Young people bloom up in Solidarity

A guidebook to enhance the visibility and the local impact of the European Solidarity Corps thanks to the volunteers' initiatives

CLIC

Coordinating Locally to Increase Changes and initiatives with the European Solidarity Corps

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Compagnons Bâtisseurs Belgium
9 Place du Roi Albert
6900 Marche-en-Famenne
Belgium

Editorial Info Editor
Association des Compagnons Bâtisseur- asbl CBB
9 Place du Roi Albert – BE 6900 Marche-en-Famenne
Registration number : 417 535 411 - RPM : Marche-en-Famenne

Coordination : Grégory Van de Put – Email : dg@compagnonsbatisseurs.be – Tel : 0032 84 31 44 13
Authors : Szilvia Szimcsera, with the collaboration of Aleksandr Kurushev and Grégory Van de Put
Graphic design and illustration : Fanny Valenzano

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More info about the CLIC partnership and results on https://youth-volunteering.eu

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Nino's project in Hungary : she involved local youth in outdoor activities around the house of the volunteers.

While volunteering in Estonia, Diana organised a series of creative workshops for the two oldest groups of children in her kindergarten.

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INTRODUCTION

"*You should be encouraged to use your own ideas, creativity and experience to take an active role in setting up your European Solidarity Corps activity together with the organisations involved, and develop your own initiatives related to the work of the host organisation*".

This statement is clearly expressed in the Info Kit for volunteers[1] that the European Commission provides to any candidate to the European Solidarity Corps. Besides, the Info Kit clarifies that one of the principles of organisations involved in the programme is to "*offer to the volunteer the opportunity to carry out a well-defined set of tasks, allowing - some of the volunteer's ideas, creativity and experience to be integrated*".

But how to raise creativity and sense of initiative among the volunteers ?
Which kind of support might they need ?
How to fix boundaries that ensure that such initiatives are actually related to the work of the host organisation? Is this indeed really needed ?
Are we enough equipped, as youth workers, to accompany the young people in the development of their own project?

These are frequent questions we asked ourselves when we decided to support dozens of young volunteers of the European Solidarity Corps in the achievement of their own personal project of solidarity.

This guidebook results from this experimentation.
It invites the reader to be better acquainted with the notion of "personal project".
It presents some tools and methods we used.

This guidebook is a warm encouragement to strengthen the support given to the personal projects of the volunteers at different stages of the volunteering programme. The achievement of a personal project should always remain optional, purely related to the own motivation and free will of the young people. But incentives could quite easily be given via low costs budget measures, specific training sessions for the host organisations and for the volunteers, adequate follow-up from the mentors.

Such systemic reinforcement to volunteers' initiatives would put, more than ever, the young people at the heart of the programme. It brings them on new learning paths and encourages their sense of responsibility. As a result, it also permits the young people to offer to the European Solidarity Corps an increased visibility and multiply its local impacts.

Grégory VAN DE PUT – CLIC project coordinator

[1] INFO KIT FOR VOLUNTEERS
European Solidarity Corps – The power of together
Version 1-2024 - European Commission

THIS GUIDEBOOK RESULTS FROM AN EXPERIMENTATION

The CLIC Partnership

We experimented renewed support measures to the volunteers' personal projects in the frame of the C.L.I.C. project. This Cooperation Partnership gathered 10 likeminded organisations from 9 European countries between 01/01/2023 and 31/12/2025. The acronym C.L.I.C. stands for "Coordinating Locally to Increase Changes and Initiatives with the European Solidarity Corps".

Our project aimed to enrich the European Solidarity Corps and to enhance the visibility and recognition of LEAD organisations in this program. The LEAD organisations are the ones who, at the local and regional levels, can ensure a swift dissemination of methods and tools. They are in a strategic place between the volunteers, the partners and the national agencies. Hence, they can facilitate their networking, connect the different field realities and bring additional guarantees for shared quality standards.

The LEAD organisations are also in a key position to support and foster the educational aspect of ESC volunteering. Our partnership aimed to prepare and equip the organisations for such key position.

BLOOMING-UP volunteer's personal projects

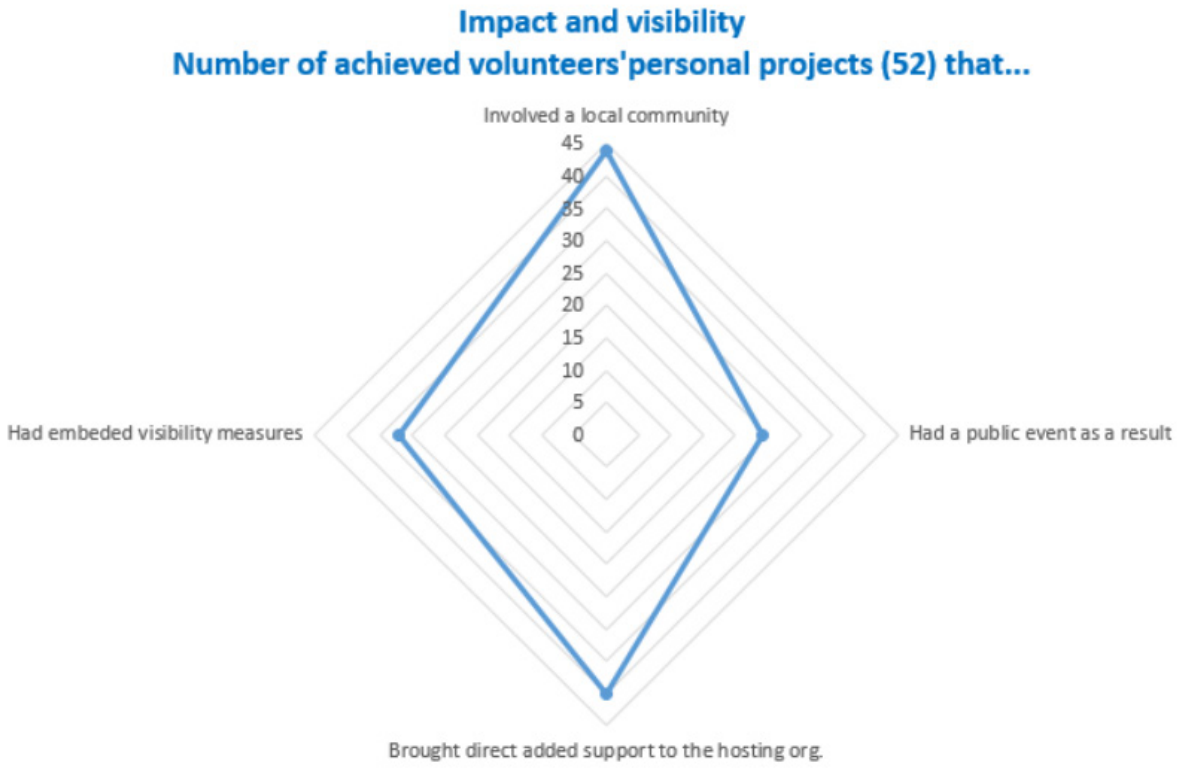
One goal of the CLIC cooperation partnership was to demonstrate how, thanks to a structured and systematic support, the volunteer's personal projects could increase the impact and visibility of the European Solidarity Corps, while providing young people with a strong educational value added to the volunteering project. We wanted to encourage a rise in creativity and numbers of solidarity initiatives.

In order to do this...

- Our 10 organisations encouraged their ESC volunteers, along the year 2024 and the 1st semester 2025, to develop their own project of solidarity.
- We put in place two international activities to accompany this process: "the labs". There, young people and youth workers conjointly attended specific training sessions on projects development and management. They could benefit from an enhanced peer support to express ideas and decline them in potential concrete actions. They could also evaluate and learn from their achievements.

Some digits about key-features from our experimentation.

These volunteers, coming from 22 different countries, were usually involved in cross-border activities. Out of the 68, only 4 were doing a national placement.



A clear result was also the confirmation of our initial assumption: the personal projects of our volunteers clearly demonstrated an added value in term of local impact and extra visibility.

299,51€

This is the average budget spent by the volunteers for their personal project of solidarity.
Along our experimentation, we covered actual costs such as small material, local travel costs, rental of a meeting room or of material, visibility and advertisement measures...
Volunteers made expenses with care, showing that little support can make big differences.

WHAT IS A VOLUNTEER'S PERSONAL PROJECT ?

A **personal solidarity project** is a small-scale initiative created and led by a volunteer during their European Solidarity Corps (ESC) experience. It represents an opportunity for young people to **turn their own ideas, values, and creativity into concrete action** and to leave a tangible mark on the community where they are hosted. Through these projects, volunteers go beyond the framework of their assigned tasks: they become **active agents of change**, exercising responsibility, citizenship, and initiative — all core aims of the European Solidarity Corps programme.

These initiatives are not parallel or unrelated activities. They are **embedded within the volunteering experience**, conceived as part of the same journey of learning and contribution. They are rooted in the volunteer's everyday observations, shaped by their encounters with people and challenges in the local context, and developed in close cooperation with the hosting and lead organisations. A personal solidarity project extends the reach and meaning of a volunteer's stay: it transforms their motivation into an act of solidarity that benefits a community, raises awareness about social issues, and strengthens the connection between individual engagement and collective change.

Key characteristics and eligibility

While each project reflects the unique creativity of its initiator, some core principles ensure coherence with the ESC mission and practical feasibility:

- **Embedded in the ESC experience**: The initiative is directly linked to the volunteering activity. It must be implemented during the volunteering period or within two months after its completion, and it takes place in the **country of service.**
- **Co-created with organisations:** The project is **designed and planned in cooperation with the hosting and lead organisations**, which offer mentorship and logistical support while leaving ownership and leadership to the volunteer.
- **Structured approach**: The idea is presented through the **CLIC application form**, which guides volunteers step by step in articulating objectives, activities, and expected results.
- **Commitment to accountability:** Once approved, the volunteer agrees to fulfil **reporting and visibility obligations**, ensuring transparency and allowing the outcomes to be shared with partners and the wider community.

Relevance and added value

A personal solidarity project gains its significance from its **alignment with the values and mission** of the European Solidarity Corps and its **impact on the local environment.** Projects should:

- **Embody the value of solidarity,** demonstrating altruism, social awareness, and a commitment to addressing societal issues or defending social rights.
- **Complement the volunteering activity**, aligning with the mission of the hosting organisation and adding value without overlapping with the volunteer's regular tasks.
- **Engage people**, involving either the main target group of the volunteering activity or members of the local community.
- **Seek local impact and visibility**, aiming to generate positive change and highlight the presence and relevance of the ESC programme in the community.

"Little Gardeners growing Nature and Responsibility": a personal project in Kindergarten.

"Active hope, beyond Climate Fatalism": a deep ecology workshop by Sisile in Finland.

The fitting environment for personal solidarity projects

Personal projects thrive when organisations create an **enabling environment** where volunteers feel informed, encouraged, and supported. This begins with **clear communication**: volunteers should be told about the opportunity from the earliest stages — in the activity description, during the selection process, and in the volunteering agreement. About **six to eight weeks after their arrival**, they should be reminded again, ideally through a **dedicated workshop** that inspires ideas and facilitates peer exchange.

Throughout the process, organisations should aim to **nurture rather than restrict** creativity. If many applications are received, merging initiatives rather than rejecting them outright helps sustain motivation and collaboration. Volunteers should receive **coaching at every stage** — from identifying needs and planning activities to implementing their project and reporting on its outcomes. Digital tools such as the **ESC Buddy app** can further enhance support by connecting volunteers across projects and countries. .

Support measures and good practices

Support goes beyond encouragement — it requires structure, guidance, and responsiveness. Organisations should:

- Clearly explain **how and to whom** volunteers can present their proposals.
- Provide **constructive feedback** and treat the application form as a **learning tool**, evolving through dialogue.
- Offer **mentoring and regular follow-up**, with dedicated spaces and time to discuss project ideas.
- Ensure that all team members — coordinators, supervisors, mentors — understand and promote the opportunity.
- Facilitate **peer learning environments,** where volunteers can exchange ideas and support each other, both in person and online.
- Provide **financial support upfront,** based on the reality of your organisation

Reporting, reflection and learning

Reporting is an essential part of the project lifecycle. It ensures accountability and provides valuable insights into the impact and visibility generated. Each project report includes:

- **A narrative report**, with the project description, summary of results, photos or videos, and examples of visibility actions.
- **A financial report**, including the reimbursement request and all supporting documentation.

These reports are not just formal requirements — they are opportunities to celebrate achievements, reflect on learning, and share good practices with the wider ESC community. The insights gathered feed into future initiatives and strengthen the quality of support offered to volunteers.

A multiplier effect for the ESC programme

Personal solidarity projects do more than empower individual volunteers — they **amplify the impact and visibility** of the entire European Solidarity Corps. Each initiative becomes a story worth telling: a story of solidarity turned into action, of creativity translated into change, of European values expressed in local contexts. These projects often **reach audiences beyond the hosting organisation,** attract media attention, and demonstrate the real and diverse contributions that ESC volunteers make to their communities.

By integrating personal projects into the volunteering journey — from idea generation to visibility and evaluation — we place young people truly at the heart of the programme. They become not only contributors to existing initiatives but also **creators of new ones**, expanding the reach, relevance, and resonance of European solidarity across communities and borders.

Clara, a Spanish volunteer in France, created “Mon logement mon identité”, a photojournalistic project presenting ten homes and ten life stories.

Young people and children from 7 different settlements of Lääne-Harju County came together for the “Treasure Hunt”, prepared by Tunc and Krenare.

Malena, a German volunteer in Estonia, organized a cooking competition for the children and teens from several local youth centers.

THE CYCLE OF A PERSONAL SOLIDARITY PROJECT

Supporting a volunteer to design and implement a personal solidarity project is a **journey that unfolds step by step**. It is not a single moment of inspiration but a **process of discovery, planning, action, and reflection** — and organisations play a crucial role at every stage. The aim is to create a structured yet flexible path that allows volunteers to grow, learn, and bring their ideas to life, while ensuring that the projects remain coherent, feasible, and impactful.

This chapter outlines the **main phases of the cycle**. Each of them corresponds to a specific moment in the volunteer's journey and requires a particular type of support from the organisation. Together, they form a complete framework for transforming a simple idea into a visible act of solidarity — and, ideally, into a legacy that continues beyond the individual project.

Inspiration and idea generation

Every personal solidarity project starts with an idea — often a small observation, a question, or a wish to respond to something the volunteer encounters in their local context. However, identifying and shaping that idea requires time, reflection, and encouragement.

This first phase usually takes place **6 to 8 weeks after the start of the volunteering activity**, once volunteers have become familiar with their environment and built a basic understanding of the community's needs and opportunities. At this stage, the organisation's role is to **stimulate curiosity and creativity**. A dedicated workshop can bring volunteers together to share experiences, exchange ideas, and inspire one another.

It is important to emphasise that **no idea is too small or too simple**. Even a modest action can create meaningful change. Volunteers should feel free to explore different directions without fear of judgment. The aim is not to produce a fully formed plan but to plant seeds that can grow into concrete projects.

Throughout this and all subsequent stages, the organisation should establish **regular meetings and follow-ups** with the volunteer. These moments of structured dialogue are essential to guide reflection, offer encouragement, and keep the process moving forward.

Project design and planning

Once an idea begins to take shape, the next step is to turn it into a structured plan. This phase is crucial for ensuring that the project is **realistic, coherent, and feasible** — and that it aligns with the values and mission of the ESC programme.

The **CLIC application form** is a key tool in this stage. It helps volunteers articulate their goals, define their target group, outline activities, plan the timeline, and anticipate the resources they will need. The process of filling in the form is not just administrative; it is a **learning exercise** that encourages critical

thinking and strategic planning. Organisations should use it as a pedagogical tool, offering feedback, suggestions, and guidance as volunteers refine their proposals.
During this phase, the project must also be discussed with the **hosting and lead organisations**. Their role is to ensure coherence with the main volunteering activity, provide practical advice, and support the volunteer without taking over ownership. Together, they assess feasibility, refine objectives, and prepare for implementation.
Regular check-ins between the mentor or coordinator and the volunteer at this point are essential — they create space to address concerns early, offer alternative solutions, and ensure the project remains on track.

Implementation

With the plan in place and the project approved, the volunteer can move to the most exciting part of the cycle: **putting the idea into action**. Implementation is where creativity meets reality — where volunteers face challenges, adapt their plans, and learn by doing.
The organisation's role here is to provide **ongoing, responsive support** without overshadowing the volunteer's leadership. This means maintaining **regular mentoring meetings** to review progress, offering practical advice, and intervening if unexpected difficulties arise. It also includes logistical support — from booking venues or purchasing materials to ensuring that the allocated budget is available on time.
It is also important to **document the process as it unfolds**. Photos, videos, and short reflections not only support later reporting but also contribute to the project's visibility and storytelling — an aspect explored in more detail in later chapters.

Visibility and sharing

A personal solidarity project achieves its full potential when its results are shared. Visibility is not just a matter of communication; it is a way of **celebrating the volunteer's initiative, inspiring others, and strengthening the visibility of the ESC programme** in the local context.
This stage might include organising a **public event,** sharing results through **social media or local press**, or presenting outcomes within the hosting organisation and partner networks. Even small-scale actions — such as a photo exhibition, a blog post, or a local gathering — can significantly enhance the project's reach and impact. Organisations can support volunteers by suggesting dissemination tools, offering communication channels, or connecting them with local stakeholders.
By highlighting these projects and their results, organisations also contribute to the visibility of the European Solidarity Corps as a whole. Each initiative becomes a story of solidarity in action — a visible sign of European values expressed locally.

Evaluation, reporting, and reflection

The next phase closes the learning loop. Once the project has been implemented and shared, volunteers are encouraged to **reflect on their experience** — what they achieved, what they learned, what challenges they faced, and how their work made an impact.
Reporting is a crucial part of this stage. Volunteers complete the **summary of results form** and provide documentation such as photos, media posts, or community feedback. They also compile a **financial**

report with invoices and receipts. These materials are collected and submitted by the partner organisation, ensuring transparency and accountability.
Evaluation is not just about compliance; it is a learning opportunity. A follow-up conversation or reflection session helps volunteers articulate what they gained from the experience — new skills, increased confidence, deeper understanding of solidarity — and how they might build on this in future projects. Regular follow-up meetings at this stage allow mentors to provide personalised feedback and guide volunteers as they reflect on their growth and achievements.

Continuity and legacy

The story of a personal solidarity project does not have to end with one volunteer. In fact, one of the most powerful outcomes of these initiatives is their **potential to continue beyond the individual** who started them. If a project shows promise for long-term impact, volunteers should be encouraged to think about its **sustainability and transferability.**
This might mean preparing a small handbook or booklet to guide others in continuing the work, organising a **handover meeting** with the hosting organisation or local partners, or involving community members who can take ownership once the volunteer leaves. In some cases, the initiative might evolve into a recurring activity for future ESC volunteers.
The organisation's support is key in this stage too: mentors and coordinators can help identify opportunities for continuity, connect volunteers with potential successors, and ensure that the project's materials and knowledge are shared and stored. This approach transforms a single action into a longer-lasting contribution — extending the project's life, deepening its impact, and further amplifying the visibility of the ESC programme.

Ahlam in Fance : "Humain après tout" a photobook about emotions.

"Mon papy perce neige" an intergenerational project by Beatrice in Belgium.

TIPS: SUPPORTING VOLUNTEERS AND NAVIGATING CHALLENGES

Supporting volunteers in the development and implementation of their personal solidarity projects is a deeply rewarding process — but it is also one that requires patience, flexibility, and thoughtful guidance. Volunteers come with different experiences, motivations, and levels of confidence. Some arrive with fully formed ideas; others need time to explore. Some are naturally proactive; others require encouragement and reassurance.

The role of the organisation is to create an **environment where all volunteers feel capable of taking initiative** — where they know they are supported, their ideas are valued, and they have access to the tools and mentoring they need to succeed. Below are some key principles, practices, and recommendations gathered from our collective experience across the partnership.

Plant the seed early

Volunteers cannot take advantage of an opportunity they do not know exists. That is why information about personal solidarity projects should be **shared from the very beginning** — in the activity description, during the selection and onboarding process, and in the volunteering agreement.

After the volunteer's arrival, a second communication — typically **six to eight weeks into their activity** — is essential. At this stage, they have enough experience in their local environment to start noticing needs and imagining responses. **A dedicated workshop** (such as the one described in the "Inspiration" phase of the cycle) is a particularly effective way to reintroduce the concept. It gives space for discussion, inspiration, and peer learning, and helps volunteers see that they are not alone in the creative process.

Provide regular mentoring and structured follow-up

One of the most effective support measures is also the simplest: **regular meetings**. Establishing a rhythm of check-ins — from the idea generation phase through planning, implementation, and reporting — is key to building trust and maintaining momentum.

These meetings do not need to be formal. They can be brief conversations over coffee, weekly online calls, or scheduled mentoring sessions. What matters is that volunteers know they have a **consistent space to share progress, ask questions, and receive feedback.**

Structured follow-ups also help identify challenges early. A volunteer who is losing confidence or struggling with a specific task can be supported before the problem becomes too big to solve. They also create accountability, ensuring that timelines are respected, budgets monitored, and visibility actions integrated from the start.

Treat the application form as a learning tool

The **CLIC application form** is not just an administrative requirement — it is a powerful pedagogical tool. Many volunteers have never planned or written a project proposal before. The form provides a framework for thinking critically about what they want to achieve, who they want to reach, how they will do it, and what resources they will need.
Encourage volunteers to see the form as a draft that evolves rather than a one-time submission. Offer **constructive feedback**, pose guiding questions, and help them reframe unclear ideas. This iterative approach transforms the application process into a valuable learning experience, preparing volunteers for future civic and professional initiatives.

Create a supportive and collaborative environment

Support is not just the job of one mentor or coordinator. The **whole organisation** — from task supervisors to project coordinators — should be aware of the opportunity and contribute to a welcoming atmosphere. A culture of encouragement makes a huge difference in how confident and motivated volunteers feel.
Peer support is another powerful tool. Encourage volunteers to **share their ideas and feedback with each other**, whether in face-to-face meetings or via tools like the **ESC Buddy app**. Peer conversations often spark new ideas, offer fresh perspectives, and build confidence.
It is also advisable to avoid rejecting project proposals outright. If resources are limited or if several ideas overlap, suggest **merging initiatives** rather than discarding them. This not only keeps volunteers engaged but also fosters collaboration and shared ownership.

Anticipate common challenges — and prepare solutions

No process is without obstacles. Anticipating them in advance allows organisations to respond proactively and supportively. Below are some common challenges and ways to address them:

- **"I don't have any ideas."**

→ Facilitate brainstorming sessions, share examples of past projects, and organise inspiration activities. Often, ideas emerge from simple conversations about local needs or personal interests.

- **Fear of failure or lack of confidence.**

→ Emphasise that projects do not need to be perfect or large-scale. Small actions can have significant impact. Offer reassurance and celebrate small milestones to build confidence.

- **Overly ambitious plans.**

→ Help volunteers break big ideas into smaller, achievable steps. Discuss feasibility early on, and use the budget planning process (see Budget Management chapter) to align ambitions with resources.

- **Time constraints.**

→ Support volunteers in creating realistic timelines and help them prioritise essential activities. Regular check-ins can prevent last-minute stress.

- **Bureaucratic or financial hurdles.**

→ Guide volunteers through each step of the administrative process, including reporting and financial documentation. Provide templates, explain procedures clearly, and manage financial support promptly to avoid delays.

- **Sustainability concerns.**

→ From the beginning, encourage volunteers to think about how their project could continue beyond their stay. Support them in preparing materials, connecting with local stakeholders, or organising handover meetings.

Caterina organized an international volunteering camp in "Terrain d'Aventure du Péri" (Liège-Belgium) to build a "kerterre", a hut in lime-hemp where children can play.

While volunteering, Emma and Leila organised five interactive workshops to promote sustainability, creativity, and environmental responsibility among local young people.

Link support with other key processes

Good support does not end with mentoring. It should be **woven into all the other aspects** of the project process described in this guidebook:

- During **budget planning**, help volunteers identify realistic costs, explore alternative resources, and understand the importance of financial transparency.
- In the **visibility stage**, guide them in selecting communication tools and planning outreach strategies that match their project's goals and scope.
- For **reporting**, provide templates and clear instructions early on, so volunteers know what documentation they should collect from the start.

This holistic approach ensures that volunteers see each part of the process — from planning to visibility and reporting — as connected and meaningful, rather than as isolated tasks.

Encourage continuity and legacy thinking

Finally, remind volunteers that their project can live on beyond their time on site. If their initiative proves valuable, they should think about how to **pass it on to another volunteer, a local group, or the hosting organisation.**
This might involve creating a simple **booklet or toolkit**, organising a **handover meeting**, or sharing documentation with local stakeholders. Supporting this reflection reinforces the idea that their contribution is part of a larger continuum — one that strengthens the community and the ESC programme over time.

Final thought

Supporting volunteers in creating and delivering personal solidarity projects is both a challenge and a privilege. It demands time, coordination, and flexibility, but the results — increased volunteer empowerment, deeper community impact, and greater visibility for the ESC programme — are worth every effort.
A well-supported volunteer does not only complete a project; **they embark on a transformative learning journey**. They gain skills, confidence, and a stronger sense of agency. They leave behind not only a project but also **a legacy of solidarity** that continues to grow long after their volunteering experience ends.

A continuous learning journey

Although described as separate phases, these steps are part of a **continuous, cyclical process**. Each stage informs the next: ideas grow from reflection, planning shapes implementation, visibility leads to new opportunities, and evaluation sparks new ideas. The addition of a continuity phase ensures that projects can evolve, multiply, and inspire new actions even after the original volunteer's departure.
For organisations, understanding and facilitating this cycle is key. It ensures that personal solidarity projects are not isolated events but **integral parts of the volunteering experience** — moments of growth, empowerment, and impact that enrich the ESC programme and deepen its presence in local communities.

Zeynep's personal project : "I'm learning my rights", workshops about human rights and active citizenship in Nógrád, Hungary.

EXAMPLES OF PERSONAL PROJECTS

Our partnership gathered a rich set of personal solidarity projects designed and led by ESC volunteers. From this real-world collection, a number of types emerge.
These categories are not boxes to limit creativity; they are maps that help organisations anticipate needs, tailor mentoring, and ensure coherence with the ESC's values. Use them to inspire volunteers, focus support, and spot gaps in your local offer. The short examples below are drawn from our projects. They show what is possible at small scale when volunteers feel trusted and well-mentored.

Cultural exchange & intercultural dialogue

These projects use food, music, language and storytelling to make diversity tangible and to strengthen everyday inclusion in teams, schools, shelters or youth centres. They are often simple to stage, highly visible, and morale-boosting for staff and participants alike.

- There was a project where volunteers co-cooked national dishes, ran a quiz, and taught a simple folk dance to colleagues in a kindergarten — the aim wasn't only performance, but shared discovery.
- Another team created an accessible cultural evening in a shelter: short presentations, tasting, and games adapted with educators so that every resident could participate.
- Elsewhere, a volunteer hosted dessert workshops accompanied by music and short stories, lowering the threshold for shy participants to speak up and belong.

What organisations can expect: quick wins for team cohesion and visibility, low cost, and strong learner outcomes in communication and facilitation.

Environment, sustainability & circular economy

Here, volunteers translate sustainability into hands-on practice: making, growing, repairing, re-using. These projects work well with children and families and often leave a tangible trace in the community.

- There was a project where a volunteer led nature-based art workshops with an exhibition at a local fair, bringing parents, educators and children together around creative reuse.
- Another sequence of sessions used upcycling and eco-hikes, ending in a small "eco-festival" where participants presented their creations and a community brochure on greener habits.
- In a kindergarten, volunteers co-built garden beds and organised a flea market to talk about needs, wants and waste — early, playful circularity education.

What organisations can expect: visible outputs, strong community engagement, and easy replication as a seasonal or annual strand.

Health, wellbeing & mental health

These projects create safe spaces for movement, conversation and emotional literacy. They often blend sport, games and creative activities to lower barriers and normalise help-seeking.

- There was a project that ran a multi-town mental health series: a specialist workshop, a chess league, craft sessions and playful meet-ups that opened gentle conversations with 90+ young people.
- Another created wellbeing days for mothers and children (yoga, dance, psychomotor play, ceramics), giving caregivers time for themselves and opportunities to reconnect.
- In a community of unaccompanied minors, a volunteer used self-refereed team sport to explore rules, trust and mixed-gender respect.

What organisations can expect: improvements in confidence and connection, plus formats (clubs, leagues, weekly meets) that are easy to continue.

Social inclusion, education & employability

Volunteers position learning as practical empowerment: finding a first job, understanding rights, navigating institutions, or discovering mobility pathways.

- There was a project where adolescents practised CVs, interviews and basic labour rights, including mock panels with professionals — direct readiness for work.
- Another introduced high-school classes to active citizenship and equality, then took them to visit a national parliament and a youth NGO office to meet the system.
- Elsewhere, a volunteer convened Europe information days at a school, linking students with ESC peers and opening mobility horizons otherwise missing from the curriculum.

What organisations can expect: strong added value to mission goals (youth work, education), and formats you can copy-paste across schools or centres.

Roman in Finland : Renewing the concept of Ukrainian Community Center.

Trumpet and comb-sax making a concert with Children by Marten in Estonia.

Misconceptions about women's bodies and sports by Mar in Finland.

Arts, media & storytelling

Artistic and media projects make voices and values visible — from zines and photojournalism to interviews and small exhibitions. They are powerful for dignity, recognition and dialogue.

- There was a project that produced a photo-and-story book on “home and identity”, followed by two neighbourhood exhibitions that humanised statistics.
- Another created a fanzine for new ESC volunteers, demystifying the journey with tips and testimonies — a ready onboarding tool for youth organisations.
- A volunteer filmed a series of short interviews with ESC participants, which later served as recruitment content across social media.

What organisations can expect: high visibility of ESC, reusable materials (print/online), and a lasting resource for outreach.

Community building & participation

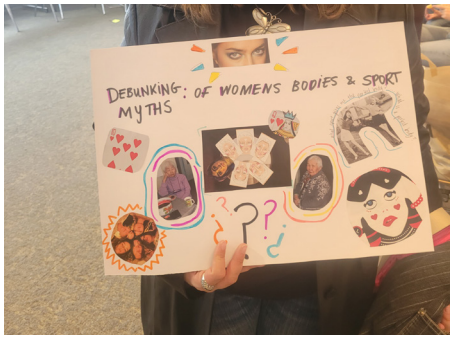
At heart, many projects are about making participation habitual: a club, a night, a survey that leads to programme change.

- There was a project where local youth co-planned board-game nights in a café, which became a regular doorway into the hosting organisation .
- Another organised a volunteer meet-and-exchange day after the work-camp season, strengthening a community of practice.
- A volunteer ran an online needs survey for a community centre; the results led to service updates and a plan for recurring consultation.

What organisations can expect: stronger local networks, new entry points for young people, and evidence you can feed into strategy.

INCENTIVE SESSIONS FOR PERSONAL PROJECTS

An incentive session is a structured moment within a volunteer programme designed to stimulate motivation, creativity and initiative among participants. Its objective is to provide a dedicated space where volunteers can explore personal interests, recognise their own potential and consider how these elements may be transformed into a concrete project.



Such a session typically takes place once volunteers have acquired sufficient understanding of their environment and gained initial experience within their hosting structure. At this stage, they are better equipped to identify needs, opportunities or challenges that resonate with them. The role of the facilitator is not to impose project ideas but to guide participants in discovering their own motivations. This may be achieved through reflective exercises, storytelling, peer exchange or exposure to previous examples. What matters most is that volunteers feel encouraged to think beyond tasks they have been assigned and consider what they would like to create or change.

An effective incentive session balances inspiration with realism. It should provide both emotional encouragement and practical orientation. While volunteers are invited to think freely, they also need support to frame their ideas into workable intentions. Light-touch tools such as guiding questions, thematic prompts or project canvases can help transform abstract interests into initial concepts without overwhelming the participant. Furthermore, creating a group setting where ideas can be shared in a non-judgmental atmosphere contributes significantly to motivation. Recognition from peers often reinforces confidence more than formal instruction.

Importantly, the purpose of the session is not to produce a finalised project proposal but to trigger a sense of ownership and agency. Even if an idea is still vague or experimental, the session should enable participants to express it and receive acknowledgment. At the end of the process, each volunteer should leave with at least one direction to explore further, along with clarity on what the next step could be — whether it is speaking with a mentor, conducting a needs check, or testing a small action.

By positioning personal projects as a voluntary yet accessible pathway, the incentive session helps reframe project creation from a task for “experienced” or “entrepreneurial” individuals into something attainable for anyone willing to engage. It is not only about generating initiatives but also about reinforcing self-confidence, autonomy and active citizenship.

Different Ways to Facilitate an Incentive Session

Across the CLIC partnership, organisations have tested several formats for incentive sessions. Each model supports volunteers in identifying meaningful ideas while adapting to different learning styles, time constraints, and organisational realities. Presenting multiple formats gives hosting organisations flexibility in choosing the most suitable approach for their context.

The following facilitation models are included in this guidebook:

Full Incentive Session Formats

1. **Version 1 — Classic Reflective Workshop**

A structured indoor session focused on individual reflection, peer dialogue, inspiration, and early project structuring.

2. **Version 2 — Walk & Talk Session**

A dynamic, movement-based format using rotating pair exchanges to unlock ideas, reduce pressure, and stimulate creativity.

3. **Version 3- Ultra-Practical 45-Minute Session**

A compact version for busy organisations, ensuring every volunteer leaves with at least one idea and a clear first step.

4. **Version 4- Digital / Online Incentive Session**

A remote-friendly method suitable for volunteers in different locations or for hybrid group settings.

Complementary Reflective Tools

5. **Ikigai Reflection Session**

A deep introspective exercise helping volunteers explore what they love, what they are good at, what the world needs, and where they feel motivated to act.

6. **Mind-Map Exploration**

A visual tool enabling volunteers to connect personal motivations with needs in their hosting environment and begin outlining an emerging project idea.

These models can be used individually or combined throughout a volunteer's journey. What matters is that organisations offer a meaningful, supportive space where volunteers can reflect, imagine, and begin shaping a project that feels genuinely their own.

Incentive Session Version 1 — Classic Reflective Workshop

This session format works well for groups who benefit from a calm and structured environment. It generally lasts between 1.5 and 3 hours, depending on the depth of the exchanges.

1. **Introduction and Framing (10–15 minutes)**

The facilitator introduces the purpose of the session: to explore personal motivations and identify potential project ideas. Participants are reassured that the session is non-evaluative and that they are not expected to produce a complete project. Small, local actions are equally valid and encouraged.

2. **Individual Reflection (15–20 minutes)**

Participants write in silence, responding to guiding questions such as:

- What subjects or causes do I care about?
- What positive change would I like to see in my community or organisation?
- What skills or interests would I like to use or develop?

A worksheet can support this process.

3. **Inspiration Moment (optional, 10–15 minutes)**

The facilitator may share examples of past volunteer initiatives to demonstrate the diversity and accessibility of personal projects.

4. **Small-Group Sharing (20–30 minutes)**

Volunteers exchange their reflections in pairs or small groups. They present their ideas, even if vague, and practise asking supportive, open questions. Useful prompts include:

- What could be a simple first step?
- Who might benefit from this?

5. **Structuring the Idea (20–30 minutes)**

The group reconvenes, and participants complete a light project canvas describing the "what", "why", "for whom", and "resources needed" for their idea.

6. **Closing Circle (10–15 minutes)**

Each participant shares one idea they wish to explore or one action they plan to take next. The facilitator summarises possible follow-up steps such as mentoring or feasibility checks.

Throughout the session, the facilitator ensures a supportive environment, encourages realism without discouraging creativity, and refrains from suggesting project ideas unless asked.

Incentive Session Version 2 — Walk & Talk Session

This 1.5–2-hour format uses movement to reduce pressure and stimulate open conversation. It works particularly well at mid-term or when volunteers need a more dynamic, informal setting.

1. **Introduction and Framing (10 minutes)**

The session is presented as a space for exploration, not evaluation. Volunteers are encouraged to think freely.

2. **Walk & Talk – Paired Rotations (30–40 minutes)**

Volunteers walk in pairs outdoors. Every few minutes, the facilitator calls "change", and pairs rotate. They respond to prompts such as:

- Where are you in your project journey at the moment?
- What would you like to do more of within your hosting organisation?
- What first inspired you to consider a personal project?
- If anything were possible, what would you create?
- What skills or support would you need?
- What obstacles do you foresee?

The purpose is not to finalise ideas but to articulate feelings, gather insights and stimulate motivation.

3. **Individual Structuring (20 minutes)**

After the Walk & Talk, volunteers return indoors to consolidate the ideas and insights that emerged during the conversations. At this stage, the aim is to transform impressions into something more tangible. Because volunteers may be at very different stages of clarity, they are invited to choose the tool that best matches their current needs and comfort level.

They can choose between:

- **Mind-Map – for open exploration**

Ideal for volunteers who are still brainstorming or who generated several ideas during the walk. The mind-map allows them to visually organise impressions by mapping:

  - what they noticed in their hosting environment,
  - their skills, interests or values,
  - possible directions for a project.

This tool supports creativity and helps volunteers identify emerging patterns or connections.

- **WOOP Method – for emotional clarity and motivation**

Useful for volunteers who have an intuitive idea but still feel uncertainty or hesitation.

The WOOP method leads them step-by-step through:

- their Wish (what they want to create),
- the positive Outcome they hope to achieve,
- the main Obstacle they might face,
- the Plan for overcoming it.

This process reduces doubt and helps transform a vague intention into a realistic first step.

- **Action Plan – for volunteers ready to structure concrete steps**

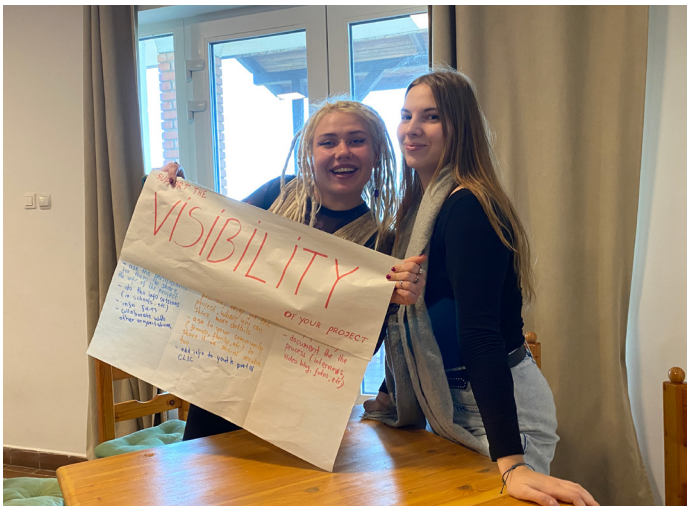
Some volunteers may already have a project idea that feels promising.

The action plan helps them outline:

- key activities,
- people involved,
- a basic timeline,
- needed resources.

It gives shape and direction to ideas that are already emerging clearly.

The purpose of this phase is to meet volunteers where they are. Whether their idea is still forming or already taking shape, each person leaves with a clearer understanding of how to move forward.



4. **Group Sharing and Next Steps (15–20 minutes)**

To close the session, volunteers gather again in a circle. Each person is invited to share one element from their structuring work—an insight from the walk, a new idea, or a concrete next step they feel motivated to take. Sharing publicly helps volunteers hear themselves articulate their intentions and reinforces accountability.

Listening to one another also reveals common needs or recurring questions within the group. Together with the facilitator, volunteers often identify immediate next steps, such as:

- consulting a mentor,
- discussing feasibility with staff,
- observing a target group more closely,
- testing a small activity,
- researching similar past projects.

This collective ending reinforces a sense of progression and community. Volunteers leave the session with clarity, encouragement, and a concrete action to pursue—ensuring that the momentum generated during the Walk & Talk continues beyond the session.

This session works particularly well because movement encourages openness and helps volunteers access insights they may not reach while seated.

Ultra-Practical 45-Minutes Incentive Session

This version is designed for tight schedules or large groups. Despite its short duration, it still enables meaningful reflection and a clear next step.

1. **Welcome and Framing (5 minutes)**

The facilitator explains that the session aims to help volunteers identify one possible direction for a personal project and define a small, doable next step.

2. **Three Guiding Questions (10 minutes)**

Individually, volunteers respond to:

- What matters to me in my hosting environment?
- What positive change would I like to contribute to?
- What skill or passion could I use?

3. **Pair Exchange (10 minutes)**

In pairs, volunteers discuss their answers. Partners ask supportive questions such as:

- Who could benefit from this?
- What could be a simple first step?

4. **One-Page Project Starter (10 minutes)**

Volunteers summarise their idea using a short template:

- My idea
- Why this matters
- Who is involved
- My first step

5. **Closing Circle (10 minutes)**

Each volunteer completes the sentence: “This week, I will…”. Small actions build momentum.

Digital - Online Incentive Session

This format is ideal for remote or hybrid groups. It ensures that volunteers can still reflect and plan their project even when physical meetings are not possible.

Duration: 60–75 minutes

Tools may include Zoom, Teams, Padlet or Miro.

1. **Warm Welcome (5 minutes)**
The facilitator explains the exploratory nature of the session. Cameras are encouraged but not required.

2. **Digital Brainstorm – "What I Notice" (10 minutes)**
Participants anonymously post short reflections online:

- Something I enjoyed recently
- Something that touched me
- Something I wish were different

3. **Breakout Conversations (15 minutes)**
Small groups of 2–3 volunteers discuss which theme resonates with them and why, and what they could imagine doing in response.

4. **Digital Mind-Map or Project Canvas (15 minutes)**
Participants outline:

- their idea
- why it matters
- who it involves
- a possible first step

5. **Collective Harvest (10–15 minutes)**
Participants post their first steps onto the shared board. The facilitator summarises emerging directions.

6. **Closing and Follow-Up (5 minutes)**
Information is provided on mentoring, feasibility checks and access to resources.

Complementary Reflective Tool 1: Ikigai Reflection Session (60 to 75 minutes)

The Ikigai method provides a deeper introspective moment for volunteers who need time to connect their personal purpose with a potential project direction. Inspired by the Japanese concept of Ikigai, it invites participants to explore four dimensions: what they love, what they are good at, what the world needs, and what they could imagine acting upon. Through guided questions and a creative collage phase, volunteers organise these elements into a visual representation of their emerging sense of direction. This exercise supports wellbeing, personal clarity and alignment between motivation and action.

Necessary materials : pencils, markers, pens, old magazines, scissors, glue sticks, one big paper per person, one sheet of paper, reflective music

1. **Introduction of the session and its purpose (4 minutes)**

You explain the Ikigai theory, mentioning you will only scratch the surface today.
Ikigai is a concept that allows us to look for our "purpose in life". It can be done at the whole life level, but it is also a very interesting method to understand which kind of path is made for you.
To find our Ikigai allows us to find a path that will allow us to feel useful, safe, fulfilled and satisfied.
An Ikigai can change many times in one lifetime. It is not a set destiny for life, but rather something that you can find again and again. It can be challenging to find it as it requires a lot of introspection.

2. **Questionning**

The facilitator asks the participants questions that will allow them to fill their Ikigai drawing. They will write down their answers on a paper that's been divided into 4 categories. There is 3 minutes per question.

<u>Category 1: What you love</u>

- What are your passions? When do you feel happiest? Write down everything that crosses your mind, without limits.
- When do you get in a state of flow? What were you doing when you last lost track of time? What do you never get bored with?
- What were your dreams as a child? Write down what you always wish you would have accomplished.

<u>Category 2: What you're good at</u>

- What are your natural talents? Write down all your skills, personal or professional.
- What do those around you think of you? What do people approach you for help with?
- What do you excel at even when you are not trying? What tasks are easy for you?

Category 3: What the world needs

- How could you be more involved in your community? What can you do or offer that would bring meaning to others?
- What is the world lacking? Who or what do you want to invest in? Write down the forms of injustice and suffering that touch you the most.
- What makes you angry? Write down which situations and attitudes piss you off the most.

Category 4 : What you can be paid for

- Which jobs, positions, or tasks spark your interest? What would you be doing if you were not in your current position?
- For what kind of salary and in which conditions would you like to work? Can you make a good living doing this work in the long term?
- What sacrifices are you ready to make in order to live your Ikigai?

3. **Collaging**

Draw the Ikigai circle, and ask the participants to fill it in with their answers, according to what overlaps. They can add whatever comes to their mind and illustrate however they want.

4. **Sharing**

If time allows it, ask whoever wants to share their circles with each other and/or the bigger group

What you
LOVE
PASSION
MISSION
What you are
GOOD AT
Ikigai
What the world
NEEDS
PROFESSION
VOCATION
What you can be
PAID FOR

Complementary Reflective Tool 2: Mind-Map Exploration

The mind-map is an accessible and effective tool for helping volunteers clarify their thoughts in the early stages of developing a personal solidarity project. Its strength lies in its simplicity: by visually mapping ideas instead of writing formal text, volunteers can explore possibilities without pressure, organise their observations and motivations, and begin to recognise meaningful connections. This makes the mind-map a good starting point for volunteers who are curious, hesitant, overwhelmed, or unsure where to begin.
The mind-map template used within the CLIC partnership invites volunteers to reflect from three interconnected perspectives:

- **Their Hosting Organisation**

Here, volunteers map what they observe around them: the community or target groups, the needs or challenges they notice, available resources, and people who may act as allies. This part grounds the project in the local context and helps volunteers stay connected to initial volunteering activity.

- **The Volunteer Themselves**

Here, we encourage volunteers to consider their skills, passions, values, past experiences and personal interests. Many volunteers discover that their hobbies, cultural background, or personal story can play a meaningful role in shaping a project. This section reinforces ownership and highlights what the young people brings that is unique.

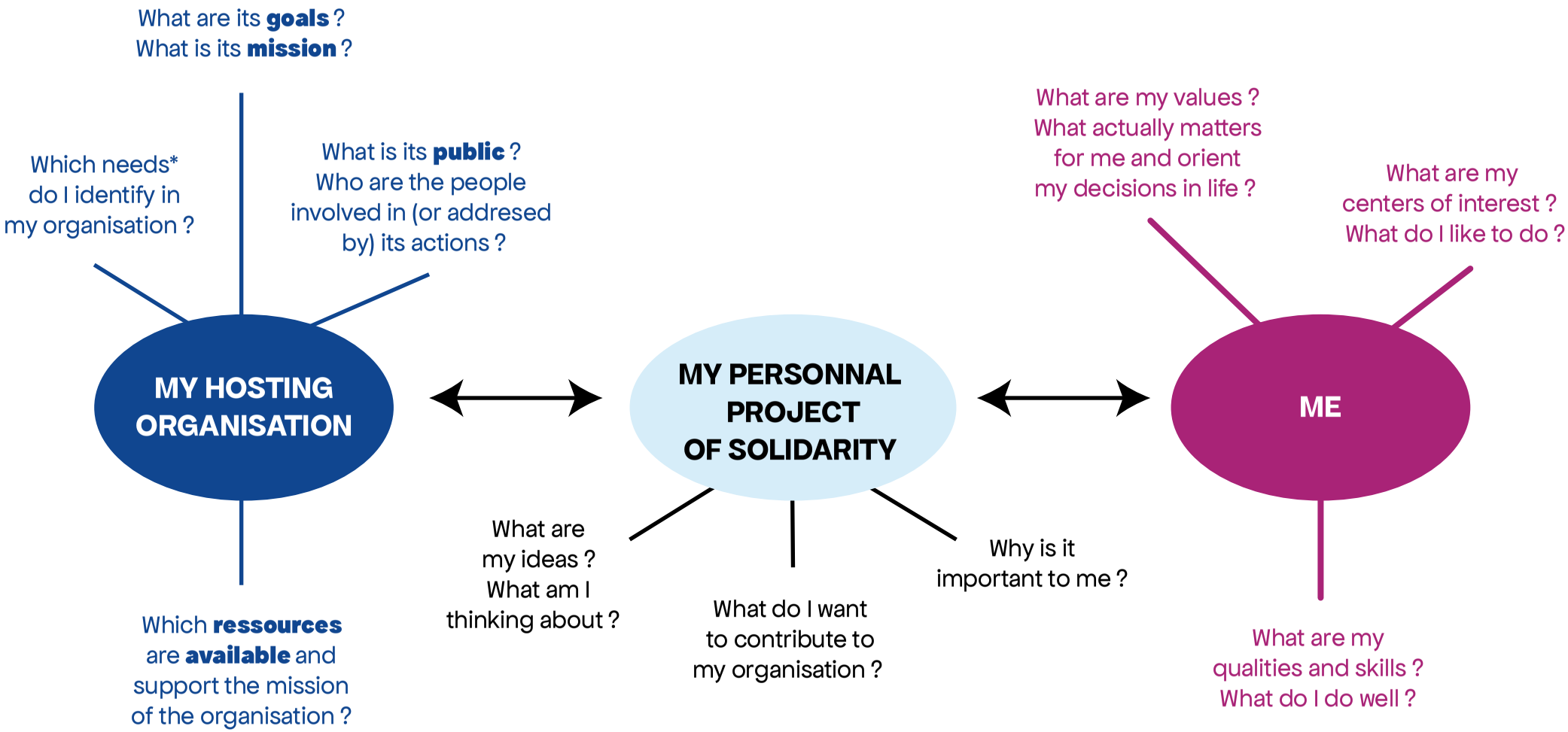
- **The Emerging Project Idea**

In this section, volunteers start connecting their observations and personal motivations. They explore what change they would like to create, who might benefit, and what forms the activity could take. This is not yet a final idea; rather, it is a space for early sketches, intuitive thoughts, and possible directions.

Because it is visual and open-ended, the mind-map reduces pressure and encourages curiosity. It allows volunteers to externalise their thinking, giving both themselves and the organisation a clearer view of their intentions. It also helps volunteers who feel stuck or overwhelmed to see that they do have starting points—they simply need to be brought together.

For organisations, the mind-map is a practical tool for mentoring and follow-up. It provides a quick snapshot of what inspires the volunteer, where they see opportunities, and what aspects still need clarification. During mentoring conversations, staff members can use the mind-map to ask guiding questions, highlight patterns, and support volunteers in refining their ideas without taking ownership away from them.

The mind-map is not meant to be perfect or final. It can be revisited and updated at any stage of the project journey—after a reflective session, during mid-term review, or once the volunteer starts planning concrete steps. Over time, the mind-map evolves into a visual record of the volunteer's learning, motivations, and growing confidence.



* Needs = what does my organisation miss in terms of available ressources, activities, skills, opportunities, ... to achieve better its mission ?

IN TERMS OF BUDGET MANAGEMENT

Purpose of Budget Planning

Budget planning is an essential element of project development, and its function goes far beyond calculating financial figures. It is fundamentally a strategic exercise that helps determine whether an idea is realistic and sustainable. When volunteers translate their concept into concrete resource requirements, they gain a clearer understanding of what is needed for implementation and can anticipate possible constraints before they become obstacles. This early reflection often leads to necessary adjustments in scale, timing or partnerships, ensuring that the project remains achievable.

A well-prepared budget also strengthens the decision-making process during implementation. By setting out all expected expenses in advance, it becomes easier to distinguish between essential components of the project and elements that could be postponed or adapted if circumstances change. Rather than reacting to unexpected costs, the project holder can respond with clarity and confidence, supported by an existing framework.

Budget planning further plays a crucial role in transparency. When a project involves external support—from a host organisation, a funding body or community partners—clarity in financial intentions helps build trust. A documented and coherent budget demonstrates that the volunteer is prepared to use resources responsibly and is capable of justifying how funds or contributions will be allocated. This contributes to positive relationships and simplifies reporting or evaluation at later stages.

Another important dimension of budget planning is its role in resource mobilisation. Volunteers often underestimate the value of a precise budget when seeking support. Even a modest or estimated budget provides credibility and allows others to understand how they can contribute, whether financially or through in-kind assistance. In many cases, a clearly articulated budget is the deciding factor that transforms goodwill into concrete support.

Finally, a budget is not a static document but a monitoring tool. Throughout the implementation of the project, it can be used to track expenditures and compare initial estimates with actual costs. This not only supports responsible management but also contributes to learning and improvement. A volunteer who has gone through the process of planning, adjusting and evaluating a budget will be better equipped for future initiatives.

In that sense, budget planning should not be perceived as an administrative burden. It is a protective instrument that secures the feasibility of the project, enhances the volunteer's autonomy and strengthens their ability to engage confidently with partners and stakeholders.

Step 1: Identify Project Needs

Begin by listing all elements necessary for the implementation of the project. Typical expense categories include:

- **Materials and Equipment** (e.g. printing, technical supplies, venue hire)
- **Communication and Outreach** (e.g. digital tools, promotional materials)
- **Transport and Logistics** (e.g. travel for organisers or participants)
- **External Services or Expertise** (e.g. graphic design, facilitation)
- **Contingency** – A reserve of 5–10% is recommended to cover unforeseen expenses

Step 2: Estimate Costs

For each identified item, provide either:

- **Exact figures**, based on supplier quotations or previous experience
- **Reasonable estimates**, when precise costs are not yet available

An approximate budget is acceptable at the planning stage, provided that it is transparent and realistic.

Step 3: Map Available Resources

Not all project needs require financial expenditure. Volunteers are encouraged to explore alternative forms of support such as:

- Donations or in-kind contributions from local organisations or institutions
- Existing materials or equipment within the hosting structure
- Volunteer time or peer support
- Public or private micro-grants, sponsorships or crowdfunding initiatives

This step helps reduce financial pressure and promotes partnership-building.

Step 4: Compile the Budget Table

Type of cost	Estimated Cost
Printing of materials	50 €
Refreshments	30 €
Transport	20 €

A 10% safety margin should be added once the total is calculated.

Step 5: Monitor and Adjust

Once implementation begins:

- Keep records of all expenditures (receipts, invoices, confirmations)
- Update the budget regularly to reflect actual costs
- Adjust either the scope of activities or the funding strategy if a discrepancy arises

Recommendation

A project does not need a large budget to be effective. Clarity, coherence and responsible resource management are more important than scale. A concise and well-structured budget will increase the credibility of the initiative and facilitate support from partner organisations.

A group atmosphere and enhanced peer support are powerful assets to inspire personal projects.

ANNEXES

We share here with you 3 tools we used along our CLIC project :

- The Application form for an ESC personal project of solidarity
- The Summary of the results form
- The FAQ

Annex 1 – CLIC Application form for ESC personal project of solidarity

Your name :

PRN:

ESC hosting organisation :

Title of your personal project of solidarity:

Describe the project you want to do and bring out all the activities involved. Precise the timing in your answers (preparation, realization and follow-up)

Why do you want to do this activity?
And why do you think it is about solidarity?

Who is the target group of the activity and how will they benefit from the activity ?

What is the added value of the project in the context of current ESC service?
In your answer, you can explain :
What do you expect to learn?
What will your hosting organisation gain from your project?
What will the local community gain from your project?

How will the ESC programme be more visible through your project?

Which difficulties do you anticipate and which support do you expect from us?

Budget: Please describe the costs in this project
(amount and also the type of cost- food, transport, materials etc).

Type of cost	Amount in EUR
TOTAL	

Annex 2 – CLIC Summary of the results form

Your name:

PRN :

ESC hosting organisation:

Title of the personal project of solidarity:

Precise the location and the dates of the local project of solidarity you carried on :

What concretely happened? Explain here who did what in your project.

Do you think your personal project meets its purpose?
Whenever you answer “yes” or “no”, explain why.

Can you describe the outcomes achieved by your project in terms of solidarity and added value to your overall ESC activity (your hosting project) ?

Did you succeed to actually involve your target group?
Whenever you answer “yes” or “no”, explain why.

Do you think you receive an adequate support (from your hosting organisation, from your mentor...) to achieve this project?
Whenever you answer “yes” or “no”, explain why.
Please, also share with us any recommendation for improvements.

What did you learn (in terms of skills, capacity building, self-development...) from this experience?

Can you share with us an visibility material (copy of a poster ; of a post on social media...) used for your personal project of solidarity ? if there is any, please also share with us an content published in the local press (newspaper, radio, television) about your initiative.

Done at (location)....., on (date) / /

Name SURNAME of the volunteer

Signature

Annex 3 : CLIC Frequenty Asked Questions

ABOUT THE CLIC PROJECT

- **I don't understand what is "C.L.I.C." ?**

CLIC is the acronyme of „Coordinating Locally in order to Increase more Changes with the European Solidarity Corps (ESC).

CLIC is a cooperation partnership between 10 like-minded organisations : ALLIANSSI in Finland ; ANCB and CONCORDIA in France ; CBB in Belgium ; COCAT in Spain (Catalunya) ; EGYESEK in Hungary ; ESTYES in Estonia; GRENZENLOS in Austria; XENA in Italy and YRS in Serbia.

All these organisations work with young people, and develop volunteering activities within the European Solidarity Corps (ESC), which is a public programme managed by the European Commission.

Thanks to the C.L.I.C. project, the 10 partners want to develop their capacities and provide improvements to the European Solidarity Corps programme. Our big aim is to contribute to reinforcement of the European Solidarity Corps programme in the coming years. ESC should provide benefit to more young people and to more non-profit organisations. The ESC should stronger permit to share the value of solidarity among our communities.

- **How does "CLIC" is connected to my volunteering ?**

One objective of this cooperation partnership is to demonstrate that young volunteers are the best ambassadors of the European Solidarity Corps. They can multiply the impact of the European Solidarity Corps by implementing their own project of solidarity.

In order to showcase this, this partnership foresees an experiment: a minimum of 50 initiatives from volunteers supported by the 10 partner organisations between October 2023 and May 2025.

Each partner is responsible to inform their volunteers about this opportunity. Organizations are responsible to support volunteers initiatives and to assess their results.

This way, the partner organisations will also gain more knowledge on how to better support the initiatives of the volunteers. This experiment will contribute to their capacity building.

- **My sending organisation says it does not know anything about "CLIC". Is it possible ? Why ?**

Yes, it is very likely possible.

CLIC is an initiative of the 10 partners organisations mentionned above : ALLIANSSI in Finland ; ANCB and CONCORDIA in France ; CBB in Belgium ; COCAT in Spain (Catalunya) ; EGYESEK in Hungary ; ESTYES in Estonia; GRENZENLOS in Austria; XENA in Italy and YRS in Serbia.

If your sending organization wants to know more about the project and the partners, they can visit our website : https://youth-volunteering.eu/about/

Other organisations can also always ask to the project partners information about CLIC (its aim, objectives, activities...).

ABOUT ELIGIBILITY AND SUPPORT

- **I have a nice idea for a personal project, but I don't know if it can be supported. How can I know this ?**

First, think about your idea, and try to see if it falls under this criteria:

- Your initiative must be achieved within your volunteering activity dates, and no later than two months after it ends. It should take place in the country of your volunteering activity;
- It is aligned with the value of "solidarity" – including altruism, consideration of societal issues, protection of social rights, the impact the initiative has on a community;
- It is in-line with your volunteering activity and it brings it an additional value;
- It should involve the same target audience of your volunteering activity and/or local people
- It aims to have local impact and local visibility;

You should discuss about it with the CLIC partner organisation (see above) you are in touch with. They can confirm that your personal project can be supported.

In all cases, You should discuss about it with the CLIC partner organisation (see above) you are in touch with. They must support you in defining and preparing your personal project. They also have to confirm you if your personal project can be supported. Wait for a confirmation that your project is supported before starting it.

- **I have no idea for a personal project. Where can I find inspiration?**

On this webpage, you can already find examples of few personal projects achieved by volunteers : https://youth-volunteering.eu/projects/#

Throughout our "experiment" we will add stories about personal projects where you could find an idea for yours. Each time a personal project is completed, we will add it to the website.

Beyond this, we invite you to ask your hosting organisation, the local people... do they have some needs, something they would love to see achieved ?

Take also advantage of the seminars, meetings and of any contacts you have with other volunteers to exchange ideas.

- **I feel I will need guidance to achieve my project. Who can help me ?**

All the volunteers involved in our „experiment" can receive personalised support to achieve their initiatives.

The CLIC partner organisations are responsible to ensure such support is provided.

According to your activity, and the country where you are doing your volunteering, the support can be provided by your project manager, your tasks supervisor or your mentor

In case of any doubts, contact your project manager in the CLIC partner organisation you are in touch with (see the list above). Ask them for a clarification.

- **Is it really compulsory that I write an application form in order to get my project supported?**

Yes, it is.

It is compulsory that the „CLIC application form for ESC personal project of solidarity“ is fulfiled. However, don’t stress. You can ask for support to fill it in. You can also revise it with your organisation (the CLIC partner you in touch with) and improve it.

The partner organisations are advised to provide constructive feedback about volunteers’ project proposals.

Our application form is designed as a pedagogical tool, the content of which can be revised and improved.

- **Is it really compulsory that I submit a report about my project supported?**

Yes, it is.

It is compulsory that the form „Summary of the results form“ is completed.
A financial report will also be needed.

But don’t stress. Here again, you can ask for support to fill it in.

- **Can we be two volunteers to realize one single project ? if so, is it possible to combine our budgets ?**

It is totaly possible that two or more volunteers achieve one single initiative.

However, it is not possible to combine the budgets.

The budget is 500€ per initiative. Even if it is achieved by two volunteers, it cannot be more.

ABOUT FINANCES

- **How much money can I receive to achieve my personal project of solidarity ?**

Your supporting organization can cover up to 500 euros of expenses you can justify with receipts for your personal project.

The important is that you use the budget to cover your project’s needs ; not that you use all the available budget.

- **What will happen if I don't use all the budget ?**

In case you received the money in advance, your organisation will ask you to reimburse the amount of money you did not spend.
The budget that is left from your personal project could be used to finance more personal projects of other volunteers.

- **When can I receive money to achieve my project?**

Once your CLIC partner organisations confirmed they can support your project. Then, check with them how to organize this. They may advance you money that, the spending which you will have to justify later. They may also directly pay for what you need. It is up to you and to your organisation to arrange this.

Your spendings will need to be done according to your planned budget and you will need to report about your costs.

- **I will need a computer in order to achieve my project. Can I buy one with the allocated budget ?**

This kind of costs cannot be covered under Personal project budget.

You cannot buy any material or equipment that has a higher value of 250 euros.

Also keep in mind that any material purchased under the CLIC mini-grant belongs to the organization that provided the finances for it and you need to give it back once the project is done.

- **Which kind of expenses can I have?**

It can be any cost reasonable in regards to your personal project .

Never hesitate to ask to your organisation if the costs you are planning can be considered as reasonable and acceptable. But also ask them if it seems complete and sufficient !!!

Here below, we list examples of costs that can be covered.

- Small material = any item needed and justified for the reason of the action.

Examples (diverse and absolutely not extensive): pens, papers, clothes, banners, seeds, plants, board games, soccer ball,...

- Local travel costs = public transport tickets.
- in case of real need, travel by car can be reimbursed. In such case, ask your supporting organization for details how it will covered (flat-rate; real cost...)
- Rental of a meeting room or of material

Examples (diverse and absolutely not extensive): a one-day venue; a light system ; audio-guides ; video screen...

- Visibility and advertisement measures.

Examples (diverse and absolutely not extensive): paid advertisements on social media; paid

advertisement on a local newspaper; post costs for disseminating an invitation...

We also recommend you to take care of principles of sustainability.
Keep in mind the reduction of waste and ethical sourcing of your purchase.

ABOUT VISIBILITY

- **They said I should give visibility to my personal project of solidarity. I don't understand what I exactly have to do... Can you tell me ?**

Your personal project should contribute to give more visibility to your volunteer engagment and to the European Solidarity Corps.

It is a way to show that, for young people, „solidarity" matters ,and that you want to take action on it. We also believe it is very important to offer opportunities to young people to express their sense of solidarity.

So, we want to ensure that people are aware of what your are doing.
Here are some ideas :

- Present your personal project to the staff meeting of your organisation;
- Prepare a poster that will be displayed in your organisation, in the neighborhood...;
- Invite local journalists to visit your personal project;
- Take pictures of your project (with the consent of the people you photograph) ;
- Prepare a post for the social media

- **How will you use the results of my personal project ?**

The results of your personal project will be displayed on the on the website :
https://youth-volunteering.eu

They should also be disseminated via the social media of your organisation.

Further, they can contribute to recommendations that will be compiled in a guidebook for personal projects of solidarity.

- **Which message could the CLIC partnership link to my personal project?**

The young volunteers make a difference. They bring new ideas and additional resources to their hosting organisations and local communities. The expression of their solidarity, through their volunteering, reinforces their active citizenship and designs the impact they will have, during their life, on the society. Their commitment serves the visibility of the programme. Along our partnership, we shaped a renewed support to the volunteers personal projects and, by that way, bring new mile-stones to back-up and emphasize these powerful assets.

We believe this experience is interesting for the future of ESC. A continuous link should be nurtured between the solidarity project, and the volunteering strands. LEAD organisations should be better equipped and supported to increase their educational role".

C·L·I·C

Coordinating Locally to Increase Changes and initiatives with the European Solidarity Corps

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