

MT+ ESC31 - Solidarity Projects Specifics

- [Relevant for...](#)

This page explains the specific functionality available for projects carried out under key action ESC31 - Solidarity Projects.

Important

The term *organisation* used in the documentation below can also refer to a *group of young persons* who applied for and received a grant for a solidarity project in their own name rather than via a public/private body.

Relevant for...

Call Year	Programme	Action
2018 onward	European Solidarity Corps	ESC31 - Solidarity Projects

1. Details

The **Details** tab provides general information about the project. Please see [MT+ Project Details](#) for further details.

The screenshot shows the 'Details' tab for Project 2018-1-PL01-ESC31-051361. The interface includes a top navigation bar with the European Commission logo and the text 'Mobility tool PL01 Foundation for the Development of the Education System'. A 'TEST' badge is visible in the top right corner. Below the navigation bar, the 'Details' tab is highlighted with a red box. The main content area is divided into several sections: 'Context information', 'Project information', 'Project Access', 'National Agency', and 'Beneficiary Organisation information'. The 'Project information' section contains details such as Grant Agreement No., National ID, Project Title, Project Acronym, Project Status, and Final Report Submission Deadline. The 'Beneficiary Organisation information' section includes the OID, Legal Name, Business Name, Full legal name, and Erasmus Code. The 'Project Access' section shows the user's role and access level. The 'History information' section displays creation and update timestamps and users.

2. Organisations

The **Organisations** tab displays basic information about the beneficiary organisation. This information is transferred from the National Agency management system. If changes are required, please update in the [Organisation Registration system](#) and inform your National Agency.

1. Click on the **view** icon in the side menu to open the **Organisation Details** screen, where you can find additional information on the organisation.
2. Click on the **number of contact persons** for the organisation to open the **Contacts** tab, where you can manage their details.



Unlike other European Solidarity Corps key actions, ESC31 - Solidarity Projects only allows one organisation to be involved in a project. Therefore the option to add partner organisations is not available.

The screenshot shows the 'Organisations' tab for Project 2018-1-PL01-ESC31-051361. The 'Organisations' tab is highlighted with a red box. Below the navigation bar, the 'Organisations' section is displayed. It includes a search bar, a table of organisations, and a 'view' icon. The table has columns for Beneficiary, Role, OID, Legal Name, Country, and City. A red box highlights the 'Contacts' column, which shows a '2' indicating the number of contact persons. Another red box highlights the 'view' icon, which is used to open the Organisation Details screen.

3. Contacts

The **Contacts** tab allows users with appropriate permissions to manage the contact persons for the organisation implementing the project.

Please see [ESC MT+ How to manage contacts](#) for further details.

List Contacts

[+ Create](#)

Organisation

All

Search in 2 records

[selection](#) | [export](#) | [bulk operations](#)

Organisation OID	Organisation Legal Name	Contact First Name	Contact Last Name	Email	Telephone 1	Beneficiary	Preferred Contact	Access to Project	
<input type="radio"/> E10200698	UNIERSYTET KAZIMIERZA WIELKIEG O	Jan	SURNAME	nomail@mail.com	+48 123456789 112	✓	✗	V	
<input type="radio"/> E10200698	UNIERSYTET KAZIMIERZA WIELKIEG O	Andrej	NAME	EAC-TRAINING-22@ec.europa.eu	+48 123456789	✓	✓	E	

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4. Participants

The **Participants** tab allows you to list the young persons involved in the solidarity project.

Projects carried out under ESC31 - Solidarity Projects key action must include at least five (5) participants.

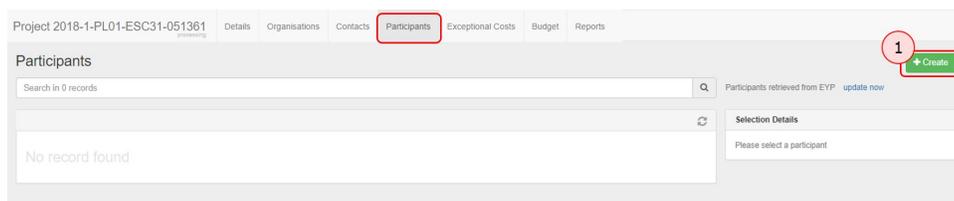
All participants to the project must be legal residents in the country of the beneficiary organisation and must have first registered in the European Solidarity Corps Portal to obtain a Participant Registration Number (PRN).

Note: The participant details changed in European Solidarity Corps can be updated until the Final report is generated. After the report is generated the data is frozen. If any of the participants details are changed a message will be displayed to informing you that new participant data has been received. In this case the beneficiary report should be released and the participant details updated. Likewise if there are additional participant details to be added, the final report should be released.

4.1. Add participants

If no participants have been added to the project, the **Participants** list is empty.

1. Click the **+Create** button to open the participant details screen.



2. Enter the participant's PRN to retrieve their personal information from the European Youth Portal.
3. Click on the respective drop-down lists to select whether the person is a **participant with special needs** and/or a **participant with fewer opportunities**.
4. Click **Save**.

The participant's details will appear in the participant list.

4.2. List of participants

1. Once the list is populated, the search field can be used to search for any participants in the list.
2. When you select the participant record, the following options become available:
 - **View:** Opens the participant's details in view mode. No changes can be made.
 - **Update:** Opens the participant's details in edit mode to make adjustments. See [Update participant details](#) below for further information.
 - **Delete:** Removes the participant from the list.

Project 2018-1-PL01-ESC31-051361 processing Details Organisations Contacts **Participants** Exceptional Costs Budget Reports

Participants + Create

Search in 6 records Q Participants retrieved from EYP [update now](#)

selection export bulk operations

PRN	Participant First Name	Participant Last Name	Participant Email
6038358446	Una	Rose	train4.na@gmail.com
6038359513	Runa	Petursdottir	mob.train3.ben@gmail.com
6038359028	Jan	Janssen	mob.train8.ben@gmail.com
6038359610	Eric	Berger	mob.train2.ben@gmail.com
6038359416	Elsa	Johansson	mob.train4.ben@gmail.com
6038359222	Agata	Nowak	mob.train6.ben@gmail.com

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Selection Details

Runa Petursdottir
mob.train3.ben@gmail.com

view update delete

4.3. Update participant details

There are two types of details you can update for the participants listed in your project:

1. For an individual participant, click **update** in the **Selection Details** section to change their status as a **participant with special needs** or a **participant with fewer opportunities**.
2. For all participants at once, click **update now** in the top right corner to retrieve their latest personal information from the European Youth Portal. Mobility Tool+ will display a notification if this action is required.

Project 2018-1-PL01-ESC31-051361 processing Details Organisations Contacts **Participants** Exceptional Costs Budget Reports

Participants + Create

Search in 6 records Q Participants retrieved from EYP [update now](#)

selection export bulk operations

PRN	Participant First Name	Participant Last Name	Participant Email
6038358446	Una	Rose	train4.na@gmail.com
6038359513	Runa	Petursdottir	mob.train3.ben@gmail.com
6038359028	Jan	Janssen	mob.train8.ben@gmail.com
6038359610	Eric	Berger	mob.train2.ben@gmail.com
6038359416	Elsa	Johansson	mob.train4.ben@gmail.com
6038359222	Agata	Nowak	mob.train6.ben@gmail.com

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Selection Details

Runa Petursdottir
mob.train3.ben@gmail.com

view update delete

5. Exceptional Costs

The **Exceptional Costs** tab allows you to list the exceptional costs incurred and/or requested during the implementation of the project.

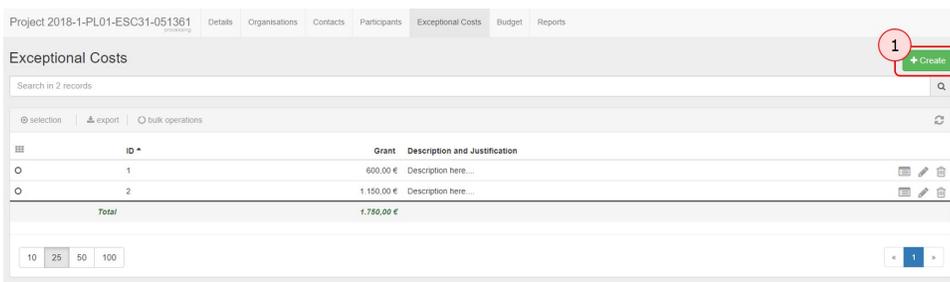
Exceptional costs requested in your application and accepted by the National Agency will be transferred as such to Mobility Tool+, and the **Description** and **Justification** for these costs can be adjusted in Mobility Tool+.

The grant approved by the National Agency for the exceptional costs guarantee is shown in the **Budget** screen.

ID	Grant	Description and Justification
1	600,00 €	Description here....
2	1.150,00 €	Description here....
Total	1.750,00 €	

Add exceptional cost.

1. Click the **+Create** button to open the **Exceptional Costs detail** screen.



2. Enter the requested amount in the **Grant** field.
3. Provide a **description and justification**.
4. The **Total exceptional costs** field in this screen indicates the total grant requested before the current entry.
5. Click **Save**.

Exceptional Costs Detail

ID: 3

Grant: 550

Description and Justification: Description here

Total exceptional costs: 1750

4984 characters left

Cancel Save

5.1. List of Exceptional Costs

The new cost entry will appear in the list.

1. The **total** requested exceptional costs are displayed at the bottom of the list.
2. The contextual menu next to each cost entry provides the following options:
 - **View**: Opens the cost details in view mode. No changes can be made.
 - **Update**: Opens the cost details in edit mode, allowing you to adjust the grant and the description/justification.
 - **Delete**: Removes the cost entry from the list.

Exceptional Costs

+ Create

Search in 3 records



selection export bulk operations

ID	Grant	Description and Justification	
1	600.00 €	Description here ...	
2	1.150.00 €	Description here ...	
3	550.00 €	Description here	

1 Total 2.300.00 €

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6. Budget

The **Budget** tab displays a break-down of the project costs. Both awarded and current calculated costs are displayed:

1. **Approved Budget (by National Agency)** - the budget awarded in the grant agreement and transferred to Mobility Tool+ from the National Agency Management System.
2. **Current Budget (in Mobility Tool+)** - the budget declared to date in Mobility Tool+.
3. **Project costs:** calculated automatically based on the project duration. This amount cannot be changed in Mobility Tool+.
4. **Coach costs:** calculated based on the the number of coaching days you request. This number can be adjusted, but must not exceed 12 days.
5. **Total exceptional costs guarantee:** retrieved from the details you provided in the **Exceptional Costs** tab.
6. **Total Project:** the total awarded and current budget, calculated as the sum of the other budget items.

Project 2018-1-PL01-ESC31-051361 processing Details Organisations Contacts Participants Exceptional Costs **Budget** Reports

Budget

Save

						1	2
						Approved Budget (by National Agency)	Current Budget (in Mobility Tool+)
Project Costs	Country: Poland	Grant per month: 500,00 €	Number of months: 0			6.000,00 €	0,00 €
Coach Costs	Country: Poland	Grant per Day: 74,00 €	Number of days: 4			370,00 €	296,00 €
Total exceptional costs guarantee						500,00 €	350,00 €
Total Project						6.870,00 €	646,00 €

Save

7. Reports

The **Reports** tab allows you to draft and submit the final beneficiary report on behalf of the group of participants.

Please see [MT+ How to manage final beneficiary report](#) for further information.

Project 2018-1-PL01-ESC31-051361 processing Details Organisations Contacts Participants Exceptional Costs Budget **Reports**

Beneficiary Reports

Final Beneficiary Report

Please click on this button to generate a new Beneficiary Report

Generate Beneficiary Report

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- [ESC MT+ Force majeure guidance due to Coronavirus](#)
- [ESC MT+ How to manage contacts](#)
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- [ESC MT+ Participants](#)
- [ESC MT+ Project management overview](#)
- [ESC MT+ Submit final report](#)
- [ESC Participant Reports Examples](#)