

# MT+ How to stop the terminate-with-no-grant Report

- 1. Add a mobility
- 2. Click the "Reports" tab
- 3. Click the "Remove termination with no grant report" button
- 4. Click the "Generate Beneficiary Report" button
- 5. Click the "Edit Draft" button

This page explains the steps to stop the **Terminate-with-no-grant Report** in MT+ and proceed with the beneficiary report if required. The button to stop the **Terminate-with-no-grant Report** will only appear if the Terminate-with-no-grant report has been generated and at least one mobility is added.

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# 1. Add a mobility

Adding a mobility at any moment, during the processing of the Terminate-with-no-grant Report will activate a button to stop the termination-with-no-grant report and will allow you to generate a beneficiary report. Click the **Mobilities** tab to add a mobility.

Project 2016-1-PL01-KA107-027527

DetailsDashboardOrganisationsContactsMobilitiesMobility Import - ExportBudgetReports

Mobilities

Export Participant Report(s)

+ Create

All 1Complete 0Draft 1

Search in 1 records

selectionexportBulk Operations

	Participant First Name	Participant Last Name	Participant Email	Activity Type	Mobility ID	Sending Country	Receiving Country	Start Date	End Date	Complete	Report Status	Requested On	Received On	Extension?	Extension End Date	
<input type="radio"/>	Julia	Stone	j.s@mail.com	HE-SMS-T	27527-MOB-00001	Afghanistan	Afghanistan	12/09/2016	26/11/2016	✖	NONE			✖		<div></div>

10

25

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100

# 2. Click the "Reports" tab

Once the mobilities have been added, click the **Reports** tab.

Project 2016-1-PL01-KA107-027527

DetailsDashboardOrganisationsContactsMobilitiesMobility Import - ExportBudgetReports

Mobilities

Export Participant Report(s)

+ Create

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	Participant First Name	Participant Last Name	Participant Email	Activity Type	Mobility ID	Sending Country	Receiving Country	Start Date	End Date	Complete	Report Status	Requested On	Received On	Extension?	Extension End Date	
<input type="radio"/>	Julia	Stone	j.s@mail.com	HE-SMS-T	27527-MOB-00001	Afghanistan	Afghanistan	12/09/2016	26/11/2016	✖	NONE			✖		<div></div>

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### 3. Click the "Remove termination with no grant report" button

In order to remove the termination with no grant report, in the **Reports** tab.


1. Check the box **agree to remove the current termination with no grant report draft**.
2. Then click the **Remove termination with no grant report** button.

Project 2016-1-PL01-KA107-027527  
processing

DetailsDashboardOrganisationsContactsMobilitiesMobility Import - ExportBudgetReports

## Final Beneficiary Report

DraftSubmission in progressSubmittedTerminated no grant



### Draft report available

Another user with access to your project has modified data that is used in the beneficiary report. Please note that accessing the report now, the most recent data will be loaded in all sections. This action will not affect the answers you provided.

Draft Report created 2 hours ago

Edit Draft

1

2

☒ agree to remove the current termination with no grant report draft

Remove termination with no grant report

### 4. Click the "Generate Beneficiary Report" button


The project status is returned to **Follow-up** and the **Generate Beneficiary Report** button appears. Click on it to start a Beneficiary Report.

Project 2016-1-PL01-KA107-027527  
follow-up

DetailsDashboardOrganisationsContactsMobilitiesMobility Import - ExportBudgetReports

## Final Beneficiary Report

DraftSubmission in progressSubmittedTerminated no grant



### Generate Beneficiary Report

Please click on this button to generate a new Beneficiary Report

Generate Beneficiary Report

5. Click the "Edit Draft" button

When clicking the **Edit Draft** button, the system will allow you to start filling the Beneficiary Report.

Project 2016-1-PL01-KA107-027527  
follow-up

DetailsDashboardOrganisationsContactsMobilitiesMobility Import - ExportBudgetReports

Final Beneficiary Report


Draft

Submission in progress

Submitted

NA Validated with eligible cost

Finalised



Draft report available

Another user with access to your project has modified data that is used in the beneficiary report. Please note that accessing the report now, the most recent data will be loaded in all sections. This action will not affect the answers you provided.


Final Report draft created 22 minutes ago

Edit Draft

Project 2016-1-PL01-KA107-027527  
processing

DetailsDashboardOrganisationsContactsMobilitiesMobility Import - ExportBudgetReports

Another user had changed project data, please refresh the beneficiary report now

 Draft report saved 20 hours ago

not ready for submission

Please complete or remove existing draft mobilities to be able to proceed with submission of final beneficiary report

return to report page · Print draft report

1. Context ✓

2. Project Summary

3. Summary of Beneficiary and Partner Organisations ✓

4. Description of the Project

5. Implementation of the Project

6. Activities ✓

7. Participants' Profile

8. Participant Feedback on Erasmus Charter Provisions

Final Beneficiary Report for 2016-1-PL01-KA107-027527

1. Context

this section resumes some general information about your project;

Programme	Erasmus+
Key Action	Learning Mobility of Individuals
Action	Mobility of learners and staff
Action Type	Higher education student and staff mobility between Programme and Partner Countries
Call	2016
Report Type	Final
Language used to fill in the form	EN

1.1. Project Identification

Grant Agreement Number	2016-1-PL01-KA107-027527
Project Start Date (dd-mm-yyyy)	01/06/2016
Project End Date (dd-mm-yyyy)	30/09/2017
Project Total Duration (months)	16

## Related articles

- [Assessment specifics for KA220 Final Report assessments from Call 2022 onwards](#)
- [ESC MT+ Submit final report](#)
- [Final Beneficiary Report templates](#)
- [How to complete and submit the final beneficiary report](#)
- [MT+ How to manage final beneficiary report](#)
- [MT+ KA229 School Exchange Partnerships Overview](#)
- [Project versions in beneficiary projects](#)
- [View mobility activity import error logs](#)