

Project Management and Implementation (KA220)

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The **Project Management and Implementation** screen allows you to record costs for project management activities such as planning, finances, coordination and communication between project partners.



Information

Fields may vary depending on the action type of your project. Please read the onscreen information carefully to complete the relevant fields.

This page is relevant for:

- **Erasmus+, Call 2021**
 - KA220 - Cooperation partnerships in adult education, higher education, school education, vocational education and training and youth



The illustrations in the provided Wiki pages are for consultation purpose only and may not always reflect the latest implementation.

Prerequisites

- Only the contact persons of the beneficiary and partner organisations with edit rights to the project are able to perform these actions.
- A grant agreement has been signed for the project, and is visible in **Beneficiary module**.
- To update the project, it must have the status **Project Ongoing**.

Steps

1. The "Project Management and Implementation" section

The **Project Management and Implementation** section of your project can be accessed from the Content Menu. The Project Management and Implementation screen contains:

1. **Table** with Participating Organisations, including their role and the column **Total** (initially empty)
2. The **Maximum Project Approved Amount** - transferred from the NA project management system (read-only)
3. **Comment** field to provide additional information regarding the Project Management and Implementation

Content menu

Details

Organisations

Contacts

Project Management And Implementation

Transnational Project Meetings

Project Results

Multiplier Events

Learning, Teaching and Training Activities

Special Costs

Fewer Opportunities

Budget

Project Management and Implementation

1

Participating Organisation	Role	Total
Test-org.CZ.01	Applicant Organisation	<input type="text"/> € *
Test-org.NL.02	Partner Organisation	<input type="text"/> € *
Test-org.ES.01	Partner Organisation	<input type="text"/> € *
Test-org.DE.01	Partner Organisation	<input type="text"/> € *
Project total		0 €

2

Maximum Project Approved Amount
37 500,00 €

3

Please describe the project activities and expenses covered with the Project Management and Implementation grant. If the requested amount is different from the automatic calculation based on project duration, please explain why

Please complete...

2. Update Project Management and Implementation

Provide the **Total** amount for each participating organisation in the table. The **Project total** is automatically calculated.

!

Important
The **Project total** cannot exceed the **Maximum Project Awarded Amount**. A warning message will display and you will not be able to save the Project Management and Implementation until this is corrected.

Project Management and Implementation

Participating Organisation	Role	Total	
Test-org.CZ.01	Applicant Organisation	15 000	€ *
Test-org.NL.02	Partner Organisation	7 500	€ *
Test-org.ES.01	Partner Organisation	7 500	€ *
Test-org.DE.01	Partner Organisation	7 500	€ *
Project total		37 500	€

Maximum Project Approved Amount
37 500,00 €

3. Provide the required information on project activities and expenses in the available text field

Provide the required information about the project activities and expenses covered by the Project Management and Implementation grant. Read the onscreen information carefully to ensure you have provided the required information.

The maximum number of characters that can be used is indicated in the top right corner of the text box. If the maximum number of characters has been reached, a red 0 is displayed and no more text can be added. The Comment field size will expand automatically as you type.

Please describe the project activities and expenses covered with the Project Management and Implementation grant. If the requested amount is different from the automatic calculation based on project duration, please explain why

Add the required information.....

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4. Click on "Save"

When all information is provided, click on the **Save** button to save your changes.

Project Management and Implementation

Participating Organisation	Role	Total	
Test-org.CZ.01	Applicant Organisation	15 000	€ *
Test-org.NL.02	Partner Organisation	7 500	€ *
Test-org.ES.01	Partner Organisation	7 500	€ *
Test-org.DE.01	Partner Organisation	7 500	€ *
Project total		37 500	€

Maximum Project Approved Amount
37 500,00 €

Please describe the project activities and expenses covered with the Project Management and Implementation grant. If the requested amount is different from the automatic calculation based on project duration, please explain why

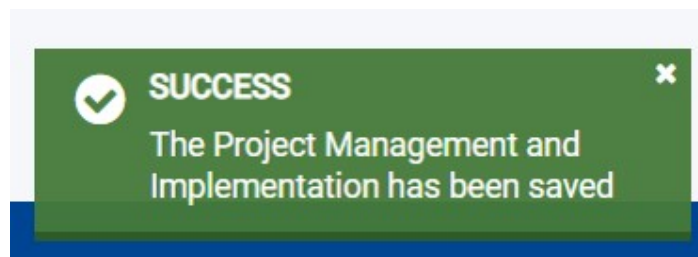
4967

Add the required information.....

Cancel

Save

A success message displays.



Expected Outcome

- Project Management and Implementation section is updated



Related Articles

- [26 Jan 2024: Periodic/progress reports for KA210 and KA220 are now available](#)
- [Activities in KA210 projects](#)
- [Budget in projects \(KA220\)](#)
- [HEI flag in organisation details](#)
- [How to complete and submit a Progress or Periodic Report for KA210 and KA220](#)
- [How to provide information for local, foreign and virtual participants in Multiplier events?](#)
- [Interim, Periodic or Progress Reports](#)
- [KA2 Lump Sum Handbook](#)
- [KA220 Cooperation partnerships in adult education, higher education, school education, vocational education and training and youth](#)
- [Learning, Teaching and Training Activities \(KA220\)](#)
- [Manage Work Packages in KA220 projects](#)
- [Multiplier Events \(KA220\)](#)
- [Organisation status, Partnership entry date and Partnership withdrawal date in Organisation details](#)
- [Organisations of invited staff](#)
- [Project Management and Implementation \(KA220\)](#)