



Context

Programme	European Solidarity Corps
Deadline for Submission	31-12-2021 12:00:00 - Brussels, Belgium Time
Action Type	Quality Label
Language used to fill in the form	English

National Agency of the Applicant Organisation

Please choose the Agency that will receive and assess your application form.

The awarding of the Quality Label is carried out by the National Agency in which your organisation is established for organisations established in a participating country.

Applications for the Quality Label from Partner Countries are handled by SALTOs. SALTOs support co-operation with Partner countries and are hosted within National Agencies. To identify to which National Agency you should apply, please consult the 'How to apply' page: https://europa.eu/youth/solidarity/organisations/before-you-apply_en

For further details about the available National Agencies managing the European Solidarity Corps, please consult the following page: https://europa.eu/youth/solidarity/organisations/contact-national-agencies_en

Agency of the Applicant Organisation	SI02 MOVIT Zavod za razvoj mobilnosti mladih
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About your Organisation

Please note that the Organisation ID has replaced the PIC as the unique identifier for the organisation to apply for Erasmus+ and European Solidarity Corps actions managed by National Agencies. Organisations that have a PIC and have previously applied for funding in these programmes through the National Agencies have been assigned an Organisation ID automatically. Please use the Erasmus+ and European Solidarity Corps platform to check an Organisation ID, update information linked to it or register a new organisation: <https://webgate.ec.europa.eu/erasmus-esc/organisation-registration>

Organisation ID	Legal Name	Country
00000000	fewf fe geg	BIH

Type of Quality Label

You are requested below to identify the type of Quality Label you are applying for. If you already hold a Quality Label, the respective role cannot be selected again. The questions in the rest of the application form will vary depending on the choices you make here.

Which role are you applying for?

- Supporting Organisation
- Host Organisation

Select the roles you are applying for from the drop-down menu.

Are you planning to apply for funds and act as a lead organisation? Please refer to the Guide for a full description of the Quality Label for lead organisation.

No

Organisation Contact Details

Organisation ID	
Legal Name	
Legal Name (national language)	
National ID (if applicable)	
Address	
Country	
Postal Code	
City	
Website	
Telephone	
Fax	

By entering the OID in the form, all information related to the OID (organization data, data on the existing Quality Label) is automatically transferred. Accordingly, the form is adjusted and organizations are required to enter only certain information and parts of the form.

Organisation Type

Type of Organisation	Non-governmental organisation/association
Is your organisation a public body?	No

Is your organisation a non-profit?

Yes

Profile, Motivation and Experience

In this section, you are asked to present your organisation, its objectives and why you decided to apply for Quality Label. Please keep in mind that the European Solidarity Corps is open to many types of organisations. Some questions may seem obvious or unnecessary to you but it is important that you give clear and detailed answers so that the persons assessing your applications can understand the context and environment in which your organisation operates. Make sure to read the questions carefully and address all sub-questions. If some of them are not relevant for your organisation, say so explicitly.

Please briefly present your organisation. What are its aims, main activities and target groups? Please note that your answer will be published on the European Youth Portal. Please write your answer in English.

Briefly describe your organization. What are the goals, what are the regular activities, what are the target groups you address? Describe the key values of the organization. The answer should be clear and c. Consider the fact that it English as it will be published on the European Youth Portal.

What are the main topics addressed by the activities that you are planning to carry out?

- Community development
- Fight against discrimination of marginalised young people
- Preventing racism and discrimination in all grounds

Why are you applying for Quality Label? Please describe the motivation of your organisation to participate in the European Solidarity Corps and how you will contribute to the programme's objectives of promoting solidarity and addressing societal challenges.

Describe your motivation to participate in the Program. What activities will you contribute to the program goals promoting solidarity and respond to the perceived social needs? Explain the reasons for selecting individual roles (host role and/or the the supporting role). A description of the organization's responsibilities within each role can be in the ESC Guide, Part B - Quality label). Describe the connection of the organization's goals with the principles of ESC.

Experience

What are the activities and experience of your organisation that are relevant to this application?

Write down the activities of the organization that are relevant to the ESC programme. Emphasis should be placed on activities that have emerged in response to community needs. Write about how the organization operates in the community and how solidarity manifests itself in your actions or how you understand the concept of solidarity.

Valid Quality Label

Provide details/explanations about the links with your community/different target groups/different local stakeholders, in which ways and how often do you involve them in the planning/preparation /implementation/ evaluation of your activities?

Accreditation/Quality Label reference

Scope

Accreditation/Quality Label role

Previous participation under Erasmus+ and the European Solidarity Corps.



	As applicant		As partner or consortium member	
	Number of project applications	Number of granted projects	Number of project applications	Number of granted projects
Partnerships for Creativity	0	0	1	1
Youth mobility	0	0	6	4
Strategic Partnerships for youth	2	1	9	5

Legal Representative

Gender

First Name

Family Name

Department

Position

Email

Telephone

Preferred Contact

Same address as organisation

Address

Country

Postal Code

City

Enter the details of the legal representative here.

Contact Person

Gender

First Name

Family Name

Position

Email

Telephone

Preferred Contact

Same address as organisation

Enter the details of the person who will be in charge of coordinating the ESC projects and the contact point to the SALTO SEE for all issues related to the implementation of the projects. We recommend the organization to enter an organizational email that will continue to be used after the contact person eventually leaves the organization.



Address
Country
Postal Code
City

Hosting locations

Please provide information about all locations in which you wish to carry out activities, including the ones that have already been accredited through previous application forms

Main Location ID	Main Location name	Country City
1	Youth Center	BiH Banja Luka

Does your organisation plan to carry out activities for hosted volunteers in any additional location than the one above?	Yes
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Main Location ID	Main Location name	Country City
2	Orphanage	

Location - 1

Main Location ID	1
Main Location name	Youth Center
Address	
City	
Country	
Postal Code	
Contact Person	

As the first location, the system automatically lists the place where the organization is registered. However, it is possible to additionally enter another location where you plan to hold activities. The location is a place where activities are held for a certain number of volunteers. The location does not have to have legal personality. Eg. scout association that organize volunteer activities in nature where they are also housed in tents / camps, etc. Each listed location will be subject to qualitative verification in the context of appropriate conditions for volunteers. Find out more about the location definition in the [Guide - Part B - Quality lable](#)

How many volunteers can be hosted at any given time (during the same time) by this location?

Volunteers in activities lasting up to 2 months	0
Volunteers in activities lasting 2 months and more	2
Volunteers in volunteering team activities	20

Location - 2

Main Location ID	
Main Location name	xy
Address	Orphanage
City	
Country	



Postal Code

Contact Person

How many volunteers can be hosted at any given time (during the same time) by this location?

Volunteers in activities lasting up to 2 months 2

Volunteers in activities lasting 2 months and more 1

Volunteers in volunteering team activities 0



Quality and Support Measures

The purpose of this section is to assess your organisation's capacity to meet the programme standards in terms of practical arrangements and support offered to participants before, during and/or after the activities. Make sure to read the questions carefully and address all sub-questions. Please provide answers relevant to each type of activity that you selected, e.g. if you are planning to implement volunteering teams or individual volunteering, please provide answers that cover both types of activity. If you are applying as a supporting organisation and you intend to coordinate but not send or host participants, please specify this in the relevant fields.

Practical Arrangements

Please describe the practical arrangements for hosting volunteers on your premises, in your main location (e.g. adequate accommodation and meals, access to local transportation). Describe how you will ensure the minimum standards and justify if there are any deviations from these.

Write down the practical aspects that need to be provided when contracting volunteers. What kind of accommodation will you provide, how meals are organized (and during days off), is it necessary to use local transport during the activity and whether it is available, how you will pay pocket money, how often (weekly, monthly ...) and etc. Write which way you will ensure the minimum quality standards, ie deviation if applicable.

Please describe the practical arrangements for hosting volunteers in additional disclosed locations (e.g. proper accommodation and local transportation). Describe how you will ensure the minimum standards common to all locations and justify if there are any deviations from these standards in any of the locations.

Write down the practical aspects as in the previous question for all the locations where the activities will take place. The location is a place where activities are held for a certain number of volunteers. Activities do not necessarily take place only or at all at the place where the organization / institution is registered. Also, a location does not have to have legal personality. Eg. the scouts association that organize volunteer activities in nature where they are also housed in tents / camps, etc. Each location you envisioned at the beginning of the application form to hold activities should be explained separately in the context of appropriate conditions for volunteers.

Find out more about the location definition in the ESS Guide - Part B - Quality Label

Which measures will you put in place to guarantee that:

- Volunteers are assigned clear and distinct roles in your organization during activities.
- Volunteers: do not replace traineeships and/or jobs; are not taking up essential tasks for the organisation's running operations; the activity is not part of the volunteers' regular studies or vocational training.

What measures will you take to ensure that volunteers are given clear and applied tasks in accordance with their interests, abilities, responsibilities? What will you do to ensure that the volunteer is not a replacement for an employee or intern? One of the goals of the ESC program is precisely through volunteering, providing young people with gaining experience through non-formal learning and volunteer engagement. Accordingly, it is necessary to envisage the role of volunteers exclusively to support the activities of the organization, as such volunteer cannot perform the professional requirements and layered tasks that should be performed by employees (who receive a salary for these tasks). Tasks of volunteers should also enable personal and professional development through the learning experience. The role of an intern also differs from the role and definition of a volunteer, as the stag is one of the primary motivations for gaining professional experience and his jobs, support level, etc. are organized accordingly. For the same reason, it is necessary to ensure that the activities performed by the volunteer are not part of study or vocational programs, or that his tasks are complementary to those of employees.

How will you guarantee a safe living and working environment for the participants? What measures will you put in place to address problems and conflicts during the activities? If applicable, please provide details for each activity type.

How will you ensure volunteer housing and a safe work environment? What measures will you take with regard to the pandemic or epidemiological measures? What measures will you take to prevent the threat and minimize the level of risk? Present a clear procedure for resolving risk situations, how to communicate and information about the people who will be involved in resolving them. If the organization already has an adopted code of conduct that is relevant to volunteers, it is necessary to briefly state the areas / situations covered by it. In working with vulnerable groups, what additional measures have been taken to ensure volunteers and beneficiaries? How do you plan to resolve possible conflict situations during the activities? Can you guess what those situations would be? Who are the people in charge of solving them?

How will you find and select the participants?

Describe the measures to ensure the openness and transparency of the participant selection process. Demonstrate an understanding of participant selection through PASS, describe the ways in which the need for participants will be announced and how it will be requested, describe the selection procedure, which criteria will be applied and how they comply with program rules, ie principles and quality standards of equal opportunities and non-discrimination. Allow enough time to carry out the selection process and select the candidates who, with affinities and motivation, will be the best choice for your organization.

Participant Support

How will you support the participants before departure? Please describe how you will provide assistance with practical arrangements (travel and visas, as applicable) and how you will organise pre-departure training.

(Part related to the supporting role, ie organizations wishing to send young people to ESC volunteering activities in other countries. The role and tasks of the support provider are explained in the ESC Program Guide, Part B - Quality label.) Describe how you will support the volunteer before going to the activity. How will you support the volunteer in organizing the transport and, if necessary, obtaining a visa? How will you ensure that the volunteer signs the volunteer agreement before leaving for the service and that he / she is insured through an insurance company for an ESC program contracted through the EC? How will you prepare him for the activity (intercultural and language preparation, preparation for tasks and the learning process) and how will you encourage the volunteer to enroll in General Online Training on the ESC portal? How will you ensure that support is tailored to the individual needs of the volunteers? In case the National Agency/SALTO organizes training before departure, how will you ensure that the volunteer participates in it?

As a supporting organisation, what assistance are you planning to offer to volunteers during the activity? Please describe how you will offer personal support, training and guidance to your participants and the measures you will put in place to guarantee their safety and protection.

(Part related to the supporting role, ie organizations wishing to send young people to ESC volunteering activities in other countries. The role and tasks of the support provider are explained in the ESC Program Guide, Part B - Quality label.) How will you support the volunteer during volunteer activities in another country? How will you ensure contact with the volunteer? Who will be in charge of personal support to the volunteer? How will you ensure that the volunteer participates in the Training and Evaluation Cycle (more on this in the ESC Guide in Part D - Quality and support measures)? What measures will you take to keep the volunteer in a safe environment during the volunteer activity in another country?

As a host organisation, what assistance are you planning to offer to volunteers during the activity? Please describe how you will offer personal support, training and guidance to your participants.

(Host role section) What support measures will you provide to the volunteer during the activity? Who are the people in charge of personal support to the volunteer (mentor), to support in carrying out the activities? How will you ensure that the volunteer participates in the trainings (TEC - Training and Evaluation Cycle - more about the same in the ESC Guide in part D - Quality and support measures)? How will the monitoring of volunteer learning be organized (role of mentor) and what tools will you use (Youthpass, Europass)? How will the language support for the volunteer be organized? How will you ensure the integration of volunteers into the local community?



What support will you offer to participants when they return to their country? If applicable, please provide details for each activity type.

What will you do to make it easier for the volunteer to reintegrate into their home community upon their return from volunteering? Will, and in what way will, the volunteer be involved in dissemination activities? What support will be provided to him regarding further education, training and employment opportunities?

Learning and Development

Please describe the measures you will put in place to embed a quality learning process for the participants, with reference to specific skills and/or competences you expect participants to develop in the activities run by your organisation. Please provide details about the role of the mentor in the learning process and how the participants will be supported in organising their reflection, identification and documentation of the learning outcomes acquired, including through EU (Youthpass, Europass) or national validation tools. Your answer should be adapted to the role(s) you are applying for.

Depending on the role you are applying for (the host role / the supporting role), describe the measures you will take to ensure quality learning opportunities for the volunteers. How will you assess in which activities the volunteer will learn the most and which activities will best contribute to the personal and professional growth of the volunteer? How will the mentor ensure the monitoring of learning, and what is the role of the mentor in setting learning goals and evaluating what has been learned? How will Youthpass be integrated into monitoring learning?

If applicable, please also describe any additional services that you may offer such as assistance for drawing up CVs and/or job descriptions, preparation for job interviews, career advice, post-placement assistance and guidance.

If applicable, describe what additional support you can provide to the volunteer in finding a job and post-activity support in general.

Inclusion

The European Solidarity Corps aims to promote social inclusion by facilitating access to its opportunities to all young people. In this section you are asked to describe how you are planning to engage and involve participants with fewer opportunities and your approach to diversity. Please refer to the European Solidarity Corps Guide for more information on young people with fewer opportunities and the measures available to increase their participation in the programme.

Do you have any experience and/or expertise in working with young people with fewer opportunities;

If you have it, describe your experience so far in working with young people with fewer opportunities. Social inclusion of persons with fewer opportunities is one of the main priorities of the program. The inclusive character of ESC projects is strongly encouraged - through activities that deal with the content of this topic or through the inclusion of volunteers who fall into the category of fewer opportunities.

Read more about inclusion and diversity as a priority of the program and the categories of fewer opportunities in the ESC Program Guide, Part A - General information about the European Solidarity Corps.

Please describe:

- the measures you will put in place to diminish barriers and cater for the specific needs of the participants with fewer opportunities. Please explain how you intend to reach out to and select them and/or how you will support their participation (identification of individual needs, special activity plans, accompanying person, reinforced mentorship, physical environment suitable for young people with physical, sensory or other disabilities, adapted methods and material, sensitisation of team members etc.);
- if applicable, how you are planning to work with partner organisations that promote inclusion and/or work with young people with fewer opportunities.

Describe what support measures you will provide to volunteers with fewer opportunities. How will you attract such people to the Program, how will you support them during the activities, how will you assess what kind of support need and what measures will the Program provide? How will partners be involved in supporting volunteers with fewer opportunities (if applicable)?

Describe the level of infrastructure and human resources of your organization needed to include young people disabilities.

(Part related to the supporting role, ie organizations that want to send young people to ESC volunteer activities in countries) What additional support measures do you plan to provide to young people with fewer opportunities starting work, at the level of mentoring, monitoring and evaluation of learning, customized support depending on obstacles they face.

Standard Activities

This section applies to:

- organisations which are applying for hosting role,
- organisations which already hold a Quality Label for hosting organisation awarded under the previous European Solidarity Corps Programme.

Describe here the standard activities that you are planning to carry out for the whole duration of your Quality Label. These activities can be defined by relating to the organisation's aims, main activities and target groups.

They should be described by listing typical tasks that the participants would carry out.

Please don't forget to fill in this timetable (<https://www.salto-youth.net/downloads/4-17-4082/ESC%20-%20hosting%20timetables.xlsx>) where you are required to present how a standard week of your hosted volunteer will look like, according to the type of the volunteering action (long-term, short-term, teams). Attach the timetable(s) to this QL - see page 16, Annexes)

Activity ID	Activity name
1	promotion of vol
2	environmental protection activities....

Activity 1

Activity ID	1
Activity name	promotion of vol
Activity type	volunteering teams

Location of activity

xy

In this part of the form you must anticipate all the activities you want to apply for and carry out as a host organization (namely: preparatory activities (APV in the old program), individual volunteering and team volunteering. When listing activities, you do not have to list every single activity that volunteers will carry out on a weekly basis (eg weekly meetings with a supervisor, language learning, meeting with a mentor, etc.), but summarize them to see coverage of all these elements of implementation. Also, summarize the activities according to the topics they cover, eg A2 - Environmental protection activities (and within this activity, various tasks will be carried out, which should be elaborated below in the following issues:

Please describe the activity and its context. How does it relate to solidarity and the European Solidarity Corps principles? What is the European added value of the activity?

Describe the activity in which the volunteers will participate according to the type of volunteer activity you have previously selected (individual volunteering or volunteer teams). In what way is the activity related to the what way to the goals of the ESC and to solidarity. What is the European added value of the activity? You can refer to the relevant policy documents and strategies (consult the ESC Program Guide - Part A). The description of the activity be aligned with the previously selected topics

How have you identified the need for this activity? What are the societal challenges that you are planning to address?

What motivated you to implement this activity? To which social problem is this activity the answer? What novelty can this activity provide that is missing in the local community?

What are the tasks that the participants will typically carry out? What will be their role and how will they be involved in the activities?

Write down the specific tasks that the volunteers will perform as part of this activity. How is the activity organized and what are the responsibilities of the volunteers? What support is provided to

How will the participants benefit from taking part in the activity?

Is the participation of volunteers in this activity in line with his interests? What are the learning opportunities? What specifically will the volunteer learn in a personal and professional sense through these activities?

How will the activity benefit the target groups and/or the local community and the organisations involved? If applicable, please also explain how you are planning to limit or prevent unintended negative effects of the activities and how you will comply with the 'do no harm principle'.

What positive changes does this activity bring to the target group / local community? How will you ensure that the provides exactly what the individual / community needs, so as not to achieve the opposite effect (repulsion, effect, endangerment of human dignity, right to privacy

Activity 2

Activity ID	2
Activity name	environmental protection activities....
Activity type	Individual Volunteering

Location of activity

Please describe the activity and its context. How does it relate to solidarity and the European Solidarity Corps principles? What is the European added value of the activity?

Describe the activity in which the volunteers will participate according to the type of volunteer activity you have previously selected (individual volunteering or volunteer teams). In what way is the activity related to the organizational goals, and in what way to the goals of the ESC and to solidarity. What is the European added value of the activity? You can refer to the relevant policy documents and strategies (consult the ESC Program Guide - Part A). The description of the activity should be aligned with the previously selected topics

How have you identified the need for this activity? What are the societal challenges that you are planning to address?

What motivated you to implement this activity? To which social problem is this activity the answer? What novelty can this activity provide that is missing in the local community?

What are the tasks that the participants will typically carry out? What will be their role and how will they be involved in the activities?

Write down the specific tasks that the volunteers will perform as part of this activity. How is the activity organized and what are the responsibilities of the volunteers? What support is provided to

How will the participants benefit from taking part in the activity?

Is the participation of volunteers in this activity in line with his interests? What are the learning opportunities? What specifically will the volunteer learn in a personal and professional sense through these activities?

How will the activity benefit the target groups and/or the local community and the organisations involved? If applicable, please also explain how you are planning to limit or prevent unintended negative effects of the activities and how you will comply with the 'do no harm principle'.

What positive changes does this activity bring to the target group / local community? How will you ensure that the provides exactly what the individual / community needs, so as not to achieve the opposite effect (repulsion, effect, endangerment of human dignity, right to privacy



Organisational Capacity

In this section you need to demonstrate that you have the necessary professional competences and qualifications to implement solidarity activities of high quality. Please answer the questions according to the role that you are applying for e.g: if you are applying for volunteering host and supporting roles, please provide answers that will allow the assessors to judge your capacity to play both roles.

Please describe your organisation's ability to manage all practical and logistical matters of the activities. What resources will you allocate to each activity in order to ensure successful implementation? How will you ensure that the staff have the necessary competences to carry out their tasks?

Describe the division of responsibilities within the organization, list the key people involved in the implementation and present them within the roles - coordinator, supervisor, mentor. Feel free to anticipate other roles (accounting / finance, etc.) that will be involved in project implementation. How will you ensure quality implementation, quality evaluation of learning outcomes, cooperation with local partners and structures (if applicable), cooperation with partners? How will you ensure that key people have the necessary knowledge about the Program and project management? How will the implementation of the necessary changes be evaluated? If the activities take place in several locations, then it is necessary to specify the required for each location separately. From the description it is necessary to prove that the organization understands the key documents and processes.

Please present your organisation's approach towards partnership building. How will you choose your partners and how will you ensure good cooperation?

Describe the way you choose partners? What criteria do you follow when choosing a partner? How do you quality partnership? What measures are you

How will you ensure continuity of the activities in case of important changes in management or staff?

How will you ensure the continuity of the organization / project implementation in case of significant changes, turnover? What mechanisms of knowledge and responsibility transfer are planned? How do you ensure the stability of the organization?



Strategy and Activity Plan

You are not applying for the Quality Label "Lead organisation" type. This section is therefore not relevant for you and you do not have to fill it in.



Management and coordination

This section is not relevant for you and you do not have to fill it in.



Annexes

The maximum size of a file is 15 MB and the maximum total size is 100 MB.
The maximum number of all attachments is 100.

Please print the Declaration on Honour, have it signed by the legal representative and attach it.

File Size (kB)

Please attach any other relevant documents.

File Size (kB)

Total Size (kB)

0



Checklist

Before submitting your application form to the National Agency, please make sure that

- It fulfils the eligibility criteria listed in the European Solidarity Corps Guide.
- All relevant fields in the application form have been filled in correctly.
- You have chosen the correct Agency of the country in which your organisation is

established. Currently selected Agency is: SI02 MOVIT Zavod za razvoj mobilnosti mladih

Please also keep in mind the following:

The documents proving the legal status of the organisations must be uploaded in ORS (ORGANISATION REGISTRATION FOR ACTIONS MANAGED BY NATIONAL AGENCIES).

Data Protection Notice

PROTECTION OF PERSONAL DATA

Please read our privacy statement to understand how we process and protect your personal data.
http://ec.europa.eu/programmes/erasmus-plus/documents/epluslink-efrms-privacy_en.htm

- I agree with the Specific Privacy Statement on Data Protection



Submission history

No records found for Submission History
