



**HEALTHIER BREAKFASTS, WISER
MINDS (BREWISÉ)**

2018-1-ES01-KA229-050096

**1st LTTA in Granollers
ESSENTIAL TOOLS FOR THE PROJECT**

5th to 8th November 2018

A large red square with a white border, centered on a white background. Inside the square, the text "SCHOOLS PRESENTATION" is written in white, bold, uppercase letters.

**SCHOOLS
PRESENTATION**

HEALTHY BREAKFAST

*It has been prepared by
students*

GENERAL INFORMATION FROM NA

- **Contract:**
 - Reception
 - Signature
 - Money (90%)
- **Mobility tool:**
 - Access
 - Filling up details
 - Final report (10% remaining money)
- **Results:**
 - Erasmus+ Platform (coordinator)
 - Final report will be evaluated by Spanish NA and the mark should be over 50/100. If not, we must return money*.

*40-49/100: reduction 25%

25-39/100:reduction 50%

less than 25/100: reduction 75%

CHANGES IN THE PROJECT

- We are allowed to:
 - Change dates and order of the activities
 - Increase or reduce the number of participants for LTTA
 - Change the distance band for LTTA
 - Change participants
- We are not allowed to:
 - Change the duration of the project
 - The objectives and activities of the project

GRANT

- Project management and implementation money:
 - External training activities or workshops
 - Travel insurance (compulsory)
 - Material
 - Reception of other partners
- Mobilities money:
 - Flights
 - Hotel
 - Travel expenses

HOW TO JUSTIFY EXPENSES ON MOBILITY TOOL?

- Project management and implementation money:
 - No invoices needed (even if it's better to keep them)
 - Description of the activity in MT+
- Mobilities money:
 - Certificate of attendance released by hosting school (name of participants, place, dates, signature and stamp)
 - Certificate of the school declaring that participants are member of the community.
 - Travel insurance with name of participants
 - Boarding card
 - People can travel without grant, just mark it

BUDGET TRANSFERS

	IT CAN BE INCREASED	IT CAN BE TRANSFERRED
Management and implementation money	NO	YES
Mobility money	YES	YES

DOCUMENTS

- Logos
- Minutes from each meeting
- Evidences of each activity (blog, web, working documents)
- Evidences of participants selection
- Invoices
- Certificates of attendance
- LTTA evaluations (compulsory at the end of the meeting)
- Social media: #brewise #ErasmusPlus #ErasmusProject



Cofinanciado por el
programa Erasmus+
de la Unión Europea

OUR PROJECT

- 2 year project: from 09/01/2018 to 08/31/2020
- No half-project report needed
- 6 LTTA meetings (1 for teachers -staff training- and 4 for students)
- We have received a grant for mobilities and project management and implementation money (separated in mobility tool). Total amount: 161.622 EUR
- First evaluation of the project: 86/100
- WE SHOULD KEEP ALL OUR DOCUMENTS DURING 3 YEARS

DOCUMENTS

- Etwinning space
- Googledrive in our gmail
 - brewise2018@gmail.com Password: 20erasmus18
- Mobilitytool (invoices)

COMMUNICATION

- Whatsapp group for urgent and short communications
- E-mail
- Google Calendar
- Google Drive
- E-twinning
 - Videoconferences
 - Frequency?
 - Teachers/students?
 - Journal

DISSEMINATION

- Responsibilities, timing and organisation:
 - **Instagram** User: brewise2018 Password: 20erasmus18
 - **Blog** brewise2018.webnode.es Password: 20erasmus18
 - **Twitter** User: brewise2018 Password: 20erasmus18
 - **Facebook** (not created yet)
 - **Website** (not created yet)
 - **Local press**
 - **Families and school community**