

Application

Programme	Erasmus+
Action Type	KA150-YOU - Erasmus accreditation in youth (KA150-YOU)
Call	2023
Round	Round 1

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Context

Welcome to the application form for Erasmus accreditation in the field of Youth

Before starting your application, you need to read the section of the Erasmus+ Programme Guide describing the rules for Erasmus accreditations and the section about accredited mobility projects. That section describes how you will receive funding if your accreditation is approved. The Erasmus+ Programme Guide is available on the Europa web: [here](#)

Please choose the National Agency in the country where your consortium is based.

FI01 - Finnish National Agency for Education EDUFI

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](#)

Applicant organisation

To complete this section, you will need your organisation's identification number (OID). Since 2019, the Organisation ID has replaced the Participant Identification Code (PIC) as unique identifier for actions managed by the Erasmus+ National Agencies.

If your organisation has previously participated in Erasmus+ with a PIC number, an OID has been assigned to it automatically. In that case, you must not register your organisation again. Follow this link to find the OID that has been assigned to your PIC: [Organisation Registration System](#)

You can also visit the same page to register a new organisation that never had a PIC or an OID, or to update existing information about your organisation.

Applicant organisation Details

Applicant organisation OID	Legal name	Country
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Applicant details

Legal name
Country
City

Strategic development

In this section, you are asked to lay down your objectives, the needs you want to address with the Programme's funding and the benefit for the participants and your organisation. You will also be asked to develop an activity plan. If your application is approved, your organisation's Erasmus youth accreditation will stay valid for the duration of the future Programme (2021-2027), under the condition that your organisation keeps fulfilling the obligations defined in the Call for Erasmus Youth accreditations. Nevertheless, the activity plan you submit in this application can cover a shorter period, if you wish so. It is important to ensure that your objectives and activity plan are coherent and appropriate for your organisation, its experience and its ambition.

Objectives

Why do you want to apply for Erasmus+ Youth accreditation? Briefly describe the main motivation of your organisation to participate in this scheme.

Please define your key objectives and how they link to the needs and issues identified.

Objective 1**Description**

What do you want to achieve?

Explanation

How is this objective linked with the needs and challenges you have explained ?

Measuring progress

How are you going to track and evaluate your progress for this objective?

Objective 2**Description**

What do you want to achieve?

Explanation

How is this objective linked with the needs and challenges you have explained ?

Measuring progress

How are you going to track and evaluate your progress for this objective?

What is the intended impact on the target groups, participants and participating organisation(s)? Please also mention any impact on local, regional, national, European and/or international levels.

Please describe how you will contribute to:

- the three main objectives of the [EU Youth Strategy](#) (engage, connect and empower young people) and/or
- the [Youth Goals](#) and/or
- the Programme's objectives.

Overview of planned activities

What type of activities would you like to implement with Erasmus funds? **In the table below, please choose “Learner mobility” if you will implement “Youth Exchanges”, “Staff mobility” for “Youth Workers mobility” and “Participation activities” for “Youth Participation Activities”.**

Please link the activities to the objectives they will contribute to. Please propose a planning of activities to be supported with Erasmus+ funds with realistic and proportional target numbers of participants. The targets you propose here are flexible. They are not binding for your organisation, nor for the National Agency because the final number of implemented activities and participants may depend on various factors, including availability of funding. You are requested to make a plan for at least 3 years. Should you wish to submit a plan for more years, you can do so by adding more columns.

Type	Target number of activities						Target number of Participants						Objectives targeted
	2024	2025	2026	2027	2028	2029	2024	2025	2026	2027	2028	2029	
Learner mobility	5	111	14				100						

Please describe how these activities will fit in your organisation's regular work and activities.

Management

Basic Principles

Inclusion and diversity (the organisation's know-how for the active engagement and involvement of participants with fewer opportunities and approach to diversity).

Environmental sustainability and responsibility (promotion of environmentally sustainable and responsible behaviour among participants and partners, use of the funding provided by the programme to support sustainable means of travel).

Active participation in the network of Erasmus+ organisations (participation in Erasmus+ networking activities, sharing knowledge with organisations who have no or little experience in Erasmus+, providing them with advice, mentorship or other support).

Virtual cooperation, virtual mobility and blended mobility (the combination of traditional and digital aspects in the engagement of young people in the organisation's activities).

Management

Please explain in detail how you will ensure successful delivery of your strategy and activity plan, with reference to your organisation's governance and human resources. Please focus on the following questions:

- Please explain in detail how you will ensure successful delivery of your strategy and activity plan, with reference to your organisation's governance and human resources. Please focus on the following questions:
- Who will be in charge of coordinating the activities? Please describe how all decisions that directly affect the content, quality and results of the implemented activities (such as the choice of activity type, duration, definition and evaluation of learning outcomes etc.) will be taken.
- How will you ensure effective financial management of the programme funds?
- Who will carry out specific project management tasks such as keeping records, logistics, communication with partner organisations, etc.?

Please describe your organisation's ability to manage all practical and logistical matters of the activities (e.g. travel and visa, accommodation, insurance, etc).

How and at which stages will the organisation's management be involved in the implementation of activities? Please also explain how you will ensure continuity of the activities in case of important changes in management or staff.?

Coordination and partnerships

Please describe how you will develop partnerships with other organisations in order to deliver your planned activities.

- At what stage and based on what criteria are you going to identify your partner organisations?
- How do you intend to cooperate and communicate with your partners? How are you going to allocate and agree the project tasks?
- How will you monitor and manage your partners' performance? How are you going to ensure that your partners successfully deliver on-time and on-budget activities?

If already known, please provide a short description of the partners you will be cooperating with, their expected role and experiences and competences they should bring in. Please also describe how the activities will meet the needs and objectives of your partners.

Participants supports

Please describe how you will select, prepare and support participants before, during and after the activities. If applicable, please provide details for each activity type.

What methods will you use to ensure that participants are actively involved in all phases of the activities?

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

Learning outcomes

Please outline the learning dimension of your activities and describe the measures you will put in place to embed a quality non-formal learning process for the participants. Explain how you will support the participants in organising their reflection, identification and documentation of the learning outcomes acquired, including through EU (Youthpass, Europass) or national validation tools.

Monitoring and follow-up

How will you handle risk assessment and management?

Please present your organisation's approach towards monitoring and evaluation of your activities. How will you monitor and evaluate whether, and to what extent, the activities have achieved their objectives and results?

How will you ensure the visibility of the activities?

Please describe how the results will be shared. What dissemination activities will you carry out (planning, target groups of such activities)?

Erasmus+ Youth Quality Standards

Organisations implementing Erasmus+ learning mobility activities must adhere to a set of quality standards and principles. These standards exist to ensure quality experience and learning outcomes for Erasmus+ participants, and to make sure that the wider policy priorities and objectives of the Erasmus+ programme are supported by contributions of all organisations receiving the programme's funding.

Please carefully read the Erasmus+ quality standards presented below and confirm your agreement.

I. Contributing to basic principles:

- **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 Erasmus+, providing them with advice, mentorship or other support. Beneficiary organisations should also encourage their participants to take part in Erasmus+ community building activities.

II. 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.
- **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.

III. Quality learning activities

- **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.
- **Linguistic support:** beneficiary organisations must ensure appropriate language training, adapted to the needs of the participants.
- **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.
<https://www.youthpass.eu/en/>
- **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.

IV. 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 to the participants, in their community and in the wider public.

Subscribing to Erasmus quality standards

To apply for Erasmus+ accreditation, your organisation must subscribe to the Erasmus+ Youth quality standards and accept to be evaluated based on those standards. Since the Erasmus+ accreditation is valid for a longer period, your organisation's performance in maintaining the Erasmus+ Youth quality standards will also influence how much funding you may receive in subsequent years.

Please read the following statements carefully and confirm your agreement:

- ☐ I have read the above Erasmus+ Youth quality standards
- ☐ I understand and agree that Erasmus+ Youth quality standards will be used as part of the criteria for evaluation of the activities implemented under this accreditation
- ☐ I understand and agree that the results of the evaluation based on these standards will form a part of criteria for decision on any subsequent grants under this accreditation

Annexes

The maximum number of all attachments is 10. The maximum size of one file is 15 MB and the maximum total size of all attachments is 100 MB.

Declaration on Honour

Please download the Declaration on Honour, print it, have it signed by the legal representative, and attach it here.

File Name	File Size (kB)
Total Size (kB)	0

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)
Total Size (kB)	0

Total Size (kB)	0
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Checklist

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.
- ☐ You have chosen the correct National Agency of the country in which your organisation is established. Currently selected NA is: FI01 - Finnish National Agency for Education EDUFI

Protection of Personal Data

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



Submission History

Version	Submission time (Brussels time)	Submission ID	Submission status
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