

# MT+ Alerts and Notifications

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The alerts icon in Mobility Tool+ is a new feature that will notify you about any issues that might impact the good implementation of your project. Alerts will be gathered in an easily accessible and centralised place, which will help you to quickly identify issues and, if necessary, fix them. Some of these alerts might be for information only and therefore will not need any follow-up.

Alerts are currently available for:

- **KA107 Missing Partner Country contacts details**
- **KA107 Budget transfers between incoming and outgoing mobility flows reach 40% limit**
- **KA107 First transfer between incoming and outgoing mobility flows**

The alerts are auto-created by the system and updated once a day. The page here explains the basic functionality of this feature.

## Relevant for...

Call Year	Key Action	Action
2016 onward	KA1 - Learning Mobility of Individuals	<b>KA107 - Higher education student and staff mobility between Programme and Partner Countries</b>

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# 1. The Alert icon


## Explanation and illustration


In Mobility Tool+ the alert icon is displayed in the right top corner of the screen. If there are any open issues in your projects, a number indicating the total number of issues will be displayed next to the icon.


In our example you see a total of 58 alerts.

project list

EN change language


 58

ECAS EAC\_TRAINING (naadministrator)  logout


 **European Commission**  
**Mobility tool** FR01 Agence Erasmus+ France / Education Formation

Home

Welcome to Mobility Tool+

 About the tool



Mobility Tool+ is the system for the management of Mobility and/or Partnerships projects that received an EU grant under the Erasmus+ Programme.  
  
If you belong to a Beneficiary Organisation or to a Partner Organisation in a Strategic Partnership for schools only, you will be able to provide all the information on your projects: identify participants, complete and update budget information, generate and follow-up participant reports and generate and submit your report(s) to your National Agency. You will also be allowed to grant permissions to change or view the project's content to your Partner Organisations.  
  
If you belong to a Partner Organisation in a KA1/KA3 mobility project or in a KA2 Strategic Partnership...

 My ongoing projects

Grant Agreement No. ▼	Changed organisation details	User's role in project	National ID	Start Date	Project Duration (months)	Project End Date	Project Status	Awarded Budget
<a href="#">2017-3-PL01-KA105-028093</a>		Beneficiary	Training Team Test	15/03/2018	14002033	14/08/2018	Follow-up	24.526,00 €
<a href="#">2017-2-PL01-KA347-028043</a>		Beneficiary	Youth meets Experience - Training Team Test (Danie	01/08/2017	14002040	31/07/2018	Follow-up	49.407,00 €
<a href="#">2017-2-PL01-KA135-027887</a>		Beneficiary		01/09/2017	14002064	31/08/2020	NA Validated with eligible	240.648,50 €

Clicking on the icon will open a small information window with an overview of the alerts, displaying the total number of issues per alert type.

The number of occurrences is sorted by projects where the issues appear. The number of occurrences depends on the user rights (beneficiary, co-beneficiary, NA, LLP Coordinator) for the project(s) concerned.

EN change language |  58 | 

Alerts

40% Budget Transfer Limit

1

Missing Contact Details

32

First Transfer Incoming/Outgoing

25

expanded view

### 1.1. Alert types specifics

Three types of alerts are available.

#### 40% Budget Transfer Limit

- KA107 beneficiaries are allowed to change incoming mobility flows to outgoing, and vice versa, provided the sum total of the changes incurred does not exceed 40% of the total project budget allocated in Annex II, and provided that the type and direction of the mobility is eligible.
- The 40% threshold is set to ensure that the core of the mobility project is respected.
- Once the 40% threshold is reached, the beneficiary will have to request an amendment from his/her National Agency.
- This alert will be displayed when the **sum of transfers between incoming and outgoing mobility flows is equal or above 40% of the total project budget**.
- It should be considered **critical** and beneficiaries and National Agencies will be required to fix this issue.

### First Transfer Incoming/Outgoing

- KA107 beneficiaries can transfer funds between incoming and outgoing mobility flows without amendment (up to 40% of the total project budget).
- This alert is displayed when the **total transferred (I->O / O->I) is less than or greater than zero**.
- This alert is for **information only**, so that beneficiaries are aware that they are doing something that was not originally granted and might require an amendment at a later stage.

### Missing Contact Details

- This alert is a reminder that beneficiaries should always encode the **contact details of the Partner Country organisation**.
- Contact details are necessary for the good implementation of the project, as they might be useful for monitoring visits by National Agencies, National Erasmus+ Offices, European Commission representatives etc.
- The alert is displayed if for a Partner Country organisation in a particular project no contact person is provided.
- It should be considered as a **warning**.

#### Information

If the project is in the **Checks** or **NA Validation** phase, then only the **Reported (submitted)** version will be considered for the project.

## 1.2. Alert type severities

Alerts can have one of three severities:

- info
- warning
- critical

In the list of alerts you can use the **Severity** filter to filter for alerts of a specific severity level.

#### Alerts **4**

Alert

KA107 Budget transfers between incoming and outgoing mobility flows reach 40% limit
KA107 Missing Partner Country contact details
Sending or receiving country is not part of the grant agreement
KA107 First transfer between incoming and outgoing mobility flows
All

Severity





Critical Info Warning All

Beneficiary

All

Status

Open Fixed All

Created on ^	Alert	Grant Agreement No.	Call Year	Action Type	reference	severity	Status
03/08/2017	40% Budget Transfer Limit	<a href="#">2017-1-PL01-KA107-028059</a>	2017	KA107	<a href="#">🔗</a>	 critical	Open
17/11/2017	40% Budget Transfer Limit	<a href="#">2017-1-PL01-KA107-027880</a>	2017	KA107	<a href="#">🔗</a>	 critical	Open
22/10/2019	40% Budget Transfer Limit	<a href="#">2017-1-PL01-KA107-027764</a>	2017	KA107	<a href="#">🔗</a>	 critical	Open
25/11/2019	40% Budget Transfer Limit	<a href="#">2018-1-PL01-KA107-038928</a>	2018	KA107	<a href="#">🔗</a>	 critical	Open

10 25 50 100

« 1 »

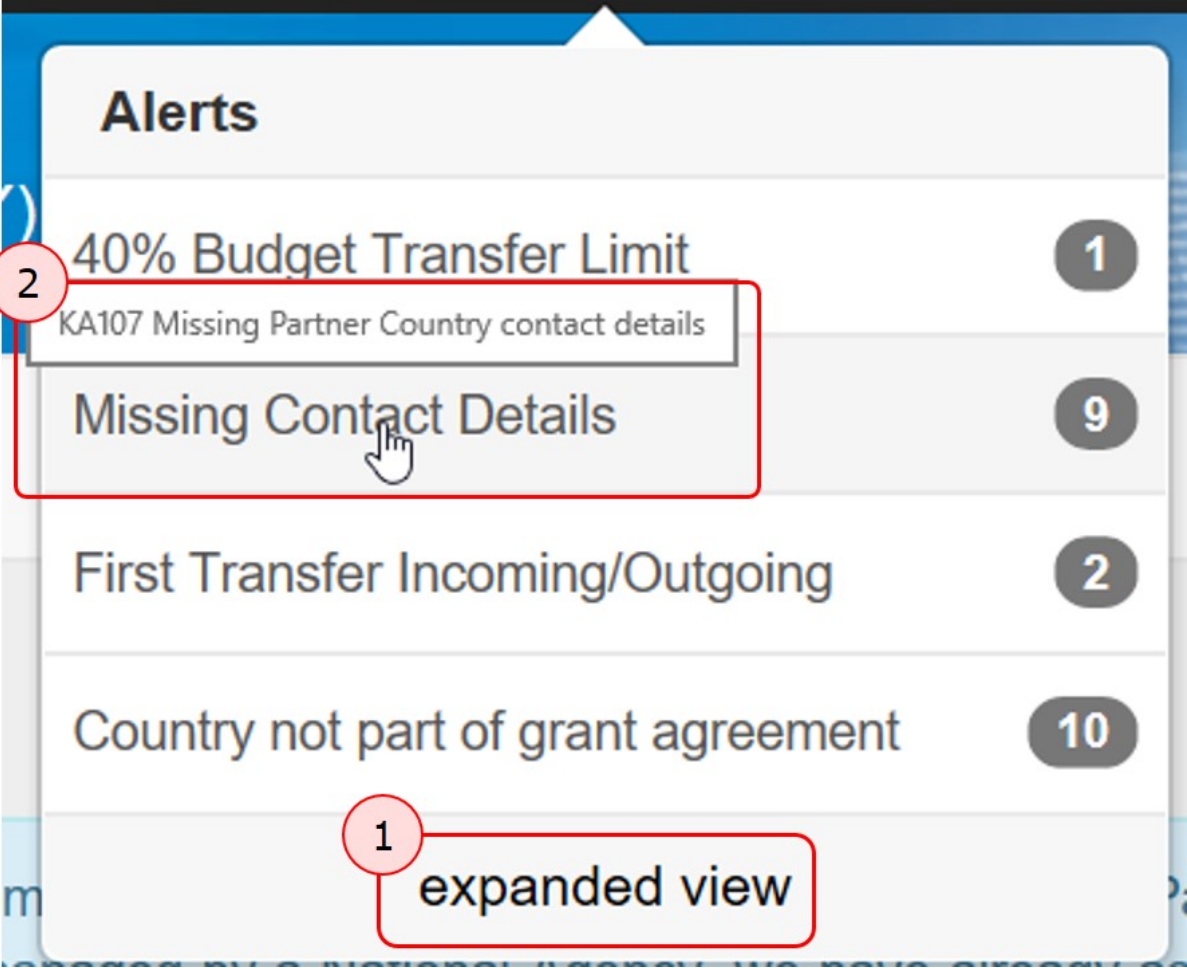
2. List of alerts

Explanation and illustration

To open the list of all alerts for your projects, you have different options available:

- 1. Click on **expanded view** to open the list with all issues OR
- 2. Click on the alert type to open the list with all alerts of this specific type.

A pop-up will display the list of alerts accordingly.



Alerts 22

Alert

KA107 Budget transfers between incoming and outgoing mobility flows reach 40% limit 1

KA107 Missing Partner Country contact details 9

KA107 First transfer between incoming and outgoing mobility flows 2

Sending or receiving country is not part of the grant agreement 10

All 1

Severity

Critical

Info

Warning

All

Beneficiary

All

Status

Open

Fixed

All

Search in 22 records

export

Created on	Alert	Grant Agreement No. ▾	Call Year	Action Type	reference	severity	Status
19/04/2019	Missing Contact Details	2019-1-FR01-KA107-050592	2019	KA107	Organisation 123	Warning	Open
19/04/2019	Missing Contact Details	2019-1-FR01-KA107-050592	2019	KA107	E10000814 Org NAME	Warning	Open
19/04/2019	Missing Contact Details	2019-1-FR01-KA107-050592	2019	KA107	Organisation 987	Warning	Open
04/12/2019	Missing Contact Details	2019-1-FR01-KA107-050592	2019	KA107	E10005209 University GHI	Warning	Open
18/10/2019	Missing Contact Details	2019-1-FR01-KA107-050592	2019	KA107	E10001772 Institut NAME	Warning	Open
04/12/2019	Missing Contact Details	2019-1-FR01-KA107-050592	2019	KA107	Research Group XYZ	Warning	Open
04/12/2019	Country not part of grant agreement	2019-1-FR01-KA107-050592	2019	KA107		Info	Open
17/10/2019	First Transfer Incoming/Outgoing	2019-1-FR01-KA107-050592	2019	KA107		Info	Open

## Alerts 9

KA107 Budget transfers between incoming and outgoing mobility flows reach 40% limit	1
KA107 Missing Partner Country contact details	9
KA107 First transfer between incoming and outgoing mobility flows	2
Sending or receiving country is not part of the grant agreement	10
All	

Search in 9 records

Created on	Alert	Grant Agreement No.	Call Year	Action Type	reference	severity	Status
05/02/2019	Missing Contact Details	2019-1-FR01-KA107-050592	2019	KA107	Organisation 123	Warning	Open
05/02/2019	Missing Contact Details	2019-1-FR01-KA107-050592	2019	KA107	E10000814 Org NAME	Warning	Open
05/02/2019	Missing Contact Details	2019-1-FR01-KA107-050592	2019	KA107	Organisation 987	Warning	Open
05/02/2019	Missing Contact Details	2019-1-FR01-KA107-050592	2019	KA107	E10005209 University GHI	Warning	Open
05/02/2019	Missing Contact Details	2019-1-FR01-KA107-050592	2019	KA107	E10001772 Institut NAME	Warning	Open
05/02/2019	Missing Contact Details	2019-1-FR01-KA107-050592	2019	KA107	Research Group XYZ	Warning	Open
03/09/2017	Missing Contact Details	2017-1-FR01-KA107-023688	2017	KA107	E10068253 Institut BSFP	Warning	Open
03/09/2017	Missing Contact Details	2017-1-FR01-KA107-023688	2017	KA107	E10035782 Organisation 456	Warning	Open
03/09/2017	Missing Contact Details	2017-1-FR01-KA107-023688	2017	KA107	E10008092 Group MNO	Warning	Open

## 2.1. Features in the list of alerts

Filter and search functionalities available at the top of the window listing the alerts:

- **Alert** displays all alert types available. Clicking on one specific type will only display the alerts of that specific type. Selecting **All** will display all alert types.
- **Severity** will display only alerts with the selected severity (**Info**, **Warning**, **Critical**). Selecting **All** will display all alerts, regardless of severity.
- **Status** will display only alerts with the selected status (**Open**, **Fixed**). Selecting **All** will display all alerts regardless of status.
- The **Search** bar allows you to search for specific keywords, a project, a company etc. by using the complete or parts of the name.

## Alerts 58

KA107 Budget transfers between incoming and outgoing mobility flows reach 40% limit
KA107 Missing Partner Country contact details
KA107 First transfer between incoming and outgoing mobility flows
All

Search in 58 records

Severity
Critical
Info
Warning
All

Status
Open
Fixed
All

## 2.2. Columns in the list of alerts

The **export** button on top of the list allows you to export the alerts as either pdf, xls or csv file. You have the possibility to export all records or select specific ones.

export

☐ all in this page | ☒ all existing records | ☐ none | ☒ inverse

Export All records:
 

PDF File

XLS file

CSV file










The list has following columns available: **Created on**, **Alert**, **Grant Agreement No.**, **Call Year**, **Action Type**, **reference**, **severity** and **Status**. You can sort the list by clicking on a column title.

All information displayed in blue within the list is clickable and the links in column **reference** will bring you to the related screen in Mobility Tool+. The screen will be opened in a new window or new tab.

Note: Clicking on the **Grant Agreement No.** will open the Project Details screen and not, for example, the contacts page for a missing contact of an organisation.

 export



Created on	Alert ▾	Grant Agreement No.	Call Year	Action Type	reference	severity	Status
24/10/2017	Missing Contact Details	<a href="#">2017-1-PL01-KA107-028058</a> 	2017	KA107	<a href="#">E10001772 NACIONALNIY TEHNICHNIY UNIV ERSITET UKRAINI KIIVSKIY POLITEHNICHNI Y INSTITUT</a> 	 warning	Open
14/11/2017	Missing Contact Details	<a href="#">2017-1-PL01-KA107-038785</a> 	2017	KA107	<a href="#">E10000814 Org NAME</a> 	 warning	Open
24/10/2017	Missing Contact Details	<a href="#">2017-1-PL01-KA107-028116</a> 	2017	KA107	<a href="#">E10005209 University GHI</a> 	 warning	Open

### 3. KA107 Missing Partner Country contact details

#### Explanation and illustration

To fix missing contact alerts, open the list of alerts.

1. Use the **KA107 Missing Partner Country contact details** filter on top of the list to narrow down the list of displayed results.
2. Click the hyperlink for the first alert you want to view / fix in column **reference** to open the Contacts screen for the specific project.

In our example we have a total of 32 alerts for this type. You might also notice that some alerts may refer to the same project, as Mobility Tool+ will create one alert per KA107 Missing Partner Country contact details.

Alerts 2

Alert

KA107 Missing Partner Country contact details

KA107 First transfer between incoming and outgoing mobility flows

Sending or receiving country is not part of the grant agreement

All

Severity

Critical

Info

Warning

All

Beneficiary

All

Status

Open

Fixed

All

Search in 2 records

export

Created on	Alert	Grant Agreement No.	Call Year	Action Type	reference	severity	Status
21/02/2020	Missing Contact Details	<a href="#">2019-1-PL01-KA107-061315</a>	2019	KA107	<a href="#">Organisation 123</a>	<div>! warning</div>	Open
03/06/2019	Missing Contact Details	<a href="#">2019-1-PL01-KA107-061315</a>	2019	KA107	<a href="#">E10000814 Org NAME</a>	<div>! warning</div>	Open

10

25

50

100

«

1

»

The contact screen for the specific organisation opens. Here you can add the missing contact. Detailed instructions are available under [MT+ How to manage contacts](#).

List Contacts 3

Organisation

Organisation 123

Search in 0 records

No record found

Create

Once the contact is created, the related alerts item will disappear from the list, if the status filter was set to display only **Open** issues, as the issue was fixed. In our example we now only have 31 alerts for missing contacts left. You can easily review the fixed item by changing the status filter to **Fixed**. All fixed items for the selected alert type will be displayed.



4. KA107 Budget transfers between incoming and outgoing mobility flows reach 40% limit

Explanation and illustration

For the alert **KA107 Budget transfers between incoming and outgoing mobility flows reach 40% limit** there is no specific action required to solve the issue, if you have only encoded some mobilities and are not close to the reporting phase. However, if the majority of mobilities have taken place and the project is close to the end date, beneficiaries need to contact their National Agencies to create an amendment.

Either an amendment to the grant agreement or a mobility update/creation/deletion could influence the appearance/disappearance of this alert.

To view the details of and eventually fix the budget transfer alert, open the list of alerts.

- 1. Use the **KA107 Budget transfers between incoming and outgoing mobility flows reach 40% limit** filter on top of the list to narrow down the list of displayed results.
- 2. Click the hyperlink for the first alert you want to view in column **reference**.

The **Budget Transfer** screen for the project opens, displaying the overview of the current budget.

Alerts 1

1

KA107 Budget transfers between incoming and outgoing mobility flows reach 40% limit

KA107 Missing Partner Country contact details

KA107 First transfer between incoming and outgoing mobility flows

All

Severity

CriticalInfoWarningAll

Status

OpenFixedAll

Beneficiary

All

Search in 1 records

export

Created on	Alert	Grant Agreement No.	Call Year	Action Type	reference	severity	Status
01/06/2017	40% Budget Transfer Limit	2017-1-PL01-KA107-038784	2017	KA107	2	critical	Open

102550100

1

Budget Transfer

Partner Country	Granted Amounts (Travel + Individual Support)			Realised Amounts (Travel + Individual Support)			Amount Transferred Calculation				
	Incoming	Outgoing	Total	Incoming	Outgoing	Total	Outgoing to Incoming	Incoming to Outgoing	Total Budget Transfers	Total Transferred (from OS)	Total Transferred (I->O / O->I)
Kazakhstan	0.00 €	3.880.00 €	3.880.00 €	4.160.00 €	0.00 €	4.160.00 €	4.160.00 €	0.00 €	4.160.00 €	280.00 €	3.880.00 €
Totals	0.00 €	3.880.00 €	3.880.00 €	4.160.00 €	0.00 €	4.160.00 €	4.160.00 €	0.00 €	4.160.00 €	280.00 €	3.880.00 €

40% Incoming / Outgoing Budget Transfers

1.880.00 €100.00 %

Compliant? ✗

1.552.00 €

50% OS / Mobilities Budget Transfers

280.00 €40.00 %

Compliant? ✓

280.00 €



### Explanation and illustration

Beneficiaries are doing nothing wrong, but should be aware that an amendment is needed once they reach the 40% limit. A mobility creation/deletion could influence the appearance/disappearance of this alert.

1. Use the **KA107 First transfer between incoming and outgoing mobility flows** filter on top of the list to narrow down the list of displayed results.
2. Click the hyperlink for the first alert you want to view in column **reference**.

Alerts **25**

Alert

KA107 Budget transfers between incoming and outgoing mobility flows reach 40% limit ?

107 Missing Partner Country contact details ?

KA107 First transfer between incoming and outgoing mobility flows ?

All

Severity

Critical

Info

Warning

All

Status

Open









Fixed

All

Beneficiary

All

Search in 25 records

<div> <div>export</div> <div></div> </div>							
Created on	Alert	Grant Agreement No. ▾	Call Year	Action Type	reference	severity	Status
14/11/2017	First Transfer Incoming/Outgoing	<a href="#">2017-1-PL01-KA107-038784</a>	2017	KA107	2 	 info	Open
07/11/2017	First Transfer Incoming/Outgoing	<a href="#">2017-1-PL01-KA107-028122</a>	2017	KA107		 info	Open
30/10/2017	First Transfer Incoming/Outgoing	<a href="#">2017-1-PL01-KA107-028116</a>	2017	KA107		 info	Open
02/08/2017	First Transfer Incoming/Outgoing	<a href="#">2017-1-PL01-KA107-028059</a>	2017	KA107		 info	Open

## € Budget

Partner Country	Granted Amounts (Travel + Individual Support)			Realised Amounts (Travel + Individual Support)			Amount Transferred Calculation				
	Incoming	Outgoing	Total	Incoming	Outgoing	Total	Outgoing to Incoming	Incoming to Outgoing	Total Budget Transfers	Total Transferred (from OS)	Total Transferred ((I->O / O->I))
Albania	4.020,00 €	30.823,00 €	34.843,00 €	0,00 €	4.804,00 €	4.804,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €
Armenia	3.320,00 €	17.872,00 €	21.192,00 €	10.993,00 €	3.574,00 €	14.567,00 €	7.673,00 €	0,00 €	7.673,00 €	0,00 €	7.673,00 €
Azerbaijan	23.550,00 €	8.740,00 €	32.290,00 €	45.061,00 €	22.758,00 €	67.819,00 €	21.511,00 €	14.018,00 €	35.529,00 €	35.529,00 €	0,00 €
Belarus	0,00 €	6.800,00 €	6.800,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €
Georgia	42.230,00 €	11.280,00 €	53.510,00 €	37.677,00 €	0,00 €	37.677,00 €	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €
Serbia	7.480,00 €	12.040,00 €	19.520,00 €	0,00 €	35.262,00 €	35.262,00 €	0,00 €	23.222,00 €	23.222,00 €	15.742,00 €	7.480,00 €
Totals	80.600,00 €	87.555,00 €	168.155,00 €	93.731,00 €	66.398,00 €	160.129,00 €	29.184,00 €	37.240,00 €	66.424,00 €	51.271,00 €	15.153,00 €





## 6. Alert Summary display inside Project Details

### Explanation and illustration

You will also see a new box entitled **Alert Summary** displayed in the Project Details screen of your KA107 project, if applicable. It displays the **Alert type**, **severity** and the **amount** of this alert type for the project.

This list of issues is for your information only and the details here are not clickable; meaning those will not bring you to the specific screen to view (and fix) those.

Project 2020-1-PL01-KA107-050763

Details

Dashboard

Organisations

Contacts

Mobilities

Mobility Import - Export

Obstacle Types

Budget

Reports

Project Details

Project Log

Context information

**Programme:** Erasmus+

**Key Action:** KA1 - Learning Mobility of Individuals

**Action Type:** KA107 - Higher education student and staff mobility between Programme and Partner Countries

**Call Year:** 2020

**Round:** 1

**Start of Project:** 01/08/2019

**End of Project:** 31/07/2022

**Project Duration (months):** 36

Project information

**Grant Agreement No.:** 2020-1-PL01-KA107-050763

**Applying on behalf of a consortium?:** ☒

**National ID:** Test Team

**Project Title:** -

**Project Acronym:**

**Project Status:** Follow-up

**Final Report Submission Deadline:** 29/09/2022

Project Access

**User's role in project:** Beneficiary

**Access to Project:** Edit Access to Project

**Project is locked:** ☐

History information

**Created on:** 24/04/2020 14:05:38 **by:** National Agency

**Updated on:** 12/05/2020 17:04:55 **by:** Elisabeta-Oana MAL

National Agency

**National Agency:** PL01 - Foundation for the Development of the Education System

For further details about your National Agency, please consult the following page  
[https://ec.europa.eu/programmes/erasmus-plus/contact\\_en](https://ec.europa.eu/programmes/erasmus-plus/contact_en)

Beneficiary Organisation information

**OID:** E10208983

**Legal Name:** UNIWERSYTET EKONOMICZNY W KRAKOWIE

**Business Name:** UNIWERSYTET EKONOMICZNY W KRAKOWIE

**Full legal name (National Language):**

**Consortium Accreditation No.:** 2019-1-PL01-KA108-050839

Alert Summary

Country not part of grant agreement

1 info 12

## Related Articles

- [MT+ Disadvantaged Background KA107 \(2019\)](#)
- [MT+ Total Number of Teaching Hours](#)
- [MT+ How to manage Survey on Recognition](#)
- [MT+ Traineeship in Digital Skills](#)
- [MT+ KA107 Budget transfer](#)
- [MT + How to read the Project Dashboard \(HE and VET projects only\)](#)
- [MT+ Alerts and Notifications](#)
- [Erasmus+ Participant Report Examples](#)
- [MT+ Notifications](#)
- [MT+ Menu and Navigation](#)
- [MT+ Basics and variations of the mobility screen for KA1](#)
- [MT+ List functionality](#)
- [MT+ Update OID or confirm changed organisation details](#)
- [MT+ EU Login for user](#)
- [MT+ Project Details](#)