



'Youth in Action' Programme

Application for:
Action 4.3 – Training and Networking
Multi-Measure projects
Annex: Activity 8 - Networking
Version valid as of 1 January 2010

*Please fill in all relevant sections of this annex.
 Please note that this annex must be attached to the "Action 4.3 - Multi-measure projects" application form.
 Please consult the Programme Guide to find all the information you need to lead your Activity and to fill in this annex.*

Part I. Activity identification and summary

Activity number	
<i>To be filled in by the Executive Agency or the National Agency</i>	<i>Postmark / Date of receipt</i>

Title of your Activity
<i>Please give a short title to your Activity.</i>

Type of project
<input type="checkbox"/> leading to the development of further projects under the Youth in Action Programme <input type="checkbox"/> promoting exchanges, cooperation and training in the field of youth work

Duration of the Activity¹
<i>Please indicate the start and end dates of the Activity.</i>
The Activity starts: _____ / _____ / _____ The Activity ends: _____ / _____ / _____ Total duration of the Activity (in months): _____ Venue: _____

¹ Duration between 3 and 15 months.

Main themes for the Activity																
<i>Please tick not more than 2 boxes.</i>																
<table border="0"> <tr> <td><input type="checkbox"/> European awareness</td> <td><input type="checkbox"/> Minorities</td> </tr> <tr> <td><input type="checkbox"/> Inter-religious dialogue</td> <td><input type="checkbox"/> Urban/Rural development</td> </tr> <tr> <td><input type="checkbox"/> Anti-discrimination</td> <td><input type="checkbox"/> Youth policies</td> </tr> <tr> <td><input type="checkbox"/> Art and culture</td> <td><input type="checkbox"/> Media and communications/Youth information</td> </tr> <tr> <td><input type="checkbox"/> Gender equality</td> <td><input type="checkbox"/> Education through sport and outdoor activities</td> </tr> <tr> <td><input type="checkbox"/> Disability</td> <td><input type="checkbox"/> Health</td> </tr> <tr> <td><input type="checkbox"/> Non discrimination based on sexual orientation</td> <td><input type="checkbox"/> Environment</td> </tr> <tr> <td><input type="checkbox"/> Other - If so, please specify:</td> <td><input type="checkbox"/> Roma Communities</td> </tr> </table>	<input type="checkbox"/> European awareness	<input type="checkbox"/> Minorities	<input type="checkbox"/> Inter-religious dialogue	<input type="checkbox"/> Urban/Rural development	<input type="checkbox"/> Anti-discrimination	<input type="checkbox"/> Youth policies	<input type="checkbox"/> Art and culture	<input type="checkbox"/> Media and communications/Youth information	<input type="checkbox"/> Gender equality	<input type="checkbox"/> Education through sport and outdoor activities	<input type="checkbox"/> Disability	<input type="checkbox"/> Health	<input type="checkbox"/> Non discrimination based on sexual orientation	<input type="checkbox"/> Environment	<input type="checkbox"/> Other - If so, please specify:	<input type="checkbox"/> Roma Communities
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<input type="checkbox"/> Other - If so, please specify:	<input type="checkbox"/> Roma Communities															

Part I. Activity identification and summary (cont.)

Summary of the Activity

Please give a short description of your Activity (approximately 10-15 lines). Please note that if your Activity is approved, this paragraph may be used for publication. Therefore be accurate and include the venue, the type of Activity, the theme, the objectives, the duration in days, the countries involved, the number of participants, the implemented activities and the methods applied. This summary should be completed in English, French or German, regardless of which language you use to fill in the rest of this application. Please be concise and clear.

Part II. Partner promoter(s)

A. Details of the partner

Name	_____		
Street address	_____		
Postcode	_____	City	_____
Region	_____	Country	_____
Email	_____	Website	_____
Telephone	_____	Telefax	_____

Person in charge of the Activity (contact person)

Family name (Ms/Mr)	_____	First name	_____
Position/function	_____		
Email	_____		
Telephone	_____	Telefax	_____

B. Profile and role of the partner

Type and status	<input type="checkbox"/> Non profit/non governmental organisation	<input type="checkbox"/> Public body	<input type="checkbox"/> Informal group of young people	
	<input type="checkbox"/> Body active at European level in the youth field (ENGO)	<input type="checkbox"/> Other – please specify:		
Activity level	<input type="checkbox"/> Local	<input type="checkbox"/> Regional	<input type="checkbox"/> National	<input type="checkbox"/> European/International
	<input type="checkbox"/> Member organisation of the applicant			

Please give a short description of your organisation/group (regular activities, member of, etc.):

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C. Preliminary agreement of the partner

I, the undersigned, on behalf of (repeat the name of the partner)

confirm our participation in each stage of the Activity (repeat the title of the Activity as stated in Part I):

I declare having reached an agreement with all the promoters involved in the Activity with regard to the share of EU grant my organisation/group is entitled to receive in order to implement the Activity.

Furthermore, I confirm my undertaking to ensure visibility of the European Union support for the Activity and to ensure dissemination and exploitation of its results.

Name in capital letters:

Place:

Signature:

Date:

Part IV. Activity description

The points below are intended to serve as a guide for your description of the proposed activities. The information that is requested will be very important in the selection process, and later for the running of the Activity. For further information, please consult the Programme Guide, Part B – Action 4.3.

If more space is needed, please extend boxes.

Development of the Activity:

Please indicate the activities planned in view to carry out the Activity, including preparatory and evaluation activities. Please attach an estimated daily timetable of the planned Activity.

Activity content and methodology:

Please describe:

- the theme(s) of the Activity,
- how the main theme reflects the interests and needs of participants,
- the working methods,
- how the planned activities and working methods will contribute to the process of non-formal learning and to the promotion of social and personal development of participants involved in the Activity,
- how the participants will be actively involved in each stage of the Activity.

Intercultural dimension:

Please indicate if and how your Activity reflects the following characteristics:

- the Activity increases participants' positive awareness of other cultures,
- the Activity supports dialogue and intercultural encounters with other participants from different backgrounds and cultures,
- the Activity helps to prevent and combat prejudice, racism and all attitudes leading to exclusion,
- the Activity develops sense of tolerance and understanding of diversity.

European dimension:

Please indicate if and how your Activity reflects the following characteristics; tick box(es) and then describe:

- the Activity fosters participants' sense of European citizenship and helps them to understand their role as part of the present and future of Europe;
- the Activity reflects a common concern for European society, such as racism, xenophobia and anti-semitism, drug abuse...;
- the Activity's theme is linked to EU topics, such as EU enlargement, the roles and activities of the European institutions, the EU's action in matters affecting young people;
- the Activity debates the founding principles of the EU, i.e. principles of liberty, democracy, respect for human rights and fundamental freedoms, and the rule of law.

Impact, multiplying effect and follow-up:

Please explain the expected impact on participants and the local communities involved in the Activity and which measures are foreseen to attain this impact. . In a long term perspective, please describe how you plan to achieve a multiplying effect and sustainable impact. Please also explain how you plan to follow up this Training and Networking (e.g. new projects within the framework of the Youth in Action Programme, continuous contact with the promoter(s), etc.)?

Visibility:

Apart from the compulsory use of the Programme Logo (please see Part C, Publicity, of the Programme Guide), please describe:

- how you will ensure the visibility of the Activity,
- how your Activity will provide clear promotional added value for the Youth in Action Programme.

Dissemination and exploitation of results:

Please give a detailed description of standard measures planned in view to disseminate and exploit the results of the Activity. (For inspiration, please see Part B, Action 4.3 'How to develop a good project?' of the Programme Guide).

Have you planned additional measures assuring dissemination and exploitation of Activity's results? Yes No
If so, please describe them, give additional information on the target group and include a timetable of your planned activities.

Part V. Budget**ALL ITEMS IN
EUROS**

For further information please consult the Programme Guide for the overview of funding rules. Please note that the Executive Agency and the National Agencies may modify the amounts indicated in the grant request according to the funding rules of the Programme Guide.

A. Estimated costs

	Amount	Accepted costs (to be filled in by the Executive Agency or the National Agency)
A.1. Direct cost		
1. Personnel costs		
2. Travel costs		
3. Accommodation/food costs		
4. Meetings costs		
5. Publications/translations/information costs		
6. Dissemination and exploitation of results		
7. Other costs directly linked to the implementation of the Activity		
Sub-total		
A.2. Indirect costs		
7. Indirect costs (up to 7% of direct costs; i.e. budget items 1+2+3+4+5+6+7)		
Total estimated costs (A.1 + A.2)		

B. Estimated income

	Amount	Accepted income (to be filled in by the Executive Agency or the National Agency)
B.1. EU Grant		
1. Contribution requested from the "Youth in Action Programme" ⁴		
B.2. Co-financing		
2. Own resources (including partners)		
3. National/regional/local public institutions		
4. Private donors		
5. Other Community funding for this project		
6. Other contributions to this project (please specify each source):		
Total estimated income (B.1+B.2)⁵		

⁴ 50% of total eligible costs can be requested from the Youth in Action Programme (unless a lower % of grant is requested by the applicant). The maximum amount of the EU grant can not exceed € 20 000.

⁵ Please note that total estimated income should be equal to total estimated costs.

Meeting costs

If applicable, please separate clearly the different phases of your Activity (e.g. preparation, implementation of the Activity, evaluation) in the "specification" column.

a) Rental of rooms

Specification	Number of days	Cost per day	Costs
<i>Subtotal</i>			

b) Equipment hire

Specification	Number of days	Cost per day	Costs
<i>Subtotal</i>			

c) Interpreting costs (including travel, accommodation and fees)

Language from/to	Number of interpreters	Number of days	Cost per day	Costs
<i>Subtotal</i>				

d) Hire of booths for interpreting (including equipment)

Specification	Number of days	Cost per day	Costs
<i>Subtotal</i>			

e) Other costs (i.e. material)

Specification	Number of days	Cost per day	Costs
<i>Subtotal</i>			

TOTAL MEETING COSTS



Publications/translations/information costs

Please indicate costs for producing and distributing information documents and materials (CD-ROM, video, books, leaflets, etc.) including the estimated number of copies needed.

a) Publications

Specification	Number of copies	Unit price	Costs
.....
.....
<i>Subtotal</i>			

b) Translations

Language from/to	Number of pages	Price/page	Costs
.....
.....
<i>Subtotal</i>			

d) Information

Specification	Costs
.....
.....
<i>Subtotal</i>	
TOTAL PRODUCTION/TRANSLATION/INFORMATION COSTS	

Dissemination and exploitation of results

Please indicate costs for disseminating and exploiting Activity's results.

Specification	Costs
.....
.....
TOTAL	

Other costs

Please indicate potential other costs linked to the implementation of the Activity.

Specification	Costs
.....
.....
TOTAL	