

MOBILITY PROJECT FOR YOUNG PEOPLE AND YOUTH WORKERS

The main budget of this Action is allocated to support transnational activities involving organisations and participants from Programme Countries. However, around 25% of the budget available for this Action can fund international activities including organisations and participants from Programme and Partner Countries neighbouring the EU (regions 1 to 4; see section "Eligible countries" in Part A of this Guide).

A mobility project can comprise one or more of the following activities:

Mobility of young people:

▪ **Youth Exchanges:**

Youth Exchanges allow groups of young people from different countries to meet and live together for up to 21 days. During a Youth Exchange, participants jointly carry out a work programme (a mix of workshops, exercises, debates, role-plays, simulations, outdoor activities, etc.) designed and prepared by them before the Exchange. Youth Exchanges allow young people to: develop competences; become aware of socially relevant topics/thematic areas; discover new cultures, habits and life-styles, mainly through peer-learning; strengthen values like solidarity, democracy, friendship, etc. The learning process in Youth Exchanges is triggered by methods of non-formal education. Youth Exchanges are based on a transnational cooperation between two or more participating organisations from different countries within and outside the European Union.

The following activities are not eligible for grants under Youth Exchanges: academic study trips; exchange activities which aim to make financial profit; exchange activities which can be considered as tourism; festivals; holiday travel; performance tours.

▪ **European Voluntary Service:**

This activity allows young people aged 17-30 to express their personal commitment through unpaid and full-time voluntary service for up to 12 months in another country within or outside the European Union. Young volunteers are given the opportunity to contribute to the daily work of organisations dealing with youth information and policies, young people's personal and socio-educational development, civic engagement, social care, inclusion of disadvantaged, environment, non-formal education programmes, ICTs and media literacy, culture and creativity, development cooperation, etc.

A project can include between 1 and 30 volunteers who can do their voluntary service either individually or in group.

Participating organisations are responsible for:

- arranging subsistence, lodging and local transports of volunteers;
- envisaging tasks and activities for volunteers that respect the qualitative principles of the European Voluntary Service, as described in the EVS Charter;
- providing to volunteers an on-going task-related, linguistic, personal and administrative support throughout the duration of the activity.

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

Besides the support provided to the volunteers by the participating organisations, the National Agencies or regional SALTOs organise a Training and Evaluation Cycle to be attended by each volunteer and consisting of: a) an on-arrival training; b) a mid-term evaluation, for voluntary services lasting more than 6 months.

The following activities are not considered as a European Voluntary Service within the framework of Erasmus+: occasional, unstructured, part-time volunteering; a work placement in an enterprise; a paid job; a recreation or tourist activity; a language course; exploitation of a cheap workforce; a period of study or vocational training abroad.

Mobility of youth workers:

▪ **Youth workers' training and networking:**

This activity supports the professional development of youth workers, through the implementation of activities such as transnational/international seminars, training courses, contact-making events, study visits, etc. or job shadowing/observation periods abroad in an organisation active in the youth field. All these activities are arranged by the organisations participating in the project.

WHAT IS THE ROLE OF ORGANISATIONS PARTICIPATING IN THIS PROJECT?

Participating organisations involved in the mobility project assume the following roles and tasks:

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

Young volunteers doing a European Voluntary Service lasting two months or longer are eligible to receive linguistic support. Online linguistic support is being gradually implemented in the course of the Programme. It is made available by the European Commission to eligible participants to assess their foreign language competences and to offer, where necessary, the most appropriate language learning before and/or during mobility (for more details, see Annex I of this Guide).

WHAT ARE THE CRITERIA USED TO ASSESS THIS PROJECT?

Here below are listed the formal criteria that the mobility project must respect in order to be eligible for an Erasmus+ grant:

GENERAL ELIGIBILITY CRITERIA

Eligible activities	A youth mobility project must comprise one or more of the following activities: ▪ Youth Exchanges; ▪ European Voluntary Service; ▪ Youth workers' training and networking.
Eligible participating organisations	A participating organisation can be: ▪ a non-profit organisation, association, NGO; ▪ a European Youth NGO; ▪ a social enterprise; ▪ a public body at local level; ▪ a group of young people active in youth work but not necessarily in the context of a youth organisation (i.e. informal group of young people). as well as: ▪ a public body at regional or national level⁴³; ▪ an association of regions ; ▪ a European Grouping of Territorial Cooperation; ▪ a profit-making body active in Corporate Social Responsibility. established in a Programme Country or in a Partner Country neighbouring the EU (regions 1 to 4; see section "Eligible Countries" in Part A of this Guide).

⁴³ In this context a public body at national or regional level is considered a public body that 1) provides services or has an administrative area of competence that covers the whole national or regional territory and b) has a monopoly, in the sense that there are no other bodies that carry out the same functions in the country or region (typical examples: Ministries, State Agencies, Regional public authorities, etc.). In this sense, schools, universities or other bodies, even if they are established by national law, are excluded from this category and qualify as public bodies at local level.

Who can apply?	Any participating organisation or group⁴⁴ established in a Programme Country can be the applicant. This organisation applies on behalf of all participating organisations involved in the project. A youth mobility project is funded in a specific way (see the section "funding rules") if the applicant is: ▪ a public body at regional or national level⁴⁵; ▪ an association of regions; ▪ a European Grouping of Territorial Cooperation; ▪ a profit-making body active in Corporate Social Responsibility.
Number and profile of participating organisations	A mobility activity is transnational and involves at least two participating organisations (sending and receiving organisation) from different countries. If a Youth mobility project foresees only one activity, the coordinator must also act either as sending or receiving organisation. If a youth mobility project foresees more than one activity, the project coordinator can – but not necessarily has to – act as sending organisation or receiving organisation. In all cases, the coordinator cannot be an organisation from a Partner Country neighbouring the EU. Activities within Programme Countries: all participating organisations must be from a Programme Country. Activities with Partner Countries neighbouring the EU: the activity must involve at least one participating organisation from a Programme Country and one participating organisation from a Partner Country neighbouring the EU.
Duration of project	From 3 to 24 months.
Where to apply?	To the National Agency of the country in which the applicant organisation is established.
When to apply?	Applicants have to submit their grant application by the following dates: ▪ 4 February at 12:00 (midday Brussels time) for projects starting between 1 May and 30 September of the same year; ▪ 30 April at 12:00 (midday Brussels time) for projects starting between 1 August and 31 December of the same year; ▪ 1 October at 12:00 (midday Brussels time) for projects starting between 1 January and 31 May of the following year..
How to apply?	Please see Part C of this Guide for details on how to apply.
Other criteria	A timetable for each of the activities planned in the project must be annexed to the application form.

ADDITIONAL ELIGIBILITY CRITERIA FOR YOUTH EXCHANGES

Duration of activity	From 5 to 21 days, excluding travel time.
Venue(s) of the activity	The activity must take place in the country of one of the participating organisations.
Eligible participants	Young people aged between 13 and 30 ⁴⁶ resident in the countries of the sending and receiving organisations. Group leaders ⁴⁷ involved in the Youth Exchange must be at least 18-years old.

⁴⁴ In case of an informal group, one of the members of the group who is at least 18-years old assumes the role of representative and takes responsibility on behalf of the group).

⁴⁵ See previous note.

⁴⁶ Please consider the following:

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

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

⁴⁷ A group leader is an adult who joins the young people participating in a Youth Exchange in order to ensure their effective learning, protection and safety.

Number of participants and composition of national groups	Minimum 16 and maximum of 60 participants (group leader(s) not included). Minimum 4 participants per group (group leader(s) not included). Each national group must have at least one group leader.
Other criteria	Link with the country funding the Youth Exchange: In order to maintain a clear link to the country where the National Agency is based, at least one of the sending organisations or the receiving organisation in each activity must be from the country of the National Agency to which the application is submitted. Advance Planning Visit (APV): If the project foresees an APV, then the following eligibility criteria must be respected: - duration of the APV: maximum 2 days (travel days excluded); - number of participants: 1 participant per group. The number of participants can be raised to 2 under the condition that at least 1 of the participants is a young person taking part in the activity.

ADDITIONAL ELIGIBILITY CRITERIA FOR EUROPEAN VOLUNTARY SERVICE

Accreditation	All participating organisations involved in a European Voluntary Service activity must hold a valid EVS accreditation (for more information, please consult the EVS section of the Annex I of this Guide).
Duration of activity	From 2 to 12 months. To facilitate the organisation of on-arrival training, the activity must start at the beginning of the month (i.e. within the first seven days of the month). In addition, in case of activities involving at least 10 volunteers who are doing their service together (group service) or involving young people with fewer opportunities, the European Voluntary Service can last from 2 weeks to 2 months (short term EVS).
Venue(s) of the activity	A volunteer from a Programme Country must carry out her/his activity in another Programme Country or in a Partner Country neighbouring the EU. A volunteer from a Partner Country neighbouring the EU must carry out her/his activity in a Programme Country.
Eligible participants	Young people aged between 17 and 30⁴⁸, resident in the country of their sending organisation. A volunteer can take part in only one European Voluntary Service⁴⁹. Exception: volunteers who carried out an EVS activity lasting maximum 2 months can take part in an additional European Voluntary Service.
Number of participants	Maximum 30 volunteers for the whole project.
Other criteria	In order to maintain a clear link to the country where the National Agency is based, at least one of the sending organisations or the receiving organisation in each activity must be from the country of the National Agency to which the application is submitted Advance Planning Visit (APV): only for EVS involving young people with fewer opportunities. If the project foresees an APV, then the following eligibility criteria must be respected: - duration of the APV: maximum 2 days (travel days excluded); - number of participants: 1 participant per group. The number of participants can be raised to 2 under the condition that at least 1 of the participants is a young person taking part in the activity.

⁴⁸ See note above on age limits.

⁴⁹ This applies for EVS under Erasmus+ and previous programmes.

ADDITIONAL ELIGIBILITY CRITERIA FOR MOBILITY OF YOUTH WORKERS

Duration of activity	From 2 days to 2 months, excluding travel time.
Venue(s) of the activity	The activity must take place in the country of one of the participating organisations.
Eligible participants	No age limits. Participants must be resident in the country of their sending or receiving organisation.
Number of participants	Up to 50 participants (including, where relevant, trainers and facilitators) in each activity planned by the project.
Other criteria	In order to maintain a clear link to the country where the National Agency is based, at least one of the sending organisations or the receiving organisation in each activity must be from the country of the National Agency to which the application is submitted

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

AWARD CRITERIA

Projects will be assessed against the following criteria:

Relevance of the project (maximum 30 points)	▪ The relevance of the proposal to: - the objectives of the Action (see section "What are the aims of a mobility project") - the needs and objectives of the participating organisations and of the individual participants ▪ The extent to which the proposal is suitable of: - producing high-quality learning outcomes for participants - reinforcing the capacities and international scope of the participating organisations ▪ The extent to which the project involves young people with fewer opportunities
Quality of the project design and implementation (maximum 40 points)	▪ The clarity, completeness and quality of all the phases of the project proposal (preparation, implementation of mobility activities and follow-up) ▪ The consistency between project objectives and activities proposed ▪ The quality of the practical arrangements, management and support modalities ▪ The quality of the preparation provided to participants ▪ The quality of the non-formal learning participative methods proposed and active involvement of young people at all levels of the project ▪ The quality of arrangements for the recognition and validation of participants' learning outcomes, as well as the consistent use of European transparency and recognition tools ▪ The appropriateness of measures for selecting and/or involving participants in the mobility activities • The quality of cooperation and communication between the participating organisations, as well as with other relevant stakeholders

Impact and dissemination (maximum 30 points)	▪ The quality of measures for evaluating the outcomes of the project. ▪ 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 European levels ▪ The appropriateness and quality of measures aimed at disseminating the outcomes of the project within and outside the participating organisations
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To be considered for funding, proposals must score at least 60 points. Furthermore, they must score at least half of the maximum points in each of the categories of award criteria mentioned above (i.e. minimum 15 points for the categories "relevance of the project" and "impact and dissemination"; 20 points for the category "quality of the project design and implementation").

WHAT ELSE YOU SHOULD KNOW ABOUT THIS ACTION?

More compulsory criteria and additional useful information relating to this Action can be found in the Annex I of this Guide. Interested organisations are invited to read carefully the relevant sections of this Annex before applying for financial support.

WHAT ARE THE FUNDING RULES?

The budget of the mobility project must be drafted according to the following funding rules (in euro):

A) YOUTH EXCHANGES

Eligible costs		Financing mechanism	Amount	Rule of allocation
Travel	Contribution to the travel costs of participants, including accompanying persons, from their place of origin to the venue of the activity and return. In addition, if applicable, travel costs for a possible Advance Planning Visit.	Unit costs	For travel distances between 10 and 99KM: 20 EUR per participant	Based on the travel distance per participant. Travel distances must be calculated using the distance calculator supported by the European Commission ⁵⁰ . The applicant must indicate the distance of a one-way travel to calculate the amount of the EU grant that will support the round trip ⁵¹ .
			For travel distances between 100 and 499 KM: 80 EUR per participant	
			For travel distances between 500 and 1999 KM: 170 EUR per participant	
			For travel distances between 2000 and 2999 KM: 270 EUR per participant	
			For travel distances between 3000 and 3999 KM: 400 EUR per participant	
			For travel distances between 4000 and 7999 KM: 620 EUR per participant	
			For travel distances of 8000 KM or more: 830 EUR per participant	
Organisational Support	Costs directly linked to the implementation of mobility activities	Unit costs	€45.1 per day of activity per participant ⁵²	Based on the duration of the activity per participant (if necessary, including also one travel day before the activity and one travel day following the activity).

⁵⁰ http://ec.europa.eu/programmes/erasmus-plus/tools/distance_en.htm

⁵¹ For example, if a person from Madrid (Spain) is taking part in an activity taking place in Rome (Italy), the applicant will a) calculate the distance from Madrid to Rome (1365,28 KM); b) select the applicable travel distance band (i.e. between 500 and 1999 KM) and c) calculate the EU grant that will provide a contribution to the costs of travel of the participant from Madrid to Rome and return.

⁵² Including group leaders and accompanying persons.

Special needs support	Additional costs directly related to participants with disabilities and accompanying persons (including costs related to travel and subsistence, if justified and as long as a grant for these participants is not requested through budget categories "travel" and "organisational support").	Real costs	100% of eligible costs	
Exceptional costs	Visa and visa-related costs, residence permits, vaccinations. Costs to support the participation of young people with fewer opportunities (excluding costs for travel and organisational support for participants and accompanying persons). Costs connected to lodging of participants during an Advance Planning Visit. Costs for providing a financial guarantee, if the National Agency asks for it.	Real costs	Costs for financial guarantee: 75% of eligible costs Other costs: 100% of eligible costs	Conditional: the request for financial support to cover special needs support and exceptional costs must be motivated in the application form

B) EUROPEAN VOLUNTARY SERVICE

Eligible costs		Financing mechanism	Amount	Rule of allocation
Travel	Contribution to the travel costs of participants, including accompanying persons, from their place of origin to the venue of the activity and return In addition, if applicable, travel costs for a possible Advance Planning Visit.	Unit costs	For travel distances between 100 and 499 KM: 180 EUR per participant	Based on the travel distance per participant. Travel distances must be calculated using the distance calculator supported by the European Commission ⁵³ . The applicant must indicate the distance of a one-way travel to calculate the amount of the EU grant that will support the round trip ⁵⁴ .
			For travel distances between 500 and 1999 KM: 275 EUR per participant	
			For travel distances between 2000 and 2999 KM: 360 EUR per participant	
			For travel distances between 3000 and 3999 KM: 530 EUR per participant	
			For travel distances between 4000 and 7999 KM: 820 EUR per participant	
			For travel distances of 8000 KM or more: 1100 EUR per participant	
Organisational Support	Costs directly linked to the implementation of mobility activities.	Unit costs	EVS lasting less than 2 months: <u>45.2</u> per day per volunteer + EVS lasting from 2 to 12 months: <u>45.3</u> per month per volunteer	Based on the duration of the stay per participant (if necessary, including also one travel day before the activity and one travel day following the activity).
Individuals support	"Pocket money" to the volunteer for additional personal expenses.	Unit costs	EVS lasting less than 2 months: <u>45.4</u> per day per volunteer + EVS lasting from 2 to 12 months: <u>45.5</u> per month per volunteer	Based on the duration of the stay per participant
Linguistic support	Costs linked to the support offered to participants - prior to departure or during the activity – in order to improve the knowledge of the language they will use to carry out their volunteering tasks.	Unit costs	Only for activities lasting between 2 and 12 months: 150 EUR per participant needing linguistic support	Conditional: applicants must request the support in the instruction language of the activity, on the basis of participants' needs for languages not offered by the central online service.

⁵³ http://ec.europa.eu/programmes/erasmus-plus/tools/distance_en.htm

⁵⁴ For example, if a person from Madrid (Spain) is taking part in an activity taking place in Rome (Italy), the applicant will a) calculate the distance from Madrid to Rome (1365,28 KM); b) select the applicable travel distance band (i.e. between 500 and 1999 KM) and c) calculate the EU grant that will provide a contribution to the costs of travel of the participant from Madrid to Rome and return.

Special needs support	Costs for subsistence of accompanying persons and costs related to travel if justified and as long as a grant for these participants is not requested through budget category "travel". Additional costs directly related to participants with disabilities (including costs related to travel and subsistence, if justified and as long as a grant for these participants is not requested through budget categories "travel" and "organisational support").	Real costs	100% of eligible costs	Conditional: the request for financial support to cover special needs support must be motivated in the application form.
Exceptional costs	Visa and visa-related costs, residence permits, vaccinations. Costs connected to lodging of participants during an Advance Planning Visit. Costs in support of reinforced mentorship and specific preparation in the case of participation of young people with fewer opportunities. Costs for providing a financial guarantee, if the National Agency asks for it.	Real costs	Costs for financial guarantee: 75% of eligible costs Other costs: 100% of eligible costs	Conditional: the request for financial support to cover exceptional costs must be motivated in the application form.

C) MOBILITY OF YOUTH WORKERS

Eligible costs		Financing mechanism	Amount	Rule of allocation
Travel	Contribution to the travel costs of participants, including accompanying persons, from their place of origin to the venue of the activity and return	Unit costs	For travel distances between 100 and 499 KM: 180 EUR per participant	Based on the travel distance per participant. Travel distances must be calculated using the distance calculator supported by the European Commission ⁵⁵ . The applicant must indicate the distance of a one-way travel to calculate the amount of the EU grant that will support the round trip ⁵⁶ .
			For travel distances between 500 and 1999 KM: 275 EUR per participant	
			For travel distances between 2000 and 2999 KM: 360 EUR per participant	
			For travel distances between 3000 and 3999 KM: 530 EUR per participant	
			For travel distances between 4000 and 7999 KM:	

⁵⁵ http://ec.europa.eu/programmes/erasmus-plus/tools/distance_en.htm

⁵⁶ For example, if a person from Madrid (Spain) is taking part in an activity taking place in Rome (Italy), the applicant will a) calculate the distance from Madrid to Rome (1365,28 KM); b) select the applicable travel distance band (i.e. between 500 and 1999 KM) and c) calculate the EU grant that will provide a contribution to the costs of travel of the participant from Madrid to Rome and return.

			820 EUR per participant	
			For travel distances of 8000 KM or more: 1100 EUR per participant	
Organisational Support	Costs directly linked to the implementation of mobility activities	Unit costs	15,6 per day of activity per participant. Maximum 1 100 EUR per participant ⁵⁷	Based on the duration of the stay per participant (if necessary, including also one travel day before the activity and one travel day following the activity).
Special needs support	Additional costs directly related to participants with disabilities and accompanying persons (including costs related to travel and subsistence, if justified and as long as a grant for these participants is not requested through budget categories "travel" and "organisational support").	Real costs	100% of eligible costs	Conditional: the request for financial support to cover special needs support and exceptional costs must be motivated in the application form
Exceptional costs	Visa and visa-related costs, residence permits, vaccinations Costs for providing a financial guarantee, if the National Agency asks for it.	Real costs	Costs for financial guarantee: 75% of eligible costs Other costs: 100% of eligible costs	

⁵⁷ Including trainers, facilitators and accompanying persons.

D) ORGANISATIONAL SUPPORT (AMOUNTS IN EURO PER DAY/MONTH)

The amounts depend on the country where the mobility activity takes place. For projects submitted by: a public body at regional or national level; an association of regions; a European Grouping of Territorial Cooperation; a profit-making body active in Corporate Social Responsibility, the below amounts are reduced by 50%.

	Youth Exchanges (euro per day)	European Voluntary Service		Mobility of youth workers (euro per day)
		14 to 59 days (euro per day)	2 to 12 months (euro per month)	
	A5.1	A5.2	A5.3	A5.6
Belgium	37	20	590	65
Bulgaria	32	17	500	53
Czech Republic	32	17	490	54
Denmark	40	21	630	72
Germany	33	18	520	58
Estonia	33	18	520	56
Ireland	39	21	610	74
Greece	38	21	610	71
Spain	34	18	530	61
France	37	19	570	66
Croatia	35	19	570	62
Italy	39	21	610	66
Cyprus	32	21	610	58
Latvia	34	19	550	59
Lithuania	34	18	540	58
Luxembourg	36	21	610	66
Hungary	33	17	510	55
Malta	37	20	600	65
Netherlands	39	21	620	69
Austria	39	18	540	61
Poland	34	18	540	59
Portugal	37	20	600	65
Romania	32	17	500	54
Slovenia	34	20	580	60
Slovakia	35	19	550	60
Finland	39	21	630	71
Sweden	39	21	630	70
United Kingdom	40	21	630	76
former Yugoslav Republic of Macedonia	28	15	440	45
Iceland	39	21	610	71
Liechtenstein	39	21	610	74
Norway	40	21	630	74
Turkey	32	17	500	54
Partner Country	29	15	440	48

E) INDIVIDUAL SUPPORT (AMOUNTS IN EURO PER DAY/MONTH)

The amounts depend on the country where the mobility activity takes place.

	EVS	
	14 to 59 days (euro per day)	2 to 12 months (euro per month)
	A5.4	A5.5
Belgium	4	110
Bulgaria	3	70
Czech Republic	4	90
Denmark	5	145
Germany	4	110
Estonia	3	85
Ireland	5	125
Greece	4	100
Spain	4	105
France	5	115
Croatia	4	90
Italy	4	115
Cyprus	4	110
Latvia	3	80
Lithuania	3	80
Luxembourg	4	110
Hungary	4	90
Malta	4	110
Netherlands	4	110
Austria	4	115
Poland	3	85
Portugal	4	100
Romania	2	60
Slovenia	3	85
Slovakia	4	95
Finland	4	125
Sweden	4	115
United Kingdom	5	140
former Yugoslav Republic of Macedonia	2	60
Iceland	5	135
Liechtenstein	5	120
Norway	5	135
Turkey	3	80
Partner Country	2	55