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ERASMUS+ PROGRAMME

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| **KA1 Mobility Project for Vocational Education and Training** **Virtual Activities Outline Form** |

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| Grant Agreement number: **20XX-X-IE01-KAXXX-XXXXXX** |
| Grant agreement period: DD/MM/YYYY – DD/MM/YYYY |
| Project duration: XX (months)  |
| Project title:  |
| Beneficiary Organisation:  |

**Circumstances for Requesting a Blended or Virtual Activity due to Covid-19 Pandemic**

In light of the exceptional circumstances created by the COVID-19 pandemic and in order to assist KA1 project beneficiaries to deliver on the project activities during this time, an option of carrying out blended or virtual activities/mobilities was proposed. The options and conditions when they apply are highlighted below:

1. If it is not possible or suitable to postpone the planned mobility activities to a later period within the existing duration of the project, organisations may wish to consider **‘blended’ mobilities**, with virtual elements supported by physical mobilities at the later stage of the project.

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| *If you have already carried out blended mobilities or are planning to do so within the remit of your project please outline in the box below:** *how you will meet the original aims of the physical event*
* *the proposed blended activity programme and timeframes.*

**When considering the blended activities please bear in mind the following:*** **Travel and Individual Support will be eligible only for physical part of the blended mobility**
* **The requests for blended mobility will be reviewed on a case by case basis.**
* **It will not be possible to exceed the total amount of funding your project was awarded originally.**
* **The blended mobility of combined virtual and physical duration must still meet the minimum duration for both learner and staff mobilities. The virtual and physical mobility do not have to happen consecutively. As a reminder: the minimum duration for learner mobilities is two full working weeks (i.e. 10 full days) plus travel. The minimum duration for staff mobilities is two full working days plus travel.**

Once above information is provided please return this form to your Project Support and Development Officer for review as follows:**Elva Duggan** **eduggan@leargas.ie**or Tomas Bulnes **tbulnes@leargas.ie**  |
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1. If it is not possible to complete a physical mobility or carry out a blended mobility, a period of **virtual activities** may be possible.

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| **When considering the virtual activities please bear in mind the following:*** **Virtual activities are only allowed within a context of COVID-19.**
* **Travel and Individual Support funding is not eligible for these activities.**
* **It will not be possible to exceed the total amount of funding your project was awarded originally.**
* **Each request for virtual activity will be reviewed on a case by case basis.**
* **The virtual mobility duration must still meet the minimum duration for both learner and staff mobilities. As a reminder: the minimum duration for learner mobilities is two full working weeks (i.e. 10 full days) plus travel. The minimum duration for staff mobilities is two full working days plus travel.**

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If you are considering the virtual activities please review the table below, complete relevant sections and return this form to your Support and Development Officer for review:

**Elva Duggan** **eduggan@leargas.ie**or Tomas Bulnes **tbulnes@leargas.ie**

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| Please outline why you are not in a position to delay your project mobilities to a later stage within the current project duration. |
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| Please outline why you are not in a position to extend your project duration in order to carry out the planned physical activities.  |
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| If it is not possible to delay your activities or extend the project duration please outline below which activities you would like to carry out virtually and how you propose to undertake them, ensuring the activities still meet the original application goals and objectives.  |

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| [ ]  **Virtual Advanced Planning Visit - ErasmusPRO****(If applicable)*** Please outline how you plan to carry out the activity online.
* Please outline what activities you will be undertaking during this period.
* Please outline the duration of these activities.
* Please outline how you plan to re-allocate the costs of this meeting and how you will use these funds.
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| [ ]  **Virtual Mobility Activity** **Staff Teaching Assignment or Training (Job shadowing / Observation)** - Please outline how you will meet the aims of the physical event.  - Please outline or include a copy of the proposed Virtual Activity Programme - Please outline how you plan to re-allocate the costs of this activity and how you will use these funds. - Please confirm number of participants planned for this activity |  |
| [ ]  **Virtual Mobility Activity** **Learner Mobility (Work placements incl. recent graduates)** - Please outline how you will meet the original aims of the physical event.  - Please outline or include a copy of the proposed Virtual Activity Programme, Duration and Learning Agreement - Please outline how you plan to re-allocate the costs of this activity and how you will use these funds.- Please confirm number of participants planned for this activity. |  |
| [ ]  **Virtual Mobility Activity****ErasmusPRO Learner Mobility (If applicable, at least 3 months placements)** - Please outline how you will meet the original aims of the physical event.  - Please outline or include a copy of the proposed Virtual Activity Programme, Duration and Learning agreement. - Please outline how you plan to re-allocate the costs of this activity and how you will use these funds.- Please confirm number of participants planned for this activity. |  |

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| **Contact Person Name** |  |
| **Contact person Position** |  |
| **Date** |  |

**For NA Internal use ONLY**

**Blended/Virtual Activity Approved Yes** 🞎 **No** 🞎

Programme Support and Development 🞎 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date :

Finance & Ops 🞎 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date :