



Info

Capacity Building in the Field of Youth

Erasmus+ Key Action 2

CBY 2025 Calls for proposals

ERASMUS-YOUTH-2025-CB

*European Education and Culture
Executive Agency*

13 January 2024



Info Day Capacity Building in the Field of Youth

WELCOME AND INTRODUCTION

Margaux Genachte, Head of Sector YOUTH, EACEA unit A5



Technical arrangements

- The session will be recorded
- For the **Q&As**:
 - Do **NOT** write your questions in the **meeting chat**.
 - Questions will be gathered and answered during the **Q&A sessions indicated on the agenda** as much as possible
- Mute yourself & switch off your camera if not a speaker
- The slides & recording will be available after the session in the info day page: [Info Session – Erasmus+ Capacity building in the field of Youth 2025 - Neighbourhood East, Western Balkans and South Mediterranean Countries regions - European Commission](#)

Agenda

09:15-09:20	Welcome and introduction <i>Margaux Genachte, Head of Sector, EACEA.A5.001</i>
09:20-09:35	Policy context <i>Jens Lie Stokbro, DG EAC C.3</i>
09:35-10:05	Presentation of the Call features 'Capacity building in the field of Youth 2025' <i>Kossara Petrova, EACEA.A5.001</i>
10:05-10:30	Q&A session
10:40- 11:10	Key elements of good quality 'Capacity building in the field of Youth 2025' proposals <i>Linda Curzola, EACEA.A5.001</i>
11:10- 11:30	Testimony of the project 101052089 READY <i>Maddalena Alberti, Ass. ADL a Zavidovici Impresa Sociale</i>
11:30-12:00	Q&A session
12:00-12:05	Closing remarks <i>Margaux Genachte, Head of Sector, EACEA.A5.001</i>

INFO DAY objectives



- ✓ **Information on the Action**
 - policy context, Call criteria & application procedure
- ✓ **Create space for exchange and participation**
- ✓ **Answer your questions**



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THE POLICY CONTEXT

Jens LIE STOKBRO, Policy officer DG EAC unit C3 – International Cooperation

Directorate-General for Education, Youth, Sport and Culture

Presentation overview

- EU external youth policy
- Thematic areas of CBY
- Expected outcomes of CBY projects
- What's new in the 2025 call?

External EU youth policy

EU Youth Strategy 2019-2027

- 11 Youth Goals
- Connecting young people in the EU and beyond

Youth Action Plan in EU External Action

- Youth-relevant and visible
- Partnerships to *Engage, Connect, Empower*



Youth Action Plan in EU External Action

Increase young **people's voices** in policy and decision-making at EU, partner country, regional and multilateral levels.



Fight inequalities and provide young people the **skills and resources** they need to prosper and fulfil their potential.



Foster opportunities for young people to **connect, network and exchange**.



Support activities for the Youth Action Plan

Youth and Women in Democracy Initiative

Raise the voice and leadership of young people across the world.



Youth Empowerment Fund

Support to youth initiatives in partner countries focusing on the Sustainable Development Goals.



Africa-Europe Youth Academy

Formal and informal learning to improve young people's leadership skills and create networks.



Thematic areas of CBY

- Support political **participation and dialogue with decision-makers**
- Inclusion of **young people with fewer opportunities**
- Promote **democracy, rule of law** and values, **youth leadership**
- Improve **empowerment, engagement** and **employability** of young people
- Peace and post-conflict **reconciliation**
- Protect the **environment** and fight **climate change**
- Support **anti-discrimination** and **gender equality**
- Develop **digital** and **entrepreneurial skills**

Expected outcomes

Capacity-building
for youth
organisations

Non-formal
learning

Development of
youth work

Participation of
smaller
organisations

Cooperation
with formal
education

Interregional
cooperation

Implementation
of the EU Youth
Strategy

Sub-Saharan
Africa: Youth
mobilities

What's new in the 2025 call?

- **Continuous reviews** of EU actions, including Capacity Building in the field of Youth
- From 2024: CBY open to organisations from Eastern Partnership countries
- From 2025: CBY open to **Sub-Saharan Africa**, with funding from Africa-Europe Youth Academy

Useful links and resources

EU Youth Strategy

- https://youth.europa.eu/strategy_en

Engage, Connect, Empower

- <https://op.europa.eu/en/publication-detail/-/publication/2aa70c85-97bb-11e9-9369-01aa75ed71a1>

Youth Action Plan in EU External Action

- https://international-partnerships.ec.europa.eu/policies/youth/youth-action-plan_en

Erasmus+ programme guide 2025

- [erasmus-programme-guide-2025_en.pdf](#)



Info Day Capacity Building in the Field of Youth

CALL FEATURES

Kossara Petrova, Project Officer EACEA unit A5

Configuration of the call in the Funding & Tenders Portal

NOVELTY for 2025: 4 topic calls (one per region)

- **South Mediterranean countries**

[EU Funding & Tenders Portal](#) | [EU Funding & Tenders Portal](#) | [EU Funding & Tenders Portal](#) | [EU Funding & Tenders Portal](#) | [EU Funding & Tenders Portal](#) | [EU Funding & Tenders Portal](#) | [EU Funding & Tenders Portal](#)

- **Neighbourhood East**

[EU Funding & Tenders Portal](#) | [EU Funding & Tenders Portal](#) | [EU Funding & Tenders Portal](#) | [EU Funding & Tenders Portal](#) | [EU Funding & Tenders Portal](#)

- **Western Balkans**

[EU Funding & Tenders Portal](#) | [EU Funding & Tenders Portal](#) | [EU Funding & Tenders Portal](#) | [EU Funding & Tenders Portal](#) | [EU Funding & Tenders Portal](#) | [EU Funding & Tenders Portal](#)

- **Sub-Saharan Africa**

[EU Funding & Tenders Portal](#) | [EU Funding & Tenders Portal](#) | [EU Funding & Tenders Portal](#)

Useful links & where to find the Programme Guide

To PREPARE your project proposal

2025 Erasmus+ Programme Guide [erasmus-programme-guide-2025_en.pdf](#)

Application forms (Part B and Excel budget table)

[Lump sum funding](#) F& TP section

Eligibility and **admissibility** criteria are key (ref. Programme Guide)

Award criteria are central to a well-written proposal (ref. Programme Guide)

Link to [Recordings](#) - World Wide Webinar 2024 (24/10/2024) & select the CB in Youth video/session

To SUBMIT your project proposal

[An introduction to the Funding & Tenders Portal IT tools: Business process flow](#) video tutorial

F&TOP [Online Manual](#)

F & TOP [IT How To](#)

[Presentation How to submit](#)

Budget available for the call & per region



Total budget for 2025: 14.500.000 EUR			
3.500.000 €	11.000.000 €		
Region 1: Western Balkans	Region 2: Eastern Partnership	Region 3: South Mediterranean countries	Region 9: Sub-Saharan Africa
3.500.000 €	3.000.000 €	4.000.000 €	4.000.000 €

Eligibility criteria

Who can apply?



- Applicants must be legal entities:
 - NGOs** working in the field of Youth **and/or public bodies** at local, regional or national level
 - Public or private organisations may **ONLY** be partners
- Organisations based in some specific countries are eligible to participate as **partners ONLY**. Please check the **E+ 2025 Programme Guide**.
- **Coordinators may submit only one application per region within the same call**
- Organisations must be legally established in:
 - EU Member States**
 - Erasmus+ third countries associated to the Programme** (Iceland, Norway, Liechtenstein, North Macedonia, Serbia and Türkiye)
 - Eligible third countries not associated to the E+ Programme:**
 - Western Balkans (Region 1)**
 - Neighbourhood East (Region 2)**
 - South-Mediterranean countries (Region 3)**
 - Sub-Saharan Africa (Region 9)**

Eligibility: Minimum geographical composition of an application

For your convenience, information is colour coded (*i.e. different colours correspond to different categories*).

Proposals must be submitted by a consortium of **at least 4 applicant organisations** (coordinator and full partners), including:

➤ **At least 1 EU Member State organisation or a third country associated to the Programme**



➤ **At least 2 eligible third countries not associated to the Programme within the same eligible region**

CROSS REGIONAL PARTNERSHIPS are **NOT ALLOWED**. An applicant can exclusively work with one eligible region.

Affiliated entities and associated partners do **NOT COUNT** for the consortium composition.

Organisations must be **legally established** in one of the following eligible countries:

- **EU Member States** (Austria, Belgium, Bulgaria, Croatia, Republic of Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain and Sweden)
- **Erasmus+ third countries associated to the Programme** (Iceland, Norway, Liechtenstein, North Macedonia, Serbia and Turkey)

➤ **Eligible third countries NOT associated to the Programme:**

- **Region 1 - Western Balkans** (Albania, Bosnia and Herzegovina, Kosovo, Montenegro)
- **Region 2 – Eastern Partnership** (Georgia, Moldova, Territory of Ukraine as recognised by International law – **Armenia and Azerbaijan NOT as coordinators. Belarus cannot participate**)
- **Region 3 - South-Mediterranean countries** (Algeria, Egypt, Israel, Jordan, Lebanon, Libya, Morocco, Palestine, Syria, Tunisia)
- **Region 9 – Sub-Saharan Africa** - Angola, Benin, Botswana, Burkina Faso, Burundi, Cameroon, Cabo Verde, Central African Republic, Chad, Comoros, Congo, Congo - Democratic Republic of the, Côte d'Ivoire, Djibouti, Equatorial Guinea, Eritrea, Eswatini, Ethiopia, Gabon, Gambia, Ghana, Guinea, Guinea-Bissau, Kenya, Lesotho, Liberia, Madagascar, Malawi, Mali, Mauritania, Mauritius, Mozambique, Namibia, Niger, Nigeria, Rwanda, Sao Tome and Principe, Senegal, Seychelles, Sierra Leone, Somalia, South Africa, South Sudan, Sudan, Tanzania, Togo, Uganda, Zambia, Zimbabwe (**all listed countries NOT as coordinators, partners ONLY**)

Examples of eligible consortia with regions 1, 2 & 3 that are composed of minimum 4 entities located in eligible countries belonging to the same region, **AND** at least 1 green and 2 yellow from 2 different countries.

1. Türkiye (Associated)
2. Norway (Associated)
3. Azerbaijan (Region 2)
4. Georgia (Region 2)

1. Serbia (Associated)
2. Albania (Region 1)
3. Montenegro (Region 1)
4. Kosovo (Region 1)

1. Morocco (Region 3)
2. Egypt (Region 3)
3. Austria (EU)
4. Latvia (EU)

1. Italy (EU)
2. North Macedonia (Associated)
3. Bosnia Herzegovina (Region 1)
4. Kosovo (region 1)
5. Turkey (Associated)

Examples of **NOT eligible** consortia with regions 1, 2 & 3:

1. Belgium (EU)
2. Belgium (EU)
3. Armenia (Region 2)
4. Lebanon (Region 3)

1. Azerbaijan (Region 2)
2. Georgia (Region 2)
3. Türkiye (Associated)
4. Norway (Associated)

1. Albania (Region 1)
2. Albania (same country Region 1)
3. Austria (EU)
4. Latvia (EU)

1. Türkiye (Associated)
2. Egypt (Region 3)
3. Ireland (EU)
4. Poland (EU)

REASONS FOR THE INELIGIBLE

1. Ineligible because involves partners from **eligible third countries not associated** to the programme **BUT from 2 different regions**. Cross-regional projects are **not** eligible anymore
2. Ineligible because **Azerbaijan** can participate **only as partner but not as coordinator**
3. Ineligible because it does **not include at least 2 partners from 2 different eligible third countries not associated** to the programme **within the same region**. Always the **same country from region 1** is included instead.
4. Ineligible because it does **not include at least 2 partners from 2 different eligible third countries not associated** to the programme **within the same region**.

N.B. entities that participate in a proposal are encoded in PART A of the online application to be filled in and shall also be indicated in part B that will be uploaded as part of the proposal.

Maximum grant amount for ONLY regions 1, 2 & 3 and duration of the project



EU grant per project

Maximum EU contribution per project is **300.000 EUR**** and EU co-financing rate **80% of total costs**



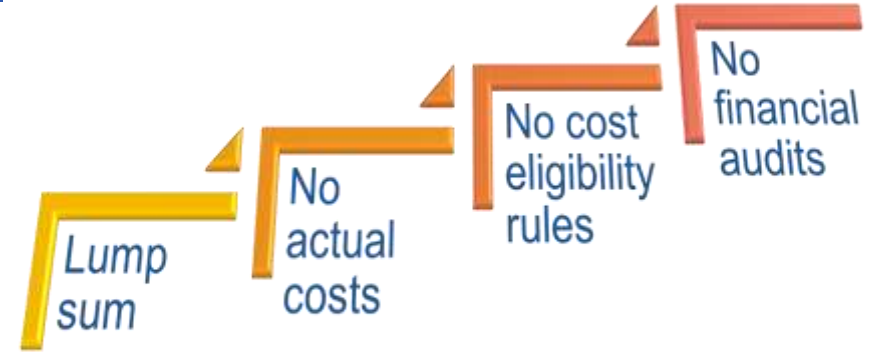
Project Duration

12 to 36 months

Budget breakdown

Setting-up a budget proposal

- ✓ Value for money
- ✓ Allocation between the partners secured
- ✓ Coherence of the budget in relation to the deliverables and the objectives
- ✓ Justifications in case of high budget, especially staff costs (countries have a different salary scale)
- ✓ Management and coordination costs are proportional to the number of partners to coordinate, size and geographical coverage of the project
- ✓ Budget meeting the needs of the beneficiaries and enhance inclusion in the ERASMUS + Programme



Further budget guidance

- ✓ Proposed budget is proportional to the project outputs, expected results and with the proposed action
- ✓ Justifications must be provided especially for subcontracting: differentiate between subcontracts and contracts/purchases (Model Grant Agreement - [MGA](#))
- ✓ Budget must be detailed, clear and justified: beware of consistency between : - the annex detailed budget 'Excel sheet'; - budget in part A and - budget tables in Part B (technical annex).
- ✓ Indicate 'efforts' measured in person-months - [what is person-month and how to calculate it](#)

Lump sum grant – Budget allocation

Annex 2

Lump sum = Maximum grant amount

Max. liability of the beneficiary after payment of balance

	WP1	WP2	WP3	WP4	WP5	WP6	WP7	WP8	Total
Beneficiary A	250.000			50.000	300.000	250.000		300.000	1.150.000
Beneficiary B		250.000	350.000	50.000			100.000	150.000	900.000
Beneficiary C	100.000	100.000		50.000		280.000			530.000
Beneficiary D		120.000		50.000			100.000	150.000	420.000
Total	350.000	470.000	350.000	200.000	300.000	530.000	200.000	600.000	3.000.000

Share of the lump sum per WP

LUMP SUM - Type of costs, basic documents and rules

- ✓ [Programme Guide](#)
(What are the funding rules? Check the financial conditions)
- ✓ [Annotated Model Grant Agreement](#)
- ✓ **EU grant is maximum 80%** of the estimated budget (column "**Maximum EU contribution**" - under "Proposal Budget Tab of the Excel budget file")

A. DIRECT PERSONNEL COSTS	
A1. Employees (or equivalent) person months	
Type 1	With partners agree on 4 common types of staff
Type 2	
Type 3	
Type 4	
Other	
A.2 Natural persons under direct contract	
A.3 Seconded persons	
A.4 SME Owners without salary	
A.5 Volunteers	
B. Subcontracting costs	
C. Purchase costs	
C.1 Travel and subsistence per travel or day	
Travel	
Accommodation	
Subsistence	
C.2 Equipment (please refer to the Depreciation Cost sheet)	
C.3 Other goods, works and services	
Consumables	
Services for Meetings, Seminars	
Services for communication/promotion/dissemination	
Website	
Artistic Fees	
Other (please specify details under worksheet "Comments")	
TOTAL DIRECT COSTS INCLUDING SUBCONTRACTING (A+B+C+D)	
E. Indirect costs 7% (rounded to zero decimals)	
TOTAL COSTS (A+B+C+D+E) -	

- ✓ **20%** - Contribution from sources **other than the EU grant**; (% included in the "**Total costs**" column of the budget Excel file) (own resources, financial contributions from third parties or income generated by the project)
- ✓ Use actual/real costs by estimating your budget!

How to ensure your budget is consistent (I)?

Check that the **Grant amount in part A** – (budget information section of the proposal) is **consistent** with the **maximum EU requested amount calculated on the Excel budget file**.

1. Encode **all costs per Work Package, category of costs and partner in the Budget Excel file**.
2. Check the **"Instructions" sheet** ; you can encode up to the total max amount eligible for the call and encode 80%.

FILL IN THE VALUES BELOW BEFORE STARTING:

Insert the name of your call :	ERASMUS-YOUTH-2023-CB
Insert the acronym of your project :	FAIR
Maximum grant amount for the EU contribution as stipulated in the call :	300.000,00 €
Maximum cofinancing rate as stipulated in the call :	80,00%

The document which will be created with format .XLSX will be saved in the same folder where this workbook .XLSM is currently placed.

Create XLSX document

Double-Click to activate

You can customize here the categories of Employees that correspond to your organisation (example: Senior Staff, Junior Staff, ...). Please, note that this definition is common to all Work Packages for all Beneficiaries.

A. DIRECT PERSONNEL COSTS											
A1. Employees (or equivalent) person months (you can change the types based on your structure)											
Instructions	Beneficiaries List	Work Packages List	BE 001	BE 002	BE 003	BE 004	BE 005	BE 006	BE 007	Estim costs of the project	Proposal Bud ...

- 3. The macros will calculate automatically the correct amount for the max EU Contribution (80% of the total costs)
- 4. The correct amount will appear in the column "**Max EU contribution**" in the "Proposal Budget" tab.

TOTAL COSTS (A+B+C+D+E)	MAX EU CONTRIBUTION = 80 % of 572.186 € or 300.000 €
Max EU CONTRIBUTION	
117.422	61.565
77.555	40.662
67.871	35.585
90.404	47.399
68.213	35.764
73.039	38.295
77.682	40.729
572.186	300.000

How to ensure your budget is consistent (II)

- Do not forget to fill in the budget in **part A** and in **part B** of the project proposal.
- The requested grant amount information in part A shall be consistent with the maximum EU requested contribution on the budget excel file

Application forms

Proposal ID 101131320
Acronym GIVE A CHANCE

3 - Budget

No	Name of Beneficiary	Country	Requested grant amount
1	Gaziantep Egitim Ve Genclik Dernegi	TR	69 944.00
2	Association Solidarite, Echange Et Developpement Ased	TN	42 408.00
3	Agdz Volunteers Without Borders	MA	64 898.00
4	Asociación Socio-cultural Verdesur Alcalá	ES	68 898.00
Total			246 148.00

F	AF	AG	AH	AI	AJ	AK	AL	AM	AN
									MAX EU CONTRIBUTION = 80 % of 307.685 € or 300.000 €
	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
Verdesur	-	-	80.489	5.634			86.123		68.898
AVWB	-	-	75.815	5.307			81.122		64.898
ASED	-	-	49.542	3.468			53.010		42.408
Consortium	-	-	287.556	20.129			307.685		246.148

Packages List BE 001 BE 002 BE 003 BE 004 Estim costs of the project Proposal Budget BE-WP Overview BE ...



Info Day

Capacity Building in the Field of Youth

Key elements a good CBY proposal takes into account

Linda Curzola, Call Coordinator EACEA unit A5

A good & relevant project proposal, carefully considers the following points:

- **Quality of the consortium composition**
- **Alignment with policy documents and thematic priorities** (see Programme Guide)
- **Clear needs analysis** (for the region/countries, for your partners, for your participants)
- **Clear target group**
- **Concrete outputs and deliverables**
- **Realistic impact** (explaining what will your project change, concise objectives) and existence of **recognition and validation of learning outcomes**
- **Clear and coherent structure of the work plan**

Quality of the partnership

□ Eligibility

- Is there an **appropriate mix of complementary** organisations **with the necessary profile, professional experience and expertise, qualifications** to successfully deliver all aspects of the project?
- Do the applicant and the partnership, as a whole, have the necessary **adequate resources in terms of skilled personnel, references in the field concerned, materials, equipment and premises** to carry out the activities proposed?
- Does the **distribution of responsibilities and tasks** demonstrate the commitment and **active contribution** of **ALL** participating organisations?
- Is there a **real commitment from the selected partners** to carry out the activities to be implemented?
- Have all potential administrative constraints been considered, to **ensure a smooth participation** of all the partners in the project (E.g. visa delivering)?

Needs analysis of the reality of the region identified, of the participating entities and youth involved

This analysis is **not a project activity!**

It shall already be completed by submission of the proposal:

- forms part of the application
- **forms the foundation of the project**
- based on **up to date, verifiable facts and figures**: cite, give sources, provide evidence from own research conducted



Examples of identified weaknesses from previous evaluations

“The needs analysis is confined to a **short narrative of the needs**, lacking in verifiable facts and figures.”

“The needs analysis is not based on verifiable facts and figures. This is a **major limitation.**”

“However, concrete data and documents that support these needs are not mentioned in the project, which does not help for a complete understanding of the problem (**general mentions to ‘primary research, reports and learning materials**).”



Needs ANALYSIS, NOT Needs Description

Critical engagement with the data

- Why are there gaps in the data?
- What has been done thus far/is being done to address these problems?
- Has 'X' policy worked? If it has not, any proposition to make it work? or new policy ideas?
- Why do these problems persist?



Choose the most appropriate & clearly defined target group

- Clearly defined subjects to whom the project is dedicated
- Visible throughout **ALL** your proposal
- Don't forget!
 - “the project involves **young people with fewer opportunities**”
- Consider the groups you have access to



Inclusion & Diversity

- **Ensure youth engagement:** active engagement with a diverse youth population **and/or with fewer opportunities**
- Consider the minorities/people with fewer opportunities you have access to & demonstrate you **promote inclusion and youth diversity** in your proposal:
- Questions helping your reflection:
 - **What type of groups will you engage with** and **why** are they **relevant to the project**? Is their **inclusion credible**?
 - **How** will you perform **outreach to these groups**? Have you considered obstacles to their participation? Are these reflected in your risk management strategy?
 - What will be **their role in the project activities**? How will you will **select participants and engage with them**?
 - What practical arrangements are needed in the activities planned with these participants (i.e. to facilitate their access, take into account special needs, impact on budget)?

METHODOLOGY

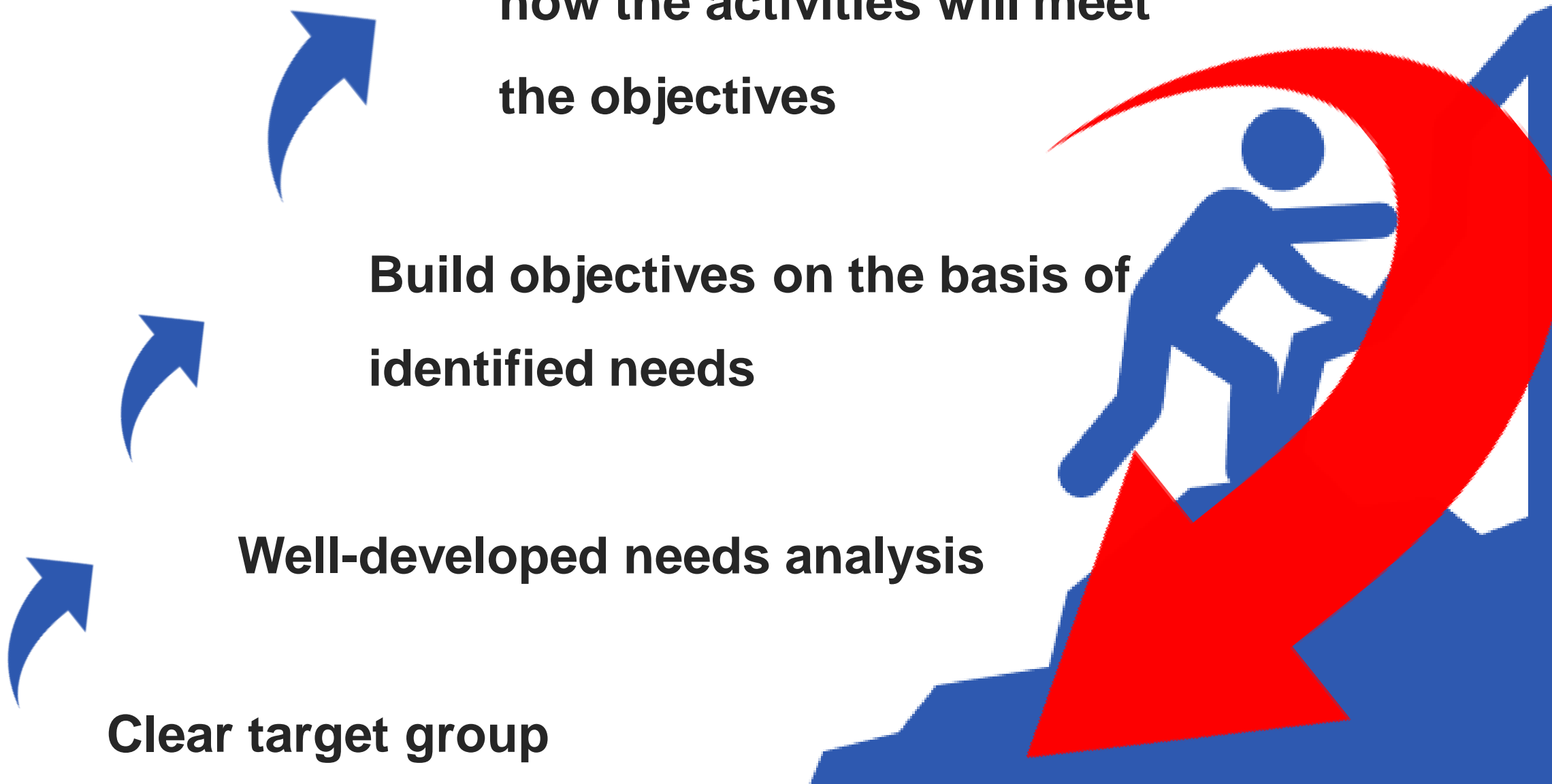
Justify your intervention: **Explain**

how the activities will meet
the objectives

Build objectives on the basis of
identified needs

Well-developed needs analysis

Clear target group



What methodology shall be used and why?

- What and why will your methodology help you achieve the identified general and specific objectives? Use **SMART goals** (**S**pecific, **M**easurable, **A**chievable, **R**ealistic, and **T**ime-bound) when starting your project design to better visualize where you are going. Be clear, complete and think about how you address and ensure quality of results
- Have appropriate phases for **preparation, implementation, monitoring, evaluation and dissemination** been **included**?
- Why is your methodology **suitable to** achieve the **project objectives** and the **identified needs**?
- Have you appropriately considered **links** between **methodology and needs analysis, objectives and activities** as the foundation?
- Why the **quality of the non-formal learning methods** proposed will be ensured?

How is the methodology applied in the activities?

- Have you determined **expected outcomes**, and **how will you monitor their achievement** throughout the project's implementation?
- Have you created a **logical and consistent visual roadmap** for the project?
- Is there **consistency between project objectives and activities proposed? And the expected outcomes?**
- Quality and effectiveness of the work plan, including the extent to which the **resources assigned to work packages** are **in line with their objectives and deliverables. Cost-effectiveness**
- Have you **a)** included your **risk analysis** (identified critical risks) and therefore specified the likelihood and what risks specific to the achievement of the project's objectives, the project's deliverables and to tackling the needs of the target group have been identified? and **b)** explain how you are going to manage contingency (**risk mitigation measures**)?

What is the Impact expected from your proposal?

- Define the **expected short, medium and long-term effects of the project**
- How will the **target groups benefit concretely** from the project and what would change for them?
- **Quality indicators** that will be considered **for** evaluating the **outcomes** of the project
- The **potential impact** of the project:
 - on participants and participating organisations**, during and after the project lifetime;
 - outside** the organisations and individuals directly participating in the project, at local, regional, national and/or international levels.
- Appropriateness and quality of **dissemination measures and plan** aimed at sharing the outcomes of the project within and outside the participating organisations;
- If relevant, the proposal shall describe how **the materials, documents and media** produced will be made **freely available** and promoted through open licence, or do not include disproportionate limitations;
- How **sustainability** of the project is guaranteed: its capacity to **continue having an impact** and producing results after the EU grant has been used up.

Tips for IMPACT



Analyse what you have produced.



**Who should it be shared with?
Why? How? When?**



Consider the connections you have made.



How can this collaboration be continued?



Identify elements that will require funding to be sustained.



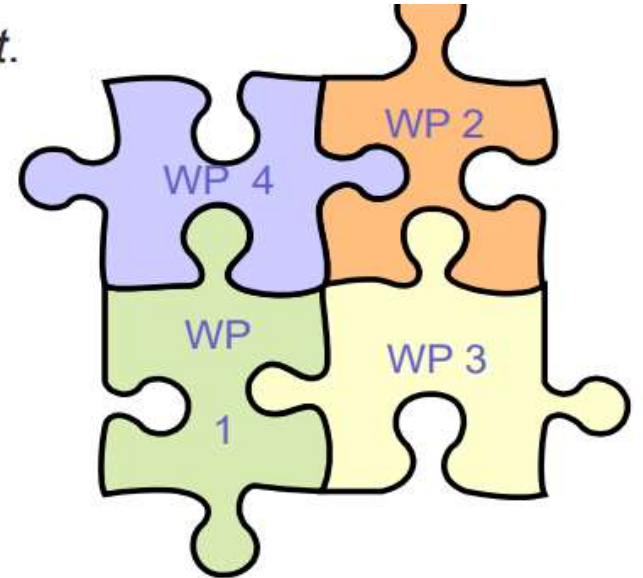
How can our own resources be used? How can we generate further funding (internal or external)?

Work packages

❑ **What? Work package** means a major sub-division of the proposed project.

Therefore:

- ✗ A single activity is **not** a WP
- ✗ A single task is **not** a WP
- ✗ A % of progress of work is **not** a WP
(e.g. 50 % of the tests)
- ✗ A lapse of time is generally **not** a WP
(e.g. activities of year 1)



❑ **How many? Minimum of 3 WPs**

- ✓ **WP1** --- *management and coordination activities and all the activities which are cross-cutting and therefore difficult to assign to another specific work package (do not try splitting these activities across different work packages).*
- ✓ **WP2** --- *project activities implementation. You can create as many WPs as needed.*
- ✓ **WP3** --- *The last WP should be dedicated to Impact and dissemination*

Deliverables

- ❑ **What?** Expected **major tangible outputs** derived from the execution of a series of tasks/activities **to demonstrate progress and achievement of each WP's objectives**
 - ✓ **NOT** a task or an activity.
 - ✓ Do **NOT** include **minor sub-items**, internal working papers, meeting minutes, internal handbooks, guidelines on how to manage the project and monitoring of finances. The latter is part of project management internal and for the consortium ONLY.
 - ✓ **EU reporting documents** (progress and final reports) are **NOT** considered as deliverables.
 - ✓ For each deliverable, please indicate a **due month** by when you commit to upload the expected tangible output on the Portal.
 - ✓ The due month cannot be outside the duration of the work package the deliverable is linked to, and it must be in line **with the timeline of the project** you have provided
 - ✓ be as **complete**, **accurate** and **specific** as possible while providing the **description** of the activities implemented per each deliverable. Do NOT only refer to the format and language of the deliverable.
 - ✓ Ensure that there is **no duplication of information**

- ❑ **How many?** It is recommended to limit them to **max 10-15** for the entire project.

Tips for the deliverables

- ❑ Define **clear roles** and **responsibilities for the activities** to establish who shall be the leader for each deliverable among the members of the consortium, and which members shall be working in each specific deliverable.
- ❑ Determine **who** is responsible for providing the necessary resources to establish who might be the leading entity for a specific deliverable.
- ❑ Identify the **stakeholders** who will validate the deliverable
- ❑ Define the specific **knowledge and skills** the deliverables require to identify who will be involved in a deliverable

**Attention!!
DATA PROTECTION**

Types of deliverables

R — Document, report

DEM — Demonstrator, pilot, prototype

DEC — Websites, patent filings, videos, etc

DATA — data sets, microdata, etc

~~DMP — Data Management Plan~~

~~[ETHICS] [SECURITY] [OTHER]~~

Dissemination levels

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

SEN — Sensitive: project management documents, only accessible to the Agency, for the Grant agreement purposes

~~[R-UE/EU-R — EU Classified] [C-UE/EU-C — EU Classified] [S-UE/EU-S — EU Classified]~~



Data Protection: Please be aware that for the information which will be made public, and therefore, for those deliverables flagged as public, you should avoid any reference to information that is not publicly accessible and not to include any confidential information or personal data (e.g. names and addresses).

Learning from existing projects & finding solid partners



Erasmus+ Programme

Results platform*

- includes all Erasmus+ projects (selected every year at national and European level)

*https://ec.europa.eu/programmes/erasmus-plus/projects_en



EU Funded projects | EU Funding & Tenders Portal (europa.eu) on the **Funding & Tender Opportunities Portal (F&TP)**

OTLAS partner finding tool developed by SALTO

Award criteria

Your application will be evaluated against....



Relevance of the project



Quality of the project design and implementation

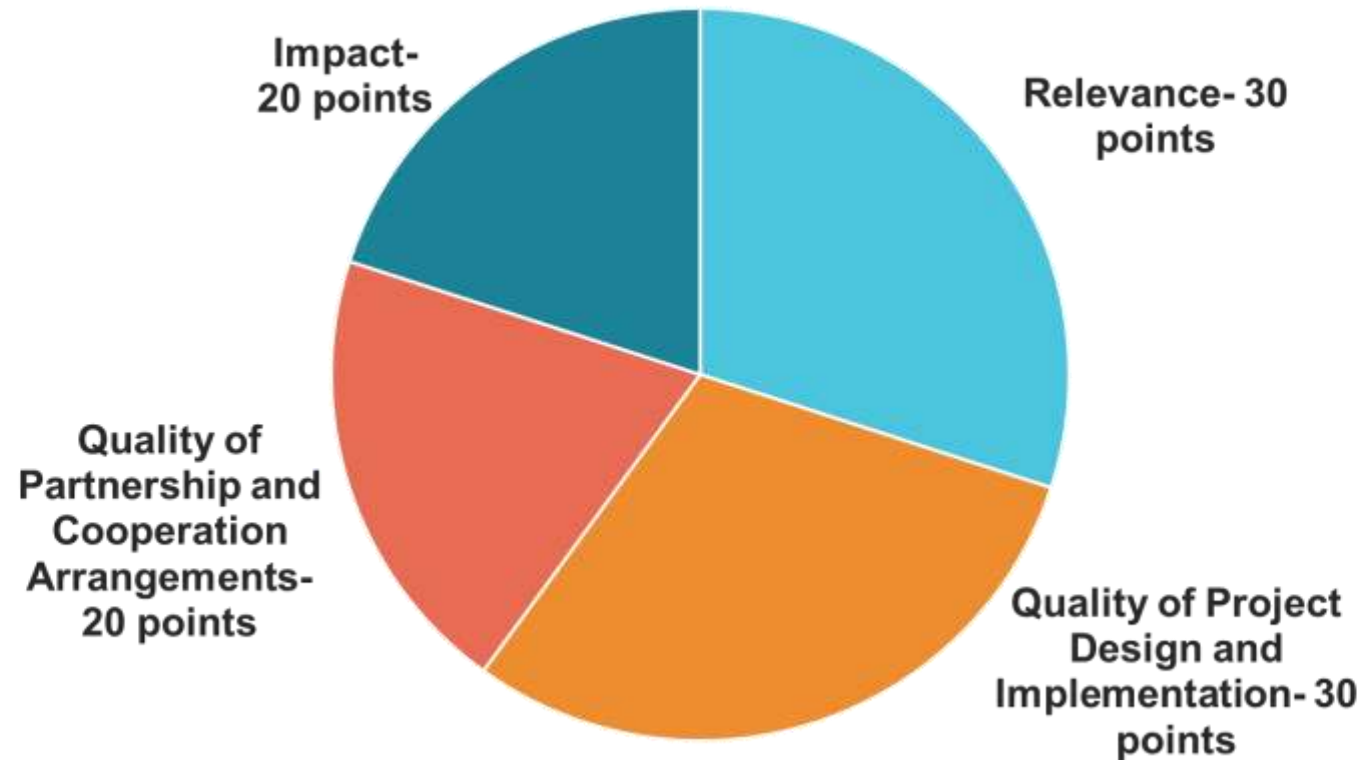


Quality of the partnership and the cooperation arrangements



Impact

Weighting of criteria



Threshold for funding:

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



Info Day Capacity Building in the Field of Youth

Testimony from project 101052089 READY

Maddalena ALBERTI

Ass. ADL a Zavidovici Impresa Sociale

READY

Raise Environmental Awareness for Deprived Youth



Co-funded by
the European Union



European
Commission

AT A GLANCE

The Raise Environmental Awareness for Deprived Youths (READY) project aims to strengthen socio-ecological awareness and capacity building on cause-and-effect aspects of environmental circularity to youth. It is focused on suburban areas, characterized by a deprived polluted and multiethnic environment, where young residents have fewer opportunities.

[1,2,

PARTNERS

- Associazione per l'Ambasciata della Democrazia Locale a Zavidovici Onlus – Impresa Sociale (ADL Zavidovici) – **Italy**
- European Association for Local Democracy (ALDA) – **France**
- Right Challenge Associacao – **Portugal**
- Agence de la Démocratie Locale Tunisie, Kairwan – **Tunisia**
- We Youth – **Tunisia**
- Community Volunteers Foundation – **Turkey**
- Association Culturelle Et Educative Arc En Ciel Commune De Ain Sefra – **Algeria**
- The Lebanese Development Network (LDN) – **Lebanon.**

***all the partners were known from ALDA in advance through the implementation of other projects**

BACKGROUND SHARED CONSIDERATIONS FOR CHOOSING THE ISSUE TO TACKLE WITH THIS PROJECT AND THE TARGET GROUPS

- Socially and economically marginalized youths often happen to live in deprived areas. When it comes to cities, this means polluted, overpopulated and dangerous peripheries.
- There is a link between the degree of urbanization and poverty rate
- In urban suburbs are concentrating low socio-economic groups, which have the particularity to cluster cumulative and mutually reinforcing factors of marginalization
- Among these marginalizing factors there are many that can be defined as “socio-environmental marginalizing factors”
- Among “people at risk of poverty or social exclusion”, women, youth (18-24 years-old) and low-educated people are significantly more at risk than the others
- Therefore young people from suburban deprived areas is one of the social groups that is most at risk of social exclusion, also from a socio-environmental point of view.
- So, it becomes strategic to find ways to empower the socio-ecological awareness of these young people, as a useful tool to prevent forms of exclusion and social marginalization

OBJECTIVES

The project intends to:

- Increase the evidence-base on main obstacles and opportunities that youths face in deprived suburban areas
- Improve the transnational cooperation between youth workers
- Raise the environmental awareness
- Increase the green skills and empower the disadvantaged youth to commit for the preservation of the environment in their own communities
- Ensure the sustainability of environmental awareness through peer learning
- Enlarge employment opportunities of young residents from deprived areas by capacity building activities aiming at growing green entrepreneurship skills.

[1,2,

ACTIVITIES

- Below is a quick summary of what was completed under each of these WPs:
- **WP 1: Project management and coordination.** Under the leadership of ADL Zavidovici, coordination structures and platforms were created. Partners met regularly to plan and to implement activities, online and also in presence through three events: a kick-off workshop held in Brescia in July 2022, a meeting in Vicenza in March 2023, and a final workshop held in Portugal in May 2024. ADL Zavidovici also created a monitoring, evaluation and learning (MEL) plan to gather data about the project progress.
- **WP 2: Needs assessment.** The project's first activity was an in-depth study to assess the needs, preferences and priorities of young people in target areas. Under the leadership of TOG, a questionnaire was developed for young people from 18 to 29 years of age, which was then used to inform the focus of later activities. The output under this WP was a comprehensive study analysing trends across each country.
- **WP 3: Capacity-building on environment.** Right challenge led the co-designing of an Environmental Training Package (ETP) for young people aged 18 to 29 years old. The topics of the ETP focused on environmental issues (such as pollution), sustainability and new forms of green economy, and the role of NGOs and institutions. Once finalized and tested, the EPT was used by each of the partners in their respective countries, and, taken together, 186 young people were trained.
- **WP 4: Growing green entrepreneurship skills.** ETP participants were then given the opportunity to take part in local activities, which focused on environmental sustainability and were implemented by pre-identified green enterprises, businesses or NGOs. The coordination of this activity fell under the responsibility of ADL Tunisia: overall, 40 activities were sponsored, involving 189 volunteers and 16 youth workers.
- **WP 5: Youth green ambassadors.** Similarly to WP3, young ETP participants were offered the opportunity to design and implement workshops on ecological issues, for the benefit of their peers. With responsibility for coordination shared equally by each partner, events were organized mainly with schools and some CSOs. In total, 31 workshop were organized, involving a total of 1.139 participants.
- **WP 6: Communication and Dissemination**

BUDGET

When building a budget, it is advisable to keep in mind some fundamental considerations:

- 1. Read the guidelines.** The reference call always lists the eligible costs.
- 2. Check the limits of the macro-expenditure items.**
- 3. Expenses must be accountable.** Any type of expenditure foreseen by the project must be documented through invoices, receipts, bills, etc. For this reason, it is advisable to avoid costs that are too difficult to show.
- 4. Consistency between activities and costs.** Consistency between costs and planned activities is certainly an element that contributes to the validity of the project by the evaluator.
- 5. Involve the partners in the cost evaluation and distribute the budget equally.** It is important to always make explicit the type of expenditure that you intend to include by involving the project partners; furthermore, the allocation of the budget between the partners must occur according to the fairest possible criteria.
- 6. Ability to maximize.** The rule of "maximum result with minimum means" applies, that is, the ability to maximize the result of a cost will be evaluated and not the logic of saving. Remember that saving on a financed cost is often penalizing because it shows little predictive capacity.

BUDGET

- **STAFF costs:**

For Staff costs the daily rate is defined by the EC depending on each State. The number of days per each partner in each WP had been the same for all the partners. Only the WP leader has some days more due to the higher responsibilities in the implementation of the WP.

The administration staff costs were given only to the WP leaders in each WP.

- **OTHER COSTS:**

1. International travel costs and internal travel costs
2. Visa costs
3. Accommodation
4. Board
5. Equipped room
6. Materials

7. External experts

8. Translations, interpreters

9. Refreshments

10. Purchase of air beam

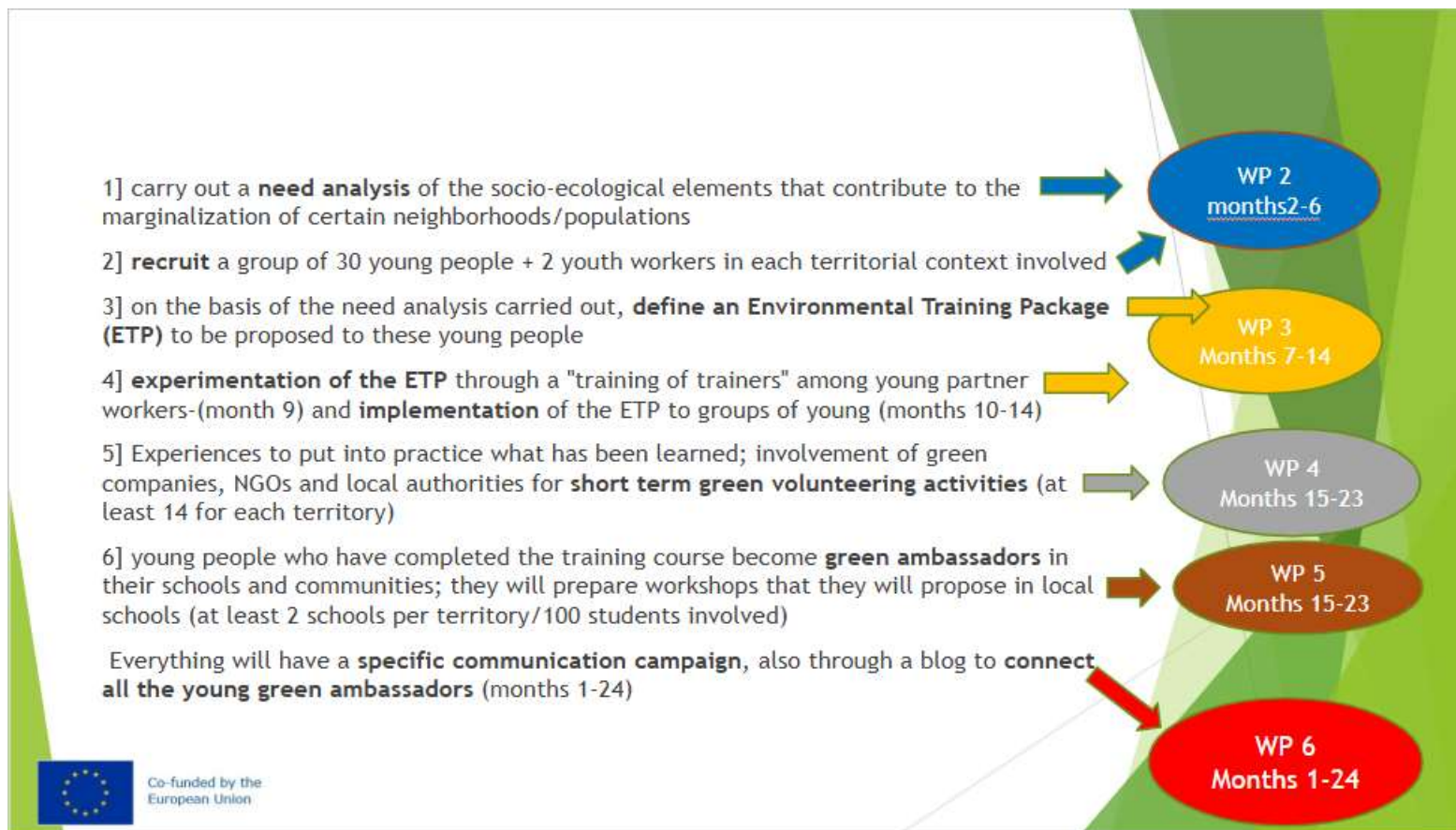
11. Graphic layout and printing materials

12. Bureaucratic expenses to activate the internships

13. Communication costs (graphics, website, webmaster etc..)

14. Multiplier events

TIMELINE: 24 MONTHS



CONCLUSIONS

- It is clear that the READY project was an interesting and new endeavour, and a successful one. Project partners, coming together for the first time, worked well and collaboratively to deliver activities that, according to all information collected, were appreciated by young participants in all countries.
- Inclusion and empowerment—two key results under the project—were promoted with success. Most young people involved, in all countries, came from vulnerable or marginalized backgrounds. Once involved, they were put in a position to do things, like running workshops for other young people, which they would not have done if not for the project.
- The regional dimension was a key feature of the READY project, adding to the value of the project for all partners. This, however, would not have been possible if not for the choice of the common themes of environment and climate change. Together, they formed a common thread around which partners could come together but also work in autonomy. The themes are what allowed the project to achieve both its country-level and regional results.
- The few challenges encountered did not affect the benefits of the partnerships nor the results of the project.

RECOMMENDATIONS

- INVOLVE ALL THE PARTNERS IN THE PROJECT PROPOSAL: STARTING WITH QUESTIONNAIRES THEN UPDATES AND THE POSSIBILITY TO CHECK THE WRITING PROPOSAL ON A SHARED DRIVE FOLDER
- ALWAYS HAVE UPDATING CALLS WITH THE PARTNERS
- START AT LEAST 1 MONTH IN ADVANCE

QUESTIONS	ANSWERS
WHAT KIND OF EXPERIENCE YOUR ORGANIZATION HAS IN THE FIELD OF YOUNG MIGRANTS' INTEGRATION MANAGEMENT, IN PARTICULAR WITH ENVIRONMENTAL MIGRANTS? CAN YOU DESCRIBE YOUR MAIN ACTIONS TO PROMOTE YOUNG MIGRANTS' INTEGRATION AND THEIR RESULTS?	
FROM WHICH AREAS DO MAINLY COME THE MIGRANTS YOU WORK WITH? PLEASE MENTION THE COUNTRIES OF ORIGIN AND, IF YOU KNOW IT, ALSO IF THEY COME FROM A RURAL, URBAN, OR PERI-URBAN CONTEXT. THE ENVIRONMENTAL CHALLENGES CONNECTED TO THE CONTEXTS CAN BE VERY DIFFERENT!	
PLEASE DESCRIBE THE CONTEXT THE MIGRANTS YOU WORK WITH, LIVE IN YOUR CITY. PERIPHERIES OF BIG CITIES, SMALL RESIDENTIAL AREAS IN SMALL VILLAGES, ETC. IF YOU THINK THAT SPECIFIC ENVIRONMENTAL CHALLENGES ARE CONNECTED WITH THESE PLACES PLEASE MENTION THEM (TRAFFICKED, OVERPOPULATED, NOT ENOUGH GREEN SPACES, ETC.)	
DOES YOUR ORGANIZATION COLLABORATE WITH SCHOOLS? PLEASE SPECIFY (PRIMARY, SECONDARY 1 ST OR 2 ND DEGREE) WHAT KIND OF ACTIVITIES DO YOU CARRY OUT?	
DOES YOUR ORGANIZATION COLLABORATE WITH ENVIRONMENTAL ORGANIZATIONS AND/OR AND GREEN COMPANIES? IF YES, CAN YOU LIST THEM AND EXPLAIN WHAT KIND OF COOPERATION YOU DO WITH THEM?	
WOULD YOU BE ABLE TO PROPOSE THE NAME OF AN ENVIRONMENTAL ORGANIZATION AND/OR A GREEN ENTREPRISE TO ENGAGE AS AN OFFICIAL PARTNER IN THE PROJECT? THIS PARTNER WILL WORK SIDE BY SIDE WITH YOU THROUGHOUT THE ALL PROJECT	

RECOMMENDATIONS

- HAVE ONLY "ONE HAND WRITING" : MANY HANDS WRITING THE SAME PROPOSAL CAN SEEM USEFULL IN TERMS OF TIMECONSUMING BUT THE RISK IS TO HAVE A FINAL DOCUMENT THAT IS FRAGMENTATED WITH DIFFERENT WRITING APPROACHES
- BUDGET SHOULD BE SHARED BETWEEN THE PARTNERS SINCE THE BEGINNING AVOIDING LAST MOMENT COMPLAINS. LUMP SUM GRANTS IS VERY HELPFUL ALSO TO HAVE A COMMON FRAME THAT CANNOT BE DISCUSSED AND HAVE TO BE ACCEPTED.
- WHEN WORKING WITH NO EU COUNTRIES REMEMBER THAT VISAS ARE AN OBSTACLE FOR TRAVELLING IN MANY CASES. ALWAYS KEEP IN MIND TO PROGRAMME THE TRAVELS IN GOOD ADVANCE TO GIVE TO ALL THE PARTNERS THE POSSIBILITY TO BE PART OF ALL THE ACTIONS.
- WHEN WORKING WITH NO EU COUNTRIES REMEMBER THAT THE ACTIVE CITIZENS PARTICIPATION CAN BE SENSITIVE IF NOT DANGEROUS IN SOME COUNTRIES IF NOT WELL ORGANIZED. TAKE CARE TO EVALUATE WITHIN THE PARTNERSHIP WHAT IS ALLOWED AND WHAT IS NOT IN EACH PARTNER COUNTRIES WHEN WRITING THE PROJECT PROPOSAL.

Thank you for your attention!

READY

Ready, Steady, Grow!



Co-funded by the European Union



Info Day Capacity Building in the Field of Youth

CLOSING REMARKS

Margaux Genachte, Head of Sector YOUTH, EACEA unit A5

To be kept in mind to:

- **READ WELL ALL THE MATERIAL AVAILABLE & THE PROGRAMME GUIDE**
- prepare your application online via the Funding & Tender Portal and **PAY ATTENTION TO ALL THE POSSIBLE BLOCKING ERRORS, MANDATORY INFO & ANNEXES** to ensure the admissibility and eligibility of your proposal
- Submit your application **WELL BEFORE THE DEADLINE (48 H)**

In case your submission **FAILED due to IT problems:**

- ❖ Submit **IMMEDIATELY** a complaint via the **F&TP IT Helpdesk**
- ❖ Keep a **PDF version of the part B and annexes** of your application holding a time stamp before the call deadline
- ❖ Keep a proof of the alleged failure (**screenshots**).



IT Helpdesk

The IT Helpdesk answers your questions about the Funding & Tenders Portal tools and processes.

Thank you

If you have further questions: eacea-youth@ec.europa.eu



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