



Erasmus+ Erasmus Mundus Joint Masters 2022 (EMJM)

PROJECT MONITORING & REPORTING

Coordinators' Kick-off meeting
December 2022

EACEA A.3

Monitoring – objectives & role EACEA

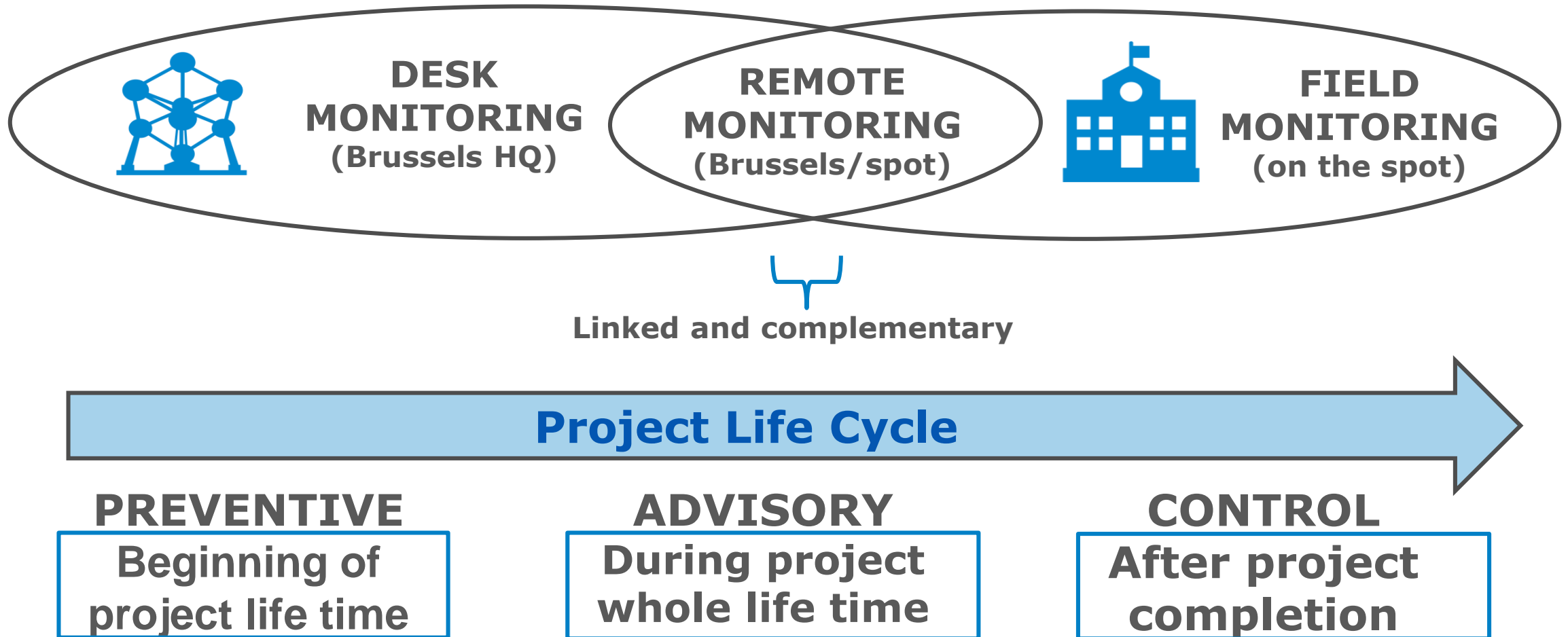
Project level

- Sound project management
- On track with initial objectives

Programme level

- Project in line with EMJM policy objectives
- Compliance with EU rules

Types of monitoring



FTOP REPORTING

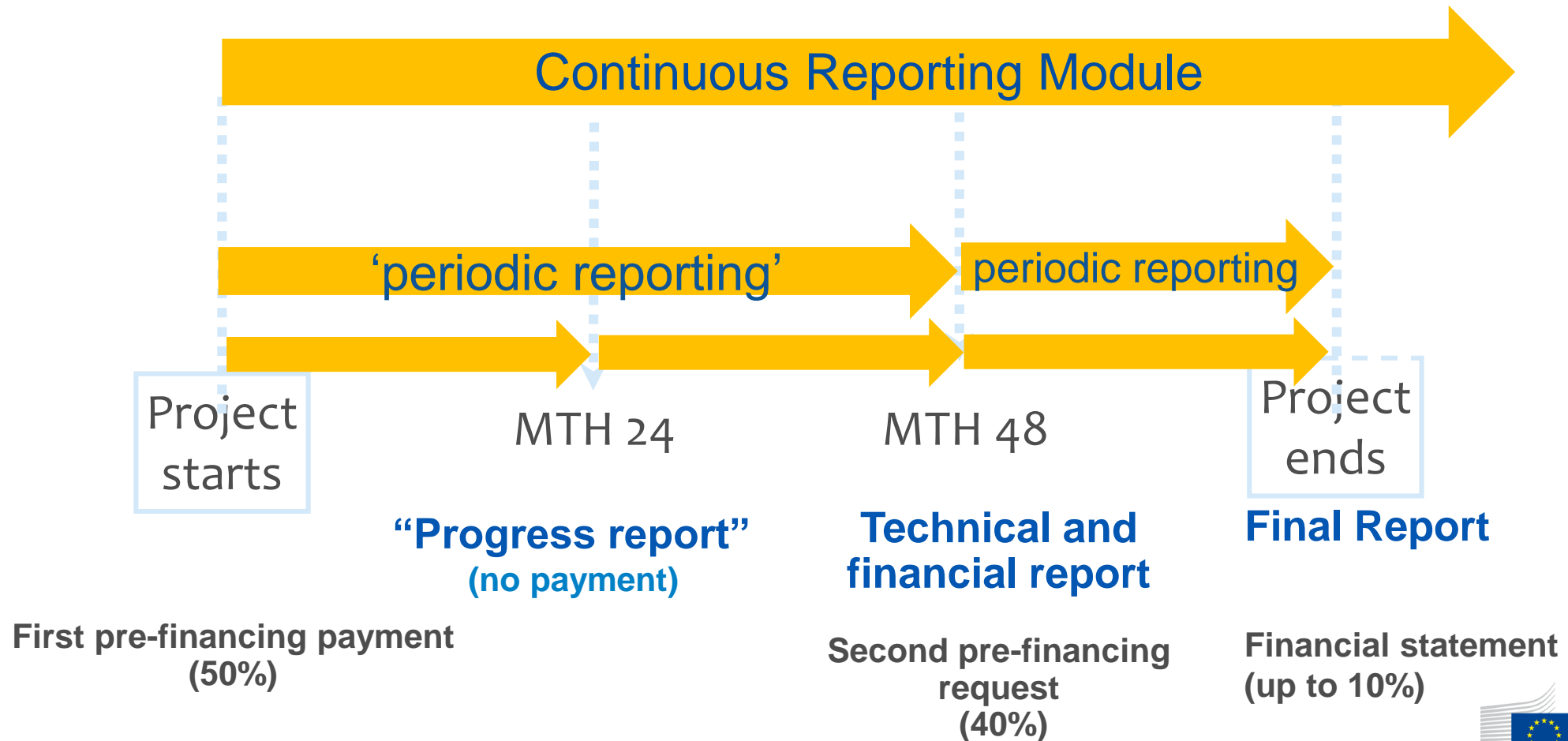


Continuous reporting
& monitoring




FIXED
REPORTING
PERIODS

“Fixed” reporting periods & pre-financings + annual mobility tool updates



Activated at the time project starts




RESEARCH & INNOVATION

Grant Management Services

Help

Bart COSYNS

MY PROJECT



Call: ERASMUS-EDU-2021-PEX-EMJM-MOB
Type of Action: ERASMUS-EMJM-UN
Acronym:
Current Phase: Grant Management
Number:
Duration: 72 months
GA based on the: Erasmus+ MGA — Multi & Mono - 1.null
Start Date: 01 Jan 2022
Estimated Project Cost: €0.00
Requested EU Contribution: €3,588,000.00
Contact: [Teodora DOCHEVA](#)

[Latest Legal Data](#)
[Active Processes](#)
[Document Library](#)

Continuous Reporting

10 Jan 2022

Started

Completed

Continuous reporting data

Process documents

Process communications

Process history

Proposal Management & Grant Preparation

17 Jun 2021

Submitted

Informed

Invited

Prepared

Signed

Paid

Process documents

Process communications

Process history

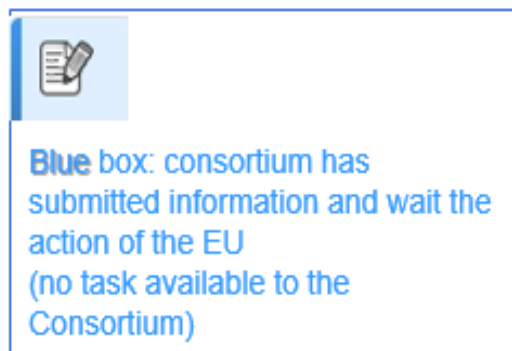
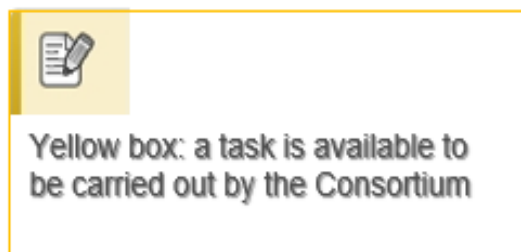
ICEL

ied accession to the agreement on 21 Dec 2021 11:22

Launch new interaction with the EU

+

Each **PROCESS** box consists of different sections
Click on the hyperlink to encode the data



e.g. Grant Agreement Preparation, Amendment, Continuous Reporting etc.

Continuous Reporting

Summary for Publication

Continuous Reporting
761992 - IoRL

Continuous reporting data

Grant Management

Project Continuous Report

101050349 (ISI ANDSI) ERASMUS-...

Call: ERASMUS-EDU-2021-PEX-EMJM-MOB
Topic: ERASMUS-EDU-2021-PEX-EMJM-MOB

Summary for publication

Deliverables Ethics, DMP, Other Reports

Milestones

Critical Risks

Financial support to 3rd parties

Mobility

Summary for publication

Summary of the context and overall objectives of the project (For the final period, include the conclusions of the action)

[No text provided]

• All fields are mandatory

Work performed from the beginning of the project to the end of the period covered by the report and main results achieved so far (For the final period please include an overview of the)

[No text provided]

Deliverables

Allowed formats: doc, docx, odt, rtf, pdf, csv, zip

encisbe (EXTERNAL) ?

Grant Management

Project Continuous Report

101081182 (ARURCOHE)

ERASMUS-...

Project Summary

Deliverables

Milestones

Critical Risks

Disseminat... activities

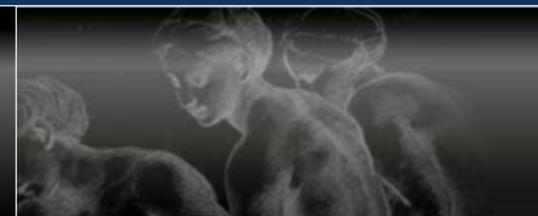
Communic... Activities

Events and Trainings

Financial support to 3rd parties

Mobility

Call: ERASMUS-EDU-2022-PEX-EMJM-MOB
Topic: ERASMUS-EDU-2022-PEX-EMJM-MOB



Deliverables and Other Reports

Upload a deliverable

Deliverables

Show Filters Clear Filters

Work F	Deliver	Delive	Deliverable Name	Description	Lead	Type	Diss	Due Date	New Due	Delivery	Approval D	Status	
WP1	D1.1	D1	Consortium Agreeeme	The Consortium Agreement sets out the nature of...	UPV	OTHEI	SEN	31 Oct ;				Pending	
WP1	D1.2	D2	Student Agreement t	The Student Agreement aims to regulate the term...	UPV	OTHEI	PU	31 Oct ;				Pending	
WP1	D1.3	D3	Diploma and Diplom	Blank copies of the proposed master degree dipl...	UPV	OTHEI	PU	31 Oct ;		31 Oct ;	28 Nov 20	Approved	Comments
WP1	D1.4	D4	Internal Quality Hanc	PDF English. Approved by the ARURCOHE's Academi...	UPV	OTHEI	PU	31 Oct ;				Pending	
WP1	D1.5	D5	Promotion Plan	PDF English. Outcome of T.1.6 List and time pla...	UPV	R							
WP1	D1.6	D6	Exploitation Plan	PDF English. Financial plan. New associated par...	UPV	R							
WP1	D1.7	D7	Green Practices Char	PDF English. code of good practice for all par...	UPV	R							
WP1	D1.8	D9	Programme specific i	This deliverable enables to collect specific in...	UPV	R							
WP1	D1.9	D10	Programme specific i	This deliverable enables to collect specific in...	UPV	R							
WP1	D1.10	D11	Programme specific i	This deliverable enables to collect specific in...	UPV	R							
WP2	D2.1	D8	Implementation repo	Implementation report for ARURCOHE's T2.1 Appli...	UPV	R							

Add a new comment for the deliverable 'D1 - deliverable title'

You have chosen to add a comment for the deliverable 'D1 - deliverable title'. You will not be able to modify the comment afterwards.
Please provide a comment (mandatory)

Ok Cancel

History of comments for the deliverable 'D1 - deliverable title' (starting from the most recent action)

[No comments have been provided for this deliverable submission]

Continuous Reporting

MEANS	TASKS
DELIVERABLES	<p>Update only for very important changes</p> <p>Upload all deliverables in FTOP by the 'due dates' (dissemination level!)</p> <p>Upload 'Programme specific reporting information (i.e. progress report + specific inf) in month 24</p> <p>Upload 'Programme Specific information' along with Technical reports in month 48 and month 74</p> <p>TEMPLATES AVAILABLE IN FTOP + FINANCIALS STATEMENT TO BE PROVIDED BY EACEA</p>
MILESTONES	<p>Implement as planned (Update only for very important changes)</p> <p>ANNUAL MOBILITY TOOL UPDATE!</p>
ACTIVITIES	<p>INTERNAL</p>
RISKS	<p>Update only for very important changes</p>

Progress Report

(cf. deliverable 'Programme specific reporting information m24')

- ❖ Only in the form of a '**deliverable**' (part of 'continuous reporting')
- ❖ To be uploaded in month 24 of your project
- ❖ Template is available in FTOP (statistical data: number of applicants, scholar mobility numbers ; narrative information: good practices, problems if any) and later in the reporting module

Periodic Reporting

❖ **Technical and financial Report (mth 48)**

❖ **Final Report (mth 74 final)**

EACH COMPOSED OF:

1) « Official » periodic report:

- ❖ PART A – ‘picture’ of all deliverables
- ❖ PART B – short narrative part
- ❖ Financial statement

2) Programme specific reporting information m48+m74 (as deliverables)

Sources of information

- Programme Guide – EM Action, EMJM lot in FTOP, here: [Erasmus Mundus Joint Masters](#)
- (Annotated) Grant agreement in FTOP, here: [aga_en.pdf \(europa.eu\)](#)
- FTOP user manuals (!)
In FTOP, here: [Guidance & Manuals \(europa.eu\)](#)
- Your project officer
Through FTOP messaging facility.
- Templates available
in FTOP, under '[Templates & forms](#)'

Thank you



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