

## Call for Contact Point in Serbia for the European Solidarity Corps

The SALTO South East Europe Resource Centre is looking for an organisation from Serbia to support its mission to support European cooperation in the field of volunteering and youth and to contribute to the development and recognition of volunteering in the frame of the European Solidarity Corps.

### Background

Cooperation with the Western Balkan countries within the European Solidarity Corps and the Erasmus+ programme (and their predecessors) has been possible since 2000. In 2002, the SALTO South East Europe Resource Centre (SALTO SEE) was established by the European Commission to promote the cooperation and support the quality implementation of the Programmes in these countries. Since 2005, selected civil society organisations in the Western Balkans have been appointed by SALTO SEE as Contact Points to support potential beneficiaries at the local level to take part in the Programmes.

This open call aims at identifying one Contact Point in Serbia for the period 2024 – 2027.

### Role and tasks of the Contact Points in the Western Balkans

The main role of the Contact Points is to provide information about the Erasmus+ programme (youth field) and the European Solidarity Corps in the Western Balkan countries. Additionally, the Contact Points are foreseen to assist SALTO SEE in achieving its strategic priorities in the frame of both Programmes. In Serbia, the scope of Contact Point's activities is limited to the European Solidarity Corps, given that Serbia is a full member of the Erasmus+ programme and has an established National Agency.



Representing SALTO SEE in these tasks, the Contact Points become an integral part of a network of key stakeholders supporting the promotion and implementation of the Programmes in the Western Balkan region. Therefore, the Contact Points are expected to liaison with other relevant actors, such as the national and local authorities responsible for youth, the delegations of the European Union to the countries and the National Erasmus+ Offices. More about the current composition of Contact Point can be found here <https://www.salto-youth.net/rc/see/contactpoints/>.

The tasks of the Contact Point in Serbia are divided into general and specific tasks.

The general tasks of the Contact Point in Serbia are:

- To make available information and relevant updates about the European Solidarity Corps in English and in the local language through different communication channels (website, social media, other digital and printed media, newsletters etc.);
- To reach out to potential beneficiaries with the purpose of informing them about the European Solidarity Corps and possibilities to get involved;
- To assist potential beneficiaries by answering questions about the European Solidarity Corps upon request;

- To establish a dialogue and cooperate with other stakeholders supporting the implementation of the European Solidarity Corps, such as national youth bodies and networks, national and local authorities responsible for youth, the Delegation of the European Union to Serbia etc.
- To actively participate in the regular activities of the Western Balkans Contact Points Network, in particular brief monthly online meetings and an annual live meeting, providing material for the new CP web site and participating in the design of the CP network strategy and promotional materials etc.

The specific tasks of the Contact Points are:

- To assist SALTO SEE in its activities and support measures upon agreement;
- To inform and advise SALTO SEE in matters related to youth work, volunteering and the implementation of the European Solidarity Corps in their country.

Furthermore, the Contact Point is also expected to take part in regular meetings with SALTO SEE to facilitate the planning and implementation of their programme of activities as a Contact Point.

(For information about how the detailed programme of activities of the Contact Point is designed in 2024, please consult the paragraph "Application procedure" below.)

### **Legal requirements and organisational capacities**

All organisations fulfilling the following criteria can apply:

- Situated in the Republic of Serbia;
- Having the status of a legally established non-profit organisation with at least two years of existence;
- Operational and financial capacity for fulfilling the expected tasks, in particular:
  - Office space and staff available to carry out the tasks;
  - Regular access to telephone, e-mail and the Internet;
  - Organisational website and social media channels with the possibility to publish information related to the organisation's tasks and activities as a Contact Point;
  - Organisational bank account with the possibility to receive bank transfers from abroad.
- Preferably, the possibility to offer some co-funding for support activities carried out as Contact Point;
- Sound knowledge and everyday hands-on experience with the European Solidarity Corps, in particular the priorities, quality criteria and technical and financial aspects related to the programme implementation;
- Experience in volunteering and youth work, international cooperation and activities connected to non-formal education of young people; experience in implementing the European Solidarity Corp. Experience with the Erasmus+ youth programme would be an advantage;
- Understanding of the socio-political context of young people, volunteering and youth work in the national context and the wider Western Balkan region and willingness to reflect on and contribute to the development and recognition of youth work and volunteering;
- Competence to act as a multiplier (existing contacts to other organisations and stakeholders in the youth work field, providing information and other forms of support).

## Contractual period and payment

Within this call, SALTO SEE makes around 5.000 EUR available to support activities carried out by the Contact Point in Serbia in 2024. The financial support per organisation takes into consideration the size of the country/(youth) population as well as the agreed activities.

The selected organisation will be nominated as Contact Point based on a programme of activities for the period of 01.01.2024 - 31.12.2024. Contracts will be made annually with the possibility of prolongation until the end of the European Solidarity Corps in 2027.

Participation in the Contact Points meeting from 22 – 25 January 2024 (two full working days on 23 – 24 January and arrival and departure days), venue tbc., is expected.

In agreement with the selected Contact Point, payments can be made in two intervals, 60 % before the implementation of activities on the basis of an invoice, and 40 % on the basis of the financial and narrative final report and invoice after completion of the activities.

## Application procedure

Organisations can express interest in applying by submitting an [application form](#) by **December 18<sup>th</sup> 2023**.

(The questions in the application form are listed in the end of this document.)

In the application form, candidate organisations are requested to reflect on the needs in their respective countries regarding the promotion of the European Solidarity Corps and propose general information activities to address these needs (general tasks). The proposal can consist of activities such as promotional campaigns, information events, development of publications and other resources, networking activities etc. These activities need not be detailed at this point, as they will be further developed following the live meeting of Contact Points Network scheduled from the 22<sup>nd</sup> to the 25<sup>th</sup> of January 2024 in Sarajevo.

Candidate organisations are also asked to express interest in working with particular target groups or on topics corresponding to the priority areas of the SALTO South East Europe Resource Centre, as well as to reflect on the needs related to them. These areas of work and tasks related to them are:

- Fostering recognition of youth work (with the focus on youth policies and policy-practice dialogue);
- Development of youth work and volunteering (with the focus on capacity-building of organisations and practitioners);
- Promoting volunteering (especially in the frame of the European Solidarity Corps);
- Promoting active citizenship and youth participation;
- Promoting the inclusion of young people with fewer opportunities;
- Development of youth work and youth policy at local level

The selection of Contact Points will be made on the basis of the application and selected complementary online interviews, if needed. The selection will be completed and all applicants will be informed by 22<sup>nd</sup> December, 2023. SALTO SEE reserves the right to ask for complementary information

or documentation to the information given by the applicant in the application form such as a copy of a valid registration document indicating the legal status and year of establishment of the organisation.

SALTO SEE will review the information and activities proposed in the application and on the basis of this proposal and after the live meeting of Contact Points Network scheduled from the 22nd to the 25th of January 2024 in Sarajevo, after which the Contact Points can start implementing the activities.

### Enquiries and contact details

Interested organisations are encouraged to contact SALTO SEE during the application process for any further information or feedback about their ideas and plans.

Contact: Srđjan Mitrović; [srdjan.mitrov@gmail.com](mailto:srdjan.mitrov@gmail.com)

More information about the Programme and SALTO SEE:

[https://europa.eu/youth/solidarity\\_en](https://europa.eu/youth/solidarity_en)

<https://www.salto-youth.net/rc/see/>

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In the **APPLICATION FORM**, the following areas should be covered:

- Basic information (name, contact details, scope of activities) of the organisation, the legal representative and the person proposed to be in charge of the Contact Point;
- Mission, main activities and target groups and priority areas;
- Knowledge of and prior experience with the European Solidarity Corps and (as an added value) with the Erasmus+ Programme (youth field);
- Motivation;
- Organisational and financial capacities;
- Relevant professional contacts and networks;
- Proposed (general) activities;
- Interest in working on selected strategic priorities relevant for SALTO SEE.