**Template for Transnational Cooperation Activities**

**Type of event:**



**For which sector(s):**

School EducationVocational Education and TrainingHigher EducationAdult EducationYouth

**Key action(s) targeted:**

KA1KA2KA3

**Budgetary year:** 2020

**Hosting country:** PL

**Coordinating National Agency** (use full name and abbreviation from E+Link e.g. PL01)**:**

Polish National Agency (PL01) - Foundation for the Development of the Education System

**Partner National Agency(s)** (if applicable, use full name and abbreviation): not applicable

**Title of event:**

**Building project planning and management competences among workers of early childhood education and care institutions**

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| --- |
| **Event organiser** |
| **name:** | **address:** | **phone number:** | **email address:** |
| Agnieszka Fijałkowska | 142A Aleje Jerozolimskie street02-305 Warsaw, Poland | +48 22 46 31 210 | afijalkowska@frse.org.pl |

**Starting date of the event:** 20/04/2021

**Ending date of the event:** 30/04/2021

**Event venue (city, country):** ONLINE

**Working language:** English

**Number of places in total:** 30

**Profile of participants:** headmasters, teachers, and workers of kindergartens interested in realization of projects in the framework of Erasmus+ programme **Key Action 2**, being able working in English during workshops.

**Themes and goals of the event:**

Goal of the event is to support representatives of preschool institutions in professionalization of their knowledge and skills within planning and realization of educational international cooperation projects. To full fill that goal we offer teachers, headmasters and workers of preschool institutions attendance in a training supported by trainers, who are experts in planning and realizing international projects. Participants will work in teams on the draft of projects concerning their interest, so groups will decide on themes of projects concerning ECEC, important from the point of view of their institutions and local communities.

General goal of the event is to increase number of good quality projects concerning early childhood education and care.

Specific goals are:

* to broaden knowledge and skills of participants concerning project planning and management,
* to create partnership projects, which can be submitted by groups to Erasmus+ programme.

**Expected results:**

Participants will broaden their knowledge and skills concerning project planning and management. Participants will find partners for projects and will create drafts of the projects.

**Programme of event:**

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| **20.04**3.00 - 6.30 p.m. | **23.04**3.00 - 6.30 p.m. | **27.04**3.00 - 6.30 p.m. | **29.04**5.00 - 6.00 p.m. | **30.04**3.00 - 6.30 p.m. |
| * Getting to know each other
* Exchange of expectations and experience; presentation of institutions’
* Basic principles of Erasmus+
 | * Presenting project ideas
* Formulation of project groups
* Needs analysis
 | * Formulating projects goals
* Planning of project’s activities and results
 | * Consultations with the trainers
 | * Presentations of projects prepared by participants
* Feedback from trainers
* Planning steps forward
* Evaluation
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In between the sessions participants will be encourage to continue work in small groups concerning their draft projects.

**Event fee** (amount in EUR, if applicable): no event fee

**Number of participants per country:** max 3 participants per country