

Table of contents

Table of contents	1
Evaluation criteria	2
Project details	3
Budget	4
Activities	5
Participants' feedback	8
European Language Label	22
Hosting organisations	23
Annexes	24
Checklist	25

Evaluation criteria

The following evaluation criteria will be used to assess your final report on a scale of 100 points. The evaluation result will be used as part of the scoring for your future grant applications with your accreditation.

A large part of the assessment is based on the Erasmus quality standards, which you have committed to as part of your accreditation process. Before completing your report, we recommend that you read the standards again to understand the evaluation criteria fully. You may access the quality standards on the Europa web:

here

Delivering targets and coherence with Erasmus Plan (50 points)

The extent to which:

- the awarded funding has been absorbed by the beneficiary organisation, or the beneficiary has provided sufficient justification for partial absorption
- the beneficiary has managed their grant effectively and efficiently, by taking into account the indicative targets defined in the grant agreement and adapting them to maximise the impact of implemented activities and budget absorption
- the beneficiary has given appropriate priority to activities and categories of participants that have been marked as a priority at application stage

Compliance with Erasmus quality standards (50 points)

The extent to which:

- the beneficiary has ensured that the participants submit their participation reports, or has provided sufficient justification for a low submission rate
- the participants' feedback shows that:
 - the participants were satisfied with their mobility activities
 - the activities have been beneficial for the participants
 - the beneficiary has integrated basic principles of inclusion and diversity, digital education, and environmental sustainability and responsibility in the implementation of their activities
 - the quality of the implemented activities has been in line with the quality standards (in particular on integrating results of mobility activities in the organisation, practical arrangements, preparation, monitoring and mentoring, support during the activity, linguistic support, definition of learning outcomes, recognition of learning outcomes)

Project details

Applicant organisation	IIS LUIGI DI SAVOIA
Applicant organisation OID	E10043565
Project code	2023-1-IT02-KA121-SCH-000120668
Action type	Accredited projects for mobility of learners and staff in school education (KA121-SCH)
Field	School Education
Project start date	01/06/2023
Project end date	31/05/2025
Accreditation code	2021-1-IT02-KA120-SCH-000044183
Accreditation type	Accreditation for an individual organisation
Grant awarded	19 152,00 €
National Agency:	IT02 - Agenzia Nazionale Erasmus+ - INDIRE
Language used to fill in the form:	IT
Date of submission:	17/07/2025 18:31:38 (Brussels time)

The report must be completed using one of the allowed languages specified in your grant agreement.

Budget

Budget category	Grant reported	Grant awarded
Organisational support	2 050,00 €	N/A
Travel	6 050,00 €	N/A
Individual support	10 920,00 €	N/A
Linguistic support	0,00 €	N/A
Course fees	0,00 €	N/A
Inclusion support for organisations	300,00 €	N/A
Preparatory visits	0,00 €	N/A
Total for budget categories applying unit contributions	19 320,00 €	19 152,00 €

Activities

The following section summarises information about the activities you have implemented with your grant. The purpose is to compare the implemented activities with the indicative targets defined in your grant agreement, and to provide context for these figures.

Your grant agreement (Annex 1) defines the rules for this exercise:

The beneficiary shall manage their grant with the following goals, listed in order of priority:

- using the awarded grant fully,
- working towards objectives of the Erasmus Plan linked to the above-mentioned accreditation code,
- delivering indicative targets defined in section 'Activities' of this Annex.

The table of indicative targets in section 'Activities' includes a standard flexibility margin for each target (the margin is indicated in brackets). The standard flexibility margin underlines the indicative nature of the targets. Reaching any value within the standard flexibility margin will be considered as having fully reached the target, without a need for a particular justification from the beneficiary, and as long as the project's awarded grant has been fully used.

Overall, the beneficiary must prioritise targets for activities and categories of participants that have been marked with priority status at budget allocation stage. Targets for auxiliary categories (accompanying persons and preparatory visits) are the lowest priority.

Changes beyond the standard flexibility margin are permitted and do not require an amendment to the grant agreement. The beneficiary will explain such larger changes as part of the final report. The changes and provided explanations will be evaluated as part of the final report assessment. Such changes may reflect positively on the project's overall score, depending on the quality of the provided explanation (particularly with regard to the beneficiary's Erasmus Plan objectives).

These rules reflect key principles of accredited grants: flexibility and trust. As an accredited Erasmus+ organisation, you are entrusted to manage your grant in a responsible way, adapting your actions to changing circumstances and your organisation's needs. In this process, results and quality are more important than any numerical targets. In addition, flexibility is needed because budgetary restrictions can make it impossible for you to deliver figures exactly as planned before the start of the implementation.

Therefore, it is normal and expected that your implemented targets will not perfectly match the indicative targets estimated at application stage.

You should use questions in this section to show to the evaluators that you have been carefully managing your grant. The key figures are provided for you automatically based on the data you have already provided. In your replies, you should focus on providing a context for these figures. Your goal should be to show that implementation decisions were made in the best interest of your organisation and the participants, that you have kept your Erasmus Plan objectives in mind, and that you have done your best to use the available budget to the maximum.

Please pay particular attention to explanations linked to priority activities.

Priority activities are those that have carried additional points at the application stage. Priority activities can differ between countries and therefore it is not possible to present here a full list. To check which activities fall in the priority category, please consult the rules of budget allocation applicable to the call year of your grant application. You can find this information on the website of your National Agency.

Activity type	Number of participants		Duration in days Total(average)		Number of accompanying persons		Duration in days for accompanying persons Total (average)		Number of persons in preparatory visits	
	Indicative target	Implemented	Indicative target	Implemented	Indicative target	Implemented	Indicative target	Implemented	Indicative target	Implemented
Group mobility of school pupils	11 (9 - 13)	17	83 (66 - 100)	102 (6,00)	2 (1 - 3)	2	17 (14 - 20)	12 (6,00)	1 (1 - 2)	0
Job-shadowing	5 (4 - 6)	3	41 (33 - 49)	15 (5,00)	0	0	0 (0,00)	0 (0,00)	1 (1 - 2)	0
Total	16 (13 - 19)	20	124 (99 - 149)	117 (11,00)	2 (1 - 3)	2	17 (14 - 20)	12 (6,00)	2 (2 - 4)	0

Activity type	Number of participants with fewer opportunities		Number of participants in blended activities		Number of participants using sustainable means of transport (green travel)	
	Indicative target	Implemented	Indicative target	Implemented	Indicative target	Implemented
Group mobility of school pupils	2 (1 - 3)	3	0	0	0	0
Job-shadowing	0	0	0	0	0	0
Total	2 (1 - 3)	3	0	0	0	0

Based on the information in the tables above, please compare your indicative targets and the implemented activities.

You should focus your replies on the most significant changes that took place, in particular:

- changes in priority activities;
- activities where the number of participants or the total duration is lower than 80% of the indicative target.

If you have implemented your activities almost exactly as planned, it is sufficient to state so in a short reply.

With reference to the tables above, which targets did you need to adjust during implementation, and why?

Nel corso della fase di implementazione è stato necessario apportare alcuni aggiustamenti rispetto ai target inizialmente previsti, come riportato nelle tabelle delle pagine 5 e 6. In particolare:

1. Mobilità di gruppo degli alunni:

Il numero effettivo di partecipanti (17) ha superato il target indicativo (11, con un margine di flessibilità compreso tra 9 e 13). Questo risultato è stato possibile grazie a una maggiore disponibilità sia da parte degli studenti sia delle organizzazioni partner ospitanti, che hanno manifestato un interesse superiore alle aspettative iniziali. La durata totale delle attività e il numero di accompagnatori sono rimasti all'interno delle fasce previste.

2. Job-shadowing:

Le mobilità di job-shadowing realizzate (3) sono risultate inferiori rispetto al target indicativo (5, margine di flessibilità 4–6), così come la durata complessiva in giorni (15 contro un target di 41, margine 33–49). Questa riduzione è stata dovuta principalmente a difficoltà organizzative e logistiche sopraggiunte durante la realizzazione del progetto, come la concomitanza con altri impegni scolastici, la disponibilità limitata delle istituzioni ospitanti e alcune rinunce dell'ultimo momento da parte dello docenti dell'istituto. Anche il numero di accompagnatori e le visite preparatorie sono risultati inferiori ai target per le stesse ragioni, poiché la minore partecipazione dei docenti non ha reso necessaria la presenza di ulteriori accompagnatori o l'organizzazione di visite preparatorie.

3. Partecipanti con minori opportunità:

Il numero di partecipanti coinvolti (3) ha superato il target indicativo (2, margine 1–3), confermando l'impegno della scuola verso l'inclusione. In questo ambito non è stato necessario nessun aggiustamento particolare, se non registrare positivamente il superamento dell'obiettivo iniziale.

In sintesi, gli aggiustamenti più rilevanti hanno riguardato l'aumento della mobilità di gruppo degli alunni e la riduzione delle mobilità di job-shadowing e delle relative durate. Tali decisioni sono state adottate tenendo sempre in considerazione gli obiettivi fissati nel Piano Erasmus, con la priorità di utilizzare pienamente il finanziamento assegnato e massimizzare l'impatto per gli studenti, in particolare per quelli con minori opportunità. Gli aggiustamenti sono stati il risultato di esigenze concrete e di vincoli emersi durante l'attuazione, mantenendo costantemente l'attenzione sulle priorità strategiche del progetto e sugli standard di qualità richiesti.

How were your decisions during implementation guided by your Erasmus Plan?

Le decisioni prese durante la fase di implementazione sono state costantemente guidate dagli obiettivi e dalle priorità delineate nel nostro Erasmus Plan. In ogni fase del progetto, abbiamo fatto riferimento agli obiettivi strategici che avevamo individuato nella fase di candidatura, ovvero: il potenziamento delle competenze linguistiche e digitali, la promozione dell'inclusione e della cittadinanza attiva, e l'apertura internazionale della scuola.

Abbiamo privilegiato la partecipazione degli studenti e dei docenti che potessero trarre il massimo beneficio dalle esperienze di mobilità, anche alla luce delle sfide e dei bisogni emersi nel contesto scolastico, come indicato nel Piano Erasmus. La scelta delle attività, la selezione dei partecipanti e la gestione delle eventuali variazioni sono sempre state orientate a garantire il massimo impatto formativo, l'equità di accesso e la valorizzazione delle opportunità offerte dal programma Erasmus+.

In particolare, l'aumento del numero di studenti coinvolti nelle mobilità di gruppo è stato una scelta consapevole per rispondere alla forte domanda interna e favorire un maggiore coinvolgimento, mentre la riduzione delle attività di job-shadowing è stata una decisione necessaria per adattarsi a limiti organizzativi, ma sempre valutata in funzione della qualità e della coerenza con gli obiettivi di sviluppo. Abbiamo inoltre mantenuto alta l'attenzione all'inclusione, riuscendo a coinvolgere più studenti con minori opportunità rispetto alle previsioni iniziali, in linea con uno dei principi fondamentali del nostro Piano Erasmus.

Participants' feedback

This section contains feedback gathered from participant reports, presented per type of activities. For individual learner and staff activities, a report is requested from each individual participant. For group activities, one participation report is submitted by the group's lead accompanying person on behalf of the entire group.

The following table presents an overview of participant report submission rates across different activity types. The submission rate is calculated as the percentage of received reports out of the total expected.

Before submitting this report, please make sure that sufficient participant reports have been submitted to allow evaluators to make their assessment. Ensuring that participant reports are completed is part of your duties defined in the grant agreement and the Erasmus quality standards. For individual staff and learner activities, at least 90% submission rate is expected, while the submission rate for group participation reports should be 100%.

Please be aware that submitting your report with lower submission rates is likely to affect your evaluation score negatively. To improve the submission rate, we advise that you send reminders to participants who have not yet submitted their report, and that you instruct the lead accompanying persons to complete their group activity reports.

Participant reports submission rate

Activity type	Submission rate
Group mobility of school pupils	100,00 %
Job-shadowing	100,00 %
Overall for individual activities	100,00 %
Overall for group activities	100,00 %

Group mobility of school pupils

Group mobility of school pupils – Participants' feedback part 1: Satisfaction

Participant reports submission rate	100,00 %
--	----------

General satisfaction	Very satisfied	Satisfied	Dissatisfied	Very dissatisfied
How satisfied were the participants in your group with their Erasmus+ mobility experience?	100% (1 / 1)	0% (0 / 1)	0% (0 / 1)	0% (0 / 1)

Satisfaction with specific arrangements

Were you satisfied with overall organisation of the activity in terms of logistics and practical arrangements?	100% (1 / 1)
Were you satisfied with travel arrangements?	100% (1 / 1)
Were you satisfied with accommodation?	100% (1 / 1)
Were you satisfied with insurance coverage and information about insurance?	100% (1 / 1)
Were you satisfied with how your questions (or complaints) were addressed?	100% (1 / 1)

Group mobility of school pupils – Participants' feedback part 2: Preparation and hosting arrangements

Preparation arrangements

Before departing, I knew what to expect during the mobility period (what the participants were going to do and what they were expected to learn)	100% (1 / 1)
There was a learning programme or a similar document prepared before the activity, defining the activities and expected learning outcomes and benefits for the participants	100% (1 / 1)

Hosting arrangements

The teaching / training at the hosting organisation was of good quality and relevant for the group of learners that I have accompanied.	100% (1 / 1)
Myself and the participants in my group felt well received and well integrated at my hosting organisation.	100% (1 / 1)
I have received contact information of someone at the sending organisation to contact in case of an emergency	100% (1 / 1)
I have received contact information of someone at the hosting organisation to contact in case of an emergency	100% (1 / 1)

Group mobility of school pupils - Participants' feedback part 3: Results

Participants indicating they have benefited from their Erasmus+ activity	100% (1 / 1)
---	----------------

Results of implemented activities

Participants have learned or improved useful practical skills.	100,00 % (1 / 1)
Participants have become more self-confident, independent and responsible.	100,00 % (1 / 1)
Participants have clearer ideas about their goals in personal and professional life.	100,00 % (1 / 1)
Participants have improved their chances of entering a study programme that I want.	100,00 % (1 / 1)
Participants have improved their chances of finding a job (now or in the future).	100,00 % (1 / 1)
Participants have learned more about environmental, climate and sustainability issues.	100,00 % (1 / 1)
Participants have changed their habits to become more sustainable.	100,00 % (1 / 1)
Participants have a better understanding of the diversity in their society.	100,00 % (1 / 1)
Participants are more committed to work against discrimination, intolerance, xenophobia and racism.	100,00 % (1 / 1)
Participants are more interested in participating in elections, in other democratic processes, and in the life of my local community.	100,00 % (1 / 1)
Participants have learned more about Europe, the European Union and European values.	100,00 % (1 / 1)
Participants have learned more about new and useful ways to apply digital technology.	100,00 % (1 / 1)
Participants are eager to use more digital technologies in their studies or work.	0,00 % (0 / 1)

Group mobility of school pupils - Participants' feedback part 4: Language learning**Language learning**

I think the participants have improved their skills in the main language used during their mobility activity	100% (1 / 1)
The participants received support to improve their language skills before or during the mobility period (for example: a language course, language learning materials, language coaching)	100% (1 / 1)

Group mobility of school pupils - Participants' feedback part 5: Comments

Please comment on the participants' feedback summarised in parts 1 to 4 above. You should identify strong and weak points and explain them. In this context, figures indicating less than 80% of positive replies are considered as quite weak results. If there are any figures in this range, make sure to address them in your reply.

Job-shadowing

Job-shadowing – Participants' feedback part 1: Satisfaction

Participant reports submission rate	100,00 %
--	----------

General satisfaction	Very satisfied	Satisfied	Dissatisfied	Very dissatisfied
How satisfied are you with your Erasmus+ mobility experience?	33.33% (1 / 3)	66.67% (2 / 3)	0% (0 / 3)	0% (0 / 3)

Satisfaction with specific arrangements

Were you satisfied with overall organisation of the activity in terms of logistics and practical arrangements?	100% (3 / 3)
Were you satisfied with travel arrangements?	100% (3 / 3)
Were you satisfied with accommodation?	100% (3 / 3)
Were you satisfied with insurance coverage and information about insurance?	100% (3 / 3)
Were you satisfied with how your questions (or complaints) were addressed?	100% (3 / 3)

Job-shadowing – Participants' feedback part 2: Preparation and hosting arrangements

Preparation arrangements

Before departing for your mobility activity, did you receive any preparation, training or information about the destination country and the hosting organisation?		100% (3 / 3)
	Yes, I felt well prepared	100% (3 / 3)
If yes, was this preparation and information useful to you?	Yes, but I needed more preparation	0% (0 / 3)
	No, I did not find it useful	0% (0 / 3)
Before departing, I knew what to expect during my mobility period (what I was going to do and what I was expected to learn)		100% (3 / 3)
I have signed a learning agreement or a similar document defining the expected learning outcomes of my mobility period		100% (3 / 3)

Hosting arrangements

The teaching / training at the hosting organisation was of good quality and relevant for me	66.67% (2 / 3)
I felt well received and well integrated at my hosting organisation	66.67% (2 / 3)
At the hosting organisation, I had a mentor or a similar person who was following my learning progress and results.	0% (0 / 3)
I have received contact information of someone at the sending organisation to contact in case of an emergency	100% (3 / 3)
I have received contact information of someone at the hosting organisation to contact in case of an emergency	100% (3 / 3)

Job-shadowing - Participants' feedback part 3: Results

Participants indicating they have benefited from their Erasmus+ activity	100% (3 / 3)
---	----------------

Results of implemented activities

I have learned or improved practical skills relevant for my current job and for my professional development.	100,00 % (3 / 3)
I have improved my knowledge of the subject I am teaching and of my professional field.	0,00 % (0 / 3)
I have improved my organisational, management and leadership skills.	100,00 % (3 / 3)
I have improved my career opportunities.	33,33 % (1 / 3)
I have learned more about environmental, climate and sustainability issues.	33,33 % (1 / 3)
I have changed my habits to become more sustainable.	33,33 % (1 / 3)
I have a better understanding of the diversity in my society.	33,33 % (1 / 3)
I am more committed to work against discrimination, intolerance, xenophobia and racism.	66,67 % (2 / 3)
I am more interested in participating in elections, in other democratic processes, and in the life of my local community.	33,33 % (1 / 3)
I have learned more about Europe, the European Union and European values.	100,00 % (3 / 3)
I have learned more about new and useful ways to apply digital technology.	0,00 % (0 / 3)
I am eager to use more digital technologies in my studies or work.	0,00 % (0 / 3)

The following table summarises the information about types of certification issued to participants after their mobility activity. Please note that more than one certification can be issued per participant.

Certification of learning outcomes	Number of participants
Other	3

Job-shadowing - Participants' feedback part 4: Language learning

Linguistic support

	Number of participants	Number of participants receiving language support grant
English	3	-

Language learning

I think I have improved my skills in the main language used during my mobility period	66.67% (2 / 3)
I have received support to improve my language skills before or during my mobility period (for example: a language course, language learning materials, language coaching or similar)	0% (0 / 2)
Note: the figures in this table exclude participants who were already fluent in the main language used during their mobility period.	

Job-shadowing - Participants' feedback part 5: Comments

Please comment on the participants' feedback summarised in parts 1 to 4 above. You should identify strong and weak points and explain them. In this context, figures indicating less than 80% of positive replies are considered as quite weak results. If there are any figures in this range, make sure to address them in your reply.

European Language Label

The European Language Label is an award set up by the European Commission as part of the Erasmus+ programme. Its objectives are to recognise excellent projects in the area of multilingualism, to help sharing their results, and to promote public interest in language learning.

European Language Labels are awarded in each EU member state and in third countries associated to Erasmus+. The labels are awarded either on annual or biannual basis, depending on the country. You can learn more about the European Language Label on the Europa web, [here](#):

[here](#)

Thanks to having completed a Key Action 1 mobility project, your organisation has the opportunity to apply for the European Language Label.

Please note that applying for the European Language Label will not influence the evaluation of your final report in any way. All the information provided in replies to questions in this section will be used exclusively in the selection procedures for the European Language Label.

Would you like to apply for the European Language Label?

NO

Hosting organisations

Activity type	Hosting organisation	Organisation Type	Number of persons participating in the preparatory visits	Number of participants
Group mobility of school pupils	INSTITUCION JUAN XXIII (E10219417, ES)	Other type of organisation	0	17
Job-shadowing	INSTITUCION JUAN XXIII (E10219417, ES)	Other type of organisation	0	3
Total	-	-	0	20

Annexes

The maximum size of a file is 15 MB and the maximum total size is 100 MB.
The maximum number of all attachments is 100.

Declaration on honour

Please download the declaration on honour, print it, have it signed by the legal representative and attach.

Other documents

Please attach any other relevant documents.
If you have any additional questions, please contact your National Agency. You can find their contact details here: [List of National Agencies](#)

List of documents

No	Name	File size (kB)	Type of document	
1	DeclarationOnHonour_2023-1-IT02-KA121-SCH-000120668_IT_2025-07-17T10_54_45_firmato.pdf	506	Declaration on honour	
	Total size (kB)	506		

Checklist

Before submitting your report form to the National Agency, please make sure that:

- All necessary information on your project has been encoded in Beneficiary Module;
- The report form has been completed using one of the mandatory languages specified in the Grant Agreement;
- All the relevant documents are annexed:
- Declaration on Honour, signed by the legal representative of the beneficiary organisation;
- The necessary supporting documents as requested in the grant agreement;
- You have saved or printed the copy of the completed form for your records.

Conditions for the Final report submission

Final report can only be submitted if:

- All mandatory fields in the report have been filled in
- Reported Budget is greater than zero, see Budget
- All preparatory visits in the project are in status Complete, see List of preparatory visits
- All fewer opportunities participants in the project have a reason declared in the Fewer opportunities section
- All mobility activities in the project are in status Complete, see List of mobility activities All mobility activities and group activities in the project are in status Complete, see List of mobility activities - List of group activities
- Declaration on Honour has been uploaded
- Checklist has been fulfilled
- There is no ongoing revalidation
- Report version should not be Cancelled

PROTECTION OF PERSONAL DATA

Please read our privacy statement to understand how we process and protect

your personal data