



# ONLINE INFO DAY

## EUROPEAN SOLIDARITY CORPS – HUMANITARIAN AID STRAND QUALITY LABEL

**30 JUNE 2021**

The session will start at 14:00

*European Education and Culture  
Executive Agency*

*30/06/2021*



# Technical arrangements

- The session will be recorded
- For the Q&A sessions:

Write your question during and after the meeting to

**[EACEA-SOLIDARITY-CORPS@ec.europa.eu](mailto:EACEA-SOLIDARITY-CORPS@ec.europa.eu)**



# AGENDA

Time	Topic
14:00 – 14:15	Welcome and introduction
14:15 – 14:30	Policy context
14:30-16:00	Application process for the full procedure: 1. Presentation of the call 2. Application process
16:00-16:15	Break
16:15-16:45	Q&A
16:45-17:00	Closing remarks

# Policy context

DG EAC

# Quality Label for Humanitarian Aid Volunteering

Objectives and requirements

# What is the Quality Label for Humanitarian Aid Volunteering?



- **A certification which is a condition for participating in volunteering activities in support of humanitarian aid operations.**



- **Compliance with the principles and objectives** of the European Solidarity Corps.



- **Capacity of the organisation to undertake volunteering activities** in support of humanitarian aid operations;



But does NOT automatically lead to funding.

# Important links

- **The European Solidarity Corps Programme Guide 2021:**  
[https://europa.eu/youth/solidarity/organisations/reference-documents-resources\\_en](https://europa.eu/youth/solidarity/organisations/reference-documents-resources_en);
- **The call on the Funding and Tender Portal (F&TP) website:**  
<https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/programmes/esc2027>;

Choose 'view' and then '[Quality Label Humanitarian Aid - Full Procedure](#)'

# Recommended links

- [https://webgate.ec.europa.eu/echo/eu-aid-volunteers\\_en;](https://webgate.ec.europa.eu/echo/eu-aid-volunteers_en;)

**Examples of projects approved under the EU-Aid Volunteers action and testimonials**

- [https://europa.eu/youth/solidarity/organisations/reference-documents-resources\\_en;](https://europa.eu/youth/solidarity/organisations/reference-documents-resources_en;)

**European Solidarity Corps Annual Work Programme**

- <https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=OJ:L:2018:250:TOC;>

**Legal basis for European Solidarity Corps (in all EU languages)**

# How to obtain the Quality Label for Humanitarian Aid Volunteering?



## SUBMISSION OF APPLICATION

Applications can be submitted **on a continuous basis** (i.e. at any time) during the programming period BUT with deadlines for treatment



## ASSESSMENT

Applications will be assessed against **eligibility, selection, exclusion and award criteria**



## AWARD

**Valid for the entire duration of the programming period 2021-2027**

# Timing

- **The application forms were made available 10 June**
- **Deadline is 22 September 17:00 (CET) for obtaining a Quality Label Humanitarian Aid Volunteering which will be valid for the 2022 Humanitarian Aid Volunteering Action**
- **Evaluation of applications will happen end of 2021 and the Quality Label Humanitarian Aid Volunteering will be granted in the beginning of 2022**
- **The Quality Label Humanitarian Aid Volunteering will give access to apply for the Humanitarian Aid Volunteering action in 2022. This action will be published in the European Solidarity Corps Annual Work Programme and Programme Guide 2022**
- **The Quality Label Humanitarian Aid Volunteering will be granted for the whole programme period 2021-2027 and will therefore also give access to apply for subsequent Humanitarian Aid Volunteering actions until 2027 included**

# What are the different types of Quality Label?

**When applying organisations can select one of the following roles:**

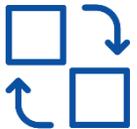
➤ **Support role** – entails:

- The support role entitles the organisation to submit project applications and coordinate partnerships for Humanitarian Aid Volunteering projects.
- The support organization should be from a European Solidarity Corps programme country
- Supporting, preparing and/or training participants before departure
- Mediation between them and their host organisations
- And/or providing support to participants upon return from their activity



➤ **Host role** – covers the full range of activities related to hosting a Solidarity Corps participant, including the development of a programme of the young person's activities and providing guidance and support to the participant during all the phases as appropriate.

- The hosting organization is not from a European Solidarity Corps programme country





# The Simplified Host Procedure

- ❑ An organisation established in a programme country, which applies for support role **may also apply for host role on behalf of its branches located in non-programme countries.**
- ❑ The applicant supporting organisation is **accountable for the quality and safety of the activities** offered by the simplified hosting organisation(s) on behalf of which it is applying.
- ❑ This procedure is designed to **help larger organisations, with several branches located in different countries.**

# QUALITY STANDARDS

**High-quality of the volunteering activities**  
**Compliance with the quality standards of the European Solidarity Corps**

Equal Opportunities and non-discrimination

Avoidance of job substitution

Avoidance of harmful activities

Provision of high quality, easily accessible and inclusive activities

Adequate training, working and volunteering arrangements

“Non Profit”

# TASKS AND RESPONSIBILITIES OF ORGANISATIONS

Management

Before  
activity

During  
activity

After activity

## SUPPORT role

- **Compliance with the European Solidarity Corps Regulation, in particular the Humanitarian Aid strand dispositions**
- **Effective coordination**
- **Risk/Security/Evacuation**
- **Monitoring/Reporting/Evaluation**
- **Dissemination and information activities.**

## HOST role

- **Compliance to the European Solidarity Corps Regulation, in particular the articles and the recital which concerns the Humanitarian Aid strand.**

# Tasks and Responsibilities

## BEFORE ACTIVITY

### SUPPORT role

- **Selection procedure (of volunteers)**
- **Volunteering agreement**
- **Language preparation**
- **Learning needs and objectives**
- **Preparation before departure**
- **Training/Security briefing/Medical assessment/Insurance plan/Visas and work permits/European Solidarity Corps Info Kit**
- **Travel arrangements to/from the country of deployment**
- **Security and safety**
- **Support contact**
- **Support settlement/transition**
- **Additional support to volunteers/ hosting organisations**
- **Terms and conditions of the insurance scheme**
- **Support on learning process/identification/documentation of learning outcomes**

### HOST role

- **Co-operate, with the support organisation (coordinator) in preparing the activity and, in particular, the volunteers for their volunteering activities**

# Tasks and Responsibilities

## DURING ACTIVITY

### SUPPORT role

- **Coordinate with the hosting organisations to ensure that the project is progressing as planned;**
- **To take part in the mid-term evaluation and final reviews;**
- **To provide mediation support in case of disagreement between the HO and the volunteer.**

### HOST role

#### ***Learning, mentoring and support***

- **On-arrival training/security briefing;**
- **Mid-term evaluation;**
- **Full Training and Evaluation Cycle (if applicable);**
- **Definition of tasks;**
- **Learning opportunities;**
- **Task support/supervision/guidance;**
- **Support to learning process;**
- **Language support;**
- **Mentor support.**

#### ***Volunteering living and working conditions***

- **Visa/work permit applications**
- **Safety/security/evacuation;**
- **Living and working conditions;**
- **Integration (local/expat community);**
- **Conflict prevention/mediation/well-being;**
- **Local transport/communication;**
- **Allowances.**

# Tasks and Responsibilities

## AFTER ACTIVITY

### SUPPORT role

- **Medical and psychological examination;**
- **Reintegration into the home community;**
- **Opportunity to exchange and share experiences and learning outcomes;**
- **Involvement of the volunteer in dissemination and exploitation of results;**
- **Guidance regarding further education, training or employment opportunities;**
- **Participation of the volunteer in the annual European Solidarity Corps event**

### HOST role

- **Final performance review and debrief;**
- **Follow up and evaluation of the action with the support organisation immediately after the voluntary activity is completed;**
- **Contribute to impact and dissemination of result phases and support the final evaluation of the project.**

# ASSESSMENT CRITERIA

## Eligibility criteria

 <b>Eligible Organisations</b>	<ul style="list-style-type: none"><li>▪ <b>Quality Label for support role</b> - any organisation legally established in a European Solidarity Corps programme country.</li><li>▪ <b>Quality Label for host role</b> - any organisation legally established in a non programme country.</li><li>▪ An organisation established in a programme country that applies for support role may also apply for host role on behalf of its branches with which it shares the same legal personality.</li><li>▪ Groups of young people are not eligible.</li></ul>
 <b>Duration</b>	<b>The whole duration of the programming period 2021–2027</b> , subject to periodical reassessments by the EACEA.
 <b>When to apply?</b>	On a continuous basis. 2022 call: <b>by 22 September 2021 at 17:00</b> (Brussels time)
 <b>Where to apply?</b>	To the Education and Culture Executive Agency through the Funding and Tender opportunities website of the European Commission
 <b>Other Criteria?</b>	A declaration of honour signed by the legal representative must be annexed to the application form.

# ASSESSMENT CRITERIA

## Award Criteria

<b>Relevance</b>	Relevance of objectives to the priorities of the European Solidarity Corps and the Humanitarian Aid Volunteering strand
<b>Quality of measures</b>	Policies and measures compliant with the quality requirements of the European Solidarity Corps
<b>Organisational capacity</b>	Capacity of the organization in terms of structure, management and coordination with partners to engage in humanitarian aid volunteering activities

# Quality Label for Humanitarian Aid Volunteering

Application process

# SUBMISSION PROCESS

- 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

<https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/home>

- All application forms and submission process done in the Funding&Tenders Portal of the European Commission - new **harmonisation** approach for the programming period 2021-2027

# Registration in the Participant portal

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

## 3 Create an EU Login account

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

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

[Register an EU login account](#)

ecas-login requires you to authenticate

Sign in to continue

Welcome



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

Password

[Lost your password?](#)

Choose your verification method

Password ▾



Sign in

# Where can I find the European Solidarity Corps Programme?

## Funding and Tenders Portal

### 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)

Customs Control Equipment Instrument (CCEI)

Citizens, Equality, Rights and Values Programme (CERV)

Creative Europe (CREA)

Customs Programme (CUST)

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)

Fiscalis Programme (FISC)

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)

Protection of the Euro against Counterfeiting Programme (PERICLES)

Pilot Projects and Preparatory Actions (PPPA)

Programme for the Environment and Climate Action (LIFE)

Promotion of Agricultural Products (AGRIP)

Union Civil Protection Mechanism (UCPM)

# Where can I find the Quality Label application?



• Due to a **new release** of the European Commission Authentication Service (**EU Login**), you might be prompted to enter your credentials again while working in the Portal during the times of the intervention: **on Monday 28.06.2021 from 13:00-13:00 and from 17:00-17:30, and on Tuesday 29.06.2021 from 17:30-18:00. All services will remain available during the time of the interventions.**

quality label



Match whole words only

GRANTS

TENDERS

## Submission status



Forthcoming



Open for submission (4)



Closed

## Programming period

2021 - 2027 (4)



Filter by Programme / Programme group

## Funding and tenders (4)

Need help?



Sort by:

Submission status



Grant

### Quality Label Humanitarian Aid - Light procedure

Open for submission

Programme	European Solidarity Corps (ESC)	Deadline model	multiple cut-off
ID	ESC-HUMAID-2021-QUAL-LABEL-LP	Opening date	10 June 2021
Types of action	ESC Quality Label	Next deadline	22 September 2021 17:00:00 Brussels time

Grant

### Quality Label Humanitarian Aid - Full Procedure

Open for submission

Programme	European Solidarity Corps (ESC)	Deadline model	multiple cut-off
ID	ESC-HUMAID-2021-QUAL-LABEL-FP	Opening date	10 June 2021
Types of action	ESC Quality Label	Next deadline	22 September 2021 17:00:00 Brussels time



# Before starting your application

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

Due to a new release of the European Commission Authentication Service (EU Login), you might be prompted to enter your credentials again while working in the Portal during the times of the intervention: on Monday 28.06.2021 from 13:00-13:00 and from 17:00-17:30, and on Tuesday 29.06.2021 from 17:30-18:00. All services will remain available during the time of the interventions.

## Quality Label Humanitarian Aid - Full Procedure

TOPIC ID: ESC-HUMAID-2021-QUAL-LABEL-FP

Grant

**General information**

Topic description

Conditions and documents

Partner search

Submission service

Topic related FAQ

Get support

Call information

Call updates

**General information**

Programme  
**European Solidarity Corps (ESC)**

Call  
**Quality Label Humanitarian Aid Strand (ESC-HUMAID-2021-QUAL-LABEL)** [See budget overview](#)

Type of action  
**ESC-CERT ESC Quality Label**

Type of MGA  
**ESC Certificate [ESC-CERT]** [Open for submission](#)

Deadline model <b>multiple cut-off</b>	Opening date <b>10 June 2021</b>	Deadline dates <b>22 September 2021 17:00:00 Brussels time 05 January 2022 17:00:00 Brussels time</b>
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# Before starting your application

- **ADMISSIBILITY CRITERIA**

- ✓ Chose the correct topic (full procedure)
- ✓ Do not exceed the page limit of 40 pages – parts beyond the page limit will not be visible to evaluators

- **ELIGIBILITY CRITERIA**

- ✓ Verify the eligibility criteria as indicated in the Guide (see slides 16 and 17)

# Prepare your application

## 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:

ESC Quality Label [ESC-CERT], ESC Certificate [ESC-CERT]

Start submission

# Confirmation of your choice of procedure

**Please confirm your choice** ✕

You selected this topic: **Quality Label Humanitarian Aid - Full Procedure - ESC-HUMAID-2021-QUAL-LABEL-FP**

You selected this type of action and model grant agreement: **ESC Quality Label [ESC-CERT], ESC Certificate [ESC-CERT]**

Related Call: **Quality Label Humanitarian Aid Strand**

 **Your selection cannot be changed subsequently in the submission system.**

# Start filling in your application

## Find your organisation

PIC

913842918

0

Short name

Test Camelia-Valeria

230

Search for your organisation

## 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

Hum Aid QL FP

7

Short Summary

Application for award with Quality Label for humanitarian volunteering

1930

# Terms and Conditions

## 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).

## Draft proposal Hum Aid QL FP created

Dear Snejina NIKOLOVA,

You have successfully created a draft proposal **Hum Aid QL FP** for the call **ESC-HUMAID-2021-QUAL-LABEL**.

You can continue editing your draft proposal now or access it at a later time, but before the deadline of **22 September 2021 17:00:00 (Brussels Local Time)** from the [Funding & Tenders Portal](#) by accessing the [My Proposals](#) tab.

# Your proposal is created



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

Welcome Snejina NIKOLOVA (nikolsn)



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

- My Person Profile
- My Organisation(s)
- Grants
- My Proposal(s)**
- My Formal Notification(s)

**Alerts:**

- Due to a **new release** of the European Commission Authentication Service (**EU Login**), you might be prompted to enter your credentials again while working in the Portal during the times of the intervention: on **Monday 28.06.2021 from 13:00-13:30 and from 17:00-17:30, and on Tuesday 29.06.2021 from 17:30-18:00. All services will remain available during the time of the interventions.**
- Legal Entity and Bank Account validations tasks will experience issues** in the Grant Management Services & the **Identity, Bank Account, Contracts & Payments functionalities** in the Experts Area of the F&T Portal will be unavailable on **Monday, 28.06.2021, between 20:00 and 21:30.**
- Grant Management Services will be unavailable on Tuesday, 29.06.2021, between 07:30 and 08:10 CET.**

### My Proposal(s)

Results: 1

Need help?

PROGRAMME	CALL	FUNDING SCHEME	PROPOSAL ID	ACRONYM	STATUS	REMAINING TIME	CLOSURE DATE (Brussels time)	ACTIONS
ESC2027	ESC-HUMAID-2021-QUAL-LABEL	ESC-CERT	SEP-210763459	Hum Aid QL FP	Draft	86	22/09/2021 17:00:00	Actions

1 / 10

# Editing of your proposal

## Europa / Funding & Tenders Portal notification

Dear Proposal Participant,

You have successfully created a draft proposal in the Funding & Tenders Portal Submission System:

Proposal acronym : Hum Aid QL FP  
Draft proposal ID : SEP-210763459 (a final Proposal ID will be assigned as soon as the proposal is submitted)  
Call : ESC-HUMAID-2021-QUAL-LABEL  
Type of action : ESC-CERT  
Topic : ESC-HUMAID-2021-QUAL-LABEL-FP  
Call closure : 2021-09-22 17:00:00

You can review, edit and submit your proposal at any time from **My Proposals** tab (<https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/myarea/proposals>) in the [Funding & Tenders Portal](#).

Please note that all organisations in this proposal will be notified about their involvement when the proposal is submitted.

With kind regards,  
European Commission - Funding & Tenders Portal Submission System team

This email has been auto-generated. Please do not reply to this account. Your email will not be read. For any inquiries please contact the SEP helpdesk (+32 2 29 92222 or [DIGIT-EFP7-SEP-SUPPORT@ec.europa.eu](mailto:DIGIT-EFP7-SEP-SUPPORT@ec.europa.eu))

# Part A – Table of contents



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

Edit forms

View history

Print preview

**Proposal number: SEP-210763459**

**Proposal acronym: Hum Aid QL FP**

**Deadline Id: ESC-HUMAID-2021-QUAL-LABEL**

## Table of contents

Section	Title	Action
1	General information	<a href="#">Show</a>
2	Participating organisations & contacts	<a href="#">Show</a>

### How to fill in the forms

The forms must be filled in for each proposal using the templates available in the Submission System. Some data fields in the forms are pre-filled based on the steps in the Submission Wizard.

[Read more](#)

# Part A – 1 General information

## Application form

[Table Of Contents](#)[Validate Form](#)[Save](#)[Save&Close](#)

Proposal ID **SEP-210763459**

Acronym **Hum Aid QL FP**

## 1 - General information

[?](#)

Field(s) marked \* are mandatory to fill.

Topic	ESC-HUMAID-2021-QUAL-LABEL-FP	Type of Action	ESC-CERT
Call	ESC-HUMAID-2021-QUAL-LABEL	Type of Model Grant Agreement	ESC-CERT

Acronym \*

Proposal title \*

Note that for technical reasons, the following characters are not accepted in the Proposal Title and will be removed: < > " &

Duration in months

Free keywords

## Abstract

[?](#)

# Part A – 1. Declarations

## Application form

[Table Of Contents](#)[Validate Form](#)[Save](#)[Save&Close](#)

Proposal ID **SEP-210763459**

Acronym **Hum Aid QL FP**

### 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.

# Error verification

Application form

Table Of Contents

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

Title - missing entry

Show Error

Test Camelia-Valeria

This section has not been validated yet

Show Error

General Information

Similar Proposal submitted - missing entry

Show Warning

Declaration

Declaration 5 acceptance is missing

Show Warning

# Part A – 2. Participants

## Application form

Proposal ID **SEP-210763459**

Acronym **Hum Aid QL FP**

## 2 - Participants

[Table Of Contents](#)

[Save](#)

[Save&Close](#)

## List of participating organisations

#	Participating Organisation Legal Name	Country	Action
1	Test Camelia-Valeria	Belgium	<a href="#">Show Participants Details</a>

# Part A – 2. Organisation Data

## Application form

Proposal ID **SEP-210763459**

Acronym **Hum Aid QL FP**

Short name **Test Camelia-Valeria**

[Table Of Contents](#)

[Validate Form](#)

[Save](#)

[Save&Close](#)

## Organization data

[?](#)

PIC	Legal name
913842918	Test Camelia-Valeria

Short name: Test Camelia-Valeria

### Address

Street place Rogier

Town Brussels

Postcode 1000

Country Belgium

Webpage

### Specific Legal Statuses

[?](#)

Legal person .....	no
Public body .....	unknown

# Part A – 2. Branch offices

## Application form

Proposal ID **SEP-210763459**

Acronym **Hum Aid QL FP**

Short name **Test Camelia-Valeria**

[Table Of Contents](#)

[Validate Form](#)

[Save](#)

[Save&Close](#)

## Departments carrying out the proposed work

[Add a Department](#)

### Department 1

Department name *Name of the department/institute carrying out the work.*

not applicable

Same as proposing organisation's address

Street *Please enter street name and number.*

Town *Please enter the name of the town.*

Postcode *Area code.*

Country *Please select a country*

# Part A – 2. Branch offices

## Department 1

Department name **Branch office A**  not applicable

Same as proposing organisation's address

Street *Please enter street name and number.*

Town *Please enter the name of the town.*

Postcode *Area code.*

Country *Please select a country*

## Links with other participants

Type of link	Participant
Is controlled by 	Test Camelia-Valeria 

# Part A – 2. Contact person

## Application form

[Table Of Contents](#)[Validate Form](#)[Save](#)[Save&Close](#)

Proposal ID **SEP-210763459**

Acronym **Hum Aid QL FP**

Short name **Test Camelia-Valeria**

### Main contact person

[?](#)

The name and e-mail of contact persons are read-only in the administrative form, only additional details can be edited here. To give access rights and basic contact details of contact persons, please go back to step - Manage your related parties of the submission wizard and save the changes.

Title	<input type="text"/>	Gender	<input type="radio"/> Woman	<input type="radio"/> Man	<input type="radio"/> Non Binary
First name	<b>Snejina</b>	Last name	<b>NIKOLOVA</b>		
E-Mail	<b>snejina.nikolova@ec.europa.eu</b>				
Position in org.	Please indicate the position of the person.				
Department	<input type="text"/>			<input type="checkbox"/>	Same as organisation name
	<input type="checkbox"/> Same as proposing organisation's address				
Street	Please enter street name and number.				
Town	<input type="text"/>	Post code	Area code.		
Country	Please select a country				<input type="text"/>
Website	Please enter website				
Phone	<input type="text"/>	Phone 2	<input type="text"/>		

# Part B

## Download Part B templates



Download part B templates

Name



Tpl\_Application Form (Part B) (ESC HA Quality Label).rtf

## 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 

# Part B – Application form



## European Solidarity Corps (ESC)

### Application Form

Administrative Forms (Part A)  
Technical Description (Part B)

Quality Label for Humanitarian Aid Volunteering 2021-2027

#### IMPORTANT NOTICE

##### What is the Application Form?

The Application Form is the template for EU grants applications; it must be submitted via the EU Funding & Tenders Portal before the call deadline.

The Form consists of 2 parts..

- Part A contains structured administrative information
- Part B is a narrative technical description of the project.

Part A is generated by the IT system. It is based on the information which you enter into the Portal Submission System screens.

Part B needs to be uploaded as PDF (+ Annexes) in the Submission System. The templates to use are available there.

##### How to prepare and submit it?

The Application Form must be prepared by the Consortium and submitted by a Representative. Once submitted, you will receive a confirmation.

##### Character and page limits:

- **page limit normally 40 pages** (unless otherwise provided in the Call document)
- supporting documents can be provided as an annex and do not count towards the page limit
- **minimum font size** — Arial 9 points
- **page size: A4**
- **margins (top, bottom, left and right):** at least 15 mm (not including headers & footers).

Please abide by the formatting rules. They are NOT a target! Keep your text as concise as possible. Do not use hyperlinks to show information that is an essential part of your application.

**⚠** If you attempt to upload an application that exceeds the specified limit, you will receive an automatic warning asking you to shorten and re-upload your application. For applications that are not shortened, the excess pages will be made invisible and thus disregarded by the evaluators.

**⚠** Please do NOT delete any instructions in the document. The overall page-limit has been raised to ensure equal treatment of all applicants.

# Part B – Organisation profile

## APPLICATION FORM (PART B)

### COVER PAGE

Part B of the Application Form must be downloaded from the Portal Submission System, completed and then assembled and re-uploaded as PDF in the system.

Note: Please take due account of the call conditions published on the Portal. Pay particular attention to the award criteria they explain how the application will be evaluated.

PROJECT	
Project name:	[title]
Project acronym:	[acronym]
Coordinator contact:	[name NAME], [organisation name]

PARTICIPANTS					
Please use the same numbering as in Part A of the Application Form.					
Number	Role	Short name	Legal name	Country	PIC
1	COO				

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## PROFILE

General profile
<p><b>Role</b></p> <p><i>Support organisations are organisations from ESC Programme countries which send the volunteers (support, prepare and/or train the volunteers before departure, mediate between them and their host organisations and/or provide support upon return). Support organisations can submit project applications and coordinate partnerships for ESC Humanitarian Aid Volunteering projects.</i></p> <p><i>Host organisations are organisations from other countries which receive the volunteers. They host Solidarity Corps</i></p>

4

Call: [insert call identifier] — [insert call name]

EU Grants: Application form (ESC HA Quality Label): V1.0 – 15.04.2021

<i>volunteers, develop their activities and provide guidance and support to them throughout during the volunteering activity.</i>		
Will you participate as support organisation or as host organisation?	Support organisation	<input type="checkbox"/>
	Host organisation	<input type="checkbox"/>
Do you also apply for host role on behalf of your branches located in non-Programme countries (simplified hosting procedure)?	[YES] [NO]	
<i>If yes, list the branches (name, country)</i>	[list SHOs]	
<b>Number of staff</b>		
<i>Count staff (equivalent full-time).</i>		
Mentoring and support staff:	[insert number]	
Management and administrative staff:	[insert number]	
<b>Number of volunteers</b>		
<i>Estimated number of volunteers to be sent/received by your organisation.</i>		
Volunteers	sent	[insert number]
	hosted/received	[insert number]

# Part B – Compliance with the award criteria

## 1. RELEVANCE

<b>Relevance</b> Address all guiding points presented in the <a href="#">ESC Programme Guide</a> under the award criterion 'Relevance'.
Insert text

## 3. ORGANISATIONAL CAPACITY

<b>Organisational capacity</b> Address all guiding points presented in the <a href="#">ESC Programme Guide</a> under the award criterion 'Organisational Capacity' and section 'Tasks and responsibilities'. <i>For Topic 2 (Light Procedure): It is sufficient to address the new elements which were not covered by the EU-Aid Volunteers certification procedure i.e.:</i> <ul style="list-style-type: none"><li>– ability, capacity and commitment to allocate appropriate resources to manage the European Solidarity Corps activities in accordance with applicable quality standards, in particular the safety and security standards for the Humanitarian Aid Volunteering</li><li>– appropriate steps to ensure continuity of activities in case of organisational changes</li><li>– good approach towards working with partners</li><li>– measures for assuring the sustainability of the planned activities</li><li>– quality project management, including proper communication and coordination measures with other support or host organisations</li><li>– monitoring and evaluating the activities</li></ul>
Insert text

## 2. QUALITY OF MEASURES

<b>Quality of measures</b> Address all guiding points presented in the <a href="#">ESC Programme Guide</a> under the award criterion 'Quality of Measures' and section 'Tasks and responsibilities'. <i>For Topic 2 (Light Procedure): It is sufficient to address new elements which were not covered by the EU-Aid Volunteers certification procedure, i.e.</i> <ul style="list-style-type: none"><li>– taking necessary measures to respect the avoidance of harmful activities principle</li><li>– avoiding job substitution, routine tasks and tasks with low learning impact</li><li>– promoting environmental sustainability and responsibility and incorporating sustainable and environmental-friendly practices in activities</li><li>– making use of digital tools and methods to complement and improve activities.</li></ul>
Insert text

## 4. DECLARATIONS

Commitment to the Quality Standards of the Quality Label for Humanitarian Aid Volunteering	
By submitting this application, the organisation: <ul style="list-style-type: none"><li>1) acknowledges that it has read and fully understood the Quality Standards including the tasks and responsibilities of organisations holding a Quality Label for Humanitarian Aid Volunteering</li><li>2) commits to apply/comply with the Quality Standards of the Quality Label for Humanitarian Aid Volunteering as described in the <a href="#">ESC Programme Guide</a></li></ul>	YES

# Award Criteria

## 1. RELEVANCE

Relevance <i>Address all guiding points presented in the <a href="#">ESC Programme Guide</a> under the award criterion 'Relevance'.</i>
Insert text

### 1 Relevance



## 2. QUALITY OF MEASURES

### Quality of measures

Address all guiding points presented in the [ESC Programme Guide](#) under the award criterion 'Quality of Measures' and section 'Tasks and responsibilities'

*For Topic 2 (Light Procedure): It is sufficient to address new elements which were not covered by the EU-Aid Volunteers certification procedure, i.e.*

- taking necessary measures to respect the avoidance of harmful activities principle
- avoiding job substitution, routine tasks and tasks with low learning impact
- promoting environmental sustainability and responsibility and incorporating sustainable and environmental-friendly practices in activities
- making use of digital tools and methods to complement and improve activities.

Insert text

2

### Quality of measures

The extent to which the organisation respects the programme quality standards by:



# Award Criteria

Carrying out activities that respond to humanitarian aid needs and provide tangible benefits to target groups and local communities

Ensuring that security, health and safety of participants are guaranteed and any risks concerning the proposed accommodation and work placement are properly tackled

Taking necessary measures to respect the avoidance of harmful activities principle

Ensuring adequate practical and logistical arrangements

Ensuring adequate mentoring support for participants

# Award Criteria

## 3. ORGANISATIONAL CAPACITY

### Organisational capacity

Address all guiding points presented in the [ESC Programme Guide](#) under the award criterion 'Organisational Capacity' and section 'Tasks and responsibilities'.

For Topic 2 (Light Procedure): It is sufficient to address the new elements which were not covered by the EU-Aid Volunteers certification procedure i.e.:

- ability, capacity and commitment to allocate appropriate resources to manage the European Solidarity Corps activities in accordance with applicable quality standards, in particular the safety and security standards for the Humanitarian Aid Volunteering
- appropriate steps to ensure continuity of activities in case of organisational changes
- good approach towards working with partners
- measures for assuring the sustainability of the planned activities
- quality project management, including proper communication and coordination measures with other support or host organisations
- monitoring and evaluating the activities

Insert text

3

Organisational capacity



Ability, capacity and commitment to allocate appropriate resources to manage ESC in accordance with applicable quality standards.



Continuity of activities in case of organisational changes



Good approach towards working with partners



Sustainability of the planned activities



Quality project management, including proper communication and coordination measures with other support or host organisations.



Adequate and high quality measures for disseminating the outcomes of the activities within and outside the participating organisations



Adequate and high quality measures for monitoring and evaluating the activities

# Part B - Declarations

## 4. DECLARATIONS

Commitment to the Quality Standards of the Quality Label for Humanitarian Aid Volunteering	
By submitting this application, the organisation:  1) acknowledges that it has read and fully understood the Quality Standards including the tasks and responsibilities of organisations holding a Quality Label for Humanitarian Aid Volunteering  2) commits to apply/comply with the Quality Standards of the Quality Label for Humanitarian Aid Volunteering as described in the <a href="#">ESC Programme Guide</a>	YES

# Completing your application

**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  ?

# Editing or deleting of your application

My Proposal(s) Need help?

Results: 1 Search..

PROGRAMME	CALL	FUNDING SCHEME	PROPOSAL ID	ACRONYM	STATUS	REMAINING TIME	CLOSURE DATE (Brussels time)	ACTIONS
ESC2027	ESC-HUMAID-2021-QUAL-LABEL	ESC-CERT	SEP-210763459	Hum Aid QL FP	Draft	86	22/09/2021 17:00:00	Actions

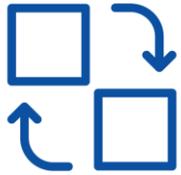
1 / 10

PROGRAMME	CALL	FUNDING SCHEME	PROPOSAL ID	ACRONYM	STATUS	REMAINING TIME	CLOSURE DATE (Brussels time)	ACTIONS
ESC2027	ESC-HUMAID-2021-QUAL-LABEL	ESC-CERT	SEP-210763459	Hum Aid QL FP	Draft	86	22/09/2021 17:00:00	Actions

1 / 10

- Edit Draft
- Delete Proposal

# Monitoring, Reporting and Quality Assurance



## Changing/Updating the Quality Label

The organisations holding a Quality Label for Humanitarian Aid Volunteering must notify the awarding body of any changes in their organisation that should be reflected in their Quality Label.



## Monitoring & Checks

The Quality Label will be periodically reassessed. The Executive Agency may carry out regular or ad hoc monitoring visits to verify that the organisations holding a Quality Label still meet the quality standards.



## Termination

In cases of serious underperformance, failure to comply with Executive Agency's instructions and deadlines or repeated violations of the Programme rules, the Quality Label can be withdrawn.

In addition, the awarding body may terminate a Quality Label if the organisation ceases to exist.



**EACEA-SOLIDARITY-CORPS@ec.europa.eu**

**THANK YOU !**

**ANY QUESTIONS?**



***EACEA Unit A5***