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Programme: **Erasmus+**

Key Action: **Cooperation for innovation and the exchange of good practices**

Action Type: **Partnerships for Digital Education Readiness**

Project Reference: **2020-1-IT01-KA226-VET-008975**



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Summary of the Project

In Mom We Trust project aims to promote the self-entrepreneurship of new mothers in the field of project management applied to European funding. The project was born from the need to be able to reconcile parent (mother) - worker times. It is thought, in fact, that the acquisition of this know-how can be an excellent basis for the start of autonomous activities. The specific objectives are:

- 1) Transfer to new mothers the know-how to orient themselves in the world of project management applied to Eu funding.
- 2) Promote, support and encourage the start-up of self-entrepreneurship and remote work.
- 3) Provide a permanent space for discussion and sharing of good practices.

The expected results are

- 1) Start-up of new (autonomous) businesses for new mothers in the field of Project management
- 2) Implementation of a network of professional mothers at European level.

The task of the partner Organizations is to match the mothers up-skilled and ready to take action in this area and institutions that need at their side experts in European Funds to obtain contributions from the European Commission, to stimulate them, to ensure the effectiveness and professionalism of the work to be carried out. The project involves 5 organizations from countries participating in the programme and 1 partner country (North Macedonia). It involves 12 participants with fewer opportunities and includes 2 international meetings and 2 team building. A web portal will be created that will work even after the end of the project.

All organisations have great backgrounds and skilled staffs in the field of European Funds and non-formal education, and are very experienced in managing local and international projects.

Partnership of the Project

SOS EUROPA (LEAD PARTNER)	Italy
ASSOCIATION FOR PROGRESS, EDUCATION AND LOBBYING NEL SKOPJE	Republic of North Macedonia
ASSOCIATION INTERNATIONAL INITIATIVES FOR COOPERATION	Bulgaria
ASOCIATIA TINERILOR CU INITIATIVA CIVICA	Romania
NEANIKOI ORIZONTES M.K.O.	Greece
Asociación Multideportiva Euexia	Spain

Training course details

Bansko, Bulgaria

11 May 2022 10 am -16 pm

12 May 2022 10 am – 16 pm

Details about venue, accommodation and transports are in the Annex cured by the hosting Organization.

BULGARIA





Summary of the Training Course

The main goal of the course will be to enhance the knowledge and skills of the participants in European Project Management.

The activity will focus on the main topics of the project management and the European Funds:

- What is the European Funding, how does it work- Focus on the European work plan
- European Funding programs and Calls – Focus on how to find the proper Call for Proposal
- How to deliver an idea in a project – Focus on needs assessment and context analysis
- How to deliver an idea in a project – Focus on objectives outputs and outcomes
- Items and tools of the project management – Focus on GANTT and Logical Frame
- Activities planification – Focus on the breakdown structure
- How to implement a communication strategy
- Results assessment and Dissemination

The training will be carried out by combining formal and non formal learning methodologies and sessions of learning by doing aiming to involve participants in being active and protagonists of their learning path, cooperating with other participants and interacting for reaching the assigned objectives.

The result of the training course will be a personal empowerment and an up-skilling of each participant in the main items of the project management. At the end of the training the participant should be able to approach the project writing and fill in an official application form for European Funding that will be the focus of the following project activity.

PARTICIPANTS : 4 for each partner

Each Partner Organization will involve **two members of the staff** expert in project management and **two Moms** that:

- aspire to stay or re-entry in the labour market without renouncing to her role of mother
- are available to participate to both the project activities foreseen
- are available to undertake a self-employment job
- want to acquire new competence and skills for a self re-direction in the labour market

They are warmly recommended to watch the 'project management pills' at the following link
<http://www.soseuropa.it/in-mom-we-trust/>

The Partners will give priority to Moms with fewer geographical, economic or physical opportunities.

PLEASE CONFIRM THE PRESENCES WITHIN THE 31 MARCH 2022

BUDGET LIMIT FOR EACH PARTICIPANT

Partner	Travel costs	Subsistance
SOS EUROPA	275,00 €	300,00 €
ASSOCIATION FOR PROGRESS, EDUCATION AND LOBBYING NEL SKOPJE	180,00 €	300,00 €
ASOCIATIA TINERILOR CU INITIATIVA CIVICA	180,00 €	300,00 €
NEANIKOI ORIZONTES M.K.O.	180,00 €	300,00 €
Asociación Multideportiva Euexia	360,00 €	300,00 €

Economic Rules

EACH PARTNER GROUP will organize its own trip in autonomy and independently.

Accommodations reservation, Food, Transports will be organized and managed by individual participants / groups.

The coordinator will not be responsible for your stay in Bulgaria.

All expenses will be paid in advance by the participants.

SOS EUROPA will reimburse the costs by bank transfer after the delivery of the supporting documentation.

REIMBURSEMENT

Reimbursement must be based on actual costs (reimbursement of receipts). Costs may be claimed only for journeys directly connected to specific and clearly identifiable project related activities.

Costs for subsistence (cost of accommodation, meals, local travel within the place of mission and sundry expenses) are eligible up to the actual amount spent.

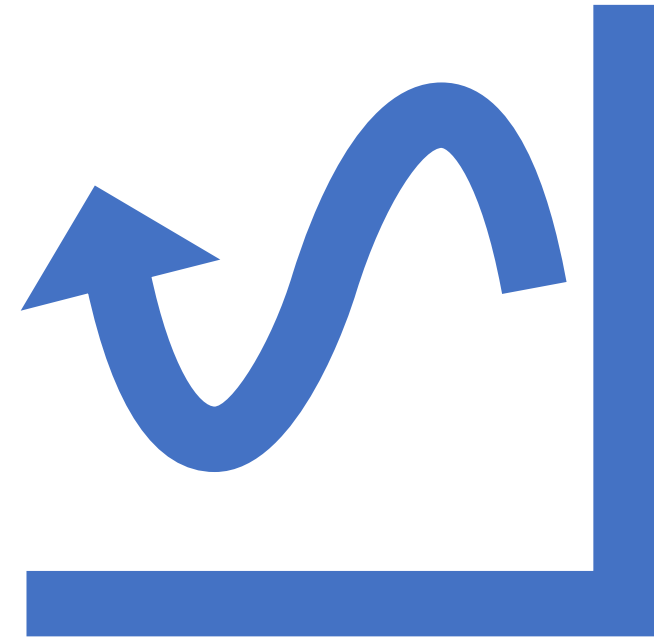
It is thus very important to keep all supporting documents.

These may be requested by the Agency before making the final payment but should be kept available in any case for a possible ex post audit/control.

To be considered eligible, these costs must be reasonable, conform to local prices and be exclusively linked to the project.

Lost, fake or incomplete documentation (no date, no seller's details, Hotel receipts without the names of the participants) will not be reimbursed.

The BANCORMAT PAYMENT RECEIPT alone is not eligible.



FAQ - Frequently asked questions

1. Are insurance costs covered by travel reimbursement?

Yes

2. Are there any limits on travel choices?

The general principles of the Erasmus Plus program invite participants to make the most cost-effective and efficient choice.

3. Are private costs eligible (e.g. city tours, local transports, souvenirs, etc)? No.

4. Can I arrive in Bansko a few days before the working days?

Yes, you can but Board and lodging costs are eligible only for 1 day before and 1 day after the working day. Travel costs will be covered by the project.

5. If my travel costs are below the limit, can I use the remaining budget for accommodation and food?

Yes, you can



CONTACTS

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