



ERASMUS+ Key Action 3 Civil Society Cooperation

Youth and Education & Training

16 November 2021

*European Education and Culture
Executive Agency*

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

Info session- Practical issues

The power point slides will be made available after the session;

The session is recorded – the recording will be made available after the session;

Questions can be asked to these e-mail addresses:

- EACEA-YOUTH@ec.europa.eu (for **YOUTH**)
- EACEA-CIVIL-EDU@ec.europa.eu (for **Education and Training**)

They will be addressed during the meeting (or afterwards if too specific / late)

Link to Funding and Tenders Portal: <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/home>

Info session- Agenda

1. Welcome by EACEA
2. Policy Context for Youth and Education & Training
3. Call for Proposals 2022: General Information

BREAK

4. Tips and recommendations to fill in the Application Form and Submission Procedure
5. Q & A



Youth Policy Context

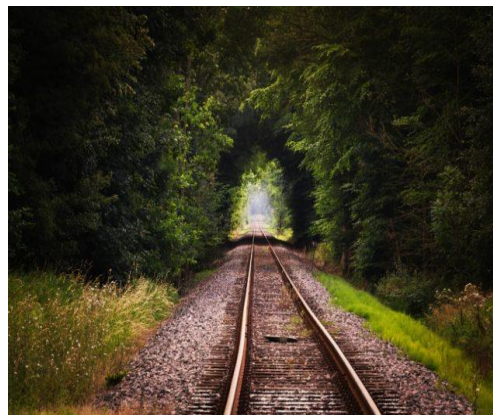
Babis Papaioannou

DG EAC – Youth Unit B3

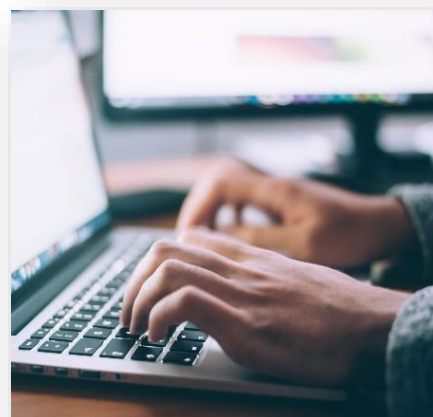
Priorities of Erasmus+ 2021-2027



Inclusion and diversity



Green



Digital



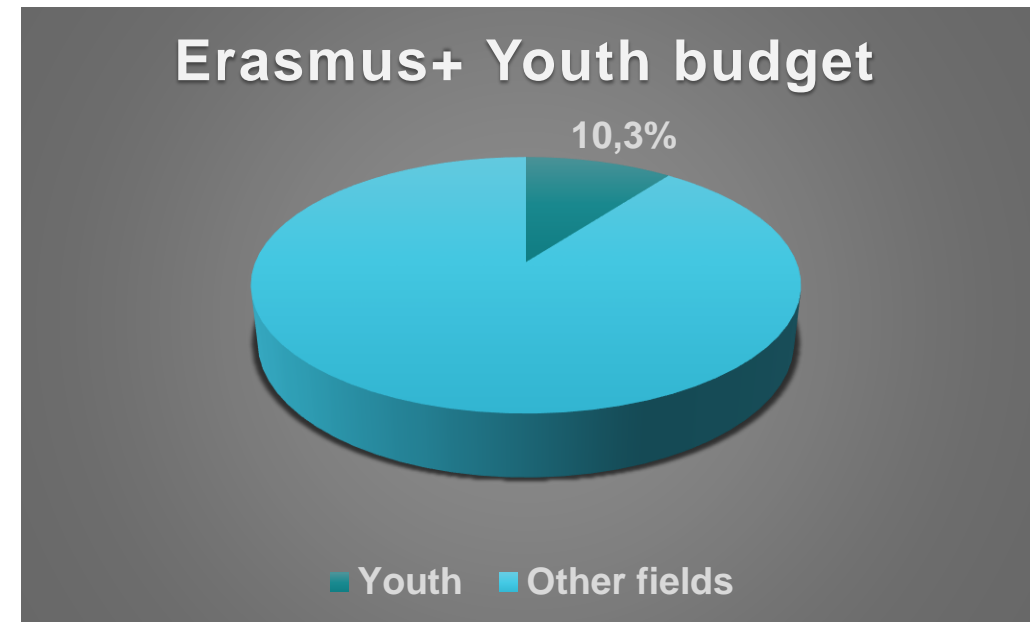
Participation

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

The European Union Youth Strategy 2019-2027 (Engage, Connect, Empower)

- Fostering youth participation in democratic life,
- Supporting social engagement, solidarity and cross-border mobility
- Aiming to ensure that all young people have the necessary resources to take part in society.

https://europa.eu/youth/strategy_en

2022 priorities

- Implementation of the EU Youth Strategy
 - ❑ EU Youth dialogue process
 - ❑ Mutual learning activities
 - ❑ Understanding the impact of the crisis and supporting the recovery
 - ❑ Youth in other policy areas: Youth coordinator

Conference on the Future of Europe

An opportunity for European citizens to debate on Europe's challenges and priorities.

- ❑ An on going dialogue from May 2021 – May 2022
- ❑ Youth is one of the 10 debate priorities.
- ❑ 1/3 of the national delegations in the Conference under 25 years old.
- ❑ The results a guideline for the European Institutions.

European Youth Work Agenda

- Sub-group on youth work (23-24 November 2021)
- PLA on non-vocational qualifications for youth work
- The Bonn Process
- Digital youth work

European Year of Youth-2022. Why?

- COVID-19 pandemic: an unprecedented – and uneven – impact on education, employment and mental health of the young people.
- Young people have shown intergenerational solidarity and have sacrificed valuable ‘*youthful moments*’ of their daily lives.
- 2022 will therefore be ‘*year dedicated to **empowering** those who have dedicated so much to others*’

Objectives

- Raise awareness about opportunities for young people
- Support young people to become active and engaged citizens and in becoming more familiar with the political landscape (at EU, national and regional levels).
- target all young people, including and especially those with fewer opportunities.
- Include national, regional and local levels: strong involvement of youth organisations and young people themselves.

Guiding principles of the Year

- **Forward looking and bottom-up:** young people participating in debates on the challenges they face and on the future course of action
- **Inclusive and participatory:** young people are invited to design activities or join initiatives at regional/national level that will take place across Europe.
- Strong link/connection with **NextGenerationEU** campaign (enhance the role of youth in the green and digital transition) and the **Conference on the future of Europe**.

Working together

- EU Institutions: EP, EESC, CoR, ...
- Youth organisations (at all levels)
- National Coordinators appointed by the Member States
- Commission DGs (set-up of a calendar of events)
- DG COMM and Permanent Representations



Call for proposals Civil Society Cooperation:

Education and Training

GIRELLI Renato
DG EAC

Policy Officer – *Jean Monnet*,
*International cooperation in education
and youth Unit*

Objectives



Raise awareness of EU policy agendas ...,

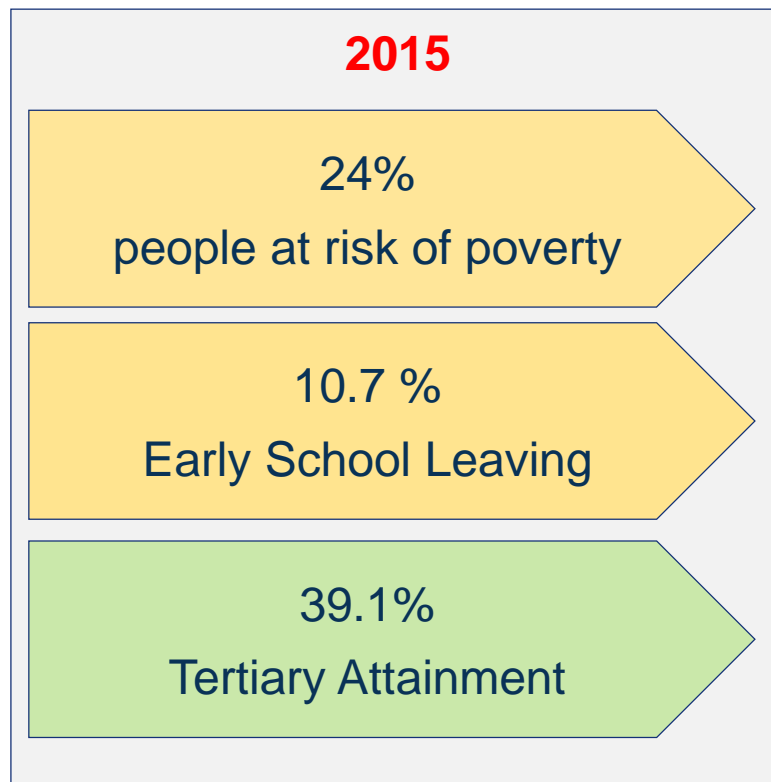
- Increase cooperation on policies and reforms relevant for the country-specific recommendations (EU Semester).
- Boost participation including using the potential of digital communication.
- Boost the dissemination of policy actions and good practices.

develop and implement innovative, targeted and creative strategies and activities contributing to: ...

- **European Education Area**
- **digital transformation**
- **inclusion and diversity**
- **environmental protection, fight against climate change**
- **active citizenship and participation in democratic life.**

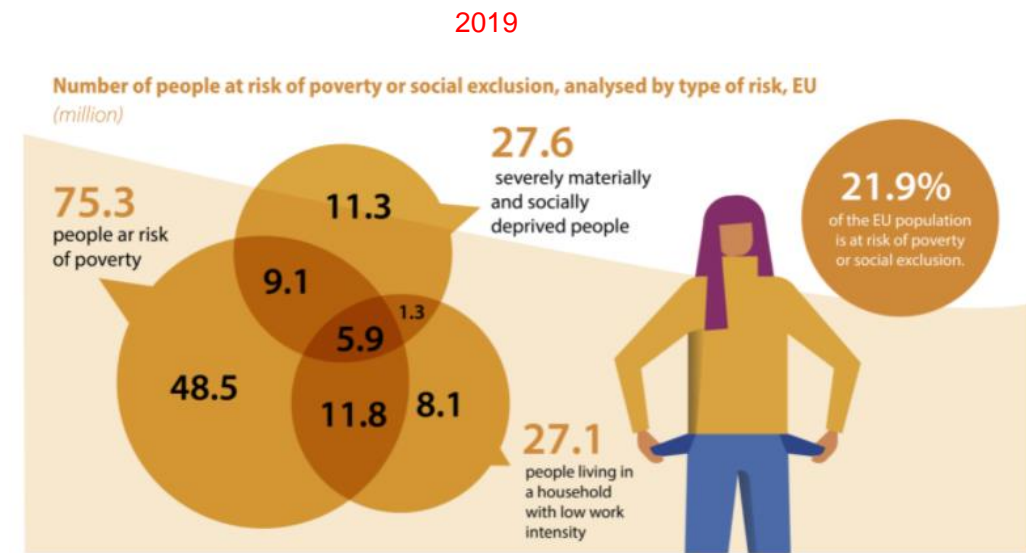
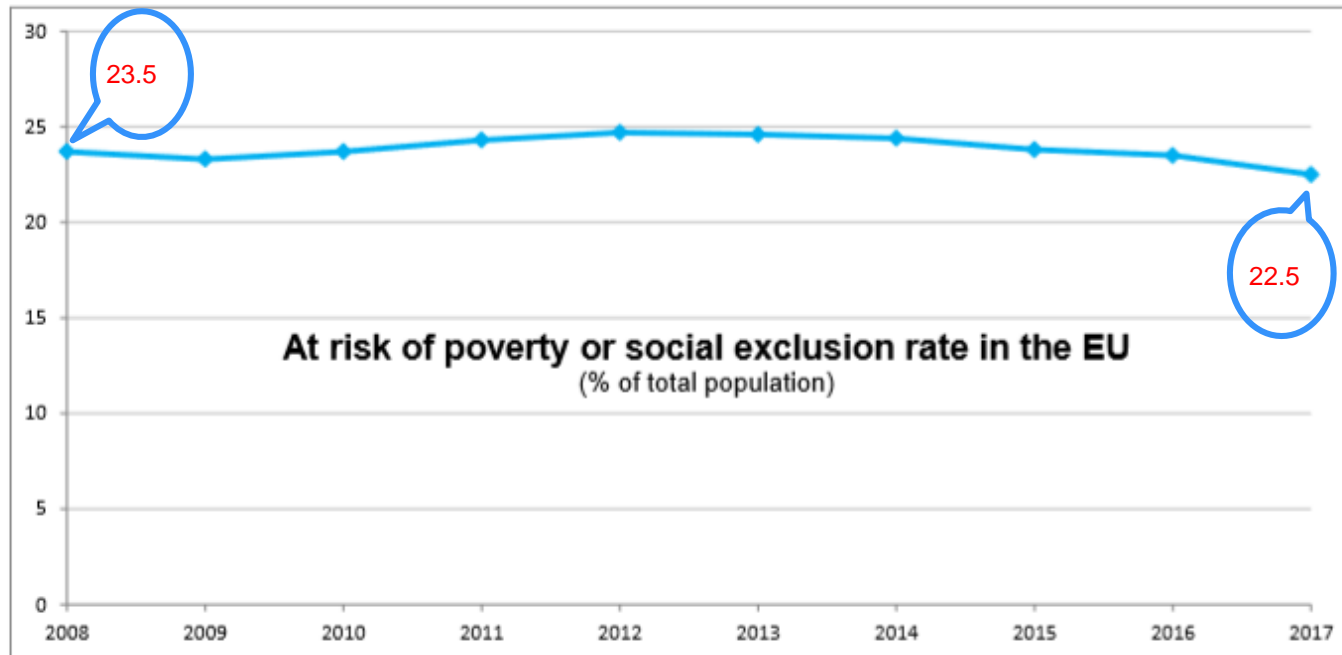
2022 European Year of Youth

La strategia 2020



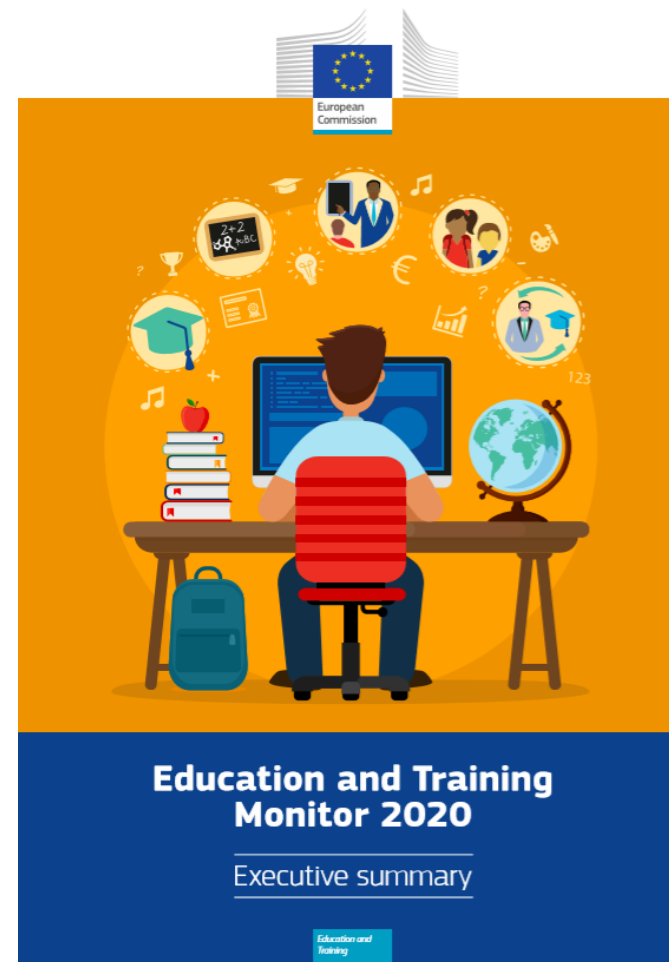
People at risk of poverty and exclusion

	2013		2015			2018		2020
European Union - 27 countries (from 2020)	107 266 (e)	106 792 (e)	104 079 (e)	103 697 (e)	98 593 (e)	94 740 (e)	91 370 (e)	96 807 (be)



Note: estimates. Due to rounding, the sum of the data for the seven intersecting groups may differ slightly from the totals published elsewhere.

<https://op.europa.eu/webpub/eac/education-and-training-monitor-2020/en/>



Objectives Europe 2020

data 2016

Early leavers from education and training (age 18-24)



TARGET
< 10.0%

NOW
10.7%



Men



Foreign-born



Women



Native-born

Source: Eurostat (EU-LFS, 2016)

data 2020

Early leavers from education and training (age 18-24)



TARGET
< 10%

NOW
10.2%



Men



Foreign-born



Women



Native-born

data 2021

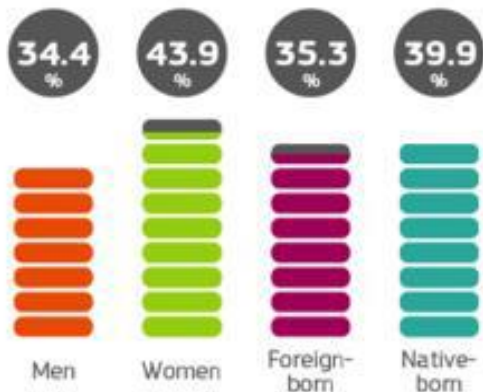
NEW TARGET (2025)
< 9%

NOW
9.9 %

gender and origin to be checked

Objectives Europe 2020

data 2016



Source: Eurostat (EU-LFS, 2016)

data 2020



data 2021

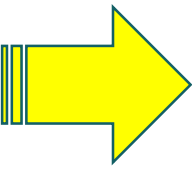
NEW TARGET
45% (2025) e 50% (2030)

NOW
40.5 %

gender and origin to be checked

Initiative UE



2019  2024

- Gender equality strategy

- EU anti-racism a.p.

- EU Roma strategy

- LGBTIQ strategy

- integration and inclusion a.p

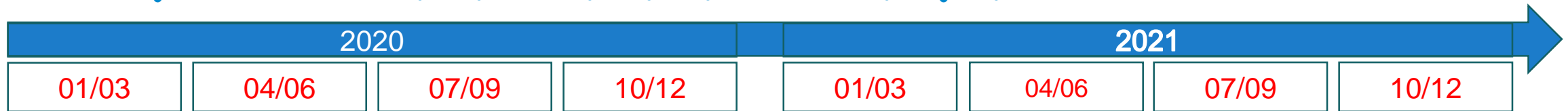
- The European democracy a.p

- Persons with Disabilities strategy

- European Pillar of Social Rights

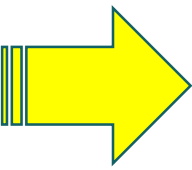
- Child Guarantee

- **Social Summit (PT Presidency)**



Initiative UE



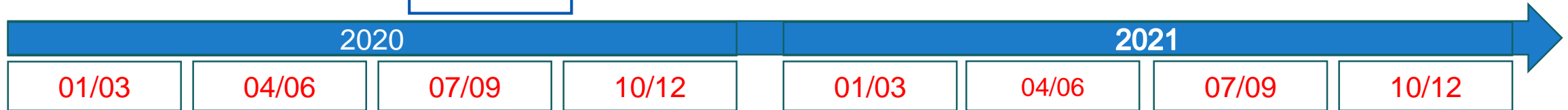
2019  2024

- European education Area
- Digital education Action Plan

Erasmus+

• European education Summit

Pathways to School Success





European Education Area

EU Leaders at the 2017 Gothenburg Social Summit call for a Union where “young people receive the best education and training and can study and find jobs across the continent”

The von der Leyn Commission von is committed to realize the EEA by 2025 in synergy with the European Skills Agenda and the European Research Area.



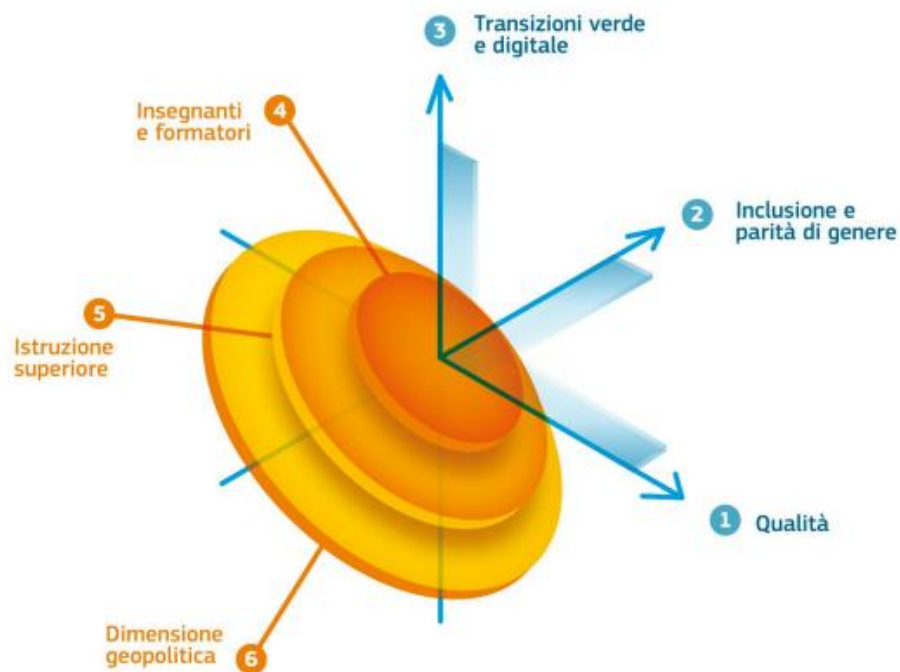
Brussels, 30.9.2020
COM(2020) 625 final

COMMUNICATION FROM THE COMMISSION TO THE EUROPEAN
PARLIAMENT, THE COUNCIL, THE EUROPEAN ECONOMIC AND SOCIAL
COMMITTEE AND THE COMMITTEE OF THE REGIONS

on achieving the European Education Area by 2025

European Education Area

The six dimensions of the EEA



quality: basic digital skills and competence, transversal competences and EU angle.

inclusion: support the study/work transition.

green and digital transitions:

teachers: support and value; opportunities for professional development.

higher education: deeper cooperation ...

geopolitical dimension: brain circulation ...



Digital Education Action Plan

Two strategic priorities:

- promote the development of an highly efficient digital education ecosystem
(two proposals for a Council recommendation)
- enhance the digital competences and abilities towards the digital transformation
(Council recommendation)
(promoting the digital literacy - HUB)
(counter disinformation - WG)
(Artificial Intelligence - WG)



Bruxelles, 30.9.2020
COM(2020) 624 final

COMUNICAZIONE DELLA COMMISSIONE AL PARLAMENTO EUROPEO,
AL CONSIGLIO, AL COMITATO ECONOMICO E SOCIALE EUROPEO E
AL COMITATO DELLE REGIONI

Piano d'azione per l'istruzione digitale 2021-2027
Ripensare l'istruzione e la formazione per l'era digitale

Thank you

“...education is the humanity’s greatest renewable resource ...”





Civil Society Cooperation in the field of Youth, Education and Training

Background, Priorities
and Objectives

Theme and priorities



For 2022, priority will also be given to activities linked to the **European Year of Youth**

- Strengthen **cross-sectorial cooperation** for **greater synergies** across different areas of actions that matter for young people.
- Promoting **youth participation** in various scales and formats.
- Supporting **active citizenship** of young people, notably youth at risk of social exclusion.

The call also embraces the **4 general priorities** of the von der Leyen Commission and seeks to enhance **inclusivity, equity, excellence** and **innovation** in education, and ensure all citizens are equipped with **basic skills**.

Background - KA 3: CSC in Youth and E&T

Objectives:

To provide structural support (**operating grant**) to **ENGOS** and **EU wide networks** active in the field of youth and education & training pursuing the following **aims**:

- ✓ Raise **stakeholder awareness** of European policy agenda in the field of youth (e.g. **EU Youth Strategy**) and education & training (e.g. **European Education Area**).
- ✓ Increase **stakeholder commitment** and cooperation with public authorities for the implementation of policies and reforms in the field of youth (e.g. country specific recommendations) and education & training.
- ✓ Boost **stakeholder participation** in the field of youth and education & training
- ✓ Boost **stakeholder and civil society involvement** in the **dissemination** of policy and Programme actions / results / good practices

Specificity of the 2022 CSC Call



Available budget:

- 4 million euros (YOUTH)
- 2.8 million euros (EDUCATION & TRAINING)

Project budget (maximum grant amount):

- Between EUR 80.000 and EUR 125.000 per project (ENGOS and Youth Networks)
- E&T European Networks EUR 200.000 (EU Wide networks)

First CSC call under the new MFF

Budget based on real costs (objective to return to unit costs next year)

Covers one year of activities (objective to return to a multi-annual funding as from 2023)

Applicants must be

- Organisations that are established in an eligible country, i.e.: Erasmus+ Programme Countries (= EU Member States, non-EU countries associated to the Programme*)
- Organisations that are non-governmental and not-for profit
- **YOUTH CALL:** Organisations that involve young people in their management and governance

* *including countries which are **in ongoing negotiations** for an association agreement and where the agreement enters into force before grant signature*

YOUTH: TWO CATEGORIES

- **Category 1: European non-governmental organisation (ENGO) in youth**
- **Category 2: EU-wide network in youth**

Category 1: European non-governmental organisation (ENGO) in youth

As specified in the glossary of the E+ Programme Guide, these are NGOs that operate through a **formally recognised structure** composed of

- a **European body/secretariat legally established for at least one year** in an EU Member State or third country associated to the Programme and
- national organisations/branches in **at least nine eligible countries.**

National organisations/branches must:

- a) have a proven statutory link with the European body/secretariat;
- b) be active in the field of youth.

Category 2: EU-wide network in youth

An EU-wide network (informal network) must:

- **Be composed** of legally **autonomous non-profit organisations** active in the field of youth and running activities that **support the implementation of the fields of action of the EU Youth Strategy**;
- **Operate** through an informal governance setting, composed of
 - a) an organisation legally **established for at least one year** on the date of submission of the application in a Eligible Country with functions of coordination of and support to the network at European level (the Applicant); and
 - b) other organisations established in **at least nine Eligible Countries**;
- **Involve** young people in the management and governance of the network.

EDUCATION & TRAINING: TWO CATEGORIES

- **Category 1: European non-governmental organisations (ENGOS) in the field of education and training.**
- **Category 2: EU-wide networks in the field of education and training**

Category 1: European non-governmental organisations (ENGOS) in the field of education and training.

NGOs that operate through a **formally recognised** structure composed of a European body/secretariat **legally established** for **at least one year** in an EU Member State or third country associated to the Programme and of national organisations/branches in at least nine EU Member States and third countries associated to the Programme.

These national organisations/branches must:

- ✓ have a proven statutory link with the European body/secretariat;
- ✓ be active in the field of education and training.

Category 2: EU-wide network

*An EU-wide network is an umbrella organisation of European non-governmental organisations (ENGOS as defined in category 1). The specificity of such an EU-wide network is that its members are themselves **NGOs at European level**. A European umbrella organisation thus represents a very large number of European stakeholders and covers a wide range of policy domains.*

It must:

- ✓ Be composed of legally autonomous ENGOS as defined in category 1 and be active in the implementation of the **Strategic Framework for European cooperation in Education and Training**;
- ✓ Be **formally established**, i.e. have legal personality and have been legally registered for at least two years in an Eligible country on the date of submission of the application.

Category 2: EU-wide network

- ✓ Fulfil **the three** following requirements :
- 1) **represent** more than one major stakeholder group – learners (at all levels of E&T), the teaching profession (teachers, trainers and school leaders), parents, etc;
- 2) be active in all the following **sectors**: * early childhood education and care * school education * higher education * vocational education and training * adult learning
- 3) be active in more than one major **cross-sector area** (citizenship education, ICT education, language learning, entrepreneurship education, etc.) involving one or more representative stakeholder groups as described above;
- ✓ Have a minimum of 20 member organisations (ENGOS)
- ✓ Be independent of public authorities, of political parties and commercial organisations;
- ✓ Have at least one salaried member of staff (full-time equivalent).

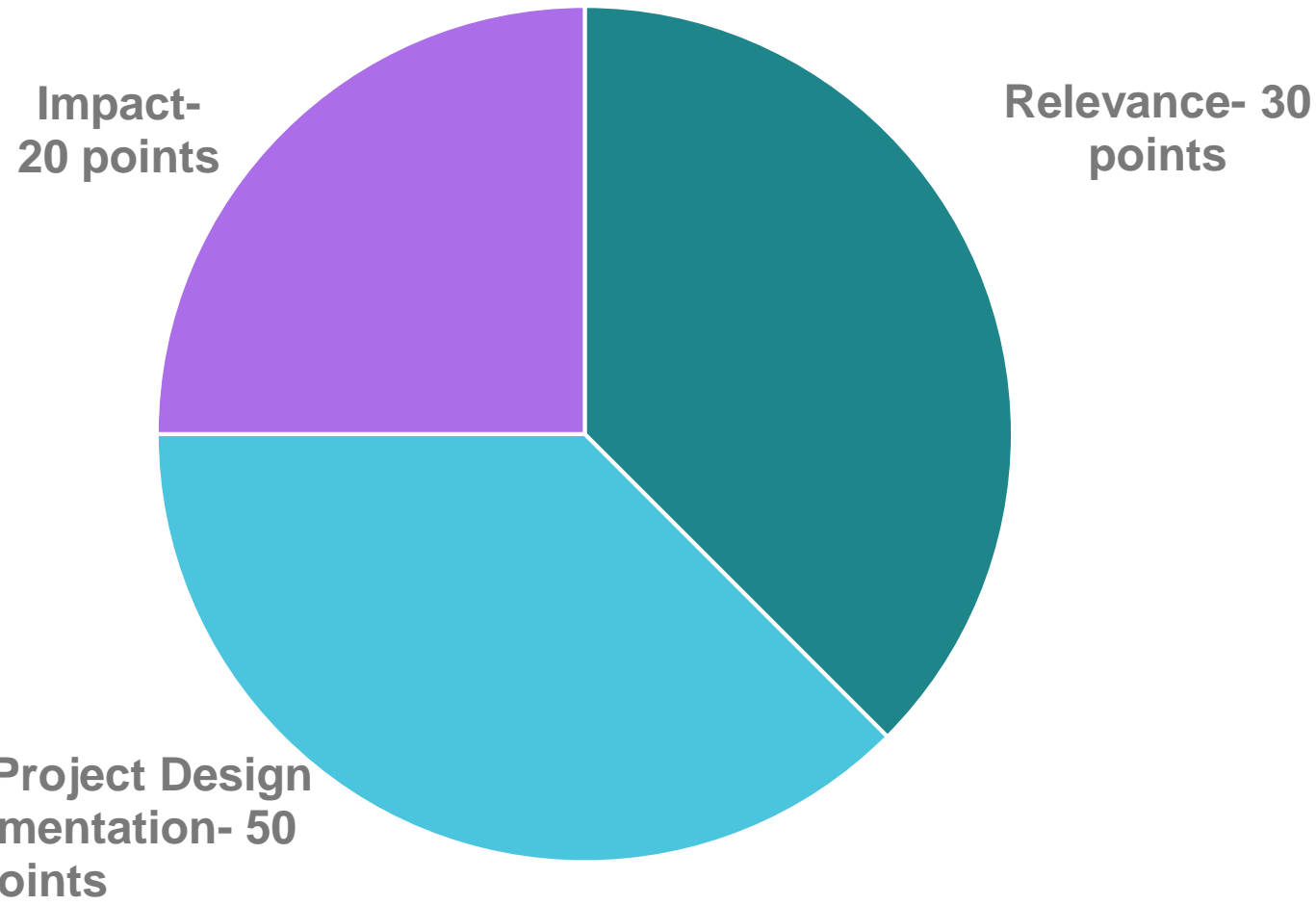
Timetable and deadlines

Timetable and deadlines (indicative)	
Call publication:	22 October 2021
<u>Deadline for submission:</u>	<u>15 December 2021 – 17:00:00 CET</u> <u>(Brussels)</u>
Evaluation:	–January-February 2022
Information on evaluation results:	March 2022
GA signature:	March-April 2022

CSC 2022

Award criteria

Weighting of criteria

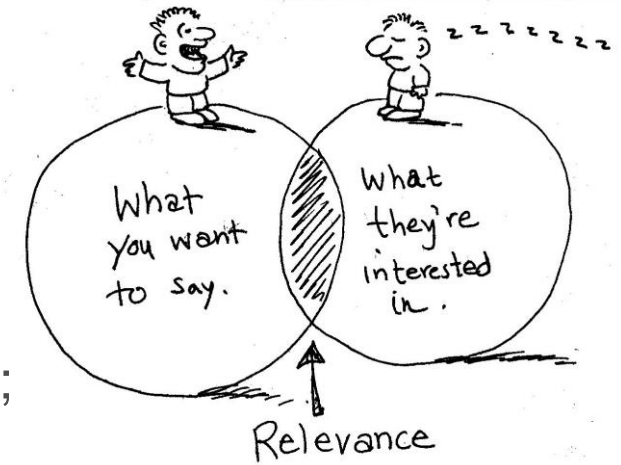


Threshold for funding:

- Maximum of 100 points overall
- Minimum pass score 60 points (15 pts for Relevance, 25 pts for Quality, 10 pts for Impact)

Relevance (30 points)

- The extent to which the applicant runs activities that support the implementation of EU policies in the youth and education & training sectors;
- The proposal relevance to the aims and objectives of the **EU Youth Strategy and the European Youth Goals**, the resolution on a strategic framework for European cooperation in education and training towards **the European Education Area** and beyond (2021-2030) and **the Digital Education Action Plan**.
- The proposal relevance for activities to be carried out in the 2022 **European Year of Youth**;
- The proposal relevance for activities on ...
 - **FOR YOUTH**: youth participation, youth volunteering, youth work and youth inclusion;
 - **FOR E&T**: early childhood education and care, school education, higher education, vocational education and training, adult learning including dealing with at least one major cross-sector priority areas: inclusive education and education for social inclusion, digital education, education for a green and ecologic transition;
- The overall relevance of the proposal to the aims and objectives of the Applicant.



Quality (50 points)



- The quality of the **work programme** and its planned activities and deliverables in terms of content, approach and **methodology** in relation to the aims;
- The consistency between project **objectives and activities**;
- How the **tasks are distributed** among the network / organisations / branches / members with regard to relevance, **balance and an efficient** achievement of the aims;
- The quality of the **management arrangements**;
- The project **cost-effectiveness**;
- **The profile, number and diversity of background** of the network members as well as participants / stakeholders involved in the activities;
- if the proposal follows on from previous activities, the **added value** of the current proposal in relation to these activities.

Impact (20 points)



- the expected **short- and long-term quantitative and qualitative** impact of the activities and deliverables on the target groups, and, beyond these groups, policies, strategies or systems at European, national, regional or local level;
- the proposed **contributions / recommendations** to be addressed to policy makers, youth and education & training providers and other stakeholders at European, national, regional or local level;
- the **expected results, outcomes, and deliverables** such as policy contributions, position papers and events, awareness-raising and training programmes, events and materials, information and guidance materials and events, etc.

Part B – Application form

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

IMPACT

- Impact
- Dissemination
- Short- and long-term quantitative and qualitative impact



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

3. IMPACT

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

Part B – Application form – Narrative part

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



TECHNICAL 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



Where can I find the CSC action application?

(1)

European Commission | 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 CSC call for applications? (2)

European Commission | Funding & tender opportunities | Single Electronic Data Interchange Area (SEDIA) | English EN | Register | Login

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

Search: csc

Match whole words only

GRANTS TENDERS

Submission status

- Forthcoming
- Open for submission (2)
- Closed (1)

Programming period

Select a Programme period...

Filter by Programme / Programme group

Funding and tenders (3)

[Need help?](#) | [Calendar](#) | [RSS](#) | Sort by: Submission status

Grant: Civil Society Cooperation in the field of Youth			
Open for submission			
Programme	Erasmus+ Programme (ERASMUS)	Deadline model	single-stage
ID	ERASMUS-YOUTH-2022-CSC-OG	Opening date	26 October 2021
Types of action	ERASMUS Operating Grants	Deadline date	15 December 2021 17:00:00 Brussels time

Grant: Civil Society Cooperation: Education and Training			
Open for submission			
Programme	Erasmus+ Programme (ERASMUS)	Deadline model	single-stage
ID	ERASMUS-EDU-2022-CSC-OG	Opening date	26 October 2021
Types of action	ERASMUS Operating Grants	Deadline date	15 December 2021 17:00:00 Brussels time

Before starting your application

READ THE CALL FOR PROPOSALS !!

Online Manual

<https://webgate.ec.europa.eu/funding-tenders-opportunities/display/OM/Online+Manual>

The screenshot displays the ERASMUS+ application portal interface. On the left is a navigation menu with items like 'General information', 'Topic description', 'Conditions and documents', 'Partner search', 'Submission service', 'Topic related FAQ', 'Get support', 'Call information', and 'Call updates'. The main content area is divided into sections: 'General information' (Programme: Erasmus+ Programme (ERASMUS), Call: Civil Society Cooperation in the field of Youth (ERASMUS-YOUTH-2022-CSC-OG), Type of action: ERASMUS-OG ERASMUS Operating Grants, Type of MGA: ERASMUS Operating Grant [ERASMUS-OG], Deadline model: single-stage, Opening date: 26 October 2021, Deadline date: 15 December 2021 17:00:00 Brussels time), 'Topic description' (Objective and general aims), and 'Topic conditions and documents' (Eligible countries, Eligibility and admissibility conditions, Proposal templates, guidance and model grant agreements (MGA)).

General information

Programme
Erasmus+ Programme (ERASMUS)

Call
Civil Society Cooperation in the field of Youth (ERASMUS-YOUTH-2022-CSC-OG)

Type of action
ERASMUS-OG ERASMUS Operating Grants

Type of MGA
ERASMUS Operating Grant [ERASMUS-OG]

Deadline model
single-stage

Opening date
26 October 2021

Deadline date
15 December 2021 17:00:00 Brussels time

Topic description

Objective:

The objective of the present call is to provide structural support, referred to as operating grants, to European non-governmental organisations (NGOs) and EU-wide networks active in the field youth pursuing the following general aims:

- Raise awareness of European policy agendas in youth, in particular, the EU Youth Strategy 2019-2027 including the European Youth Goals.
- Increase stakeholder commitment and cooperation with public authorities for the implementation of policies and reforms in the field of youth, in particular for the implementation of policies and areas relevant for young people and the country-specific recommendations issued in the framework of the European Semester.
- Boost stakeholder participation in the field of youth including by building upon the potential of digital communication alongside other forms of participation.
- Boost stakeholder involvement in the dissemination of policy and Programme action results and of good practice among their membership and beyond.

Topic conditions and documents

1. **Eligible countries:** as described in the [Call document](#).
2. **Eligibility and admissibility conditions:** as described in the [Call document](#).
3. **Eligible organisations:** as described in the [Call document](#).
4. **Eligible activities:** as described in the [Call document](#).
5. **Proposal templates, guidance and model grant agreements (MGA):**
 - Standard proposal template
 - Annex - Civil Society Cooperation in the field of Education and Training
 - Call document
 - Guide for applicants
 - Mono/Multi-beneficiary Model Grant Agreement



Before starting your application

ADMISSIBILITY CRITERIA

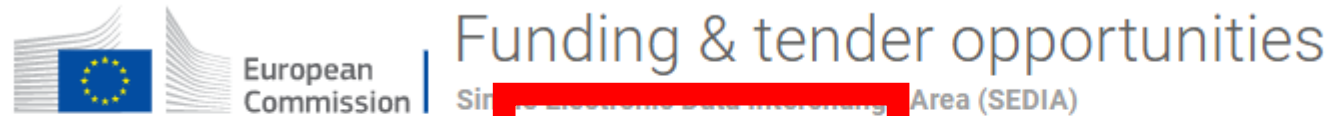
- Applications must be submitted **electronically** via the Funding & Tenders Portal Electronic Submission System
- Applications (including annexes and supporting documents) must be submitted using the **forms** provided in the Submission System
- Page limit: **70 pages**
- The applications must be **readable** 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: projects must relate to activities taking place in the eligible countries covered by the network
- **Duration** of the project – 12 months
- Submission **deadline**

Create your EU Login account

unique identifier for **individuals**



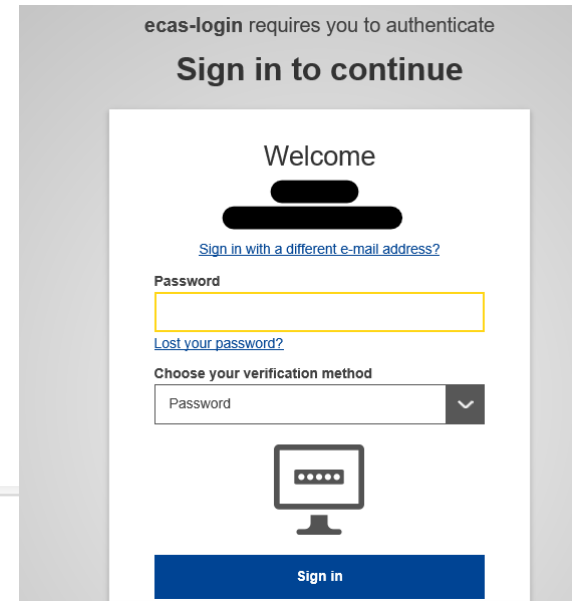
Use the **Partner Search** offered in this site to select an organisation based on their profile or their previous participation.

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](#)



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.

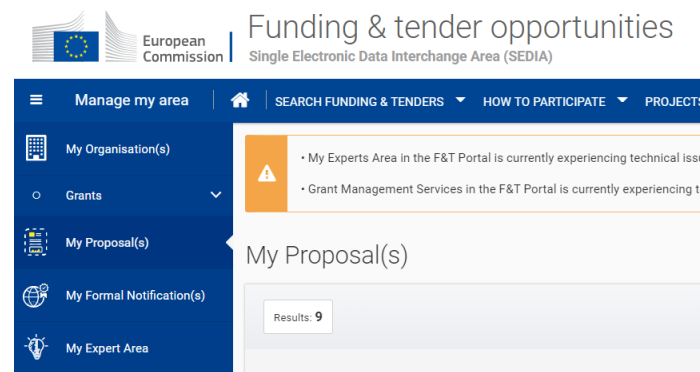
To access existing draft proposals for this topic, please login to the Funding & Tenders Portal and select the My Proposals page of the My Area section.

Please select the type of your submission:

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

[Start submission](#) ←

[Need help?](#)



How to participate

TEST MODE



Deadline

15 December 2021 17:00:00 Brussels Local Time

Call data:

Call: ERASMUS-EDU-2022-CSC-OG
Topic: ERASMUS-EDU-2022-CSC-OG
Type of action: ERASMUS-OG
Type of MGA: ERASMUS-OG



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

Download Part B templates



Download part B templates

Support & Helpdesk



Online Manual



IT How To



IT Helpdesk



FAQ



Please submit your proposal at the latest **48 hours before the deadline** (to avoid system congestion or system incompatibility issues). Late proposals will not be accepted. Don't wait until the end because you are worried about confidentiality – we will not open the proposals before the deadline. You can submit the proposal as many times as you wish up until the deadline. Each new submitted version will replace the previous one.

Find your organisation

PIC Short name

Search for your organisation

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

PIC: 999603916

UB

SOSEAU PANDURI 90
BUCURESTI,RO

PIC: 903605635

tokio

test
test,JP

PIC: 952853893

JANITOM Tomasz Janisz
ul. Ogarna 111/112/6
Gdansk,PL

Your role

Please indicate your role in this proposal

- Main contact
 Contact person

Your proposal

Please choose an acronym for your proposal.

- You can now begin your application.
- You will need to enter your PIC in the box shown in red.



European
Commission

How to participate

TEST MODE

Deadline
15 December 2021 17:00:00 Brussels Local Time

Call data:
Call: ERASMUS-EDU-2022-CSC-OG
Topic: ERASMUS-EDU-2022-CSC-OG
Type of action: ERASMUS-OG
Type of MGA: ERASMUS-OG

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

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Support & Helpdesk
Online Manual IT How To
IT Helpdesk FAQ

Please submit your proposal at the latest **48 hours before the deadline** (to avoid system congestion or system incompatibility issues). Late proposals will not be accepted. Don't wait until the end because you are worried about confidentiality – we will not open the proposals before the deadline. You can submit the proposal as many times as you wish up until the deadline. Each new submitted version will replace the previous one.

Find your organisation

PIC: 999603916 Short name: UB

Search for your organisation

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

PIC: 999603916 UB SOSEAU PANDURI 90 BUCURESTI,RO	PIC: 903605635 tokio test test,JP	PIC: 952853893 JANITOM Tomasz Janisz ul. Ogarna 111/112/6 Gdansk,PL
---	--	--

Your role
Please indicate your role in this proposal
 Main contact
 Contact person

Your proposal
Please choose an acronym for your proposal.

- Use the PIC to search for your organisation in the F&TP database.
- You can select your organisation from the search results that appear.

How to participate

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Online Manual IT How To

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Service Desk:

EC-FUNDING-TENDER-SERVICE-DESK@ec.europa.eu

+32 2 29 92222

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


SAVE AND GO TO NEXT STEP


- Indicate your role in the application process
- Main contact : Proposal coordinator (mandatory)
- Contact person : role delegated by the main contact (optional but should be foreseen as back-up)

How to participate


 Online Manual


 IT How To

 IT Helpdesk

 FAQ

Service Desk:

 EC-FUNDING-TENDER-SERVICE-DESK@ec.europa.eu

 +32 2 29 92222

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

"Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum."

SAVE AND GO TO NEXT STEP

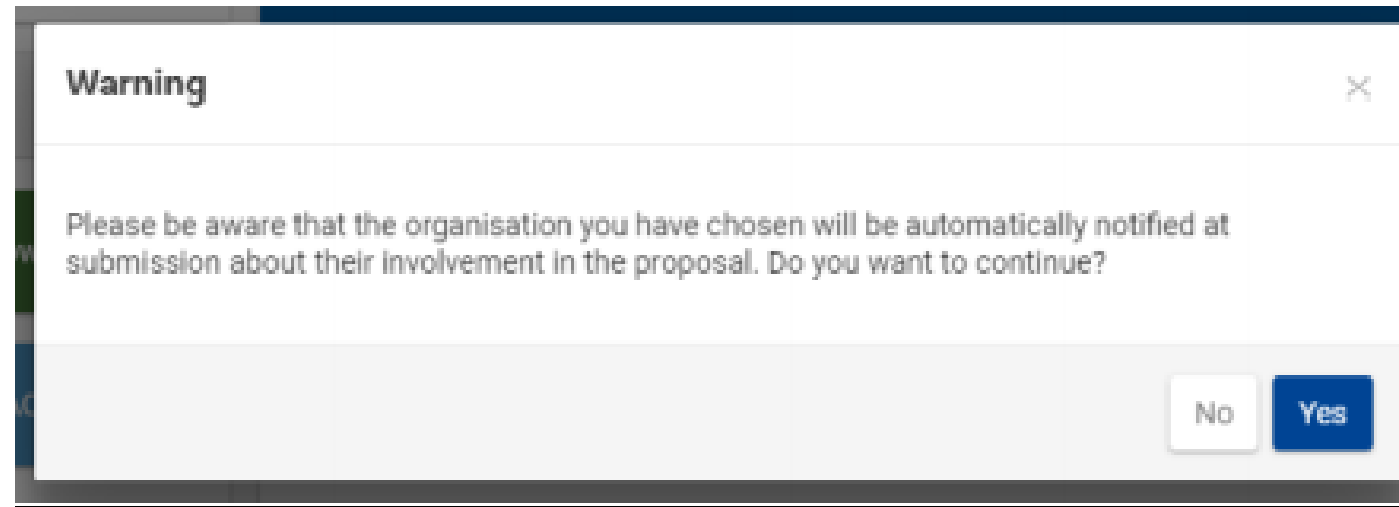
- Fill in the acronym of your project

and

- the summary of your proposal and move onto the next step.

How to participate

Your organisation will usually get a notification of its involvement when the proposal is submitted, as suggested by the warning below



Terms and Conditions for the Submission of Applications

Please read and accept this disclaimer to proceed with the creation of your draft proposal:

Proposal data

1. Confidentiality: Applications (and any additional information provided for the award) will be considered confidential and treated according to the same principles as those set out in the grant agreement. We may in particular have to share applications with other EU institutions and bodies in order to perform the pre-award checks required by the EU Financial Regulation. Please also be aware that we may have to publish the information contained in the Abstract/Short Summary in Part A. Please avoid adding any confidential information in that section.

2. Access to pre-registration data: Please be aware that certain information from the draft proposals will be accessed by us before the call deadline, in order to plan the evaluation. This concerns call ID, topic ID, type of action ID, participant identification code (PIC), project acronym, abstract, panel and keywords.

- I agree that the pre-registration data becomes available to the European Commission services prior to call closure.
- I wish that the pre-registration data does not become available to the European Commission services prior to call closure. (Applicants are advised to use this option only in well justified cases, as it hinders the planning of the evaluation process and the timely processing of proposals).

Technical requirements

3. Part B file format: Part B of the Application Form (Technical Description) must be uploaded as PDF (equivalent to Adobe Acrobat v5 or higher, with embedded fonts).

4. Part B page limits: Applications are subject to the page limits set out in the call conditions. Excess pages will be made invisible and not available to the evaluators. Mandatory annexes and supporting documents do not count towards the page limit.

5. Time constraints: Preparation and uploading of the files in the Submission System may take some time. Don't wait until the end. Problems due to last minute submissions (e.g. congestion, etc) will be entirely at your risk.

Submission

6. Applications must be submitted before the call deadline. You can withdraw your application or make changes to it, provided this is done before the call deadline. Submission of a new application overwrites the previous version.

Personal Data

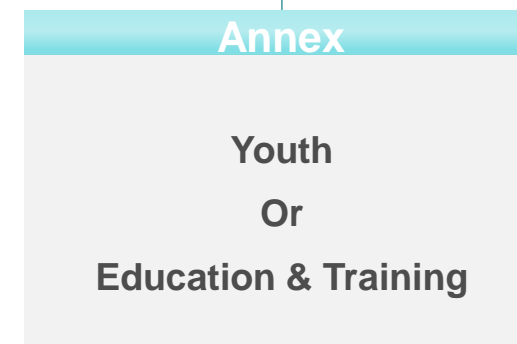
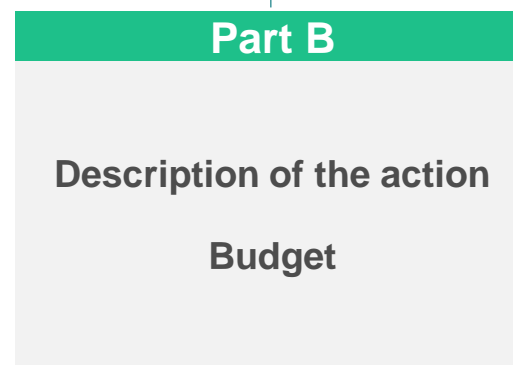
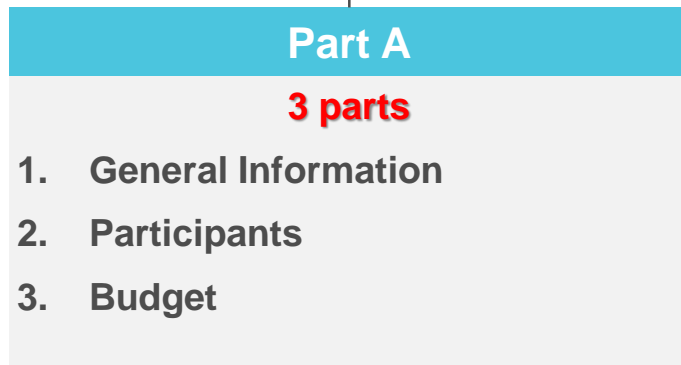
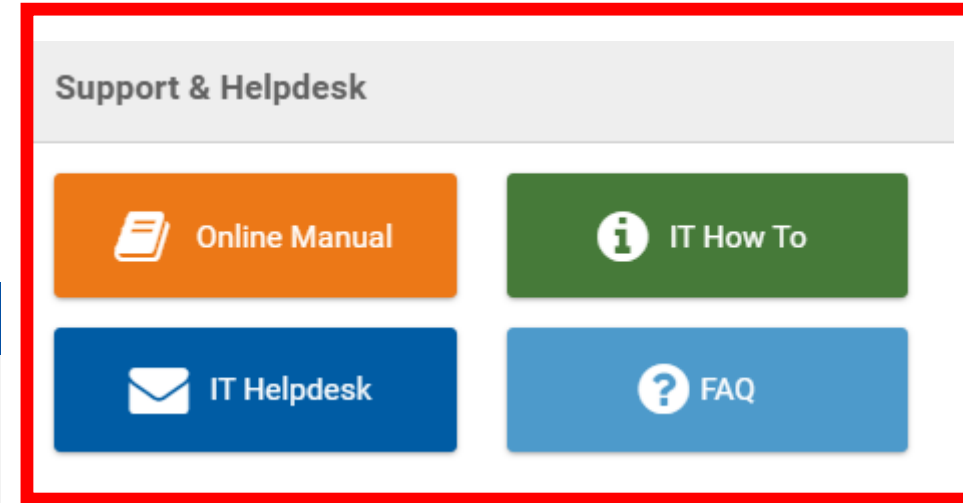
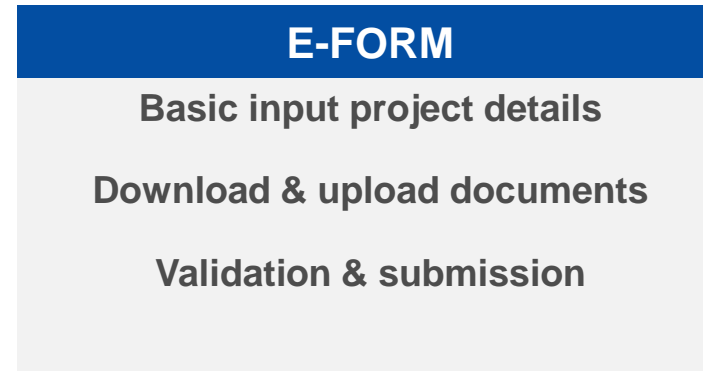
7. Personal data linked to the application, evaluation or award of grants, prizes and contracts will be processed in accordance with the [Funding & Tenders Portal Terms and Conditions and Privacy Statement](#)

Cancel

OK

Before proceeding, you will have to agree to certain Terms and Conditions to be able to continue with your submission

Create your proposal



Access Part A of the application

HERE



Deadline
15 December 2021 17:00:00 Brussels Local Time

Call data:
Call: ERASMUS-EDU-2022-CSC-06
Topic: ERASMUS-EDU-2022-CSC-06
Type of action: ERASMUS-OG
Type of MGA: ERASMUS-OG

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

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Administrative forms (Part A)

[Edit forms](#) [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		Upload
CVs		Upload
List of previous projects		Upload
Annex - Civil Society Cooperation in the field of Education and Training		Upload

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

Part A – Introduction

< Exit form Table of contents General information >

Validate form Save form Save & exit form

Call: ERASMUS-EDU-2022-CSC-OG
(Civil Society Cooperation in the field of Education and Training)

Topic: ERASMUS-EDU-2022-CSC-OG

Type of Action: ERASMUS-OG
(ERASMUS Operating Grants)

Proposal number: SEP-210810024

Proposal acronym: testing

Type of Model Grant Agreement: ERASMUS Operating Grant

- Fill in the eForm.
- Click on ‘Table of Contents’ to see the parts that you need to complete.

Call: ERASMUS-YOUTH-2022-CSC-OG
(Civil Society Cooperation in the field of Youth)

Topic: ERASMUS-YOUTH-2022-CSC-OG

Type of Action: ERASMUS-OG
(ERASMUS Operating Grants)

Proposal number: SEP-210810833

Proposal acronym: testing

Type of Model Grant Agreement: ERASMUS Operating Grant

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

Part A – General Information

< Table of contents General Information Participants & contacts >

Table of contents Validate form Save form Save & exit form

Topic	ERASMUS-YOUTH-2022-CSC-OG	Type of Action	ERASMUS-OG
Call	ERASMUS-YOUTH-2022-CSC-OG	Type of Model Grant Agreement	ERASMUS-OG

Acronym

Language

Proposal title *
Max 200 characters (with spaces). Must be understandable for non-specialists in your field.
Note that for technical reasons, the following characters are not accepted in the Proposal Title and will be removed: < > " &

Duration in months

Free keywords

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

Abstract → Automatically retrieved from previous step

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 – General Information (2)

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 – Participants

2 - Participants



Automatically **retrieved** from previous step.
To be complete with additional data on your organisation & the responsible persons

List of participating organisations

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

ONLY YOUR (/The APPLICANT) ORGANISATION should appear here

Links with other participants



SHOULD BE EMPTY (unless the applicant intends to involve affiliated entities)

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

Part A – Budget

3 - Budget

Not allowed
(see Elig. Crit.
in the call doc.)

Fixed at 80% in the call

LIMITED to amount in previous column

No.	Name of beneficiary	Country	Role	Personnel costs - without volunteers /EUR	Personnel costs - volunteers /EUR	Subcontracting costs/EUR	Purchase costs - Travel and subsistence/ EUR	Purchase costs - Equipment/ EUR	Purchase costs - Other goods, works and services/ EUR	Financial support to third parties/ EUR	Total eligible costs/EUR	Funding rate	Maximum EU contribution to eligible costs/EUR	Requested EU contribution to eligible costs/EUR	Max grant amount/ EUR
1	Uib	BE	Coordinator	0	0	0	0	0	0	0	0.00	80	0.00	0.00	0.00
Total				0	0	0	0	0	0	0	0.00		0.00	0.00	0.00

RECOMMENDATION: fill in the budget in Part A after having completed the budget information in part B section 4.2. Verify and ensure coherence between the 2

Part A – VALIDATION

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





How to participate – **Part B** and Annexes - **EDU**

Deadline
15 December 2021 17:00:00 Brussels Local Time


Call data:
Call: ERASMUS-EDU-2022-CSC-OG
Topic: ERASMUS-EDU-2022-CSC-OG
Type of action: ERASMUS-OG
Type of MGA: ERASMUS-OG

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


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 Download part B templates

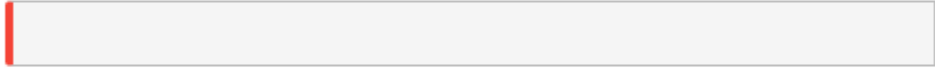


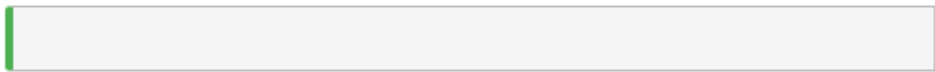


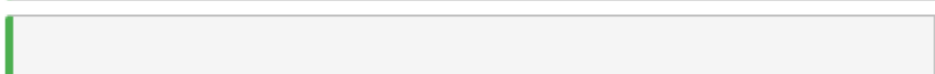


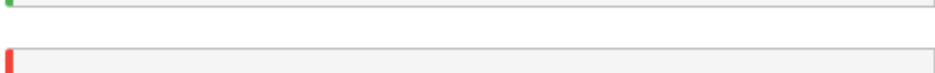


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 IT Helpdesk  FAQ

Administrative forms (Part A)

[Edit forms](#) [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			Upload 
CVs			Upload 
List of previous projects			Upload 
Annex - Civil Society Cooperation in the field of Education and Training			Upload 

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


How to participate – **Part B** and Annexes - **YOUTH**

Proposal forms

Deadline
15 December 2021 17:00:00 Brussels Local Time

Call data:


Call: **ERASMUS-YOUTH-2022-CSC-OG**
Topic: **ERASMUS-YOUTH-2022-CSC-OG**
Type of action: **ERASMUS-OG**
Type of MGA: **ERASMUS-OG**



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


Proposal data:

Acronym: **testing**
Draft ID: **SEP-210810861**



Download Part B templates

 Download part B templates


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











 Your proposal contains changes that have not yet been submitted.

Administrative forms (Part A)

[Edit forms](#)  [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 Technical Annex		Upload 
CVs		Upload 
Annual activity reports		Upload 
List of previous projects		Upload 
Annex - Civil Society Cooperation in the field of Youth		Upload 

Download part B template

Administrative forms (Part A)

[Edit forms](#) [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 Technical Annex	<div style="width: 100%; height: 20px; background-color: #ccc;"></div>	ⓘ	Upload
CVs	<div style="width: 100%; height: 20px; background-color: #ccc;"></div>	ⓘ	Upload
Annual activity reports	<div style="width: 100%; height: 20px; background-color: #ccc;"></div>	ⓘ	Upload
List of previous projects	<div style="width: 100%; height: 20px; background-color: #ccc;"></div>	ⓘ	Upload
Annex - Civil Society Cooperation in the field of Youth	<div style="width: 100%; height: 20px; background-color: #ccc;"></div>	ⓘ	Upload

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



Deadline
15 December 2021 17:00:00 Brussels Local Time

Call data:

Call: **ERASMUS-EDU-2022-CSC-OG**
Topic: **ERASMUS-EDU-2022-CSC-OG**
Type of action: **ERASMUS-OG**
Type of MGA: **ERASMUS-OG**

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

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BREAK

Please return in 15 minutes

Part B

Technical description of the proposal



Erasmus+ Programme (ERASMUS)

Application Form

Technical Description (Part B)

(ERASMUS Operating Grants)

Version 1.0
25 February 2021

Disclaimer

This document is aimed at informing applicants for EU funding. It serves only as an example. The actual web forms and templates are provided in the Funding & Tenders Portal Submission System (and may contain certain differences). The applications (including annexes and supporting documents) must be prepared and submitted online via the Portal.

Application form

Part B – Technical Description

- Template to be downloaded by the applicant in the submission system.
- Includes sections corresponding to the **3 award criteria and a section on Work Packages, Deliverables and Estimated resources (/budget)**
- Completed form to be uploaded in **pdf format**.
- No CVs required but description of **profiles and expertise of staff under AC 2.1.1**
- Maximum **70 pages, if exceeding, warning before submission**

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Part B – Application form – Work packages

For Operating Grants, use:

- ✓ WP1 for 'General management and running of the organisation'
- ✓ WP 2 (to WP “n” if needed): specific activities foreseen during 2022
- ✓ Last WP for 'Dissemination and communication'

RECOMMENDATION: group as much as possible your
« activity WP » (one single WP if possible)

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 A & B BUDGET

**GLOSSARY
Programme Guide**

Part B – Application form – Work packages

Milestones = Not required

DELIVERABLES = OUTPUTS

EDUCATIONAL MATERIAL (OER)

DISSEMINATION MATERIAL

EVENTS

- Tangible and **external** outputs (i.e. not internal documents/tools of the network)
- 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		

Aligned with the info provided in 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 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 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 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](#)).

NOT ELIGIBLE

ONE ESTIMATED BUDGET X WORK PACKAGE

To be aligned with **Part A Budget** (« **Total Eligible 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 - ...																								
Task ...																								

Part B – Application form – Work plan

Subcontracting						
<p>Give details on subcontracted project tasks (if any) and explain the reasons why (as opposed to direct implementation by the Beneficiaries/Affiliated Entities).</p> <p>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.</p> <p>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.</p> <p>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).</p>						
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					
<p>Other issues:</p> <p><i>If subcontracting for the project goes beyond 30% of the total eligible costs, give specific reasons.</i></p>			<p>Insert text</p>			

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

Information to be aligned with Part A « 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. 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 benefitted 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

EU Grants: Application form (ERASMUS OG): V1.0 – 25.02.2021

ANNEXES

LIST OF ANNEXES

Standard

Detailed budget table/Calculator (annex 1 to Part B) — *not applicable*
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 (annex 5 to Part B) — *mandatory, if required in the Call document/Programme Guide*

Application Form

The screenshot shows a web interface for an application form. At the top, a red notification bar states: "Your proposal contains changes that have not yet been submitted." Below this, the section "Administrative forms (Part A)" is visible, containing buttons for "Edit forms", "Edit Part C", "View history", and "Print preview". A white modal dialog box is centered on the screen, displaying the message: "The following file has been successfully uploaded: Application Form.pdf". Below the filename, a warning message reads: "Warning: The uploaded document has 76 pages and exceeds the limit (70 pages) for this part of the proposal. You are advised to shorten this document and re-upload a version that conforms. Please be aware that the excess pages will be disregarded by the experts during the evaluation session. Make sure you submit the latest version of the proposal before the call deadline." A blue "Close" button is located at the bottom right of the modal. In the background, a table lists "requested attachments" with columns for "Delete" and "Upload". At the bottom of the interface, there are three buttons: "BACK TO PARTICIPANTS LIST", "VALIDATE", and "SUBMIT".

Annex

Civil Society Cooperation: Education and Training

TOPIC ID: ERASMUS-EDU-2022-CSC-OG

Grant

General information	General information		
Topic description	Programme Erasmus+ Programme (ERASMUS)		
Conditions and documents	Call Civil Society Cooperation in the field of Education and Training (ERASMUS-EDU-2022-CSC-OG)		
Partner search			
Submission service			
Topic related FAQ			
Get support			
Call information	Type of action	Type of MGA	
Call updates	ERASMUS-OG ERASMUS Operating Grants	ERASMUS Operating Grant [ERASMUS-OG]	
	Deadline model	Opening date	Deadline date
	single-stage	26 October 2021	15 December 2021 17:00:00 Brussels time

Annexes which need to be downloaded and saved as .pdf

You can find them on the F&T portal in the section “Topic conditions and documents”

5. Proposal templates, guidance and model grant agreements (MGA):

[Standard proposal template](#)

[Annex - Civil Society Cooperation in the field of Education and Training](#)

[Call document](#)

[Guide for applicants](#)

[Mono/Multi-beneficiary Model Grant Agreement](#)

Annex

Civil Society Cooperation in the field of Youth

TOPIC ID: ERASMUS-YOUTH-2022-CSC-OG

Grant

General information	General information		
Topic description	Programme Erasmus+ Programme (ERASMUS)		
Conditions and documents	Call Civil Society Cooperation in the field of Youth (ERASMUS-YOUTH-2022-CSC-OG) See budget overview		
Partner search	Type of action ERASMUS-OG ERASMUS Operating Grants		
Submission service	Type of MGA ERASMUS Operating Grant [ERASMUS-OG] Open for submission		
Topic related FAQ	Deadline model	Opening date	Deadline date
Get support	single-stage	26 October 2021	15 December 2021 17:00:00 Brussels time
Call information			
Call updates			

Annexes which need to be downloaded and saved as a .pdf file.

You can find them on the F&T portal in the section “Topic conditions and documents”

5. Proposal templates, guidance and model grant agreements (MGA):

Standard proposal template

Annex - Civil Society Cooperation in the field of Youth

Call document

Guide for applicants

Mono/Multi-beneficiary Model Grant Agreement

Annex

PART C OF YOUR PROPOSAL

Your form is not yet valid

Note: Please refer to the call, section 6 on 'eligibility' in relation to the information asked for below. Please also note that the points below will be checked at grant agreement stage if your application is selected for funding.

Please confirm that your organisation has been legally established for at least one year in an EU

Types of organisations

Pic	Name of the organisation	Ctry	Type of Organisation
1			

My organisation is an European NGO:

YES / NO

Select relevant type

YES / NO

PIC number

Annex

PART C OF YOUR PROPOSAL	Your form is not yet valid
For European NGOs, please confirm:	
1. The network/national organisations/branches have a proven statutory link with the European body/secretariat;	<input type="text"/>
2. The network/national organisations/branches active in the field of education and training;	<input type="text"/>
Please indicate the nature of the statutory link in the network:	
1. Legal bond	<input type="text"/>
2. Economic bond	<input type="text"/>
3. Memorandum of understanding/contract (no economic or legal bond)	<input type="text"/>
<i>Please specify length of memorandum of understanding/contract: Limited in time</i>	<input type="text"/>
If limited in time, end date (DD/MM/YYYY)	<input type="text"/>

YES / NO

Provide a date if "Yes" to previous question

Annex

APPLICABLE TO BOTH European NGOs and European Wide Networks

Indicate the name, country and city of your network members

Your network

Please indicate the name of network members (at least 9) and their location (country and city).
The relevant geographical coverage is E+ Programme Countries.
First row should be completed by applicant organisation.

Please, indicate the number of organisations in your network

9

	Name of Network members/Organisations/Members/Branches of the OG Applicant (ORGA_MEMBERS_BRANCHES)	Ctry	City
1	ULB	(BE)	
2			
3			
4			
5			
6			
7			
8			
9			

Annex

Education level

Which field(s) of education will mainly benefit from your project activities /outcomes?

- School education
- Higher education
- Adult education
- Vocational training
- Youth

At least 1 field of education has to be selected.

Please indicate which E+ horizontal priorities your organisation and network are active in?

- Inclusion and diversity
- Digital transformation
- Environment and fight against climate change
- Participation in democratic life

At least 1 horizontal priority has to be selected.

Please indicate which specific priorities in the field of education and training your organisation and network are active in?

- Promoting inclusive education for all through targeted actions focused on the implementation of the priorities set in the Council Recommendation on Common values, Inclusive Education and the European Dimension of Teaching and of the Inclusion and gender equality axes of the European Education Area.
- Enhancing the acquisition by all citizens of a wide set of (key) competences.
- Supporting teachers, staff and leaders of education and training institutions
- Promoting excellence and innovation, through formal, non-formal and informal learning and through learner-centred provision of basic and key competences. A specific attention should be given to the Digital Action Plan.

At least 1 sector specific priority has to be selected.

Annex

Activity domains

Please indicate below the activity domains that are addressed by this proposal

- EU Citizenship, EU awareness and Democracy
- ICT - new technologies - digital competences
- Creativity and culture
- Disabilities - special needs
- Access for disadvantaged
- Early School Leaving / combating failure in education
- Economic and financial affairs (incl. funding issues)
- Social dialogue
- Labour market issues incl. career guidance / youth unemployment
- Energy and resources
- Enterprise, industry and SMEs (incl. entrepreneurship)
- Environment and climate change
- Ethics, religion and philosophy (incl. Inter-religious dialogue)
- Gender equality / equal opportunities
- Health and wellbeing
- Home and justice affairs (human rights & rule of law)
- Inclusion - equity
- Intercultural/intergenerational education and (lifelong)learning
- International cooperation, international relations, development cooperation
- Key Competences (incl. mathematics and literacy) - basic skills
- Natural sciences
- New innovative curricula/educational methods/development of training courses
- Overcoming skills mismatches (basic/transversal)
- Pedagogy and didactics
- Quality and Relevance of Higher Education in Partner Countries
- Quality Assurance
- Quality Improvement Institutions and/or methods (incl. school development)
- Reaching the policy level/dialogue with decision makers
- Recognition (non-formal and informal learning/credits)
- Regional dimension and cooperation
- Research and innovation
- Romas and/or other minorities

- Rural development and urbanisation
- Teaching and learning of foreign languages
- Recognition, transparency, certification
- Transport and mobility
- Youth (Participation, Youth Work, Youth Policy)
- Open and distance learning
- Post-conflict/post-disaster rehabilitation
- Entrepreneurial learning - entrepreneurship education
- Combat violence and tackle racism, discrimination and intolerance in sport
- Healthy lifestyle, active ageing
- Sustainable financing in sports, dual careers involving sports, good governance
- Grassroots sports
- Encourage social inclusion and equal opportunities in sport

Select at least two activity domains.

Annex

For EU-wide networks

Formal network:

An EU-wide network is an umbrella organisation of European non-governmental organisations (ENGOS as defined in category 1). The specificity of such a EU-wide network is that its members are themselves NGOs at European level. A European umbrella organisation thus represents a very large number of European stakeholders and covers a wide range of policy domains.

Please confirm that your network is:

- ✓ Composed of legally autonomous ENGOS as defined in category 1 and be active in the implementation of the Strategic Framework for European cooperation in Education and Training;
- ✓ Fulfils the **three** following requirements:
 - a) represents more than one major stakeholder group – such as: learners (at all levels of education and training), the teaching profession, (including teachers, trainers and school leaders), parents, etc;
 - and**
 - b) is active in all the following sectors: early childhood education and care, school education, higher
 - and**
 - c) is active in more than one major cross-sector area (such as citizenship education, ICT education, language learning, entrepreneurship education, etc.) involving one or more representative stakeholder groups as described above;
- Is *formally* established, i.e. have legal personality and have been legally registered for at least two years in an
- ✓ Eligible country on the date of submission of the application (applicants must submit a copy of the applicant's organisation's articles of association and official certificate of registration);
- ✓ Has a minimum of **20 member organisations** (ENGOS as defined above);
- ✓ Is independent of public authorities, of political parties and commercial organisations;
- ✓ Have at least one salaried member of staff (full-time equivalent).

Form with 8 input fields, each with a red border and the text "Please, select a value" below it. Red arrows point from the text "YES / NO" to each field.

File name: ERASMUS-EDU-2022-CSC-OG (6)
Save as type: PDF

Save the file in the .pdf format

YES / NO

Annex – Youth – European NGO

PART C OF YOUR PROPOSAL

Your form is not yet valid

Types of organisations

Pic	Name of the organisation	Ctry	Type of Organisation
1	blablabla	(AL)	Counselling body

My organisation is an European NGO:

Yes

My organisation is an EU-wide informal network:

No

For European NGOs

Please, confirm:

1. The network/national organisations/branches have a proven statutory link with the European body/secretariat;
2. The network/national organisations/branches active in the field of youth;

Yes

Please, select a value

Please indicate the nature of the statutory link in the network:

1. Legal bond
2. Economic bond
3. Memorandum of understanding/contract (no economic or legal bond)

Please, select a value

Please, select a value

Please, select a value

Please specify length of memorandum of understanding/contract:
Limited in time

Please, select a value

If limited in time, end date (DD/MM/YYYY)

Please, give a valid date

Annex – YOUTH – EU-wide informal network

Types of organisations

Pic	Name of the organisation	Ctry	Type of Organisation
1	blablabla	(AL)	Counselling body

My organisation is an European NGO:

No

My organisation is an EU-wide informal network:

Yes

For European wide networks

Please confirm that your EU wide informal network operates through an informal governance setting:

1. which is running activities that support the implementation of the fields of action of the EU Youth Strategy

Please, select a value

2. with an applicant organisation legally established for at least one year on the date of submission of the application in a Eligible Country with functions of coordination of and support to the network at European level

Please, select a value

3. which involve young people in the management and governance of the network

Please, select a value

Annex

APPLICABLE TO BOTH European NGOs and European Wide Networks

Indicate the name, country and city of your network members

Your network

Please indicate the name of network members (at least 9) and their location (country and city).
The relevant geographical coverage is E+ Programme Countries.
First row should be completed by applicant organisation.

Please, indicate the number of organisations in your network

9

	Name of Network members/Organisations/Members/Branches of the OG Applicant (ORGA_MEMBERS_BRANCHES)	Ctry	City
1	ULB	(BE)	
2			
3			
4			
5			
6			
7			
8			
9			

Annex - YOUTH

PART C OF YOUR PROPOSAL

Your form is not yet valid

Horizontal priorities, Specific Priorities and Goals

Please indicate which horizontal priorities, youth specific priorities and which youth goals your organisation and network are active in?

Horizontal priorities

- Inclusion and diversity
- Digital transformation
- Environment and fight against climate change
- Participation in democratic life

At least 1 horizontal priority has to be selected.

Sector specific priorities in the field of youth

- 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

At least 1 sector specific priority has to be selected.

Youth goals

- 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

At least 1 youth goal has to be selected.

Annex

Administrative forms (Part A)

[Edit forms](#) [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
CVs	<input type="text"/>	ⓘ	Upload
List of previous projects	<input type="text"/>	ⓘ	Upload
Annex - Civil Society Cooperation in the field of Education and Training	<input type="text"/>	ⓘ	Upload

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

Upload the annex in the .pdf format here

Validate and submit the proposal

Administrative forms (Part A)


Edit forms 
















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 Technical Annex			Upload 
CVs			Upload 
Annual activity reports			Upload 
List of previous projects			Upload 
Annex - Civil Society Cooperation in the field of Youth			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

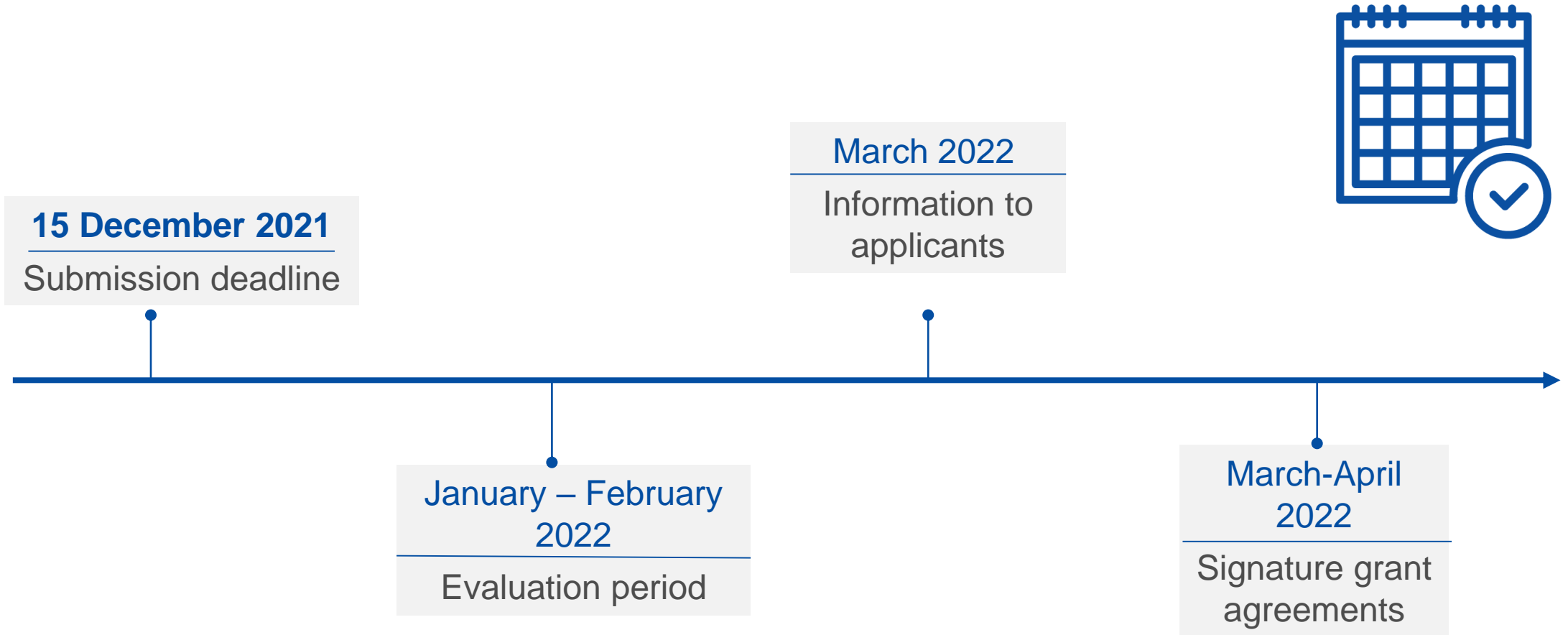
This mandatory attachment is missing: **Part B**
This mandatory attachment is missing: **Detailed budget table LSII**

 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)

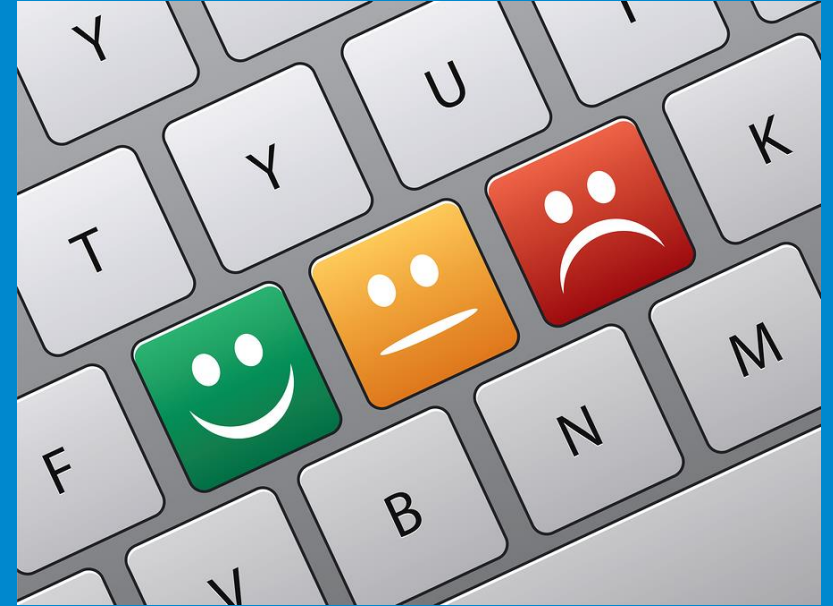
What's next



Useful links

- F&TP online manual: <https://webgate.ec.europa.eu/funding-tenders-opportunities/display/OM/Online+Manual>
- How to participate: <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/how-to-participate/1>
- F&TP support section: <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/support/support>
- Model Grant agreement, operating grants: https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/agr-contr/og-mga_en.pdf

EU SURVEY



Please do not forget to fill in the EU survey





available at:

<https://ec.europa.eu/eusurvey/runner/InfoDayCSC2022>



USEFUL INFORMATION

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

Support & Helpdesk

 Online Manual	 IT How To
 IT Helpdesk	 FAQ

Service Desk:

	EC-FUNDING-TENDER-SERVICE-DESK@ec.europa.eu
	+32 2 29 92222

Any questions about the action or the application process?

- YOUTH:

EACEA-YOUTH@ec.europa.eu

- **EDUCATION & TRAINING**

EACEA-CIVIL-EDU@ec.europa.eu



Q & A Session

Email your questions to:

EACEA-YOUTH@ec.europa.eu

EACEA-CIVIL-EDU@ec.europa.eu

Keep in touch



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[EU Spotify](https://www.spotify.com/eu)

Thank you



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