

# Call for Erasmus+ Youth and European Solidarity Corps INFO CENTRES in Eastern Europe and Caucasus

SALTO Eastern Europe and Caucasus Resource Centre (part of Foundation for the Development of the Education System in Poland) is looking for organisations interested to establish and operate Erasmus+ Youth and European Solidarity Corps Info Centres in Eastern Partnership countries and Russia in the period of January 2020 - December 2020.

## Formal requirements

- interested organisations should have experience in Erasmus+ Youth and/or European Solidarity Corps since 2014 and proof to host at least 5 youth activities within both programmes of at least 2 kinds (youth exchanges, mobility of youth workers, volunteering).
- interested organisations should indicate person potentially responsible for coordination of the Info Centre, who have coordinated at least 2 projects within Erasmus+ Youth and/or European Solidarity Corps and was involved in 3 other projects in any other role.
- interested organisations should have experience in local youth projects since 2014 and proof to implement at least 5 such local projects.
- interested organisations should be able to present at least 1 recommendation letter from local/national youth policy actors.

## Minimum responsibilities of Erasmus+ Youth and European Solidarity Corps Info Centres

- **consultations of organisations interested in Erasmus+ Youth and European Solidarity Corps (ESC) opportunities**, that includes among all answering to e-mails, phone/skype calls and offering a possibility for on-spot and distant consultation minimum once a week for 2 hours (the consultation should not cover project applications or concrete projects implementation itself, but rather Erasmus+ Youth and European Solidarity Corps opportunities and general quality aspects within projects);
- **comprehensive organisation of at least 2 promotional/informational activities per year about Erasmus+ Youth and European Solidarity Corps opportunities** aiming at youth organisations and youth leaders as well as local media and youth policy makers. Additional value can be achieved inviting local experienced Erasmus+ and ESC beneficiaries (both youth workers and youngsters) as well as responsible officers from EU delegations, national Erasmus+ offices and diplomatic services of EU

countries. Each activity, beside reaching its aims, should produce as minimum participants signature list, press release, a short movie and set of photos.

- **creating and managing a community of youth workers and policy makers interested in Erasmus+ Youth and European Solidarity Corps around dedicated Facebook page.** The page should be run in national language. The page should generate minimum 2 posts per week that would focus at Erasmus+ Youth and European Solidarity Corps opportunities and quality aspects of youth projects as well as youth work development and achievements / success stories of Erasmus+ Youth and ESC in the country.
- **cooperation with SALTO EECA on its own promotional/informational activities.** This would include as minimum preparation of articles presenting youth work developments and achievements of Erasmus+ Youth and European Solidarity Corps in the country for annual publication as well as cooperation in creation of other publications and promotional/informational materials.
- **cooperation with media as well as with youth work stakeholders,** that will allow for broad visibility of Erasmus+ Youth and European Solidarity Corps programmes as well as its recognition. Support in dissemination of projects results to local communities will be also an important aspect.
- **participation of two representatives of the organisation in workshops for Info Centres 28th February – 1st March 2020.**
- **participation in dedicated Facebook group created for internal communication among Info Centres and SALTO EECA.**
- **preparation of annual workplan, interim and final reports (including participants' lists with signatures from all events and individual consultations).**

### **Benefits for the Erasmus+ Youth and European Solidarity Corps Info Centres**

- recognition among youth policy actors from local to international levels.
- participation in activities organised by SALTO EECA and its institutional partners.
- set of informational materials about Erasmus+ Youth and European Solidarity Corps, materials to promote the Info Centres itself as well as content materials about youth work in Europe.
- content support from SALTO EECA for the Info Centre's responsibilities.
- cooperation on activities organised in the country by SALTO EECA.
- financial support of 3000 euro (possible 90% prepayment, while the remaining 10% can be covered after the final settlement, details in Essential Terms of the Contract)

## Selection criteria

Organisations that will meet the formal criteria will be evaluated based on following scoring summing up to 100:

- 15 points for additional Erasmus+ Youth and/or European Solidarity Corps activities hosted since 2014 over the 5 requested as formal requirement (maximum 5 additional activities for 3 points each)
- 10 points for additional experience in Erasmus+ Youth and/or European Solidarity Corps of potentially responsible person over the 5 requested as formal requirement (maximum 5 additional activities for 2 points each)
- 15 points for additional local youth projects organised since 2014 over the 5 requested as formal requirement (maximum 5 additional projects for 3 points each)
- 3 points for additional recommendation letters from local/national youth policy actors over the 1 requested as formal requirement (maximum 3 additional recommendation letters for 1 point each)
- 10 points for managing organisation's or event's on-line platforms like Facebook, Youtube, Flickr, Instagram, Issue etc. (maximum 5 platforms for 2 points each)
- 10 points for experience in documenting activities with film, photo or other means (maximum 5 experiences for 2 points each)
- 7 points for quality of previous involvement of the organisation as Info Centre
- 30 points for quality of Info Centre's workplan proposed by applicant

## Procedure of recruitment

Interested organisations should fill the OFFER FORM and send it back until **end of December 2019** to [Tomasz.Szopa@frse.org.pl](mailto:Tomasz.Szopa@frse.org.pl). Selection results will be announced by 15th January 2020.

## Attachments

1. Offer Form
2. Essential Terms of Contract
3. Interim Report Form
4. Final Report Form