	1

### Group of Participants Budget

To estimate the distances between places, please use the European Commission's [distance calculator](#)

Travel			
Distance Band	No. of Persons	Grant per Participant	Total Travel Grant
500-1999 km	1	275,00 EUR	275,00 EUR

Individual Support			
No. of Participants	Duration per Participant (days)	Grant per Participant	Total (for Participants)
1	7	406,00 EUR	406,00 EUR
No. of Accompanying Persons	Duration per Accompanying Person (days)	Grant per Accompanying Person	Total (for Accompanying Persons)
0	0	0,00 EUR	0,00 EUR
Total Individual Support Grant			406,00 EUR

Group of Participants 4 Activity C2 (Blended mobility of adult learners - MOBILE Workshop Estonia)				
Sending Organisation - Country		Country of Venue		
Országos Tranzitfoglalkoztatási Egyesület (E10122799, HU) - Hungary		Estonia		
Activity Type	Duration (days)	No. of Participants	No. of Accompanying Persons	Total No. of Participants and accompanying persons
Blended mobility of adult learners	5	1	0	1

### Group of Participants Budget

To estimate the distances between places, please use the European Commission's [distance calculator](#)

Travel			
Distance Band	No. of Persons	Grant per Participant	Total Travel Grant
500-1999 km	1	275,00 EUR	275,00 EUR

Individual Support			
No. of Participants	Duration per Participant (days)	Grant per Participant	Total (for Participants)
1	7	406,00 EUR	406,00 EUR
No. of Accompanying Persons	Duration per Accompanying Person (days)	Grant per Accompanying Person	Total (for Accompanying Persons)
0	0	0,00 EUR	0,00 EUR
Total Individual Support Grant		406,00 EUR	

Group of Participants 5 Activity C2 (Blended mobility of adult learners - MOBILE Workshop Estonia)				
Sending Organisation - Country		Country of Venue		
Pirkan Helmi ry (E10096278, FI) - Finland		Estonia		
Activity Type	Duration (days)	No. of Participants	No. of Accompanying Persons	Total No. of Participants and accompanying persons
Blended mobility of adult learners	5	1	0	1



### Group of Participants Budget

To estimate the distances between places, please use the European Commission's [distance calculator](#)

Travel			
Distance Band	No. of Persons	Grant per Participant	Total Travel Grant
100-499 km	1	180,00 EUR	180,00 EUR

### Individual Support

No. of Participants	Duration per Participant (days)	Grant per Participant	Total (for Participants)
1	7	406,00 EUR	406,00 EUR
No. of Accompanying Persons	Duration per Accompanying Person (days)	Grant per Accompanying Person	Total (for Accompanying Persons)
0	0	0,00 EUR	0,00 EUR
Total Individual Support Grant			406,00 EUR

### Group of Participants 6 Activity C2 (Blended mobility of adult learners - MOBILE Workshop Estonia)

Sending Organisation - Country		Country of Venue		
Sdruzeni SPLAV, z.s. (E10084884, CZ) - Czech Republic		Estonia		
Activity Type	Duration (days)	No. of Participants	No. of Accompanying Persons	Total No. of Participants and accompanying persons
Blended mobility of adult learners	5	1	0	1

### Group of Participants Budget

To estimate the distances between places, please use the European Commission's [distance calculator](#)

#### Travel

Distance Band	No. of Persons	Grant per Participant	Total Travel Grant
500-1999 km	1	275,00 EUR	275,00 EUR

#### Individual Support

No. of Participants	Duration per Participant (days)	Grant per Participant	Total (for Participants)
1	7	406,00 EUR	406,00 EUR

  

No. of Accompanying Persons	Duration per Accompanying Person (days)	Grant per Accompanying Person	Total (for Accompanying Persons)
0	0	0,00 EUR	0,00 EUR

  

Total Individual Support Grant		406,00 EUR
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#### Activity Budget

Travel	Exceptional Cost for Expensive Travel	Individual Support	Linguistic Support	Total
1.555,00 EUR		2.436,00 EUR		3.991,00 EUR

## Activity Details (C3)

In this section, you are asked to provide details about this specific activity.

The section consists of two parts: Activity Details and Groups of Participants.

In the first part (Activity Details) you are asked to provide information about the planned activity as a whole (e.g. its venue, duration, etc.), to define the activity's lead organisation, and to list the other participating organisations. The lead organisation is typically the one hosting the activity in its premises. In case you decide to organise the activity outside of the lead organisation's premises, you must respect the detailed rules provided in the Programme Guide and you need to provide an explanation for this choice as part of the activity description. The other participating organisations are all project partners who will send their participants to take part in the activity. Adding a partner organisation to the list of participating organisations will allow you to ask funding for their participants in the second part of this section.

In the second part (Groups of Participants) you are asked to provide some details about the participants who will take part in this activity. The main purpose of this section is to calculate the budget that the project will receive for the participants' travel, individual support and other expenses. The participants are organised in groups for easier calculation. Each group and its budget are linked to their sending organisation.

Field

Adult education

Activity Type

Blended mobility of adult learners

Activity Title

Mobile testing workshop Finland

#### Activity Description (including profile of participants per organisation, goals and results of the activity)

The 5 days long mobile workshop in Finland will focus on local sustainable development and social enterprises.

Proposed program:

1 day : one day introductory and "scene setting" workshop presenting and using the municipal profile methodology and training tool. Area exploration and presentation of "indicators" listed in the profile. The participants will see and learn about the data collection, their validity, local survey and opinion assessment.

2 day: Local Case Studies presentation (IO2) /analysis, findings, Guidebook presentation, reasons and success of local interventions, work group sessions, QaA sessions,

3 day: Study Tour of other success stories in social enterprise and efficient sustainable communities integration in Finland Scandinavia (case presentation, reasons and success of local interventions, QaA sessions, conclusions).

4 day: Local Strategic and Action planning workshop part I. (presentation of training and intervention tools, know-how transfer, presentation of best practices from consortia countries - motivation workshop,

5. Day : Local Strategic and Action planning workshop part II. - practical exercises of local mayors, stakeholders through several work groups. Evaluation, QaA session, training mobility conclusion. Evaluation and Feedback organization and processing, image processing,

Participants :

- Trainers of consortia partners from SK, CZ, EST, IT
- Local participants (secondary target group) - local mayors, councillors, activists, stakeholders : up to 20 participants.
- Media : local and regional press and media
- Vulnerable participants from the region: (3-6)

#### Leading Organisation

Pirkan Helmi ry (E10096278, FI)

#### Participating Organisations

HumaCapiAct (E10142033, IT)

Legend Foto (E10060055, SK)

Obec Spissky Hrhov (E10120486, SK)

Sdruzeni SPLAV, z.s. (E10084884, CZ)

Lääne-Harju Koostöökogu (E10029739, EE)

Duration (days)

5

Country of Venue

Finland

Starting Period

08-2022

## Groups of Participants

In the following table, please define the groups of participants who will require funding to participate in this activity. Participants who do not require funding (for example local participants) do not need to be specified in this part.

ID	Sending Organisation	Distance Band	Duration (days)	No. of Participants	No. of Accompanying Persons	Grant
1	HumaCapiAct (E10142033, IT)	500-1999 km	7	2	0	1.362,00 EUR
2	Lääne-Harju Koostöökogu (E10029739, EE)	100-499 km	6	2	0	1.056,00 EUR
3	Legend Foto (E10060055, SK)	500-1999 km	7	2	0	1.362,00 EUR
4	Obec Spissky Hrhov (E10120486, SK)	500-1999 km	2	2	0	782,00 EUR
5	Sdruzeni SPLAV, z.s. (E10084884, CZ)	500-1999 km	7	2	0	1.362,00 EUR
Total						5.924,00 EUR

**Group of Participants 1 Activity C3 (Blended mobility of adult learners - Mobile testing workshop Finland)**

Sending Organisation - Country		Country of Venue		
HumaCapiAct (E10142033, IT) - Italy		Finland		
Activity Type	Duration (days)	No. of Participants	No. of Accompanying Persons	Total No. of Participants and accompanying persons
Blended mobility of adult learners	5	2	0	2

**Group of Participants Budget**

To estimate the distances between places, please use the European Commission's [distance calculator](#)

**Travel**

Distance Band	No. of Persons	Grant per Participant	Total Travel Grant
500-1999 km	2	275,00 EUR	550,00 EUR

**Individual Support**

No. of Participants	Duration per Participant (days)	Grant per Participant	Total (for Participants)
2	7	406,00 EUR	812,00 EUR
No. of Accompanying Persons	Duration per Accompanying Person (days)	Grant per Accompanying Person	Total (for Accompanying Persons)
0	0	0,00 EUR	0,00 EUR
<b>Total Individual Support Grant</b>			<b>812,00 EUR</b>

**Group of Participants 2 Activity C3 (Blended mobility of adult learners - Mobile testing workshop Finland)**

Sending Organisation - Country		Country of Venue		
Lääne-Harju Koostöökogu (E10029739, EE) - Estonia		Finland		
Activity Type	Duration (days)	No. of Participants	No. of Accompanying Persons	Total No. of Participants and accompanying persons
Blended mobility of adult learners	5	2	0	2

**Group of Participants Budget**

To estimate the distances between places, please use the European Commission's [distance calculator](#)

Travel			
Distance Band	No. of Persons	Grant per Participant	Total Travel Grant
100-499 km	2	180,00 EUR	360,00 EUR



Individual Support			
No. of Participants	Duration per Participant (days)	Grant per Participant	Total (for Participants)
2	6	348,00 EUR	696,00 EUR
No. of Accompanying Persons	Duration per Accompanying Person (days)	Grant per Accompanying Person	Total (for Accompanying Persons)
0	0	0,00 EUR	0,00 EUR
Total Individual Support Grant			696,00 EUR

Group of Participants 3 Activity C3 (Blended mobility of adult learners - Mobile testing workshop Finland)				
Sending Organisation - Country		Country of Venue		
Legend Foto (E10060055, SK) - Slovakia		Finland		
Activity Type	Duration (days)	No. of Participants	No. of Accompanying Persons	Total No. of Participants and accompanying persons
Blended mobility of adult learners	5	2	0	2

### Group of Participants Budget

To estimate the distances between places, please use the European Commission's [distance calculator](#)

Travel			
Distance Band	No. of Persons	Grant per Participant	Total Travel Grant
500-1999 km	2	275,00 EUR	550,00 EUR

Individual Support			
No. of Participants	Duration per Participant (days)	Grant per Participant	Total (for Participants)
2	7	406,00 EUR	812,00 EUR
No. of Accompanying Persons	Duration per Accompanying Person (days)	Grant per Accompanying Person	Total (for Accompanying Persons)
0	0	0,00 EUR	0,00 EUR
Total Individual Support Grant			812,00 EUR

Group of Participants 4 Activity C3 (Blended mobility of adult learners - Mobile testing workshop Finland)				
Sending Organisation - Country		Country of Venue		
Obec Spissky Hrhov (E10120486, SK) - Slovakia		Finland		
Activity Type	Duration (days)	No. of Participants	No. of Accompanying Persons	Total No. of Participants and accompanying persons
Blended mobility of adult learners	5	2	0	2

### Group of Participants Budget

To estimate the distances between places, please use the European Commission's [distance calculator](#)

Travel			
Distance Band	No. of Persons	Grant per Participant	Total Travel Grant
500-1999 km	2	275,00 EUR	550,00 EUR

Individual Support			
No. of Participants	Duration per Participant (days)	Grant per Participant	Total (for Participants)
2	2	116,00 EUR	232,00 EUR
No. of Accompanying Persons	Duration per Accompanying Person (days)	Grant per Accompanying Person	Total (for Accompanying Persons)
0	0	0,00 EUR	0,00 EUR
Total Individual Support Grant			232,00 EUR

Group of Participants 5 Activity C3 (Blended mobility of adult learners - Mobile testing workshop Finland)				
Sending Organisation - Country		Country of Venue		
Sdruzeni SPLAV, z.s. (E10084884, CZ) - Czech Republic		Finland		
Activity Type	Duration (days)	No. of Participants	No. of Accompanying Persons	Total No. of Participants and accompanying persons
Blended mobility of adult learners	5	2	0	2

### Group of Participants Budget

To estimate the distances between places, please use the European Commission's [distance calculator](#)

### Travel

Distance Band	No. of Persons	Grant per Participant	Total Travel Grant
500-1999 km	2	275,00 EUR	550,00 EUR

### Individual Support

No. of Participants	Duration per Participant (days)	Grant per Participant	Total (for Participants)
2	7	406,00 EUR	812,00 EUR

No. of Accompanying Persons	Duration per Accompanying Person (days)	Grant per Accompanying Person	Total (for Accompanying Persons)
0	0	0,00 EUR	0,00 EUR

Total Individual Support Grant	812,00 EUR
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### Activity Budget

Travel	Exceptional Cost for Expensive Travel	Individual Support	Linguistic Support	Total
2.560,00 EUR		3.364,00 EUR		5.924,00 EUR

## Background Information

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 project philosophy is based on the sharing of knowledge, best practices and good cooperation of the project consortia partners. The partners after the initial needs assessment will work on the preparation of learning/teaching tools - Profile methodology, Guidebooks, training course and on-line application. The high quality, interactive outputs will be used in local setting, learning / teaching environment of the partners.

The so called "mobile workshops" which will last at least 5 full days (7 days with travel) will serve as :

- a) learning and teaching practice for consortia partners who will deliver the training at the host partner facilities. The "mobile workshop" may contain one or several blocs of training depending on the local needs (assessed by the host partners, selected areas of interest and importance (e.g. social, environmental or economic area) and of course depending on the best potential for success and sustainable growth.
- b) The added value of training is that the trainers (both host and guest ones) will not only test the developed outputs but also will disseminate and test them among the final beneficiaries of the host partners. It means that every project learning mobility will test the usability of the intellectual outputs and test the teaching skills of the consortia partner trainers as well. Besides that the project will train not only the consortia partners trainers (7-15 persons) but also the minimum 7 x 15 participants of the local stakeholders organized during learning mobility of guest trainers. The local training will be organized and supported from own resources of consortia partners and partly from project grant reserved for implementation and management. The project thus will have influence and impact on target groups - beneficiaries not directly supported from the Erasmus + program grant. Another added value is the joint work of various consortia partners on intellectual outputs. Thus besides managerial meeting where only the task or work group leader can participate these learning, teaching, training activities will enable to work together and discuss the needed tasks of intellectual output work in larger groups and circles.

Added value of the learning/teaching activities is the organization of testing through learning - teaching workshops. In every country up to 6 partner trainers will arrive to both learn local methods and resolution of local challenges while using (learning how to handle and deliver) the commonly produced intellectual outputs (tools) and teaching the dozens of local beneficiaries in attractive half or several days lasting photographic workshops that will respond to the previously identified challenges. Thus the learning / teaching mobilities will have multiple effect and will be costs efficient as well. The mobilities will provide benefits not just for supported participants but for estimated more than 250 participants of mobile workshops in all participating countries.

The project also aims to prepare the follow up activities. Thus suitable funding programs (e.g. ESF or cross border trans-national ones) and local, regional resources will be analysed at the end of training activities to identify which project training activity and outputs could be used for follow up implementation activities. The managerial skills achieved during mobilities and managerial meeting will help the consortia members to more successfully design, prepare and implement future follow up projects.

The project has a strong "training of trainers" dimension. The staff of the consortia partners will have a chance to visit the partner locations where they will learn to use the developed training tools (profile methodology, guidebook) and organize training workshops using the previously prepared learning /teaching tools. That training will enable them to enlarge their knowledge base and fill the previously identified gaps in their expertise (particularly in local strategic and action planning of adults). After accomplishment of these trainings (at least 18 trainees) the participants will fill quality and result evaluation forms and questionnaires. At the end of each training session they will obtain a certificate of accomplishment issued by host institution together with the assessment of their performance stated by participants. Thanks to these trainings and multilateral cooperation the host and guest partners will be able to more efficiently test and utilize the project outputs (IO1-3). Wherever possible, in relevant cases, the participants from consortia partner staff who could obtain Europass certificates will obtain them from the training organizer.

How will you select, prepare and support participants and ensure their safety? Please describe the practical arrangements including training, teaching or learning agreements, if applicable.

Depending on the selected theme, area of interest and training topic, and requested expertise and skills the consortia partners will identify, select, prepare and send the participants to the learning/teaching mobility. In most case it will be so called "requested assistance or attendance" as the host country partner will clearly communicate his own training needs towards partner. Thus the most skilled, experienced available trainers will come to the testing/training mobility. They will provide valuable input and expertise (while using developed intellectual outputs) to the primary and secondary target groups of the hosting partner. On the other hand, in case of interest, the consortia partners may send to the training workshop a learning trainer who may benefit from the transfer of know how from the more experienced and skilled colleagues. Outside of the current Covid-19 epidemic we do not see any issues of safety. The appropriate safety measures and cooperation among partners will eliminate any risks arising from travel, stay or urban environment. In case of epidemic we will apply the existing WHO, EU and local specialised health authority recommendations and limits. The host partners will clearly communicate the training program, needs of expertise and positions / tasks of the visiting trainers. these requirements will be reflected in delivered CVs of the trainers, communications skills, competence and language skills as well.

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?

The project has a strong "training of trainers" dimension. The staff of the consortia partners will have a chance to visit the partner locations where they will learn to organize training workshops using the previously prepared learning /teaching tools. That training will enable them to enlarge their knowledge base and fill the previously identified gaps in their expertise. After accomplishment of these trainings (14 trainees) the participants will fill quality and result evaluation forms and questionnaires. At the end of each training session they will obtain a certificate of accomplishment issued by host institution together with the assessment of their performance stated by participants. Thanks to these trainings and multilateral cooperation the host and guest partners will be able to more efficiently test and utilize the project guidebooks. Wherever possible, in relevant cases, the participants from consortia partner staff who could obtain Europass certificates will obtain them from the training organizer.

Every Mobile Workshop participant (estimated number - minimum 140) will obtain certificate of accomplishment that will recognize the validity of received creative learning. The consortia partners during the training course development will assess the eligibility and possibility to certify them according national or international certification procedures. The consortia partners will make serious effort to benefit from certification procedures and will do their best to obtain national or even trans-national accreditation of the jointly developed training courses.

## Special Costs

In this section, you may request budget for types of expenses that are funded based on their actual cost. For more detailed information on what can be supported, please consult the Programme Guide or request advice from your National Agency.



## Special Needs Support

ID	Organisation	Country of the Organisation	No. of Participants With Special Needs	Description and Justification	Requested Grant
Total					0,00 EUR

## Exceptional Costs

ID	Organisation	Country of the Organisation	Description and Justification	Requested Grant (75% of Expected real cost)
Total				0,00 EUR

Follow-up

Impact

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

Impact on participating organisations:

- the staff of the participating organizations will either be trained or will participate as trainers. Thus the skills of both the trainers and trainees will increase. The multicultural diversity of organizations and their areas of expertise will enable to achieve experience in wide range of topics. The needs assessment conducted in preparatory and starting phases of the project will enable to properly plan the achievements and fulfil expectations. The participating institutions will have access to a wide range of expertise and skills needed for implementation of planned intellectual outputs. Another added value and benefit for participating organizations will be the developed intellectual outputs. The use of these tools will have impact on the quality of activities and range of the services (training and education) of project consortia members and their beneficiaries (local decision-makers). The multilingual edition of the guidebook will enable to use it for trans-national trainings and multi-ethnic target groups.

- Impact on participants /trained educators : we expect and will prove that the skills of the educators /trainers will be increased. The partner trainers will firstly participate in the preparation of the guidebook and other training tools for secondary target group that will be used by themselves to conduct targeted delivery of needed experience and skills in local strategic and action planning. The acquired skills will be demonstrated during the preparation of the guidebook and particularly during the testing training (mobile) workshops. The developed personal relations in multi-cultural environment will establish trust and access to advisory, peer and consultancy services among the consortia members. Thus the participants - lecturers, trainers, will have improved access to wider range of knowledge and resources. As part of the training of trainers will happen through mobilities of skilled trainers in host countries, more local educators could participate in training sessions without the need to be supported by grant. Thus the impact of training the trainers session will reach and influence additional educators.

Besides the skills in areas of project interest (social, economic and environmental issues in society) in-formal and formal education the participants will acquire valuable skills in area of project management and project evaluation including networking and the efficient use of these managerial tools and techniques.

- Impact on beneficiaries : The beneficiaries will be able to use the project outputs (educational and local development supporting tools) to develop their skills and increase their knowledge in desired areas and in various range of topics all connected to the sustainable life, particularly least developed or vulnerable border areas of Europe (e.g. social enterprises). The beneficiaries will be able to better start their strategic and action planning local activities, social businesses or initiatives from efficient local development (e.g. job creation, socializations, community development, adaptation to climate change, integration of excluded communities, self-help, etc.)

One of the main expected impact is the awareness and attitude change of beneficiaries (whether active participants in testing) or users of the developed tools. The project through acquired skills want to develop, introduce and disseminate strong messages, in all areas of sustainable development (social, economic, environmental). Thus the project aims to achieve behavioural and also structural changes in the society (increase of efficient local developments in social area, decrease of xenophobia, increase of empathy and integration of excluded, care instead of carelessness, mutual help, willingness to raise voice and act or step against the negative phenomena in the current society, particularly in common relations to Roma. Besides that the project aims to have impact in environment + climate change impact related sensitivity, appreciation of values and vulnerability of the natural environment and wilderness.

- The participation of associated (local partner) institutions like NGOs, community groups, open minded entrepreneurs and mayors, and local, regional governments will have impact on better dissemination of results and use of training tools. The project may have impact on future twinning and cooperation of final beneficiaries, particularly local mayors in order to further develop and enlarge, adapt the developed training course.

Last but not least the project will have impact on general public and media. The number of best practices, success cases will make accessible a wide range of emotional and true facts about the current life in EU. This impact can particularly combat euro-scepticism and fight against neo-fascism.

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

- the desired impact on local level : the project should and will strengthen the skills, knowledge base, position, capacities of the consortia members and improve their performance as important players in areas of in-formal education. The trained staff, the shared outputs, developed contacts, relations and products all will be utilized at local level. The presence of visiting trainers and organisation on mobile workshop sessions will enable to increase the quality, multiply and extent the range and volume of training activities. Thus a bigger number of trainees will be involved in the local trainings and possible higher impact will be reached.
- The impact of project at local level will be demonstrated through practical training of decision-makers (pilot demonstration sites) where the local and invited trainers will help the selected beneficiaries to address the local challenges and problems in the project areas of focus. The success of these activities will both prove the efficiency of the previous phases (development of training tools ) as well will demonstrate the practical impact of trainings and tailored approach on final development goals of project beneficiaries. At local level the project may positively influence the change, adaptation and development of local economic, social development strategic plans and land use plans as well. The project thus could have significant impact on local policies, local governance and their enforcement. The project may have positive impact on adaptation policies to climate change and thus significantly decrease the vulnerability of local communities.
- at regional level the application of project outputs at local level will create best practice that can be replicated in other communities, villages and rural or urban settlements. The local success could and most probably will influence the regional policies, therefore the participation of representatives of regional self-governing bodies will be secured. The project thus could directly influence the focus and objectives of the economic and social development and land use plans on regional level. Because of involvement of schools which influence and have impact on their regional territory the project outputs will be spread in the wider regions. The developed training and development tools may be used as part of the formal approach for strategic and action planning. Thus the multiplication will reach other regions within consortia countries.
- at national level:  
The project at national levels can provide incentives for specific ministries and their agencies to better shape their social enterprise funding schemes, and developed tools to deliver tailored training, courses and education in specific level for beneficiaries of EU grant schemes. The project results will be shown (and in case of interest disseminated) to associations of municipalities. The desired impact is to replicate the knowledge and best practices shown by project to other regions at national levels.
- at European and international level : The project has ambition to create a good model of support of local strategic and action planning that will be maintained and used by consortia partners and their partners and possible networks. Therefore the course and training tools will exist in various language versions usable in various geographic and language environment.

### How will you measure the previously mentioned impacts?

- The project consortia in project management and implementation plan will use a system of output, result and impact indicators. They will be an organic part of the daily work of project coordinator and base for reporting and final outcome and impact assessments.  
As the output indicators are easy to assess (countable numbers and quantitative evaluations) the result and impact indicators will use several assessment tools and techniques. Among them the most common will be the evaluation forms, surveys and dialogues conducted with training participants. These dialogs and interviews can be recorded as well in order to have important inputs for media and publicity purposes. The evaluation and impact assessment forms will be used after every training, workshop or event and will measure and assess the quality and impact of delivered services or trainings. The project aims to achieve best possible quality, therefore will test the educational tools (profile methodology, guidebook, training courses) in testing trainings within mobile workshops. The assessment of satisfaction, achievement, quality and change achieved will prove the usefulness of the developed matter and also will enable to correct methods, add missing parts and better focus the critical parts of the tools. Video recording of best practices and recorded interviews will also enable to assess the impact of the trainings on participants and target groups. Web based tools (Google analytics, number of visits and downloads) as well as social networks (You Tube, Facebook) can further provide information about the impact of the project activities.

## Dissemination and Use of Project's Results

You are requested to make plans for the dissemination of your project results. Please provide answers to the questions below.

What will be the target groups of your dissemination activities inside and outside your partnership?

Please define in particular your target audience(s) at local/regional/national/EU level and motivate your choice.

- Inside each partner organisation of the consortia the project outputs and results will be provided for decision makers, trainers, managers, training developers and other relevant staff involved in adult and specific education. The project outputs will be stored in accessible devices like central servers or back up facilities, archives and libraries in order to enable internal dissemination. Part of the implementation plan is also the follow up plan that will clearly specify how, where and when to use the project results for follow up activities. The target audience inside the consortia partner institutions are the trainers, educators active in specific area of work with local municipalities. In this category most of the consortia partners are very active and the work in this area is crucial part of their performance. Although only a couple of persons will directly work and be rewarded for their work in the project, the results of their shared work within the consortia will benefit much more personal of the partners. The developed training and strategic planning tools will be utilised by far more trainers and educators and practical used during their daily work with municipalities interested in social enterprises, strategic and action planning and local development generally.

Which activities will you and your partner carry out in order to share the results of your project beyond your partnership?

- Outside each partner organisation the project results in form of best practice or case study will be placed in their webpages to enable dissemination and raise interest towards project outcomes. The project partners will inform the following local, regional and national stakeholders and target groups about the project and its achievements and tools :
    - local and regional self-governmental bodies and municipalities interested in local social and economic development and knowledge (know how) acquisition. This target group can use the developed tools and methods to make and enable local changes. As decision makers and responsible bodies for local or regional development they directly can profit from the use of project outcomes. The tests made by project should provide clear message, incentives and motivation and prove the benefits of implementation of project tools on local level.
    - Labor Offices that organize training and re-qualification courses for unemployed interested to work in social enterprises. The project can provide useful tools, methods and practices that can improve the performance and operation of labor offices. The expected increase of employment as impact of project at local level will provide incentives for state authorities responsible for social policy and employment.
- The vulnerable groups of people can also benefit from project results. The so called work therapy in social enterprises can help the adults, minorities to find meaningful place in the society.
- partner NGOs acting in area of adult education. Most of the project partners are active in several networks and participate in various platforms. The dissemination of project results will happen through network activities, through follow up projects and specific initiatives in selected thematic areas.
  - entrepreneurs, Chambers of Commerce, associations of entrepreneurs active in creative and tourism industry. The local developers and entrepreneurs are the right persons to start innovative ventures and activities. In order to raise, maintain and sustain their interest the project consortia will pay attention to involve them into mobile workshops.
  - local, regional and national media. The media outputs are one of the most efficient ways how to reach large number of people and inform them about news, innovations and opportunities. The consortia members will do their best to cooperate with their media contacts and will use all forms that may media easily use (press releases, short videos, newsletters, notes, happenings, press events).
  - within European and international networks the consortia partners will use their membership and relations to other members and disseminate the project outcomes through them. The outputs may be used for learning and teaching initiatives within those networks and multiply the impact.

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 Western-Harju Partnership Estonia WP 7 leader will coordinate and supervise the dissemination activities. They have extensive experience in organizing international conferences and various dissemination events. The WP leader will coordinate the work around the multiplier events. The dissemination activities will be planned in advance with collaboration of other partners. The dissemination plan that will be prepared together with the entire consortium will explain how the project will share outcomes with stakeholders, relevant institutions and organisations, and how it will contribute to the overall dissemination strategy for the program. The Dissemination Plan will inform the consortia members about their respective duties and responsibilities. It will consider a bottom up approach from the local, regional, national dimension to the European level.

At the partner level the project managers (contact points) will be responsible for dissemination activities. They are all fluent in English and have specific long term experience with project implementations. The consortia partners will use their Internal resources (webpages, libraries), relations and links to networks and stakeholders and beneficiaries to implement the dissemination plan. The project expects that the partners will use the jointly developed tools so the national language versions will exist from most of the produced outputs (e.g. guidebooks, parts of the mobile training tools). The partners thus, based upon the expressed needs at local, regional or national levels will disseminate the most relevant parts of the learning, teaching tools. As training is organic part of the activities of all participating partners, the dissemination of outputs will be organic part of their daily life after the project termination. The partners will use the existing manpower, staff, own office and training space, the locations of their economic and social partners and the already existing instruments (equipment) to disseminate the outputs and knowledge.

OTE Hungary will be responsible for local dissemination of the results through publishing continuous information and updates about the progress of the project on its website and social media sites (facebook, LinkedIn), and linking it with the project website, as well as sending information to the relevant partners. OTE plans to involve national organizations in the local multiplication event as well. We will also jointly examine and explore further cooperation possibilities and exploitation of the results beyond the project lifetime. The partner will also actively contribute to the joint dissemination activities and will provide necessary feedbacks on the content and format of dissemination materials (e.g. newsletters, etc.)

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.

The four intellectual outputs produced by the project will be placed in the public part of the project website. The access to this public part of the website will be published and disseminated since the start of the project and highlighted throughout its lifespan in most outputs, press releases and documents. The access to this link will be presented also through social networks and through the relevant parts of the partner home pages. Thus the link to the outputs will be openly marketed and made accessible easily. Another efficient way of dissemination and accessibility is the distribution of electronic forms of outputs through trainings, multiplier events and follow up activities. In case that language versions will exist these will be presented equally in project public section and through the links to partner web pages as well. In case of accreditation and certification of parts or units or sets of the modular training course the access to these files may be possible also through relevant governmental agencies and state authorities. The project output IO4 the Application will sustain and continue to provide the project deliverables and outputs and also make them accessible throughout number of dissemination channels too.

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

The project website will remain as independent account or attached to the webportal of the Applicant and linked to the Applicant homepage. In any case the results will be accessible and available for other users (consortia partners, target groups, beneficiaries). The produced deliverables (profile methodology, guidebook, training courses, on-line application ) will be accessible through several platforms of the partners. Language versions and additional documents will be accessible from partner web pages. As we intend to produce an open source system, the educational tools will be maintained after the project termination as well.

The developed project tools will be also demonstrated and presented in other events organized or accessible by project partners (workshops, conferences and Erasmus Platform or platforms of other European programs. The project partners are expected to use the developed tools in their follow up and future activities and thus the tools will be further developed, maintained and disseminated. They may become partly or in whole used in delivery of strategic planning exercises and other training activities or events organized by other partners. The on-line application on cloud (drive) platform will be accessible for secondary target group in area of project interest described in the project description part of the application form.

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 partner Western-Harju Partnership Estonia will be responsible for preparation and coordination / management of dissemination plan. These files will explain in detail the roles, rights and duties of each partner. The most relevant results for dissemination are those that enable to demonstrate the achieved change and high level of satisfaction of beneficiaries and users. This will be measured through evaluation surveys and other relevant evaluation tools. The partners will evenly participate in shared work, provide and share knowledge and learn new methods, opportunities and practices and use them in their daily work. Due to the open source approach we expect that most partners will contribute to the use and development of the project tools (also through language versions and adaptations to the mobile training system).





## 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 outputs maintained :

- The local municipal profile methodology as training and strategic planning analytical tool
- Local strategy and action planning guidebook focusing on topics of the project
- Training course for local decision-makers in area of strategic and action planning
- On-line application platform as tool for efficient strategic and action planning

The practical training course will consist of several blocs of training covering wide range of topics and interest areas. The partners will use their available resources (libraries, databases, staff -manpower, facilities, equipment ) to maintain and develop the tools and make them accessible for target groups and beneficiaries.

Project results maintained : The consortia members will further train their staff in order to improve the performance and capacity of their organizations. This effort will be reflected in twinning, follow up mobilities or other initiatives that involve most or several consortia partners and particularly in cooperation through well established bilateral or trans-national contacts and relations.

There is a shared desire to maintain the success of the project. Their "survival" after project termination will prove the real word impact of the project on secondary target groups. The testing partners will provide continuous support, hints and help to the municipalities involved in the testing phase.

Activities maintained : The consortia members will carefully design, plan and implement the joint educational tools to serve their needs and provide instruments for their follow up work. Therefore these tools will be used in follow up training sessions, courses and activities benefiting the described final beneficiaries. The open source formats of both profile methodology and guidebook and particularly the training course in six countries will provide real benefits to use them in real life and real life situations. These tools will be valuable instruments of follow up daily work of consortia partners. They will also maintain the established contacts and through non-formal network further exchange best practices and add new parts into the training sessions.

## Annexes

The maximum size of a file is 15 MB and the maximum total size is 100 MB.

The maximum number of all attachments is 100.

Please download the Declaration on Honour, print it, have it signed by the legal representative and attach.

File Name	File Size (kB)
Declaration of Honour_NICOLE.pdf	340

Please download the Mandates, print them, have them signed by the legal representatives and attach them here.

File Name	File Size (kB)
NICOLE_mandates_merged-6.pdf	4,488

Total Size (kB)	4,828
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## Checklist

Before submitting your application form to the National Agency, please make sure that:

- It fulfils the eligibility criteria listed in the Programme Guide.
- 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. Currently selected NA is: SK01 Slovenská akademická asociácia pre medzinárodnú spoluprácu

## Please also keep in mind the following:

Mandates of each partner to the applicant, signed by both parties, should be submitted as an annex to the application form. If the application is approved for funding, signed mandates will be considered as a condition for signature of the grant agreement.

The documents proving the legal status of the applicant must be uploaded in the Erasmus and European Solidarity Corps platform (for more details, see Part C of the Programme Guide - 'Information for applicants').

The grant exceeds 60 000 EUR. If the applicant organisation is not a public body or an international organisation, please do not forget to upload the necessary documents to give proof of your financial capacity in the Erasmus and European Solidarity Corps platform (for more details, see the section 'Selection Criteria' in Part C of the Programme Guide).

## Data Protection Notice

## PROTECTION OF PERSONAL DATA

The application form will be processed electronically. All personal data (such as names, addresses, CVs, etc.) will be processed pursuant to Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the EU 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. the processing of your application in accordance with the specifications of the call for proposals, the management of the administrative and financial aspects of the project if eligible and the dissemination of results through appropriate Erasmus+ IT tools. For the latter, as regards the details of the projects' contact persons, an unambiguous consent will be requested.

For the full description of the collected personal data, the purpose of the collection and the description of the processing, please refer to the Specific Privacy Statement (see link below) associated with this form. [http://ec.europa.eu/programmes/erasmus-plus/documents/epluslink-eforms-privacy\\_en.htm](http://ec.europa.eu/programmes/erasmus-plus/documents/epluslink-eforms-privacy_en.htm)

I agree with the Specific Privacy Statement on Data Protection

## Submission History

Version	Submission Time	Submitted by	Submission ID	Submission Status
1	07-04-2020 16:19:53	gdlegen@gmail.com	1641953	Submission OK