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| P:\LLP IT coordination\Forms\Application Forms\Call 2013\eForms\2. Analysis\1. Prototypes\1. Word Forms\EAC_EU.png |  |  | ***Application Form***  **Call: 2019**  **KA2 – Cooperation for innovation and the exchange of good practices -Capacity Building in the field of Youth** |
| Erasmus Plus |  |  |  |

**2019**

**Call for proposals**

**DETAILED DESCRIPTION OF THE PROJECT**

**(To be attached to the eForm)**

**Project title**

# Part D - Quality of the project team and the cooperation arrangements

# PART D1 - Organisations and activities

*This part (D1 and D2) must be completed by the* ***all the promoters participating in the project****.*

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| **Organisation name** |  |

**D.1. Aims and activities of the organisation**

*Please provide a short presentation of your organisation (key activities, affiliations, size of the organisation, etc.) relating to the area covered by the project.* (limit 2000 characters\*)*.*

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*Please describe also the role of the applicant organisation in the project.* (limit 1000 characters)*.*

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\* For a matter of equal treatment, please respect the requested limits of max characters in **each session**.

**D.2. Operational capacity: Skills and expertise of key staff involved in the project / network**

*Please add lines as necessary.*

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| **Names of staff members of the APPLICANT organisation** | *Summary of relevant skills and experience, including where relevant a list of recent publications related to the domain of the project.* |
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# PART E - Project characteristics and relevance

**E1. Why does the consortium wish to undertake this project?**

*Please outline the motivation behind your project, clearly identifying the specific needs or problems/challenges which it intends to solve. Explain why these needs/problems were selected over others, and how these needs were analysed. Please explain how the project proposal fits within the objectives of the participating organisations/countries and of the European policies in the fields of education, training and youth and how it will create synergies between these fields.* (limit 3000 characters)*.*

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*Please describe how your project proposal was prepared (e.g., capitalising on previous experiences, based on achieved outcomes in former projects, following previous cooperation amongst the consortium members, etc.)* (limit 3000 characters)*.*

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*If your proposal is based on the results of one or more previous projects / networks, please provide precise references to this / these project(s) / network(s) in the table below.*

*Please add tables as necessary.*

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| **Reference number** |  | | | |
| **Project / network dates**  *(year started and completed)* |  | | **Programme or initiative** |  |
| **Title of the project / network** |  | | | |
| **Coordinating organisation** |  | | | |
| **Website** | http:// | | | |
| **Password / login if necessary for website** | |  | | |
| *Please summarise the project / network outcomes and describe (a) how the new proposal seeks to build on them and, (b) how ownership / copyright issues are to be dealt with* (limit 1000 characters). | | | | |
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**E2. Rationale for the setting-up of the consortium**

*Please explain why the selected partners are best suited to participate in this European project. Describe innovative and/or complementary skills, expertise and competences within the consortium directly relating to the planned project activities* (limit 3000 characters)*.*

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**E3. European added value**

*Please describe the benefits of and need for European cooperation. Please describe also why the results cannot be achieved through national, regional or local funding* (limit 1000 characters).

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**E4. Innovative character**

*Indicate what the project is offering that is new and what are the main innovating elements* (limit 3000 characters).

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# PART F - Quality of the project design and implementation

**F.1. Project activities and Methodology**

*Define and describe all activities proposed and the working methodology, including all steps linked to the project implementation to be used for achieving the project objectives. Please include educational and training content and pedagogical approach, major milestones, measurable indicators, etc.* (limit 10.000 characters). The corresponding timetable must be enclosed to the application as a separate attachment.

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**F.2. Aims and objectives**

*Please define the concrete aims and objectives of the project.* (limit 3000 characters).

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**F.3. Budget and cost effectiveness**

*Please describe the strategy adopted to ensure that the proposed results and objectives will be achieved in the most economical way and on time. Explain the principals of budget allocation amongst partners. Indicate the arrangements adopted for financial management* (limit 3000 characters).

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# PART G - Impact, dissemination and exploitation, sustainability

**G1. Expected impact of the project**

*Who will use these project outputs / products / results and how will the consortium reach them?*

*Please describe how the target groups (including participating institutions, stakeholders) will be reached and involved during the life of the project and how the project will benefit the target group at local, regional, national and or European level. What is the change your project will make?* (limit 3000 characters).

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*Please describe how the target groups (including participating institutions, stakeholders) will be reached after the project is finished* (limit 3000 characters).

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**G.2. Dissemination and exploitation strategy**

*How will the dissemination be organised and how will exploitation activities ensure optimal use of the results within the project's lifetime and after?* (limit 3000 characters).

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**G.3. Sustainability**

*How will the impact of this project be sustained beyond its lifetime? How will the results be mainstreamed and multiplied in the sector of activity and in the participating institutions? Please explain what strategy is foreseen to attract co-funding and other forms of support for the project* (Limit 2000 characters)

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**G.4. Quality control and Monitoring**

*Please explain what mechanisms have been put in place for ensuring the quality of the project and how the evaluation will be carried out?**Please define the specific quality measures put in place, as well as the benchmarks and indicators foreseen to verify the outcome of the action* (Limit 3000 characters)

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# PART H - Mobility

To be completed if your project has one or more of the following mobility activities: **Youth Exchanges, Volunteering Activities, Mobility of Youth Workers.**

**H.1. Involvement of the participants in the mobility activities**

*Please explain how the participants will be involved in the mobility action and what impact is expected on the individuals benefitting from them, but also on the participating countries institutions and other stakeholders (limit 3000 characters).*

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**H.2. Identification and selection of the participants**

*Please describe the procedures set up for identification and selection of participants for the mobility activity (limit 2000 characters).*

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**H.3. Preparation and support**

*Please describe the structure for preparation of the participants for the mobility activity, including specific training or courses. Please explain the support provided in terms of accommodation, insurances, etc. Please explain the quality measures set up in the sending and receiving organisations for monitoring the mobility activity and measures to be taken if the results foreseen are not met. (limit 2000 characters).*

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**H.4. Involvement of people with fewer opportunities**

*Does your project involve people with fewer opportunities? How many participants coming from which countries and organisations would fall under this category? Specify the type of situation of fewer opportunities these participants are facing (limit 2000 characters).*

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[IF YES]

*Please explain the nature of the support required so that these persons can fully engage in the foreseen activities (limit 1000 characters)?*

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**H.5. Recognition and validation of learning outcomes**

*Please explain how the project intends to recognise and validate the teaching and/or learning outcomes of the participants. (limit 1000 characters).*

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**H.6. EVS accreditation – only applicable if Volunteering activities included in the project**

*Please list the valid EVS accreditation numbers of the participating organisations from Programme countries and from the Western Balkans and Eastern Partnership*

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| **DETAILS OF MOBILITY ACTIVITIES** | | | | | | | |
| Please fill in the following table with the Mobility activities that are foreseen in your Capacity Building project. If your project foresees only one kind of activity please fill in only the required sheet of the table.  **YOUTH EXCHANGES**: If your project foresees more than one Youth Exchange please fill in **one table per each Youth Exchange**. Please add more lines if required. | | | | | | | |
| **YOUTH EXCHANGES** | | | | | | | |
| **Title of the Youth exchange** | **Name of the Hosting Organisation (HO)** | | **Venue of the YE** | **Country of the YE** | **Start date (dd/mm/yyyy)** | **End date (dd/mm/yyyy)** | **Youth exchange duration in days** |
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| **Name of the Sending Organisation (SO)** | **Country SO** | **Number of young participants and group leaders per SO (min 4 + 1)** |  |  |  |  |  |
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| **DETAILS OF MOBILITY ACTIVITIES** | | | | | | | | |  |
| Please fill in the following table with the Mobility activities that are foreseen in your Capacity Building project. If your project foresees only one kind of activity please fill in only the required sheet of the table. Please add more lines if required. | | | | | | | | | |
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| **VOLUNTEERING ACTIVITIES** | | | | | | | | | |
| **Name of the Sending Organisation (SO)** | **Country SO** | **Accreditation number SO** | **Name of the Hosting Organisation (HO)** | **Country HO** | **Accreditation number HO** | **Number of volunteers** | **Service start date (dd/mm/yyyy)** | **Service end date (dd/mm/yyyy)** | **Service duration in months** |
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| **DETAILS OF MOBILITY ACTIVITIES** | | | | | | | | |
| Please fill in the following table with the Mobility activities that are foreseen in your Capacity Building project. If your project foresees only one kind of activity please fill in only the required sheet of the table. | | | | | | | | |
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|  |  |  | **MOBILITY OF YOUTH WORKERS** |  |  |  |  |  |
| **Type of Mobility (training, job shadowing,…)** | **Name of the Sending Organisation (SO)** | **Country SO** | **Name of the Hosting Organisation (HO)** | **Country HO** | **Number of youth workers** | **Mobility start date (dd/mm/yyyy)** | **Mobility end date (dd/mm/yyyy)** | **Mobility duration in days/months** |
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# PART I - Other EU grants

Please list the projects for which the organisation or the department responsible for the management of this application has received financial support from the EU programme.

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| **Programme or initiative** | **Reference number** | **Beneficiary Organisation** | **Title of the Project** |
| *Add lines as necessary* |  |  |  |

Please list other grant applications submitted by your organisation, or the department responsible for this project proposal. For each grant application, please mention the EU Programme concerned and the amount requested.

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| **Programme concerned** | **Amount requested** |
| *Add lines as necessary* |  |

# PART J – Eastern Partnership youth window projects

To be completed only if you are submitting a proposal under the Eastern Partnership youth window**.**

**J.1 – Civil Society Fellowship for Youth**

*Please explain how the project intends to strengthen the capacity of youth organisations and youth workers to build constructive relations with a variety of partners, including public bodies and civil society organisations.*

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**J.2 - Partnership for Entrepreneurship**

*Please explain how the project will promote youth entrepreneurship education and social entrepreneurship among young people.*

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