# **Context in applications**

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#### Take note

The illustrations in the Application Forms wiki pages are for consultation purpose only and may not always reflect the latest implementation.

There may be minor changes to the screen appearance and layout which are described on the updated page: How to complete the application form.

The **Context** section of the application form asks for general information about your project proposal, including the **language** used to fill in the application form and the **National Agency** that will receive, assess and decide on selection of your proposal. Depending on the key action you are applying for, additional information may be required.

- The Context section is the first section to be completed in an application.
- Depending on the action you apply for you may be required to fill in additional information such as Project Name, Start Date, Project Duration, Accreditation type (KA120) and/or Lump Sum grant amount (KA220).
- If you later need to update information in the Context section, you also need to review all other sections of the application to ensure the provided information is still valid and complete. The Main menu will indicate with a red X if a section has turned incomplete as a result of changing information in the Context section.

Please read the onscreen information carefully before you complete the relevant fields. For general information on how to fill in the application form see the page How to complete the application form.

This page shows the minimum requirements in the Context section for different key actions.

#### This page is relevant for:

- Erasmus+ Call year 2023
  - KA1 Mobility of individuals; except KA121, KA151, to be specified.
  - $^{\circ}~$  KA3 Support for policy reform
  - KA2 Cooperation for innovation and the exchange of good practices
- European Solidarity Corps Call year 2023
  - ESC30 Solidarity Projects
  - o ESC50 Quality Label

## **Steps**

#### 1. Open "Context"

Click on the Context option in the content menu (this is the default option when you start a new application). The context screen opens.

The context screen provides additionally the links to the National Agency contacts and the privacy statement regarding the protection of personal data.

#### 2. Provide the required information

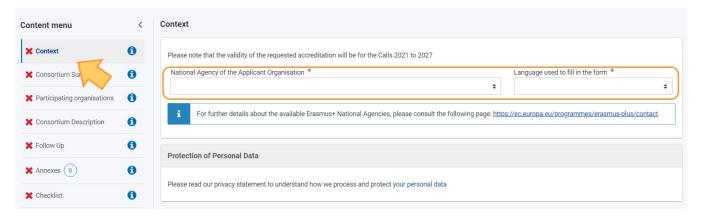
All mandatory fields are marked with a \*.

Fields to be completed depend on the selected action you are applying for. In our example, only the National Agency of the Applicant Organisation and Language used to fill in the form have to be filled in.



#### Please note

If you select a language to be used in the form different to English, certain fields in the form may need to be completed both in the selected language and in English, for example the Project Title (where applicable).



#### 2.1. Select your National Agency

One important aspect to take into account at this step of your application is the National Agency to which you want to submit your application.

You will find a drop-down list with the relevant Erasmus+ National Agencies covering each field of education, training and youth. In the drop down list, each National Agency is identified by a unique code accompanied by the name of the country in the national language. Select the correct National Agency from the list.



If a country has more than one National Agency, you can consult the full list of National Agencies for your country here or via the link provided on the page.

Here you can find the code of the National Agency responsible for your field of activity to which you should submit your application.

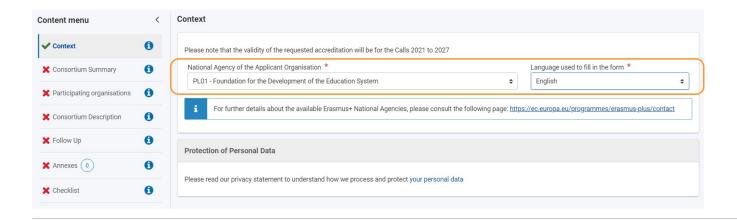
The information to look for on the webpage is National Agency Code and the fields in which it is active.

## 2.2. Provide other required information

Fill in all remaining required information on the screen. In our example only the Language used to fill in the form still has to be provided, using the available drop-down list.

For information on other possible fields per Key Action, see Key Action specifics.

Note: If information in the form is entered incorrectly or does not fulfil certain criteria, a warning message is displayed. To proceed, such errors have to be corrected.



## 3. Key action specifics

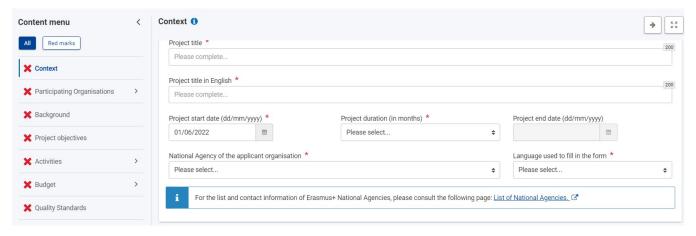
Depending on the Key Action of your application, you may have to provide some or all of the information below.

Some forms may request additional information.

#### 3.1. KA1/KA3 and ESC Application forms

- Project Title
- Project Title in English
- Project Start Date
- Project Duration
- National Agency of the Applicant Organisation
- · Language used to fill in the form

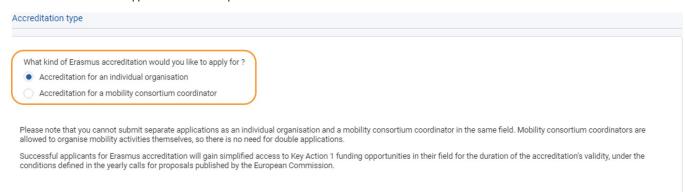
As an example here the context screen for a KA122-SCH - Short-term projects for mobility of learners and staff in school education form.



### 3.1.1. For KA120-SCH, KA120-ADU, KA120-VET - Erasmus accreditation

A specific section, Accreditation type, has to be completed:

You must select either the **Accreditation for an individual organisation** or **Accreditation for a Mobility Consortium Coordinator** radio button. Questions in other sections of the Application form will depend on what is selected here.



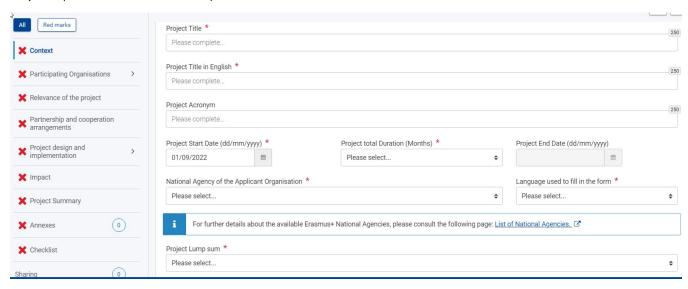
### 3.2. KA2 Application forms

All of the above

- · Main objective of the project
- · Type of project (Transnational Youth Initiative)
- Proiect Acronym

#### 3.2.1. For KA210-SCH - Small-scale partnership projects and KA220-SCH - Cooperation partnerships in school education:

• Project lump sum - to be selected from a drop-down list



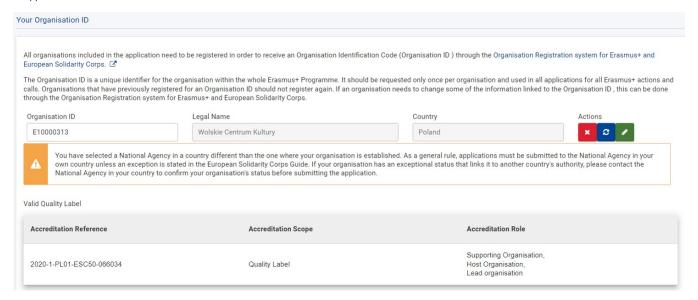
#### 3.3. ESC Application forms

#### 3.3.1. ESC50-QLA Quality Label Application form

In this form you must specify:

- 1. Language of Application form
- 2. National Agency of the Applicant Organisation
- 3. Organisation ID (OID)

Already existing valid Quality Labels for the selected organisation are listed (including still valid ESC50 or ESC52 accreditations from the previous programme) if applicable.



#### Type of Quality label you apply for (radio buttons):

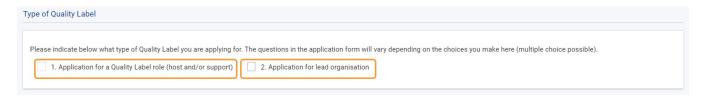


#### Please note

The available type(s) of Quality label you may apply for vary depending on your country and already existing valid Quality Label(s) from ESC50 and/or ESC52.

The sections and questions in the rest of this application form will vary depending on the type of Quality Label(s) you apply for.

- 1. Application for a Quality Label role (host and/or support)
- 2. Application for lead organisation



If you select host and/or support you will have to select which of the roles you apply for in a separate drop-down box.

Please indicate below what type of Quality Label you are applying for. The questions in the application form will vary depending on the choices you make here (multiple choice possible).

1. Application for a Quality Label role (host and/or support)

2. Application for lead organisation

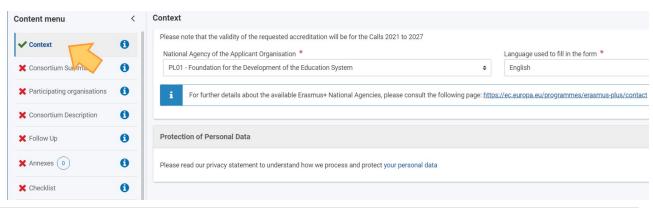
For which role are you applying for? \*

Supporting Organisation

Host Organisation

## 4. Example of a completed "Context" section

• Context section marked complete



## **Related Articles**

- Add organisations to an application
  Annexes in applications
  Apply for grant or accreditation
  Associated Persons in applications
  Checklist in applications
  Context in applications
  Export your application form as a PDF file
  How to complete the application form
  My Applications
  My Contacts
  Opportunities
  Participating Organisations in applications
  Sharing an application form
  Submission History in applications
  Submitting an application form