Update Project details (ESC51-VTJ)

This page explains how to add and update **Project details** in an ESC51 - Volunteering, Traineeships and Jobs Projects project.

This functionality allows you to provide information regarding your project, such as a project summary, needs addressed, objectives and expected results, project implementation, activities, partners and participants as well as the topics addressed by your project.

Changes to other project details, for example project duration, title etc. must be requested from the NA. See Updates to project data in Beneficiary module for details.

This page is relevant for:

- European Solidarity Corps, call 2021 onward
    - ESC51 - Volunteering, Traineeships and Jobs Projects

⚠ **Information**

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

ⓘ 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 it is visible in Beneficiary module.
- Project is in status **Project ongoing.**

Steps

1. Access "Project details" in your project

From the **Details (1)** section in your project, click on **Project Details (2)** in the **Filter** panel to access the **Project Details (3**) that are editable in your ESC51 project.

2. Click on the "Edit" button

Initially, all displayed fields are greyed out. If information has already been provided in a field, this will be displayed. To add or update the required information, click on the **Edit** button.

Project Details

Please summarise your project in a few sentences. *

What are the needs addressed by this project? What are your objectives and expected results? *

How are you going to implement the project? What are the planned activities and who are your partners? What is the number and profile of the participants involved? *
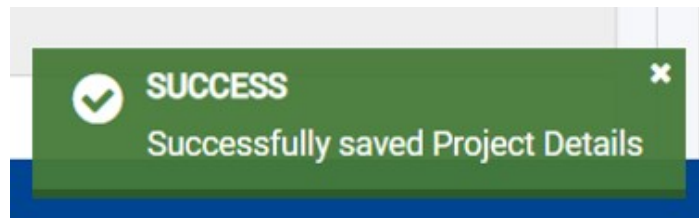
Please select up to three topics addressed by your project. *

Nr Items cannot be smaller than 1, currently is 0   Max. 3 selections

Edit

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3. Provide the required information and click on "Save"

Provide the required information.

Mandatory fields display the **Value missing** notification and are marked with a red *****. To add the topics of your project, use the available drop-down list to make your selection(s). A maximum of three topics can be selected.

Click on the **Save** button to save your updates.

A success message displays.

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4. Project details updated

The **Project Details** have been updated. To make further changes, follow the steps just explained. You can make changes for as long as the project is in status Project ongoing.

Expected Outcome

- Project details have been updated

Related Articles

- Access rights in Beneficiary projects
- Activities in ESC51 projects
- Add mobility activities to projects
- Associated persons in projects
- Beneficiary module FAQs
- Budget in projects
- Budget in projects (ESC51-VTJ)
- ESC51 Volunteering, Traineeships and Jobs Projects
- Exceptional cost for inclusion support
- Fewer opportunities in projects
- Final Beneficiary Report templates
- List functionality in projects
- Locations in projects (ESC51-VTJ)
- Manage participant reports in projects
- Manage Preparatory visits in KA121, KA122, KA182 and ESC51 projects