



Erasmus+ KA2 Project “**Innovation in dressing techniques**” - Cooperation for innovation and the exchange of good practices

Project Number: 2018-1-HR01-KA202-047488

Reports to be submitted

	Report	Additional documents	Deadline
1.	Activity report	/	
2.	Financial report	<ul style="list-style-type: none"> • see below 	
3.	Dissemination report	<ul style="list-style-type: none"> • Screenshots of partner web pages dedicated to the project with link • Articles (scanned if paper version; screenshot if e-version) • Recordings of Radio/ TV shows • Fairs, events and similar – photos with short description of the event, target group and approximately number of participants 	
4.	Monitoring questionnaire	/	

Documents and proofs

	Activity/Event/Meeting	Document	Deadline
1.	Transnational meetings	All partners <ul style="list-style-type: none"> • Accommodation invoice • Boarding passes, tickets • Travel order Partner who organised a meeting <ul style="list-style-type: none"> • Signature lists • Certificates • Photos 	
2.	Intellectual outputs	<ul style="list-style-type: none"> • Timesheets (signed!) • Contracts 	
3.	Multiplier events –	<ul style="list-style-type: none"> • Signature lists • PowerPoint presentations • Photos 	
4.	Joint Staff Meeting	All partners <ul style="list-style-type: none"> • Accommodation invoice • Boarding passes, tickets • Travel order Partner who organised a meeting <ul style="list-style-type: none"> • Signature lists • Certificates • Photos 	





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