



Erasmus+ Cooperation Partnerships in the field of Youth - submitted by ENGOS

Information to potential applicants

Call for proposals ERASMUS-YOUTH- 2025-PCOOP-ENGO

European Education and Culture Executive Agency (EACEA)

December 2024

Objectives of this Presentation



- To be **consulted** by potential applicants **before the Info Day***, so to check if this call is suitable for them and to make questions in live
- To serve applicants as **guidance** and **support** through the preparation of the project proposal



* Info Session – Erasmus+ Cooperation Partnerships in the field of Youth submitted by European NGOs 2025 - European Commission



Erasmus+ Cooperation Partnerships in the field of Youth - submitted by ENGOs

Definition of the Action and Objectives



Erasmus+ horizontal priorities: applying to all Erasmus+ sectors

Offering a more **inclusive, diverse and accessible** Programme

Making Erasmus+ a more **sustainable** programme and fostering more **environmentally-responsible** behaviours

Promote the use of **digital platforms and tools**, as well as to **develop digital competences**

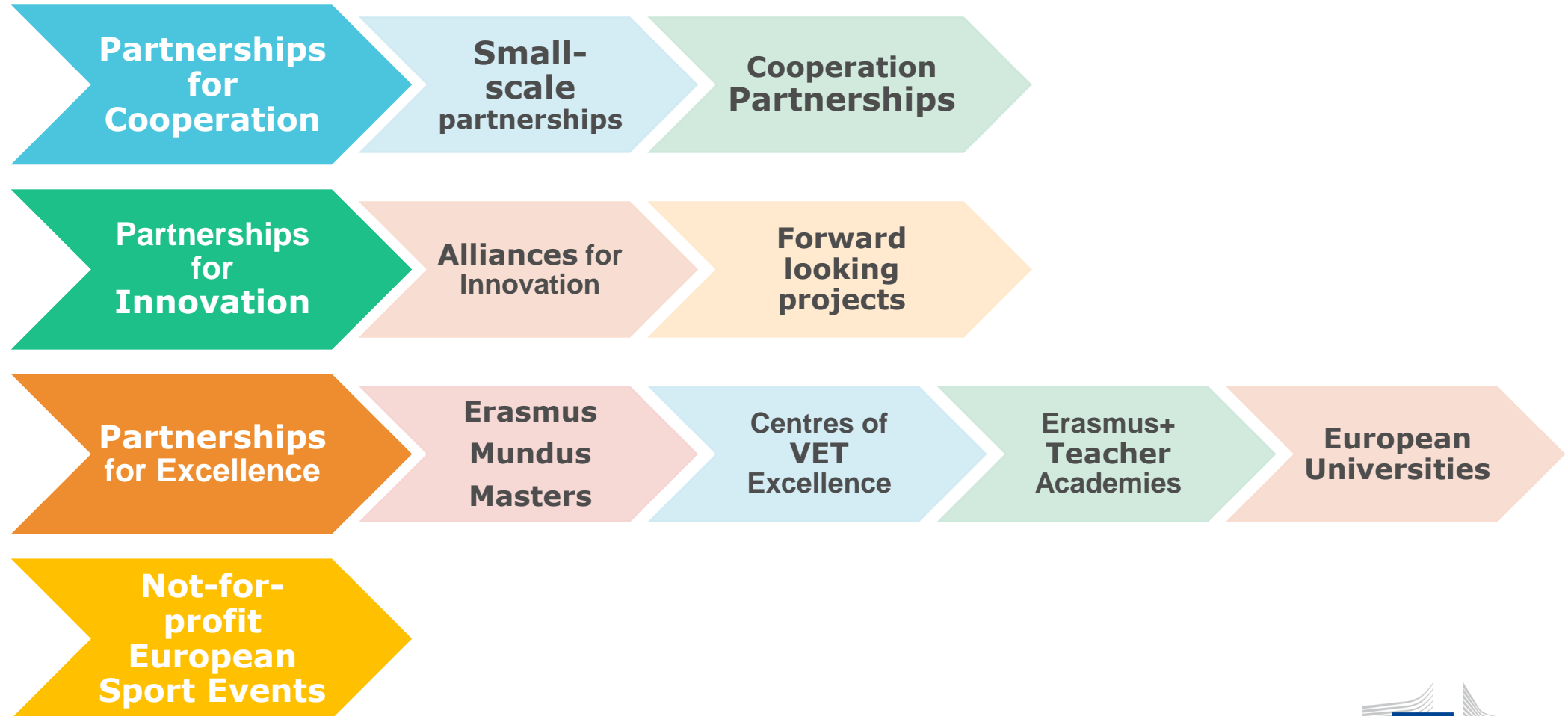
Promote **active participation and civic engagement** as part of the programme and in **society in general**

Erasmus+ Youth sector-specific priorities

- Promoting **active citizenship**, young people's sense of initiative and youth **entrepreneurship**, including social entrepreneurship
- Increasing quality, innovation and recognition of **youth work**
- Strengthening the **employability** of young people
- Reinforcing **links between policy, research and practice**
- Supporting response of the Youth field in Europe war in **Ukraine**



Opportunities for cooperation under Erasmus+ KA2



What are the Cooperation Partnerships?

Projets that allow its participating organisations to:

- Acquire experience in **transnational cooperation**
- Develop and strengthen **capacities** (capacity building of their staff, development of practical competences, digital competences and improve the quality of the activities in the organisation, etc.)
- Exchange **good practices** with partners in other countries and create **transnational networks**
- Produce **joint results** with a European dimension, an **innovative** character and of **high quality**

The essential link between policy priorities and Cooperation Partnerships



More clarity and pedagogic approach in the **link between priorities and project proposals**

4 priorities applying to all sectors of Erasmus+ (inclusion & diversity, environmental sustainability, digital transformation, participation and civic engagement)

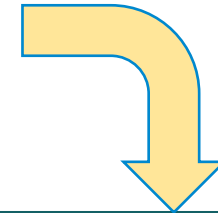
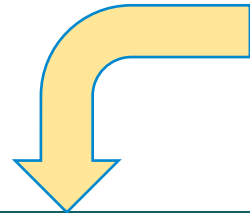
Projects need to **choose at least 1 priority from any of the two categories** (but can also choose more than one, if several priorities are impacted with one proposal)

Specific priorities for each sector, based on the relevant policy objectives and agendas, like in the previous programme

Cooperation Partnerships in the field of Youth **submitted by European NGOs (ENGOS)**

- Cooperation Partnerships pursue the same objectives and contribute to the same policy priorities, independently from the management mode (via National Agencies or via EACEA)

Who applies where, then?



Applications submitted exclusively by **ENGOS:**
to the **EACEA** in Brussels

Call for Proposals
ERASMUS-YOUTH-2025-PCOOP-ENGO

Applications submitted by any other type of organisations (no ENGOS**):**
to the **National Agency (NA)** in each country

Check open calls with your National Agency



Erasmus+ Cooperation Partnerships in the field of Youth - submitted by ENGOS

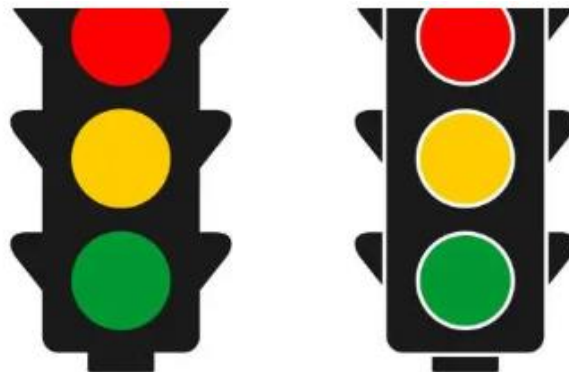
Admissibility, Exclusion & Eligibility criteria

Call requirements

All submitted applications must comply with the following criteria set in the Call text (E+ Programme Guide):

- 1. Admissibility** criteria
- 2. Exclusion** criteria
- 3. Eligibility** criteria
- 4. Award** criteria
- 5. Selection** criteria

- ✓ Only **admissible applications** presented by **eligible candidates** not falling in one of the situations of exclusion defined in the FR will be **further evaluated** with regards to the operational and award criteria.
- ✓ Only the ones retained for funding are checked for their financial capacity and are subject to a validation of the legal entity.



Admissibility Criteria

E+ Programme Guide 2025 – Part C – Information for applicants

- Applications must be submitted **electronically** via the Funding & Tenders Portal Electronic Submission System no later than **deadline** set in the **Funding and Tender Portal**
- Applications (including annexes) 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

Exclusion criteria

E+ Programme Guide 2025 - Part C – Information to the Applicants

EU Financial regulation 2024/2509

Applicants must sign a **declaration on honour** when filling in the application form



Eligibility criteria

E+ Programme Guide 2025 – Part B – Information about the actions – Cooperation Partnerships - Eligibility Criteria

✓ **Applicant**

✓ Participating **organisations**

✓ Composition of the **partnership**: number and countries

✓ **Priorities**

✓ **Venue** of activities

✓ **Duration**

✓ **Where** and **when** to submit the application

Eligibility Criteria- **Applicant (=coordinator)**

- ✓ The applicant must be the **European body/secretariat of an European NGO (ENGO)** active in the field of youth. 
- ✓ The European body/secretariat of the ENGO must be established in an **EU Member State of third country associated to the Programme.**
- ✓ Legally established at least **2 years** before the application deadline. 

Eligible countries are listed in Erasmus+ Programme Guide 2025 – Part A- General information about the Erasmus+ Programme

Eligibility Criteria- **European NGO (ENGO)**

E+ Programme Guide 2025 - PART D- Glossary of terms

European NGOs are NGOs that operate:

- through a formally **recognised structure** composed of **a European body/secretariat** legally established for **at least two years** in *an EU Member State or third country associated to the Programme*
- **of at least 8 national organizations/branches** in at least **8 EU Member States and third countries associated to the Programme**

These national organizations/branches must:

- have a proven **statutory link** with the European body/secretariat
- be active in the field of education, training or youth

The ENGO must be composed of at least **9 entities** (1 European body/secretariat + 8 national branches) established in **9 different EU Member States and third countries associated to the Programme**

Eligibility Criteria- European NGO (ENGO)- **Statutory link**

E+ Programme Guide 2025 - PART D- Glossary of terms

This notion implies that the **cooperation between the organizations** concerned is based on a **formalized/documented relation**,

neither limited to the project they apply for, nor established for the sole purpose of its implementation

This link can cover **many forms**, from a **very integrated one**

one "mother organization" with its national branches/affiliated entities

to a **looser one**

a network functioning through a clearly defined membership modality requiring: the payment of a fee, the signature of a membership contract/agreement, the definition of rights and obligations from the two parties

Eligibility Criteria- **Participating organisations**

- - Types of participating organisations:
- **Applicant/ coordinator: European body/secretariat of an ENGO** established in an EU Member State or third country associated to the Programme.
- **Partner:** see slide 19.
- **Affiliated entity:** Optional. art. 190 Financial regulation (**legal/capital link**). They must comply with the eligibility and non-exclusion criteria, and where applicable also with the selection criteria applying to applicants but they do not count toward the minimum eligibility criteria for the consortium composition. **Receiving funding.**
- **Associated partner:** Optional. Other partners from the public or private sector that contribute to the implementation of specific project tasks/activities or support the promotion and sustainability of the project. They do not count toward the minimum eligibility criteria for the consortium composition. **Not receiving funding.**

Eligibility Criteria- Participating organisations

- Cumulative conditions:

1) Legal status and geographical: Any public or private organisation established in an **EU Member State or third country associated to the Programme or in any third country not associated to the Programme in regions 1 (Balkans), 2 (Neighbourhood East*) and 3 (South-Mediterranean countries)**

NEW

For the detailed list of countries, please check "Eligible countries" – Part A (pages 32-34 Erasmus+ Programme Guide 2025)

2) Profile: Any type of organisation **active** in the field of education, training, **youth**, sport or other socio-economic sectors, as well as organisations carrying out activities that are **transversal** to different fields.

**With exception of Belarus*

Eligibility criteria – Consortium composition

- **Minimum: 3 organisations** (*including the applicant*) from **3 different** EU Member States or third **countries** associated to the Programme.
- **Maximum:** no maximum
- Participation of **third countries** not associated to the Programme: OPTIONAL and only if bringing an **essential added value** to the project and justified in the proposal.



Eligibility Criteria- **Priorities**



Priorities to be addressed

at least one horizontal priority (Inclusion and diversity, Environment, Digital transformation, Common values)

and/or

at least one specific priority relevant to the field of youth

These priorities must be reflected in the Part B of your proposal and be aligned with the priorities selected in **Part C- KPI form**

NEW

Other Eligibility Criteria

Venue of the activities

In the **countries of the organisations participating** in the project, either as full or as associated partners.



Project duration

No fix duration- from **12** months to **36** months

Extensions in project durations are possible, but no more than 36 months



Eligibility Criteria- Where and when

For applications to the call for proposals **ERASMUS-YOUTH-2025-PCOOP-ENGO**:

- Applicants have to submit their grant application to the **European Education and Culture Executive Agency (EACEA) *via the Funding & Tenders Portal***
- Applicants have to submit their grant application by **deadline**



Selection criteria

OPERATIONAL CAPACITY

Appropriate professional competencies and qualifications to carry out the project

FINANCIAL CAPACITY

Stable and sufficient sources of funding

Does not apply to public organisations

Insert in **Part B of application form**:

- Description of relevant skills and experience of project staff (no CVs)
- Description of the consortium participants
- List of previous and running EU-funded projects

Provide **upon request** and upload in Funding and Tender Opportunities portal:

- Profit and loss account
- Balance sheet
- Other documents if requested



Erasmus+ Cooperation Partnerships in the field of Youth - submitted by ENGOs

Award criteria

Award Criteria



- ✓ **4 award criteria:** Every eligible proposal is examined with regards to every criterion announced in the Call for proposals.
- ✓ **Scoring system:**
 - ❖ The call for proposals attaches weightings to the different award criteria as well as minimum **thresholds** to both scores per criterion and the **total score** obtained by an application.
 - ❖ Only those proposals which have obtained scores higher than (or at least equal to) the respective thresholds could be sustained for financing.
 - ❖ The applications which did not pass the thresholds will be rejected on that ground. In order to ensure equal treatment of all applicants, applications which are below the thresholds could not be included in any reserve list either.

Scoring system and award criteria

Criteria	Maximum points	Minimum pass points
Relevance of the project	25	13
Quality of the project design and implementation	30	15
Quality of the partnership and the cooperation arrangements	20	10
Impact	25	13
Total score: Maximum 100 points To be considered for funding: 1. Minimum total score 70 points AND 2. Minimum pass points per each criterion		

More details on each criterion in
Programme Guide, pages 237 – 239

Relevance

- ✓ **Relevance to objectives and priorities** of the Action
 - ✓ **highly relevant** if:
 - ✓ Address the priority “*inclusion & diversity*”
 - ✓ Support the implementation of *EU youth policy*
- ✓ Relevance for the respect and promotion of shared **EU values**
- ✓ the **profile, experience and activities** of the organizations are relevant
- ✓ based on a genuine and adequate **needs analysis**
- ✓ **suitable for creating synergies** between different fields or it has potentially a strong impact on one or more of those fields
- ✓ **innovative**
- ✓ **complementary** to other initiatives already carried out by the participating organisations
- ✓ brings **added value at EU level**



Quality of the project design and implementation

- ✓ the **project objectives** are clearly **defined, realistic** and **address needs** of the participating organisations and target groups
- ✓ the proposed **methodology** is **clear and feasible**
 - the work plan is *clear, complete and cost-effective* with resources to *each activity & quality control, monitoring and evaluation measures*
- ✓ the activities are designed in an **accessible and inclusive way** and are open to people with fewer opportunities
- ✓ incorporates **the use of digital tools & learning methods**
- ✓ is designed in an **eco-friendly way** with **green practices**
- ✓ (if applicable) quality of the **training, teaching or learning activities**



Quality of the partnership and the cooperation arrangements

- ✓ **appropriate mix of participating organisations** in terms of profile, expertise

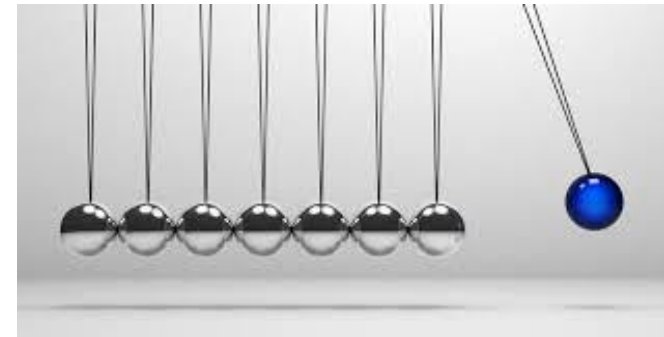
✓ the consortium includes partner **organisations outside the applying ENGO**

- ✓ the project involves **newcomers** and **less experienced** organisations to the Action
- ✓ the **allocation of tasks** demonstrates the commitment and active contribution of all
- ✓ effective mechanisms for **coordination and communication** between participating organizations & with other relevant stakeholders
- ✓ (if applicable) the involvement of an **organization** from **a third country not associated to the Programme** brings an **essential added value**



Impact

- ✓ includes **concrete steps** to **integrate the results** in the **regular work** of participating organizations
- ✓ has the potential to **positively impact** its participants and participating organisations, as well as their wider communities
- ✓ includes expected project results with the potential to be **used outside the participating organisations** at local, regional, national or European level
- ✓ includes **concrete and effective steps** to make the **results known** within the participating organisations and shared with the public (**EU funding**)
- ✓ describes how **the materials, documents and media produced** will be made **freely available** (if relevant)
- ✓ ensures the **sustainability**





Erasmus+ Cooperation Partnerships in the field of Youth - submitted by ENGOs

**Funding Mechanism:
lump sum grants**

What is lump sum funding?

- Lump sum funding reduces administration and financial errors as **removes the need to report actual costs**.
- This means **easier access to the programme**, especially for small organisations and newcomers, who often lack the experience and capacity to cope with the complex rules for actual costs.
- Lump sums are **defined up-front and fixed** in the grant agreement. They are paid upon **completion of the activities** in work packages.
- The planning, evaluation, and execution of projects does not change much.
- The **payment** of lump sums is **not dependent on successful outcomes** and follows the standard payment schedule.
- Lump sum projects enjoy the same degree of **flexibility**, and their **performance** is judged by the same standards.

Lump sum funding for PCOOP ENGO projects (Type I)

The Erasmus+ Programme Guide sets **3 different single lump sums amounts** to cover proposal with different levels of complexity in terms of administrative and reporting requirements.

Cooperation Partnerships in the field of Youth submitted by ENGOs	120 000 EUR
	250 000 EUR
	400 000 EUR

When planning their projects, the consortium will need to **choose the most appropriate single lump sum amount to cover the costs of their project**, based on their needs and objectives. Their choice needs to match the ambitions and expected outcomes of the project.

Proposals must **describe the activities** that the applicants commit to carry out. Those activities must be compliant with the eligibility criteria set in the Programme Guide and relevant to the objectives of the Action. The number and magnitude of the described activities should justify the chosen single lump sum, so as to justify the chosen single lump sum.

- Regarding budget details, the applicants should **indicate the amount allocated to WP** , which must satisfy the principles of economy, efficiency and effectiveness in relation to the objectives of the Action.
- The **lump sum amounts are fixed**. If the assessment of the proposal shows that its cost-effectiveness is not adequate, there is no possibility to “downgrade” or “upgrade” the proposal to a lower or higher lump sum amount. It means that the proposal will simply not be selected.
- **Co-funding** principle : the lump sum grant must not cover the entire costs of the project. The applicant is not required to demonstrate the co-financing by means of a detailed project budget. The compliance to this principle will be assessed based on the information provided in the description of the activities.
- **No-profit** principle: grants shall not have the purpose or effect of producing a profit within the framework of the project of the beneficiary.
- The lump sum amount chosen at proposal stage **cannot be modified during the project implementation phase**. It can only be reduced at final report stage due to poor, partial, or late implementation, or to force majeure according to the rules stated in the Grant agreement.
- The **final payment** of the lump sum will depend on the level of achievement of the project objectives and the **completion of the activities**.

How to choose the adequate lump sum grant for your project?



- EU Funding & Tenders Portal

The screenshot displays the EU Funding & Tenders Portal interface. At the top left, the European Commission logo is visible. The main header reads "EU Funding & Tenders Portal". A navigation bar below the header includes links for Home, Funding (highlighted in yellow), Procurement, Projects & results, News & events, Work as an expert, and Guidance & documents. The breadcrumb trail shows "Home > Horizon > Lump sum funding in Horizon Europe". The main heading is "Lump sum funding in Horizon Europe". On the left, a sidebar menu lists: Overview (selected), Guidance, Events, Opportunities, and Background. The main content area features a video player with the title "How to evaluate lump sum proposals: Get started" and a "Share" button. The video thumbnail shows the text "LUMP SUM FUNDING" and a hand holding a Euro coin. A "Watch on YouTube" button is located at the bottom left of the video player.



Erasmus+ Cooperation Partnerships in the field of Youth - submitted by ENGOS

The PCOOP ENGO application

How to prepare your application

- For **general instructions** on how to fill in and to submit the application in the F&TP please consult the **video tutorial *How to submit your application in the Funding & Tender Opportunities Portal*** available in this site
- This presentation focuses on the **specificities** to consider when drafting the application form for a PCOOP ENGO proposal and in particular with regards the **PART B** and the budget (**CALCULATOR**)



EACH ACTION HAS A PRE-FIXED LUMP SUM. NO OTHER AMOUNT CAN BE AWARDED.								
TO AVOID REJECTION, MAKE SURE THAT THE TOTAL OF THE BUDGET TABLE BELOW (cell I11) CORRESPONDS TO THE PRE-FIXED LUMP SUM FOR THE CHOSEN ACTION. ONCE YOUR BUDGET TABLE IS FILLED IN, CHECK THAT THERE ARE NO OUTSTANDING ERROR MESSAGES (RED) AND ENSURE THAT IT IS CONSISTENT WITH "SECTION 3 - BUDGET" OF THE eFORM.								
CHOSEN ACTION	PRE-FIXED LUMP SUM AS PER CALL (in €)							
Partnership for Cooperation in the field of Youth and in the field of Education and training - European NGOs	120.000	250.000	400.000					
WARNING: the total below does not correspond to a pre-fixed lump sum. The budget table needs to be filled in or corrected								
DETAILED BUDGET TABLE ERASMUS LS I ENGO (YOUTH and EDU)								
Estimated budget – Lump sum breakdown – MAKE SURE THIS TABLE IS CONSISTENT WITH "SECTION 3 - BUDGET" OF THE eFORM.								
Participants	VP 1	VP 2	VP 3	VP 4	VP 5	VP 6	VP 7	TOTAL (in €)
	[b6c]	[b6c]	[b6c]	[b6c]	[b6c]	[b6c]	[b6c]	-
[b6m]								0
[b6m]								0
[b6m]								0
[b6m]								0
[b6m]								0
[b6m]								0

Which documents and annexes for a PCOOP application

Administrative forms (Part A)

NEW

Edit forms

Edit Part C (KPI)

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 of proposal *



Upload



Calculator *



Upload



Information on partnership and activities *



Upload



CVs



Upload



List of previous projects



Upload



Other annexes



Upload



NEW

Part B– Narrative part

Part B - Technical description

1. RELEVANCE

- 1.1. Background and general objectives
- 1.2. Need 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



Erasmus+ Programme Guide – Award criteria

RELEVANCE OF THE PROJECT

- Objectives and priorities of the action
- Adequacy of the partnership
- Needs analysis
- Innovation, Synergies, Complementarity
- EU added value

QUALITY OF THE PROJECT DESIGN AND IMPLEMENTATION

- Objectives
- Planning
- Methodology
- Inclusion
- Digitization
- Green

QUALITY OF THE PARTNERSHIP AND THE COOPERATION ARRANGEMENTS

- Configuration
- Geographic composition
- Commitment & tasks
- Coordination & Cooperation arrangements
- Involvement of associated partners

IMPACT

- Impact
- Dissemination
- Sustainability

- Your Part B must give answer to all the **ALL** the aspects (**bullet points**) covered by each award criteria

<p>Relevance (maximum score 25 points)</p>	<p>The extent to which:</p> <ul style="list-style-type: none">the proposal is relevant for objectives and priorities of the Action. In addition the proposal will be considered as highly relevant if:<ul style="list-style-type: none">it addresses the priority "inclusion and diversity";In case of projects managed by the Erasmus+ National Agencies: if it addresses one or more "European Priorities in the national context", as announced by the National Agency;In case of projects submitted by ENGOs in the fields of education, training or youth to the European Education and Culture Executive Agency: the extent to which the applicant runs activities that support the implementation of EU policies in one of these sectors.the proposal is relevant for the respect and promotion of shared EU values, such as respect for human dignity, freedom, democracy, equality, the rule of law and respect for human rights, as well as fighting any sort of discrimination.the profile, experience and activities of the participating organisations are relevant for the field of the application;the proposal is based on a genuine and adequate needs analysis;the proposal is suitable for creating synergies between different fields of education, training, youth and sport or it has potentially a strong impact on one or more of those fields;the proposal is innovative;the proposal is complementary to other initiatives already carried out by the participating organisations;the proposal brings added value at EU level through results that would not be attained by activities carried out in a single country.
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Part B

***SUBCONTRACTING** is applicable for this call
Fill in section 2.1.3 but not 4.2

- Fill in all the **applicable** sections

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PROGRAMME GUIDE

Quality of the project
design and
implementation

the project is cost-effective and allocates appropriate resources to each activity;

The requested grant must be **REASONABLE** and coherent with the work plan

Financial support to third parties (if applicable) n/a

Not applicable.

Seal of Excellence (if applicable) n/a

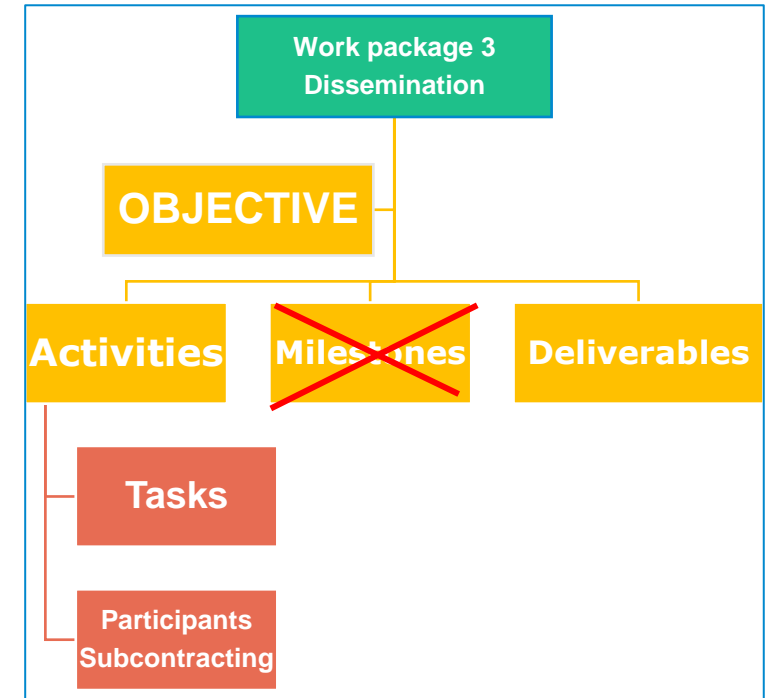
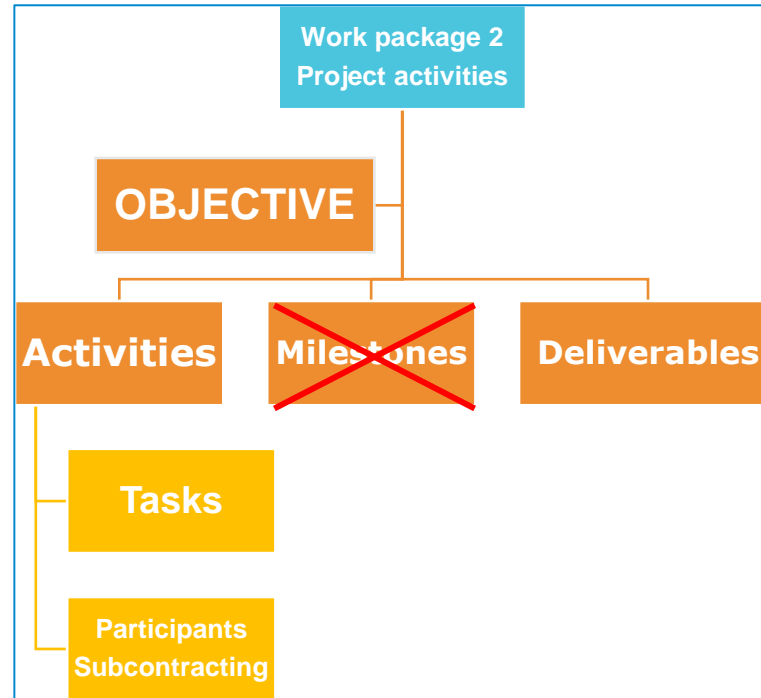
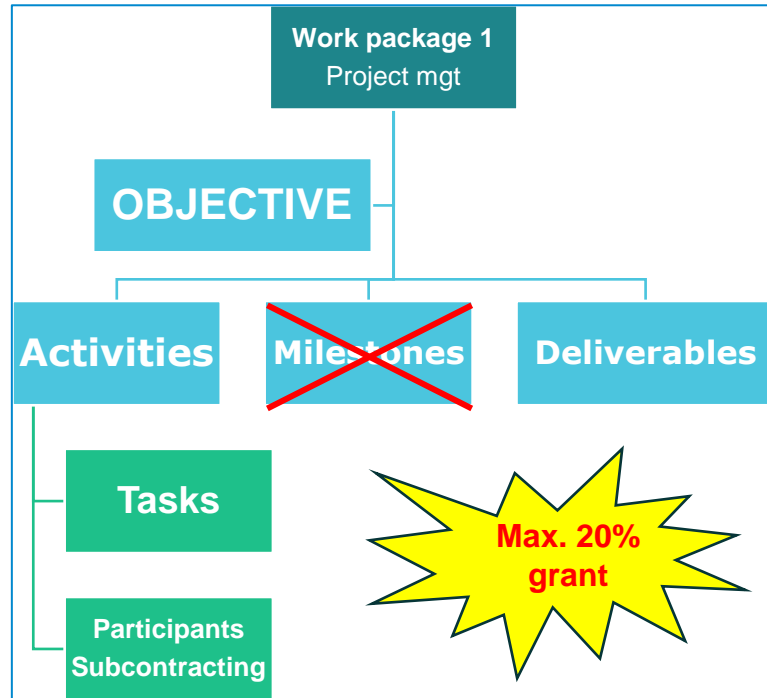
If provided in the Call document, proposals that pass the evaluation but are below the budget threshold (i.e. pass the minimum thresholds but are not ranked high enough to receive funding) will be awarded a Seal of Excellence. In this context we may share information about your proposal with other EU or national funding bodies through the Erasmus+ National Agencies.

Do you agree that your proposal (including proposal data and documentation) is shared with other EU and national funding bodies to find funding under other schemes?

[YES] [NO]



Part B – Section 4– Work packages



Minimum: 3
Maximum (recommended): 5

Part B – Section 4 – Work packages

Work Package 1: [Name, e.g. Project management and coordination]					
Duration:	MX - MX	Lead Beneficiary:	1-Short name		
Objectives					
<i>List the specific objectives to which this work package is linked.</i>					
▪					
Activities (what, how, where) and division of work					
<i>Provide a concise overview of the work (planned tasks). Be specific and give a short name and number for each task.</i>					
<i>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.</i>					
<i>Add information on other participants' involvement in the project e.g. subcontractors, in-kind contributions.</i>					
Note:					
<i>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.</i>					
<i>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.</i>					
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					

Part B – Section 4 - Deliverables

During the project's lifetime, your **performance** will be continuously assessed by the Agency based on the deliverables to be submitted **periodically**

- Be **realistic** and **reasonable** - Adapt the number of deliverables to the size of your project and work packages
- Structure your deliverables and **do not multiply** them – try to gather similar deliverables (**3-5 per work package**).
- Refer only to **major outputs** - Do NOT include minor sub-items, internal working papers, meeting minutes, etc.
- Try to keep **balance** of the deliverables to be submitted all along the lifetime of the project
- **Horizontal** deliverables (all over the project): try to split it into two deliverables if possible (one in the first part of the project and other in the second part). If not possible, to be submitted at the end of the project.
- **EU reporting documents** (progress and final reports) are not considered as deliverables
- **EU funding visibility**: the final grant may be reduced if project's materials do not comply with this rule!!
- Be as **specific** as possible, e.g.:

DELIVERABLES	DESCRIPTION application form
Risk management plan	how risks will be identified and assessed, what tools and techniques can be used,, the relevant roles and responsibilities, how often risks need to be revisited, mitigating measures, etc
Quality management plan	project's quality objectives, the quality management approach, process and responsibilities, the quality assurance and control activities, tools and techniques that will be used for quality planning and quality assurance and control, timetable, etc
Meetings	Objectives, dates or periodicity, type of meeting, target group, estimated n° of participants, venue / format (online), lists of participants, mintues, reports, agenda, etc
Intellectual outputs	Objectives, methodology, content, timetable, tools, etc In case of an explanation of a result, a report on a specific activity, a prototype, etc, a short-written description of the deliverable may be provided rather than the deliverable itself
Events	number of events, title, content, venue, duration, profile of participants, estimated n° of participants, n° of participants with fewer opportunities, lists of participants, feedback questionnaires, agenda, reports, etc
Publications, documents	number of pages, language, format (printed/electronic), linguistic versions, number of printed copies (in each language - participating organisations-), etc
Training modules	format, programme, learning methods, learning outcomes validation and recognition tools, lists of participants, participation certificates, etc
Dissemination and communication plan	target audience and key messages, type of materials to produce, external communication, branding, monitoring and evaluation, GDPR compliances, EU funding disclaimer , etc
Website	Minimum content, EU funding disclaimer , link ,etc It is strongly recommended to have a project dedicated website

Part B – Section 4 - Deliverables

It is **not required** to include **milestones** for PCOOP ENGO proposals

DELIVERABLES ARE MANDATORY!!

FOR EACH WORK PACKAGE YOU MUST IDENTIFY A SERIES OF LINKED 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	Lead Beneficiary	Type	Dissemination Level	Due Date (month number)	Description (including format and language)
D1.1		1		/R — Document, report/ /DEM — Demonstrator, pilot, prototype/ /DEC — Websites, patent filings, videos, etc/ /DATA — data sets, microdata, etc/ /DMP — Data Management	/PU — Public/ /SEN — Sensitive/ /Classified R-UE/EU-R/ /Classified C-UE/EU-C/ /Classified S-UE/EU-S/		

Part B – Budget

~~Estimated budget – Resources (n/a for projects with Lump Sum Grants)~~

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

Budget information
ONLY to be provided
in **Part A – Budget** and
Part B- Calculator



Part A - Budget

No	Name of Beneficiary	Country	Requested grant amount
1	Test Camelia-valeria	BE	60000.00
2	Charalampos Xenogiannis	BE	60000.00
Total			120000.00



EACH ACTION HAS A PRE-FIXED LUMP SUM. NO OTHER AMOUNT CAN BE AWARDED.
TO AVOID REJECTION, MAKE SURE THAT THE TOTAL OF THE BUDGET TABLE BELOW (cell I11) CORRESPONDS TO THE PRE-FIXED LUMP SUM FOR THE CHOSEN ACTION.
ONCE YOUR BUDGET TABLE IS FILLED IN, CHECK THAT THERE ARE NO OUTSTANDING ERROR MESSAGES (RED) AND ENSURE THAT IT IS CONSISTENT WITH "SECTION 3 - BUDGET" OF THE eFORM.

CHOSEN ACTION	PRE-FIXED LUMP SUM AS PER CALL (in €)		
Partnership for Cooperation in the field of Youth and in the field of Education and training - European NGOs	120.000	250.000	400.000

WARNING: the total below does not correspond to a pre-fixed lump sum. The budget table needs to be filled in or corrected

DETAILED BUDGET TABLE ERASMUS LS I ENGO (YOUTH and EDU)

Estimated budget – Lump sum breakdown - MAKE SURE THIS TABLE IS CONSISTENT WITH "SECTION 3 - BUDGET" OF THE eFORM.

Participants	WP 1	WP 2	WP 3	WP 4	WP 5	WP 6	WP 7	TOTAL (in €)
	[titk]	[titk]	[titk]	[titk]	[titk]	[titk]	[titk]	-
nsnc]								0
nsnc]								0
nsnc]								0

Part B – Calculator

PRE-FIXED LUMP SUM GRANTS:
 120.000
 250.000
 400.000

EACH ACTION HAS A PRE-FIXED LUMP SUM. NO OTHER AMOUNT CAN BE AWARDED.
 TO AVOID REJECTION, MAKE SURE THAT THE TOTAL OF THE BUDGET TABLE BELOW (cell I11) CORRESPONDS TO THE PRE-FIXED LUMP SUM FOR THE CHOSEN ACTION.
 ONCE YOUR BUDGET TABLE IS FILLED IN, CHECK THAT THERE ARE NO OUTSTANDING ERROR MESSAGES (RED) AND ENSURE THAT IT IS CONSISTENT WITH "SECTION 3 - BUDGET" OF THE eFORM.

CHOSEN ACTION	PRE-FIXED LUMP SUM AS PER CALL (in €)		
Partnership for Cooperation in the field of Youth and in the field of Education and training - European NGOs	120.000	250.000	400.000

WARNING: the total below does not correspond to a pre-fixed lump sum. The budget table needs to be filled in or corrected

DETAILED BUDGET TABLE ERASMUS LS I ENGO (YOUTH and EDU)

Estimated budget – Lump sum breakdown - MAKE SURE THIS TABLE IS CONSISTENT WITH "SECTION 3 - BUDGET" OF THE eFORM.

Participants	WP 1	WP 2	WP 3	WP 4	WP 5	WP 6	WP 7	TOTAL (in €)
	[title]	[title]	[title]	[title]	[title]	[title]	[title]	
name]								0
name]								0
name]								0

Applicants **MUST** choose **ONE of the 3 pre-defined amounts** according to the activities they want to undertake and the results they want to achieve.

REMINDER: PROJECT MANAGEMENT = 20% total grant



Part C- KPI

Administrative forms (Part A)

Edit forms

Edit Part C (KPI)

View history

Print preview



Additional information for **statistical** purposes and contribution to the **policy** and **Programme objectives**

European Commission | Funding: Submission Service

Welcome [\[User Name\]](#)

Proposal ID	Call for Proposal	Topic	Type of Action
SEP-210896269	CREA-MEDIA-2022-TVONLINE	CREA-MEDIA-2022-TVONLINE	CREA-LS

Please select the type of organisation

Number	Name	PIC Number (if available)	Type of organisation
1	Beird Consulting SCB	956444445	-

Contact with a Creative Europe Desk

Did you contact a 'Creative Europe Desk' before submitting this application?

YES

NO

Please select minimum 1 option(s)

Information on the applicant company

Annual turnover in € *

Number of permanent staff *

This is a mandatory field.

Please indicate in which language are attached the treatment (language), director's note (language), script (language), teaser (language), contracts (language), LDR (language) or any other document attached to the application. *

This is a mandatory field.

Person's details as mentioned in the company's registration/identification of association (to be recorded in the external database) *

[Configuration info](#) [Validation Summary](#) [View PDF](#) [Cancel changes](#) [Save data](#)

MANDATORY

Information on partnership and activities

Information for **eligibility** purposes

- ✓ APPLICANT
- ✓ HORIZONTAL PRIORITIES
- ✓ SECTOR PRIORITIES
- ✓ VENUE
- ✓ OBJECTIVES
- ✓ ESTIMATED N° PARTICIPANTS



The eligibility check implemented by the Agency is made based on the information provided in this form.



False statements or incorrect information may lead to:

- **Exclusion** from the evaluation process
- Administrative **sanctions** under the EU Financial Regulation

Evaluation timeline



- **Evaluation** period: March - July 2025
- **Information** to applicants: September 2025
- **Signature** of grant agreement: September - December 2025
- **Start of the projects***: First day of the month following grant agreement signature

* A fixed start date may be possible if duly justified



Any question?



Do not miss the 2025 Info Day on 15 January 2025!!

And always available at EACEA-YOUTH@ec.europa.eu