## Dear Partners,

Even if the Erasmus+ program does not expressly ask for them, I consider that they are sufficient to keep a trace of our activity during the implementation of the project. Different forms can be accepted as long as the information in the documents has complete information (for example. Venue, period, name and surname of the participant, activity, etc.).

- Declaration relationship - TPM.docx - this document must contain the names of the participants in all 5 TPM meetings. Normally, those who will participate (even online) must be part of the project implementation team. This document can be issued at the end of the project; - Individual attendance certificate - TPM.docx - this document is issued to each participant after a TMP meeting in physical format by the host organization; - Template attendance list - TPM.docx - this document is issued after each TMP meeting (both in physical and online format) by the organization responsible for the event; - Agenda of the event - responsible is the host organization; - Meeting minute - responsible is the host organization; - Meeting minute - responsible is the host organization; - Template attendance list - LTTA.docx - this document is issued after each meeting (both in physical and online format) by the organization; - Template individual attendance certificate or declaration - LTTA.docx - this document is issued after each meeting dotument is issued after each meeting in physical and online format by the organization; - Template individual attendance certificate or declaration - LTTA.docx - this document is issued after each meeting in physical format by the host organization; - Agenda of the event / program - responsible is the host organization; - Course support/materials used in the learning/training activity/activity report (specific to experience exchanges).  - Template attendance list - ME.docx - this document is issued after each event by the organization responsible for the event; III ATTENTION on the number of minimum participants I; - Agenda of the event - responsible is the host organization; - Timesheet - Cul-Mar-Skills 2024.visx - Please use this document I - monthly - Summary - Cul-Mar-Skills 2024.visx - Please use this document I - for the project meaning participants is presented to the even		- Declaration relationship. TDM document was to contain the name of the
must be part of the project implementation team. This document can be issued at the end of the project;  meeting (management meeting)  IPM activities  IPM activities  Transnational or national learning/teaching/training activities  Transnational or national learning/teaching/training activities  LLTA Activities  Disemination events (specific to experience exchanges).  Disemination events (specific)  - Template attendance list - IPM.docx - this document is issued after each TMP meeting (both in physical and online format) by the organization; esponsible for the event; Agenda of the event - responsible is the host organization;  - Template attendance list - LTA.docx - this document is issued after each meeting (both in physical and online format) by the organization responsible for the event;  - Template aitendance list - LTA.docx - this document is issued after each meeting (both in physical and online format) by the organization responsible for the event;  - Template aitendance list - LTA.docx - this document is issued after each meeting organization;  - Agenda of the event / program – responsible is the host organization;  - Course support/materials used in the learning/training activity/activity report (specific to experience exchanges).  - Template aitendance list - ME.docx - this document is issued after each event by the organization responsible for the event;  - Producing project results (methodologies, guides, software applications, curriculum, games, quizzes, studies, etc.)  - Personnel costs (salaries)  - Personnel costs (salaries)  - Personnel costs (salaries)  Visibility of the Erasmus+  Visibility of the Erasmus+  - The materials made to ensure the visibility of the project  - The materials made to ensure the visibility of the project  - The materials made to ensure the visibility of the project  - The materials made to ensure the visibility of the project  - The materials made to ensure the visibility of the project  - The materials made to ensure the visibility of the project		·
end of the project; meeting (management meeting)  IPM activities  Transnational or national learning/teaching/training activities  Transnational or national learning/teaching/training activities  Transnational or national learning/teaching/training activities  LLTA Activities  Disemination events & Berniars  Producing project results (methodologies, guides, software applications, curriculum, garnes, quizzes, studies, etc.)  Personnel costs (salaries)  Visibility of the Erasmus+  Image of the project;  Individual attendance certificate — TPM.docx — this document is issued after each TMP meeting (both in physical and online format) by the organization;  Template attendance list - LITA.docx — this document is issued after each meeting (both in physical and online format) by the organization responsible for the event;  Template attendance list - LITA.docx — this document is issued after each meeting (both in physical and online format) by the organization responsible for the event;  Template attendance list - LITA.docx — this document is issued after each meeting in physical format by the host organization;  Agenda of the event / program — responsible is the host organization;  Agenda of the event / program — responsible is the host organization;  Agenda of the event / program — responsible is the host organization;  Foto & Press release - responsible is the host organization;  Template attendance list - MEL docx — this document is issued after each event by the organization responsible for the event;  Producing project  Producing		
meeting (management meeting)  IPM activities  Template attendance list - TPM.docx - this document is issued to each participant after a TMP meeting in physical format by the host organization;  - Template attendance list - TPM.docx - this document is issued after each TMP meeting (both in physical and online format) by the organization responsible for the event; Agenda of the event - responsible is the host organization;  - Foto & Press release - responsible is the host organization;  - Meeting minute - responsible is the host organization;  - Template attendance list - LTTA.docx - this document is issued after each meeting (both in physical and online format) by the organization;  - Template attendance list - LTTA.docx - this document is issued after each meeting (both in physical and online format) by the organization responsible for the event;  - Template attendance list - LTTA.docx - this document is issued after each meeting (both in physical and online format) by the organization responsible for the event;  - Template attendance list - LTTA.docx - this document is issued after each meeting (both in physical and online format) by the organization responsible for the event;  - Agenda of the event / program - responsible is the host organization;  - Foto & Press release - responsible is the host organization;  - Template attendance list - ME.docx - this document is issued after each event by the organization responsible for the event;  - Producing project results (methodologies, goldes, software applications, curriculum, games, quizzes, studies, etc.)  - Producing project results (methodologies, goldes, software applications, curriculum, games, quizzes, studies, etc.)  - Producing project results (methodologies, goldes, software applications, curriculum, games, quizzes, studies, etc.)  - Producing project results (methodologies, goldes, software applications, curriculum, games, quizzes, studies, etc.)  - Producing project results (methodologies, goldes, goldes, goldes, goldes, goldes, goldes, goldes, goldes,		
participant after a TMP meeting in physical format by the host organization;  - Template attendance list - TPM.docx - this document is issued after each TMP meeting (both in physical and online format) by the organization responsible for the event; Agenda of the event - responsible is the host organization;  - Foto & Press release - responsible is the host organization;  - Template attendance list - LTTA.docx - this document is issued after each meeting (both in physical and online format) by the organization;  - Template attendance list - LTTA.docx - this document is issued after each meeting (both in physical and online format) by the organization responsible for the event;  - Template individual attendance certificate or declaration - LTTA.docx - this document is issued after each meeting in physical format by the host organization;  - Agenda of the event / program - responsible is the host organization;  - Agenda of the event / program - responsible is the host organization;  - Course support/materials used in the learning/training activity/activity report (specific to experience exchanges).  - Template attendance list - ME.docx - this document is issued after each event by the organization responsible for the event;  - Template attendance list - ME.docx - this document is issued after each event by the organization responsible for the event;  - Template attendance list - ME.docx - this document is issued after each event by the organization responsible for the event;  - Template attendance list - ME.docx - this document is issued after each event by the organization responsible for the event;  - Template attendance list - ME.docx - this document is issued after each event by the organization;  - Template attendance list - ME.docx - this document is issued after each event by the organization;  - Template attendance list - ME.docx - this document is issued after each event by the organization;  - Template attendance list - ME.docx - this document is issued after each event by the organization;  - Template a		
Transnational or national learning/teaching/training activities  LITA Activities  Transnational or national learning/teaching/training activities  LITA Activities  LITA Activities  Disemination events & seminars  Producing project results (methodologies, guides, software applications, curriculum, games, quizzes, studies, etc.)  Personnel costs (salaries)  Visibility of the Erasmus+  Visibility of the Erasmus+  Template attendance list - TPM.docx - this document is issued after each meeting (both in physical and online format) by the organization;  Template attendance list - LITA.docx - this document is issued after each meeting (both in physical and online format) by the organization responsible for the event;  Template individual attendance certificate or declaration - LITA.docx - this document is issued to each participant after each meeting in physical format by the host organization;  Agenda of the event / program - responsible is the host organization;  - Foto & Press release - responsible is the host organization;  - Template attendance list - ME.docx - this document is issued after each event by the organization responsible for the event;    Producing project		
(both in physical and online format) by the organization responsible for the event; Agenda of the event – responsible is the host organization;  - Foto & Press release - responsible is the host organization;  - Meeting minute - responsible is the host organization;  - Template attendance list - LTTA.docx - this document is issued after each meeting (both in physical and online format) by the organization responsible for the event;  - Template individual attendance certificate or declaration - LTTA.docx - this document is issued to each participant after each meeting in physical format by the host organization;  - Agenda of the event / program – responsible is the host organization;  - Foto & Press release - responsible is the host organization;  - Foto & Press release - responsible is the host organization;  - Template attendance list - ME.docx - this document is issued after each event by the organization responsible for the event; [!!! ATTENTION on the number of minimum participants ];  - Agenda of the event – responsible is the host organization;  - Timesheet -Cul-Mar-Skills 2024.xlsx - Please use this document! - for the project  - Use Working hours (60 EUR/hour for results & 70 EUR/hour if you plan to pay people from the project management budget). !!! correlate the workload with the main budget;  - Personnel costs  (salaries)  - Please pay attention to the correlation of the monthly hours with the yearly & summary.  - Monthly timesheets must be signed also by the legal representative.  - The materials made to ensure the visibility of the project  - the materials made to ensure the visibility of the project		
Agenda of the event – responsible is the host organization; - Foto & Press release - responsible is the host organization; - Meeting minute - responsible is the host organization; - Meeting minute - responsible is the host organization; - Template attendance list - LTTA.docx – this document is issued after each meeting (both in physical and online format) by the organization responsible for the event; - Template individual attendance certificate or declaration - LTTA.docx – this document is issued to each participant after each meeting in physical format by the host organization; - Agenda of the event / program – responsible is the host organization; - Foto & Press release - responsible is the host organization; - course support/materials used in the learning/training activity/activity report (specific to experience exchanges).  - Template attendance list - ME.docx - this document is issued after each event by the organization responsible for the event; !!! ATTENTION on the number of minimum participants!; - Agenda of the event – responsible is the host organization;# - Foto & Press release - responsible is the host organization;# - Foto & Press release - responsible is the host organization;# - Foto & Press release - responsible is the host organization;# - Foto & Press release - responsible is the host organization;# - Foto & Press release - responsible is the host organization;# - Foto & Press release - responsible is the host organization;# - Foto & Press release - responsible is the host organization;# - Foto & Press release - responsible is the host organization;# - Foto & Press release - responsible is the host organization;# - Foto & Press release - responsible is the host organization;# - Foto & Press release - responsible is the host organization;# - Foto & Press release - responsible is the host organization;# - Foto & Press release - responsible is the host organization; - Timesheet-Cul-Mar-Skills.xlsx - Please use this document! - for the project - Use Working hours (60 EUR/hour for results & 70 EU	IPM activities!	•
- Foto & Press release - responsible is the host organization; - Meeting minute - responsible is the host organization; - Template attendance list - LTTA.docx - this document is issued after each meeting (both in physical and online format) by the organization responsible for the event; - Template individual attendance certificate or declaration - LTTA.docx - this document is issued to each participant after each meeting in physical format by the host organization; - Agenda of the event / program - responsible is the host organization; - Agenda of the event / program - responsible is the host organization; - Course support/materials used in the learning/training activity/activity report (specific to experience exchanges) Template attendance list - NE.docx - this document is issued after each event by the organization responsible for the event; !!! ATTENTION on the number of minimum participants !; - Agenda of the event - responsible is the host organization; - Agenda of the event - responsible is the host organization; - Agenda of the event - responsible is the host organization; - Agenda of the event - responsible is the host organization; - Agenda of the event - responsible is the host organization; - Timesheet - Cul-Mar-Skills 2024.xlsx - Please use this document ! - monthly - Summary - Cul-Mar-Skills.xlsx - Please use this document ! - monthly - Summary - Cul-Mar-Skills.xlsx - Please use this document ! - monthly - Summary - Cul-Mar-Skills.xlsx - Please use this document ! - monthly - Summary - Cul-Mar-Skills.xlsx - Please use this document ! - monthly - Summary - Cul-Mar-Skills.xlsx - Please use this document ! - monthly - Summary - Cul-Mar-Skills.xlsx - Please use this document ! - monthly - Summary - Cul-Mar-Skills.xlsx - Please use this document ! - monthly - Summary - Cul-Mar-Skills.xlsx - Please use this document ! - monthly - Summary - Cul-Mar-Skills.xlsx - Please use this document ! - monthly - Summary Template the workload for Manager & Researcher, separate timesheets will be used; - Please		
- Meeting minute - responsible is the host organization;  - Template attendance list - LTTA.docx - this document is issued after each meeting (both in physical and online format) by the organization responsible for the event;  - Template individual attendance certificate or declaration - LTTA.docx - this document is issued to each participant after each meeting in physical format by the host organization;  - Agenda of the event / program - responsible is the host organization;  - Foto & Press release - responsible is the host organization;  - course support/materials used in the learning/training activity/activity report (specific to experience exchanges).  - Template attendance list - ME.docx - this document is issued after each event by the organization responsible for the event; III ATTENTION on the number of minimum participants!;  - Agenda of the event - responsible is the host organization;  - Timesheet - Cul-Mar-Skills 2024.xlsx - Please use this document! - monthly  - Summary - Cul-Mar-Skills.xlsx - Please use this document! - for the project  - Use Working hours (60 EUR/hour for results & 70 EUR/hour if you plan to pay people from the project management budget). I!! correlate the workload with the main budget;  - Personnel costs  (salaries)  - Monthly timesheets must be signed also by the legal representative.  Visibility of the Erasmus+  - the materials made to ensure the visibility of the project		
Transnational or national learning/teaching/training activities  LLTA Activities  LLTA Activities  LLTA Activities  Disemination events & seminars  Disemination events & seminars  - Producing project results (methodologies, guides, software applications, curriculum, games, quizzes, studies, etc.)  - Personnel costs (salaries)  - Template attendance list - LTTA.docx – this document is issued after each meeting (both in physical and online format) by the organization responsible for the event;  - Template individual attendance certificate or declaration - LTTA.docx - this document is issued format by the host organization;  - Agenda of the event / program – responsible is the host organization;  - Template individual attendance certificate or declaration - LTTA.docx - this document is issued after each event by the project results (methodologies, seminars)  - Template individual attendance certificate or declaration - LTTA.docx - this document is issued after each event by the organization;  - Template individual attendance certificate or declaration - LTTA.docx - this document by the host organization;  - Agenda of the event / program – responsible is the host organization;  - Template attendance certificate or declaration - LTTA.docx - this document by the host organization;  - Template individual attendance certificate or declaration responsible for the event program – responsible is the host organization;  - Template attendance certificate or declaration responsible for the event;  - Template individual attendance certificate or declaration;  - Template individual attendance certificate or declaration;  - Agenda of the event / program – responsible is the host organization;  - Template attendance list - LTTA.docx - this document is issued after each event by the host organization;  - Template attendance list - ME.docx - this document is issued after each event by the host organization;  - Template attendance list - ME.docx - this document is issued after each event by the organization;  - Template attendance		•
(both in physical and online format) by the organization responsible for the event;  - Template individual attendance certificate or declaration - LTTA.docx - this document is issued to each participant after each meeting in physical format by the host organization;  - Agenda of the event / program – responsible is the host organization;  - Poto & Press release - responsible is the host organization;  - course support/materials used in the learning/training activity/activity report (specific to experience exchanges).  - Template attendance list - ME.docx - this document is issued after each event by the organization responsible for the event; !!! ATTENTION on the number of minimum participants !;  - Agenda of the event – responsible is the host organization;  - Foto & Press release - responsible is the host organization;  - Timesheet -Cul-Mar-Skills 2024.xlsx – Please use this document! – for the project  - Use Working hours (60 EUR/hour for results & 70 EUR/hour if you plan to pay people from the project management budget). !!! correlate the workload with the main budget;  - Personnel costs  (salaries)  - Please pay attention to the correlation of the monthly hours with the yearly & summary.  - Monthly timesheets must be signed also by the legal representative.  - Template individual attendance certificate or declaration - LTTA.docx - this document is issued for mate by the host organization;  - Agenda of the event / program – responsible is the host organization;  - Template attendance list - ME.docx - this document is issued after each event by the organization;  - Template attendance list - ME.docx - this document is issued after each event by the organization;  - Template attendance list - ME.docx - this document is issued after each event by the organization;  - Template attendance list - ME.docx - this document is issued after each event by the organization;  - Template attendance list - ME.docx - this document is issued after each event by the organization;  - Template attendance list - ME.docx - this d		<u> </u>
Transnational or national learning/teaching/training activities  LITA Activities  Disemination events & seminars    - Template individual attendance certificate or declaration - LTTA.docx - this document is issued to each participant after each meeting in physical format by the host organization;  - Agenda of the event / program - responsible is the host organization;  - Foto & Press release - responsible is the host organization;  - Template attendance list - ME.docx - this document is issued after each event by the organization responsible for the event; III ATTENTION on the number of minimum participants I;  - Agenda of the event - responsible is the host organization; #  - Foto & Press release - responsible is the host organization; #  - Foto & Press release - responsible is the host organization; #  - Foto & Press release - responsible is the host organization; #  - Foto & Press release - responsible is the host organization; #  - Foto & Press release - responsible is the host organization; #  - Foto & Press release - responsible is the host organization; #  - Foto & Press release - responsible is the host organization; #  - Foto & Press release - responsible is the host organization; #  - Foto & Press release - responsible is the host organization; #  - Foto & Press release - responsible is the host organization; #  - Foto & Press release - responsible is the host organization; #  - Foto & Press release - responsible is the host organization; #  - Foto & Press release - responsible is the host organization; #  - Foto & Press release - responsible is the host organization; #  - Foto & Press release - responsible is the host organization; #  - Foto & Press release - responsible is the host organization; #  - Foto & Press release - responsible is the host organization; #  - Foto & Press release - responsible is the host organization; #  - Foto & Press release - responsible is the host organization; #  - Foto	learning/teaching/training activities	
document is issued to each participant after each meeting in physical format by the host organization;  LITA Activities  LITA Activities  LITA Activities  Disemination events & seminars  Disemination events & seminary  Dis		(both in physical and online format) by the organization responsible for the event;
learning/teaching/training activities  LLTA Activities  LLTA Activities  LLTA Activities  - Agenda of the event / program – responsible is the host organization; - Foto & Press release - responsible is the host organization; - course support/materials used in the learning/training activity/activity report (specific to experience exchanges).  - Template attendance list - ME.docx - this document is issued after each event by the organization responsible for the event; !!! ATTENTION on the number of minimum participants !; - Agenda of the event – responsible is the host organization;# - Foto & Press release - responsible is the host organization;  - Timesheet -Cul-Mar-Skills 2024.xlsx – Please use this document ! - monthly - Summary - Cul-Mar-Skills.xlsx – Please use this document ! - for the project results (methodologies, guides, software applications, curriculum, games, quizzes, studies, etc.) - Personnel costs (salaries)  - Please pay attention to the correlation of the monthly hours with the yearly & summary Monthly timesheets must be signed also by the legal representative.  - The materials made to ensure the visibility of the project		- Template individual attendance certificate or declaration - LTTA.docx - this
organization;  - Agenda of the event / program – responsible is the host organization;  - Foto & Press release - responsible is the host organization;  - course support/materials used in the learning/training activity/activity report (specific to experience exchanges).  - Template attendance list - ME.docx - this document is issued after each event by the organization responsible for the event; !!! ATTENTION on the number of minimum participants!;  - Agenda of the event – responsible is the host organization;#  - Foto & Press release - responsible is the host organization;  - Timesheet -Cul-Mar-Skills 2024.xlsx – Please use this document! – monthly  - Summary - Cul-Mar-Skills.xlsx – Please use this document! – for the project  - Use Working hours (60 EUR/hour for results & 70 EUR/hour if you plan to pay people from the project management budget). !!! correlate the workload with the main budget;  - If a person has a workload for Manager & Researcher, separate timesheets will be used;  - Please pay attention to the correlation of the monthly hours with the yearly & summary.  - Monthly timesheets must be signed also by the legal representative.  Visibility of the Erasmus+  - the materials made to ensure the visibility of the project		document is issued to each participant after each meeting in physical format by the host
- Agenda of the event / program – responsible is the host organization; - Foto & Press release - responsible is the host organization; - course support/materials used in the learning/training activity/activity report (specific to experience exchanges).  - Template attendance list - ME.docx - this document is issued after each event by the organization responsible for the event; !!! ATTENTION on the number of minimum participants!; - Agenda of the event – responsible is the host organization;# - Foto & Press release - responsible is the host organization; - Timesheet - Cul-Mar-Skills 2024.xlsx – Please use this document! - monthly - Summary - Cul-Mar-Skills 2024.xlsx – Please use this document! - for the project - Use Working hours (60 EUR/hour for results & 70 EUR/hour if you plan to pay people from the project management budget). !!! correlate the workload with the main budget; - If a person has a workload for Manager & Researcher, separate timesheets will be used; - Please pay attention to the correlation of the monthly hours with the yearly & summary Monthly timesheets must be signed also by the legal representative.  Visibility of the Erasmus+ - the materials made to ensure the visibility of the project		organization;
- Foto & Press release - responsible is the host organization; - course support/materials used in the learning/training activity/activity report (specific to experience exchanges).  - Template attendance list - ME.docx - this document is issued after each event by the organization responsible for the event; !!! ATTENTION on the number of minimum participants!; - Agenda of the event - responsible is the host organization;# - Foto & Press release - responsible is the host organization; - Timesheet -Cul-Mar-Skills 2024.xlsx - Please use this document! - monthly - Summary - Cul-Mar-Skills.xlsx - Please use this document! - for the project - Use Working hours (60 EUR/hour for results & 70 EUR/hour if you plan to pay people from the project management budget). !!! correlate the workload with the main budget; - If a person has a workload for Manager & Researcher, separate timesheets will be used; - Personnel costs (salaries)  - Please pay attention to the correlation of the monthly hours with the yearly & summary Monthly timesheets must be signed also by the legal representative.  - the materials made to ensure the visibility of the project		<ul> <li>Agenda of the event / program – responsible is the host organization;</li> </ul>
Comparison of the event of th		<ul> <li>Foto &amp; Press release - responsible is the host organization;</li> </ul>
- Template attendance list - ME.docx - this document is issued after each event by the organization responsible for the event; !!! ATTENTION on the number of minimum participants!; - Agenda of the event – responsible is the host organization;# - Foto & Press release - responsible is the host organization; - Timesheet - Cul-Mar-Skills 2024.xlsx – Please use this document! – monthly - Summary - Cul-Mar-Skills.xlsx – Please use this document! – for the project - Use Working hours (60 EUR/hour for results & 70 EUR/hour if you plan to pay people from the project management budget). !!! correlate the workload with the main budget; - If a person has a workload for Manager & Researcher, separate timesheets will be used; - Please pay attention to the correlation of the monthly hours with the yearly & summary Monthly timesheets must be signed also by the legal representative.  Visibility of the Erasmus+ - the materials made to ensure the visibility of the project		- course support/materials used in the learning/training activity/activity report
the organization responsible for the event; III ATTENTION on the number of minimum participants I;  - Agenda of the event – responsible is the host organization;#  - Foto & Press release - responsible is the host organization;  - Timesheet - Cul-Mar-Skills 2024.xlsx – Please use this document ! - monthly  - Summary - Cul-Mar-Skills.xlsx – Please use this document ! - for the project  - Use Working hours (60 EUR/hour for results & 70 EUR/hour if you plan to pay people from the project management budget). !!! correlate the workload with the main budget;  - If a person has a workload for Manager & Researcher, separate timesheets will be used;  - Please pay attention to the correlation of the monthly hours with the yearly & summary.  - Monthly timesheets must be signed also by the legal representative.  Visibility of the Erasmus+  - the materials made to ensure the visibility of the project		(specific to experience exchanges).
participants!  - Agenda of the event – responsible is the host organization;#  - Foto & Press release - responsible is the host organization;  - Timesheet -Cul-Mar-Skills 2024.xlsx – Please use this document! – monthly  - Summary - Cul-Mar-Skills.xlsx – Please use this document! – for the project  results (methodologies, guides, software applications, curriculum, games, quizzes, studies, etc.)  - Personnel costs (salaries)  participants!;  - Agenda of the event – responsible is the host organization;#  - Timesheet -Cul-Mar-Skills 2024.xlsx – Please use this document! – for the project  - Use Working hours (60 EUR/hour for results & 70 EUR/hour if you plan to pay people from the project management budget). !!! correlate the workload with the main budget;  - If a person has a workload for Manager & Researcher, separate timesheets will be used;  - Please pay attention to the correlation of the monthly hours with the yearly & summary.  - Monthly timesheets must be signed also by the legal representative.  Visibility of the Erasmus+  - the materials made to ensure the visibility of the project		- Template attendance list - ME.docx - this document is issued after each event by
participants!;  Agenda of the event – responsible is the host organization;#  Foto & Press release - responsible is the host organization;  - Timesheet -Cul-Mar-Skills 2024.xlsx – Please use this document! – monthly  - Summary - Cul-Mar-Skills.xlsx – Please use this document! – for the project  - Use Working hours (60 EUR/hour for results & 70 EUR/hour if you plan to pay people from the project management budget). !!! correlate the workload with the main budget;  - If a person has a workload for Manager & Researcher, separate timesheets will be used;  - Personnel costs  (salaries)  - Monthly timesheets must be signed also by the legal representative.  - the materials made to ensure the visibility of the project		the organization responsible for the event; !!! ATTENTION on the number of minimum
- Agenda of the event – responsible is the host organization;# - Foto & Press release - responsible is the host organization;  - Timesheet -Cul-Mar-Skills 2024.xlsx – Please use this document! – monthly  - Summary - Cul-Mar-Skills.xlsx – Please use this document! – for the project  - Summary - Cul-Mar-Skills.xlsx – Please use this document! – for the project  - Use Working hours (60 EUR/hour for results & 70 EUR/hour if you plan to pay people from the project management budget). !!! correlate the workload with the main budget;  - If a person has a workload for Manager & Researcher, separate timesheets will be used;  - Please pay attention to the correlation of the monthly hours with the yearly & summary.  - Monthly timesheets must be signed also by the legal representative.  - the materials made to ensure the visibility of the project		participants !;
- Timesheet -Cul-Mar-Skills 2024.xlsx – Please use this document! – monthly  - Producing project  results (methodologies, guides, software applications, curriculum, games, quizzes, studies, etc.)  - Personnel costs (salaries)  - Timesheet -Cul-Mar-Skills 2024.xlsx – Please use this document! – for the project  - Use Working hours (60 EUR/hour for results & 70 EUR/hour if you plan to pay people from the project management budget). !!! correlate the workload with the main budget;  - If a person has a workload for Manager & Researcher, separate timesheets will be used;  - Please pay attention to the correlation of the monthly hours with the yearly & summary.  - Monthly timesheets must be signed also by the legal representative.  - the materials made to ensure the visibility of the project		<ul> <li>Agenda of the event – responsible is the host organization;#</li> </ul>
- Producing project results (methodologies, guides, software applications, curriculum, games, quizzes, studies, etc.) - Personnel costs (salaries)  - Summary - Cul-Mar-Skills.xlsx - Please use this document ! - for the project - Use Working hours (60 EUR/hour for results & 70 EUR/hour if you plan to pay people from the project management budget). !!! correlate the workload with the main budget; - If a person has a workload for Manager & Researcher, separate timesheets will be used; - Please pay attention to the correlation of the monthly hours with the yearly & summary Monthly timesheets must be signed also by the legal representative.  - the materials made to ensure the visibility of the project		- Foto & Press release - responsible is the host organization;
- Use Working hours (60 EUR/hour for results & 70 EUR/hour if you plan to pay people from the project management budget). !!! correlate the workload with the main budget; - If a person has a workload for Manager & Researcher, separate timesheets will be used; - Personnel costs (salaries)  - Wisibility of the Erasmus+  - The materials made to ensure the visibility of the project		- Timesheet -Cul-Mar-Skills 2024.xlsx – Please use this document! - monthly
guides, software applications, curriculum, games, quizzes, studies, etc.)  - Personnel costs (salaries)  from the project management budget). !!! correlate the workload with the main budget;  - If a person has a workload for Manager & Researcher, separate timesheets will be used;  - Please pay attention to the correlation of the monthly hours with the yearly & summary.  - Monthly timesheets must be signed also by the legal representative.  - the materials made to ensure the visibility of the project	- Producing project	- Summary - Cul-Mar-Skills.xlsx - Please use this document! - for the project
applications, curriculum, games, quizzes, studies, etc.)  - Personnel costs (salaries)  Visibility of the Erasmus+  budget;  - If a person has a workload for Manager & Researcher, separate timesheets will be used;  - Please pay attention to the correlation of the monthly hours with the yearly & summary.  - Monthly timesheets must be signed also by the legal representative.  - the materials made to ensure the visibility of the project	results (methodologies,	- Use Working hours (60 EUR/hour for results & 70 EUR/hour if you plan to pay people
games, quizzes, studies, etc.)  - Personnel costs (salaries)  - If a person has a workload for Manager & Researcher, separate timesheets will be used; - Please pay attention to the correlation of the monthly hours with the yearly & summary Monthly timesheets must be signed also by the legal representative.  - the materials made to ensure the visibility of the project	guides, software	from the project management budget). !!! correlate the workload with the main
etc.)  - Personnel costs  (salaries)  - Please pay attention to the correlation of the monthly hours with the yearly & summary.  - Monthly timesheets must be signed also by the legal representative.  - the materials made to ensure the visibility of the project	applications, curriculum,	budget;
- Personnel costs  (salaries)  - Please pay attention to the correlation of the monthly hours with the yearly & summary.  - Monthly timesheets must be signed also by the legal representative.  Visibility of the Erasmus+  - the materials made to ensure the visibility of the project	games, quizzes, studies,	- If a person has a workload for Manager & Researcher, separate timesheets will be
(salaries) summary.  - Monthly timesheets must be signed also by the legal representative.  Visibility of the Erasmus+  - the materials made to ensure the visibility of the project	etc.)	used;
- Monthly timesheets must be signed also by the legal representative.  Visibility of the Erasmus+  - the materials made to ensure the visibility of the project	- Personnel costs	- Please pay attention to the correlation of the monthly hours with the yearly &
Visibility of the Erasmus+  - the materials made to ensure the visibility of the project	(salaries)	summary.
l — the materials made to ensure the visibility of the project		- Monthly timesheets must be signed also by the legal representative.
- the materials made to ensure the visibility of the project	Visibility of the Erasmus+	- the materials made to ensure the visibility of the project
project/programme	project/programme	

For any other questions I am at your disposal!