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ENVIRONMENT: ACC

**A. General Information**

This application form consists of the following main sections:

- Context: this section asks for general information about the type of project proposal you want to submit;
- Participating organisation(s): this section asks for information about the applicant organisation and about other participating organisations involved as partners in the project;
- Description of the project: this section asks for information about the stages of the project which should include: preparation, implementation and follow-up;
- Budget: in this section you will be asked to give information about the amount of the EU grant you request;
- Project Summary: In this section you should describe in a compact way your project's rationale, objectives and how you intend to achieve these.
- Check List/Data Protection Notice/Declaration of Honour: in these sections, the applicant organisation is made aware of important conditions linked to the submission of the grant request;
- Annexes: in this section, the applicant needs to attach additional documents that are mandatory for the completion of the application;
- Submission: in this section, the applicant will be able to confirm the information provided and to submit the form electronically.

For more information on how to fill in this application form, you can read the e-Forms Guideline.

**B. Context**

Programme	Erasmus+
Key Action	Cooperation for innovation and the exchange of good practices
Action	Strategic Partnerships
Which field is the most impacted?	Strategic Partnerships for adult education
Main objective of the project	Development of Innovation
Call	2016
Round	Round 1
Deadline for Submission (dd-mm-yyyy hh:nn:ss - Brussels, Belgium Time)	31-03-2016 12:00:00
Language used to fill in the form	English

**B.1. Project Identification**

Project Title	Lingua 50+
Project Acronym	
Project Start Date (dd-mm-yyyy)	01-09-2016
Project Total Duration (Months)	20 months
Project End Date (dd-mm-yyyy)	30-04-2018

Form hash code: DE8F701657AD8042

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Applicant Organisation Full Legal Name (Latin characters)

test-NA-2\_nowa-nazwa

Form hash code



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## B.2. National Agency of the Applicant Organisation

Identification

PL01 (POLSKA)

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

[http://ec.europa.eu/education/erasmus-plus/national-agencies\\_en.htm](http://ec.europa.eu/education/erasmus-plus/national-agencies_en.htm)

Tylko na potrzeby testowe



**C. Priorities**

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

ADULT EDUCATION: Designing and implementing effective provision for enhancing the basic skills and key competences

Please select other relevant horizontal or sectoral priorities according to the objectives of your project.

HORIZONTAL: Inclusive education, training and youth

Please comment on your choice of priorities.

The choice of priorities indicated was made basing on existing and perceived problems in the area of foreign language teaching people over 50 years of age. In preparing a partnership aimed at developing linguistic competence in the 50+ group, it is important to consider also the use of tools of communication and information technology, as it is the age group most at risk of marginalization both in the context of obtaining linguistic competence as well as other basic skills and cross sectoral skills, including skills the use of digital technologies. To achieve this goal the partnership decided to take a series of measures to develop a comprehensive tool to help people over the age of 50 to acquire and improve language competences, while allowing trainers and lectors working with adults to acquire the necessary knowledge and skills on techniques to be used in work with older people. In today's labor market people with low competences are threatened of unemployment, the digital skills and the appropriate language skills and communication in a foreign language are an extremely important factor in internalisation to European society. Implementing the project aims, in addition to the creation of an innovative tool for language learning will promote the trend of lifelong learning among people aged 50+. It is also important to draw attention to language schools and publishers creating certified language training programs to the problem of adapting the context of teaching foreign languages to different age groups among adults.

Selected priorities are close to tasks performed by partner organizations. Organizations carry out various types of projects and activities, the results of which reflect the needs articulated by the priorities. The activities of the organizations are mainly activities in the field of training and courses, creating new forms of education using ICT tools (including e-learning, learning platforms for youth and adults), the implementation of projects aimed at marginalized age groups.

Tylko na pro



**D. Participating organisation(s)**

**D.1. Applicant Organisation**

PIC	947717646
Full legal name (National Language)	test-NA-2_nowa-nazwa (business name)
Full legal name (Latin characters)	test-NA-2_nowa-nazwa
Acronym	
National ID (if applicable)	753869
Department (if applicable)	
Address	Mokotowska
Country	Poland
Region	PL12 - Mazowieckie
P.O. Box	
Post Code	00-551
CEDEX	
City	Warszawa
Website	www.test-na.pl
Email	
Telephone 1	+4822789456
Telephone 2	
Fax	

**D.1.1. Profile**

Type of Organisation	Other
Is your organisation a public body?	No
Is your organisation a non-profit?	No

**D.1.2. Background and Experience**

Please briefly present your organisation (e.g. its type, size, scope of work, areas of specific expertise, specific social context and, if relevant, the quality system used).

Test NA2 from Poland is a company engaged in the implementation of training and language courses and the implementation of



projects financed from European funds. The aim of the company is implementation of commercial and training projects, and preparing tools to work with adults from different age groups and with young people. The organization works in Lublin and Lubartow where it is in contact with various marginalized social groups, among others, Adults, students, teachers, people from rural communities. Especially important in the operation of the Organization is continuing education of adults, including people over 45 years of age who receive training and courses provided by our organization.

We want such people were more and more, because we have been active in the area of training to build core competencies, in particular language skills. Our team of teachers and trainers is working actively to adapt curriculum content to the needs of different groups of participants, whether it is due to social status / vocational or age group, so that educational outcomes are satisfactory for both the participants and leaders.

The activities the organization despite adequate training of staff (including certified teachers, trainers, coaches and project managers) are often spontaneous and at this stage require a systemic approach.

Therefore, the development of innovative methods of teaching foreign languages a person 50 years of age is now an important strategic objective for development of our organisation.

Organization has been for 3 years supporting older people in shaping linguistic and digital competence through professional assistance in obtaining international certificates (eg TELC, ECDL).

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

Particularly important in the work of the Organization are people benefiting from training courses carried out during the previous year - approx. 400 people. Teachers working with adults often report problems with 50+ who have difficulty in understanding the context of programming content. Analysis of working with people 50+ leads to the conclusion that often the content resulting from certified curricula are inadequate for the needs, perceptions and predispositions 50+, making it difficult for them to effectively acquire language competence.

Employees of the organization are experienced project managers, teachers, methodologists and counselors. Among the many realized and their projects are:

\* Design LOCAL ACADEMY implemented under the Swiss program of cooperation with new member states of the European Union. The aim of the project was active involvement in public life, including by organizing competitions for works to promote civic participation in public life.

\* 3 Projects for the development of language competences within the Human Capital Operational Programme (OP HC, the ESF) implemented in four Polish provinces. The aim of the project was to equip 720 adults, including 420 people over 50 years of age in language skills.

\* 4 COMPUTER LABORATORIES projects within the OP HC implemented in four Polish provinces. Objective: To equip participants - adults with the skills of ICT at minimum. ECDL Start and enable to get certified exam.

\* The project COMPUTER CAREER 50+ within the OP HC. The aim of the project is to develop an innovative tool for age management in companies. The recipients of the project are workers aged 50+, users, enterprises from the SME sector (SME). Created tool is an online platform where employers can analyze staff to meet the needs and health status and obtain guidance on actions to be taken to increase employee satisfaction while increasing or maintaining productivity.

In the project will be directly involved our experienced project manager with over 7 years of experience in preparing, managing and accounting for social projects co-financed by the European Social Fund. He has completed 12 projects with a value of 300 thousand to 2.5 million zł, including training projects for people over 50 years of age and innovative project "Computer Career 50+", which assumes the development and implementation of a new tool for age management in micro, small and medium-sized enterprises. He has Certified project management methodology PRINCE2 Practitioner level.

Have you 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
ESF (Program Operacyjny Kapitał Ludzki)	2013	780/POKL.08.01.08.29	Test NA2



**D.1.3. Legal Representative**

Title	test
Gender	Female
First Name	test
Family Name	test
Department	
Position	test
Email	test@test.pl
Telephone 1	123456789

If the address is different from the one of the organisation, please tick this box

**D.1.4. Contact Person**

Title	
Gender	Female
First Name	test
Family Name	tesat
Department	
Position	test
Email	test@test.pl
Telephone 1	123456789

If the address is different from the one of the organisation, please tick this box



**D.2. Partner Organisation**

PIC	947682144
Full legal name (National Language)	
Full legal name (Latin characters)	AE Test Romania
Acronym	
National ID (if applicable)	12345678
Department (if applicable)	
Address	Str. Plopilor nr. 5
Country	Romania
Region	RO22 - Sud-Est
P.O. Box	
Post Code	
CEDEX	
City	Constanta
Website	
Email	
Telephone 1	+40 211234569
Telephone 2	
Fax	

**D.2.1. Profile**

Type of Organisation	Other
Is the partner organisation a public body?	No
Is the partner organisation a non-profit?	No

**D.2.2. Background and Experience**

Please briefly present the partner organisation (e.g. its type, size, scope of work, areas of specific expertise, specific social context and, if relevant, the quality system used).

AE Test Romania is a non-profit NGO founded in 2005 with 150 members. Vaslui County is one of the poorest in the country, on the 1st place as unemployment-10.94% in 2015. By HG 90 / 10.04.2001, Vaslui-Negresti was instituted Disadvantaged economic area. Almost 30% of adult population are adults migrating for work. There is a strong necessity of



intercultural training of adults in fields like IT, modern languages. By its Statute, the Association supports adults' initiatives in fields like learning foreign languages, new technologies, theater and cinema, translations, cultural management, social assistance and ecology, in the frame of an institutional policy of Promoting National Cultural values for an adequate integration in the geopolitical and cultural European space. We implemented projects and successful collaborations in 2006-2007: the project "Modern Talking" (3 plays in 3 European languages which participated at the Festival d'Hiver 2006 in Paris and the Festival "Coup de monde" - Bucharest, April 2006 Awarded with Jury's Prize and the European Language Label 2006, a successful initiative was the organization of 13 editions of the Translations Contest "Corneliu M" with the support of many Institutions-Embassy of France, School Inspectorate of Vaslui, the House of Teaching Staff ; in 2007, was implemented a project which marked the tightening of the relationship with the local and educational communities-the Project "Cultural Values", co-financed by the County Council of Vaslui focused in Retrieving regional cultural values; it also accomplished the projects "Theater" and "Cinema", co-financed by the Authority for Youth Vaslui. Due to its regional and recent international success in this field, we want to promote new ways of teaching and training of adults through intercultural strategies in order to give a solution to the strong need of IT literacy and to the need of learning languages of the adults, seniors especially.

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

There are 3 persons in the Association who are able to ensure the management on high-quality level for a big European project, a fact which is proven by the great number of grants, applications and projects implemented in 2000-2015 period, in the structure of the Association and others connected / Partner Institutions (School Inspectorate, other associations and Theoretical high school, Ministry of Education). The European Language Label Awards Obtained for 7 of the European projects coordinated, the inclusion of 2 of these projects in good practices handbooks of the European Commission and the highlighting of the other projects in publications or info materials of the National Agencies or of the partner Institutions, are proofs of our quality and of the professionalism in implementing European projects.

The creator and the coordinator of those projects, specialist in modern languages with a master degree in public management, conceived and coordinated by the following projects, starting by 2002:

- 2002-2003- Linguistic Comenius 1 project "Classe de langues", in partnership with the Istituto Corleone - Awarded with the European Label 2002 European Commission prize for quality and innovation in teaching modern languages;
- 2004-2005 - Linguistic Comenius 1 project "Cinéma Atelier" partnership with the Escola de Costelo / Portugal - Awarded with the European Label 2004 (1st place in Romania);
- 2005-2006 - Linguistic Comenius 1 project "Kitchen" Awarded with the European Label in 2006 of European Commission
- 2006-07 (1st year of project) - School development project "Super Media";
- 2007-2009 School Development Project / multilateral project (in the Lifelong Learning Programme) Super Media (years 2-3 of the project)
- 2006 - double-Awarded of the European Language Label for the projects "Kitchen" and "Modern Talking"
- 2007 (July-November) - coordinator of the institutional project Cultural Values"
- 2007-2008 - coordinator in proiectul Youth in Action "Inheritance against Intolerance"
- 2009-2011 - coordinator of the bilateral Comenius project "Cinema Lingua"
- 2011-2013 - coordinator of the multilateral Comenius project "Art in the Teaching of Foreign Languages" - the European Label 2011 Awarded
- 2011-2013 - coordinator of the Grundtvig partnership for adult education "NELA";
- 2013-2015 - coordinator of the Grundtvig partnership for adult education "Theo".

Simultaneously, he was responsive for implementing the European projects where the high school he's working in was involved as associated partner. He was a part of work groups in the Ministry of Education for Realizing the project POSDRU Insam.

A second member of the project team has a 15 years experience in globally coordinating and evaluating big international projects; the main areas of this experience are:

- Coordinator of the strategic Erasmus + / Regio partnership - "Wellbeing and Inclusion" (2014-2016)
- Long-term expert in two projects financed from FSE / POS DRU, AP 1 and AP 2, DMI 1.3 and 2.1 (Mays 2014 to Oct.2015)
- coordinator LLP / Grundtvig partnership - "Violence Prevention" (2012-2014)
- coordinator regional project LLP / Comenius Regio - "Wellbeing in New Education" (2011-2013)
- long-term expert, project POS DRU, DMI 2.2 - "Save children" (2010-2013)
- coordinator LLP / Grundtvig partnership - "Parents Learning" (2008-2010)
- responsible M & E project RONIN (2007-2010).

The third member of our future project team coordinated the following international projects: Youth in Action 1.2 project "Inheritance Against Intolerance" (2007-2008), Grundtvig partnership "Nela" (2011-2013) and Grundtvig partnership "Theo" (2013-2015) having various international collaborations and experience exchanges (in-service Comenius grants, membership in different





project teams of school partnerships, initiator of international school contests, being a high qualified modern languages and training the trainer / the adults specialist, with big management experience).

Has the partner 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
Lifelong Learning	2012	GRU-11-C-LP	AE Test Romania

**D.2.3. Legal Representative**

Title

Gender

First Name

Family Name

Department

Position

Email

Telephone 1

If the address is different from the one of the organisation, please tick this box

**D.2.4. Contact Person**

Title

Gender

First Name

Family Name

Department

Position

Email

Telephone 1

If the address is different from the one of the organisation, please tick this box



**D.3. Partner Organisation**

PIC	949553759
Full legal name (National Language)	Demo Organisation GmbH
Full legal name (Latin characters)	German Test Organisation
Acronym	
National ID (if applicable)	123456879
Department (if applicable)	
Address	Berliner Strasse 1
Country	Germany
Region	DE3 - BERLIN
P.O. Box	
Post Code	
CEDEX	
City	Berlin
Website	http://www.demo.de
Email	
Telephone 1	+49123456789
Telephone 2	
Fax	

**D.3.1. Profile**

Type of Organisation	Sport club
Is the partner organisation a public body?	No
Is the partner organisation a non-profit?	No

**D.3.2. Background and Experience**

Please briefly present the partner organisation (e.g. its type, size, scope of work, areas of specific expertise, specific social context and, if relevant, the quality system used).

German Test Prganisation is a non-profit non-governmental organization, founded in 2005 by the general manager of the association. German organisation aims at fighting e-exclusion by providing access to and training in ICT to seniors and/or disabled people. Its main objectives are:

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- Shrinking, and where possible, bridging the digital gap between generations,
- Caring for elders by fighting seniors' isolation,
- Opening new horizons for efficient use of free time.

Since its creation, German Test organisation have provided courses on ICT usage for seniors in various public locations and the association is constantly opening new locations all over the region in order to provide a "proximity" service that takes into account the rhythm, interests and needs of its potential audience. Through its work for elderly people and with them the organization also tries to increase awareness about the importance of ICT solutions in everyday life. German Test organisation propose also interactive gaming activities in residences for the elderly, retirement homes and day-care centres. Knowing the challenges facing seniors, organisation invests resources in developing new applications and services to enable independent living as well as helping to keep their physical and mental health.

German Test organisation have a substantial experience in European projects related to ICT-tools designed for seniors and for active and healthy ageing.

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

Organisation will contribute to collect information about language learning in the elderly age and 50+ seniors' relevant needs. The language teachers regularly working in our association will participate in visits for the exchange of good practices. These teachers will also participate to the training workshops we will organize in Germany.

Finally, thanks to our deep knowledge of seniors needs, we can provide useful indications that will be used by other partners of the consortium.

Skills and/or expertise of key persons involved in this project

Director and founder of the association: Senior Consultant, has strong expertise and skills in application design consulting services and project management. Starting her career as a math teacher, going over to computers Analyst/Programmer, moving on to designing and implementing RDBMS-based information systems, she re-oriented her career in 1994 towards multimedia application design, working as Project Manager, and Consultant. She has a MA in computer science. She looks to work with the latest technologies and is eager to learn new skills on various technical training courses. Since 2004, she has created several non-profit organizations whose common aims are helping excluded people (seniors, disabled and juniors) to get familiar with new technologies.

Patrizia: Patrizia is graduated in European project management and in technical translation (English-German, Spanish-German). After several experiences in the field of education in Spain, Australia and Italy, she trained as a project manager in a cultural association in Berlin and as a parliamentary assistant in the European Parliament in Brussels. Patrizia joined the staff of German test team in March 2014 as a European project manager.

Daria: After a Bachelor Degree in International Relations in Ukraine she got two Master degrees in Political Sciences and European Project Management in Berlin. She multiplied her experience by doing several internships and working in particular in the Turkish Cultural Centre and in the German regional association. Currently she is a member of German Test team where she has been working as a European project Manager since 2013.

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

No

### D.3.3. Legal Representative

Title

Gender

Female

First Name

test

Family Name

test

Department



Position	test
Email	test@test.pl
Telephone 1	12345667

If the address is different from the one of the organisation, please tick this box

**D.3.4. Contact Person**

Title	
Gender	Female
First Name	test
Family Name	test
Department	
Position	test
Email	test@test.pl
Telephone 1	1234565789

If the address is different from the one of the organisation, please tick this box

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**E. Description of the Project**

What is the rationale of this project, in terms of objectives pursued and needs and target groups to be addressed? Why should this project be carried out transnationally?

The project is a response to the growing demand for new and more effective tools for teaching foreign languages. The basis for its creation was to analyze the needs implemented by different partners in the level of language learning in different age groups and the use of ICT tools in teaching. It was found that universal language teaching methods (ie. Not differentiating customers due to age) have different effects for people of different age groups. Partners noted that standard methods of teaching do not activate enough people over 50 years of age. Content and types of exercises are not suited to their interests, which decreases the activity of the classroom, and final certification exam success rate is the lowest of all age groups. Meanwhile, the progressive globalization and technological developments make it necessary to further strengthening the main key skills such as the use of ICT and use of foreign languages at every stage of life. Particularly important in this context it is to support people over 50 years old who are most noted phenomenon regarding competency gaps. According to data from Eurostat, the level of knowledge of one foreign language among people over age 50 is the lowest among all age groups and the European Union which is 52.4% with the average for the entire EU population of 65.7%. The same person without knowledge of a foreign language among those above 50 years of age constitute as much as 47.6%. According to an international survey the OECD Skills Outlook 2013 average of 57.5% of adults aged 55-64 has no experience in the computer. For comparison, in the group of 45-54 years, the rate was only 26.8%. Competency shortages are the primary cause of early exit from the labor market, resulting in lower adaptability, marginalization and often cause frustration. Given the above, the Partnership intends to take action to create a new universal method of teaching foreign languages using interactive quizzes tailored to the needs and predispositions of people aged 50+. The new tool (LS50) will match the needs associated with the development of competencies of language, and also will ensure the practical use of ICT tools. Thanks to the international dimension of the project, the availability of tools in multiple languages will be possible to spread it on a larger scale, so it will be able to use by 50+ people (and not only) from all partner countries and other European countries. The international nature of the project is also dictated by the fact that each of the countries participating in the project faces similar problems in different ways trying to address them. It will be working together on a tool to help develop a synergistic product and universal in Europe.

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

The project is primarily innovative in the context of the selection of the target group to which it is directed. So far, there are no established universal and commonly used methods of teaching foreign languages people from the 50+ age group. Available curricula divide audiences of children, youth and adults. There is a lack of curricula to adapt to specific social groups and ages. Therefore, a new tool for existing language learning programs will make content closer to customers, at the same time will not affect the contents of the teaching curriculum (which is very important in the case of certified programs, which end with a certified language test). The project does not presupposes the creation of the curriculum and the only methodology that will be established will be more accessible and interesting for the audience. The method LS50 will draw on existing training techniques in teaching the elderly, for example biographical method, or activating methods. The teaching of ICT components will be introduced in the form of an interactive quizzes, which will have a positive impact on the development of competence in the computer. Quizzes, scenarios will be prepared by an expert panel, and then executed and implemented on e-learning platform which will be developed in a simple and accessible way to end users, which will make learning a foreign language even easier and more attractive. Detailed manual will be developed using a methodology aimed at language coaches and certified teachers.

How did you choose the project partners and what experiences and competences will they bring to the project? How was the partnership established and does it involve organisations that have never previously been involved in a similar project? How will the tasks and responsibilities be distributed among the partners?

The partner organizations were selected through research by the applicant institution. Each partner organization has experience in implementing projects for language coaches, teachers and people over 50 years of age. It is important for the leader of the project to have considerable experience of partner organizations in the implementation of international projects (Erasmus + KA2 previously Grundtvig and LDV). In this way will be ensured specialist support in the implementation of the project both in terms of logistics and administrative (such support has been provided at the stage of preparing the project). Each partner organization is or has cooperated with educated and experienced staff of project coordinators, trainers, teachers, experts in the field of adult training.

The final completion of the partnership and the shape of the project was the result of many conversations by the applicant by



videoconference or via e-mail. Assumptions have been developed, detailed budget and timetable and distribution of tasks and appointments.  
Partners will be involved in every phase of the project, from in-depth analysis by the formation of the final product after the implementation of workshops for language trainers / teachers, and finally to the final evaluation and dissemination of results. Due to the high activity of the partner organizations both locally and internationally, the results will be widely disseminated in the environment of each organization, on websites, in local communities. Wide spreading will be possible through the involvement in its implementation in 4 different countries.

How will cooperation and communication happen among all project partners and with other relevant stakeholders? What will be the purpose and frequency of the transnational project meetings and who will participate in them?

Communication between the project partners will be ensured through the current contacts, e-mail, video conferencing (Skype, ooVoo) and phone calls once every 2 months. Each partner organization will form a semi-annual report on the implementation of the project based on previously developed format and transmit it to the other members of the partnership. In addition, there are planned 6 international meetings of representatives of partner institutions (1-3 people from each institution, depending on the type of meeting, in each will participate the project coordinator from the partner organization).

#### Kick off meeting (October 2016)

The meeting will be attended by coordinators from each partner organization (3). There will be in-depth exchange of experience in the field of adult education, working with people 50+, possible methods used in teaching foreign languages. We will discuss the various stages of the project, as well as carefully plan the next actions. The main product of the meeting will be well developed format of a survey that will be carried out by the partners among people over 50 years of age.

#### II and III meeting

The meetings will be attended by representatives of the partners language coaches (2 people per organization in the 1 meeting, a total of 4 people from each organization on 2 meetings). In total, each meeting will be attended by 9 people (3 per organization). Meeting will consist out of seminars, presented, analyzed and consulted be aggregated results of the first phase of the research. The meetings will also serve the exchange of experiences among educators from various countries in terms of differences in methods of teaching adults because of their age. There will be presented opinions of the trainers for working with adults, proposals for changes to be made to the teaching methods to improve the learning process of the elderly. Each meeting will be moderated by a coordinator from the hosting partner.

#### The fourth meeting

Project meeting with the participation of experts, during which will be presented results of the first stage of the analysis (questionnaire, meetings with coaches). Experts will introduce in detail the issues of the project and the expected results of their work. There will be discussion about possible methods, of which the elements can be adapted to develop a tool. Will be drawn up a detailed timetable. The meeting will be attended by coordinators and experts.

#### V Meeting

The second meeting of the expert panel, which will discuss the results of the work, suggestions for improvement, forms of communication, training materials. The experts will be asked to develop a final description of the methodology, which takes the form of a manual containing information about the causes of the methodology, the context, the available methods of teaching, good practices, the reasons for which teaching techniques should be adapted to different age groups, technical aspects of the use of the methodology. The program will be discussed in the workshop for trainers preparing to use the method of the language courses.

#### VI Meeting

Evaluation Meeting - A summary of the effects of work, monitoring the achievement of expected results. Discussion of upcoming conferences. Participants: Coordinators (3).

When organizing meetings (on-line and direct) will be taken into consideration:

- \* good preparation of the meeting to make it as efficient as possible;
- \* planning what each partner should do before the meeting and with a goal to bring;
- \* take into account the need to draw up and submit for approval of all participants the full minutes of the meeting;

Contact with other stakeholders of the project will be conducted by each of the members of the partnership separately in their own country.



What are the most relevant topics addressed by your project?

- New innovative curricula/educational methods/development of training courses
- Teaching and learning of foreign languages

What results are expected during the project and on its completion? Please provide a detailed description of the expected results (if they are not listed in intellectual outputs, multiplier events or learning, training, teaching activities).

The results achieved during the project:

- Building and strengthening partnerships between the institutions participating in the project.
- Promoting the idea of partnership by providing information about the project and its results.
- Raising awareness in the field of language teaching of adults,
- Exchange of experience and good practices,
- Obtain information about the needs of people over the age of 50 in the area of foreign language learning by conducting a survey;
- Broaden the knowledge on possible teaching methods that can be used in working with older people,
- Developing a complete tool using the best solutions in the field of teaching foreign languages - foreign language teaching techniques using computer,
- The development of intermediate products which make up the method: 60 scenarios of English classes at levels A1 and A2 (30 scenarios for each level), curriculum and training materials for coaches, 100 interactive quizzes,
- The creation of interactive materials in the form of quizzes used to learn foreign languages and placing them on e-learning platform
- Equipment 30 language trainers with new competencies in the area of foreign language teaching of adults 50+,
- Access to developed methods (with links to materials) on the partners' websites and free websites across the EU - min. 20 websites
- information on the methodology developed to min. 60 institutions, including language schools, publishing houses, NGOs working for persons 50+, universities of the third age, institutions implementing the projects co-financed from European funds aimed at the 50+ group.

The results achieved after the project:

- The possibility of further product development by adapting it to higher levels of learning (from B1 up);
- Exploring the possibilities of expanding the scope of use of methods for other training than language;
- Encourage others by demonstrating good practice and developed recommendations.
- Further joint activities for new and better methods of education,
- Developing partnerships,
- Using methods developed in the daily practice of organizations taking part in the project.
- Improving the quality of teaching foreign languages in the partner organizations.

**E.1. Participants**

Approximately, how many persons will benefit indirectly from or will be target of the activities organised by the project? (i.e. participants for whom a specific grant is not foreseen, such as local participants in multiplier events, or other types of events, etc.)

160

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

At the end of the project in the countries of the partner organizations will be organized conferences to disseminate the project results. At each conference will be invited 40 people, including representatives of language schools, language trainers, representatives of organizations for active aging, universities of the third age. In addition to the minutes to 60 institutions in language education will be sent details of the method and possibilities of its use.

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

No



## F. Preparation

Please describe what will be done in preparation by your organisation and by your partners before the actual project activities take place, e.g. administrative arrangements, etc.

Before the start of the project institutions participating in the Partnership diagnosed the same problem in the area of foreign language teaching adults over 50 years of age and jointly approached to the project preparation. Consultation on Skype and by email and phone led to the joint development of substantive assumptions, schedule, budget and project content. Before the start of the project with each partner will be signed an agreement defining the responsibilities of all parties involved in the project, and specific conditions for the implementation of the project in financial terms. The agreement will provide a tool which will provide a durable and efficient cooperation between the partners and will avoid or resolve potential disputes. Each of the institution will delegate from his staff persons responsible for the implementation of the project and for contacts within the partnership. All the essential details of the project will be determined at the first project meeting. Also, before starting the project a social networking group will be established, which can be constant and serve the ongoing communication about the project.

### F.1. Project Management

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

At the stage of preparing assumptions of project the partnership agreed that control of the budget will be at the discretion of the Coordinator of partnership (the applicant). The budget was constructed on the basis of costs that are necessary to accomplish the objectives of the project.

Control of the project budget will be ensured through constant monitoring of compliance and financial progress of the project. As indicated above, the partners will sign an agreement regarding specifically governing the distribution of funds between the parties and in relation to individual operations. Internal control will be subject to all the accounting documents. An additional tool for controlling the budget are regular reports in the form of cost of the funds allocated for the implementation presented by the project partners.

Time management will be ensured by setting a detailed timetable and its control after the completion of each action. The calendar project plan will be divided into phases and individual tasks within phases.

Personnel involved with the project will carry out timesheets, which will include tasks performed in a given period of time.

How will the quality of the project's activities and results be monitored and evaluated? Please mention the involved staff profiles and frequency of such quality checks.

The quality of the project implementation will be ensured through close and constant cooperation and proper synchronization of the activities of all the organizations participating in the project.

The quality of the final product - there will be established procedures by which the products will be produced in accordance with a predetermined specification. There will be established the description of the final product of the project including all precisely defined quality criteria (and acceptance criteria), and they will have to comply with the method that has been recognized as possible to implement. Quality and proper fit to the needs of end users will be assured through the use of the empowerment principle, that the involvement of people working with people above 50 years of age will be also persons aged 50+ (during the survey).

For the monitoring and evaluation of the quality of activities and products will be responsible the person from the coordinator of the partnership in constant cooperation with managers from other organizations. It will be a person with experience in the implementation of social projects, certified project manager PRINCE2 Practitioner. The other coordinators have been provided with adequate knowledge of project management and preparation skills, research tools, statements and summaries.

The quality of activities and products will be held in the form of a periodic review of progress that will be held during project meetings and during videoconferencing.

At the end of the project there will be summarizing the evaluation meeting, which will be attended by representatives of the partners. The aim of the final evaluation meeting is a summary of the project and also discuss the possibility of developing a better and more effective methods of dissemination of results. All information received will be collected in the form of the minutes of the evaluation meeting.

What are your plans for handling project risks (e.g. conflict resolution processes)?

Risk management procedures will be adopted at the first meeting of the project. The original identification of possible risks will be





by gathering existing experience of partner organizations. Each risk will be subject to an evaluation and will be awarded a corresponding decisive weight to place it in the hierarchy. Weight will be granted on the basis of factors such as: likely impact on the project objectives, the proximity of risk (the time at which risks can materialize). Risk management procedures will also include the possible ways of counteracting and methods of implementation of any corrective action.

First of all risk to the proper implementation of the project has been limited at the beginning of the preparation through the choice of experienced organizations and ensuring competent team of managers. The partnership will also apply a lot of attention to the qualifications and competence of those with a role of experts and technicians working on the computerization of the tool (to perform interactive quizzes). Not without significance is also the proper selection of a group of persons covered by the survey so that the results are most meaningful. The risk of exceeding the budget for individual activities will be limited by their detailed planning.

Potential conflicts will be minimized by further fine-tuning of administrative and financial issues in the agreement at the stage of initiation of the project. Any disputes regarding the final shape of the final product will be resolved through constructive discussions with experts.

Which activities and indicators of achievement (quantitative and qualitative) will you put in place in order to assess whether and to what extent, the project reaches its objectives and results?

Monitoring of the project's objectives will be conducted on an ongoing basis using tools such as the description of the final product, the registry changes, a record of quality, semi-annual reports on project implementation, evaluation surveys carried out with trainers, participating in international workshops on the use of methods, reports on project meetings and video conferencing. Using a previously developed procedures will be monitored indicators such as:

QUANTITATIVE:

- \* The number of organizations involved: 3
- \* The number of experts involved: 4 (2 out of the country coordinator, one of the other countries of partnership)
- \* Total developed methods of learning foreign languages for person 50 years of age: 1, including:
  - The number of teaching methodologies developed (manual): 1
  - The number of developed training materials in the form of a script for coaches: 1
  - The number of developed training programs for coaches: 1
  - The number of developed training materials in the form of a script for people aged 50+: 2 (one for levels A1 and A2 English)
  - The number of the scenarios of language classes: 80 (30 for levels A1 and A2 English)
  - Number of scenarios developed interactive quizzes 1184 (approx. 592 for each of the above. Levels)
- \* The number of language coaches who participated in the workshop on the use of methods: 36
- \* Number of persons aged 50+ who participated in the survey: 600 (200 people per organization)
- \* The number of reports from project meetings with coaches language: 1
- \* The number of reports from desk research analysis: 1
- \* The number of created groups on social networks: 1
- \* The number of organizations that receive information on the results of the project and encouraged to use the method: 60
- \* The number of project meetings: 5
- \* Number videoconference with experts 16

QUALITY (including indicators directly linked to the result of intellectual work and to measure its effectiveness and range of influence):

- \* Deepening knowledge on existing needs in respect of training programs (based on the results of surveys, meetings with coaches, desk research analysis)
- \* Increased mobility of people involved in the project
- \* Strengthening the partnership organizations involved in the proj. (Indicator refers to the partner organizations)
- \* Increase competencies of 15 language coaches from 3 European countries in the field of teaching people over 50 years of age
- \* Increase awareness among 120 people - participants of the conferences - the need to diversify the introduction of teaching methodologies due to the age group of recipients
- \* Increase awareness of 60 representatives of organizations of the existence of a new method of teaching languages.



**G. Implementation**

Please elaborate on the methodology you intend to apply in your project. Please also 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".

With the implementation of the project will be used PCM method and elements of PRINCE 2 management will be implemented in accordance with the principle of product-based planning with strict qualitative criteria, detailed division of roles between the partners and deadlines for the execution of individual tasks both at the stage of the plan as well as plans for specific tasks. To manage the project, the applicant will appoint a coordinator with min. 5 years of experience in the implementation of projects financed from European funds, which will be responsible for planning, organizing, billing, and project monitoring, as well as budget control, time management, risk and quality. From each of the partners a coordinator will be responsible for supplying the products (eg. The statement of surveys, reports on project meetings).  
The quality of the project implementation will be ensured through close and constant cooperation and proper synchronization of the activities of all three organizations participating in the project. The project will establish procedures by which the products will be produced in accordance with a predetermined joint path. Partners will establish the description of the final product of the project including all precisely defined quality criteria (and acceptance criteria).

Please provide detailed information about the activities that your project will organise and elaborate on the methods you intend to use.

The activities related to the management of the project will involve coordinators from partner organizations. Activities in project implementation and achieving the intended results will consist of: planning, including the organization of meetings, travel, work organization and supervision of experts providing products; scheduling of work, defining terms. Within the category of "Project management and implementation" will be financed in addition: the possible costs of videoconferencing (some sites charge a fee for the use of some features, such as. Virtual array, the ability to share files while video calls, add links, multimedia presentations in real time ); print training materials for workshops for trainers of language; printing of test reports and project documentation, providing office space for the project, the remaining cost of communication (eg. the necessity of sudden contact with a foreign partner by phone) and any postal / courier services (eg. brochures for conferences).

**G.1. Intellectual Outputs**

Do you plan to include intellectual outputs in your project?

Yes

When filling in the Intellectual outputs section, please specify the leading and the participating organisations under each output that have a significant contribution in terms of potential impact and transferability (e.g. new curricula, pedagogical materials, IT Tools, analysis and studies, etc.). This will allow for specifying the corresponding costs in the specific section of the budget.

Output Identification	O1
Output Title	The report from the survey among 1000 people over 50
Output Description	The report will be the result of all partner organizations leading to obtain reliable information about the needs of the 50+ group in relation to language courses, which could potentially participate. Each of the coordinators of the partner organizations will be responsible for carrying out a survey of 200 people between October - November 2015. On the basis of the surveys the person managing the partnership will develop a detailed final report. Thanks the t information from the point of view of end-users about there will be presented information about the advantages and disadvantages of existing teaching methods, curricula, training programs, expectations of trainers and language schools. This will be an important product of the research phase, after which it will be possible to have a base for the work on the final product.
Please describe the tasks leading to the production of the intellectual output and the applied methodology	The tasks will be divided equally between the partners.
Start Date (dd-mm-yyyy)	01-10-2016



End Date (dd-mm-yyyy)	31-01-2017
Languages	English
Media(s)	Internet Paper Brochures
Activity Leading Organisation	test-NA-2_nowa-nazwa
Participating Organisations	AE Test Romania German Test Organisation
Output Identification	O2
Output Title	The report from meetings with coaches language
Output Description	This product will be the result of project meetings, which will gather views and information about working with the elderly. The meetings will be attended by the four teachers from each country (2 for 1 meeting) and coordinators. In a report will be summarized issues concerning the teaching methods used, opinions of trainers and learners, the most effective teaching techniques, level certified exam pass rates, depending on the method of teaching, the activity level of training group members, effective methods of activation. Summary will be, according to coaches, best practices in the field of teaching foreign languages, which could form the basis for a new method.
Please describe the tasks leading to the production of the intellectual output and the applied methodology	The tasks will be divided equally between the partners.
Start Date (dd-mm-yyyy)	01-02-2017
End Date (dd-mm-yyyy)	13-07-2017
Languages	English
Media(s)	Internet Publications
Activity Leading Organisation	test-NA-2_nowa-nazwa
Participating Organisations	AE Test Romania German Test Organisation



Output Identification	O3
Output Title	The report of the analysis of desk research
Output Description	A detailed study will be conducted in a form of a desk research on available and used in Europe, foreign language teaching methods and techniques of working with the elderly. Compiled will be the strengths and weaknesses of each technique, will be conducted comparative analysis tools available to develop a method LS50, making it possible to take the best elements of existing tools and methods to implement them to the LS50. A study will be commissioned by expert in creating teaching methods. Responsible for the results of work will be the project coordinator.
Please describe the tasks leading to the production of the intellectual output and the applied methodology	The tasks will be divided equally between the partners.
Start Date (dd-mm-yyyy)	01-06-2017
End Date (dd-mm-yyyy)	30-08-2017
Languages	English
Media(s)	
Activity Leading Organisation	AE Test Romania
Participating Organisations	test-NA-2_nowa-nazwa

Output Identification	O4
Output Title	LS50
Output Description	<p>The main product of the project will be developed method. Its shape and functionality will be adapted to the needs and requirements of the target groups (ie. The trainers as users and listeners 50+ as customers). It will be developed jointly by all partners and assisted by their coordinators and experts, so you will have a synergetic and versatile character tailored to the needs articulated on a European scale. The method will be built through the following actions:</p> <ul style="list-style-type: none"> <li>- Panel meetings</li> <li>- Video Conferencing (min. 16) with the participation of experts moderated by the partnership coordinators.</li> <li>- Individual work of experts - at the stage of preparing the initial version of the product will be 7 months (I-VIII 2017) x 10 working days; at the stage of product development to final 3 months (IX-XI 2017) x 10 working days.</li> <li>- Working technicians - those responsible for computer implementation of interactive quizzes based on scenarios prepared by experts.</li> </ul> <p>The final product will include:</p> <ul style="list-style-type: none"> <li>- Description of the methodology of teaching (manual)</li> <li>- A training program for trainers</li> <li>- Training materials in the form of a script for trainers</li> <li>- Training materials in the form of a script for people aged 50+ (one script for levels A1 and A2 English)</li> <li>- 60 scenarios of language classes (30 for levels A1 and A2 English)</li> </ul>



<p>- 1184 scenarios, interactive quizzes (after approx. 200 for each of the above. Levels)  - 1184 interactive quizzes available on the e-learning platform. The formation of interactive quizzes will be made in the period of August 2017 - I 2018  Manual LS50 will be available in all languages of the partnership and in English. For the translation into the languages of each country will be responsible translators chosen by the partner organizations.</p>	
Please describe the tasks leading to the production of the intellectual output and the applied methodology	The task will be divided equally between the partners.
Start Date (dd-mm-yyyy)	01-01-2017
End Date (dd-mm-yyyy)	31-12-2017
Languages	
Media(s)	Interactive Resource
	CD
	Publications
	Internet
Activity Leading Organisation	AE Test Romania
Participating Organisations	test-NA-2_nowa-nazwa
	German Test Organisation

Tylko na poc...

**G.2. Multiplier Events**

Do you plan to include Multiplier Events in your project?

Yes

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.

Event Identification	E1
Event Title	The conference disseminating results
Country of Venue	Poland
Event Description	Each of the partner organization is organizing a conference for dissemination in his country. The conference will be attended by 40 people each, among which will be present representatives of language schools, certification bodies, training providers, organizations working towards the development of competencies of elderly persons and entities implementing projects in the field of key competencies, as well as language trainers. The theme of the conference will be compiled with methods and possibilities of its use on a wider scale, the reasons why you should diversify educational techniques tailored to the age of the audience, the effectiveness of methods. Also there will be presented the results of research conducted within the project.
Start Date (dd-mm-yyyy)	04-04-2017
End Date (dd-mm-yyyy)	04-12-2017
Intellectual Outputs Covered	LS50
	The report from the survey among 1000 people over 50
	The report from meetings with coaches language
	The report of the analysis of desk research
Activity Leading Organisation	test-NA-2_nowa-nazwa
Participating Organisations	AE Test Romania
	German Test Organisation

Event Identification	E2
Event Title	The conference disseminating
Country of Venue	Bulgaria
Event Description	Each of the partner organization is organizing a conference for dissemination in his country. The conference will be attended by 40 people each, among which will be present representatives of language schools, certification bodies, training providers, organizations working towards the development of competencies of elderly persons and entities implementing projects in the field of key competencies, as well as language trainers. The theme of the conference will be compiled with methods and possibilities of its use on a wider scale, the reasons why you should diversify educational techniques tailored to the age of the audience, the effectiveness of methods. Also there will be presented the results of research



conducted within the project.	
Start Date (dd-mm-yyyy)	23-08-2017
End Date (dd-mm-yyyy)	23-08-2017
Intellectual Outputs Covered	LS50
Activity Leading Organisation	test-NA-2_nowa-nazwa
Participating Organisations	AE Test Romania
	German Test Organisation

Tylko na potrzeby testu

**G.3. Learning/Teaching/Training Activities**

Do you plan to include transnational learning, teaching or training activities in your project?

Yes

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?

As part of short-term activities a training for trainers working for or cooperating with partner organizations is planned. Each organization is providing a total of 6 trainers who work every day with adults including people over 50 years old. In three workshops organized in Poland, Germany and Romania will take part a total of 36 people. The workshop will be conducted by one of the experts working on the development of teaching methods. Each course will last five days and will consider the use of methods of working with people above 50 years of age. The program of the workshop will include issues related to: ways of learning, available methods of teaching, teaching for the age of the participant, the techniques of teaching according to the methodology, the sample simulation method that uses language course.

By taking part in international workshops language trainers / teachers will acquire knowledge on the use of new methods of language teaching people over 50 years of age, and increase their competence in teaching adults. It will result in better organization of classes, better contact with the participants, and as a result higher quality and effectiveness of teaching. International workshops will also be a great place for exchange of views and experiences of trainers from different countries on different approaches to teaching adults in the context of the age or status of the labor market. Coaches will exchange the knowledge and information they wouldn't do during regular training for trainers in their own countries.

Knowledge acquired by trainers will be able to be utilized by them in regular training activities.

Please describe each of the learning, teaching or training activities you intend to include in your project:

Activity No.	C1
Fields	Adult Education
Activity Type	Short-term joint staff training events
Activity Description	Workshop on the use of developed within the project method. In three workshops organized in Poland, Germany and Romania will take part a total of 36 people (12 for each workshop, of which 4 persons from each organization). The workshop will be conducted by one of the experts working on the development of teaching methods (depending on the country in which the training will be conducted by an expert from a particular country). Each course will last five days and will apply to the use of methods of working with people above 50 years of age. The program of the workshop will include issues related to: ways of learning, available methods of teaching, teaching for the age of the participant, the techniques of teaching according to the methodology, the sample simulation method that uses language course.
No. of Participants	36
Participants with Special Needs (out of total number of Participants)	0
Accompanying Persons (out of total number of Participants)	0
Duration (days)	10
Duration (months)	
Participating Organisations	test-NA-2_nowa-nazwa AE Test Romania German Test Organisation





Activity No.	C2
Fields	Adult Education
Activity Type	Blended mobility of adult learners
Activity Description	Mobility for adult learners in order to test the methods that will be included in the final product.
No. of Participants	15
Participants with Special Needs (out of total number of Participants)	0
Accompanying Persons (out of total number of Participants)	2
Duration (days)	14
Duration (months)	
Participating Organisations	test-NA-2_nowa-nazwa
	German Test Organisation

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?

Learning outcomes are confirmed Europass instrument through which participants will be able to present their new skills in a clear manner. Europass will serve participants to ensure equal opportunity in presenting qualifications and work experience in an understandable way throughout Europe. Europass will confirm the duration of the training carried out in the framework of the stay in another country and document the knowledge, skills and competences acquired abroad.

Tylko do celów konkursowych



**H. Follow-up**

**H.1. Impact**

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

Impact on participants: participants in the project will be the language trainers who will gain valuable knowledge on the use of the method of LS50 in their daily work. By participating in the workshop they will increase the efficiency of their work with adults and will be able to teach in a more approachable. In contrast, job satisfaction will influence better educational outcomes - it is assumed that the new method will positively influence the success rate of language exams in the group 50+.

The project will help partner organizations to exchange experiences and knowledge to create new tools for the development of key competencies. Developed by an international team of expert method with utilities will be able to be used in the further work of all organizations, which will expand the group of beneficiaries (as a result of satisfaction with the form of classes). Implementation of the project will also have a positive impact on inspiring other organizations to build partnerships and will help the formation of further innovative educational tools.

Through dissemination activities the project will affect the consciousness of language schools and training institutes in the possibility of using other methods than those that have been adopted and widely adapted. Increasing awareness will result in a gradual changes in course content in order to test the new tool that could bring better results than ever before.

Project activities are, however, designed to have the greatest impact on end users being the most important stakeholders of the project. Application LS50 will result better reception of classes and better learning outcomes, more frequent activity and commitment to personal development.

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

Implementation of the project will benefit the popularization of innovative forms of adult education, both at the local / regional, national and European level. Developed during the project work methods will be able to be used by other organizations active in the field of language education.

At the local and regional level in each of the partner countries the LS50 method will begin to be used by educational institutions. It will increase awareness and interest in the possibilities for introducing innovative curriculum content. This will happen among others thanks to the dissemination actions, ie. conferences, mailingowi, information on websites.

Impact on the international level will be manifested through the exchange of experiences and elaboration of synergies which is a combination of various approaches to adult learning and the current expertise of people from different countries. Developing a new tool of importance on a European scale will lead to further cooperation at transnational level and create new and better solutions in education.

How will you measure the previously mentioned impacts?

Tools for measuring the impact:

- Evaluation tests conducted with the coaches before and after completion of training;
- After the completion of the project in the normal course of business impact will be measured among older participants in language training through satisfaction surveys, analysis of the effectiveness of certified exam pass rates (projected growth in the first year of application of the method of min. 20%);
- Talks with representatives of training institutions and language schools on awareness of the variety of teaching methods;
- Constant contact between partners allows current exchange of experiences and the effects of introduced methods to learn languages.

**H.2. Dissemination and Use of Projects' Results**

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

To whom will you disseminate the project results inside and outside your organisation? Please define in particular your target audience(s) at local/regional/national/EU level and motivate your choice.

The addressee of dissemination activities both within the participating institutions and beyond will be the language trainers / teachers conducting the classes for adults including people over 50 years old. In addition, information about the project and its results will be directed to language schools, training institutions, non-governmental organizations working for the activation of people over 50 years of age. Information about the project will be sent to institutions operating on a European scale, including the



publishing of certified programs (European dimension), training entities operating in the country (eg. A national language schools have their branches in different cities). At a local level target groups are primarily local / regional training institutions, language trainers and persons aged 50+ benefiting from training courses offered by the partner institutions.

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?

Each partner organization has the necessary experience in implementing various kinds of European and national projects, and thus is able to provide the necessary conditions for the dissemination activities. To ensure global coverage of the project results dissemination activities will be carried out simultaneously by all partners. Organizations include information about the project on their websites, and fanpage'ach profiles on social networks. Each organization will be responsible for organizing the dissemination conference in his country for a minimum of 40 people. Each organization will also prepare a database of Web sites where you can post for free information about the project and links to interactive materials.

What kind of dissemination activities do you intend to carry out and through which channels?

- Providing information about the project on social networks
- Information on the websites of all entities involved in the project
- Send out information about the project to a minimum of 60 institutions connected with the teaching of foreign languages
- Conferences dissemination in each of the partner countries, including 240 people representing environmental training institutions, NGOs, language schools;
- Information about the project on sites of local NGOs and local organizations representing environment
- Informing the participants of language training benefiting from the support of partner institutions in the context of their current activity

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 main source of access to the results of intellectual labor will be partner websites and e-learning platform, which will ensure access to interactive materials produced in the project. Thanks to digitization tools they can be used to an unlimited extent. All interested institutions and individuals will be able to access it.

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

All developed under the project results will be made available on the websites of partners, by placing links on social networks. Information about the method created LS50 will be sent to at least 60 institutions - language schools, publishing houses, educational institutions. In addition, information about the project will be presented on European platforms disseminating the results of international projects, such as the European Shared Network. Interactive quizzes will be made available on one of the open European e-learning platforms.

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.)

Empty text box for additional information.

**H.3. 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 partner organizations will use tools developed in its current operations. The method will be distributed in the environment of the organization, so usege of it will be able to other organizations involved in adult training in foreign languages. In addition, LS50 method after appropriate modification of teaching content could be used to teach other subjects because their



assumptions will be based on knowledge of the needs for teaching, learning styles and aptitudes of the elderly.  
All developed results will be available on the websites of partners, information on the method together with links leading to download the User Guide will be available on social networks. They will therefore be accessible and able to use them. Interactive materials will be posted on the e-learning platform and will be financed by the Applicant by 1 year from the completion of the project.  
The implementation of the project undoubtedly will have a positive effect on the maintenance of partnerships and the implementation of similar initiatives in the future.

Tylko na potrzeby testowe



Erasmus+

Application Form

Call: 2016

KA2 - Cooperation for Innovation and the Exchange of Good Practices  
Strategic Partnerships for adult education

Form Version: 3.02

**I. Budget**

For further information please consult the Programme Guide for the overview of funding rules. Please note that all amounts must be expressed in Euros.

**I.1. Project Management and Implementation**

PIC of Organisation	Role of Organisation	Name of the Organisation
947717646	Applicant Organisation	test-NA-2_nowa-nazwa
947682144	Partner Organisation	AE Test Romania
949553759	Partner Organisation	German Test Organisation
		Total Grant Requested
		20000.00

**I.2. Transnational Project Meetings**

PIC of Sending Organisation	Total No. of Meetings	Total No. of Participants	Distance Band	Grant per Participant	Grant Requested
947717646: test-NA-2_nowa-nazwa	4	8	100 - 1999 km	575.00	4600.00
947682144: AE Test Romania	4	8	>= 2000 km	760.00	6080.00
949553759: German Test Organisation	4	12	100 - 1999 km	575.00	6900.00
Total					17580.00

**I.3. Intellectual Outputs**

Which concrete participating organisations' staff resources are you planning to use in the production of outputs that have a significant contribution in terms of potential impact and transferability (e.g. new curricula, pedagogical materials, IT Tools, analysis and studies, etc.)?

Total	695	Total	64655.00
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Form hash code: DE8F701657AD8042

Form has not been submitted yet

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Application Form

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Strategic Partnerships for adult education

Form Version: 3.02

PIC of Organisation	Output Identification	Category of Staff	Country	No. of Working Days	Grant per Day	Grant Requested
947717646: test-NA-2_nowa-nazwa	O1	Managers	Poland	20	88.00	1760.00
947717646: test-NA-2_nowa-nazwa	O1	Teachers/Trainers/Researchers	Poland	60	74.00	4440.00
947717646: test-NA-2_nowa-nazwa	O1	Administrative support staff	Poland	10	39.00	390.00
947717646: test-NA-2_nowa-nazwa	O2	Teachers/Trainers/Researchers	Poland	30	74.00	2220.00
947717646: test-NA-2_nowa-nazwa	O2	Managers	Poland	20	88.00	1760.00
947717646: test-NA-2_nowa-nazwa	O2	Teachers/Trainers/Researchers	Poland	30	74.00	2220.00
947717646: test-NA-2_nowa-nazwa	O2	Administrative support staff	Poland	10	39.00	390.00
947717646: test-NA-2_nowa-nazwa	O3	Managers	Poland	20	88.00	1760.00
947717646: test-NA-2_nowa-nazwa	O3	Teachers/Trainers/Researchers	Poland	30	74.00	2220.00
947717646: test-NA-2_nowa-nazwa	O3	Administrative support staff	Poland	10	39.00	390.00
947717646: test-NA-2_nowa-nazwa	O4	Managers	Poland	20	88.00	1760.00
947717646: test-NA-2_nowa-nazwa	O4	Teachers/Trainers/Researchers	Poland	100	74.00	7400.00
947717646: test-NA-2_nowa-nazwa	O4	Administrative support staff	Poland	15	39.00	585.00
947682144: AE Test Romania	O1	Teachers/Trainers/Researchers	Romania	50	74.00	3700.00
947682144: AE Test Romania	O2	Teachers/Trainers/Researchers	Romania	50	74.00	3700.00
947682144: AE Test Romania	O3	Teachers/Trainers/Researchers	Romania	50	74.00	3700.00
947682144: AE Test Romania	O4	Teachers/Trainers/Researchers	Romania	50	74.00	3700.00
949553759: German Test Organisation	O1	Teachers/Trainers/Researchers	Germany	20	214.00	4280.00

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PIC of Organisation	Output Identification	Category of Staff	Country	No. of Working Days	Grant per Day	Grant Requested
949553759: German Test Organisation	O1	Technicians	Germany	20	162.00	3240.00
949553759: German Test Organisation	O2	Teachers/Trainers/Researchers	Germany	20	214.00	4280.00
949553759: German Test Organisation	O2	Technicians	Germany	20	162.00	3240.00
949553759: German Test Organisation	O4	Teachers/Trainers/Researchers	Germany	20	214.00	4280.00
949553759: German Test Organisation	O4	Technicians	Germany	20	162.00	3240.00
Total				695	Total	64655.00

#### I.4. Multiplier Events

PIC of Organisation	Event Identification	Country of Venue	No. of Local Participants	Grant per Local Participant	No. of Foreign Participants	Grant per Foreign Participant	Grant Requested
947717646: test-NA-2_nowa-nazwa	E1	Poland	75	100.00	0	200.00	7500.00
949553759: German Test Organisation	E2	Bulgaria	75	100.00	5	200.00	8500.00
Total			150	Total	5	Total	16000.00

#### I.5. Learning/Teaching/Training Activities

##### I.5.1. Travel

Total		42	Total		11550.00
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PIC of Organisation	Activity No.	Activity Type	No. of Participants (including accompanying persons)	Distance Band	Travel Grant per Participant	Grant Requested
947717646: test-NA-2_nowa-nazwa	C1	Short-term joint staff training events	12	100 - 1999 km	275.00	3300.00
947682144: AE Test Romania	C1	Short-term joint staff training events	12	100 - 1999 km	275.00	3300.00
949553759: German Test Organisation	C1	Short-term joint staff training events	10	100 - 1999 km	275.00	2750.00
947717646: test-NA-2_nowa-nazwa	C2	Blended mobility of adult learners	3	100 - 1999 km	275.00	825.00
949553759: German Test Organisation	C2	Blended mobility of adult learners	5	100 - 1999 km	275.00	1375.00
Total			42		Total	11550.00

### I.5.2. Individual Support

#### Short-term Learning/Teaching/Training Activities

PIC of Organisation	Activity No.	Activity Type	Duration per Participant (days)	No. of Participants (without accompanying persons)	Grant per Participant	No. of Accompanying Persons	Grant per Accompanying Persons	Grant Requested
947717646: test-NA-2_nowa-nazy	C1	Short-term joint staff training events	10	12	1000.00	0	1000.00	12000.00
947682144: AE Test Romania	C1	Short-term joint staff training events	10	12	1000.00	0	1000.00	12000.00
949553759: German Test Organisa	C1	Short-term joint staff training events	10	12	1000.00	0	1000.00	12000.00
Total			58	49	Total	2	Total	48810.00

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PIC of Organisation	Activity No.	Activity Type	Duration per Participant (days)	No. of Participants (without accompanying persons)	Grant per Participant	No. of Accompanying Persons	Grant per Accompanying Persons	Grant Requested
947717646: test-NA-2_nowa-nazw	C2	Blended mobility of adult learners	14	12	770.00	0	1400.00	9240.00
949553759: German Test Organisa	C2	Blended mobility of adult learners	14	1	770.00	2	1400.00	3570.00
Total			58	49	Total	2	Total	48810.00

### I.5.3. Exceptional Costs (Overseas Countries and Territories Travel Costs)

PIC of Organisation	Activity No.	Activity Type	No. of Participants (including accompanying persons)	Purpose and description of Costs	Grant requested (up to 80% of eligible costs)
Total				Total	

### I.6. Special Needs

PIC of Organisation	No. of Participants With Special Needs	Description	Grant Requested
949553759: German Test Organisation	2	Special needs of elder learners	2000.00
Total			2000.00

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**I.7. Exceptional Costs**

PIC of Organisation	Description of Cost Item	Grant Requested (75% of Total)
947682144: AE Test Romania	Printing and disseminating the final publication.	5000.00
	<b>Total</b>	<b>5000.00</b>

Please provide any further comments you may have concerning the above entered budget.

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## J. 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+ dissemination 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.

In view of further publication on the Erasmus+ dissemination 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.

The premise for the project is to improve the educational methods used in working with people 50 years of age. Due to the progressive globalization, computerization of life and aging population in Europe, it is necessary to provide high-quality training support tailored to the needs of the elderly. Better teaching methods are higher learning efficiency, resulting in more confidence and increased employability.

The main objective of the project is to develop innovative methods of teaching foreign languages used in work with individuals 50 years of age. This will be achieved through the following actions:

1. Conduct a thorough needs analysis for the desired teaching methods, among others, through a survey conducted in 5 partner countries among 1,000 people aged 50+ and interviews with 20 experienced language trainers working with older people;
2. Development of a tool LS50 in the form of a manual for use by an expert team consisting of teaching specialists and foreign language teachers and psychologists. Products forming part of the tool will be:
  - A program of training and training materials in the form of scripts for language coaches of the 6 participating countries
  - Training materials used for classes in groups of 50+
  - 60 lesson plans tailored for English language lessons under the programs certified at levels A1 and A2 (30 on each level)
  - 1184 interactive quizzes to enrich language learning and supporting contact with the ICT tools that will be placed on one of the areas of e-learning platforms.
3. Equipment 30 trainers of foreign languages from 3 countries in the knowledge of working with older people and the ability to use the method developed LS50.

As a result of actions taken in the first rise-depth research reports will be created containing information about the needs in the field of language education articulated by users (language trainers) and recipients (persons 50 years of age using or planning to use foreign languages). Based on results of a group of six experts selected by the partner organizations, based on the latest expertise will prepare a comprehensive tool that can be used in teaching foreign languages. The tool will have a universal character, ie. Will be based on learning styles of older people, their needs and abilities in relation to learning and teaching methods. Thus, the method LS50 after appropriate modification of the content will be used in teaching other subjects.



**J.1. Summary of participating organisations**

PIC of Organisation	Name of the Organisation	Country of the Organisation
947717646	test-NA-2_nowa-nazwa	Poland
947682144	AE Test Romania	Romania
949553759	German Test Organisation	Germany
Total number of participating organisations		3

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J.2. Budget Summary

PIC of Organisation	Transnational Project Meetings	Intellectual Outputs	Multiplier Events	Learning/Teaching/Training Activities			Special Needs	Exceptional Costs	Total
				Travel	Individual Support	Linguistic Support			
947717646	4600.00	27295.00	7500.00	4125.00	21240.00			64760.00	
947682144	6080.00	14800.00		3300.00	12000.00		5000.00	41180.00	
949553759	6900.00	22560.00	8500.00	4125.00	15570.00		2000.00	59655.00	
Total	17580.00	64655.00	16000.00	11550.00	48810.00		2000.00	165595.00	
Project Management and Implementation									20000.00

J.2.1. Project Total Grant

Grant Calculated	185595.00
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## K. Checklist

Before submitting online your application form to the National Agency, please make sure that it fulfils the eligibility criteria listed in the Programme Guide and check that:

- you have used the official Key Action 2 application form.
- 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.
- the application form has been completed using one of the official languages of the Erasmus+ Programme Countries.
- you have annexed all the relevant documents:
  - the Declaration of Honour signed by the legal representative mentioned in the application.
  - the mandates of each partner to the applicant signed by both parties (recommended).
  - the timeline for the project activities and outputs using the template provided.
- all participating organisations have uploaded the documents to give proof of their legal status in the participants' portal (for more details, see the section "Selection Criteria" in Part C of the Programme Guide).
- for grants exceeding 60 000 EUR, you have uploaded the documents to give proof of your financial capacity in the participants' portal (for more details, see the section "Selection Criteria" in Part C of the Programme Guide). Not applicable in the case of public bodies or international organisations.
- you are complying with the deadline published in the Programme Guide.
- you have saved or printed the copy of the completed form for yourself.

Tylko na potrzeby testowe



## L. 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 in pursuant to Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the Community 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.:

- In the case of grant application forms: the evaluation 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 selected and the dissemination of results through appropriate Erasmus+ IT tools. For the latter, as regards the details of the contact persons, an unambiguous consent will be requested.
- In the case of application for accreditation forms: the evaluation of your application in accordance with the specifications of the call for proposals,
- In the case of report forms: statistical and financial (if applicable) follow-up of the projects.

For the exact 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/eplink-efrms-privacy\\_en.htm](http://ec.europa.eu/programmes/erasmus-plus/documents/eplink-efrms-privacy_en.htm)

Tylko na potrzeby testowe



**M. Declaration of Honour**

To be signed by the person legally authorised to enter into legally binding commitments on behalf of the applicant organisation.

I, the undersigned, certify that the information contained in this application form is correct to the best of my knowledge. I put forward a request of an Erasmus+ grant as set out in section BUDGET of this application form.

Declare that:

- All information contained in this application, is correct to the best of my knowledge.
- In the case of projects in the field of youth, the participants involved in the activities fall in the age limits defined by the Programme.
- The organisation I represent has the adequate legal capacity to participate in the call for proposals.

EITHER

The organisation I represent has financial and operational capacity to complete the proposed action or work programme

OR

The organisation I represent is considered to be a "public body" in the terms defined within the Call and can provide proof, if requested of this status, namely:

It provides learning opportunities and

- Either (a) at least 50% of its annual revenues over the last two years have been received from public sources;
- Or (b) it is controlled by public bodies or their representatives

I am authorised by my organisation to sign Community grant agreements on its behalf.

Certify that (in case the grant requested exceeds 60 000€):

The organisation I represent:

- is not bankrupt, being wound up, or having its affairs administered by the courts, has not entered into an arrangement with creditors, has not suspended business activities, is not the subject of proceedings concerning those matters, nor is it in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- has not been convicted of an offence concerning its professional conduct by a judgment which has the force of 'res judicata';
- has not been guilty of grave professional misconduct proven by any means which the National Agency can justify;
- has fulfilled its obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which it is established or those of the country where the grant agreement is to be performed;
- has not been the subject of a judgment which has the force of 'res judicata' for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the Communities' financial interests;
- it is not currently subject to an administrative penalty referred to in Article 109(1) of the Financial regulations (Council Regulation 966/2012).

Acknowledge that:

The organisation I represent will not be awarded a grant if it finds itself, at the time of the grant award procedure, in contradiction with any of the statements certified above, or in the following situations:

- subject to a conflict of interest (for family, personal or political reason or through national, economic or any other interest shared with an organisation or an individual directly or indirectly involved in the grant award procedure);
- guilty of misrepresentation in supplying the information required by the National Agency as a condition of participation in the grant award procedure or has failed to supply this information.

In the event of this application being approved, the National Agency has the right to publish the name and address of this organisation, the subject of the grant and the amount awarded and the rate of funding.

Commit:





- my organisation and the other partner organisations herein, to take part upon request in dissemination and exploitation activities conducted by National Agencies, the Executive Agency and/or the European Commission, where the participation of individual participants may also be required.

I acknowledge that administrative and financial penalties may be imposed on the organisation I represent if it is guilty of misrepresentation or is found to have seriously failed to meet its contractual obligations under a previous contract or grant award procedure.

Place:	Date (dd-mm-yyyy):
Name of the applicant organisation:	
Name of legal representative:	
Signature:	
National ID number of the signing person (if requested by the National Agency):	
Stamp of the applicant organisation (if applicable):	

Tylko na potrzeby testowe



**N. Annexes**

Please note that all documents mentioned in section "Checklist" need to be attached here before you submit your application online.

File Name	File Size (kB)
Total Size	

Tylko na potrzeby



## O. Submission

Before submitting the form electronically, please validate it. Please note that only the final version of your form should be submitted electronically.

### O.1. Data Validation

Validation of compulsory fields and rules

### O.2. Standard Submission Procedure

Online submission (requires internet connection)

### O.3. Alternative Submission Procedure

If you cannot submit your form online you can still do it by sending an email to your National Agency within the 2 hours following the official deadline. The email must contain the complete electronic form and any file attachments you wish to send. You must also attach a snapshot of section "Submission Summary" indicating that this electronic form could not be submitted online. Your National Agency will analyse your situation and provide you with further instructions.

### O.4. Submission Summary

This form has not been submitted yet.

### O.5. Form Printing

Print the entire form

Tylko na potrzeby testów