



ERASMUS+ Key Action 2 CAPACITY BUILDING IN THE FIELD OF YOUTH

CBY 2022 Call for Proposals ERASMUS-YOUTH-2022-CB

Information for potential applicants

NEO Jordan

29 December 2022

*European Education and Culture
Executive Agency*

*Erasmus+: Youth, EU Aid Volunteers
and European Solidarity Corps*

Info session- Agenda

1. Youth Policy Context, Call Priorities and Objectives
2. Award Criteria
3. Preparing the Application,
4. Submission Procedure
5. Q & A



Youth Policy Context

Priorities of Erasmus+ 2021-2027



Inclusion and diversity



Green



Digital



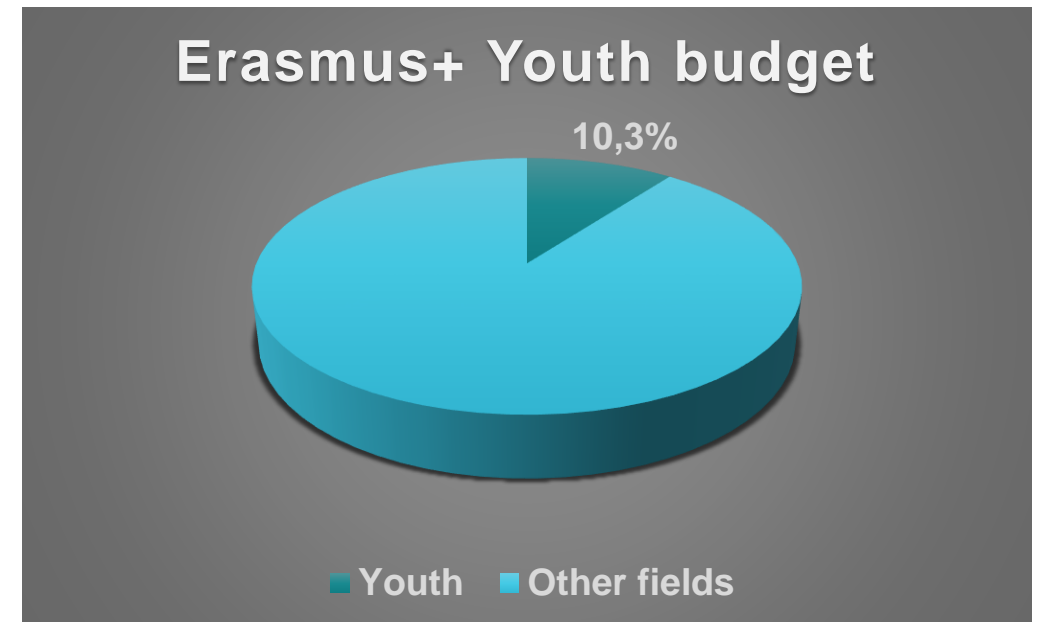
Participation

Specific objectives of Erasmus+ in the field of youth

- promote non-formal and informal learning mobility and active participation among young people
- Promote cooperation, quality, inclusion, creativity and innovation at the level of organisations and policies in the field of youth;

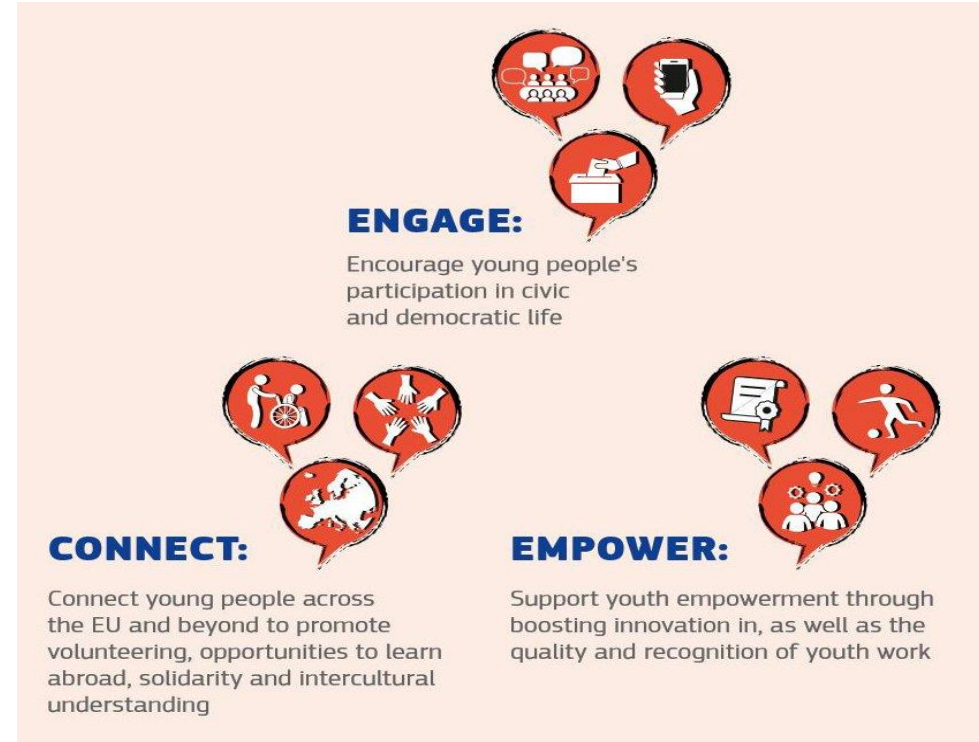
Erasmus+ Youth Budget

Out of the total 26.2 billion, 2.531 billion allocated to the Youth strand



Policy context

- EU Youth Strategy 2019-2027
- EU Youth Goals
- Youth Report 2021
- EU Youth Dialogue
- European Year of Youth 2022
- Erasmus+ & ESC programmes



Youth Goals: a vision from youth for Europe

- | | | | |
|---|--|---|---|
|  | 1. Connecting EU with Youth |  | 7. Quality employment for all |
|  | 2. Equality of all genders |  | 8. Quality learning |
|  | 3. Inclusive societies |  | 9. Space and participation for all |
|  | 4. Information and constructive dialogue |  | 10. Sustainable green Europe |
|  | 5. Mental health and wellbeing |  | 11. Youth organisations and European programmes |
|  | 6. Moving rural youth forward | | |

Erasmus+ Youth – Overview of actions open to « partner countries* »

Action	Partner countries participation	Application to	2022 deadline
Mobility Projects for Young People - “Youth Exchanges”	Regions 1 to 4. As partners only	NAs	23/02 – midday and 04/10 – midday (Brussels time)
Mobility Projects for Youth Workers	Regions 1 to 4. As partners only	NAs	04/10 – midday (Brussels time)
Youth Participation Activities	Regions 1 to 4. As partners only	NAs	VERIFY WITH NAs!
Virtual Exchanges in HE and Youth	Regions 1, 2, 3, 4 and 9. As partners only	EACEA	20/09 – 5 pm (Brussels time)
Cooperation Partnerships	All regions. As partners only	NAs + EACEA (if coord = European NGO)	23/03 – 5 pm (Brussels time)
Capacity Building in the field of Youth	Regions 1 and 3. As applicants <u>and</u> partners	EACEA	07/04 – 5 pm (Brussels time)



Capacity building in the field of youth

Background, Priorities and Objectives

Erasmus+ Youth actions



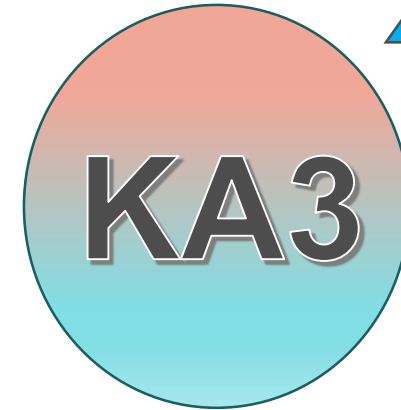
MOBILITY / INDIVIDUALS

- Youth exchanges
- Youth workers mobility
- Youth Participation Activities
- Discover EU



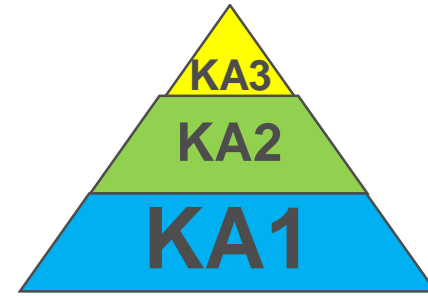
COOPERATION / ORGs

- Cooperation partnerships
- **Capacity building in the field of youth**



POLICY / SYSTEMS

- EU Youth Dialogue
- Youth Wiki
- European Youth Together (Grassroots)



Background

KA 2: COOPERATION AMONG ORGANISATIONS AND INSTITUTIONS



Aims:

- To bring positive and **long-lasting effects** on the participating organisations and the persons directly involved in the project
- To contribute to the development, transfer and/or implementation of **innovative practices** at organisational, local, regional, national or European levels
- To support exchanges of experiences and best practices with a view to **modernize and strengthen the organisations involved** / the sector concerned

“Alone we go faster, together we go further”

General Objectives of CBY

- **Raising the capacity** of organisations working with young people outside formal learning
- Promote **non-formal learning in Partner countries** (e.g. through the development, testing and launching of schemes and programmes of non-formal learning mobility in Partner countries)
- Support the development of **youth work in Partner countries**
- Contribute to the promotion and implementation of the **EU Youth Strategy (2019-2027)** including the **11 European Youth goals**
- Foster interregional cooperation
- Enhance **synergies and complementarities with formal education systems**

CBY Specific Objectives / Thematic areas



- Improve **political participation & dialogue**
- Inclusion of **young people with fewer opportunities**
- Encourage **democracy, rule of law and values, peace and post-conflict reconciliation**
- Support **empowerment, engagement and employability** of young people
- Protect **environment** and combat **climate change**
- Support **anti-discrimination and gender equality**
- Develop **digital and entrepreneurial skills**

DO NOT FORGET!!



OPEN EDUCATIONAL RESOURCES (OER)

PROTECTION, HEALTH AND SAFETY OF PARTICIPANTS

MULTILINGUALISM

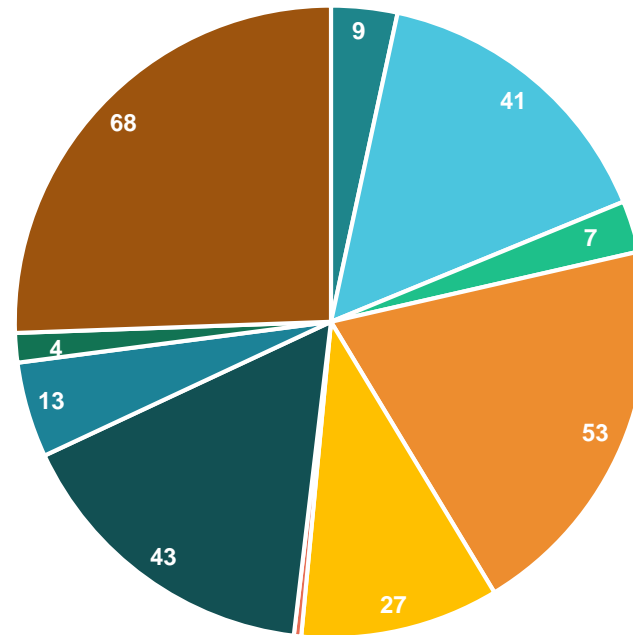
INTERNATIONAL DIMENSION

RECOGNITION AND VALIDATION OF SKILLS AND QUALIFICATIONS

Youth Capacity Building – 2021 statistics

Participation of Region 3

Region 3 – South Mediterranean countries
(266 partic in demand)

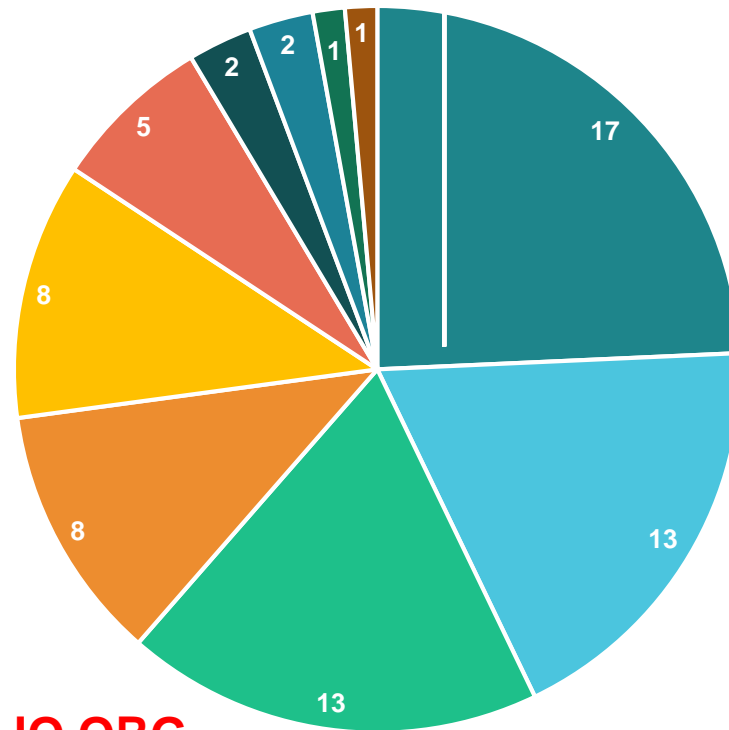


■ DZ ■ EG ■ IL ■ JO ■ LB ■ LY ■ MA ■ PS ■ SY ■ TN

Youth Capacity Building – 2021 statistics

Participation of Region 3

Region 3 – South Mediterranean countries
(70 partic in retained proposals)



12 proposals retained involving JO ORG





Erasmus+ Capacity Building in the field of youth

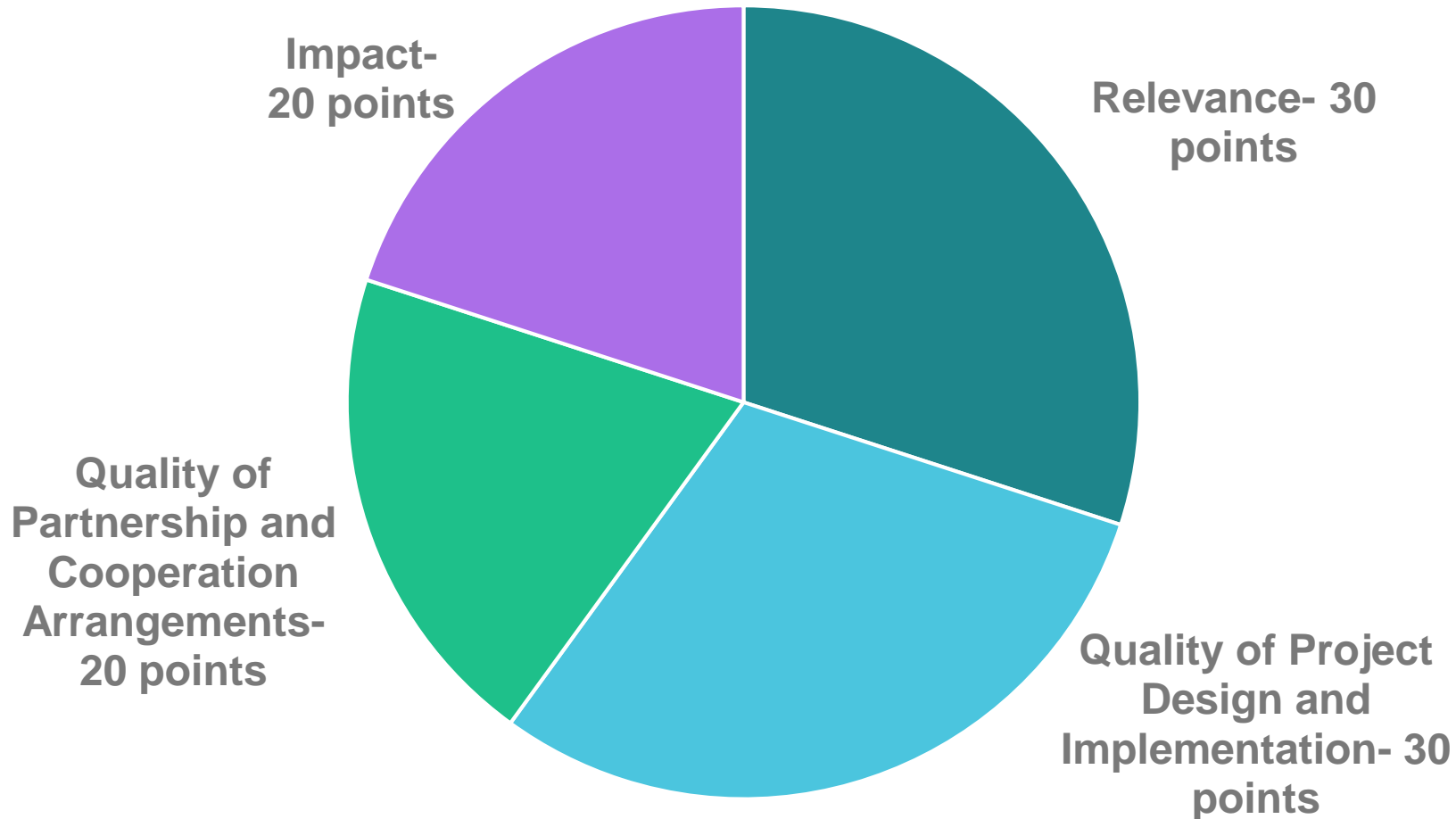
ERASMUS-YOUTH-2021-CB

Preparing the Application &
Award Criteria

CBY 2022

Award criteria

Weighting of criteria

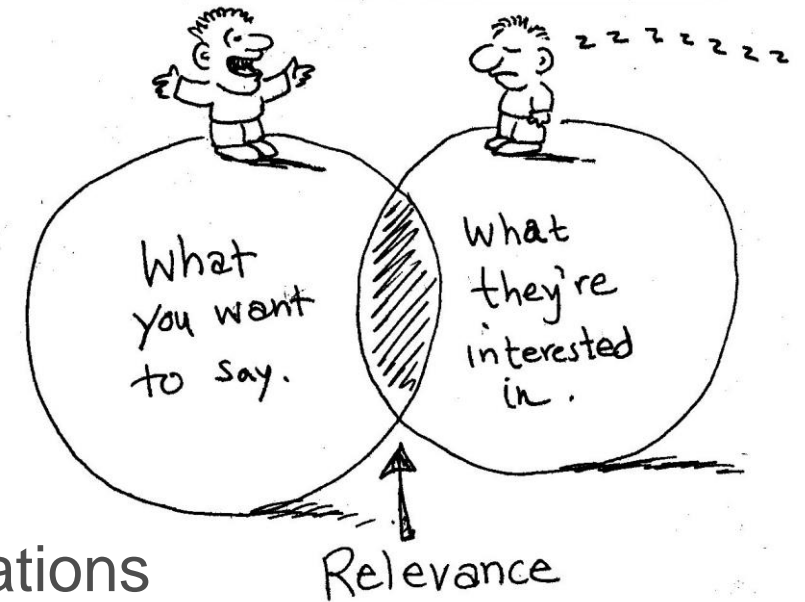


Threshold for funding:

- Minimum of 60 points overall
- Minimum pass score (50%) in each award criterion

Relevance (30 points)

- The proposal is **relevant to the call**
- The **objectives** are clearly defined, realistic and address issues relevant to the participating organisations and target groups;
- The proposal is **innovative** and/or complementary to other initiatives already carried out by the participating organisations (in particular in partner countries);
- The capacity-building activities are clearly defined and aim at **reinforcing** the capacities of the participating organisations (in particular in partner countries);
- The project involves **young people with fewer opportunities**.



Quality of the **project design and implementation** (30 points)



- The quality and appropriateness of the **work programme and methodology** proposed for addressing the needs identified
- The consistency between project **objectives and activities**;
- The quality of the **non-formal learning** methods proposed and the consistency of the **recognition and validation of participants' learning outcomes** with European transparency and recognition tools;
- The existence and relevance of **quality control** measures
- The project **cost-effectiveness**
- The appropriateness of measures for selecting and/or involving participants in **mobility activities**

Quality of the **partnership** and the **cooperation** arrangements (20 points)



- Appropriate **mix of complementary participating organisations** with the necessary profile, experience and expertise to successfully deliver all aspects of the project
- Appropriate **distribution of responsibilities** and tasks demonstrates the commitment and active contribution of all participating organisations
- Effective mechanisms for **coordination and communication** between the participating organisations, as well as with other relevant stakeholders

Impact (20 points)



- Quality of measures for evaluating the **outcomes** of the project
- Potential **impact**
 - on participants and participating organisations (during and beyond the project lifetime)
 - outside and beyond the organisations organisations, at local, regional, national and/or international levels
- The quality of the **dissemination** plan
- If relevant, the proposal describes how the **materials**, documents and media produced will be made freely available and promoted through open licences
- The quality of the plans for ensuring the **sustainability** of the project: its capacity to continue having an impact and producing results after the EU grant has been used up

Part B – Application form – Narrative part

Erasmus+ Programme Guide – Award criteria

RELEVANCE OF THE PROJECT

- Purpose and EU added value
- Objectives
- Needs
- Youth engagement

QUALITY OF THE PROJECT DESIGN AND IMPLEMENTATION

- Planning
- Methodology
- Cost effectiveness

QUALITY OF THE PARTNERSHIP AND THE COOPERATION ARRANGEMENTS

- Configuration
- Geographic composition
- Commitment & tasks
- Cooperation arrangements

IMPACT

- Impact
- Dissemination
- Sustainability



Part B - Technical description

1. RELEVANCE

- 1.1. Background and general objectives
- 1.2. Needs analysis and specific objectives
- 1.3. Complementarity with other actions and innovation – European added value

2. QUALITY

2.1. PROJECT DESIGN AND METHODOLOGY

- 2.1.1. Concept and methodology
- 2.1.2. Project management, quality assurance and monitoring and evaluation strategy
- 2.1.3. Project teams, staff and experts
- 2.1.4. Cost effectiveness and financial management
- 2.1.5. Risk management

2.2. PARTNERSHIP AND COOPERATION ARRANGEMENTS

- 2.2.1. Consortium set-up
- 2.2.2. Consortium management and decision-making

3. IMPACT

- 3.1 Impact and dissemination
- 3.2. Communication, dissemination and visibility
- 3.3. Sustainability and continuation

Application form Part B

Narrative part covering the Award Criteria

- Be **RELEVANT**
- Be **COHERENT**
- Be **COMPLETE**
- Be **CLEAR & CONCISE**
- **RESULTS / IMPACT ORIENTED**
- **REMAIN FOCUSED ON PROGRAMME GUIDE AND ON YOUR ACTION**
- **REMEMBER: no limit on characters but limit on the n° of pages (max. 70)!!**



CBY 2022

Preparing the application

BACKGROUND INFORMATION

- The submission of the application is managed by the **EU Funding & Tenders Portal** which is the **central electronic portal** for all EU funding and tenders
- New **harmonisation** approach for the programming period 2021-2027
- Application forms are **standard** for all Erasmus+ actions



Where can I find the CBY action application? (1)



Funding & tender opportunities
Single Electronic Data Interchange Area (SEDIA)

SEARCH FUNDING & TENDERS ▾ HOW TO PARTICIPATE ▾ PROJECTS & RESULTS WORK AS AN EXPERT SUPPORT ▾

⚠ My Experts Area in the F&T Portal is currently experiencing technical issues. We are working to resolve the problem and will let you know when the application is functioning normally.
⚠ Grant Management Services in the F&T Portal is currently experiencing technical issues. We are working to resolve the problem and will let you know when the application is functioning normally.

Find calls for proposals and tenders

Search calls for proposals and tenders by keywords, programmes... 🔍 Search

EU Programmes

Asylum, Migration and Integration Fund (AMIF)	Border Management and Visa Instrument (BMVI)	Citizens, Equality, Rights and Values Programme (CERV)	Creative Europe (CREA)	Digital Europe Programme (DIGITAL)	Europe Direct (ED)
European Parliament (EP)	European Solidarity Corps (ESC)	Erasmus+ Programme (ERASMUS+)	European Social Fund + (ESF)	European Maritime, Fisheries and Aquaculture Fund (EMFAF)	Innovation Fund (INNOVFUND)
Internal Security Fund (ISF)	Horizon Europe (HORIZON)	Single Market Programme (SMP)	Social Prerogative and Specific Competencies Lines (SOCPL)	EU External Action (RELEX)	Justice Programme (JUST)
Pilot Projects and Preparatory Actions (PPPA)	Programme for the Environment and Climate Action (LIFE)	Promotion of Agricultural Products (AGRIP)	Union Civil Protection Mechanism (UCPM)		

[Show all](#)

How to participate in 5 steps

1 Find an opportunity

2 Find partner(s)

3 Create an account

4 Register your organisation

5 Submit your proposal or offer

Learn how to find and apply for suitable EU funding and tender opportunities.

[Learn more](#)



Where can I find the CBY call for applications? (2)

The screenshot displays the Erasmus+ Programme (ERASMUS+) website interface. At the top, there is a navigation bar with a home icon and menu items: SEARCH FUNDING & TENDERS, HOW TO PARTICIPATE, PROJECTS & RESULTS, WORK AS AN EXPERT, and SUPPORT. Below the navigation bar, the page title is "Erasmus+ Programme (ERASMUS+)". A warning banner indicates that all documents will be unavailable in the Grants and Audits Management Services, in the Participant Register Services and in "My Expert Area" on Thursday, 20.05.2021, between 07:30 and 08:10. The main content area is divided into two columns. The left column contains search filters: a search bar with "capacity building" entered, a search icon, a checkbox for "Match whole words only" (checked), and radio buttons for "GRANTS" (checked) and "TENDERS". Below the filters, there is a "Submission status" section with three boxes: "Forthcoming" (with a red checkmark), "Open for submission (2)" (with a green checkmark), and "Closed" (with a red checkmark). The "Programming period" section shows a dropdown menu with "2021 - 2027 (2)" selected. At the bottom of the filters, there is a blue button labeled "Erasmus+ Programme (ERASMUS+)" with a close icon. The right column is titled "Funding and tenders (2)" and displays two results. The first result is a "Grant" titled "Capacity building in the field of youth" (highlighted in yellow). It is "Open for submission", part of the "Erasmus+ Programme (ERASMUS)", with ID "ERASMUS-YOUTH-2021-CB" and "Types of action" "ERASMUS Lump Sum Grants". The second result is a "Grant" titled "Partnership for Cooperation in the field of Youth - European NGOs". It is also "Open for submission", part of the "Erasmus+ Programme (ERASMUS)", with ID "ERASMUS-YOUTH-2021-PCOOP-ENGO" and "Types of action" "ERASMUS Lump Sum Grants".

Before starting your application

General information

Topic description

Conditions and documents

Partner search

Submission service

Topic related FAQ

Get support

Call information

Go back to search results

General information

Programme
Erasmus+ Programme (ERASMUS)

Call
European Youth Together (ERASMUS-YOUTH-2021-YOUTH-TOG) [See budget overview](#)

Type of action ERASMUS-LS ERASMUS Lump Sum Grants	Type of MGA ERASMUS Lump Sum Grant [ERASMUS-AG-LS] Forthcoming	
Deadline model single-stage	Planned opening date 20 April 2021	Deadline date 24 June 2021 17:00:00 Brussels time

Topic description

Scope:

The **European Youth Together** action targets youth organisations at grass-root level which want to establish partnerships across borders, i.e. which aim at adding a European dimension to their activities and at linking these activities to EU youth policies, most notably the EU Youth Strategy 2019-2027. The purpose is to encourage new applications from organisations not well established yet at European level. To this end, the action primarily consists in supporting activities aiming at connecting EU level youth organisations and grassroots NGOs operating at local levels (rural, cities, regions, countries) that will benefit from developing cross-border activities.

The overall structure of the action takes into account the growing size of the youth sector, the changing trends in youth participation and the need for more sustained and stable funding support in the youth domain¹⁶¹. It also takes into account the need to better cover the great diversity of youth organisations across Europe and to respond to the identified needs for both grassroots activities and large co-operation projects within Europe.

OBJECTIVES OF THE ACTION

[show more...](#)

Topic conditions and documents

- Eligible countries:** as described in the Call document.
OJ C 103/2021
[Programme Guide Erasmus 2021](#)
- Eligibility and admissibility conditions:** as described in the Call document.

[show more...](#)

**Erasmus +
Programme Guide
2021**

Online Manual



Before starting your application

ADMISSIBILITY CRITERIA

- Applications must be submitted **electronically** via the Funding & Tenders Portal Electronic Submission System
- Applications (including annexes and supporting documents) must be submitted using the **forms** provided in the Submission System
- Page limit: **70 pages**
- The applications must be **readable** and **accessible**
- Applications must be **complete** containing all parts and mandatory annexes

ELIGIBILITY CRITERIA

- **Applicant organisation** (co-ordinator) profile and origin
- Profile and origin of **participating organisations**
- Minimum **number** of participating organisations
- **Geographical composition** of the partnership
- **Venue** of activities
- **Duration** of the project
- Submission **deadline**
- Only 1 application per applicant

Before starting your application

General information

Topic description

Conditions and documents

Partner search

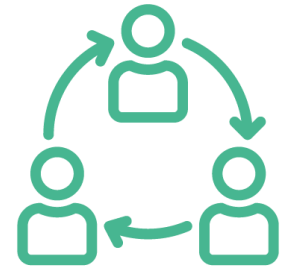
Partner search

15 Organisations are looking for collaborating partners for this topic

[View / Edit](#)

LEARs, Account Administrators or self-registrants can publish partner requests for open and forthcoming topics after logging into this Portal.

The screenshot shows the 'Partner Search' page on the European Commission's Funding & tender opportunities portal. The page includes a navigation menu with options like 'SEARCH FUNDING & TENDERS', 'HOW TO PARTICIPATE', 'PROJECTS & RESULTS', 'WORK AS AN EXPERT', and 'SUPPORT'. A search sidebar on the left allows filtering by 'Keyword', 'Topic', 'Call', 'Programme', 'Organisation name', 'Organisation type', and 'Country'. The main content area displays a search results table with columns for 'ORGANISATION NAME', 'ORGANISATION TYPE', 'ORGANISATION STATUS', 'COUNTRY', and 'CITY'. The current search results show 'No records found'. A 'Need help?' button is visible in the top right corner of the search area.



Create your EU Login account

unique identifier for **individuals**



Funding & tender opportunities
Single Electronic Data Interchange Area (SEDIA)



SEARCH FUNDING & TENDERS ▾

HOW TO PARTICIPATE ▾

PROJECTS & RESULTS

WORK AS AN EXPERT

SUPPORT ▾

Use the **Partner Search** offered in this site to select an organisation based on their profile or their previous participation.

3 Create an EU Login account

Each user has to have an EU Login account to log in on the Portal. If you already have such an account, you can use it for any interactions supported on this site from proposal submission to reporting.

If you do not have an account yet, you need to create it by clicking on the REGISTER button. Otherwise you get access only to the public services of the site (eg. searching funding opportunities, reading guidance, etc.)

[Register an EU login account](#)

ecas-login requires you to authenticate

Sign in to continue

Welcome

[Sign in with a different e-mail address?](#)

Password

[Lost your password?](#)

Choose your verification method

Password



Sign in



Register your organisation

- PIC number — unique identifier for **organisations**. This 9-digit number is received after you register in the Portal Participant Register.
- Before creating a new PIC, **check** if your organisation is already registered and has a PIC.

Search a PIC

- The **coordinator**, the **beneficiaries** and **affiliated entities** need to have a PIC to complete the application. It is not needed for Associated Partners, Subcontractors or other participants.

You can now start the submission of your application

- General information
- Topic description
- Conditions and documents
- Partner search
- Submission service**
- Topic related FAQ
- Get support
- Call information

Start submission

To access the Electronic Submission Service, please click on the submission-button next to the **type of action** and the **type of model grant agreement** that corresponds to your proposal. You will then be asked to confirm your choice, as it cannot be changed in the submission system. Upon confirmation, you will be linked to the correct entry point.

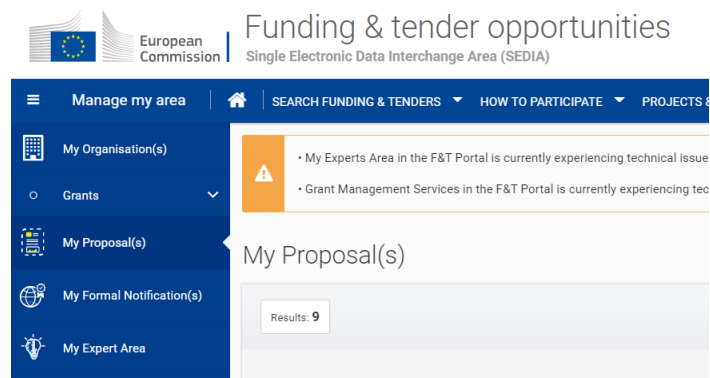
To access existing draft proposals for this topic, please login to the Funding & Tenders Portal and select the My Proposals page of the My Area section.

Please select the type of your submission:

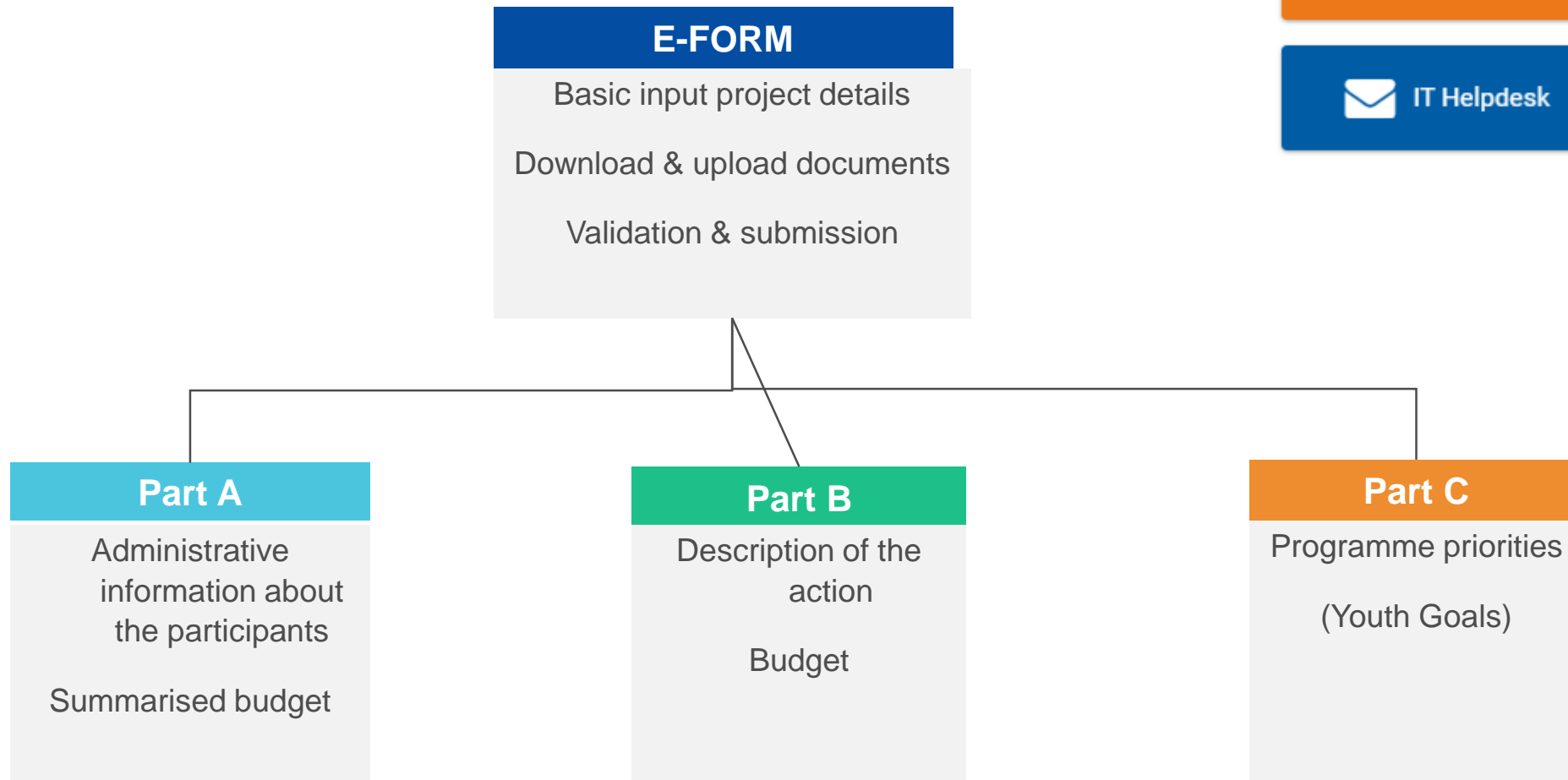
ERASMUS Lump Sum Grants [ERASMUS-LS], ERASMUS Lump Sum Grant [ERASMUS-AG-LS]

[Start submission](#)

[Need help?](#)



Create your proposal



Support & Helpdesk



Online Manual



IT How To



IT Helpdesk



FAQ

Edit the E-Form

The screenshot shows the 'Create proposal' step in a multi-step process. The progress bar at the top indicates that 'Login' and 'Topic selection' are completed, while 'Create proposal' is the current step. The form includes a 'TEST MODE' warning, a 'Deadline' of 24 June 2021 17:00:00 Brussels Local Time, and call data for ERASMUS-YOUTH-2021-YOUTH-TOG. A 'Find your organisation' section has a red box around the PIC input field and a yellow arrow pointing to it. Below this is a 'Your role' section with radio buttons for 'Main contact' and 'Contact person'. The 'Your proposal' section has a red box around the 'Short Summary' input field and a yellow arrow pointing to it, with the text 'max. 2.000 characters' next to it. A 'SAVE AND GO TO NEXT STEP' button is highlighted with a red box at the bottom right.

Progress bar: Login (✓), Topic selection (✓), Create proposal (📍), Participants (○), Proposal Forms (○), Submit (○)

Create proposal

TEST MODE

Deadline
24 June 2021 17:00:00 Brussels Local Time

Call data:
Call: ERASMUS-YOUTH-2021-YOUTH-TOG
Topic: ERASMUS-YOUTH-2021-YOUTH-TOG-LOT1
Type of action: ERASMUS-LS
Type of MOA: ERASMUS-AG-LS

Topic and type of action can only be changed by creating a new proposal.

Find your organisation

PIC Short name

Search for your organisation

Organisations you have been previously associated with. (Click to select)

PIC: 947041265
YOUTH CULTURAL CENTRE
MARIBOR
OB ZELEZNICI 16
MARIBOR,SI
VAT: S02972822

Your role

Please indicate your role in this proposal:

Main contact
 Contact person

Your proposal

Please choose an acronym for your proposal.
It will appear also in the "General Information" section of the Application Form Part A and can also be updated there.

Acronym

Short Summary max. 2.000 characters

SAVE AND GO TO NEXT STEP

BENEFICIARIES

Edit the E-Form

In this step you as coordinator should manage and review the participants of your proposal. Only you as coordinator can edit the elements on this screen. Note: Your changes will be applied only after you click the "Save Changes" button.

Number of participants: 1

Coordinator

1 Baird Consulting SCS

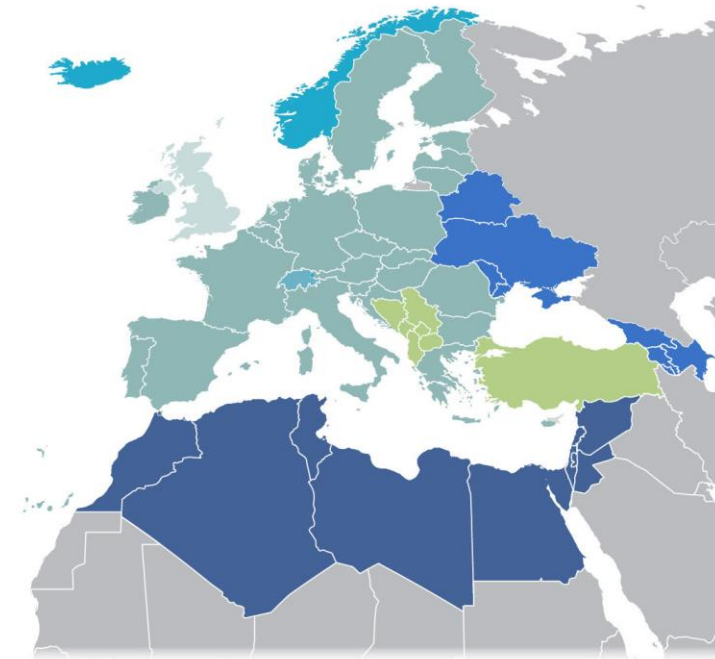
Baird Consulting SCS
Uccle, BE
PIC: 956444445

Contacts: Cristina FERNANDEZ ESTRADA - Main contact

Change organisation Contact organisation Add contact +

SAVE SAVE AND GO TO NEXT STEP

Add partner +



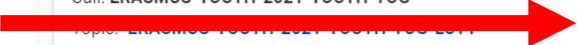
EU and its neighbours

- EU 28/27
- European Economic Area (EEA)
Iceland, Norway, Liechtenstein
- EU Accession Countries
Albania, Bosnia and Herzegovina, Kosovo, Macedonia, Montenegro, Serbia, Turkey
- Partnership **X**
Armenia, Azerbaijan, Belarus, Georgia, Moldova, Ukraine
- Southern Neighbourhood
Algeria, Egypt, Israel, Jordan, Lebanon, Libya, Morocco, Syria, Tunisia, Westbank including East-Jerusalem and Gaza

ONLY BENEFICIARIES (i.e. PARTNERS in the consortium)

Edit forms

Part A



Deadline
24 June 2021 17:00:00 Brussels Local Time

Call data:

Call: ERASMUS-YOUTH-2021-YOUTH-TOG
Topic: ERASMUS-YOUTH-2021-YOUTH-TOG-2021
Type of action: ERASMUS-LS
Type of MGA: ERASMUS-AG-LS

Warning: Topic and type of action can only be changed by creating a new proposal.

Proposal data:

Acronym: Acronym
Draft ID: SEP-210747445

Download Part B templates

Download part B templates

Support & Helpdesk

i In this step you can edit the Administrative Forms and upload the proposal itself. ⓘ

x Your proposal contains changes that have not yet been submitted.

Administrative forms

Edit forms **Edit Part C**



Part C

Part B and Annexes

In this section you may upload the technical annex of the proposal (in PDF format only) and any other requested attachments. ⓘ

Part B	<input type="text"/>	?	Upload
Detailed budget table LSII	<input type="text"/>	?	Upload
CVs	<input type="text"/>	?	Upload
Annual activity reports	<input type="text"/>	?	Upload
List of previous projects	<input type="text"/>	?	Upload
Other annexes	<input type="text"/>	?	Upload

[← BACK TO PARTICIPANTS LIST](#) **VALIDATE** **SUBMIT**

Part B



Part A – Administrative part

Call: ERASMUS-YOUTH-2021-YOUTH-TOG
(European Youth Together)

Topic: ERASMUS-YOUTH-2021-YOUTH-TOG-LOT1

Type of Action: ERASMUS-LS
(ERASMUS Lump Sum Grants)

Proposal number: SEP-210744375

Proposal acronym: test

Type of Model Grant Agreement: ERASMUS Lump Sum Grant

Table of contents

Section	Title	Action
1	General information	Show
2	Participants	Show
3	Budget	Show

In line with Part B

To view the different sections in the form, you may either use the scroll bar or the blue "Show" buttons as seen in the Table of contents.

Part A – Administrative part

1 - General information

Field(s) marked * are mandatory to fill.

Topic	ERASMUS-YOUTH-2021-YOUTH-TOG-LOT1	Type of Action	ERASMUS-LS
Call	ERASMUS-YOUTH-2021-YOUTH-TOG	Type of Model Grant Agreement	ERASMUS-AG-LS
Acronym	Test		
Language	Portuguese		
Proposal title	Youth Project		
Note that for technical reasons, the following characters are not accepted in the Proposal Title and will be removed: < > * &			
Duration in months	24		
Free keywords	grasroots, climate action, environment		

Main topics covered by your proposal

How will your project contribute to the Priorities of the European Commission?

Please select at least one Priority or "not applicable". For each Priority selected, indicate also at least one Domain and at least one Policy Area.

Visit the EC website https://ec.europa.eu/info/strategy/priorities-2019-2024_en for more information.

Priorities are applicable Priorities are not applicable

- 1 **Priority:** 1 - A European Green Deal
Domain: D-1-1 - Climate change
Policy area: P-1-5 - Eliminating pollution
- 2 **Priority:** 5 - Promoting our European way of life
Domain: D-5-2 - Strong borders and a fresh start on migration
Policy area: P-5-4 - Migration
- 3 **Priority:** 6 - A new push for European democracy
Domain: D-6-2 - A greater say for Europeans
Policy area: P-6-1 - Future of Europe

Abstract

Automatically retrieved from e-form

Test

Remaining characters 1996

Has this proposal (or a very similar one) been submitted in the past 2 years in response to a call for proposals under any EU programme, including the current call? Yes No

Please give the proposal reference or contract number.

624896

614869

Part A – Administrative part

Declarations

?

Field(s) marked * are mandatory to fill.

- 1) We declare to have the explicit consent of all applicants on their participation and on the content of this proposal. *
- 2) We confirm that the information contained in this proposal is correct and complete and that none of the project activities have started before the proposal was submitted (unless explicitly authorised in the call conditions).
- 3) We declare:
 - to be fully compliant with the eligibility criteria set out in the call
 - not to be subject to any exclusion grounds under the [EU Financial Regulation 2018/1046](#)
 - to have the financial and operational capacity to carry out the proposed project.
- 4) We acknowledge that all communication will be made through the Funding & Tenders Portal electronic exchange system and that access and use of this system is subject to the [Funding & Tenders Portal Terms and Conditions](#).
- 5) We have read, understood and accepted the [Funding & Tenders Portal Terms & Conditions](#) and [Privacy Statement](#) that set out the conditions of use of the Portal and the scope, purposes, retention periods, etc. for the processing of personal data of all data subjects whose data we communicate for the purpose of the application, evaluation, award and subsequent management of our grant, prizes and contracts (including financial transactions and audits).

The coordinator is only responsible for the information relating to their own organisation. Each applicant remains responsible for the information declared for their organisation. If the proposal is retained for EU funding, they will all be required to sign a declaration of honour.

False statements or incorrect information may lead to administrative sanctions under the EU Financial Regulation.

COMPULSORY

Part A – Administrative part

2 - Participants



Automatically **retrieved** from E-Form

List of participating organisations

#	Participating Organisation Legal Name	Country	Action
1	Test Camelia-Valeria	Belgium	
2	Charalampos Xenogiannis Comm.v.	Belgium	

Links with other participants



Already encoded in the E-Form

Type of link	Participant
Same Group	Aero LTD - test company
Controls	Baird Consulting SCS
Is controlled by	JANITOM Tomasz Janisz

Part A – Administrative part

Application forms

Proposal ID **SEP-210747445**

Acronym **Acronym**

Short name **Test Camelia-Valeria**

Table Of Contents

Validate Form

Save

Save&Close

Validation result

Show Error

The red 'Show Error' button indicates an error due to a missing or incorrect value related to the call eligibility criteria. The submission of the proposal **will be blocked** unless that specific field is corrected!

Show Warning

The yellow 'Show Warning' button indicates a warning due to a missing or incorrect value related to the call eligibility criteria. The submission of the proposal **will not be blocked** (proposal will be submitted with the missing or incorrect value).

Section

Description

General Information

At least 1 priority has to be selected

Show Error

Budget

This section has not been validated yet

Show Error

Test Camelia-Valeria

Department Name - missing entry

Show Warning

Test Camelia-Valeria

Department Street name - missing entry

Show Warning

Test Camelia-Valeria

Department Town name - missing entry

Show Warning

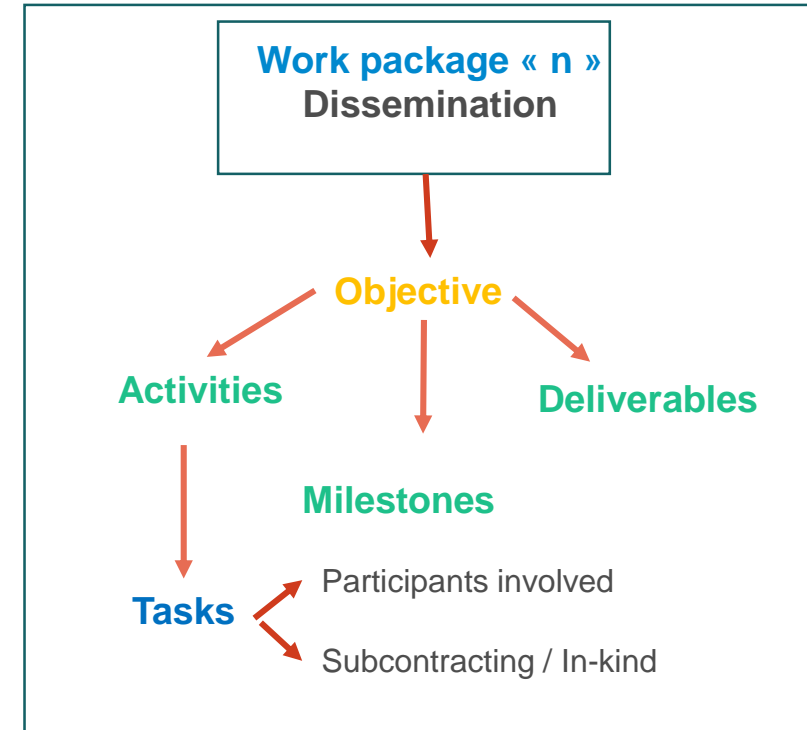
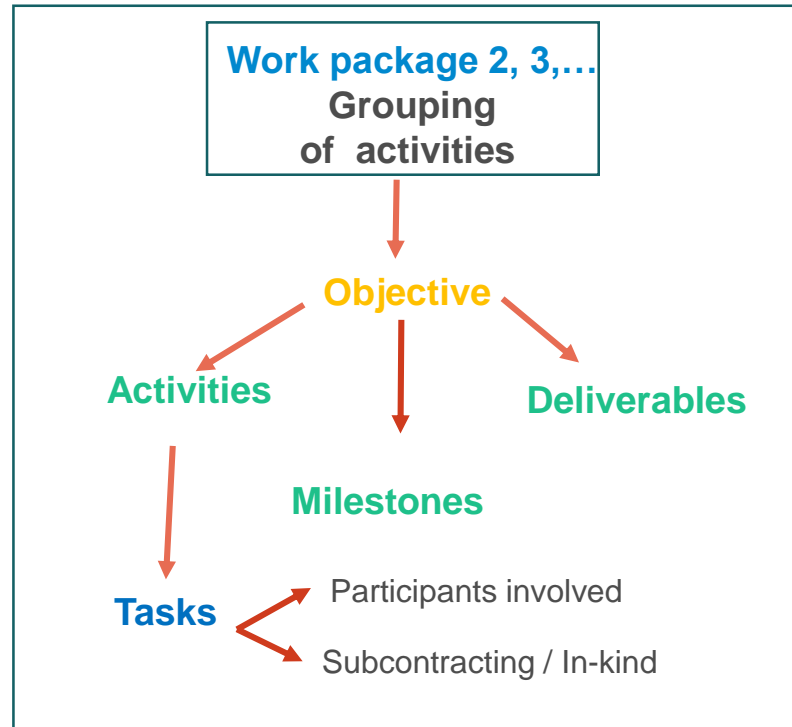
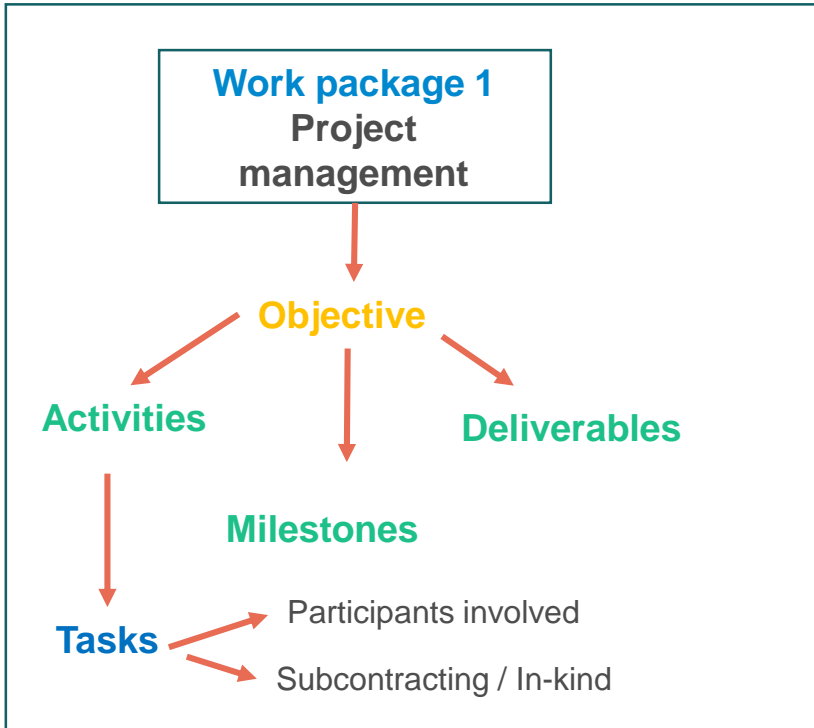
Test Camelia-Valeria

Department Post Code - missing entry

Show Warning

Application form Part B

Section 4.2 - Work packages



RECOMMENDATION: Between 3 and 5 (/6) WORK PACKAGES

Work packages -

Work Package 1 :

Coordination and management

- 1.1. Steering team meeting November 2020
- 1.2. Monthly steering team skype meetings
- 1.3 Steering team meeting October 2020
- 1.4. Shared google drive and project management tool to keep all project partners updated

Work Package 2 :

Research and Impact

- 2.1. Defining research and dividing research tasks
- 2.2. Training regarding impact research
- 2.3. Data collection for impact research
- 2.4. Processing of information
- 2.5 Production of Policy guidelines

Work Package 3 :

Capacity building for youth organisations and youth leaders

- 3.1. Video training
- 3.2. Youth leader training
- 3.3. Bio-construction training

Work Package 4 :

Pilot projects and experimentation eco volunteer labs

- 4.1. Eco-volunteer youth exchange in Catalonia
- 4.2. Eco-volunteer youth exchange in Tunisia
- 4.3. Eco-volunteer youth exchange in Palestine
- 4.4. Eco-volunteer youth exchange in Morocco

Work Package 5 :

Communication and outreach

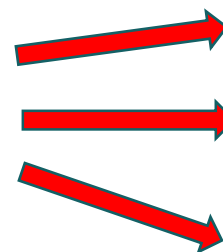
- 5.1. Collecting and editing video material
- 5.2. Final conference in Tunisia
- 5.3. Web-conference on eco-volunteering
- 5.4 Translation French - English - Arabic
- 5.5. Creation of project website/blog

For each work package

1. Objectives : aims → needs

2. Activities : CBY activities → Mobility activities

3. Dissemination : outputs → results



Deliverables

Cost effectiveness

(Milestones)

Part B – Application form – Work packages

Work Package 1: [Name, e.g. Project management and coordination]

Duration: M~~X~~ - M~~X~~ Lead Beneficiary: 1-Short name

Objectives
List the specific objectives to which this work package is linked.

•

Activities (what, how, where) and division of work
Provide a concise overview of the work (planned tasks). Be specific and give a short name and number for each task. Show who is participating in each task: Coordinator (COO), and if applicable Beneficiaries (BEN), Affiliated Entities (AE), Associated Partners (AP) and others, indicating **in bold** the task leader. Add information on other participants' involvement in the project e.g. subcontractors, in-kind contributions.

Note:
In-kind contributions: In-kind contributions for free are cost-neutral, i.e. cannot be declared as cost. Please indicate the in-kind contributions that are provided in the context of this work package. The coordinator remains fully responsible for the coordination tasks, even if they are delegated to someone else. Coordinator tasks cannot be subcontracted. If there is subcontracting, please also complete the table below.

Task No (continuous numbering linked to WP)	Task Name	Description	Participants		In-kind Contributions and Subcontracting (Yes/No and which)
			Name	Role (COO, BEN, AE, AP, OTHER)	
T1.1					
T1.2					

ALIGNED with Part B BUDGET



GLOSSARY Programme Guide

Part B – Application form – Work packages

EVENTS

DISSEMINATION MATERIAL

DELIVERABLES = OUTPUTS

EDUCATIONAL MATERIAL (OER)

Be as **SPECIFIC** as possible in the description of deliverables

Deliverables are project outputs which are submitted to show project progress (any format). Refer only to major outputs. Do not include minor sub-items, internal working papers, meeting minutes, etc.

It is recommended to limit the number of deliverables to max 10-15 for the entire project. You may be asked to further reduce the number during grant preparation.

For deliverables such as meetings, events, seminars, trainings, workshops, webinars, conferences, etc., enter each deliverable separately and provide the following in the 'Description' field: invitation, agenda, signed presence list, target group, number of estimated participants, duration of the event, report of the event, training material package, presentations, evaluation report, feedback questionnaire.

For deliverables such as manuals, toolkits, guides, reports, leaflets, brochures, training materials etc., add in the 'Description' field: format (electronic or printed), language(s), approximate number of pages and estimated number of copies of publications (if any).

For each deliverable you will have to indicate a due month by when you commit to upload it in the Portal. The due month of the deliverable cannot be outside the duration of the work package and must be in line with the timeline provided below. Month 1 marks the start of the project and all deadlines should be related to this starting date.

The labels used mean:

Public — fully open (📌 automatically posted online on the Project Results platforms)

Sensitive — limited under the conditions of the Grant Agreement

EU classified — RESTREINT-UE/EU-RESTRICTED, CONFIDENTIEL-UE/EU-CONFIDENTIAL, SECRET-UE/EU-SECRET under Decision [2015/444](#).

Milestone No (continuous numbering not linked to WP)	Milestone Name	Work Package No	Lead Beneficiary	Description		Due Date (month number)	Means of Verification
MS1		1					
MS2		1					
Deliverable No (continuous numbering linked to WP)	Deliverable Name	Work Package No 1	Lead Beneficiary	Type	Dissemination Level	Due Date (month number)	Description (including format and language)
D1.1		1		FREE TEXT	LOCAL NATIONAL EU		

Section “3.2 Communication, dissemination and visibility”

Part B – Application form – Work packages

Estimated budget – Resources <i>(n/a for prefixed Lump Sum Grants)</i>														
Participant	Costs													
	A. Personnel		B. Subcontracting	C.1a Travel			C.1b Accommodation	C.1c Subsistence	C.2 Equipment	C.3 Other goods, works and services	D.1 Financial support to third parties		E. Indirect costs	Total costs
[name]	X person months	X EUR	X EUR	X travels	X persons travelling	X EUR	X EUR	X EUR	X EUR	X EUR	X grants	X EUR	X EUR	X EUR
[name]	X person months	X EUR	X EUR	X travels	X persons travelling	X EUR	X EUR	X EUR	X EUR	X EUR	X prizes	X EUR	X EUR	X EUR
Total	X person months	X EUR	X EUR	X travels	X persons travelling	X EUR	X EUR	X EUR	X EUR	X EUR	X grants X prizes	X EUR	X EUR	X EUR

For certain Lump Sum Grants, see detailed budget table/calculator (annex 1 to Part B; see [Portal Reference Documents](#)).

ONE ESTIMATED BUDGET X WORK PACKAGE

To be aligned with Part B Budget (« Estim costs of the project »)

Part B – Application form – Work plan

Events meetings and mobility							
<i>This table is to be completed for events meetings and mobility that have been mentioned as part of the activities in the work packages above Give more details on the type, location, number of persons attending, etc.</i>							
Event No <small>(continuous numbering linked to WP)</small>	Participant	Description					Attendees
		Name	Type	Area	Location	Duration <small>(days)</small>	Total
E1.1	[name]	[name]	[insert type, e.g. training, workshop, conference, event, etc.]	[insert topics addressed, types of skills/knowledge acquired, etc.]	[city,country]	[number]	[number]
E1.2	[name]	[name]	[insert type, e.g. training, workshop, conference, event, etc.]	[insert topics addressed, types of skills/knowledge acquired, etc.]	[city,country]	[number]	[number]



ALIGNED WITH INFORMATION PROVIDED FOR EACH WORK PACKAGE



Timetable (projects up to 2 years)																								
<i>Fill in cells in beige to show the duration of activities. Repeat lines/columns as necessary. Note: Use the project month numbers instead of calendar months. Month 1 marks always the start of the project. In the timeline you should indicate the timing of each activity per WP.</i>																								
ACTIVITY	MONTHS																							
	M 1	M 2	M 3	M 4	M 5	M 6	M 7	M 8	M 9	M 10	M 11	M 12	M 13	M 14	M 15	M 16	M 17	M 18	M 19	M 20	M 21	M 22	M 23	M 24
Task 1.1 - ...	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige
Task 1.2 - ...							Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige
Task ...										Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige	Beige

Part B – Application form – Work plan

Subcontracting						
<i>Give details on subcontracted project tasks (if any) and explain the reasons why (as opposed to direct implementation by the Beneficiaries/Affiliated Entities). Subcontracting — Subcontracting means the implementation of 'action tasks', i.e. specific tasks which are part of the EU grant and are described in Annex 1 of the Grant Agreement. Note: Subcontracting concerns the outsourcing of a part of the project to a party outside the consortium. It is not simply about purchasing goods or services. We normally expect that the participants to have sufficient operational capacity to implement the project activities themselves. Subcontracting should therefore be exceptional. Include only subcontracts that comply with the rules (i.e. best value for money and no conflict of interest; no subcontracting of project coordination tasks).</i>						
Work Package No	Subcontract No (continuous numbering linked to WP)	Subcontract Name (subcontracted action tasks)	Description (including task number and BEN to which it is linked)	Estimated Costs (EUR)	Justification (why is subcontracting necessary?)	Best-Value-for-Money (how do you intend to ensure it?)
	S1.1					
	S1.2					
Other issues: <i>If subcontracting for the project goes beyond 30% of the total eligible costs, give specific reasons.</i>			Insert text			

CORE TASKS of the project (management) **CANNOT** be subcontracted

Information to be aligned with Part B Budget

Part B – Application form – Annexes

5. OTHER

5.1 Ethics

Ethics (if applicable)	
<i>If the Call document/Programme Guide contains a section on ethics, describe ethics issues that may arise during the project implementation and the measures you intend to take to solve/avoid them.</i>	
<i>Describe how you will ensure gender mainstreaming and children's rights in the project activities.</i>	
Insert text	

5.2 Security

Security	
Not applicable	

6. DECLARATIONS

Double funding	
Information concerning other EU grants for this project	YES/NO
 Please note that there is a strict prohibition of double funding from the EU budget (except under EU Synergies actions).	
We confirm that to our best knowledge neither the project as a whole nor any parts of it have benefited from any other EU grant (including EU funding managed by authorities in EU Member States or other funding bodies, e.g. Erasmus, EU Regional Funds, EU Agricultural Funds, European Investment Bank, etc). If NO, explain and provide details.	
We confirm that to our best knowledge neither the project as a whole nor any parts of it are (nor will be) submitted for any other EU grant (including EU funding managed by authorities in EU Member States or other funding bodies, e.g. Erasmus, EU Regional Funds, EU Agricultural Funds, European Investment Bank, etc). If NO, explain and provide details.	

Financial support to third parties (if applicable)	
<i>If your project requires a higher maximum amount per third party than the threshold amount set in the Call document/Programme Guide, justify and explain why this is necessary in order to fulfil your project's objectives.</i>	
Insert text	

ANNEXES

LIST OF ANNEXES

Standard

Detailed budget table/Calculator (annex 1 to Part B) — mandatory for certain Lump Sum Grants (see [Portal Reference Documents](#))

CVs (annex 2 to Part B) — mandatory, if required in the Call document/Programme Guide

Annual activity reports (annex 3 to Part B) — not applicable

List of previous projects (annex 4 to Part B) — mandatory, if required in the Call document/Programme Guide

Special

Other annexes — mandatory, if required in the Call document/Programme Guide

OPTIONAL

Part B – Budget- Funding mechanism

- Decision of the European Commission to use **simplified forms of grants** in the implementation of EU programmes
- CBY grant = **lump sum contribution** to the project costs
- **Calculation** of lump sum grant :

- Estimated budget submitted by the partnership
- Evaluation results
- Funding rates set in the Call

Max. 300.000,00 €

80% of estimated costs



Part B – Budget- Budget form

- PROTECTED **EXCEL** WORKBOOK TO BE DOWNLOADED FROM E-FORM AND TO BE UPLOADED IN PDF
- READ CAREFULLY THE **INSTRUCTIONS** IN THE FIRST WORKBOOK SHEET
- ONLY COSTS IN **EUR**
- DO NOT FORGET TO SAVE AND **APPLY CHANGES** EVERY TIME YOU UPDATE IT
- USE THE « **ANY COMMENTS** » SHEET FOR EXPLANATIONS
- **ONLY FILL THE FOLLOWING SHEETS:**



Part B – Budget- Budget form

Aligned with
« Proposal budget »



ANNEX 1 to Part B Detailed Estimation of Costs for Lump Sums

Instructions

1	This proposal workbook for Lump Sum calculation must be uploaded as an additional document in the step called 'Fill in Proposal' of proposal submission. Please note that if you do not upload the Excel workbook, the proposal cannot be submitted (the system will not allow you to submit).
2	According to the Lump sum scheme, the lump sum for a Work Package (WP) will be paid only when the entire Work Package has been completed. Please take it into consideration while structuring your proposal. Work Packages should be designed in a way that enables to clearly identify whether the action has been completed.
3	We recommend using Excel 2010 or more recent.
4	The only currency used in this worksheet is EURO.
5	The first thing you need to do is to set the appropriate <u>Maximum Grant Amount in row 32 of this sheet and the % of cofinancing in row 33 (both in column E)</u> . This data can be found on the Portal under Topic Conditions section 6. Proposal templates, guidance and model grant agreements (MGA)

FILL IN THE BELOW VALUES BEFORE STARTING:

Insert the name of your call :	YOUTH-CB
Insert the acronym of your project :	
Maximum amount for the EU CONTRIBUTION :	300.000,00 €
Co-financing rate :	80,00%

PRINT PDF

Double-Click to activate

To be encoded
manually

A. DIRECT PERSONNEL COSTS

A1. Employees (or equivalent) man days (you can change the types based on your structure)

Manager
Assistant
Trainer
Technician
Other

Part B – Budget- Budget form

Beneficiaries List

List of Beneficiaries and Affiliated Entities				Actions (double-click to activate)	
BE NR/AE	BE/TP name	Acronym	Country	APPLY CHANGES	Add a Beneficiary
BE 001	Beneficiary 1	ABC	DE	Remove this Beneficiary	Add an Affiliated Entity
BE 003	Beneficiary 3	GHI	ES	Remove this Beneficiary	
BE 003 / AE 001	Beneficiary 3.1	JKL	PT	Remove this Affiliated Entity	Add an Affiliated Entity

Added automatically,

Enter official name of beneficiary organisation

ALWAYS DOUBLE CLICK FOR APPLYING CHANGES AND ACTIONS (add, remove)

Part B – Budget- Budget form

List of Work Packages		5 Actions (double-click to activate) 2	
WP Nbr	WP Label	APPLY CHANGES	Add a Work Package
WP 001	Project management	Remove this Work Package	
3 WP 002	Dissemination	Remove this Work Package	

1

4

WP Nbr are automatically generated once you click on « Add a Work Package »

WP Label must be encoded manually (in line with Part B narrative)

ALWAYS DOUBLE CLICK FOR **APPLYING CHANGES** AND ACTIONS (add, remove)

Part B – Budget- Budget form

- You have to **estimate the costs** of your proposal using the same methodology you would use declaring costs under a « real cost-based » grant agreement
- **Beneficiaries' budget templates** are generated automatically when you fill in the Beneficiaries List and Work Packages List
- The « Be 00n » budget sheets include also costs of **linked Affiliated Entities**
- A budget must be entered **per each work package**

1 BUDGET X BENEFICIARY & 1 BUDGET X WORK PACKAGE

Part B – Budget- Budget form

Column	Budget category	Budget subcategory	How to fill in
A	DIRECT PERSONNEL COSTS		Enter n° units x BE and AE For persons exclusively working in the action : N° OF DAYS WORKED IN THE ACTION X DAILY RATE
		A.1. Employees (or equivalent) man days	employment contract (or equivalent appointed act) and assigned to the action. Salaries + social security contributions, taxes and other costs included in the remuneration
		A.2. Natural persons under direct contracts	Other than an employment contract, if :
		A.3. Seconded persons	- Working conditions assimilated to employees - Result of work belongs to the beneficiary - Remuneration assimilated to employee with same tasks
		A.4. SME Owners without salary	NOT APPLICABLE, otherwise, justify
B.	SUBCONTRACTING		Indicate costs for subcontracted action tasks Refers to services, for purchases must be declared either under category C.2 'equipment' or C.3 'other goods and services'. Equipment is for assets, while other goods and services is for consumables.
		A.5. Volunteers	NOT APPLICABLE, otherwise, justify
C.	PURCHASE COSTS	C.1. Travel and subsistence for travel or day	Specify the unit used (travel or day) in the « Any comments » sheet Local transport to be included under subsistence Subsistence : actual or per diems
		C.2. Equipment	To be calculated using the « Depreciation costs » sheet
		C.3 Other goods, works and services	Examples of purchases :Dissemination of information, evaluation, audits, translations, reproduction, purchase of tickets, renting of rooms and accommodation, purchase of consumables and supplies, website development.
D.	Other cost categories	D.1. Financial support to third parties	NOT APPLICABLE
A+B+C+D	TOTAL DIRECT COSTS INCLUDING SUBCONTRACTING		Calculated automatically
E.	Indirect costs 7%		Calculated automatically
A+B+C+D+E	TOTAL COSTS		Calculated automatically

BE 001		BE 001		BE 001
Beneficiary 1		Beneficiary 1		BE+AE TOTAL COSTS
	UNITS	COST PER UNIT	BENEFICIARY TOTAL COSTS	
Total WORK PACKAGES:				
Management and coordination				
A. DIRECT PERSONNEL COSTS				
			1.000	1.000
A1. Employees (or equivalent) man days			600	600
Type 1	1	200	200	200
Type 2	1	200	200	200
Type 3	1	200	200	200
Type 4			-	-
Other			-	-
A.2 Natural persons under direct contract	1	100	100	100
A.3 Seconded persons	1	100	100	100
A.4 SME Owners without salary	1	100	100	100
A.5 Volunteers	1	100	100	100
B. Subcontracting costs	1	100	100	100
C. Purchase costs			1.400	1.400
C.1 Travel and subsistence per travel or day			600	600
Travel	2	100	200	200
Accommodation	2	100	200	200
Subsistence	2	100	200	200
C.2 Equipment (please refer to the Depreciation Cost sheet)	2	100	200	200
C.3 Other goods, works and services			600	600
Consumables	1	100	100	100
Services for Meetings, Seminars	1	100	100	100
Services for communication/promotion/dissemination	1	100	100	100
Website	1	100	100	100
Artistic Fees	1	100	100	100
Other	1	100	100	100
D. Other cost categories			200	200
D.1 Financial support to third parties	2	100	200	200
TOTAL DIRECT COSTS INCLUDING SUBCONTRACTING (A+B+C+D)			2.700	2.700
E. Indirect costs 7% (rounded to zero decimals)			189	189
TOTAL COSTS (A+B+C+D+E)			2.889	2.889
Research				
A. DIRECT PERSONNEL COSTS				
			1.550	1.550
A1. Employees (or equivalent) man days			500	500
Type 1	1	100	100	100
Type 2	1	100	100	100
Type 3	1	100	100	100
Type 4	1	100	100	100
Other	1	100	100	100
A.2 Natural persons under direct contract	2	100	200	200
A.3 Seconded persons	2	100	200	200
A.4 SME Owners without salary	3	200	600	600
A.5 Volunteers	1	50	50	50
B. Subcontracting costs	1	200	200	200

Part B – Budget- Budget form

TOOL: DEPRECIATION COSTS LIST											
BE nr	Beneficiary name	WP nr	Work Package name	Resource type	Short name of the investments	Date of purchase	Purchase cost	% used for the project	% use for lifetime of the investment	Charged depreciation costs per investment	Justification: Needed info for depreciation
1	Beneficiary 1	2	Research	Equipment	PC	1/01/2021	1.500	50%	25%	188	
1	Beneficiary 1	3	Activities	Equipment	Beamer	1/01/2021	900	75%	10%	68	



Part B – Budget- Budget form

Automatically
calculated

Manually
encoded

Proposal budget sheet



		Other	D. Other cost categories	D.1 Financial support to third parties	TOTAL DIRECT COSTS INCLUDING SUBCONTRACTING (A+B+C+D)	E. Indirect costs 7% (rounded to zero decimals)	TOTAL COSTS (A+B+C+D+E)	MAX EU CONTRIBUTION = 80 % of 22.691 € or 150.000 €	Your maximal EU contribution corresponding to your budget = 18.153 €
								Max EU CONTRIBUTION	Requested EU - CONTRIBUTION
Beneficiary 1	ABC	250	2.300	2.300	11.606	813	12.419	9.935	9.935
Beneficiary 3	GHI	700	200	200	9.600	672	10.272	8.218	8.218
Beneficiary 3.1	JKL	-	-	-	-	-	-	-	-
TOTAL	Consortium	950	2.500	2.500	21.206	1.485	22.691	18.153	18.153

Enter amount with **decimals**

Aligned with Section 3 of Part A

Part C (Youth Goals)

Subjects (Select max 3 choices)

- Connecting EU with Youth
- Equality of All Genders
- Inclusive Societies
- Information & Constructive Dialogue
- Mental Health & Wellbeing
- Moving Rural Youth Forward
- Quality Employment for All
- Quality Learning
- Space and Participation for All
- Sustainable Green Europe
- Youth Organisations & European Programmes

I hereby confirm that our organization is active in the field of youth


Administrative forms

Edit forms 


Edit Part C

View history

Print preview 

 View PDF

 Cancel changes

 Save data

I validate and submit my proposal

Administrative forms

[Edit forms](#) [Edit Part C](#) [View history](#) [Print preview](#) ⓘ

Part B and Annexes

In this section you may upload the technical annex of the proposal (in PDF format only) and any other requested attachments. ⓘ

Part B	<input type="text"/>	ⓘ	Upload
Detailed budget table LSII	<input type="text"/>	ⓘ	Upload
CVs	<input type="text"/>	ⓘ	Upload
Annual activity reports	<input type="text"/>	ⓘ	Upload
List of previous projects	<input type="text"/>	ⓘ	Upload
Other annexes	<input type="text"/>	ⓘ	Upload

[← BACK TO PARTICIPANTS LIST](#) [VALIDATE](#) [SUBMIT](#)

Validations

✖ Your proposal cannot be submitted until the errors below are corrected

Eligibility errors

Part C form has not been updated

Part A Form

> **Budget** - 1 error(s)

> **General Information** - 1 error(s)

Part B and annexes

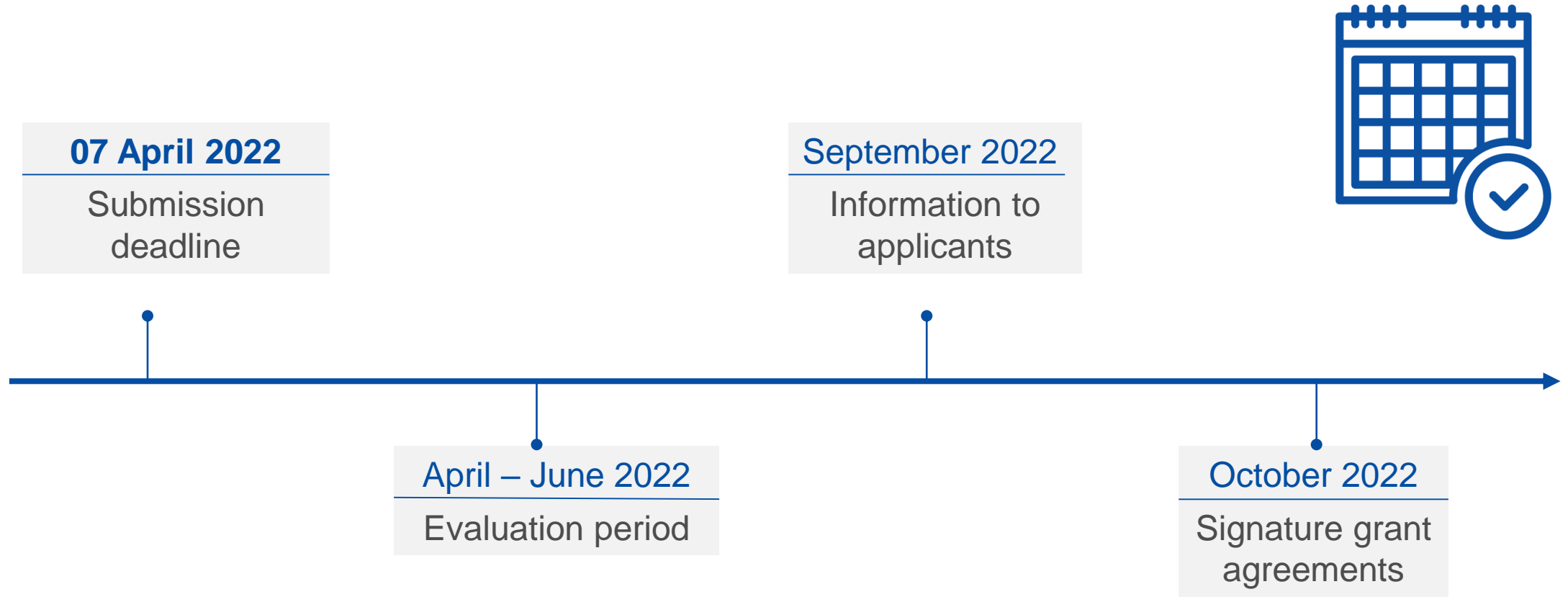
This mandatory attachment is missing: **Part B**
This mandatory attachment is missing: **Detailed budget table LSII**

⚠ The following warnings will not block the submission of your proposal, but may affect its admissibility and eligibility during evaluation

Part A Form

> **Test Camelia-Valeria** - 12 warning(s)

What's next



USEFUL INFORMATION

E+ 2021 Programme Guide: https://ec.europa.eu/programmes/erasmus-plus/resources/programme-guide_en

The screenshot shows the 'Support' section of the E+ 2021 Programme Guide website. The navigation bar includes 'SEARCH FUNDING & TENDERS', 'HOW TO PARTICIPATE', 'PROJECTS & RESULTS', 'WORK AS AN EXPERT', and 'SUPPORT'. A notification banner at the top indicates technical issues with the My Experts Area and Grant Management Services. The 'Support overview' section is active, with 'GRANTS' and 'TENDERS' tabs. The 'Support by type' menu is highlighted with a red box, showing options for 'GUIDANCE', 'FAQ', and 'HELPDESKS'. Below this, the 'Popular support topics' section lists various topics with links to 'Online manual', 'FAQ', 'IT how to', and 'Helpdesks'.

Topic	Link Type	Icon
EU Login	Online manual	Book icon
How to change the EU Login account details?	FAQ	Question mark icon
What is a LEAR (Legal Entity Appointed Representative) and what are LEAR's rights and tasks?	FAQ	Question mark icon
How to assign PLSIGN?	FAQ	Question mark icon
How do I fill in my bank account as an expert?	FAQ	Question mark icon
How can I acquire roles and access rights for proposals, projects or organisations?	FAQ	Question mark icon
How to update my organisation data?	FAQ	Question mark icon
Where can I find more user guidance related to proposal submission?	FAQ	Question mark icon
SME Self Evaluation	IT how to	IT icon
Where can I find the National Contact Points (for Horizon 2020)?	Helpdesks	Headset icon

Any question about the action or the application process?=> EACEA-YOUTH@ec.europa.eu



Q & A Session

Email your questions to:

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Thank you



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