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Erasmus+ Partnerships project

The Digital Dimension of the Network of UNESCO Cultural Spaces”

Agreement No. 2024-1-LV01-KA220-ADU-000257618

Project acronym «DigitICH»
Project field: adult education

The main objective of the project:

The main aim of the project is to promote the education of adult educators working in the field of ICH of nine European countries as well as the education of practitioners of ICH thus safeguarding and promoting this European cultural heritage through effective use of innovative solutions and digital technologies.

Distribution of tasks

LV: management, reports, webinar I, compilation of future ideas

EE: GP examples, webinar II

FI, LV, SK: webinar III

HR, GE: dissemination

MC, IT: conference

PT: local informative seminars

Budget

		<i>Coordinator</i>	<i>Partner 1</i>	<i>Partner 2</i>	<i>Partner 3</i>	<i>Partner 4</i>	<i>Partner 5</i>	<i>Partner 6</i>	<i>Partner 7</i>	<i>Partner 8</i>	
		<i>Latvia</i>	<i>Sardinia</i>	<i>Macedonia</i>	<i>Croatia</i>	<i>Portugal</i>	<i>Estonia</i>	<i>Georgia</i>	<i>Finland</i>	<i>Slovakia</i>	<i>Total</i>
WP1 (Project management)		9200	5100	5100	5100	5100	5100	5100	5100	5100	50000
WP2 (Exchange events)		16560	16560	19320	16560	16560	16560	16560	16560	16560	151800
WP3 (Intellectual outputs)		1700	1700	1700	1700	1700	3000	1700	1700	1700	16600
WP4 (Webinars/ conference)		3500	2700	3300	2700	2700	3500	2700	3700	2700	27500
WP5 (Dissemination)		500	450	450	450	450	450	450	450	450	4100
		31460	26510	29870	26510	26510	28610	26510	27510	26510	250000
Budget share per partner %		13	11	12	11	11	11	11	11	11	100
1.advance payment	40%	12584	10604	11948	10604	10604	11444	10604	11004	10604	100000
2.advance payment	20%	6292	5302	5974	5302	5302	5722	5302	5502	5302	50000
3.advance payment	20%	6292	5302	5974	5302	5302	5722	5302	5502	5302	50000
Final payment	20%	6292	5302	5974	5302	5302	5722	5302	5502	5302	50000
KOPĀ		31460	26510	29870	26510	26510	28610	26510	27510	26510	250000

PROJECT MANAGEMENT

WP1 (Project management)	<i>Coordinator Latvia</i>	<i>Partner 1 Sardinia</i>	<i>Partner 2 Macedonia</i>	<i>Partner 3 Croatia</i>	<i>Partner 4 Portugal</i>	<i>Partner 5 Estonia</i>	<i>Partner 6 Georgia</i>	<i>Partner 7 Finland</i>	<i>Partner 8 Slovakia</i>	<i>Total</i>
Financial management, coordination, part.in project meetings, reporting, organising of local seminars, dissemination, monitoring etc.	8700	4600	4600	4600	4600	4600	4600	4600	4600	45500
Office supplies, local transport etc.	500	500	500	500	500	500	500	500	500	4500
	9200	5100	5100	5100	5100	5100	5100	5100	5100	50000

- ✓ Activities during all the project to ensure the success of the project process in all partner countries
- ✓ Financing for project management salaries (working agreements only), local-level project activities, office supplies etc. – each organisation plans it itself

Experts exchange events

WP2 (Experts exchange events)	<i>Coordinator Latvia</i>	<i>Partner 1 Sardinia</i>	<i>Partner 2 Macedonia</i>	<i>Partner 3 Croatia</i>	<i>Partner 4 Portugal</i>	<i>Partner 5 Estonia</i>	<i>Partner 6 Georgia</i>	<i>Partner 7 Finland</i>	<i>Partner 8 Slovakia</i>	<i>Total</i>
Travel 380 eur/ pers.	6840	6840	7980	6840	6840	6840	6840	6840	6840	62700
Other costs 540 eur/ pers.- hotel, meals, transport, insur.etc.	9720	9720	11340	9720	9720	9720	9720	9720	9720	89100
	16560	16560	19320	16560	16560	16560	16560	16560	16560	151800

- 920 eur/ person, 3-4 participants from each organisation (18 for each partner in total)
- 5 days, incl.travel (3 days program)
- No additional budget for host organisation – local costs must be covered from budget position «Project managment» or savings from other budget positions
- Participants: staff, members, associate partners etc. – some kind of link with the organisation
- If not all mobilities used, the budget will be reduced for the partner.

INTELLECTUAL OUTPUTS

WP3 (Intellectual outputs)	<i>Coordinator Latvia</i>	<i>Partner 1 Sardinia</i>	<i>Partner 2 Macedonia</i>	<i>Partner 3 Croatia</i>	<i>Partner 4 Portugal</i>	<i>Partner 5 Estonia</i>	<i>Partner 6 Georgia</i>	<i>Partner 7 Finland</i>	<i>Partner 8 Slovakia</i>	<i>Total</i>
A compilation of good practise examples - salaries for staff; translation, design - service contracts	1000	1000	1000	1000	1000	2300	1000	1000	1000	10300
A compilation of ideas for the future in the field of digitization/interactive materials - salaries for staff/ translation - service contracts	700	700	700	700	700	700	700	700	700	6300
	1700	1700	1700	1700	1700	3000	1700	1700	1700	16600

1. A compilation of good practise examples – at least 3 examples from each partner. In English and national languages. Coordinator – Seto Institut (Estonia)
2. A compilation of ideas for the future in the field of digitization/interactive materials – one joint material in English.

Webinars/ conference

WP4 (Webinars/ conference)	<i>Coordinator Latvia</i>	<i>Partner 1 Sardinia</i>	<i>Partner 2 Macedonia</i>	<i>Partner 3 Croatia</i>	<i>Partner 4 Portugal</i>	<i>Partner 5 Estonia</i>	<i>Partner 6 Georgia</i>	<i>Partner 7 Finland</i>	<i>Partner 8 Slovakia</i>	<i>Total</i>
Travel to Macedonia 380 eur/pers.	1140	1140	0	1140	1140	1140	1140	1140	1140	9120
Other costs in Macedonia 520 eur/pers. - hotel, meals, transport, insur.etc.	1560	1560	0	1560	1560	1560	1560	1560	1560	12480
Local organisational expenses - salaries for staff, technical support etc.	800	0	3300			800		1000		5900
	3500	2700	3300	2700	2700	3500	2700	3700	2700	27500

3 webinars (Latvia, Estonia, Nordic-Baltic countries). Seperate budget for organisers.

Conference in Macedonia – last joint event in-person – May/2027.

3 pers./ 4 days, incl.travel. 900 eur/ person

DISSEMINATION

WP5 (Dissemination)	<i>Coordinator Latvia</i>	<i>Partner 1 Sardinia</i>	<i>Partner 2 Macedonia</i>	<i>Partner 3 Croatia</i>	<i>Partner 4 Portugal</i>	<i>Partner 5 Estonia</i>	<i>Partner 6 Georgia</i>	<i>Partner 7 Finland</i>	<i>Partner 8 Slovakia</i>	<i>Total</i>
Local seminars at the end of the project/ ca 20-30 participants - coffee breaks, technical support - service contracts	250	250	250	250	250	250	250	250	250	2250
Dissemination of project results in FB, IG, websites, media etc. - paid publications, posters and other visuals - service contracts	250	200	200	200	200	200	200	200	200	1850
	500	450	450	450	450	450	450	450	450	4100

- Local seminars at the end of the project/ ca 20-30 participants.
- Dissemination of project results in websites/ social networks (Facebook, Instagram etc.), websites, media etc.
Dissemination plan to be sent.
- Network's Facebook and Instagram page!!!



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Reports

All reports submitted only by Coordinating partner to Latvian National agency!

Partners send requested information to the Coordinating partner according to the dates mentioned in the Partnership Agreements

Budget

4 payments in total:

- ❑ 3 advance payments – 80% of total budget;
- ❑ Final payment – after approval of the final report – 20%.

Partners must pre-finance 20% of their project budget!

PROJECT CHANGES

- Not allowed to increase budget for project management (Erasmus guidelines – max 20% of total budget)
- Amendments to Partnership agreements if result of the activities changes (for example, more participants to training events)

Thank you for your attention!

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