

## CAPACITY BUILDING IN THE FIELD OF YOUTH

### WHAT ARE THE AIMS OF A CAPACITY-BUILDING PROJECT?

Youth Capacity-building projects aim to:

- foster cooperation and exchanges in the field of youth between Programme Countries and Partner Countries from different regions<sup>138</sup> of the world;
- improve the quality and recognition of youth work, non-formal learning and volunteering in Partner Countries and enhance their synergies and complementarities with other education systems, the labour market and society;
- foster the development, testing and launching of schemes and programmes of non-formal learning mobility at regional level (i.e. within and across regions of the world);
- promote transnational non-formal learning mobility between Programme and Partner Countries, especially targeting young people with fewer opportunities, with a view to improving participants' level of competences and fostering their active participation in society.

### WHAT IS A CAPACITY-BUILDING PROJECT?

Capacity-building projects are transnational cooperation projects based on multilateral partnerships between organisations active in the field of youth in Programme and Partner Countries. They can also involve organisations from the fields of education and training, as well as from other socio-economic sectors.

### WHAT ARE THE ACTIVITIES SUPPORTED BY A CAPACITY-BUILDING PROJECT?

Capacity-building projects should carry out activities that:

- promote strategic cooperation between youth organisations on the one hand and public authorities in Partner Countries on the other hand;
- promote the cooperation between youth organisations and organisations in the education and training fields as well as with representatives of business and labour market;
- raise the capacities of youth councils, youth platforms and local, regional and national authorities dealing with youth in Partner Countries;
- enhance the management, governance, innovation capacity and internationalisation of youth organisations in Partner Countries;
- launch, test and implement youth work practices, such as:
  - tools and methods for the socio-professional development of youth workers and trainers;
  - non-formal learning methods, especially those promoting the acquisition/improvement of competences, including media literacy skills;
- new forms of practical training schemes and simulation of real life cases in society; new forms of youth work, notably strategic use of open and flexible learning, virtual mobility, open educational resources (OER) and better exploitation of the ICT potential;
- cooperation, networking and peer-learning activities fostering efficient management, internationalisation and leadership of youth work organisations.

The following activities can be implemented within a Capacity-building project:

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<sup>138</sup> In the framework of this Action, a region is defined as a grouping of countries belonging to a certain macro-geographic area.

### Capacity-building activities

- activities encouraging policy dialogue, cooperation, networking and exchanges of practices in the field of youth, such as conferences, workshops and meetings;
- large-scale youth events;
- information and awareness campaigns;
- development of information, communication and media tools;
- development of youth work methods, tools and materials, as well as youth work curricula, training modules and documentation instruments such as Youthpass;
- creation of new forms of delivering youth work and providing training and support, notably through open and flexible learning materials, virtual cooperation and open educational resources (OER).

### Mobility activities

- Youth Exchanges<sup>139</sup> between Programme and eligible Partner Countries;
- European Voluntary Service<sup>140</sup> from/to eligible Partner Countries;
- Mobility of youth workers<sup>141</sup> between Programme and eligible Partner Countries.

Based on the geographical coverage, we distinguish four types of Capacity-building projects:

- Capacity-building projects between organisations active in the field of youth in Programme Countries and in the Other Partner Countries (from Regions 5-13, see section "Eligible Countries" in Part A of this Guide)

These projects, submitted by organisations from Programme Countries, aim at increasing the capacity of organisations through the implementation of capacity-building activities and may include mobility activities.

- Capacity-building projects between organisations active in the field of youth in Programme Countries and in the Partner Countries from the Western Balkans (Region 1 - see section "Eligible Countries" in Part A of this Guide) - Western Balkans Youth Window projects

These projects, submitted by organisations based in the Western Balkans (Region 1), aim at increasing the capacity of youth organisations through the implementation of capacity-building activities and may include mobility activities.

- Capacity-building projects between organisations active in the field of youth in Programme Countries and in the Eastern Partnership Partner Countries (Region 2 - see section "Eligible Countries" in Part A of this Guide) - Eastern Partnership Youth Window projects<sup>142</sup>

These projects, submitted by organisations based in Eastern Partnership countries (Region 2), aim at increasing the capacity of youth organisations through one of the following two project types:

- Civil Society Fellowships for Youth:

Inclusive and participatory projects will strengthen the capacity of youth organisations and youth workers to build constructive relations with a variety of partners, including public bodies and civil society organisations. Selected young leaders – the "Fellows" – coming from the applicant organisations, will enhance their skills and competences in the field of policy development, through mobility activities and working in hosting organisations in the EU. Activities have to involve transnational non-formal learning mobility activities, like, for example, mentorship schemes and job shadowing. As part of the project implementation, young leaders will also carry out

<sup>139</sup> For a detailed description of this activity, see the section "Key Action 1: mobility project for young people and youth workers" in Part B of this Guide.

<sup>140</sup> As above.

<sup>141</sup> As above.

<sup>142</sup> Funded through the EU4youth Programme

small youth policy engagement projects upon return to their sending organisation.

– Partnership for Entrepreneurship:

Projects will promote youth entrepreneurship<sup>143</sup> education and social entrepreneurship among young people through transnational non-formal learning projects based on multilateral partnerships between organisations working in the mentioned areas, including business. Priority will be given to projects which offer practical solutions to social challenges present in the communities of origin and exploit the economic potential of the region also by involving the private sector. This type of project may also include mobility activities.

The European Commission envisages allocating about 60% of the available funds to "Civil Society Fellowships for Youth" and 40% to "Partnership for Entrepreneurship".

▪ Capacity-building projects between organisations active in the field of youth in Programme Countries and Tunisia.<sup>144</sup>

These projects, submitted by organisations based in Tunisia, aim at increasing the capacity of organisations through the implementation of capacity-building activities and may include mobility activities.

The projects under the three Windows - Western Balkans, Eastern Partnership countries, Tunisia- mentioned above are submitted by organisations based in one of the respective Partner Countries Neighbouring the EU under the specific Window and may include partner organisations from other countries from the same region. The term 'Window' refers to the fact that additional EU funds are allocated to the Erasmus+ Programme to increase the opportunities for youth cooperation with Partner Countries Neighbouring the EU.<sup>145</sup>

## WHAT IS THE ROLE OF THE ORGANISATIONS INVOLVED IN A CAPACITY-BUILDING PROJECT?

A Capacity-building project is composed of:

- Applicant/coordinator: organisation that submits the project proposal on behalf of all the partners. If the project is granted, the applicant/coordinator: 1) bears the financial and legal responsibility for the entire project towards the Executive Agency; 2) coordinates the project in cooperation with all other partners involved in the project; 3) receives the EU financial support from the Erasmus+ Programme and is responsible for distributing the funds among partners involved in the project.
- Partners: organisations that contribute actively to the preparation, implementation and evaluation of the Capacity-building project.

If the project foresees the implementation of Youth Exchanges, European Voluntary Service and/or mobility of youth workers, the participating organisations involved in these activities assume the following roles and tasks:

- Sending organisation: in charge of sending young people abroad (this includes: organising practical arrangements; preparing participants before departure; providing support to participants during all the phases of the project).
- Receiving organisation: in charge of hosting the activity, developing a programme of activities for participants in cooperation with participants and partner organisations, providing support to participants during all the phases of the project.

Furthermore, the participation in a European Voluntary Service activity must be free of charge for volunteers, with the exception of a possible contribution for travel costs (if the Erasmus+ grant does not fully cover these costs) and superfluous expenses not linked to the implementation of the activity. The essential costs for volunteers' participation in the EVS activity are covered by the Erasmus+ grant or through other means afforded by the participating organisations.

## WHAT ARE THE CRITERIA USED TO ASSESS A CAPACITY-BUILDING PROJECT?

Here below are listed the formal criteria that a Capacity-building proposal must respect in order to be eligible for an Erasmus+ grant:

<sup>143</sup> Entrepreneurship does not only entail the business dimension, but is also understood as a way of developing skills such as risk-taking and problem solving that facilitate achievement of life goals and in education.

<sup>144</sup> This Action is subject to approval by the European Neighbourhood Instrument (ENI) Committee.

<sup>145</sup> Mobility activities implemented in cooperation with Partner Countries Neighbouring the EU countries but having been submitted by a partner organisation in a Programme Country can be supported through Key Action 1: Mobility project for young people and youth workers and under Key Action 3 Meetings between young people and decision makers in the field of youth.

## ELIGIBILITY CRITERIA

<p><b>Eligible participating organisations</b></p>	<p>A participating organisation can be any public or private organisation, established in a Programme Country or in a Partner Country from an eligible Partner Country (see section "What is a Capacity-building project" above).</p> <p>For example, such organisation can be:</p> <ul style="list-style-type: none"> <li>▪ a non-profit organisation, association, NGO (including European Youth NGOs);</li> <li>▪ a national Youth Council;</li> <li>▪ a public body at local, regional or national level;</li> <li>▪ a school/institute/educational centre (at any level, from pre-school to upper secondary education, and including vocational education and adult education);</li> <li>▪ a public or private, a small, medium or large enterprise (including social enterprises);</li> <li>▪ a social partner or other representative of working life, including chambers of commerce, craft/professional associations and trade unions;</li> <li>▪ a higher education institution;</li> <li>▪ a research institute;</li> <li>▪ a foundation;</li> <li>▪ an inter-company training centre;</li> <li>▪ a cultural organisation, library, museum;</li> <li>▪ a body providing professional counselling and information services.</li> </ul> <p>Organisations from eligible Partner Countries can only take part in the project as partners (not as applicants).</p>
<p><b>Who can apply?</b></p>	<p>Any:</p> <ul style="list-style-type: none"> <li>▪ non-profit organisation, association, NGO (including European Youth NGOs);</li> <li>▪ national Youth Council;</li> <li>▪ public body at local, regional or national level.</li> </ul> <p><b>For projects between Programme Countries and Other Partner Countries from Regions 5 to 13:</b> The applicant must be established in a Programme Country and applies on behalf of all organisations involved in the project. Other types of organisations can be involved as partners, not as applicants.</p> <p><b>For Western Balkans Youth Window projects:</b> The applicant must be established in the Western Balkans.</p> <p><b>For Eastern Partnership Youth Window projects:</b> The applicant must be established in an Eastern Partnership country. In addition to the types of eligible applicant organisations mentioned here above, private companies, including social enterprises are eligible applicants.</p> <p><b>For Tunisia Youth Window projects:</b> The applicant must be established in Tunisia.</p> <p>Applicants must – at the specified deadline for submitting their proposals – have been legally registered for at least one year.</p>
<p><b>Number and profile of participating organisations</b></p>	<p>Capacity-building projects are transnational and involve minimum 3 participating organisations from 3 different countries, of which at least one is a Programme Country and one is an eligible Partner Country.</p> <p>Projects funded under one of the Windows may not involve participating organisations/participants from other Neighbouring regions.</p>
<p><b>Duration of project</b></p>	<p>From 9 months to 2 years. The duration has to be chosen at application stage, based on the objective of the project and on the type of activities foreseen over time.</p>
<p><b>Where to apply?</b></p>	<p>To the Education, Audiovisual and Culture Executive Agency, located in Brussels.</p>

<b>When to apply?</b>	Applicants have to submit their grant application by the following dates: <ul style="list-style-type: none"> <li>▪ <b>8 March at 12:00 (midday Brussels time)</b> for projects starting between 1 July and 31 December of the same year</li> </ul>
<b>How to apply?</b>	Please see Part C of this Guide for details on how to apply.
<b>Other criteria</b>	Only one project proposal per deadline may be submitted by the same applicant. A timetable for each activity planned in the project must be annexed to the application form.

#### ADDITIONAL ELIGIBILITY CRITERIA FOR YOUTH EXCHANGES

<b>Duration of activity</b>	From 5 to 21 days, excluding travel time.
<b>Venue(s) of the activity</b>	The activity must take place in the country of one of the organisations participating in the activity. .
<b>Eligible participants</b>	Young people aged between 13 and 30 <sup>146</sup> resident in the countries of the sending and receiving organisations.
<b>Number of participants</b>	Minimum 16 and maximum of 60 participants (group leader(s) not included). Minimum 4 participants per group (group leader(s) not included). Each national group must have at least one group leader. A group leader is an adult who accompanies the young people participating in a Youth Exchange in order to ensure their effective learning, protection and safety.

#### ADDITIONAL ELIGIBILITY CRITERIA FOR EUROPEAN VOLUNTARY SERVICE

<b>Accreditation</b>	All participating organisations established in a Programme Country or in one of the Partner Countries Neighbouring the EU must hold a valid EVS accreditation at the relevant application deadline (for more information, please consult the EVS section of the Annex I of this Guide).
<b>Duration of the service</b>	From 60 days to 12 months.
<b>Venue(s) of the service</b>	<b>A volunteer from a Programme Country</b> must carry out her/his service in one of the Partner Countries concerned by the project. <b>A volunteer from an eligible Partner Country</b> must carry out her/his service in one of the Programme Countries concerned by the project.
<b>Eligible participants</b>	Young people aged between 17 and 30 <sup>147</sup> , resident in the country of their sending organisation. A volunteer can take part in only one European Voluntary Service. <b>Exception:</b> volunteers who carried out a short-term EVS under Key Action 1 of this Programme can take part in an additional European Voluntary Service.
<b>Number of participants</b>	Maximum 30 volunteers for the whole Capacity-building project.

#### ADDITIONAL ELIGIBILITY CRITERIA FOR MOBILITY OF YOUTH WORKERS

<b>Duration of activity</b>	From 5 days to 2 months, excluding travel time.
<b>Venue(s) of the activity</b>	The activity must take place in the country of one of the organisations participating in the activity.

<sup>146</sup>Please also consider the following:

lower age limits - participants must have reached the minimum age at the start date of the activity;

upper age limits - participants must not be older than the indicated maximum age at the application deadline.

<sup>147</sup> See note above.

<b>Eligible participants</b>	No age limits. Participants, with the exception of trainers and facilitators, must be resident in the country of their sending or receiving organisation.
<b>Number of participants</b>	Up to 50 participants (including, where relevant, trainers and facilitators) for each activity planned by the project.

Applicant organisations will be assessed against the relevant **exclusion and selection criteria**. For more information please consult Part C of this Guide.