

Erasmus+ Programme's Key Action 2: Cooperation for innovation and the exchange of good practices -Capacity-building in the field of youth useful information

In this document you can find links to useful information and relevant documents regarding the calls for proposals and projects in the context of the Capacity-building in the field of youth in cooperation with the Partner Countries of the Western Balkans. **Please note however, that the main source of information regarding all the issues related to the Erasmus+ Programme is the valid Programme Guide at http://ec.europa.eu/programmes/erasmus-plus/resources_en.**

Erasmus+ Programme's Key Action 2: Cooperation for innovation and the exchange of good practices -Capacity-building in the field of youth

Capacity-building projects in the field of youth cover a variety of activities, which enable cooperation between organisations active in the fields of youth, education, training and other socio-economic sectors in the [Programme and Partner Countries](#) of the Erasmus+ Programme. The projects aim at developing youth work, non-formal learning and volunteering in Partner Countries and creating create synergies with educational systems and labour market.

More information about this Key Action is available [here](#) and in the Programme Guide of the relevant year http://ec.europa.eu/programmes/erasmus-plus/resources_en.

Registration and Participant Identification Code (PIC) number

In order to participate in the calls for proposals and projects, the applicants must first register in the **Participant Portal** and receive a **PIC number**. More information about the registration process and access to the registration is available [here](#).

Documents to be uploaded in the Participant Portal after receiving the PIC number:

- Financial identification form: (More information is available [here](#).)
- Legal Entity form: (More information is available [here](#).)

One of the following categories must be selected:

- [NATURAL PERSON](#)
- [PRIVATE COMPANIES](#)
- [PUBLIC LAW BODY](#)

For grant support to travel costs in the Erasmus+ Programme, travel distances must be calculated using the distance calculator available [here](#).

Currency converter, monthly rates (to be used in case of approved projects) is available [here](#).

Application

Key Action 2: Cooperation for innovation and the exchange of good practices -Capacity Building in the field of youth, applications are to be submitted online to the Education, Audio-visual and Culture Executive Agency of the European Commission. (The application contains an [e-form](#) , detailed description of the project and necessary supporting documents.)

NOTE: THE CALL FOR PROPOSALS IS CLOSED FOR 2017. The following links relevant to the call for proposals in 2017 might still be useful for consulting where to find and how to use the necessary documents:

http://eacea.ec.europa.eu/erasmus-plus/funding/capacity-building-in-field-youth-2017_en

- [E-form user guide](#)
- Access the [e-form](#)

Annexes:

- **Annex 1:** [Detailed description of the project](#)
- **Annex 2:** [Budget](#)
- **Annex 3:** [Declaration on honour](#)
- [Declaration on honour low value](#)

Other relevant information

On the [Beneficiaries' space](#) (for projects implemented in 2014, 2015, 2016) beneficiaries taking part in one of the Erasmus+ Actions can find information about meetings, reporting documents, logos and templates to be used.

European Voluntary Service

Search for European Volunteering Accredited organizations in possible [here](#).