



UPUTE ZA ISPUNJAVANJE PRIJAVNOG OBRASCA U PROGRAMU ERASMUS+ U PODRUČJU MLADIH

KA154 Aktivnosti sudjelovanja mladih



Erasmus+ | Europske snage solidarnosti | Obzor Europa

Poštovani prijavitelji,

u nastavku se nalaze *Upute za prijavu projekata u okviru KA154 - Aktivnosti sudjelovanja mladih*, s ciljem pružanja dodatne podrške prilikom izrade i prijave projektnih ideja.

Upute za prijavu projekata predstavljaju dodatni resurs te se prijavitelje potiče da prilikom razvoja projektnih prijedloga detaljno prouče Vodič kroz program Erasmus+ kao i druge materijale koji su dostupni na mrežnim stranicama Agencije za mobilnost i programe EU i Europske komisije, a koji su popisani na kraju ovih Uputa.

Zbog redovitog unapređenja i razvoja alata *Beneficiary Module* i prijavnih obrazaca, moguće su manje razlike u odnosu na korake opisane u ovim Uputama.

U nastavku nudimo nekoliko smjernica i savjeta za kvalitetniju prijavu prijedloga:

- proučite cjelokupni prijavni obrazac prije početka ispunjavanja kako biste dobili pregled informacija koje se od vas traže i kako biste mogli jasno strukturirati svoju prijavu;
- pažljivo pročitajte upute i smjernice koje su navedene u samom prijavnom obrascu i pitanje na koje odgovarate. Pitanja su pisana tako da vas usmjeravaju u odgovoru – odgovorite na svako potpitanje. Pripazite na ograničenja znakova koja se mogu razlikovati ovisno o pitanju;
- Vaši odgovori trebaju biti jasni i precizni. Izbjegavajte načelne odgovore. U svakom se pitanju od vas traži drugačija informacija, iskoristite dostupan prostor da navedete ono što do tog trenutka niste naveli, pazeći na osiguravanje cjelovitosti i koherentnosti projektnog prijedloga;
- obrazac je moguće ispunjavati postupno. Izmjene se automatski spremaju i vidljive su sljedeći put prilikom pristupanja prijavnom obrascu. Prijaviteljima se savjetuje da prijavu izvrše prije krajnjeg roka za prijavu, obzirom na moguću preopterećenost sustava i tehničke teškoće.

Pozivamo vas da nam prije podnošenja prijavu dostavite na savjetovanje. PDF verziju obrasca moguće je poslati na e-mail adresu: mladi@mobilnost.hr, sukladno uvjetima objavljenim na mrežnim stranicama AMPEU-a.

Siječanj 2024.

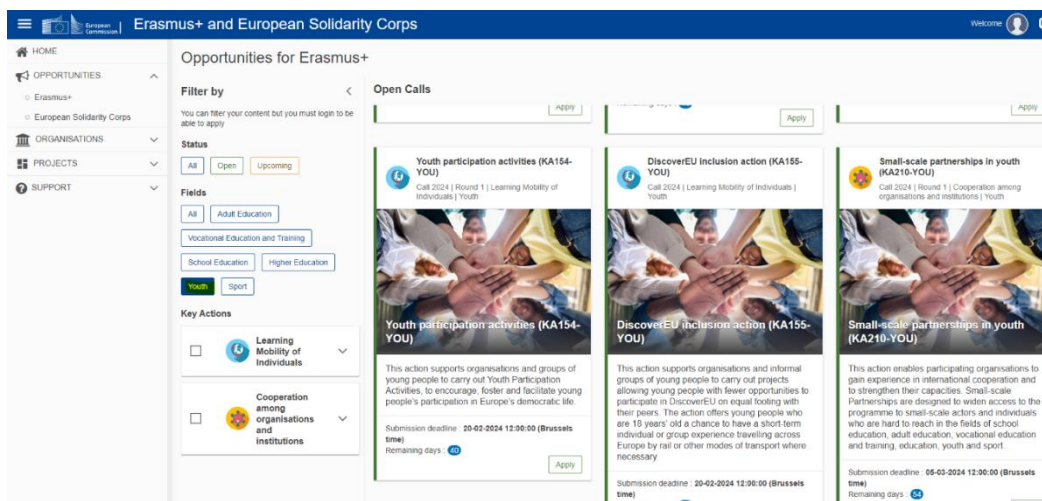
Application form

Za sudjelovanje u okviru programa Erasmus+ i Europske snage solidarnosti, nužna je registracija organizacije putem [Sustava za registraciju organizacija](#). Registracija se obavlja samo jednom i nije ju potrebno ponavljati pri eventualnim budućim prijavama projekata, a vrijedi u svim područjima provedbe programa. Kako biste mogli registrirati organizaciju ili administrirati podatke, potreban je [EU login](#).

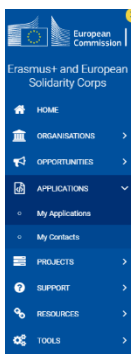
Prijave se predaju elektroničkim putem.

[Platforma za Erasmus+ i Europske snage solidarnosti](https://webgate.ec.europa.eu/erasmus-esc/home/): <https://webgate.ec.europa.eu/erasmus-esc/home/>, jedinstvena je točka pristupa podacima o Vašoj organizaciji, prijavnim obrascima, tehničkim uputama i drugim korisnim izvorima.

Prijavne obrasce moguće je ispuniti na hrvatskom ili engleskom jeziku.



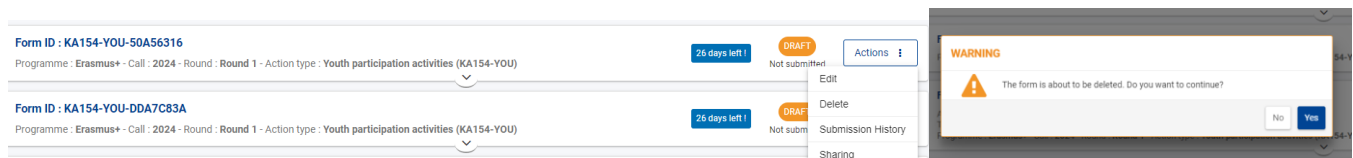
Ulaskom na početnu stranicu platforme, u dijelu *Opportunities* potrebno je izabrati kategoriju *Erasmus+*, zatim *Youth*, a nakon toga **Youth participation activities (KA154-YOU)**. Obrazac je moguće otvoriti klikom na opciju *Apply*. Pretraživanje je moguće i putem ključnih aktivnosti.



Nakon kreiranja prijavnog obrasca, istom je moguće pristupiti putem kategorije *Applications*. U tom slučaju, potrebno je, kako se ne bi otvorio novi prijavi obrazac, odabrati opciju *My Applications*, a zatim *Open existing draft*.

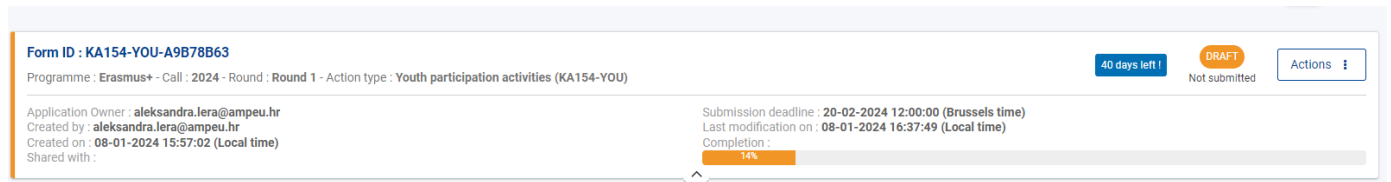
U slučaju da, prilikom pokušaja pristupanja već otvorenom obrascu, otvore novi prijavni obrasci, iste možete izbrisati, klikom na opciju *Delete* u izborniku *Actions* nakon čega se otvara skočni prozor kojim se traži potvrda brisanja obrasca.

Potrebno je pažljivo provjeriti unesene podatke prije brisanja obrasca, obzirom da se navedeni obrazac, i svi uneseni podaci, trajno briše.



Prilikom otvaranja prijavnog obrasca, u zaglavlju prijavnog obrasca pojavit će se osnovni podaci o prijavnom obrascu.

Neki podaci u obrascu će automatski biti ponuđeni kao što su naziv Aktivnosti, prijavni rok ili godina prijave, datum i razina popunjenosti obrasca, dok će se neki popunjavati u procesu ispunjavanja obrasca.



Form ID : KA154-YOU-A9B78B63

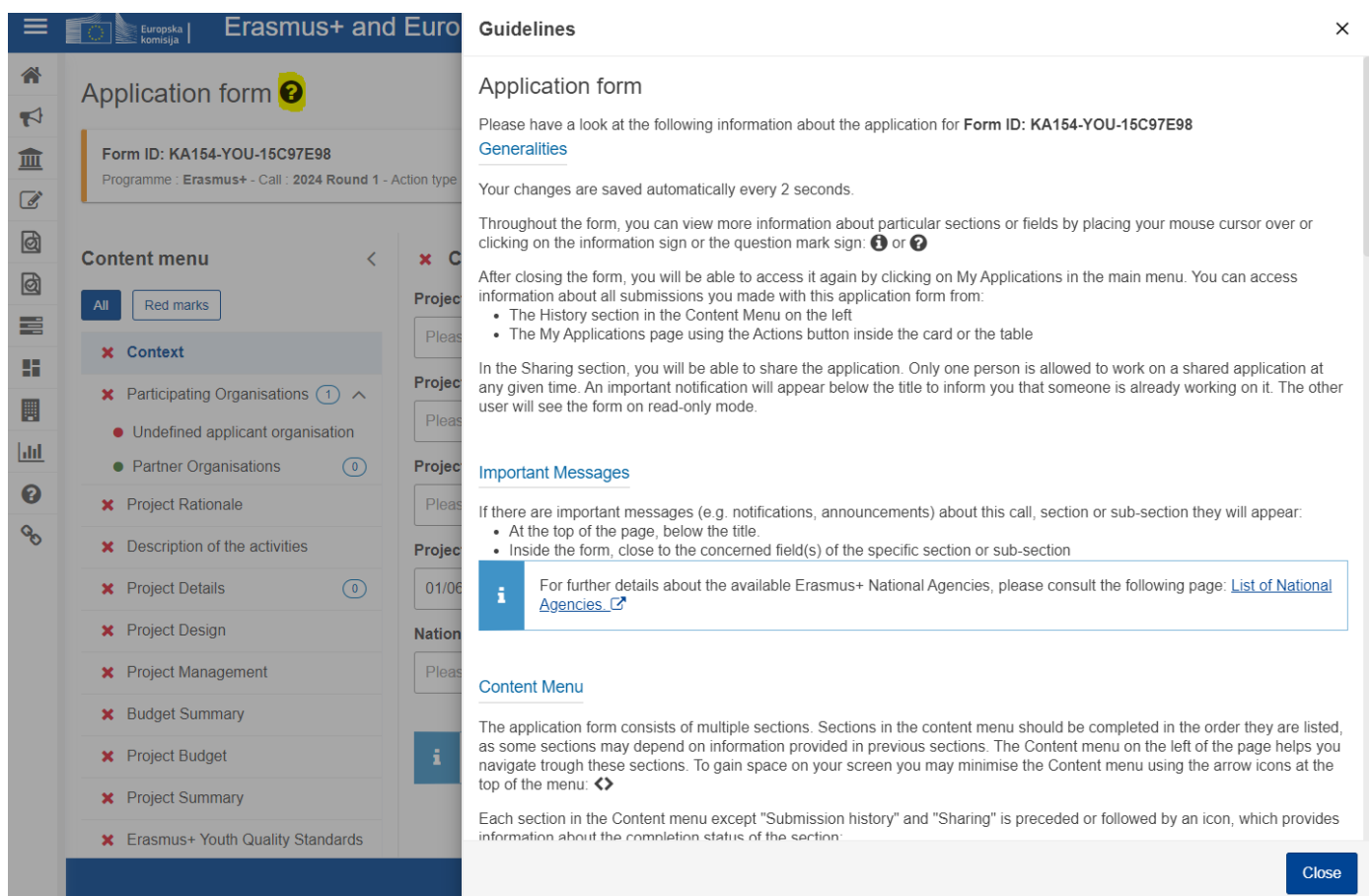
Programme : Erasmus+ - Call : 2024 - Round : Round 1 - Action type : Youth participation activities (KA154-YOU)

Application Owner : aleksandra.lera@ampeu.hr
 Created by : aleksandra.lera@ampeu.hr
 Created on : 08-01-2024 15:57:02 (Local time)
 Shared with :

Submission deadline : 20-02-2024 12:00:00 (Brussels time)
 Last modification on : 08-01-2024 16:37:49 (Local time)
 Completion : 14%

40 days left | DRAFT Not submitted | Actions

Na samom početku, pored naziva *Application form*, pojavit će se znak upitnika. Klikom na njega moguće je doći do uputa za popunjavanje obrasca te svakako savjetujemo pravovremeno upoznavanje s navedenim smjernicama.



Guidelines

Application form

Please have a look at the following information about the application for Form ID: KA154-YOU-15C97E98

Generalities

Your changes are saved automatically every 2 seconds.

Throughout the form, you can view more information about particular sections or fields by placing your mouse cursor over or clicking on the information sign or the question mark sign: **i** or **?**

After closing the form, you will be able to access it again by clicking on My Applications in the main menu. You can access information about all submissions you made with this application form from:

- The History section in the Content Menu on the left
- The My Applications page using the Actions button inside the card or the table

In the Sharing section, you will be able to share the application. Only one person is allowed to work on a shared application at any given time. An important notification will appear below the title to inform you that someone is already working on it. The other user will see the form on read-only mode.

Important Messages

If there are important messages (e.g. notifications, announcements) about this call, section or sub-section they will appear:

- At the top of the page, below the title.
- Inside the form, close to the concerned field(s) of the specific section or sub-section

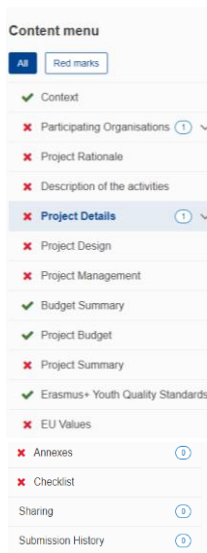
i For further details about the available Erasmus+ National Agencies, please consult the following page: [List of National Agencies](#)

Content Menu

The application form consists of multiple sections. Sections in the content menu should be completed in the order they are listed, as some sections may depend on information provided in previous sections. The Content menu on the left of the page helps you navigate through these sections. To gain space on your screen you may minimise the Content menu using the arrow icons at the top of the menu: **<>**

Each section in the Content menu except "Submission history" and "Sharing" is preceded or followed by an icon, which provides information about the completion status of the section:

Close

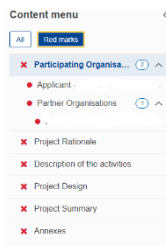



S lijeve strane alata prikazan je sadržaj cijelog prijavnog obrasca.

Savjetujemo popunjavanje po redoslijedu koji obrazac nudi i otvara polja kako biste bili sigurni da ste sve ispunili te kako bi se određeni podaci ispravno prenosili u sljedeće segmente prijave.


U izborniku sadržaja s lijeve strane kod popunjavanja obrasca svakako obratite pozornost na određene oznake.


Odabirom opcije *Red marks*, moguće je "filtrirati" one kategorije koje nisu u potpunosti ispunjene.



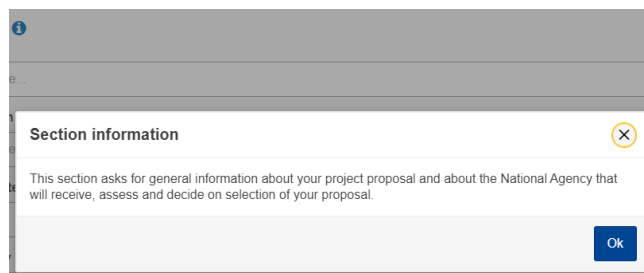
Kod svakog odjeljka prikazuje se ikona  za dodatne informacije. Klikom na ikonu omogućuje se pregled objašnjenja i dodatnih smjernica za ispunjavanje određenog odjeljka.

Obavezna polja označena su crvenom zvjezdicom (*), te ista moraju biti ispunjena kako bi sustav omogućio podnašanje prijave.

Nakon što se ispune sva obavezna polja i poštuju pravila provjere valjanosti u odjeljku, odjeljci će biti označeni sljedećim znakom: 

Ako je odjeljak označen znakom:  to znači da nedostaju obvezni podaci ili nisu razmotrena i potvrđena sva pravila.

Broj znakova kod odgovora na tekstualna pitanja je ograničen. Najveći broj znakova koji se može koristiti u svakom odgovoru označen je pored tekstnog okvira. Napominjemo da nije nužno koristiti maksimalni broj dopuštenih znakova, već konkretno, jasno i koncizno odgovoriti na postavljeno pitanje. Ograničenja se razlikuju ovisno o vrsti pitanja te je za svako pitanje

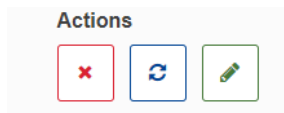


Navedene provjere valjanosti ne odnose se na odjeljke "Povijest podnošenja" i "Dijeljenje".

Većina pojedinačnih pitanja unutar odjeljka bit će označena na isti način radi lakšeg prepoznavanja i otklanjanja poteškoće, pri čemu dijelovi teksta/pitanja označeni crvenom bojom upućuju na nepotpunu ispunjenost navedenog dijela.

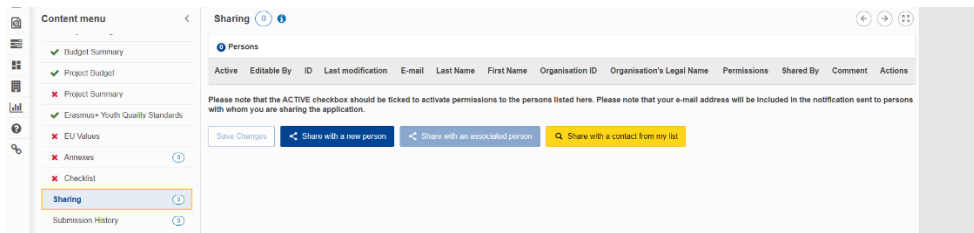
preporučljivo pravovremeno provjeriti ograničenje u broju znakova.





Više odjeljaka obrasca sadrži tablice. S desne strane tablice primijetiti ćete dodatne ikone koje omogućuju pristup dodatnim opcijama za rad sa sadržajem tablice (unos, pregled, izmjena, brisanje).

U svakom trenutku u navigacijskom izborniku kroz opciju *Sharing* moguće je podijeliti prijavu s drugom osobom/partnerskom organizacijom koja može pomoći u popunjavanju prijavnog obrasca.



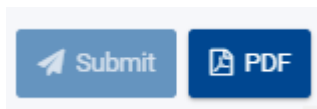
Cijelo vrijeme popunjavanja prijava je u statusu **DRAFT**.

Nakon što ju ispunite u potpunosti i podnesete, njezin status se mijenja u **SUBMITTED**.

U slučaju da prijava nije podnesena do roka za prijavu, ona prelazi u status **UNSUBMITTED** Deadline Expired.

Kada ispunite sva polja obrasca, uz svaki će segment stajati zelena kvačica, a predaja prijave bit će omogućena klikom na tipku **SUBMIT** na vrhu obrasca.

U svakom trenutku prijavu možete preuzeti u .pdf formatu klikom na tipku **PDF** na vrhu obrasca. Na taj će se način kreirati .pdf dokument s podacima koje ste do tada unijeli u obrazac.



Form ID specifičan je za svaku prijavu te omogućuje povezivanje prijave s pristupnim obrascima i potpisanom Izjavom časti.


Prikazana tablica sadržaja odnosi se na verziju koja je dostupna u pdf obliku, dok su u alatu navedene kategorije prikazana s lijeve strane.

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 **Context** 

This section asks for general information about your project proposal and about the National Agency that will receive, assess and decide on selection of your proposal.

Context 

Project Title *

 236


Project Title in English *

 227


Project Acronym

 248

Project Start Date (dd/mm/yyyy) *


 

Project Duration *


 



Project End Date (dd/mm/yyyy) *

National Agency of the Applicant Organisation *

Language used to fill in the form *

 For further details about the available Erasmus+ National Agencies, please consult the following page: [List of National Agencies](#). 

U ovom dijelu navodi se naziv projekta, prijevod na engleski jezik, akronim (ako je primjenjivo), trajanje projekta, nadležna Nacionalna agencija te jezik na kojem će se ispunjavati obrazac.

Projekt u okviru Aktivnosti KA154 *Aktivnosti sudjelovanja mladih* može trajati u razdoblju od 3 do 24 mjeseca, a najraniji i najkasniji mogući datum početka projekta također su definirani *Vodičem kroz program Erasmus +*. Potrebno je odabrati odgovarajući datum u previđenom razdoblju te odrediti trajanje projekta u mjesecima, imajući na umu potrebu osiguravanja kvalitete u pripremi i provedbi projekata.

U padajućem izborniku, kao nadležnu Nacionalnu agenciju potrebno je odabrati *HR01 – Agency for Mobility and EU Programmes Agencija za mobilnost i programe EU (AMPEU)*.

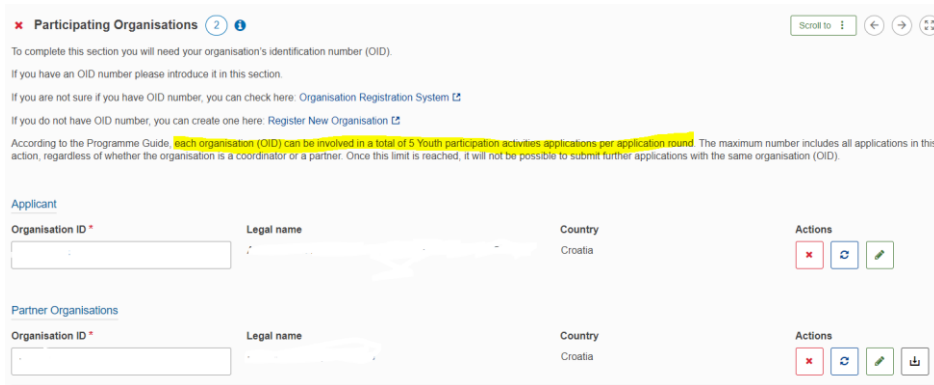
Jezik koji ste odabrali bit će jezik kojim se od odgovaraju na pitanja u obrascu, a preporučamo odabir jezika na kojem se najlakše izražavate.

✖ Participating Organisations 2 i

This section asks for information about the applicant organisation and about other organisations involved. All organisations included in the application, including informal groups of young people, whether they act as applicant or consortium members, need to be registered in order to receive an Organisation Identification Code (Organisation ID) through the [Organisation Registration system for Erasmus+ and European Solidarity Corps](#).

The Organisation ID is a unique identifier for the organisation within the whole Erasmus+ Programme. It should be requested only once per organisation and used in all applications for all Erasmus+ actions and calls. Organisations that have previously registered for a Organisation ID should not register again. If an organisation needs to change some of the information linked to the Organisation ID, this can be done through the Organisation Registration system for Erasmus+ and European Solidarity Corps.

U ovom dijelu, sustav daje objašnjenje OID broja te omogućuje pristup ORS-u, u svrhu provjere OID-a odnosno registracije organizacije.



Upisivanjem OID-a automatski će biti uneseni svi podaci o organizaciji. Navedeni podaci uključuju one ključne informacije koje ste unijeli u ORS platformu te informacije o prethodnim prijavama.

Svim organizacijama koje su prethodno bile registrirane i imale PIC broj, automatski je dodijeljen OID broj te organizaciju nije potrebno iznova registrirati.

Prihvatljive organizacije sudionice u Aktivnosti definirane su *Vodičem kroz Erasmus+ program*, a uključuju i neformalne skupine mladih.*

U formatu *Aktivnosti sudjelovanja mladih*, u nacionalnim projektima sudjelovanja mladih mora sudjelovati najmanje jedna organizacija sudionica.

U slučaju prijave transnacionalnih i međunarodnih projekata sudjelovanja mladih, uvjet je sudjelovanje najmanje dvije organizacije iz različitih zemalja.

(Broj pored naziva kategorije Participating Organisations prikazuje broj organizacija uključenih u projektnu prijavu, pri čemu će kategorija Partner organisation biti označena zelenom bojom i kada nema partnerskih organizacija, obzirom da navedeno odgovara kriteriju prihvatljivosti u kategoriji profil i broj organizacija sudionica.)

Sukladno Vodiču kroz program Erasmus+ za 2024. godinu Europska komisija je uvela određena ograničenja u broju podnesenih prijava po organizaciji (OID broju), neovisno u ulozi prijavitelja odnosno

Tako je za ključnu aktivnost 1 – *Mobilnost u svrhu učenja za pojedince za područje Mladih za svaku od mogućih vrsta aktivnosti prema standardnom pozivu (Razmjene mladih, Mobilnost osoba koje rade sa mladima, Aktivnost sudjelovanja mladih i Aktivnost uključivanja u okviru inicijative DiscoverEU)* moguće prijaviti i/ili biti partner u maksimalno 5 prijava po prijavnom roku.

U Aktivnosti KA154 ista organizacija (jedan OID) ne može biti uključena u više od ukupno 5 prijava po roku, bilo kao prijavitelj, bilo kao partner.

*U nastavku uputa, navedene smjernice vrijede i za neformalnu skupinu mladih, a kada je primjereno, razlike će biti istaknute.

Application form

Form ID: KA210-YOU-845952C
 Applicant: I Love Weblog (E10256254 - FR)
 Programme: Erasmus+ - Cal - 2024 - Round: Round 1 - Action type: Small-scale partnerships in youth (KA210-YOU)

90 days left | Not Submitted

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- Priorities and Topics
- Project description
- Participating Organisations** (2)
- Applicant - I Love Weblog (E1...)
- Partner Organisations (1)
- Undefined partner organisation
- Cooperation arrangements
- Activities
- Budget Summary
- Impact and Follow-up
- Project Summary
- EU Values
- Annexes
- Checklist
- Sharing
- Submission History

Participating Organisations

To complete this section you will need your organisation's identification number (OID).
 If you have an OID number please introduce it in this section.
 If you are not sure if you have OID number, you can check here: [Organisation Registration System](#)
 If you do not have OID number, you can create one here: [Register New Organisation](#)

According to the Programme Guide, each organisation (OID) can apply only once as applicant organisation and can be included in a total of 10 Small-scale partnerships in the fields of vocational education and training, school education, adult education and youth per application round. The maximum number includes all applications in the listed fields, regardless of whether the organisation is a coordinator or a partner. Once this limit is reached, it will not be possible to submit further applications with the same organisation (OID).

| Applicant | Legal name | Country | Actions |
|-------------------------------|---------------|---------|--|
| Organisation ID* E10256254 | I Love Weblog | France | ✖ ↺ ↻ |

This OID is participating in 11 draft applications and 0 submitted applications for Small-scale partnerships in the fields of vocational education and training, school education, adult education and youth. Please note the rules on maximum number of participations explained in the introductory text of this section and the Programme Guide.

A Small-scale Partnership is transnational and involves minimum two organisations from two different Programme Countries.

| Partner Organisations | Legal name | Country | Actions |
|-----------------------|------------|---------|----------------|
| Organisation ID* | | | ✖ |

A Small-scale Partnership is transnational and involves minimum two organisations from two different EU Member States and third countries associated to the Programme.

Application form

Form ID: KA154-YOU-828391C
 Title: YouthPartners (E10880235 - PT)
 Programme: Erasmus+ - Cal - 2024 - Round: Round 1 - Action type: Youth participation activities (KA154-YOU)

90 days left | Not Submitted

Content menu

- Context
- Participating Organisations** (2)
- Applicant - YouthPartners (E10880235 - PT)
- Partner Organisations (2)
- It is none (E10221853 - EU)
- Project Rationale
- Description of the activities
- Project Details
- Activity (draft)
- Activity (submitted)
- Flows and Budget summary
- Activity (draft)
- Flows and Budget summary
- Activity (draft 2)
- Flows and Budget summary
- Project Design
- Project Management
- Budget Summary

Participating Organisations

To complete this section you will need your organisation's identification number (OID).
 If you have an OID number please introduce it in this section.
 If you are not sure if you have OID number, you can check here: [Organisation Registration System](#)
 If you do not have OID number, you can create one here: [Register New Organisation](#)

According to the Programme Guide, each organisation (OID) can be involved in a total of 3 Youth participation activities applications per application round. The maximum number includes all applications in this action, regardless of whether the organisation is a coordinator or a partner. Once this limit is reached, it will not be possible to submit further applications with the same organisation (OID).

| Applicant | Legal name | Country | Actions |
|-------------------------------|---------------|----------|--|
| Organisation ID* E10880235 | YouthPartners | Portugal | ✖ ↺ ↻ |

This OID is already participating in maximum allowed number of applications for this type of project currently 5 submitted applications, and 2 drafts. Please see the introductory text in this section and the Programme Guide for further explanations.

| Partner Organisations | Legal name | Country | Actions |
|-------------------------------|------------|---------|--|
| Organisation ID* E10221853 | It is none | Greece | ✖ ↺ ↻ |

Total: No. of participating organisations: 2

[Add partner organisation](#)

O prethodno navedenim pravilima o ograničenju broja prijava po prijavnom roku organizacija će biti upozorena na sljedeće načine:

- poruka upozorenja o broju otvorenih (još nepodnesenih) i podnesenih prijava, bit će vidljiva ispod OID broja u prijavnom obrascu, ovisno o kojoj vrsti aktivnosti se radi
 (npr. *This OID is participating in 3 draft applications and 0 submitted applications for Mobility of young people. Please note the rules on maximum number of participations explained in the introductory text of this section and the Programme Guide*);
- na adresu e-pošte ovlaštene osobe na ORS profilu organizacije bit će poslana obavijest. Obavijest će sadržavati popis svih prijava podnesenih za relevantnu vrstu aktivnosti u okviru prijavnog roka, u kojima je OID organizacije naveden kao prijavitelj ili partner.
- nakon što se ograničenje prijava po aktivnosti dosegne, organizacija neće moći podnijeti nove prijave za istu aktivnost na istom roku, a poruka o blokadi daljnjeg unosa OID broja organizacije za navedenu vrstu aktivnosti pojavit će se u dijelu prijavnog obrasca **Participating organization**.
 (npr. *This OID is already participating in maximum allowed number of applications for this type of project (currently 5 submitted applications, and 2 drafts). Please see the introductory text in this section and the Programme Guide for further explanations.*)

✖ Participating Organisations ⓘ

Applicant -

Profile

U ovom je dijelu dan prikaz pitanja u ovoj kategoriji, kada je **organizacija sudionica** organizacija koja je **pravna osoba**. U Vodiču kroz program Erasmus+ naveden je popis navedenih vrsta organizacija koje su prihvatljive za sudjelovanje u Programu. U nastavku uputa prikazat će se pitanja u ovoj kategoriji koja se pojavljuju, kada je organizacija sudionica **neformalna skupina mladih**.

Profile

Is the organisation a public body? Is the organisation a non-profit?

Yes No

 Yes No

Type of organisation *

Non-governmental organisation/association

Main sector of activity *

Offering participation in youth-led events and youth participation activities

U okviru kategorije *Profile*, odgovori se izabiru ovisno o profilu organizacije. Navedeni odabir trebao bi biti usklađen s informacijama koje su dostavljene u okviru *ORS-a*. U odnosu na vrstu organizacije (*Type of organisation*) moguće je izabrati jednu od opcija koja se nudi u padajućem izborniku.

✖ Participating Organisations ⓘ Scroll to ⋮ ⏪ ⏩ ⏴ ⏵

Applicant -

Yes No

 Yes No

Type of organisation *

Non-governmental organisation/association

Main sector of activity *

Other (specify)

Please specify the main sector *

U slučaju da organizaciju, temeljem svojeg djelovanja, nije moguće svrstati niti u jednu od ponuđenih kategorija, moguće je izabrati kategoriju *Other*, nakon čega se otvara novi prozor te se omogućuje unos kratkog opisa djelovanja organizacija (*Please specify the main sector*).

Background and experience

Please briefly present your organization.

Potrebno je na jasan i strukturiran način prikazati organizaciju, u odnosu na ciljeve i djelatnosti te ciljane skupine.

What are the activities and experience of the organisation in youth work and youth participation? Please also provide information on your organisation's / group's regular youth work activities.

Potrebno je navesti postojeće iskustvo organizacije u području rada s mladima i aktivnog sudjelovanja mladih. Potrebno je jasno i strukturirano prikazati djelovanje organizacije u području rada s mladima na lokalnoj razini te dodatno opisati aktivnosti i projekte te ostvarene rezultate i uspjehe koji su relevantni za provedbu predmetnog projektnog prijedloga.

Please give information on the key staff/persons involved in this application and on the competences and previous experience that they will bring to the project.

Potrebno je definirati osobe iz organizacije koje će biti aktivno uključene u provedbu projekta, uz kratak prikaz opisa uloge i zadataka. Također, potrebno je opisati profesionalne kompetencije (razvijene u okviru formalnog i neformalnog obrazovanja) kao i prethodno iskustvo, kojim će navedene osobe doprinijeti provedbi projekta.

Please briefly present the young people actively involved in the preparation and implementation of the project, the profile of the young people, their experience and their responsibilities in the implementation of the project. Please describe also how these young people came to be involved in the project.

Potrebno je predstaviti skupinu mladih osoba kao i način na koji su iste uključene u proces osmišljavanja projektne ideje i izrade projektnog prijedloga.

VAŽNO:

U Aktivnosti sudjelovanja mladih planirano je da projekt provodi jedna ili više neformalnih skupina mladih, jedna ili više organizacija ili kombinacija jednih i drugih. Drugi mladi u projekt se mogu uključiti kao sudionici nekih aktivnosti ili kao dio ciljne skupine za aktivnosti (Vodič kroz Erasmus+ program).

U slučaju da je prijavitelj organizacija mladih odnosno organizacija za mlade, u prijavi je važno identificirati skupinu mladih koja je ispred te organizacije aktivno uključena u proces osmišljavanja projektnog prijedloga i koja će tijekom provedbe istih preuzeti pojedine odgovornosti i zadatke. Navedenu skupinu potrebno je u određenim pitanjima diferencirati od drugih mladih koji su u aktivnosti uključeni kao sudionici, odnosno ciljana skupina.

Participating Organisations ⓘ

Applicant - Scroll to ⌵ ⏪ ⏩ ⌵

Types of projects identified in the organisation's past participation record

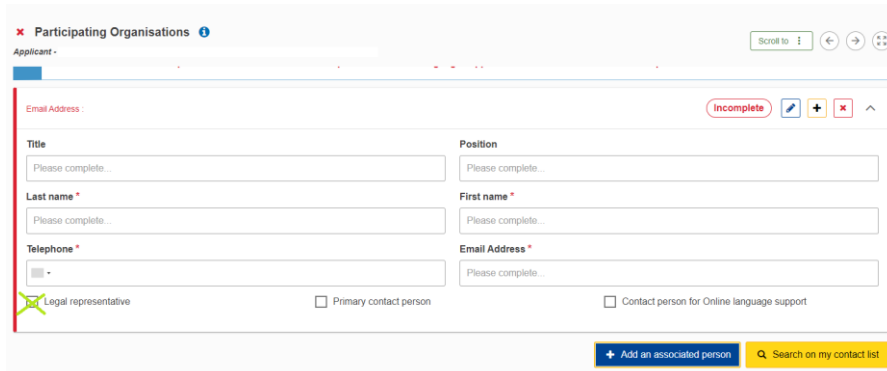
| Action Type | As Applicant | | As Partner or Consortium Member | |
|-------------------------------|--------------------------------------|----------------------------|---------------------------------|----------------------------|
| | Number of project applications | Number of granted projects | Number of project applications | Number of granted projects |
| Newcomer organisation | | | | |
| | <input checked="" type="radio"/> Yes | <input type="radio"/> No | | |
| Less experienced organisation | | | | |
| | <input checked="" type="radio"/> Yes | <input type="radio"/> No | | |
| First time applicant | | | | |
| | <input checked="" type="radio"/> Yes | <input type="radio"/> No | | |

Would you like to make any comments or add any information to the summary of your organisation's past participation? _____

Ovisno o broju prijavljenih i odobrenih projekata u kojima je organizacija sudjelovala u ulozi prijavitelja i/ili partnera, u ovom dijelu će se naznačiti broj projekata te će sustav sam označiti status organizacija u kategorijama *Newcomer organisation*, *Less experienced organisation*, *First time applicant*. U zadnjem, otvorenom pitanju, moguće je dodatno se osvrnuti na prethodna iskustva u provedbi projekata.

Nacionalna agencija ima pravo uvida u projekte u kojima ste sudjelovali kako bi na temelju toga procijenila prethodno relevantno iskustvo i kapacitete za provedbu prijavljenog projekta.

Associated persons



U odnosu na kategoriju *Associated persons*, potrebno je definirati osobe koje će preuzeti ključne uloge: *Legal representative/zakonski zastupnik*, *Primary contact person/kontakt osoba* i *Contact person for Online Language Support/osoba za pružanje jezične podrške*, vodeći se smjernicama koje su prikazane u alatu crvenom bojom.

Associated persons

Please complete this information about key persons in your organisation who will be implementing the project.

The **legal representative** is the person with authorisation to represent the organisation in legal agreements and contracts.

The **Primary contact person** is the first contact point for everything that has to do with implementation of mobility activities. You can also add other contact persons.

If needed, one person can have more than one role. For example, a legal representative can also be the primary contact person. However, you need to name at least two different persons to make sure it is always possible to contact the organisation even if one of them is not available.

Please note that information related to Associated Persons will automatically be transferred to your National Agency but is not available in PDF.

i

- ✘ You have to choose one primary contact person.
- ✘ You need to include the organisation's legal representative
- ✘ You need to name at least two different persons to make sure it is always possible to contact your organisation even if one of them is not available
- ✘ You need to choose one person to be the dedicated contact person for Online language support. You cannot select more than one person for this role.

+ Add an associated person
🔍 Search on my contact list

Povezane osobe dodaju se odabirom opcije **+ Add an associated person** pri čemu se za svaku unesenu osobu, odabire odgovarajuća uloga.

Prilikom prijave treba odabrati jednu primarnu kontakt osobu i definirati zakonskog zastupnika organizacije, pri čemu jedna osoba može imati više od jedne uloge, no u okviru prijave, potrebno je imenovati najmanje dvije različite osobe (i dostaviti različite kontakt podatke).

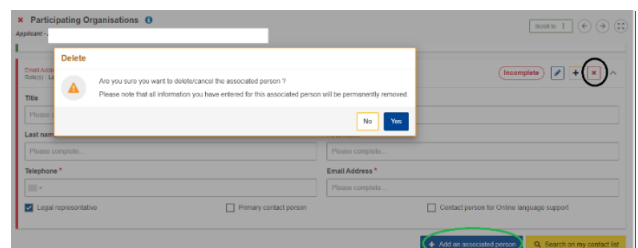
Osobe koje su unesene u sustav u ulozi zakonskog zastupnika i primarne kontakt osobe ispred organizacije nositelja, u slučaju odobravanja projekta, imat će uređivačka prava te pristup svim platformama nužnim za kvalitetnu provedbu projekta i završno izvještavanje.

VAŽNO: Provjerite valjanost mandata zakonskog zastupnika Vaše organizacije u nadležnom registru jer u slučaju nevažećeg mandata prijava neće biti prihvatljiva!

Važno je upisati točne i aktivne adrese putem kojih je moguće stupiti u kontakt s predstavnicima organizacije. Promjene osoba povezanih s projektom koje ste naveli u prijavi treba odmah javiti nacionalnoj agenciji kako bi se podaci pravovremeno ažurirali i omogućili potrebni pristupi!

Zbog zaštite osobnih podataka imena i ostali podaci povezani s osobama neće se prikazivati u PDF verziji prijavnog obrasca, već samo u online verziji.

U slučaju brisanja pojedinih podataka, koji su prethodno uneseni putem opcije **+Add an associated person** pojavit će se skočni prozor kojim se obavještava o trajnom gubitku prethodno unesenih podataka i kojim se traži potvrda navedenog izbora.



Group of young people

U nastavku je prikazano kako kategorija pitanja izgleda u slučaju kada je organizacija sudionica - **neformalna skupina mladih**.

Nakon unosa OID broja, sustav sam ispunjava određene podatke temeljem podataka unesenih u ORS platformu. Kada je jedna od organizacija sudionica neformalna skupina mladih, u padajućem izborniku odabire se vrsta organizacije: *Group of young people*, nakon čega se otvaraju pitanja o iskustvu navedene grupe mladih.

Profile

Is the organisation a public body?

Yes No

Is the organisation a non-profit?

Yes No

Type of organisation *

Please select...

Type of organisation *

Group of young people

Neformalna skupina mladih je skupina od najmanje četvero mladih koji prema mjerodavnom nacionalnom pravu nema pravnu osobnost i čiji predstavnici mogu u njihovo ime preuzimati pravne obveze. U skupini mora biti najmanje četvero mladih u dobi od 13 do 30 godina. Jedan od članova skupine, koji ima najmanje 18 godina preuzima ulogu predstavnika i odgovornost u ime skupine. Iznimno i pod uvjetom da su svi mladi maloljetni skupinu može zastupati odrasla osobe. Skupina maloljetnih članova u tom slučaju može podnijeti prijavu uz pomoć osobe koja radi s mladima/trenera (Dio D – Pojmovnik Vodiča kroz Erasmus + program).

Neformalna skupina mladih tijekom provedbe projekta ima pravo na podršku mentora te je moguće osiguravanje troškova povezanih s uključivanjem trenera u projekt.

U nastavku su prikazana pitanja koja se pojavljuju kada je:

a) neformalna skupina mladih nositelj projekta

Background and experience

Please briefly present your group; how was the group created, what are the regular activities of the group and how did you come up with the idea of the project? (you will be asked to explain the needs you have identified and the aims further down in the form). *

Please complete...

5000

Please indicate the number of young people in the group, and their age category (13-17 or 18-30) describe the profile of each of the group members, their experience and their responsibilities in the implementation of the project. *

Please complete...

5000

Does your group have any experience with youth work and youth participation? If yes please describe such experience. *

Please complete...

5000

b) neformalna skupina mladih partner u projektu

Background and experience

Please briefly present the partner group. How was the group was created, and what are the regular activities of the group? *

Please complete...

5000

Please indicate the number of young people in the group, and their age category (13-17 or 18-30) describe the profile of each of the group members, their experience and their responsibilities in the implementation of the project. *

Please complete...

5000

Does the group have any experience with youth work and youth participation? Please describe such experience. *

Please complete...

5000

Sadržaj se djelomično razlikuje samo u 1. pitanju te je odgovore potrebno prilagoditi potpitanjima.

U prvom pitanju potrebno je predstaviti neformalnu grupu mladih, prikazati način na koji se grupa uspostavila, koje je aktivnosti do sada provela te kako je nastala projektna ideja.

U drugom pitanju potrebno je navesti broj članova neformalne skupine mladih te isto definirati u odnosu na predstavljanje dobne skupine (13-17 ili 18-30 godina) te predstaviti svakog pojedinačnog člana neformalne skupine, usmjeravajući se na njihova postojeća iskustva i kompetencije kao i očekivanu ulogu i odgovornosti u provedbi predmetnog projekta.

U trećem pitanju potrebno je opisati iskustvo neformalne skupine mladih u području rada s mladima. U ovom je dijelu moguće predstaviti provedene aktivnosti i projekte navedene skupine mladih kao i sudjelovanje članova u drugim projektima i aktivnostima u navedenom području.

Types of projects identified in the organisation's past participation record

Sustav sam prepoznaje prethodno prijavljene i odobrene projekte te sukladno tome svrstav skupinu u određene kategorije.

U odnosu na *Associated persons*, kod neformalnih skupina mladih, kao zakonski zastupnik navodi se osoba koja je preuzela ulogu predstavnika i odgovornost u ime skupine te se ostale uloge preuzimaju sukladno smjernicama koje su prikazane u alatu.

Please complete this information about key persons in your organisation who will be implementing the project.

The **legal representative** is the person with authorisation to represent the organisation in legal agreements and contracts.

The **Primary contact person** is the first contact point for everything that has to do with implementation of mobility activities. You can also add other contact persons.

If needed, one person can have more than one role. For example, a legal representative can also be the primary contact person. However, you need to name at least two different persons to make sure it is always possible to contact the organisation even if one of them is not available.

Please note that information related to Associated Persons will automatically be transferred to your National Agency but is not available in PDF.



- ✘ You have to choose one primary contact person.
- ✘ You need to include the organisation's legal representative
- ✘ You need to name at least two different persons to make sure it is always possible to contact your organisation even if one of them is not available
- ✘ You need to choose one person to be the dedicated contact person for Online language support. You cannot select more than one person for this role.

+ Add an associated person

🔍 Search on my contact list

Pitanja u ostalim kategorijama, koja će biti prikazana u nastavku Uputa, odnose se podjednako na organizacije odnosno neformalne skupine mladih, kroz formulaciju:

benefit the **organisation(s)/informal group(s)** and the young people actively involved in the preparation and implementation of the project,

✖ Participating Organisations
1
i

Partner Organisations

Form ID: KA154-YOU-A9B78B63

Title: Naziv projekta

Applicant: -

Programme: Erasmus+ - Call : 2024 Round 1 - Action type : Youth participation activities (KA154-YOU)

40 days left!

DRAFT

Not Submitted

Content menu

- All
- Red marks
- ✔ Context
- ✖ Participating Organisa... 1
- Applicant -
- **Partner Organisations** 0
- ✖ Project Rationale

✔ Participating Organisations
0
i

Partner Organisations

Partner Organisations

Total No. of participating organisations : 1

+ Add partner organisation

Dodavanje partnerske organizacije moguće je putem opcije + *Add partner organisation*, pri čemu se otvara mogućnost unosa OID-a partnerske organizacije. Unosom OID broja partnerske organizacije, automatski se popunjava dio podataka u samoj prijavi te se pojavljuje mogućnost preuzimanja dokumenta - pristupnog obrasca (*Accession form*).

✖ Participating Organisations
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i

Partner Organisations

Partner Organisations

| Organisation ID * | Legal name | Country | Actions |
|-------------------|-------------------------------|---------|--|
| E87654321 | Naziv organizacije partnera 1 | Croatia | <div style="display: flex; gap: 5px;"> ✖ ↺ ✎ ↓ </div> |

Pristupni obrazac, vezano uz specifični projektni prijedlog, potrebno je potpisati isključivo od strane osobe ovlaštene za zastupanje partnerske organizacije, uz navođenje mjesta i datuma potpisivanja.

Skenirani obrazac učitava se u sustav putem opcija u kategoriji *Annexes*.

Call 2024 Round 1 KA2
 KA210-YOU - Small-scale partnerships in youth (KA210-YOU)
 Form ID KA210-YOU-04595E2C Deadline (Brussels Time) 05 Mar 2024 12:00:00

ACCESSION FORM FOR BENEFICIARIES

, established in

hereby agrees

to become beneficiary

in Grant Agreement for the Call for Proposals KA210-YOU-04595E2C (‘the Grant Agreement’) between I Love Weblogic and the (granting authority),

and mandates

the coordinator:

- to submit and sign in its name and on its behalf the project application for funding within the Erasmus+/ESC Programme to in
- in case the project is granted by the National Agency, to sign in its name and on its behalf the grant agreement
- in case the grant agreement is signed to submit and sign in its name and on its behalf any amendments to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out as from the date of the signature of the accession form (‘**accession date**’).

SIGNATURE

Done in on 06/Dec/2023

Profile

Pitanja koja se, u ovom dijelu, odnose na partnersku organizaciju, u većoj su mjeri istovjetna onima koja se odnose na organizaciju prijaviteljicu.

Is the organisation a public body?

Yes No

Is the organisation a non-profit?

Yes No

Type of organisation *

Non-governmental organisation/association

Main sector of activity *

Offering participation in youth-led events and youth participation activities

U kategoriji *Profile* za svaku partnersku navodite odgovarajuće podatke, odabirom primjerenog odgovora u padajućem izborniku.

Background and experience

Please briefly present the organisation.

Potrebno je na jasan i strukturiran način prikazati organizaciju, u odnosu na ciljeve i djelatnosti te ciljane skupine.

What are the activities and experience of the partner organisation in youth work and youth participation? Please also provide information on the organisation's regular youth work activities.

Potrebno je navesti postojeće iskustvo organizacije u području rada s mladima i aktivnog sudjelovanja mladih. Potrebno je jasno i strukturirano prikazati djelovanje organizacije u području rada s mladima na lojalnoj razini te dodatno opisati aktivnosti i projekte te ostvarene rezultate i uspjehe koji su relevantni za provedbu predmetnog projektnog prijedloga.

Please give information on the key staff/persons involved in this application and on the competences and previous experience that they will bring to the project.

Potrebno je definirati osobe iz organizacije koje će biti aktivno uključene u provedbu projekta, uz kratak prikaz opisa uloge i zadataka. Potrebno je opisati profesionalne kompetencije (razvijene u okviru formalnog i neformalnog obrazovanja) kao i prethodno iskustvo, kojim će navedene osobe doprinijeti provedbi projekta.

Please briefly present the young people actively involved in the preparation and implementation of the project. Please describe also how they came to be involved in the project.

Potrebno je predstaviti skupinu mladih osoba kao i način na koji su iste uključene u proces osmišljavanja projektne ideje i izrade projektnog prijedloga.



1 Types of projects identified in the organisation's past participation record

| Action Type | As Applicant | | As Partner or Consortium Member | |
|--|--------------------------------|----------------------------|---------------------------------|----------------------------|
| | Number of project applications | Number of granted projects | Number of project applications | Number of granted projects |
| Youth participation activities (KA154-YOU) | 2 | 1 | 0 | 0 |

Newcomer organisation

Yes No

Less experienced organisation

Yes No

Would you like to make any comments or add any information to the summary of your organisation's past participation?

Please complete... 3000

I kod svake partnerske organizacije, kao i kod organizacije nositelja, sustav sam prepoznaje broj prethodno prijavljenih i odobrenih projektnih prijedloga (u ulozi prijavitelja odnosno partnera) te sukladno navedenom organizaciju svrstava u odgovarajuću kategoriju.

Associated persons

✖ Participating Organisations ⓘ

Partner Organisations -

Scroll to: ⏪ ⏩ ⏴ ⏵

Associated persons

Please complete this information about key persons in the Partner member organisation.

The **legal representative** is the person with authorisation to represent the organisation in legal agreements and contracts.

The **Primary contact person** is the first contact point for everything that has to do with implementation of mobility activities. You can also add other contact persons.

If needed, one person can have more than one role. For example, a legal representative can also be the primary contact person.

Please note that information related to Associated Persons will automatically be transferred to your National Agency but is not available in PDF.



- ✖ You have to choose one primary contact person.
- ✖ You need to include the organisation's legal representative
- ✖ You need to name at least two different persons to make sure it is always possible to contact your organisation even if one of them is not available

Email Address :

Incomplete

Add an associated person Search on my contact list

Potrebno je izabrati *povezane osobe* i za svaku od partnerskih organizacija, pridajući im odgovarajuće uloge, a vodeći se smjernicama navedenim u samom alatu. Navedene osobe, u ulozi zakonskog zastupnika i primarne kontakt osobe, imat će pristup alatu za izvještavanje – *Beneficiary Module*, te će moći pregledavati informacije navedene u prijavnim obrascu.

✖ Project Rationale

In this section, you are asked to explain the aims of your project, what you want to achieve and what are its expected benefits for participants and participating organisations. Make sure to read the questions carefully and address all sub-questions.

Aims

Please describe the idea of your project including the needs you have identified (e.g. needs of participating organisations and young people actively involved in the preparation and implementation of the project, as well as the needs of young people targeted by the activities) and the project's objectives.

Potrebno je opisati potrebe/probleme čijem se zadovoljavanju/rješavanju želi doprinijeti provedbom ovog projektnog prijedloga. Potrebno je jasno prikazati potrebe mladih (uključujući mlade uključene u osmišljavanje ovog projektnog prijedloga, druge mlade koji će biti obuhvaćeni aktivnostima i opće populacije mladih), kao i potrebe organizacije/a te potrebe/probleme koje su prepoznate na lokalnoj/regionalnoj/nacionalnoj razini. Kada je to moguće, prikladno je navedene potrebe potkrijepiti rezultatima istraživanja, prikazom rezultata evaluacija provedenih aktivnosti ili drugim iskustvom organizacije. Ciljeve je potrebno definirati u odnosu na prepoznate potrebe te ih dodatno opisati i specificirati kroz očekivanje ishoda.

Does your project address one or more of the priorities defined in the context of the [EU Youth Dialogue or the European Youth Goals](#)? If yes, please explain how.

Ovisno o temi odnosno području djelovanja projekta, potrebno je prikazati na koji način projekt, svojim ciljevima i planiranim aktivnostima, doprinosi ostvarivanju prioriteta definiranih Dijalogom EU-a s mladima i EU Ciljeva za mlade.

Više informacija o Dijalogu EU-a s mladima, moguće je pronaći putem poveznice: https://youth.europa.eu/eu-youth-dialogue_hr, a informacije o 11 EU ciljeva za mlade dostupne su putem poveznice: <https://youth-goals.eu/>.

Teme i prioriteta utvrđeni u kontekstu Dijaloga EU-a s mladima, kao i ciljevi EU-a za mlade mogu poslužiti kao inspiracija za aktivnosti sudjelovanja mladih na svim razinama, a dodatne ideje i inspiraciju možete pronaći putem poveznice: https://www.ampeu.hr/files/YOU_ciljevi_za_mlade.pdf.

How does your project link to the objectives of the Erasmus programme and more specifically those of Youth Participation Activities?

Potrebno je jasno prikazati na koji način projektni prijedlog, putem svojih ciljeva i aktivnosti doprinosi ostvarivanju ciljeva Erasmus+ programa te ciljeva Aktivnosti sudjelovanja mladih, kako su navedeni u *Vodiču kroz Erasmus+ program*. Projektni prijedlog mora odgovarati odnosno doprinijeti ostvarivanju najmanje jednog cilja Aktivnosti, kako bi se smatrao relevantnim u navedenom formatu. U slučaju da projektni prijedlog doprinosi ostvarivanju više od jednog cilja Aktivnosti, sve ciljeve kojima projekt doprinosi potrebno je jasno i strukturirano potkrijepiti ciljevima projekta odnosno prikazom načina na koji će planirane aktivnosti i očekivani ishodi projekta doprinijeti ostvarivanju ciljeva Aktivnosti.

Target Group

During the lifetime of your project, young people will probably be involved and targeted in different ways in the project activities.

- Where the applicant is an informal group of young people, its members will directly implement project activities, but also profit from them
- Where the applicant is an organisation, this organisation will have some young people who are actively involved in the preparation/implementation of the project and profit from taking part
- In both cases, the project's activities may also address other young people, and these young people will be the activities' wider target group(s).

What are the target groups of the individual activities of your project?

U ovoj kategoriji prepoznaje se mogućnost da projektom budu obuhvaćene različite podskupine mladih i drugih dionika, odnosno da isti budu uključeni različitim dinamikom i intenzitetom te u različitim ulogama.

Kada je prijavitelj neformalna skupina mladih, projekt provode članovi navedene skupine, a kada je prijavitelj organizacija, očekuje se aktivna uključenost određenog broja mladih u osmišljavanje i provedbu projektnih aktivnosti.

Osim navedenih skupina mladih aktivno uključenih u provedbu projekta, projektne aktivnosti mogu uključivati i druge (pod)skupine mladih kao i ostalih ključnih dionika. Svaku od navedenih ciljanih (pod)skupine sudionika potrebno je jasno definirati kroz prikaz ključnih socijalno-demografskih obilježja i njihovih potreba te povezati sa njihovim sudjelovanjem u projektnim aktivnostima, uz prikaz očekivanih ishoda i rezultata.

Prema Vodiču kroz Erasmus+ program prihvatljivi sudionici Aktivnosti sudjelovanja mladih jesu:

- *mladi u dobi od 13 (do datuma početka aktivnosti sudionici moraju doseći donju dobnu granicu) do 30 (na datum početka aktivnosti sudionici ne smiju biti stariji od navedene gornje dobne granice) s boravištem u zemlji organizacija sudionica;*
- *donositelji odluka relevantni za teme projekta.*

Facilitatori i osobe u pratnji ne smatraju se sudionicima aktivnosti, ali mogu dobiti potporu u okviru određenih proračunskih kategorija.

Expected impact

How will your project benefit the organisation(s)/informal group(s) and the young people actively involved in the preparation and implementation of the project, during and after the project lifetime?

U ovom je dijelu potrebno jasno prikazati očekivani kratkoročni i dugoročni učinak projekta na neformalnu skupinu mladih odnosno organizaciju i skupinu mladih aktivno uključenih u pripremu i provedbu projekta. Savjetuje se očekivane ishode projekta opisati kroz prikaz kvalitativnih i kvantitativnih pokazatelja, imajući na umu da se usporedno planiraju i uspostave odgovarajući mehanizmi za praćenje i evaluaciju navedenog učinka. U ovom dijelu, moguće je osvrnuti se i na razvijene kompetencije navedene skupine, kao i druge očekivane ishode.

How will your project benefit young people in the wider target group (i.e. young people participating in the activities, beyond the informal group of young people or the young people actively involved in the preparation and implementation of the project where the applicant is an organisation) during and after the project lifetime?

U ovom je dijelu potrebno jasno prikazati kratkoročni i dugoročni očekivani učinak projekta na sve ostale ciljane skupine, uključujući i druge (pod)skupine mladih i donositelja odluka, uključenih u aktivnosti projekta. Savjetuje se očekivane ishode projekta opisati kroz kvalitativne i kvantitativne pokazatelje, imajući na umu da se usporedno planiraju i uspostave odgovarajući mehanizmi za praćenje i evaluaciju navedenog učinka. U ovom dijelu, moguće je osvrnuti se i na razvijene kompetencije navedenih skupina kao i druge očekivane ishode.

What would be the impact of your project at local, regional, national and/or European level ?

U ovom dijelu je potrebno jasno prikazati koji je očekivani kratkoročni i dugoročni učinak projekta na razinama koje odgovaraju postavljenim ciljevima i aktivnostima projekta. U ovom dijelu moguće je dodatno opisati pojedine mjere kojima se osigurava održivost, odnosno iskorištavanje (dijela) rezultata te prikazati kako se navedenim projektom doprinosi ostvarivanju pojedinih strateških ciljeva na različitim razinama.

Topic

Please select up to three topics addressed by your project *

Please select on the list up to three topics addressed by your project

U padajućem izborniku moguće je izabrati do tri horizontalne teme, koje su sadržajno povezane s ciljevima predmetnog projekta.

Topic

Please select up to three topics addressed by your project *

What would be the impact of your project at local, regional, national and/or European level ? *

| |
|--|
| Democracy, participation, and European values |
| Awareness about the European Union |
| Democracy and inclusive democratic participation |
| European identity, citizenship and values |
| Human rights and rule of law |

Inclusion of marginalised young people

How will your project contribute to the Inclusion and Diversity Strategy of the programme ? ? *

Please complete...

The field is mandatory.

Ako se jedna od odabranih tema odnosi na *Inclusion of marginalised young people*, potrebno je prikazati na koji način će se provedbom projekta doprinijeti provedbi Strategije za uključivanje i raznolikost u sklopu programa Erasmus+ i Europske snage solidarnosti, koja je dostupna putem poveznice: https://www.mobilnost.hr/cms_files/2021/07/1626880922_smiernice-za-provedbu-strategije-za-ukljucivanje-i-raznolikost-u-sklopu-programa-erasmus--i-europske-snage-solidarnosti.pdf

Description of the activities


This section asks for information about the activities of your project.

Description of the activities



In this section, you are asked to provide further details on your project, the activities you will implement and how you will address quality elements of a quality project such as preparation activities, identification and documentation of learning outcomes etc. Every project will have a range of activities such as meetings and ongoing, regular activities. These are necessary for the implementation of the project and should be described as well as potential mobilities and physical events.

Please list in chronological order all the different activities that you will carry out in your project. You should include all phases such as preparation, implementation of activities, follow-up and sharing of results. If your project includes mobilities and/or physical events, please mention them in the correct month (please note if your project includes mobility activities and physical events, you will be asked for more details in the section Project details below and in a separate timetable).

| 11 Months  | |
|---|--|
| Month | Activity(ies) |
| Month 1 | <div style="border: 1px solid red; padding: 5px;">Please complete...</div> <div style="text-align: right; font-size: small;">2000 *</div> <p style="font-size: x-small; color: red;">The field is mandatory.</p> |
| Month 2 | <div style="border: 1px solid red; padding: 5px;">Please complete...</div> <div style="text-align: right; font-size: small;">2000 *</div> <p style="font-size: x-small; color: red;">The field is mandatory.</p> |

Ovisno o trajanju projekta (od 3 do 24 mjeseca) potrebno je kronološki prikazati sve aktivnosti koje će se provoditi u navedenom razdoblju, a koje se odnose na aktivnosti upravljanja projektom, pripremne i prateće aktivnosti odnosno provedbu ostalih planiranih aktivnosti.

Please describe the profile of the target groups you will address by the different activities, including their age. For target groups beyond the informal group of young people and beyond the young people who are actively involved in the preparation and implementation of the project, please describe how they have been, or will be selected.

Ciljane skupine su prethodno definirane u odgovarajućoj kategoriji. U ovom dijelu je potrebno detaljno opisati navedene ciljane (pod)skupine u svakoj od projektnih aktivnosti. Za skupinu mladih koji su uključeni u projektne aktivnosti, a ne čine dio neformalne skupine mladih odnosno skupine mladih aktivno uključenih u provedbu projekta, potrebno je dodatno prikazati način na koji će isti biti odabrani za sudjelovanje te uključeni u projektne aktivnosti.

Please describe how the target groups will be involved in planning, preparing, and implementing the activities and in the follow-up of the different activities. Please also describe the involvement of target groups beyond the informal group of young people and the young people who are actively involved in the preparation and implementation of the project.

Obzirom na preduvjet da su u projektima u formatu Aktivnosti sudjelovanja mladih, mladi aktivno uključeni u osmišljavanje i provedbu projektnih aktivnosti, potrebno je jasno i detaljno opisati sve aktivnosti, zadatke i odgovornosti navedene skupine mladih u svim fazama pripreme, provedbe i praćenja projektnih aktivnosti. Također, potrebno je unaprijed osmisliti mehanizme i načine na koji će se omogućiti aktivno sudjelovanje i ostalih (pod)skupina mladih (onih koji nisu dugoročno aktivno uključeni u proces osmišljavanja i provedbe projekta), ovisno o vrsti i intenzitetu njihovog angažmana u projektnim aktivnostima te isto jasno prikazati za sve faze provedbe projekta odnosno aktivnosti.

Please provide an estimate of the number of young people that will not take part in physical events or mobility activities, but still will participate in other activities of your project. The number may be 0 (if every participant at some point takes part in a physical event or a mobility activity).

U ovom dijelu je potrebno procijeniti koliko će mladih sudjelovati u drugim aktivnostima vezanim za praćenje, organizaciju i provedbu projekta, koja su planirana u okviru kategorije *Upravljanje projektom*, a koje ne uključuju sudjelovanje u aktivnostima fizičkih događanja odnosno mobilnosti. Ako je planirano da svi sudionici sudjeluju u aktivnostima događanja na kojima sudjeluju mladi i mobilnostima, broj sudionika može biti 0.

Out of which No. of Participants with Fewer Opportunities

Od ukupnog broja koji je prethodno naveden (ako nije navedena 0), potrebno je procijeniti broj mladih s manje mogućnosti.

Will your project also involve decision makers?

U padajućem izborniku odabire se odgovarajući odgovor: Yes/No, ovisno o tome sudjeluju li u nekim od aktivnostima ciljane skupina donositelja odluka.

Please provide a description of who they are, why you plan to involve them, and what their role will be.

Ako aktivnosti uključuju ciljane skupine donositelja odluka odnosno u navedenoj kategoriji mogu se definirati podskupine, za svaku od (pod)skupina potrebno je dodatno opisati njihov profil, razloge i načine njihovog uključivanja te opis zadataka i odgovornosti.

How will the participants cooperate and communicate between them to prepare and follow-up on the project activities? How did you choose this channel/these channels of communication? If relevant, please distinguish between the informal group of young people (applicant or partner), the young people actively involved in the preparation/implementation of the project (if applicant or partner is an organisation) and other participants.

Potrebno je opisati način na koji će se održavati komunikacija sa sudionicima u svrhu pripreme i provedbe projektnih te drugih pratećih aktivnosti, pri čemu je kanale i intenzitet komunikacije i suradnje potrebno opisati za svaku ciljane (pod)skupinu, odnosno razlikovati mlade koji su aktivno uključeni u sve faze pripreme i provedbe projekta od ostalih sudionika aktivnosti.

Which learning outcomes or competences (i.e. knowledge, skills and attitudes/behaviours) are to be acquired/improved by the participants in the project activities? If relevant, please distinguish between the informal group of young people (applicant or partner), the young people actively involved in the preparation/implementation of the project (if applicant or partner is an organisation) and other participants.

U ovom dijelu potrebno je jasno definirati planirane ishode učenja, za svaku od ciljanih (pod)skupina sudionika projektnih aktivnosti, uključujući članove neformalne skupine mladih odnosno mlade osobe koje su aktivno uključene u sve faze pripreme i provedbe projekta. Navedene ishode učenja preporuča se definirati u kontekstu znanja, vještina i stavova koji će sudionici usvojiti temeljem sudjelovanja u projektnim aktivnostima, uključujući i u odnosu na kompetencije za cjeloživotno učenje. Potrebno je opisati neformalne metode učenja koje će se primjenjivati u aktivnostima, pri čemu je potrebno voditi računa o usklađenosti sa metodama koje su opisane u vremenskom rasporedu za svaku pojedinu vrstu aktivnosti. Navedene metode trebaju podržavati praćenje ostvarivanja ishoda učenja.

Kada je prijavitelj neformalna skupina mladih, u ovom dijelu prijavnog obrasca postavlja se pitanje o potrebnoj podršci mentora/trenera u provedbi projekta.

Will you have the support of a coach? *

Yes

Please describe how the coach(es) will support your group in the preparation, implementation and evaluation of your project. Please add information on the profile/area of competences of the coach(es). *

Please complete...

5000

Odgovor je moguće odabrati u padajućem izbornik: Yes/No, a prilikom odabira opcije Yes, potrebno je opisati način na koji će trener pružiti podršku članovima s skupine u procesu pripreme, provedbe i praćenja projekata. Potrebno je opisati i profil odnosno kompetencije izabranog trenera/mentora.

✔ Project Details 3 i

In this section, you will be asked to provide information about the main activities of your project.

In this section, you are asked to provide further details on your project, the activities you will implement and how you will address crucial elements of a quality project such as preparation, identification and documentation of learning outcomes etc. A typical project will include activities that are neither mobility activities nor physical events. These are equally important for the implementation of the project. In the section "Description of activities", such activities should be described along with mobilities and events (if relevant).

Projekt bi trebao sadržavati razne projektne aktivnosti koje zajedno doprinose ostvarivanju projektnih ciljeva.

Navedene projektne aktivnosti koje obuhvaćaju sastanke za upravljanje projektima i tekuće redovne aktivnosti projekta, mogu biti digitalne i/ili fizičke te uključivati mlade koji izravno sudjeluju u projektu, a trebale bi se financirati iz proračunske kategorije Upravljanje projektima.

*Projekt **može** uključivati jedno ili više događanja na kojima sudjeluju mladi/mobilnosti. (Vodič kroz Erasmus+ program).*

Projektni prijedlog može biti osmišljen da ne uključuje niti jednu od navedenih aktivnosti – *događanja/mobilnost* (odabirom opcije *No* u padajućem izborniku), odnosno da uključuje neograničeni broj raznovrsnih aktivnosti, (odabirom opcije *Yes*) uz ograničenje da najveći iznos bespovratnih sredstava koji može biti dodijeljen po projektu za aktivnosti sudjelovanja mladih je 60.000 EUR.

✔ Project Details 3 i

In this section, you are asked to provide further details on your project, the activities you will implement and how you will address crucial elements of a quality project such as preparation, identification and documentation of learning outcomes etc. A typical project will include activities that are neither mobility activities nor physical events. These are equally important for the implementation of the project. In the section "Description of activities", such activities should be described along with mobilities and events (if relevant).

Are you planning to carry out Youth participation events and Youth participation mobilities in your project? *

Yes

✔ Project Details 0 i

In this section, you are asked to provide further details on your project, the activities you will implement and how you will address crucial elements of a quality project such as preparation, identification and documentation of learning outcomes etc. A typical project will include activities that are neither mobility activities nor physical events. These are equally important for the implementation of the project. In the section "Description of activities", such activities should be described along with mobilities and events (if relevant).

Are you planning to carry out Youth participation events and Youth participation mobilities in your project? *

No

U slučaju odabira opcije *No*, ne pojavljuje se više pitanja u ovoj kategoriji te je moguće nastaviti s ispunjavanjem drugih dijelova obrasca.

Pojam događanje na kojem sudjeluju mladi obuhvaća događanja koja su ključna za postizanje ciljeva projekta; mogu obilježavati projektna postignuća i trebala bi se jasno razlikovati od tekućih projektnih aktivnosti, bilo sadržajem, veličinom ili profilom sudionika. Nadalje, događanje na kojem sudjeluju mladi fizičko je događanje koje se odlikuje fizičkom prisutnošću mladih i, prema potrebi, drugih sudionika. **Događanju sudjelovanja mladih ne prisustvuju samo članovi neformalne skupine ili mladi iz organizacija korisnika koji su izravno uključeni u projektne aktivnosti, već i šira publika mladih i/ili donositelja odluka.**

Trajanje događanja treba odgovarati planiranim aktivnostima i očekivanim rezultatima, a događanja mogu biti vrlo kratka (nekoliko sati) ili trajati dulje. Posebna potpora za organizaciju događanja sudjelovanja mladih dostupna je „po sudioniku po događanju” neovisno o trajanju događanja. (Vodič kroz program Erasmus+).

Za projekte sudjelovanja mladih koji uključuju fizičke projektne aktivnosti ili fizička događanja sudjelovanja mladih za koja sudionici moraju putovati na mjesta koja nisu njihovo boravište može se prijaviti za dodatno financiranje mobilnosti koje se sastoji od potpore za putne i životne troškove. **Mobilnost u projektima sudjelovanja mladih može biti nacionalna i međunarodna, ali bi uvijek trebala podupirati projektne aktivnosti financiranu u okviru troškova upravljanja projektom ili događanje na kojem sudjeluju mladi (financirano potporom za događanja na kojima sudjeluju mladi).**

U ovom se slučaju ne mogu podupirati sljedeće vrste aktivnosti: osnivački sastanci organizacija ili mreža organizacija, organiziranje stranačkih političkih događanja, fizička infrastruktura (npr. troškovi izgradnje/kupnje zgrada i nabava trajne opreme).

Kako je navedeno u Vodiču kroz Erasmus+ program, Aktivnosti koje se podupiru mogu se provoditi u obliku (ili kombinaciji): radionica, debata, igre uloga, simulacija, upotrebe digitalnih alata, informativnih kampanja, osposobljavanja, susreta i drugih oblika interakcije između mladih i donositelja odluka, savjetovanje, informativnih i/ili kulturnih događanja.

Prilikom izrade projektnog prijedloga, navedene aktivnosti moguće je operacionalizirati kroz neku od 3 vrste aktivnosti, imajući na umu pravila financiranja.

- **Youth participation events with mobilities – događanje na kojima sudjeluju mladi s mobilnostima;**
- **Youth participation mobility activity - aktivnost mobilnosti;**
- **Youth participation events without mobilities – događanje na kojima sudjeluju mladi bez mobilnosti.**

Project Details 3 i

Yes

Please enter any mobilities and/or events you will implement in your project.

3 activities found + Add an activity

| Id. | Activity type | Activity title | Number of persons | Total Grant (EUR) | Actions |
|---------|---|----------------|-------------------|-------------------|-------------------------------|
| YPEVM01 | Youth participation events with mobilities | A | 31 | 5 444,00 € | ✎ ✖ |
| YPMOB02 | Youth participation mobilities | B | 15 | 16 327,00 € | ✎ ✖ |
| YPEVO03 | Youth participation events without mobilities | C | 13 | 1 300,00 € | ✎ ✖ |
| Total | | | 59 | 23 071,00 € | |

Project Details 1

In this section, you are asked to provide further details on your project, the activities you will implement and how you will address crucial elements of a quality project such as preparation, identification and documentation of learning outcomes etc. A typical project will include activities that are neither mobility activities nor physical events. These are equally important for the implementation of the project. In the section "Description of activities", such activities should be described along with mobilities and events (if relevant).

Are you planning to carry out Youth participation events and Youth participation mobilities in your project? *

Yes

Please enter any mobilities and/or events you will implement in your project.

1 activities found + Add an activity

| Id. | Activity type | Activity title | Number of persons | Total Grant (EUR) | Actions |
|--------------|--|----------------|-------------------|-------------------|---------|
| YPEVM01 | Youth participation events with mobilities | A | 0 | 0,00 € | |
| Total | | | 0 | 0,00 € | |

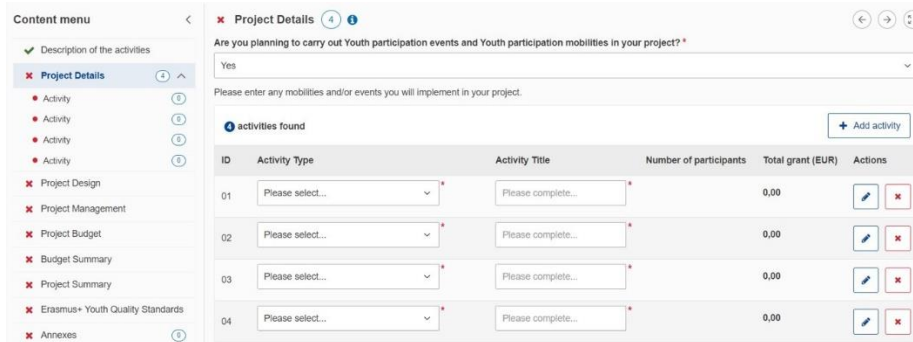
U kategoriji *Project Details* moguće je odabrati opciju uključivanja aktivnosti *Youth participation event* i *Youth participation mobility* u projekt.

U slučaju odabira opcije *Yes* iz padajućeg izbornika, otvaraju se dodatna pitanja, odnosno omogućuje se odabir vrste aktivnosti u kategoriji *activity type*. Dodavanje aktivnosti vrši se odabirom opcije *+Add an activity*.

Uz odabir vrste aktivnosti, ID aktivnosti se samostalno generira te potrebno je unijeti Naziv aktivnosti, a potrebne informacije unose se izborom opcije *Edit*.

U navedenom izborniku moguće je odabrati 3 vrste navedenih aktivnosti:

- Youth participation events with mobilities – događanje na kojima sudjeluju mladi s mobilnostima;
- Youth participation mobility activity - aktivnost mobilnosti;
- Youth participation events without mobilities– događanje na kojima sudjeluju mladi bez mobilnosti.



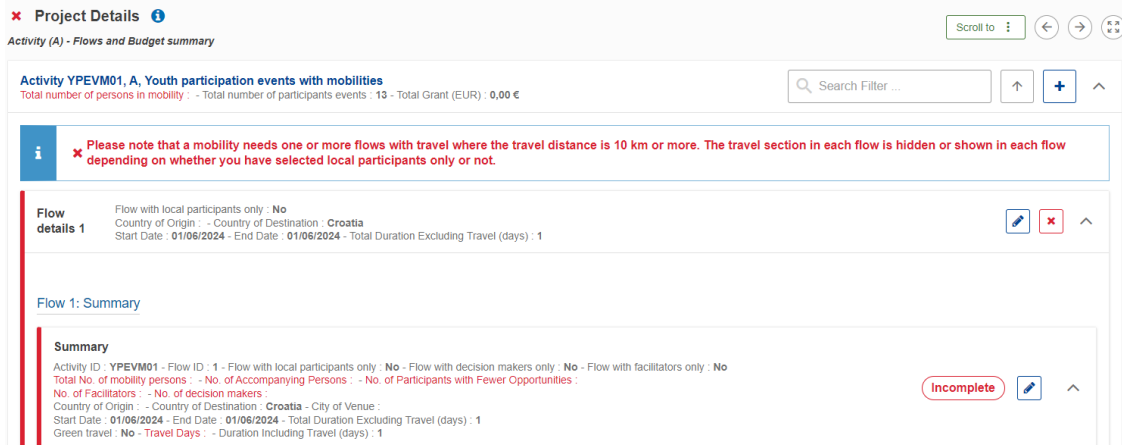
VAŽNO:

Ako se u okviru projekta planiraju provesti aktivnosti mobilnosti i/ili fizička događanja, prijavnom obrascu mora se priložiti raspored planiranih aktivnosti mobilnosti i/ili fizičkih događanja, kako bi se zadovoljio kriterij prihvatljivosti projektne prijave. Navedeni raspored aktivnosti (*Timetable*), potrebno je detaljno ispuniti, s opisom planiranih aktivnosti i neformalnih metoda rada i učenja koje će se koristiti u provedbi aktivnosti.

Project Details 3

- Activity (A)
- Flows and Budget summary
- Activity (B)
- Flows and Budget summary
- Activity (C)

U glavnom izborniku, s lijeve strane će se prikazati popis svih aktivnosti unesenih putem kategorije Project details, (ovdje su označene slovima A, B i C) a kada se odabire vrsta aktivnosti koja uključuje mobilnost (*youth participation event with mobilities* i *youth participation mobilities*) pojavljuje se potkategorija *Flows and Budget Summary* te je potrebno odgovoriti na sva pitanja koja se nalaze u tom odjeljku.



Project Details 3

Activity (A) - Flows and Budget summary

Activity YPEVM01, A, Youth participation events with mobilities
 Total number of persons in mobility : - Total number of participants events : 13 - Total Grant (EUR) : 0,00 €

Warning: Please note that a mobility needs one or more flows with travel where the travel distance is 10 km or more. The travel section in each flow is hidden or shown in each flow depending on whether you have selected local participants only or not.

Flow details 1
 Flow with local participants only : No
 Country of Origin : - Country of Destination : Croatia
 Start Date : 01/06/2024 - End Date : 01/06/2024 - Total Duration Excluding Travel (days) : 1

Flow 1: Summary

Summary
 Activity ID : YPEVM01 - Flow ID : 1 - Flow with local participants only : No - Flow with decision makers only : No - Flow with facilitators only : No
 Total No. of mobility persons : - No. of Accompanying Persons : - No. of Participants with Fewer Opportunities :
 No. of Facilitators : - No. of decision makers :
 Country of Origin : - Country of Destination : Croatia - City of Venue :
 Start Date : 01/06/2024 - End Date : 01/06/2024 - Total Duration Excluding Travel (days) : 1
 Green travel : No - Travel Days : - Duration Including Travel (days) : 1

Incomplete

Vezano uz aktivnosti koje imaju elemente mobilnosti (*youth participation event with mobilities* i *youth participation mobilities*), važno je imati na umu da aktivnost mobilnosti mora sadržavati najmanje jedan flow koji uključuje udaljenost do mjesta održavanja aktivnost veću od 10 kilometara.

Kategorija koja se odnosi na sve stavke koje se odnose na prijevoz otvara se ovisno o tome je li za pojedinu aktivnost odabrano sudjelovanje lokalnih sudionika ili ne (u sustavu je crvenom bojom označena uputa da se kategorija prijevoza se ne otvara ako je označen *flow with local participants only*).

Prema Vodiču kroz Erasmus+ program, lokalni sudionik aktivnosti za mlade odnosi se na sudionike aktivnosti mobilnosti u svrhu učenja (odnosno aktivnosti koje imaju element mobilnosti) koji putuju manje od 10 km do mjesta održavanja aktivnosti. Takvi sudionici nisu prihvatljivi za potporu za putovanje, ali ovisno o aktivnosti mogu biti prihvatljivi za pojedinačnu potporu, organizacijsku potporu u potporu za uključivanje.

Dodavanjem flow-ova putem opcije +, omogućuje se sudjelovanje različitih skupina sudionika (*local participants, decision makers, facilitators*), uz odgovarajući obračun troškova. Temeljem upisanih brojeva i obilježja sudionika/aktivnosti, sustav sam izračunava troškove i iste prikazuje.

VAŽNO: Prije ispunjavanja ovog dijela prijavnog obrasca savjetujemo pažljivo proučavanje Vodiča kroz program Erasmus+, pogotovo u dijelu **pravila financiranja** gdje su definirani prihvatljivi troškovi za svaku od proračunskih kategorija.

Navedeno je važno, obzirom da su neke kategorije sudionika prihvatljivi samo u okviru pojedinih proračunskih kategorija (npr. *proračunska kategorija Potpora za događanja na kojima sudjeluju mladi nije namijenjena za pokrivanje troškova sudjelovanja osoblja organizacija sudionica/članova neformalne skupine mladih i facilitatora jer su za njihovo sudjelovanje na događajima predviđena sredstva iz proračunske kategorije "upravljanje projektima", no isti mogu ostvariti potporu u proračunskim kategorijama putovanje i pojedinačna potpora*).

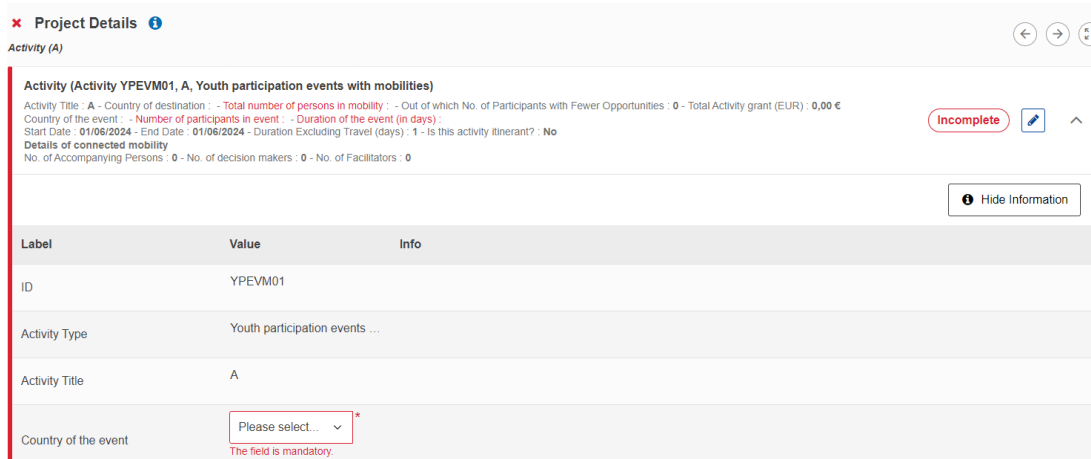
Na sljedećoj poveznici dan je ilustrativan prikaz cjelokupnog prijavnog obrasca s naglaskom na kategoriju **Project details**, s detaljnim prikazom svih mogućnosti u okviru navedenih aktivnosti. Savjetujemo proučavanje navedenog resursa, uz napomenu da isti služi u konzultacijske svrhe:

<https://wikis.ec.europa.eu/display/NAITDOC/Project+Details+in+KA154+applications>

A) Activity (Activity YPEVM01, Youth participation events with mobilities)

U kategoriji *Activity* potrebno je navesti informacije koje se odnose na događanje na kojima sudjeluju mladi, a unosom odgovarajućih informacija u kategoriji *Flows and Budget Summary*, sustav će povući potrebne informacije.

U ovom dijelu moguće je ispuniti podatke koji se odnose na: mjesto (državu) održavanja aktivnosti, trajanje događanja (u danima), datume održavanja aktivnosti, broj sudionika te broj osoba s manje mogućnosti (od ukupnog broja sudionika).



Project Details (Activity A)

Activity (Activity YPEVM01, A, Youth participation events with mobilities)

Activity Title : A - Country of destination : - Total number of persons in mobility : - Out of which No. of Participants with Fewer Opportunities : 0 - Total Activity grant (EUR) : 0,00 €

Country of the event : - Number of participants in event : - Duration of the event (in days) :

Start Date : 01/06/2024 - End Date : 01/06/2024 - Duration Excluding Travel (days) : 1 - Is this activity itinerant? : No

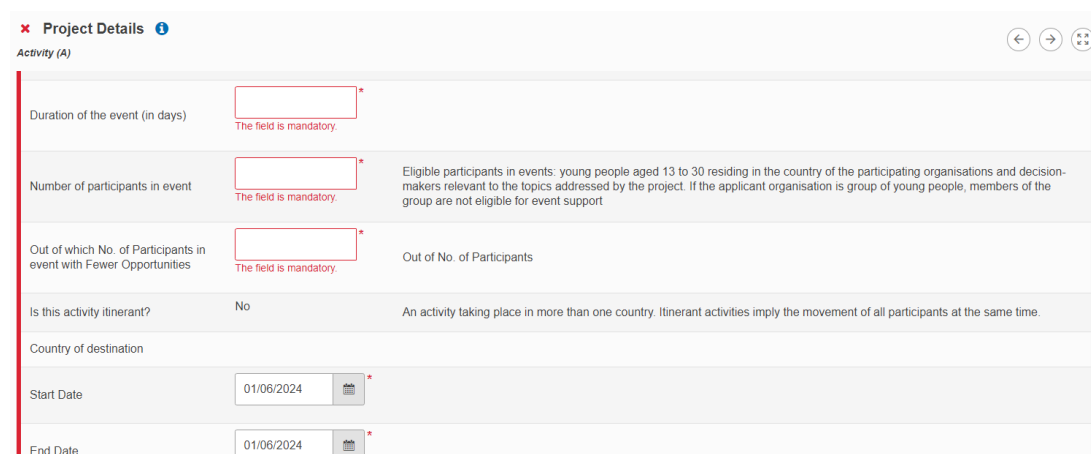
Details of connected mobility

No. of Accompanying Persons : 0 - No. of decision makers : 0 - No. of Facilitators : 0

Label **Value** **Info**

| | | |
|----------------------|--------------------------------|-------------------------|
| ID | YPEVM01 | |
| Activity Type | Youth participation events ... | |
| Activity Title | A | |
| Country of the event | Please select... * | The field is mandatory. |

U aktivnostima mobilnosti na pitanje o *zemlji događaja/country of the event* u padajućem izborniku moguće je izabrati zemlju jedne (nacionalni projekt sudjelovanja mladih) ili više organizacija sudionica (transnacionalni i međunarodni projekti), odnosno zemlje u kojima se nalaze institucije Europske unije (čak i ako u projektu ne sudjeluju organizacije iz zemlje u kojoj je sjedište te institucije).



Project Details (Activity A)

Details of connected mobility

Duration of the event (in days) *

The field is mandatory.

Number of participants in event *

The field is mandatory.

Eligible participants in events: young people aged 13 to 30 residing in the country of the participating organisations and decision-makers relevant to the topics addressed by the project. If the applicant organisation is group of young people, members of the group are not eligible for event support

Out of which No. of Participants in event with Fewer Opportunities *

The field is mandatory.

Out of No. of Participants

Is this activity itinerant? No

An activity taking place in more than one country. Itinerant activities imply the movement of all participants at the same time.

Country of destination

Start Date *

End Date *

Prilikom davanja odgovora na pojedina pitanja, kao što su pitanja o trajanju događaja te broju sudionika, potrebno je paziti na ograničenja koja su prikazana u samom obrascu (npr. prihvatljivi sudionici aktivnosti).

| | | |
|----------------------------------|------------|--|
| Start Date | 01/06/2024 | * |
| End Date | 08/06/2024 | * |
| Duration Excluding Travel (days) | 8 | The mobility duration can not exceed the duration of the event |

Potrebno je uskladiti podatke unesene u svim potkategorijama, imajući na umu da datumi trajanja događanja na kojima sudjeluju mladi trebaju odgovarati datumima trajanja mobilnosti, kao i da se ostali podaci povlače iz sustava po ispunjavanju svih pitanja u kategoriji *Flows and Budget Summary*.

| | | |
|---|------------|--|
| Duration Excluding Travel (days) | 5 | |
| Total number of persons in mobility | 13 | |
| Out of which No. of Participants with Fewer Opportunities | 2 | Out of Total number of persons in mobility |
| Total Activity grant | 6 165,00 € | |
| Details of connected mobility | | |
| No. of Accompanying Persons | 2 | Out of Total number of persons in mobility |
| No. of decision makers | 1 | Out of Total number of persons in mobility |
| No. of Facilitators | 1 | Out of Total number of persons in mobility |

Project Details

Activity (A)

Activity (Activity YPEVM01, A, Youth participation events with mobilities)

Activity Title : A - Country of destination : Croatia - Total number of persons in mobility : - Out of which No. of Participants with Fewer Opportunities : 0 - Total Activity grant (EUR) : 0,00 €

Country of the event : Croatia - Number of participants in event : 4 - Duration of the event (in days) : 5

Start Date : 01/06/2024 - End Date : 05/06/2024 - Duration Excluding Travel (days) : 5 - Is this activity itinerant? : No

Details of connected mobility

No. of Accompanying Persons : 0 - No. of decision makers : 0 - No. of Facilitators : 0

Incomplete

Hide Information

Nakon ispunjavanja ključnih podataka u kategoriji *Activity*, a koji su vezani uz fizičko događanje na kojemu sudjeluju mladi, sustav ukazuje na status *Incomplete*, obzirom da nisu uneseni podaci vezano uz mobilnost. Sustav upozorava da u slučaju odabira aktivnosti s elementima mobilnosti mora biti unešen bar jedan *flow* s putovanjem, gdje je putna udaljenost veća od 10 kilometara.

Flow se dodaje putem opcije **+**.

Project Details

Activity (A) - Flows and Budget summary

Activity YPEVM01, A, Youth participation events with mobilities

Total number of persons in mobility : - Total number of participants events : 4 - Total Grant (EUR) : 0,00 €

Search Filter ...

Please note that a mobility needs one or more flows with travel where the travel distance is 10 km or more. The travel section in each flow is hidden or shown in each flow depending on whether you have selected local participants only or not.

At least one element is required.

U slučaju da na pojedinoj aktivnosti sudjeluju sudionici čije se kategorije putnih udaljenost međusobno razlikuju, potrebno je odabrati odgovarajuće putne udaljenosti dodavanjem *flow-ova*.

Podaci prikupljeni u svakom od *flow-ova* zbrojeni su i kumulativno prikazani u okviru odabrane aktivnosti. Svaki *flow* se sastoji od kategorija *Summary i Budget*.

Activity YPEVM01, A, Youth participation events with mobilities

Total number of persons in mobility : **11** - Total number of participants events : **4** - Total Grant (EUR) : **3 828,00 €**

Flow 1: Summary

Summary

Activity ID : **YPEVM01** - Flow ID : **1** - Flow with local participants only : **No** - Flow with decision makers only : **No** - Flow with facilitators only : **No**
 Total No. of mobility persons : **3** - No. of Accompanying Persons : - No. of Participants with Fewer Opportunities :
 No. of Facilitators : - No. of decision makers :
 Country of Origin : - Country of Destination : **Croatia** - City of Venue :
 Start Date : **01/06/2024** - End Date : **05/06/2024** - Total Duration Excluding Travel (days) : **5**
 Green travel : **Yes** - Travel Days : **3** - Duration Including Travel (days) : **8**

Flow 2: Summary

Summary

Activity ID : **YPEVM01** - Flow ID : **2** - Flow with local participants only : **No** - Flow with decision makers only : **No** - Flow with facilitators only : **No**
 Total No. of mobility persons : **5** - No. of Accompanying Persons : - No. of Participants with Fewer Opportunities :
 No. of Facilitators : - No. of decision makers :
 Country of Origin : - Country of Destination : **Croatia** - City of Venue :
 Start Date : **01/06/2024** - End Date : **05/06/2024** - Total Duration Excluding Travel (days) :
 Green travel : **No** - Travel Days : - Duration Including Travel (days) :

Flow 3: Summary

Summary

Activity ID : **YPEVM01** - Flow ID : **3** - Flow with local participants only : **No** - Flow with decision makers only : **No** - Flow with facilitators only : **No**
 Total No. of mobility persons : **3** - No. of Accompanying Persons : - No. of Participants with Fewer Opportunities :
 No. of Facilitators : - No. of decision makers :
 Country of Origin : **Croatia** - Country of Destination : **Croatia** - City of Venue :
 Start Date : **01/06/2024** - End Date : **05/06/2024** - Total Duration Excluding Travel (days) :
 Green travel : **Yes** - Travel Days : - Duration Including Travel (days) :

Nakon kreiranja odgovarajućeg flowa, sve informacije unose se odabirom opcije *edit*.

Project Details ?

Scroll to : ← →

Activity (A) - Flows and Budget summary

Flow 1: Summary

Summary

Activity ID : **YPEVM01** - Flow ID : **1** - Flow with local participants only : **No** - Flow with decision makers only : **No** - Flow with facilitators only : **No**
 Total No. of mobility persons : **3** - No. of Accompanying Persons : - No. of Participants with Fewer Opportunities :
 No. of Facilitators : - No. of decision makers :
 Country of Origin : - Country of Destination : **Croatia** - City of Venue :
 Start Date : **01/06/2024** - End Date : **05/06/2024** - Total Duration Excluding Travel (days) : **5**
 Green travel : **Yes** - Travel Days : **3** - Duration Including Travel (days) : **8**

Incomplete

? Hide Information

| Label | Value | Info |
|-----------------------------------|--------------------------|--|
| Activity ID | YPEVM01 | |
| Flow ID | 1 | |
| Flow with local participants only | <input type="checkbox"/> | Please note that funding for individual support and inclusion support for organisations is not applicable in activities with only local participants (where the travel distance for all participants is below 10 km). If your activity includes flows of participants travelling 10 km or more, you can, if needed, apply for such funding also for local participants. Please also be aware that individual support for local participants is eligible only for activity days that overlap with the presence of participants who are travelling to the venue. |

Project Details

Scroll to : ← →

Activity (A) - Flows and Budget summary

Hide Information

| Label | Value | Info |
|-----------------------------------|--------------------------|--|
| Activity ID | YPEVM01 | |
| Flow ID | 1 | |
| Flow with local participants only | <input type="checkbox"/> | Please note that funding for individual support and inclusion support for organisations is not applicable in activities with only local participants (where the travel distance for all participants is below 10 km). If your activity includes flows of participants travelling 10 km or more, you can, if needed, apply for such funding also for local participants. Please also be aware that individual support for local participants is eligible only for activity days that overlap with the presence of participants who are travelling to the venue. |
| Flow with decision makers only | <input type="checkbox"/> | |
| Flow with facilitators only | <input type="checkbox"/> | |

Također, *flow-ove* je moguće dodati ovisno o tome tko su sudionici pojedine aktivnosti, pri čemu se troškovi navedenih sudionika obračunavaju prema pravilima financiranja navedenim u *Vodiču kroz program Erasmus+*.

| | | |
|---|----|---|
| Total number of persons in mobility | 13 | * Including accompanying persons, participants with fewer opportunities, facilitators and decision makers |
| No. of Accompanying Persons | 2 | * Out of Total number of persons in mobility |
| Out of which No. of Participants with Fewer Opportunities | 2 | * Out of Total number of persons in mobility |
| No. of Facilitators | 2 | * Out of Total number of persons in mobility |
| No. of decision makers | 1 | * Out of Total number of persons in mobility |

Osim ukupnog broja sudionika mobilnosti, potrebno je unijeti broj sudionika iz svake pojedinačne definirane kategorije: broj osoba u pratnji, broj sudionika s manje mogućnosti, broj facilitatora, broj donositelja odluka, pri čemu je potrebno obratiti pozornost na pravila financiranja odnosno prihvatljive troškove po proračunskoj kategoriji.

| | | |
|----------------------------------|-------------------------------------|---|
| Start Date | 01/06/2024 | * |
| End Date | 05/06/2024 | * |
| Duration Excluding Travel | 5 | |
| Green travel | <input checked="" type="checkbox"/> | |
| Travel Days | 3 | * |
| Duration Including Travel (days) | 8 | |

Potrebno je navesti planirani datum početka i završetka mobilnosti (pazeći da je broj dana mobilnosti jednak broju planiranih dana održavanja događanja) te je moguće unijeti broj dana za koje se očekuje da traje putovanje (*travel days*). Pojedinačna potpora može se priznati i za dane putovanja – računajući i po jedan dan putovanja prije i poslije aktivnosti (ako je potrebno) te do četiri dodatna dana u slučaju zelenog putovanja.

Odabirom opcije *Green travel* (*zeleno putovanje je ono putovanje na kojem se za najveći dio puta koriste prijevozna sredstva s niskom razinom emisija, kao što su autobus, vlak, bicikl ili se zajednički koristi automobil*) omogućuje se korištenje dodatnih dana putovanja za određene razrede putnih udaljenosti. Moguće je ostvariti dodatno do 4 dana u ovoj kategoriji, koji naravno moraju biti opravdani stvarnom potrebom zbog udaljenosti i načina dolaska sudionika na aktivnosti.

VAŽNO: Prijavitelje se snažno potiče da prilikom putovanja udaljenosti do 500 kilometara odabiru korištenje zelenog načina prijevoza zbog niske emisije štetnih plinova kao što su autobus, vlak ili skupni prijevozi.

Nakon ispunjavanja podataka u kategoriji *Summary*, sustav povlači informacije koje su onda vidljive i u drugim potkategorijama, dok je u slučaju mobilnosti potrebno odabrati opciju *edit* u potkategoriji *Travel* te odabrati odgovarajuću putnu udaljenost. U kategoriji *Individual support grant/Pojedinačna potpora*, ista se izračunava upisivanjem broja sudionika i broja dana sudjelovanja (uključujući i dane putovanja, ako je tako naznačeno).

Project Details
 Activity (A) - Flows and Budget summary

Flow 1: Budget

Please note that funding for individual support and inclusion support for organisations is not applicable in activities with only local participants (where the travel distance for all participants is below 10 km). If your activity includes flows of participants travelling 10 km or more, you can, if needed, apply for such funding also for local participants. Please also be aware that individual support for local participants is eligible only for activity days that overlap with the presence of participants who are travelling to the venue.

Individual Support Grant
 Duration per person in days : 8 Total Individual Support Grant (EUR) : 1,368,00 € Complete

Travel
 Exceptional costs for expensive travel : No - Green travel : Yes - Distance Band : 100 - 499 km Total Travel Grant (EUR) : 856,00 € Complete
 No. of Persons in mobility flow : 3 - Grant per person (EUR) : 285,00 €

Exceptional costs
 Total number of persons supported with exceptional items : 0 Requested grant (EUR) : 0,00 € Complete

Project Details
 Activity (A) - Flows and Budget summary

Travel
 Exceptional costs for expensive travel : No - Green travel : No - Distance Band : 100 - 499 km Total Travel Grant (EUR) : 2,743,00 € Complete
 No. of Persons in mobility flow : 13 - Grant per person (EUR) : 211,00 €

To estimate the distances between places, please use the European Commission's distance calculator: [Distance Calculator](#)

| Label | Value | Info |
|--|--------------------------|--|
| Exceptional costs for expensive travel | <input type="checkbox"/> | |
| Green travel | <input type="checkbox"/> | |
| Distance Band | 100 - 499 km | |
| No. of Persons in mobility flow | 13 | including accompanying persons, decision makers and facilitators |

U potkategoriji *Travel* potrebno je odabrati putnu udaljenost za ciljani broj sudionika (unutar jednog *flowa*), uz preporučeno korištenje *Kalkulatora udaljenosti*. Kalkulatoru udaljenosti možete pristupiti u prijavnici te odabrati mjesto polazišta i odredišta.

Kategoriju *Exceptional costs for expensive travel (Izvanredni troškovi za skupo putovanje)* moguće je označiti uslijed visokih putnih troškova koji se ne mogu pokriti u okviru standardne kategorije putovanja zbog geografske udaljenosti ili drugih prepreka. U tom slučaju će se u kategoriji *Exceptional Costs- Izvanredni troškovi*, ponuditi navedena opcija u padajućem izborniku te će biti moguće unijeti potreban iznos i obrazloženje. U slučaju odabira ove opcije troškovi u kategoriji putovanja i individualne potpore biti će stavljeni na 0.

U slučaju da je u kategoriji *Summary* odabrana opcija koja se odnosi na sudjelovanje lokalnih sudionika, ne pojavljuje se kategorija *Travel*.

Flow 1: Budget

Please note that funding for individual support and inclusion support for organisations is not applicable in activities with only local participants (where the travel distance for all participants is below 10 km). If your activity includes flows of participants travelling 10 km or more, you can, if needed, apply for such funding also for local participants. Please also be aware that individual support for local participants is eligible only for activity days that overlap with the presence of participants who are travelling to the venue.

Individual Support Grant
 Duration per person in days : 5 Total Individual Support Grant (EUR) : 55,00 € Complete

Exceptional costs
 Total number of persons supported with exceptional items : 0 Requested grant (EUR) : 0,00 € Complete

✓ Project Details ⓘ

Activity (A) - Flows and Budget summary

Scroll to : ⏪ ⏩ ⏴ ⏵

Inclusion support for organisations

Number of participants in the mobility flow : 8 - Number of participants for inclusion support : 2

Inclusion support for organisations (EUR) : 250,00 €

Complete



Hide Information

| Label | Value | Info |
|--|----------|---|
| Number of participants in the mobility flow | 8 | |
| Number of participants for inclusion support | 2 | out of the number of participants in this mobility flow |
| Inclusion support for organisations | 250,00 € | |

Exceptional costs

Total number of persons supported with exceptional items : 0

Requested grant (EUR) : 0,00 €

Complete



Ovisno o upisanom broju sudionika s manje mogućnosti, zbrajaju se troškovi u okviru kategorije *Inclusion support for organisations/Potpora za uključivanje za organizacije*, a koje se odnose na troškove povezane s organizacijom aktivnosti mobilnosti za osobe s manje mogućnosti.

Exceptional costs

Total number of persons supported with exceptional items : 0

Requested grant (EUR) : 0,00 €

Incomplete



1 Exceptional costs found

+ Add exceptional cost

| Id | Exceptional cost type ⓘ | Description and Justification | Number of persons supported with this cost item ⓘ | Eligible costs (EUR) ⓘ | Requested grant (EUR) ⓘ | Actions |
|--------------|-----------------------------------|-------------------------------|---|------------------------|-------------------------|---------|
| 1 | Exceptional costs for visa a... * | Please complete... * | | | € | ✖ |
| Total | | | 0 | | 0,00 € | |

✖ Project Details ⓘ

Activity - Flows and Budget summary

Scroll to : ⏪ ⏩ ⏴ ⏵

Exceptional costs

Total number of persons supported with exceptional items : 0

Requested grant (EUR) : 0,00 €

Incomplete



1 Exceptional costs found

+ Add exceptional cost

| Id | Exceptional cost type ⓘ | Description and Justification | Number of persons supported with this cost item ⓘ | Eligible costs (EUR) ⓘ | Requested grant (EUR) ⓘ | Actions |
|--------------|----------------------------------|-------------------------------|---|------------------------|-------------------------|---------|
| 1 | Exceptional costs for expen... * | Please complete... * | | | € | ✖ |
| Total | | | 0 | | 0,00 € | |

Kategorija *Exceptional Costs/Izvanredni troškovi* predviđena je za troškove vize i njima povezane troškove, boravišne dozvole cijepljenja, liječničke potvrde i visoke putne troškove (ako je u kategoriji *travel* označena navedena vrijednost), pod uvjetima koji su jasno navedeni u *kategoriji Pravila financiranja u Vodiču kroz Erasmus+ program*. U slučaju izvanrednih troškova potrebno je odabrati opciju *+ Add exceptional costs*. U padajućem izborniku potrebno je odabrati odgovarajuću opciju te ju je potrebno obrazložiti. Pravilo za dodjelu jest da prijavitelj mora obrazložiti a nacionalna agencija odobriti zahtjev.

- **Exceptional costs for expensive travel** (only applicable if this is selected in the section for Travel above)
- **Exceptional costs for visa and other entry requirements**

✓ Project Details ⓘ

Activity (A) - Flows and Budget summary

Scroll to : ⏪ ⏩ ⏴ ⏵

Budget summary (Activity YPEVM01, A, Youth participation events with mobilities)

4 Budget items found

| Budget items | Grant |
|---|----------|
| Travel Grant (EUR) | 2 743,00 |
| Individual Support Grant (EUR) | 1 026,00 |
| Inclusion support for organisations (EUR) | 375,00 |
| Total Activity Grant (EUR) | 4 144,00 |

U kategoriji *Budget summary*, prikazuje se zbroj svih troškova po navedenoj aktivnosti i po vrsti troška odnosno proračunskoj kategoriji.

2) Activity YPMOB02, Youth participation mobilities

✗ Project Details ② ⓘ

In this section, you are asked to provide further details on your project, the activities you will implement and how you will address crucial elements of a quality project such as preparation, identification and documentation of learning outcomes etc. A typical project will include activities that are neither mobility activities nor physical events. These are equally important for the implementation of the project. In the section "Description of activities", such activities should be described along with mobilities and events (if relevant).

Are you planning to carry out Youth participation events and Youth participation mobilities in your project? *

Yes

Please enter any mobilities and/or events you will implement in your project.

2 activities found + Add an activity

| Id. | Activity type | Activity title | Number of persons | Total Grant (EUR) | Actions |
|--------------|--|--------------------|-------------------|-------------------|-------------------------------|
| YPEVM01 | Youth participation events with mobilities * | A ²⁴⁹ * | 13 | 1 300,00 € | ✎ ✖ |
| YPMOB02 | Youth participation mobilities * | B ²⁴⁹ * | | 0,00 € | ✎ ✖ |
| Total | | | 13 | 1 300,00 € | |

Navedena aktivnost dodaje se putem opcije *+Add an activity*, te odabirom vrste aktivnosti u padajućem izborniku.

U odnosu na aktivnost *Youth participation mobility*, podaci se unose u kategoriji *Project details* pri čemu se dodatne informacije o broju (pojedine kategorije sudionika), unose odabirom opcije *Flows and Budget summary*. Također, ovisno o različitim kategorijama sudionika, potrebno je izabrati opciju dodavanja *flow-ova* te ispunjavanjem pitanja za svaku od navedenih kategorija.

✗ Project Details ⓘ

Activity (B)

Activity (Activity YPMOB02, B, Youth participation mobilities)

Activity Title : B - Country of destination : Belgium - Total number of persons in mobility : - Out of which No. of Participants with Fewer Opportunities : 0 - Total Activity grant (EUR) : 0,00 € Incomplete ✎ ⌵

Start Date : 01/06/2024 - End Date : 08/06/2024 - Duration Excluding Travel (days) : 8 - Is this activity itinerant? : No

Details of connected mobility

No. of Accompanying Persons : 0 - No. of decision makers : 0 - No. of Facilitators : 0

Hide Information ⓘ

U okviru navedene aktivnosti, bit će vidljiv status *Incomplete*, dok se ne dodaju *flow-ovi*, opcijom *+*.

Project Details

Scroll to: [Navigation icons]

Activity (B) - Flows and Budget summary

Activity YPMOB02, B, Youth participation mobilities

Total number of persons in mobility: - Total Grant (EUR): 0,00 €

Search Filter ...

[Navigation icons]

Please note that a mobility needs one or more flows with travel where the travel distance is 10 km or more. The travel section in each flow is hidden or shown in each flow depending on whether you have selected local participants only or not.
At least one element is required.

Budget summary (Activity YPMOB02, B, Youth participation mobilities)

0 Budget items found

| Budget items | Grant |
|--------------|-------|
|--------------|-------|

U kategoriji *Activity* potrebno je ispuniti odgovarajuće podatke: mjesto (državu) odredišta, datum početka i završetka mobilnosti, odnosno ukupno trajanje mobilnosti (ne uključujući trajanje putovanja) te odabir radi li se o aktivnosti na više lokalcija (*Itinerant activities*), odnosno aktivnosti koja se odvija u više zemalja i koja podrazumijeva istodobno kretanje svih sudionika. Način obračuna udaljenosti za aktivnosti na više lokacija prikazan je u okviru Pravila financiranja u Vodiču kroz Erasmus+ program.

Project Details

Activity (B)

Activity Title

Is this activity itinerant? * An activity taking place in more than one country. Itinerant activities imply the movement of all participants at the same time.

Country of destination *

Start Date *

End Date *

Duration Excluding Travel (days) 8

Total number of persons in mobility

Out of which No. of Participants with Fewer Opportunities 0 Out of Total number of persons in mobility

Total Activity grant 0,00 €

Total number of persons in mobility

Out of which No. of Participants with Fewer Opportunities 0 Out of Total number of persons in mobility

Total Activity grant 0,00 €

Details of connected mobility

No. of Accompanying Persons 0 Out of Total number of persons in mobility

No. of decision makers 0 Out of Total number of persons in mobility

No. of Facilitators 0 Out of Total number of persons in mobility

Polje u kategoriji ukupni broj sudionika mobilnosti, kao i druga prazna polja, ispunit će se nakon što se unesu odgovarajuće informacije putem kategorije *Flows and Budget Summary*.

Za sve korake prikazane u nastavku, ponovljene su prethodno dane upute/smjernice, obzirom da su iste vezane uz aktivnosti s elementom mobilnosti.

Project Details ⓘ Scroll to ← →

Activity (B) - Flows and Budget summary

Flow 1: Summary

Summary
 Activity ID : YPMOB02 - Flow ID : 1 - Flow with local participants only : No - Flow with decision makers only : No - Flow with facilitators only : No
 Total No. of mobility persons : - No. of Accompanying Persons : - No. of Participants with Fewer Opportunities :
 No. of Facilitators : - No. of decision makers :
 Country of Origin : - Country of Destination : Belgium - City of Venue :
 Start Date : 01/06/2024 - End Date : 08/06/2024 - Total Duration Excluding Travel (days) :
 Green travel : No - Travel Days : - Duration Including Travel (days) :

Incomplete ✎ ⌵

ⓘ Hide Information

| Label | Value | Info |
|-------------|---------|------|
| Activity ID | YPMOB02 | |
| Flow ID | 1 | |

Project Details ⓘ Scroll to ← →

Activity (B) - Flows and Budget summary

Flow with local participants only Please note that funding for individual support and inclusion support for organisations is not applicable in activities with only local participants (where the travel distance for all participants is below 10 km). If your activity includes flows of participants travelling 10 km or more, you can, if needed, apply for such funding also for local participants. Please also be aware that individual support for local participants is eligible only for activity days that overlap with the presence of participants who are travelling to the venue.

Flow with decision makers only

Flow with facilitators only

Total number of persons in mobility * Including accompanying persons, participants with fewer opportunities, facilitators and decision makers

No. of Accompanying Persons * Out of Total number of persons in mobility

Out of which No. of Participants with Fewer Opportunities * Out of Total number of persons in mobility

No. of Facilitators * Out of Total number of persons in mobility

Osim ukupnog broja sudionika mobilnosti, potrebno je unijeti broj sudionika iz svake pojedinačne definirane kategorije: broj osoba u pratnji, broj sudionika s manje mogućnosti, broj facilitatora, broj donositelja odluka, pri čemu je potrebno obratiti pozornost na pravila financiranja odnosno prihvatljive troškove po proračunskoj kategoriji.

Project Details ⓘ Scroll to ← →

Activity (B) - Flows and Budget summary

No. of decision makers * Out of Total number of persons in mobility

Country of Origin * Please select... ⌵

Country of Destination Belgium

City of Venue * Please complete...

Start Date * 01/06/2024 📅

End Date * 08/06/2024 📅

Duration Excluding Travel

Green travel

Potrebno je navesti planirani datum početka i završetka mobilnosti te je moguće unijeti broj dana za koje se očekuje da traje putovanje (*travel days*). Pojedinačna potpora može se priznati i za dane putovanja – računajući i po jedan dan putovanja prije i poslije aktivnosti (ako je potrebno) te do četiri dodatna dana u slučaju zelenog putovanja.

Project Details Activity (B) - Flows and Budget summary

Scroll to: ← → ⌵

| | |
|----------------------------------|-------------------------------------|
| Start Date | 01/06/2024 |
| End Date | 08/06/2024 |
| Duration Excluding Travel | 8 |
| Green travel | <input checked="" type="checkbox"/> |
| Travel Days | 2 |
| Duration Including Travel (days) | 10 |

Odabirom opcije *Green travel* (zeleno putovanje je ono putovanje na kojem se za najveći dio puta koriste prijevozna sredstva s niskom razinom emisija, kao što su autobus, vlak, bicikl ili se zajednički koristi automobil) omogućuje se korištenje dodatnih dana putovanja za određene razrede putnih udaljenosti. Moguće je ostvariti dodatno do 4 dana u ovoj kategoriji, koji naravno moraju biti opravdani stvarnom potrebom zbog udaljenosti i načina dolaska sudionika na aktivnosti.

Flow 1: Budget

Please note that funding for individual support and inclusion support for organisations is not applicable in activities with only local participants (where the travel distance for all participants is below 10 km). If your activity includes flows of participants travelling 10 km or more, you can, if needed, apply for such funding also for local participants. Please also be aware that individual support for local participants is eligible only for activity days that overlap with the presence of participants who are travelling to the venue.

| | | | | |
|---|--|------------|--|---|
| Individual Support Grant Duration per person in days : 10 | Total Individual Support Grant (EUR) : 7 800,00 € | Complete | | ▼ |
| Travel Exceptional costs for expensive travel : No - Green travel : No - Distance Band : No. of Persons in mobility flow : 10 - Grant per person (EUR) : € | Total Travel Grant (EUR) : € | Incomplete | | ▼ |
| Exceptional costs Total number of persons supported with exceptional items : 0 | Requested grant (EUR) : 0,00 € | Complete | | ▼ |

Nakon ispunjavanja podataka u kategoriji *Summary*, sustav povlači informacije koje su onda vidljive i u drugim potkategorijama, uključujući kategoriju *Budget*, dok je u slučaju mobilnosti potrebno odabrati opciju *edit* u potkategoriji *Travel* te odabrati odgovarajuću putnu udaljenost.

Flow 1: Budget

Please note that funding for individual support and inclusion support for organisations is not applicable in activities with only local participants (where the travel distance for all participants is below 10 km). If your activity includes flows of participants travelling 10 km or more, you can, if needed, apply for such funding also for local participants. Please also be aware that individual support for local participants is eligible only for activity days that overlap with the presence of participants who are travelling to the venue.

| Individual Support Grant Duration per person in days : 10 | Total Individual Support Grant (EUR) : 10 140,00 € | | | | | Complete | | ^ |
|---|---|------------------------|-----------------------------|----------------------|--------------------------------|----------|--|---|
| 1 element(s) found | | | | | | | | |
| id | No. of Persons in the mobility | Country of Destination | Duration per person in days | Grant per person/Day | Total Individual Support Grant | | | |
| 1 | 13 | Belgium | 10 | 78,00 | 10 140,00 | | | |
| Total | | | 10 | | 10 140,00 € | | | |

Project Details 📄

Activity (B) - Flows and Budget summary

Travel

Exceptional costs for expensive travel : - Green travel : Yes - Distance Band : 100 - 499 km
No. of Persons in mobility flow : 13 - Grant per person (EUR) : 285,00 €

Total Travel Grant (EUR) : 3 705,00 € Complete ✎ ⌵

To estimate the distances between places, please use the European Commission's distance calculator: [Distance Calculator](#)

📄 Hide Information

| Label | Value | Info |
|--|-------------------------------------|--|
| Exceptional costs for expensive travel | <input type="checkbox"/> | |
| Green travel | <input checked="" type="checkbox"/> | |
| Distance Band | 100 - 499 km ⌵ | |
| No. of Persons in mobility flow | 13 | including accompanying persons, decision makers and facilitators |

U potkategoriji *Travel* potrebno je odabrati putnu udaljenost za ciljani broj sudionika (unutar jednog *flowa*), uz preporučeno korištenje *Kalkulatora udaljenosti*. Kalkulatoru udaljenosti možete pristupiti u prijavnici te odabrati mjesto polazišta i odredišta.

Kategoriju *Exceptional costs for expensive travel/Izvanredni troškovi za skupo putovanje* moguće je označiti uslijed visokih putnih troškova koji se ne mogu pokriti u okviru standardne kategorije putovanja zbog geografske udaljenosti ili drugih prepreka. U tom slučaju će se u kategoriji *Exceptional Costs- Izvanredni troškovi*, ponuditi navedena opcija u padajućem izborniku te će biti moguće unijeti potreban iznos i obrazloženje. U slučaju odabira ove opcije troškovi u kategoriji putovanja i individualne potpore biti će stavljeni na 0.

Project Details 📄

Activity (B) - Flows and Budget summary

Inclusion support for organisations

Number of participants in the mobility flow : 9 - Number of participants for inclusion support : 4

Inclusion support for organisations (EUR) : 500,00 € Complete ✎ ⌵

📄 Hide Information

| Label | Value | Info |
|--|----------|---|
| Number of participants in the mobility flow | 9 | |
| Number of participants for inclusion support | 4 | out of the number of participants in this mobility flow |
| Inclusion support for organisations | 500,00 € | |

Exceptional costs

Total number of persons supported with exceptional items : 0

Requested grant (EUR) : 0,00 € Complete ✎ ⌵

Ovisno o upisanom broju sudionika s manje mogućnosti, zbrajaju se troškovi u okviru kategorije *Inclusion support for organisations/Potpore za uključivanje za organizacije*, a koje se odnose na troškove povezane s organizacijom aktivnosti mobilnosti za osobe s manje mogućnosti.

Kategorija *Exceptional Costs - Izvanredni troškovi* predviđena je za troškove vize i njima povezane troškove, boravišne dozvole cijepljenja, liječničke potvrde i visoke putne troškove (ako je u kategoriji *Travel* označena navedena vrijednost), pod uvjetima koji su jasno navedeni u *kategoriji Pravila financiranja u Vodiču kroz Erasmus+ program*. U slučaju izvanrednih troškova potrebno je odabrati opciju + *Add exceptional costs*. U padajućem izborniku potrebno je odabrati odgovarajuću opciju te ju je potrebno obrazložiti, uz unos predviđenog troška i broj sudionika. Pravilo za dodjelu jest da prijavitelj mora obrazložiti a nacionalna agencija odobriti zahtjev.

- **Exceptional costs for expensive travel** (only applicable if this is selected in the section for Travel above)
- **Exceptional costs for visa and other entry requirements**

Project Details Project Details

Activity (B) - Flows and Budget summary

Activity YPMOB02, B, Youth participation mobilities
 Total number of persons in mobility : 15 - Total Grant (EUR) : 16 327,00 €

Search Filter ...

Flow details 1
 Flow with local participants only : No
 Country of Origin : Croatia - Country of Destination : Belgium
 Start Date : 01/06/2024 - End Date : 08/06/2024 - Total Duration Excluding Travel (days) : 8

Flow details 2
 Flow with local participants only : No
 Country of Origin : Croatia - Country of Destination : Belgium
 Start Date : 01/06/2024 - End Date : 08/06/2024 - Total Duration Excluding Travel (days) : 8

Flow 2: Summary

Summary
 Activity ID : YPMOB02 - Flow ID : 2 - Flow with local participants only : No - Flow with decision makers only : No - Flow with facilitators only : Yes
 Total No. of mobility persons : 2 - No. of Accompanying Persons : 0 - No. of Participants with Fewer Opportunities : 0
 No. of Facilitators : 2 - No. of decision makers : 0
 Country of Origin : Croatia - Country of Destination : Belgium - City of Venue : Bruxelles
 Start Date : 01/06/2024 - End Date : 08/06/2024 - Total Duration Excluding Travel (days) : 8
 Green travel : No - Travel Days : 2 - Duration Including Travel (days) : 10

Complete

Zelena boja označuje kako su uneseni svi potrebni podaci vezani uz navedenu aktivnost. Svaki flow se može uređivati odnosno izbrisati, pri čemu se traži potvrda navedenog odabira.

Project Details Project Details

Activity (Youth Event 01) - Flow summary

Delete Flow

Are you sure you want to delete/cancel the flow ?
 Please note that all information you have entered for this flow will be permanently removed.

No Yes

Start Date : 2023-08-01 - End Date : 2023-08-10 - Total Duration Excluding Travel (days) : 10

Project Details Project Details

Activity (B) - Flows and Budget summary

Budget summary (Activity YPMOB02, B, Youth participation mobilities)

Budget items found

| Budget items | Grant |
|---|-----------|
| Travel Grant (EUR) | 422,00 |
| Green travel (EUR) | 3 705,00 |
| Individual Support Grant (EUR) | 11 700,00 |
| Inclusion support for organisations (EUR) | 500,00 |
| Total Activity Grant (EUR) | 16 327,00 |

U kategoriji *Budget summary* (koji je vidljiv u aktivnostima s elementima mobilnosti), prikazuje se zbroj svih troškova po navedenoj aktivnosti i po vrsti troška odnosno proračunskoj kategoriji. Sve informacije prikazane u ovom dijelu temelje se ne prethodno upisanim podacima i odabranim opcijama. Izmjene se rade u odgovarajućim kategorijama *Flowa : Summary i Budget*.

3) Activity (Activity YPEVO03, Youth participation events without mobilities)

✖ Project Details ③ ⓘ



In this section, you are asked to provide further details on your project, the activities you will implement and how you will address crucial elements of a quality project such as preparation, identification and documentation of learning outcomes etc. A typical project will include activities that are neither mobility activities nor physical events. These are equally important for the implementation of the project. In the section "Description of activities", such activities should be described along with mobilities and events (if relevant).

Are you planning to carry out Youth participation events and Youth participation mobilities in your project? *

Yes

Please enter any mobilities and/or events you will implement in your project.

③ activities found

+ Add an activity

| Id. | Activity type | Activity title | Number of persons | Total Grant (EUR) | Actions |
|---------|---|--------------------|-------------------|-------------------|---------|
| YPEVM01 | Youth participation events with mobilities * | A ²⁴⁹ * | 13 | 1 300,00 € | |
| YPMOB02 | Youth participation mobilities * | B ²⁴⁹ * | | 0,00 € | |
| YPEVO03 | Youth participation events without mobilities * | C ²⁴⁹ * | | 0,00 € | |

U odnosu na vrstu *Youth participation event without mobilities*, obzirom da nema elemenata mobilnosti, potrebno je odabrati mjesto održavanja aktivnosti, navesti ukupan broj sudionika, odnosno broj mladih s manje mogućnosti koji će biti uključeni u aktivnost, temeljem čega se izrađuje sažetak budžeta navedene aktivnosti.

✔ Project Details ⓘ



Activity (C)

| | | | |
|--|-------------------------|---|--|
| ID | YPEVO03 | | |
| Activity Type | Youth participation ... | | |
| Activity Title | C | | |
| Country of the event | Croatia | * | |
| Duration of the event (in days) | 1 | * | |
| Number of participants in event | 13 | * Eligible participants in events: young people aged 13 to 30 residing in the country of the participating organisations and decision-makers relevant to the topics addressed by the project. If the applicant organisation is group of young people, members of the group are not eligible for event support | |
| Out of which No. of Participants in event with Fewer Opportunities | 4 | * Out of No. of Participants | |

① Events Grant (Activity YPEVO03, C, Youth participation events without mobilities)

| No. of Participants in event ⓘ | Out of which No. of Participants with Fewer Opportunities ⓘ | Grant per Participant (EUR) | Youth participation event support - total grant (EUR) |
|--------------------------------|---|-----------------------------|---|
| 13 | 4 | 100,00 € | 1 300,00 € |

Project Design

This section asks about how your organisation will prepare and support participants before, during and after the activity, how your organisation/group will ensure qualitative learning and what is your approach to the inclusion and green priorities of the programme. Please distinguish between the informal group of young people, the young people actively involved in the preparation and implementation of the project and other participants.

Non-formal learning

What will the participants learn during the activities? Which learning outcomes or competences (i.e. knowledge, skills and attitudes/behaviors) are to be acquired/improved by participants in the activities? What non-formal learning methods will you use in your project?

U ovom dijelu potrebno je jasno definirati ishode učenja za sudionike temeljem sudjelovanja u aktivnostima. Navedene ishode učenja preporuča se definirati u kontekstu znanja, vještina i stavove koji će sudionici usvojiti temeljem sudjelovanja u projektnim aktivnosti, uključujući i u odnosu na kompetencije za cjeloživotno učenje. Potrebno je opisati neformalne metode učenja koje će se primjenjivati u aktivnostima, pazeći da su iste usklađene s metodama navedenim u vremenskom rasporedu aktivnosti.

Preparation, support and follow-up

How will you prepare the participants before the start of the activities and how will you support them during and after the activities?

Potrebno je opisati način na koji će se svaka od (pod)skupina sudionika pripremiti za aktivno i kvalitetno sudjelovanje u aktivnostima te na koji način će se tijekom provedbe aktivnosti kontinuirano pružati podrška njihovom sudjelovanju, a u skladu s prepoznatim potrebama/interesima navedenih ciljanih skupina.

What measures will you put in place to ensure the safety and protection of participants?

U ovoj kategoriji je potrebno predvidjeti rizike u provedbi projekta te osmisliti i prikazati način sprječavanja odnosno prevladavanja istih. Potrebno je jasno prikazati sve mjere koje će se provesti u svrhu zaštite sigurnosti sudionika.

Recognition of learning outcomes

How will you help participants to become aware of what they have learned and which competences they have developed or improved? Please remember to include the methods that support reflection and documentation of the learning outcomes in the description of activities.

U ovoj je kategoriji potrebno jasno prikazati način na koji će se omogućiti i podržavati proces refleksije sudionika odnosno kako će se, i kojom dinamikom, osigurati proces praćenja i dokumentiranja procesa učenja te ostvarenih ishoda učenja. U rasporedu aktivnosti (*Timetable*) za svaku pojedinu aktivnosti potrebno je osigurati vrijeme i odgovarajuće metode za provođenje refleksije. Također, potrebno je planirati odgovarajuće vrijeme i metode za upoznavanje sudionika s alatom *Youthpass* i mogućnostima izdavanja *Youthpass* potvrde temeljem sudjelovanja u projektnim aktivnostima.

The Erasmus Programme promotes the use of instruments/certificates like [Youthpass](#) or [Europass](#), to validate the competences acquired by the participants during their experiences abroad. Will your project make use of such European instruments/certificates? *

Yes

Which one(s)? *

|

Europass Mobility Document

Other

Recognition at national level

Recognition at regional level

Youthpass

Odabirom opcije Yes, otvara se dodatno pitanje, gdje je u padajućem izborniku moguće odabrati vrstu potvrde koja će se izdavati tijekom projekta. Više informacija o *Youthpass* alatu dostupno je putem poveznice: <https://www.youthpass.eu/hr/>. Za projekte u području mladih, relevantan je *Youthpass* kao alat koji podržava proces prepoznavanja i priznavanja ishoda neformalnog učenja te ga je uputno koristiti u Aktivnostima sudjelovanja mladih.

Are you planning to use any national instrument/certificate? If so, please describe which one.

Moguće je koristiti i neke druge vrste potvrda, a pritom je potrebno opisati i objasniti kako će certifikat doprinijeti osvještavanju ishoda učenja ostvarenih sudjelovanjem u projektnim aktivnostima.

Participant with fewer opportunities

Are you planning to involve participants facing situations that make their participation in the activities more difficult? *

Yes

Which types of situations are these participants facing? *

Please select...

If any, please explain the particular measures (accompanying person, reinforced preparation etc.) you will put in place to cater for the specific needs of these participants and/or to support their participation.

Please complete...

5000

U ovom je dijelu, odabirom opcije u padajućem izborniku, potrebno izabrati neku od prepreka sudjelovanju za navedene skupine mladih: npr. invaliditet, zdravstveni problemi, prepreke povezane sa sustavima obrazovanja i osposobljavanja. Sistematičan popis prepreka objašnjen je u *Vodiču kroz Erasmus+ program, u dijelu Prioriteta programa Erasmus+*.

Which types of situations are these participants facing? *

|

Barriers linked to discrimination

Barriers linked to education and training systems

Cultural differences

Disabilities

Economic barriers

Please describe them and mention how will you raise the awareness of participants on these sustainable practices?

Ovdje je potrebno na način na koji će se podržati sudjelovanje mladih s manje mogućnosti na način da je potrebno opisati sve mjere i postupke koje će se poduzeti i kojima će se doprinijeti ublažavanju posljedica prethodno navedenih prepreka. Mjere i dodatne aktivnosti potrebno je opisati u odnosu na svaku izabranu prepreku. U slučaju da je zatražena potpora za uključivanje za organizacije, za provedbu aktivnosti mobilnosti, u ovom je dijelu potrebno dodatno objasniti potrebu za osiguravanjem dodatnih troškova kako bi osoba s manje mogućnosti ravnopravno sudjelovala u projektu (npr. troškovi prevoditelja znakovnog jezika, platforma ili drugi uređaj za lakše sudjelovanje, dodatna podrška osobe u pratnji).

Use of virtual components

Do you foresee to include any virtual component, before, during or after the activity? *

Yes

If yes, please describe them. *

Please complete...

U padajućem izborniku moguće je izabrati jednu od ponuđenih opcija: Yes/No. Odabirom opcije Yes, potrebno je opisati na koji način će se u projektne aktivnosti uključiti virtualna komponenta, odnosno koji će se digitalni alati koristiti u fazi pripreme, provedbe i praćenja aktivnosti.

Environmental friendly practices

Will you include sustainable and environmental-friendly practices in your activities? *

Yes

Please describe them and mention how will you raise the awareness of participants on these sustainable practices? *

Please complete...

U padajućem izborniku moguće je izabrati jednu od ponuđenih opcija: Yes/No. Odabirom opcije Yes, potrebno je dodatno opisati mjere i aktivnosti za osiguravanje održivih praksi u projektu, kao i način na koji će se doprinijeti osvještavanju potrebe za njegovanjem navedenih praksi.

✖ Project Management

In this section you will be asked to provide information on how you will manage your project.

How will you manage the project (agreements with partners etc.) and make sure that it is done in line with the Erasmus+ Youth Quality Standards? You will find the quality standards further down in the application form.

Projektom treba dobro upravljati kako bi bio kvalitetno proveden, a organizacija i provedba projekta zahtijevaju dobru pripremu i kvalitetnu podjelu zadataka. Potrebno je definirati sve zadatke koje će doprinijeti uspješnoj pripremi i organizaciji aktivnosti i projekta, uključujući i prateće mjere.

U odnosu na fazu pripreme pojedinih aktivnosti osim rješavanja praktičnih pitanja, potrebno je osigurati odgovarajuću pripremu sudionika za sudjelovanje u aktivnostima, a u odnosu na prateće mjere potrebno je unaprijed predvidjeti i isplanirati proces evaluacije aktivnosti i drugih segmenata projekta, način praćenja i dokumentiranja ishoda učenja te način iskorištavanja rezultata projekta i davanja povratne informacije o ostvarenim rezultatima ciljanim skupinama i drugim zainteresiranim dionicima (navedene stavke bit će potrebno dodatno pojasniti u okviru drugih pitanja). U ovom dijelu moguće je osvrnuti se na metode i alate korištene u procesu upravljanja projektom, uključujući primjenu različitih digitalnih alata, a koji omogućuju osiguravanja aktivnog sudjelovanja mladih u sve faze provedbe projekta, način uspostave i mjere sprječavanja odnosno smanjivanja rizika. U slučaju provedbe projekta u partnerstvu, potrebno je jasno prikazati raspodjelu zadataka i odgovornosti među partnerima.

Navedene aktivnosti i mjere trebaju biti usklađene s *Erasmus+ standardima kvalitete u području mladih* te je uputno unaprijed se upoznati s navedenim smjericama za kvalitetnu provedbu aktivnosti. *Erasmus+ standardi kvalitete u području mladih* obuhvaćaju osnovna načela aktivnosti i konkretne korake za provedbu projektnih zadataka, kao što su odabir i priprema sudionika, definiranje, vrednovanje i priznavanje ishoda učenja, dijeljenje rezultata projekta, itd.

How will you organise the practical and logistical part of the project (e.g. ongoing activities, communication with participants and partners, if needed mentoring and support, and if relevant travel, accommodation, insurance, visa, social security, etc.)?

U ovom dijelu moguće je detaljnije opisati logistički aspekt prethodno utvrđenih pripremi i pratećih aktivnosti kao i drugih aktivnosti u provedbi. Potrebno je jasno opisati kako će se rješavati logistička pitanja, koji su prepoznati rizici i koje će se mjere uspostaviti za njihovo sprječavanje/smanjivanje, na koji način će se pojedini zadaci podijeliti među partnerskim/suradničkim organizacijama (ako je primjenjivo). Prilikom planiranja navedenih aktivnosti, potrebno je voditi se *Erasmus+ standardima kvalitete u području mladih*.

Partnerships

Ako se projekt prijavljuje samostalno, bez partnerskih organizacija, pitanja u okviru ove kategorije se ne pojavljuju u prijavnim obrascu.

How and why did you choose your project partners? What experiences and competences will they bring to the project?

Potrebno je opisati način na koji se razvilo projektno partnerstvo, odnosno opisati razloge odabira partnerskih organizacija. Potrebno je jasno navesti njihovo prethodno iskustvo, relevantnost i kapacitete za provedbu projekta, odnosno način na koji će partneri doprinijeti provedbi projekta.

How will you communicate with them?

Potrebno je navesti na koji način, kojim alatima, i kojom dinamikom ćete osigurati kvalitetnu i učinkovitu komunikaciju s projektnim partnerima.

How will you monitor and coordinate their contribution?

Potrebno je prikazati način na koji će biti uspostavljen mehanizam koordinacije projektnim zadacima te mehanizam provedbe raspodijeljenih zadataka među partnerskim organizacijama.

Which other actors (organisations or individuals) will be involved and how?

U navedenom formatu, potiče se provedba aktivnosti izgradnje zajednice, čime se doprinosi uspostavi mehanizama za osiguravanje održivosti dijela/svih projektnih rezultata. Potrebno je navesti organizacije koje su prepoznate kao suradničke organizacije te jasno definirati njihovu ulogu odnosno očekivani doprinos, bilo u odnosu na organizaciju i provedbu samih projektnih ili daljnjeg iskorištavanja (dijela) očekivanih rezultata projekta.

Evaluation

How will you evaluate your project's success? Which activities will you carry out in order to assess whether, and to what extent, your project has reached its objectives and results?

U procesu planiranja potrebno je unaprijed definirati očekivane ishode u odnosu na postavljene ciljeve te se savjetuje definirati pokazatelje uspješnosti kako bi se mogla izvršiti procjena ostvarenosti postavljenih ciljeva. Očekuje se da projekt ostvaruje učinak na sudionike, organizacije sudionike ali i na mlade te organizacije koje ne sudjeluju izravno u projektu, te je poželjno definirati kratkotrajni i dugotrajni učinak projekta, kao i učinak projekta na svim razinama (lokalnoj, regionalnoj, nacionalnoj i/ili europskoj razini) ovisno o sadržaju i prirodi aktivnosti te ciljanim skupinama.

U ovom je dijelu potrebno definirati koji će se aspekti i na koji način evaluirati, uključujući provedbu evaluacije na razini sudionika aktivnosti (npr. zadovoljstvo sudjelovanjem i procjena ostvarenih ishoda učenja), kao i na razini provedbe projekta (kao npr. odnos s partnerskim organizacijama....). Za svaki od planiranih ishoda/rezultata potrebno je definirati način, odnosno metode i dinamiku praćenje i evaluacije ostvarenosti istih.

Sustainability of the results

What will you do to make sure that your project continues to have effects also after it ends? What activities, if any, are going to continue to take place even after the project's end date (once the funding has finished), and how will they be beneficial to your target groups?

Potrebno je opisati na koji način će se doprinijeti osiguravanju kratkoročne i dugoročne održivosti projekta, što se može sagledati u odnosu na mogućnost iskorištavanja (dijela) ostvarenih rezultata ili u odnosu na uspostavljene suradnje i/ili organizacijske prakse.

Potrebno je opisati način odnosno mjere/aktivnosti kojima će se tijekom projekta uspostaviti mehanizmi za osiguravanje održivosti projekta, odnosno (dijela) projektnih rezultata i nakon završetka trajanja projekta. Ovisno o vrsti navedenih rezultata, potrebno je definirati mehanizme i kanale koji će se koristiti te koja će biti uloga i doprinos sudionika odnosno drugih prepoznatih ključnih dionika.

Dissemination of project results

How will you make your project visible outside your organisation(s)/ informal group(s) of young people and the young people actively involved in the preparation and implementation of the project? What concrete results of the project do you plan to disseminate, how and to whom?

U ovom dijelu potrebno je razlikovati mjere za osiguravanje vidljivosti (pružanja informacija o projektu u provedbi i Erasmus+ programu), odnosno diseminacije (širenja i iskorištavanje postignutih rezultata).

Potrebno je prikazati načine i mjere za povećanje vidljivosti projekta, uključujući i medijsku vidljivost, pri čemu je važno poštivati pravila vidljivosti i označavanja programa Erasmus+.

U odnosu na segment iskorištavanja rezultata, potrebno je definirati koji će se rezultati projekta (npr. razvijene metode rada ili druge alate) diseminirati, kojim ciljanim skupinama i putem kojih kanala.






How will you involve participants in such activities? If relevant, please distinguish between the young people actively involved in the preparation and implementation of the project and other participants.

Potrebno je opisati diseminacijski plan, uz definiranje uloga i zadataka sudjelujućih organizacija odnosno sudionika, ako je primjenjivo.

✔ Budget Summary

This section will provide an overview of the budget of your project and the EU grant you request.

U ovom dijelu, sustav sam kreira sažetak, temeljem svih unesenih unesenih aktivnosti. Prikazuje se sažetak svih troškova po kategorijama, odnosno po vrsti aktivnosti, a kasnije i za svaku unesenu aktivnost.

| ✔ Budget Summary  | | | |
|--|---|--|--------------------------------|
| Budget Summary | | | |
| 🔍 Budget items found | | | |
| Budget items | Grant | | |
| Project Costs (EUR) | 5 500,00 | | |
| Events Grant (EUR) | 2 600,00 | | |
| Mobility Activity Costs (EUR) | 20 471,00 | | |
| Total (EUR) | 28 571,00 | | |
| ✔ Budget Summary  Scroll to:    | | | |
| Budget Summary per Activity Type | | | |
| Activity Type | Youth participation events without mobilities | Youth participation events with mobilities | Youth participation mobilities |
| Events Grant (EUR) | 1 300,00 | 1 300,00 | 0,00 |
| Travel (EUR) | 0,00 | 2 743,00 | 422,00 |
| Green travel (EUR) | 0,00 | 0,00 | 3 705,00 |
| Inclusion support for organisations (EUR) | 0,00 | 375,00 | 500,00 |
| Individual support (EUR) | 0,00 | 1 026,00 | 11 700,00 |
| Grant (EUR) | 1 300,00 | 5 444,00 | 16 327,00 |

Budget Summary per Activity

| Activity id | YPEVM01 | YPMOB02 | YPEVO03 |
|---|--|--------------------------------|---|
| Activity Type | Youth participation events with mobilities | Youth participation mobilities | Youth participation events without mobilities |
| Events Grant (EUR) | 1 300,00 | | 1 300,00 |
| Travel (EUR) | 2 743,00 | 422,00 | |
| Green travel (EUR) | 0,00 | 3 705,00 | |
| Inclusion support for organisations (EUR) | 375,00 | 500,00 | |
| Individual support (EUR) | 1 026,00 | 11 700,00 | |
| Grant (EUR) | 5 444,00 | 16 327,00 | 1 300,00 |

✓ Project Budget i

This section will provide an overview of the budget of your project and the EU grant you request.

U potkategoriji *Project costs/Upravljanje projektom*, sustav računa ukupni trošak temeljem razdoblja trajanja projekta, odnosno broja upisanih mjeseci.

✓ Project Budget i

Scroll to: ← → ⌂

Project Costs

| 1 Project Costs | | | |
|---------------------|-----------------------|------------------|-------------------|
| Applicant's Country | Grant per month (EUR) | Number of months | Total Grant (EUR) |
| Croatia | 500,00 € | 11 | 5 500,00 € |

Exceptional Costs for financial guarantee

| 1 Exceptional Costs found | | |
|-------------------------------------|--------------|-----------------------|
| Amount of financial guarantee (EUR) | Support rate | Eligible amount (EUR) |
| 0,00 €* | 80 | 0,00 € |

Kategorija *Exceptional Costs for financial guarantee/Izvanredni troškovi* odnosi se na troškove pružanja financijskog jamstva ako ga zatraži nacionalna agencija. Zahtjev se treba obrazložiti, a nacionalna agencija odobriti zahtjev.

Inclusion support for participants

Here you can request funding for additional costs directly linked to participants with fewer opportunities and their accompanying persons that are not covered by the standard funding categories.

| 1 Inclusion support found + Add an inclusion support | | | | |
|---|---|---|--|------------------------------------|
| Id | Number of participants for inclusion support ? | Inclusion support for participants (EUR) ? | Description and justification of expenses ? | Actions |
| 1 | 1* | 0,00 €* | Please complete... 1000* | ✖ |

Kategorija *Inclusion support for Participants/Potpورا za uključivanje za sudionike* odnosi se na dodatne troškove koji se izravno odnose na sudionike s manje mogućnosti i osobe u njihovoj pratnji, facilitatore u projektnim aktivnostima i događanjima, uz uvjete koji su navedeni u Pravilima financiranja u Vodiču kroz Erasmus+ program.

U ovom dijelu, upisuje se broj sudionika s manje mogućnosti za koje se traži potpora, uz navođenje stvarnih troškova i obrazloženja razloga potraživanja navedene potpore, pri čemu nacionalna agencija mora odobriti zahtjev.

Project Budget

Coaching Costs

| Country | Grant per day (EUR) | Number of days | Total Grant (EUR) |
|---------|---------------------|----------------|-------------------|
| | | 10 | |

Please justify the above entered duration of the coach's involvement. *

Please complete...

Kada projekt prijavljuje neformalna skupina mladih, ostvaruje se pravo na podršku trenera/mentora, odnosno osiguravanje troškova angažmana u kategoriji *Coaching Costs/Troškovi mentorstva*, u skladu s jediničnim doprinosima po danu kako su prikazani u *Pravilima financiranja u Vodiču kroz Erasmus+ program*, za najviše 12 dana. Potrebno je obrazložiti zahtjev za financijsku potporu za troškove trenera, u odnosu na predviđeno trajanje podrške.

Project Summary

In this section you will be asked to provide a summary of your project.

Please provide short answers to the following questions to summarise the information you have provided in the rest of the application form.

Please use full sentences and clear language. In case your project is accepted, the summary you provided will be made public by the European Commission and the National Agencies.

What do you want to achieve by implementing the project? What are the objectives of your project? *

Please complete...

Please provide a translation in English. *

Please complete...

U ovom dijelu potrebno je jasno opisati što se želi postići projektom, kroz definiranje potreba i ciljeva projekta.

Ako je kao jezik popunjavanja obrasca odabran hrvatski jezik, obrazac će zatražiti prijevod na engleski.

Project Summary

What activities do you plan to implement? What is the number and profile of the participants involved? *

Please complete...

The field is mandatory.

Please provide a translation in English. *

Please complete...

The field is mandatory.

U ovom je dijelu potrebno opisati ključne aktivnosti koje su planirane projektom te opisati ciljne skupine projekta u odnosu na brojeve i druga ključne obilježja.

Ako je kao jezik popunjavanja obrasca odabran hrvatski jezik, obrazac će zatražiti prijevod na engleski.

Project Summary Scroll to: ⏪ ⏩ ✖

The field is mandatory.

What results and impact do you expect your project to have? *

Please complete...

The field is mandatory.

Please provide a translation in English. *

Please complete...

The field is mandatory.

Potrebno je ukratko prikazati očekivane rezultate i druge ključne ishode projekta, odnosno jasno i strukturirano prikazati očekivani učinak projekta na različitim razinama i u odnosu na ciljane skupine.

Ako je kao jezik popunjavanja obrasca odabran hrvatski jezik, obrazac će zatražiti prijevod na engleski.

Summary of Participating Organisations


| |
|--|
| Organisation name (Organisation id, Country 2-letter code) |
| Country of the Organisation |
| Role of organisation |
| Type of Organisation |

U ovom dijelu sustav povlači odgovarajuće podatke te prikazuje sažetak partnerskih organizacija, vrste i broja aktivnosti te broja sudionika, uključujući sudionike s manje mogućnosti

Summary of Activities and Participants

🔍 **Activities found**

| Activity Type | No. of Activities | No. of persons | Participants with Fewer Opportunities |
|---|-------------------|----------------|---------------------------------------|
| Youth participation events without mobilities | 1 | 13 | 4 |
| Youth participation events with mobilities | 1 | 31 | 5 |
| Youth participation mobilities | 1 | 15 | 4 |
| Total | 3 | 59 | 13 |

 Erasmus+ Youth Quality Standards 

Navedeni su Erasmus+ standardi u području mladih kojih se organizacije trebaju pridržavati prilikom provedbe projekata.

Erasmus+ Youth Quality Standards

Organisations implementing Erasmus learning mobility activities must adhere to a set of quality standards. These standards exist to ensure quality experience and learning outcomes for Erasmus participants, and to make sure that all organisations receiving the Programme's funding are contributing to its objectives.

I. POLICY PRIORITIES IN THE FIELD OF YOUTH :

Beneficiary organisations should contribute to the overall objectives of the EU Youth Strategy[1] and to the European Youth Goals developed within this frame. They should apply the guiding principles laid down in the EU Youth Strategy.

II. BASIC PRINCIPLES OF THE ERASMUS PROGRAMME :

- **Inclusion and diversity**: beneficiary organisations must respect the principle of inclusion and diversity in all aspects of their activities. Whenever possible, beneficiary organisations should open their activities to participants from different backgrounds and with diverse abilities, actively engage and involve participants with fewer opportunities.
- **Environmental sustainability and responsibility**: beneficiary organisations must make efforts to design activities in an environmentally friendly way and promote environmentally sustainable and responsible behaviour among its participants.
- **Virtual cooperation, virtual mobility and blended mobility**: beneficiary organisations should integrate the use of digital tools and learning methods to complement the physical mobility activities or to improve the cooperation with partner organisations.
- **Active participation in the network of Erasmus organisations**: beneficiary organisations should seek to become active members of the Erasmus network by taking part in activities organised by the National Agency or other organisations. Experienced Erasmus beneficiaries should share their knowledge with organisations who have no or little experience in the programme, providing them with advice, mentorship or other support. Beneficiary organisations should also encourage their participants to take part in Erasmus community building activities.

III. QUALITY MANAGEMENT

- **Responsibility**: beneficiary organisations will be responsible for results and quality of the implemented activities, regardless of the involvement of any other organisations or individuals. During the implementation of Erasmus activities, beneficiary organisations must take responsibility for key decisions on all tasks that directly affect the outcomes of the implemented activities, especially in relation to these quality standards. The core tasks include financial management of the programme funds, contact with the National Agency, reporting on implemented activities, as well as all decisions that directly affect the content, quality and results of the implemented activities.
- **Transparency**: beneficiary organisations may receive advice, assistance or services from other organisations or individuals, as long as it keeps control of the content, quality and results of the implemented activities. If the beneficiary organisations are using the programme funds to pay for such services, rights and obligations of both parties (in particular tasks to be carried out, quality control mechanisms and consequences in case of poor or failed delivery on part of the service provider) must be formally defined and available for review by the National Agency.
- **Partnerships**: While overall responsibility of the implementation lies within the beneficiary organisations, activities should be planned, implemented and evaluated together with all partner organisations involved. Clear definition of roles, and distribution of tasks should be set-up and agreed.
- **Contributions paid by participants**: as a form of co-funding, the beneficiary organisation may ask participants in activities for contributions to pay for goods and services necessary for the implementation of those activities. The size of the participants' contributions must remain proportional to the grant awarded for the implementation of the activity, must be clearly justified, collected on a non-profit basis, and may not create unfair barriers to participation (especially concerning participants with fewer opportunities). Additional fees or other participant contributions cannot be collected by other service providers chosen by the beneficiary organisation.
- **Monitoring and evaluation**: beneficiary organisations should put in place adequate plans and procedures to monitor and evaluate the activities, to enable them to assess how they are progressing towards their objectives and whether they have reached them. The monitoring and evaluation outcomes should lead to improvements in the implementation of ongoing or future activities.
- **Building capacity and integrating results of the activities in the organisation**: beneficiary organisations should take steps to use the results of the implemented activities in their regular activities, to build their capacity and the capacity of their staff.

- **Gathering and using participants' feedback:** beneficiary organisations should encourage the participants to fulfil the standardised participant reports provided by the European Commission, and should make use of the feedback provided by the participants to improve future activities.

IV. QUALITY LEARNING ACTIVITIES

This section sets the minimum standards to follow. Further guidance and tools are available to support the delivery of high quality learning mobility activities, such as the Quality Framework for Learning Mobility.

- **Practical arrangements:** beneficiary organisations must ensure quality of practical and logistic arrangements (travel, accommodation, insurance, safety, visa applications, social security, etc.). If these tasks are delegated to the participants or another participating organisation, beneficiary organisations will remain ultimately responsible for verifying their provision and quality.
- **Health, safety and respect of applicable regulation:** all activities must be organised with a high standard of safety and protection for involved participants and must respect all applicable regulation (for example regarding parental consent etc.). The beneficiary organisations must ensure that their participants have appropriate insurance coverage, as defined by the general rules of the Programme and the applicable regulation.
- **Selection of participants:** participants must be selected through a transparent, fair and inclusive selection procedure.
- **Preparation and support of participants:** participants must receive appropriate preparation in terms of practical, cultural and safety aspects. They should be fully aware of what is expected from them before, during and after the activity. Adequate guidance and support must be available during all phases of the activities.
- **Support to participants with fewer opportunities:** beneficiary organisations must ensure fair and equal conditions for all participants, including those facing barriers (such as special learning needs or physical disability).
- **Participatory approach:** participants should - as far as possible - be actively involved in all phases of the activities and receive adequate support to do so.
- **Participatory methods:** activities should be based on participatory methods and offer space for interaction of participants, sharing of ideas, avoiding passive listening and allow them to contribute to the activities with their own knowledge and skills, reversing the traditional roles of outside "experts".
- **Linguistic support:** beneficiary organisations must ensure appropriate language training, adapted to the needs of the participants. Where appropriate, the beneficiary organisation should make maximum use of the specific tools and funding provided by the Programme for this purpose.
- **Definition and monitoring of learning outcomes:** the expected learning outcomes must be clearly defined for each participant or group of participants prior to the activity. Where relevant, participants should be involved in the identification of the expected learning outcomes. Progress in the learning process should be monitored and adequate support should be provided to participants in this regard.
- **Identification and recognition of learning outcomes:** non-formal and informal learning outcomes gained by participants in the activities should be identified and documented, in particular through EU level recognition tools such as Youthpass. Youthpass is a tool to support validation of non-formal and informal learning outcomes. It is a part of the European Commission's strategy to foster the recognition of non-formal learning. [Youthpass](#)

V. Sharing results and knowledge about the programme

- **Sharing results within the organisation:** beneficiary organisations should make their participation in the Erasmus programme widely known within the organisation and create opportunities for participants to share their mobility experience with their peers.
- **Sharing results with other organisations and the public:** beneficiary organisations should share the results of their activities with other organisations and the public.
- **Publicly acknowledging European Union funding:** beneficiary organisations should make their participation in the Erasmus programme known in their community and in the wider public. Beneficiary organisations must also inform all participants about the source of the fund.

 EU Values 

U ovom dijelu organizacija prijavitelj potvrđuje kako će se tijekom provedbe projekta voditi EU vrijednostima koje su izričito navedene.

 EU Values 

The Erasmus+ programme's implementation, and therefore, the programme beneficiaries and the activities implemented under the programme, have to respect the EU values of respect for human dignity, freedom, democracy, equality, the rule of law and respect for human rights, including the rights of persons belonging to minorities, in full compliance with the values and rights enshrined in the EU Treaties and in the EU Charter of Fundamental Rights.



Article 2 of the TEU: The Union is founded on the values of respect for human dignity, freedom, democracy, equality, the rule of law and respect for human rights, including the rights of persons belonging to minorities. These values are common to the Member States in a society in which pluralism, non-discrimination, tolerance, justice, solidarity and equality between women and men prevail.

Article 21 of the EU Charter of Fundamental Rights: 1. Any discrimination based on any ground such as sex, race, colour, ethnic or social origin, genetic features, language, religion or belief, political or any other opinion, membership of a national minority, property, birth, disability, age or sexual orientation shall be prohibited. 2. Within the scope of application of the Treaties and without prejudice to any of their specific provisions, any discrimination on grounds of nationality shall be prohibited.


Subscribing to EU Values

I confirm that I, my organisation and the co-beneficiaries (where applicable) adhere to the EU values mentioned in Article 2 of the TEU and Article 21 of the EU Charter of Fundamental Rights

I understand and agree that EU Values will be used as part of the criteria for evaluation of the activities implemented under this project


 Annexes  


U ovom je dijelu potrebno učitati odgovarajuće dokumente, po kategorijama.

 Annexes  

The maximum size of a file is 15 MB and the maximum total size is 100 MB.

[Declaration on Honour](#)



Please download the Declaration on Honour, print it, have it signed by the legal representative and attach.  [Download Declaration On Honour](#)

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
Izjava časti mora biti isprintana, potpisana od zakonskog zastupnika (s važećim mandatom) i ispunjena u potpunosti!

 Annexes  [Accession forms](#)

Please download the [accession forms](#), have them signed by the relevant legal representatives, and attach the signed forms here. You can attach a maximum of 90 documents.

 [Download accession forms in Zip File](#)

Accession forms must be provided at the latest before the signature of the grant agreement.

 Documents uploaded

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Pristupni obrazac mora biti potpisan od strane osobe ovlaštene za zastupanje partnerske organizacije/neformalne skupine mladih.

Annexes 0

Scroll to: [Navigation icons]

Timetable

Please attach the timetables for the physical events and mobility activities using the template provided. [Download Timetable template](#)

| File Name | File Size (kB) | Actions |
|-----------------|----------------|---------|
| + Add Timetable | | |

Ako se u okviru projekta planiraju provesti aktivnosti mobilnosti i/ili fizička događanja, prijavom obrascu mora se priložiti raspored planiranih aktivnosti mobilnosti i/ili fizičkih događanja.

Annexes 0

Scroll to: [Navigation icons]

Other Documents

If needed, please attach any other relevant documents (a maximum of 9 documents). Please use clear file names.
 If you have any additional questions, please contact your National Agency. You can find their contact details here: [List of National Agencies](#).

| File Name | File Size (kB) | Actions |
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U ovom dijelu moguće je dodati dokumente koji će potkrijepiti navode naveden u projektnoj prijavi, uključujući pisma potpore i druge relevantne dokumente.

 Checklist

This section will help you double-check if your application is ready for submission.

Checklist

[Navigation icons]

Before submitting your application form to the National Agency, please make sure that:

- It fulfills the eligibility criteria listed in the [Programme Guide](#).
- All relevant fields in the application form have been completed.
- I confirm that my organisation adheres to the Erasmus+ Youth Quality Standards.
- You have chosen the correct National Agency of the country in which your organisation is established. Currently selected NA is: HR01 - Agency for Mobility and EU Programmes Agencija za mobilnost i programme Europske unije (AMPEU)

U ovom dijelu organizacija prihvaća i potvrđuje da je prijava izrađena u skladu sa navedenim standardima.

Checklist

[Navigation icons]

- You have chosen the correct National Agency of the country in which your organisation is established. Currently selected NA is: HR01 - Agency for Mobility and EU Programmes Agencija za mobilnost i programme Europske unije (AMPEU)

Original content and authorship

- I confirm that this application contains original content authored by the applicant and partner organisations.
- I confirm that no other organisations or individuals external to the applicant and partner organisations have been paid or otherwise compensated for drafting the application.

PROTECTION OF PERSONAL DATA

Please read our privacy statement to understand how we process and protect your personal data [\[Link\]](#)

Please also keep in mind the following:

Accession forms of each partner to the applicant, signed by both parties, should be submitted latest before the signature of the grant agreement. If the application is approved for funding, signed accession form will be considered as a condition for signature of the grant agreement.

The documents proving the legal status of the applicant must be uploaded in the Organisation Registration System, here: [Organisation Registration System \[Link\]](#)

Popis poveznica na dodatne resurse

- Vodič kroz Erasmus+ program: <https://erasmus-plus.ec.europa.eu/erasmus-programme-guide>
- Mrežna stranica Agencije za mobilnost i programe EU: <https://www.ampeu.hr/erasmus/koraci-za-sudjelovanje-3/pisanje-i-prijava-projekta-2>, na kojoj su dostupne i Upute za ispunjavanje prijavnih obrazaca u različim formatima u okviru Ključne aktivnosti 1 i 2
- Erasmus+ and European Solidarity Corps guides: <https://wikis.ec.europa.eu/pages/viewpage.action?pagelId=33530769>
- Dodatne informacije o prijavnom obrascu i budžetu za KA154 Aktivnosti sudjelovanja mladih:
 - ✓ <https://wikis.ec.europa.eu/display/NAITDOC/Project+Budget+in+KA154+application+3>
 - ✓ <https://wikis.ec.europa.eu/display/NAITDOC/Project+Details+in+KA154+application+3>
- Organisation Registration Guide
<https://wikis.ec.europa.eu/display/NAITDOC/Organisation+Registration+Guide>
-
- Dodatne tehničke upute za korištenje Erasmus+ and European Solidarity Corps Platforme: <https://wikis.ec.europa.eu/display/NAITDOC/How+to+use+the+Erasmus+and+European+Solidarity+Corps+platform>
- Upute za ispunjavanje prijavnog obrasca u području Erasmus+ KA154 Aktivnosti sudjelovanja mladih (2021.) - snimka dostupna na poveznici: <https://www.youtube.com/watch?v=3wQDsY5SkOw>
- Vodič za stručnjake za ocjenjivanje kvalitete projektnih prijedloga: https://www.ampeu.hr/files/IV.1a-EGuide-for-experts-on-quality-assessment_2023_corr_final.pdf

