

# Capacity Building in the Field of Youth



## Information day

**“Available youth and sports supporting opportunities: Erasmus+ programme and Ministry of Sports and Youth”**

*Rectorate of the University of Montenegro  
17-18 January 2024*

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National Erasmus+ Office Montenegro

# Erasmus+ Call for Project Proposals 2024



The total budget earmarked for this call for proposals is estimated at  
**EUR 3 681,76 million**

Education and Training:	EUR	3 256,61 million
<b>Youth :</b>	<b>EUR</b>	<b>336,28 million</b>
Sport:	EUR	63,12 million
Jean Monnet:	EUR	25,75 million



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# What are CBY projects?

- International cooperation projects between organisations active in the field of youth in Programme and third countries not associated to the Programme.
- Supporting the international cooperation and policy dialogue in the field of youth and non-formal learning.

*"Alone we go faster, together we go further."*





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# What are CBY projects expected to achieve in Partner countries ?

Raise the capacity of youth organizations

Enhance synergies and complementarities with formal education systems

Foster interregional cooperation

Support the development of youth work

Contribute to the promotion and implementation of the EU Youth Strategy

Promote non formal learning

# Strong focus on youth organizations in the neighboring countries

**CBY is the only youth action of its kind**

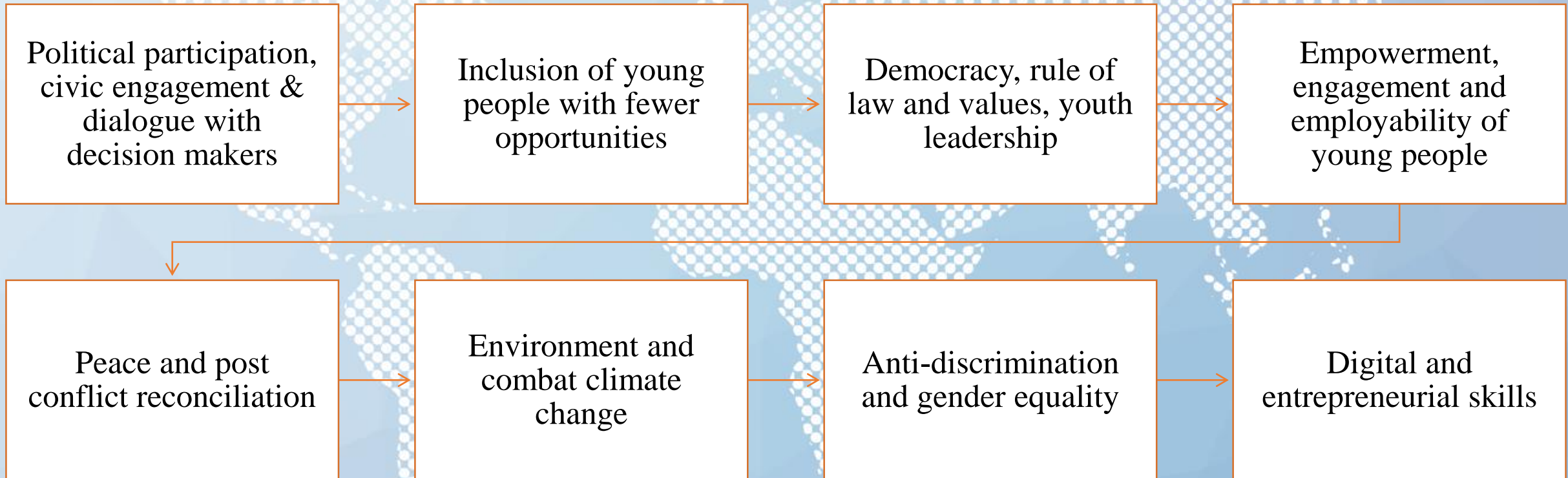
Young people are **not the direct target**, but they will eventually be the ones who will **benefit** from the **improved capacity of youth organizations**

The **Programme Guide 2024** has been updated to strengthen and clarify this





# Thematic areas:



# Activities supported: examples



Tools and methods for socio-professional development of youth

Non formal learning methods

New forms of youth work

New forms of practical training schemes

Events/seminars/workshops/exchange of good practice for cooperation





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# Horizontal aspects to be considered when designing your project:

Don't  
forget

Inclusion and  
diversity

Environmental  
sustainability

Digital  
dimension

Common  
values, civic  
engagement and  
participation



## Eligibility

### Who can apply?

- **NGOs** working in the field of Youth (including National Youth Councils);
- **Public authorities** at local, regional or national level
- **Public or private companies** (small, medium or large enterprise (including social enterprises) may also participate but not as coordinator.



### N° of organizations

- Minimum of **4 organisations from at least 3 different countries**
- **At least 1 EU Member State or third country associated to the programme**;
- **At least 2 legal entities from 2 different eligible third countries not associated to the Programme belonging to the same eligible Region**
- **Cross-regional projects are not eligible**

# Application

Duration of the project

- **12, 24 or 36 months**

Where to apply?

- European Education and Culture Executive Agency (EACEA)
- **Call ID: ERASMUS-YOUTH-2024-CB**

When to apply?

- **6<sup>th</sup> of March 2024 at 17:00 (Brussels time)**

Grant awarded

- **Max 300.000 EUR**

## Application process to EACEA:

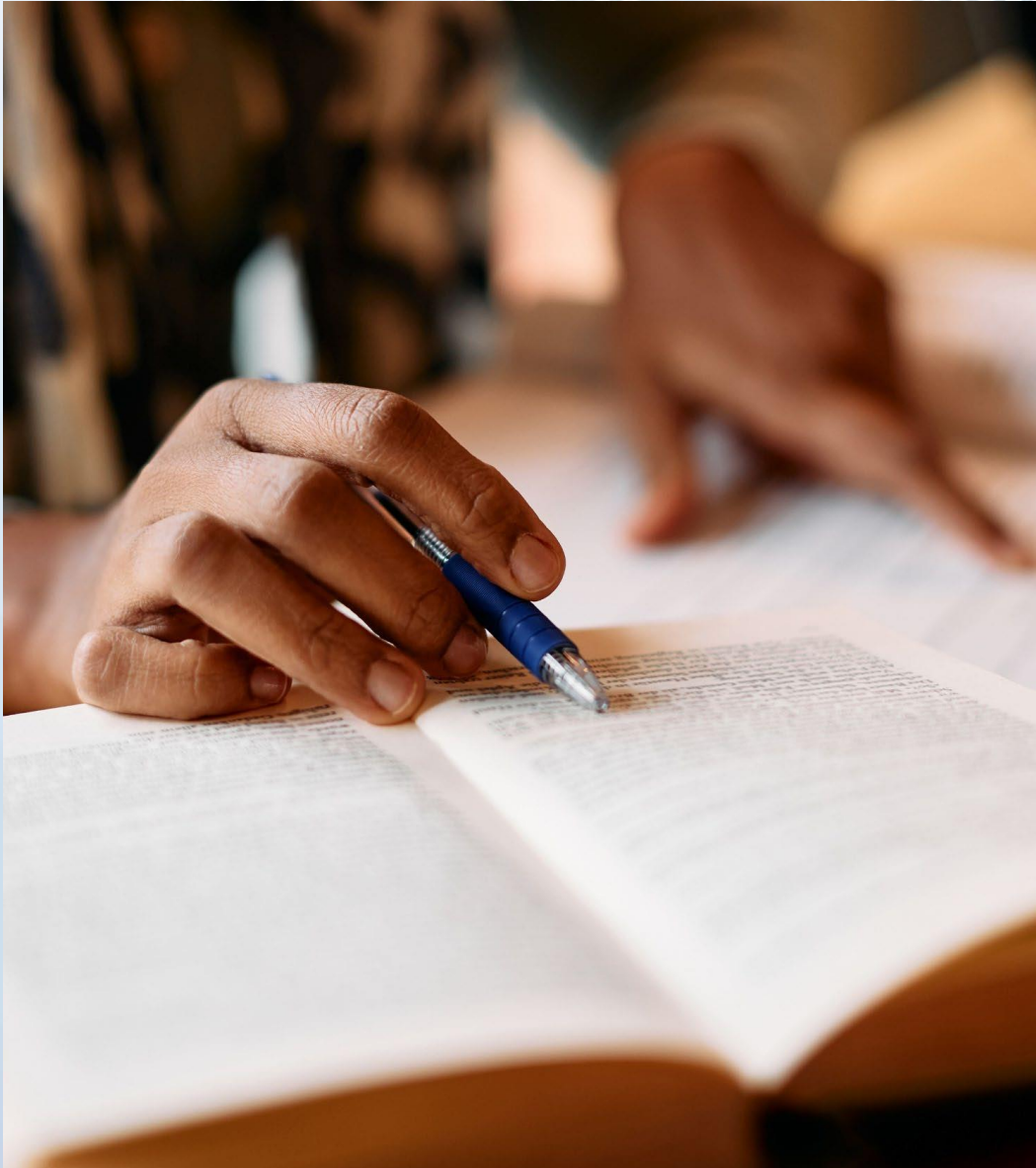
The submission of the application is managed by the **EU Funding & Tenders Portal** which is the central electronic portal for all EU funding and tenders

Before starting your application:  
**Erasmus+ Programme Guide 2024 and Online Manual**

Create your **EU Login account**

Register your organization:  
**PIC number**  
This 9-digit number is received after you register in the Portal Participant Register

**You can now start the submission of your application**



**How to write a good proposal?**

# Setting up a project: 4 stages

Project  
identification  
and initiation

Preparation,  
design and  
planning

Implementation  
and monitoring  
of activities

Review and  
impact  
assessment

# What is a good proposal?

Proposal aligned to the **objectives and policy priorities** of the Action and fulfilling all the **award criteria**

A complete APPLICATION PACKAGE is not automatically a good PROPOSAL

An ADMISSIBLE and ELIGIBLE proposal is not automatically a GOOD proposal

Only proposals ABOVE QUALITY THRESHOLD (60 points) may be funded depending on budget availability





# What is a good proposal?



Be **coherent** with the objectives of the Action and **relevant** to the policy priorities

Be **focused**, think before you write, think of your reader- what is the main message?, who is your audience? What is their level of knowledge?

Be **accurate, clear and complete**— give adequate reply to each question

Keep it **simple** - complexity creates fog; simplicity clears it

Be **precise** - develop the idea, provide concrete examples



Do not use very **long sentences** – one main idea per sentence

Beware of **jargon** -Avoid jargon wherever possible, but if you have to use a jargon term then explain it in plain language at first use

Avoid abbreviations and **acronyms** - Spell out abbreviations and acronyms at first use, and avoid them if possible (or if used less than three times in a section)

Do not be **repetitive** – avoid to repeat the same information in different parts of the application

Be aware of **plagiarism** – checked during evaluation



# Award criteria

Relevance

Quality of project  
design and  
implementation

Quality of  
partnership and  
cooperation

Impact

**Note:**

- *Min threshold 60/100*
- *Relevance and quality of the project design: max 30 points*
- *Quality of the partnership and impact, dissemination and sustainability: max 20 points*



# 1. Relevance of the project



The extent to which: the objectives are clearly defined, realistic and address the issues relevant to the participating organizations and target groups

- Target groups
- Problems and needs – needs analysis
- Objectives

# 1. Relevance of the project



## Target groups

- Choose the **most appropriate and clearly defined** target group
- Visible throughout **ALL** your proposal
- Don't forget - **the project involves young people with fewer opportunities**
- Consider the groups you have access to

# 1. Relevance of the project

## Inclusion and diversity



- **Youth engagement: active engagement with a diverse youth population** including those from **remote/rural areas and/or with fewer opportunities**
- Consider the **minorities/people with fewer opportunities** you have access to & demonstrate you **promote inclusion and youth diversity in your proposal**
- What type of groups will you engage with and why are they relevant to the project? Is their inclusion credible?
- How will you perform outreach to these groups? Have you considered obstacles to their participation? Are these reflected in your risk management strategy?
- What will be their role in the project activities? How will you will select participants and engage with them?
- What practical arrangements are needed in the activities planned with these participants (i.e. to facilitate their access, take into account special needs, impact on budget)?

# 1. Relevance of the project

## Needs analysis

This analysis is **not a project activity!**

It shall already be completed by submission of the proposal:

- forms **part of the application**
- forms the **foundation of the project**
- based on **up to date, verifiable facts and figures: cite, give sources, provide evidence from own research conducted**

Multi level needs analysis

- **Data relevant to all countries and organisations in the consortium and the target groups**



**Needs analysis, not needs description!**





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# 1. Relevance of the project



## Examples of identified weaknesses during the evaluations 2023

"... many shortcomings in the logical framework of projects. There is **no link between the needs analysis and objectives. Objectives are set according to the activities** rather than the needs."

"Difficult to understand the intervention logic as the **target groups are unclear**".

"lots of figures and data from Eurostat etc. but **not focused on target groups**"

"Methodologically, the proposal describes the learning principles that will guide the training sessions but **fails to explain** how the chosen methods translate into practical activities that support young people in developing socio-emotional skills. As a result, there is **no close connection between the project objectives and the proposed activities.**"

"the needs analysis is based mainly on statistics and external information related to the agricultural field and partially to the youth unemployment in the participating countries. Therefore, the needs analysis is based on an assessment of the situation in each country regarding this topic but **fails to make the link with the specific organisational needs and the organisation's target group.**"



## 2. Quality of the project design and implementation



### What methodology is being used and why?

- ✓ Explain how the activities will meet the objectives and why the chosen methodology would be **the most appropriate** for your planned goals
- ✓ What and why will your methodology help you achieve the identified general and specific objectives? Use **SMART goals (Specific, Measurable, Achievable, Realistic, and Time-bound)**
- ✓ Have you appropriately considered **links between methodology and needs analysis, objectives and activities as the foundation?**
- ✓ You need to **demonstrate how the consortium is able to organise and** monitor the planned activities, ensure their quality and deliver on time the expected results
- ✓ **Cost effectiveness**
- ✓ **Risk analysis**



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## 2. Quality of the project design and implementation

### What work packages are & how many?

- **Work Package:** the building blocks of the proposal
- **Number of WPs:** minimum 3 WPs
- **WP structure:**
  - WP1 – Management and structure
  - WP2 – Implementation
  - WP3 – Dissemination and impact

#### Remember:

- ❖ A single activity is not a WP
- ❖ A single task is not a WP







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## 2. Quality of the project design and implementation

### What are deliverables?

- Expected **major tangible output** derived from the execution of a series of tasks/activities **to demonstrate progress and achievement of each WP's objectives**
- For each deliverable, please indicate a **due month** by when you commit to **upload the expected tangible** output on the Portal
- **How many?** It is recommended to limit them to **max 10-15** for the entire project
- **Tasks, Milestones and Deliverables** – avoid identical wording, and same date in the 3 sections



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## 3. Quality of the partnership and cooperation

- Is there an appropriate mix of complementary organisations **with the necessary profile, experience and expertise to successfully deliver all aspects of the project?**
- Does the distribution of responsibilities and tasks demonstrate the commitment and active contribution of **ALL participating organisations?**
- Have **effective mechanisms for coordination and communication** between the participating organisations been appropriately conceived, as well as vis-à-vis other relevant stakeholders?





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# 3. Quality of the partnership and cooperation



## Reflections from the experts in the 2023 Evaluations:

“The descriptions of organisations involved were too short or poor overall. They should be describing what they are good at, i.e., what capacity they can transfer to the partners, they should show that they know what they are talking about.”

“The consortium is comprised of a **strategic collection of partners from the EU and Third Countries. The participants have been selected on the basis of their profiles which match a range of** key criteria. These are overtly specified and illustrate that the whole group will have access to a large target group, is **capable of a range of networking directly relating to the youth field, has experience and the skills necessary to deliver a high-profile multi-country initiative.** The individual partner descriptions provide a **very detailed and incisive account of the way that those** selected as organisations fit this preferred profile. As stated, concrete detail is provided regarding the capabilities of each partner and resulting in a demonstration of **synergy in the competences available to the consortium.**



## 4. Impact and dissemination



- **Short, medium and long-term effects of the project**
- **How will the target groups benefit concretely from the project and what would change for them?**
- **The potential impact of the project:**
  - on participants and participating organisations, during and after the project lifetime;
  - outside the organisations and individuals directly participating in the project, at local, regional, national and/or international levels.
- **Dissemination measures and plan aimed at sharing the outcomes of the project within and outside the participating organisations;**
- **How sustainability of the project is guaranteed?**



## 4. Impact and dissemination



### Reflections from the experts in the 2023 Evaluations:

“The plan for ensuring the sustainability of the project is insufficiently addressed. For example, the consortium can produce results after the funding (i.e., sharing the digital content, maintaining the website), yet the **plans for transferring the project results to other organisations are insufficiently addressed.**”

"Some activities for the sustainability of project results are described, but the plan is not very convincing as it gives **little information on how these objectives will be ensured or achieved.**"

The level of **impact for the participants, including youth professionals, young people and organisations, is well described and measurable. On the other hand, exploitation and impact outside the organisations is less elaborated and concrete**, referring generically to spill over effects at community and international levels, (e. g. on EU policy, awareness raising, intercultural learning, etc). Despite a **clear categorization of target groups, channels, and tools to reach them out, the dissemination plan is not sufficiently detailed in terms of indicators, and outreach targets. Conversely, the steps and distribution of tasks for the development of the plan, are convincingly described in the dedicated work packages.**



## Information sources:

- Programme Guide: [https://ec.europa.eu/programmes/erasmus-plus/resources/programme-guide\\_en](https://ec.europa.eu/programmes/erasmus-plus/resources/programme-guide_en)
- Funding and Tender Opportunity Portal: <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/home>
- 2024 CB Youth Call: <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/opportunities/topic-details/erasmus-youth-2024-cb?tenders=false&programmePart=&callIdentifier=ERASMUS-YOUTH-2024-CB>
- Online Manuel: <https://webgate.ec.europa.eu/funding-tenders-opportunities/display/OM/Online+Manual>
- Erasmus+ platform for dissemination and exploitation of project results:  
<http://ec.europa.eu/programmes/erasmus-plus/projects/>

***For help related to this call, please contact: [EACEA-YOUTH@ec.europa.eu](mailto:EACEA-YOUTH@ec.europa.eu)***

Good luck with your project proposals! 😊

**THANK YOU FOR YOUR ATTENTION!**

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