ERASMUS+ PROGRAMME
NATIONAL AGENCY YEARLY REPORT
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Name of National Agency (NA) : Erasmus+ Juventude em Açao

Fields Covered : Youth

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Declaration of the NA legal representative:
"I hereby declare that the information contained in the present report and its annexes is accurate and true."

Name of the legal representative: Pedro Couto Soares

Function of the NA legal representative: Director

Visa History Current Version

Visa Date	Status	Description	Visa By	On Behalf of
04/03/2015	Submitted	Submitted by NA	Couto Soares Pedro	

PART I - 2014 EXECUTION OF THE STRATEGIC FRAMEWORK FOR PROGRAMME IMPLEMENTATION

I.1. Programme implementation in 2014

I.1.1. Implementation of the multiannual NA strategy for the achievements of the specific objectives of the Erasmus + Programme

Describe positive/negative impacts of national policy developments on the implementation of the programme in 2014.

The Portuguese National Agency developed a new approach to achieve the European objectives in order to create a Programme for All instead of a Programme for few people of the middle and upper classes. On 2007-2012, only 24% (on average) were participants with fewer opportunities. In 2014, the inclusion rate almost doubled, 4 out of 10 participants (38%) were people with fewer opportunities.

In order to increase the performance registered in the past, PT NA implemented three complementary strategies: (i) an extra-points measure to increase the grade of the projects for youth with fewer opportunities; (ii) a TCP Plan with new stakeholders to integrate youngsters typically with fewer opportunities; (iii) National Tours of Education and Training to aggregate the rural areas and non-urban regions informing and disseminating the Programme and its procedures.

The first measure, extra-points in the evaluation assessment, was defined based on concrete and objective criteria, extremely detailed and discussed among the technical staff. Every grade (5-4-3-2-1) for each of the 26 criteria in each action was previously stated in order to eliminate the subjective variance among different technicians and implement a fair model of quality assessment.

The second strategy followed the implementation of a roadmap, involving 6833 participants. Erasmus+ covered social needs, involved youth entities and covered all districts and the two archipelagos in Portugal. PTNA integrated complementary educational tools during training sessions, involving trainers from the National Pool of Non-Formal Education and trainers from the youth partner, creating specific and targeted approaches per each activity and spreading the Erasmus+ through the new publics and new targets.

The last strategy was a mandatory requirement that every national roadshow needed to cover the rural areas, stimulating the participation of the youngsters, involving people with fewer opportunities, assessing the quality of the trainings and evaluating the performance of the trainers. In brief, PTNA disseminated the Programme and spread out 'word' into new publics, new targets and new youngsters to reduce the steady state entities that were being granted for a long while.

Likewise, the success rate of the applications from the Rural Areas increased from 36% to 51% with 79% more projects granted in 2014. The

number of participants in these projects went up by 192%, with a 226% increase in the number of participants with fewer opportunities. A considerable increase is also registered in the number of participants in projects from Non-Urban areas, 144%.

We see indications that the national policy developments impacted positively in the implementation of the programme in 2014 by increasing the interest about it and its strategic importance to national authorities in pursuing their youth strategy. This is due to the enhanced awareness and understanding of the instrumental contribution the programme can make to tackle the key issues covered by the governments' policy in the youth field, such as education to employment, NEETs integration and youth work certification.

If any, describe positive/negative impacts the programme implementation in your country had on national policy development.

It can be suggested that the programme implementation generated positive impacts on national policy development. As demonstrated above, the number of participants in the programme grew stronger over 2014, in particular of those with fewer opportunities. Its geographical spread also steadily improved as more projects across non-urban and rural areas were approved. While promoting the access by more young people, especially those at higher risk of poverty and exclusion, to mobility, capacity-building and policy dialogue opportunities, the programme strengthened their skills and enhancing their employability, which indicates how the programme has contributed to national policy development in the youth field in its key areas of focus: education to employment, NEETs integration and youth work certification.
The programme had a particularly positive impact in the PTNAU aim of encouraging citizenship and participation of young people through structured dialogue, reflection and debate and the implemention of programmes that encourage the interaction between different public institutions and young people. It was also crucial in fostering volunteering and leisure, another key areas of focus for PTNAU, a reference institution that promotes Youth volunteering service. PTNAU implemented programs and supported a nationwide network of institutions which develop volunteer projects allowing the empowerment of young people. Equally important was the support provided to the PTNAU effort of reinforcing its action in employment/entrepreneurship fields contributing not only to stimulating creativity and the development of an entrepreneurial culture, but also by developing young people skills and supporting entrepreneurial projects in different areas such as culture, social and economics. The positive impact of the programme implementation can further be seen in the recognition of Non-Formal Education , another major priority for PTNAU. New programs were implemented to encourage volunteering, professional internships, and youth entrepreneurship.
The same positive impact was generated in the promotion of social inclusion of young people.

What needs identified at national level in the field of education, training or youth have been addressed in 2014 and in what way?

The programme was particularly valuable in addressing the pressuring needs identified in 2014.
On the non-formal Learning field, the needs analysis in Education, Training and Youth encompassed 3 complementary dimensions: (i) recognition of the outcomes and skills obtained through Non-Formal Education, (ii) strengthening the Social Economy impact on societal development and (iii) creating a sustainable performance framework which may allow the youngsters (especially NEETs) to discover new avenues in their lives. Encompassing them all was the need of promoting youth employment.
The recognition of the outcomes and skills obtained through Non-Formal Education, integrated in a Youth Policy strategic pillar, was addressed at 3 key actions: Mobility for Learning, Strategic Partnerships and Support to Political Reforms. To this end, PTNA explored the possibility of establishing several partnerships with enterprises to sponsor mobility or volunteering projects and integrate youngsters in their corporate social responsibility sections.
The second dimension, strengthening the Social Economy on societal development was addressed through transversal cooperation, in particular through trainings and cooperation activities. In concrete, PTNA fostered international trainings, mixed stakeholders and contributed to building-up sustainable strategies at local, regional and international levels. The Sport chapter was a new opportunity to bring new stakeholders to this framework.
The third dimension, corresponding to the resources element was approached through a human, infrastructural and financial sustainable performance effort.

Have any of the risks to programme implementation identified in part I. of the 2014 Work programme occurred? Were there other unexpected internal and/or external factors that affected positively/negatively the implementation of the programme in 2014? If yes, please describe these factors and their impact on the Erasmus+ programme implementation.

- financial risks regarding recoveries, cofounding agreements, operational grant split, and prudency on financial management

- risks regarding staff contractual framework, motivation and commitment

- The transition phase on both risks, financials and human, are major risks that need to be eliminated by Portuguese National Authority. Within the current transition phase, PTNA administrative performance and procedures compliance are also at risk based on the new project management system and process ownership methodology. A streamlined framework is being implemented with a mandatory change that needs to be accomplished with careful and double check in each procedure.

Please provide details of the follow-up of recommendations to the NA following the Commission's quality and impact monitoring visit, the assessment of the 2013 Yearly NA Report and of the 2014 NA work programme (if applicable).

N/A

Other comments/suggestions/recommendations you wish to make resulting from the implementation of the programme in 2014.

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N/A

I.1.2 Analysis of the selection results in 2014

I.1.2.1. School education

Please provide an analytical description of the programme implementation in 2014 supported by concrete statistical data, qualitative measures and best practice examples (e.g. flagship activities, working practices and project examples) which can illustrate the performance and evolution in comparison to previous years if possible; please clearly outline the progress or regress in the programme implementation and the main strengths and weaknesses.
In particular describe/analyse:
1. Number and types of applications in KA1 (teaching assignments, staff training),
2. Number and types of applications in KA2 (school-to-school, mixed partnerships�.)
3. Quality of applications
4. Objectives of the actions and priorities of the field addressed in the applications and in the granted projects
5. Types of institutions applying
6. The geographical spread of the demand
7. Entrance of newcomers into the programme
8. Trends in comparison with the previous calls (when comparable with the previous actions under LLP programme)
9.Other remarks the NA would like to make on the 2014 selection results

N/A

I.1.2.2. Higher Education

Please provide an analytical description of the programme implementation in 2014 supported by concrete statistical data, qualitative measures and best practice examples (e.g. flagship activities, working practices and project examples) which can illustrate the performance and evolution in comparison to previous years if possible; please clearly outline the progress or regress in the programme implementation and the main strengths and weaknesses.
In particular describe/analyse:
1. Number of mobilities applied for in KA1 (student mobility for studies/traineeships, staff mobility for teaching/for training)
2. Number and types of applications in KA2
3. Quality of applications
4. Entrance of newcomers into the programme
5. Trends in comparison with the previous calls (when comparable with the previous actions under LLP programme)

N/A

I.1.2.3. Vocational Education and Training

Please provide an analytical description of the programme implementation in 2014 supported by concrete statistical data, qualitative measures and best practice examples (e.g. flagship activities, working practices and project examples) which can illustrate the performance and evolution in comparison to previous years if possible; please clearly outline the progress or regress in the programme implementation and the main strengths and weaknesses.
In particular describe/analyse:
1. Number and types of applications in KA1 (VET traineeships, teaching/training assignments, staff trainings),
2. Number and types of applications in KA2
3. Quality of applications
4. Objectives of the actions and priorities of the field addressed in the applications and in the granted projects
5. Types of institutions applying
6. The geographical spread of the demand (if applicable)
7. Entrance of newcomers into the programme
8. Trends in comparison with the previous calls (when comparable with the previous actions under LLP programme)

N/A

I.1.2.4. Adult Education

Please provide an analytical description of the programme implementation in 2014 supported by concrete statistical data, qualitative measures and best practice examples (e.g. flagship activities, working practices and project examples) which can illustrate the performance and evolution in comparison to previous years if possible; please clearly outline the progress or regress in the programme implementation and the main strengths and weaknesses.
In particular describe/analyse:
1. Number and types of applications in KA1 (teaching/training assignments, staff trainings),
2. Number and types of applications in KA2
3. Quality of applications
4. Objectives of the actions and priorities of the field addressed in the applications and in the granted projects
5. Types of institutions applying
6. The geographical spread of the demand
7. Entrance of newcomers into the programme
8. Trends in comparison with the previous calls (when comparable with the previous actions under LLP programme)

N/A

I.1.2.5. Youth

Please provide an analytical description of the programme implementation in 2014 supported by concrete statistical data, qualitative measures and best practice examples (e.g. flagship activities, working practices and project examples) which can illustrate the performance and evolution in comparison to previous years if possible; please clearly outline the progress or regress in the programme implementation and the main strengths and weaknesses.

In particular describe/analyse:

1. Number and types of applications in KA1 (Youth Exchanges, EVS, Youth workers' training and networking),
2. Number and types of applications in KA2
3. Quality of applications
4. Objectives of the actions and priorities of the field addressed in the applications and in the granted projects
5. Types of institutions applying
6. The geographical spread of the demand
7. Entrance of newcomers into the programme
8. Trends in comparison with the previous calls (when comparable with the previous actions under YiA programme)

In 2014, the total number of applications received by PTNA was 423. KA1 made up the majority of applications, 333 in total, while KA2 reached a total of 74 and KA3 16.

EVS accounted for 31% of all KA1 applications, youth exchanges 37% and the mobility of youth workers 32%.

On the applications submitted to KA2, 92% corresponded to youth and 8% were cross-sectorial.

Regarding the quality of the applications, following a year of intensive efforts, PTNA achieved important gains as illustrated in the graphic in annex A. The evidence shows that 75,7% of the overall projects have passed all thresholds. KA3 records the highest percentage with 87,5%, followed by KA1 with 76,4% and KA2 with 70%.

Analysing the objectives of the actions and priorities of the field addressed in the applications and in the granted projects in the graphics below, we can note that Youth – Youth Participation, Youth Work and Youth Policy – was the leading objective addressed in KA1, being inscribed in 40% of the applications and 39,4% of the granted projects. Creativity and Culture ranks second, while covered in 36,1% and 31% of the applications and approved projects, respectively. EU Citizenship, EU Awareness and Democracy takes the third place on the applications, being addressed in 27,8% of the proposals submitted, while on granted projects was recorded in 26,1%, slipping narrowly behind Inclusion and Equity that reached 26,8%. These are followed by Entrepreneurial Learning - Entrepreneurship Education, International, International Cooperation, Environment - Climate Change and Labour Market - Youth Unemployment objectives and priorities.

In KA2, Promoting the Take-Up of Practical Entrepreneurial Experiences in Education, Training and Youth Work comes in first place, being addressed in 47,3% of the applications and 57,1% of the granted projects. Promoting Young People's Social Inclusion and Well-Being is second-placed, while present in 46% of the applications and 28,6% of the approved projects, the same percentage as the granted projects addressing the Development of Partnerships between Education and Employment.

As regards KA3, all granted projects addressed the objective of Reaching the Policy Level – Dialogue with Decision-Makers, although only 68,8% of the applications contemplated it. EU Citizenship, EU Awareness and Democracy is covered in 56,3% of the applications and 40% of the

granted projects, followed by Youth – Youth Participation, Youth Work and Youth Policy – addressed in 50% of the applications and 60% of the approved projects. Labour Market Issues – Youth Unemployment comes in forth place being inscribed in 25% and 40% of the applications and granted projects, respectively.

The PTNA findings of the types of institutions applying to the programme show that non-governmental organisations/associations/social enterprises are the dominant applicants in all key actions, claiming 37,3% of the applications to KA1, 19,7% to KA2 and 25% to KA3, where they are followed by the National Youth Council that generated 15,9% of the applications submitted to this action. However, the proportion of applications from "other" category scored in all key actions, representing 51,1% of the applications submitted to KA1, 57,9% to KA2 and 50% to KA2.

In terms of the geographical spread of the demand, significant progress has been made by PTNA as demonstrated in the graphic and maps below. The key figures indicate that Urban Centers record 55% of the applications, against the overall 45% claimed by Non-Urban and Rural areas (33% and 12%, respectively). However Non-Urban and Rural areas altogether were first-placed in the granted projects with 55% of the applications approved.

Taken together, the findings on the trends in comparison with the previous calls show that remarkable gains have been made by PTNA in the implementation of the programme in 2014.

As illustrated in the graphics in annex A, the number of participants increased by 41%, in particular the number of participants with fewer opportunities, which rose 84%. Progress can also be reported on the number of participants per granted projects, leaping from 23 to 39, corresponding to an increase of 70%.

Likewise, the success rate of the applications from the Rural Areas increased from 36% to 51% with 79% more projects granted in 2014. The number of participants in these projects went up by 192%, with a 226% increase in the number of participants with fewer opportunities. A considerable increase is also registered in the number of participants in projects from Non-Urban areas, 144%.

I.1.3 NA activities towards reaching the NA operational objectives

a) Please describe up to 3 concrete quality assurance measures (by order of significance) that the NA has implemented in 2014 in order to contribute to a higher quality of the project activities supported under the programme and comment on how successful they were:

In 2014, aimed at ensuring a higher quality of the project activities supported under the programme, PTNA implemented the following quality assurance measures:

- Mandatory Trainings for Granted Applicants: PTNA performed mandatory training courses to explain to granted applicants which are the core drivers of the implementation assessment phase.

- Agreement Implementation Annex with concrete recommendations to implementation phase: PTNA enclosed to the agreements a list of recommendations with legal force to explain to beneficiaries which were the risks and the consequences of wrong use of European funds.

b) Please describe up to 3 measures (by order of significance) that the NA took in 2014 to involve public authorities as participating organisations:

In order to furher involve public authorities as participating organisations, PTNA organised Training e dissemination initiatives in partnership with the Regional Government of Madeira and the Azores, and several municipalities across the country.

c) Please describe up to 3 measures (by order of significance) that the NA took in 2014 to involve enterprises as participating organisations:

As for the involvement of enterprises as participating organisations, PTNA run two dissemination sessions about the Erasmus + Program in business associations.

d) Please describe up to 3 measures (by order of significance) that the NA took in 2014 to encourage cross-sectoral initiatives:

With the aim of encouraging cross-sectoral initiatives, in 2014 PTNA undertook the following initiatives:

- Five training sessions in partnership with PTNA education area, all over the country;

- Production of the Common Portal Erasmus + PT;

- Regular coordination meetings between the PTNA´s directors.

e) Please describe up to 3 measures (by order of significance) that the NA took in 2014 to facilitate access of disadvantaged and under-represented groups to programme actions in view of combating discrimination (based on gender, racial or ethnic origin, religion or belief, disability, age or sexual orientation) and comment on how successful they were:

The measures specifically taken by PTNA in 2014 to promote the access of disadvantaged and under-represented groups to programme actions were:

- Ten training sessions in rural areas;

- Priority approval of applications that include participants with few opportunities.

These resulted in an increase of the number of participants with fewer opportunities in the programme by 84%. The success rate of the applications from the Rural Areas also rose from 36% to 51% with 79% more projects granted in 2014. The number of participants with fewer opportunities in these specific projects also went up by 226%.

f) Please describe up to 3 concrete measures, if any, that the NA implemented in 2014 to increase the sustainability/transferability of the programme actions results and their policy relevance:

N/A

I.2. NA operational objectives, indicators and targets

I.2.1. Foster participation in learning mobilities in order to improve the level of key competences and skills

NA operational objectives (Key Action 1)	Indicator ID	Indicators	Target for the call 2014 Planned in the 2014 WP	Target for the call 2014 Achieved (31/12/2014)
Raise the quality and volume of learning mobilities		% share of HE students from Programme Countries who have received recognition of their learning outcomes acquired through their participation in the programme, using ECTS for study periods	N/A	N/A
Raise the quality and volume of learning mobilities		% share of VET learners from Programme Countries who have received a certificate, diploma or other type of recognition/validation of their learning outcomes acquired through their participation in the programme, using tools such as Europass, ECVET	N/A	N/A
Raise the quality and volume of learning mobilities		% share of volunteers in the youth field from Programme Countries who have received a validation for the learning outcomes acquired through participating in the programme, using Youthpass	N/A	N/A
Raise the quality and volume of learning mobilities		% of NA budget take-up for Key Action 1 in comparison to allocation at EU level - commitment rate	109,45%	100.48%
Raise the quality and volume of learning mobilities		% of NA budget take-up for Key Action 1 in comparison to allocation at EU level - payment rate (net payments, i.e. without recoveries)	90,85%	32.68%

Additional NA operational objectives (Key Action 1)	Indicator ID	Indicators	Target for the call 2014 Planned in the 2014 WP	Target for the call 2014 Achieved (31/12/ 2014)

NA comments/justification for the achieved targets (if targets were not met, the NA shall explain the reasons for the underachievement and describe the remedial actions taken):

% share of applications in Strategic Partnerships involving more than one field of education, training and youth: Having regard to the fixed amounts in the financial headings it was decided to make use of a slight Overbooking.

% of NA budget take-up for Key Action 1 in comparison to allocation at EU level - payment rate (net payments, i.e. without recoveries): Includes only the payment of the first tranches of the Rounds 1 and 2 of 2014.

I.2.2 Foster the cross-sectoral dimension of transnational and international co-operation between organisations, the co-operation between the world of education, training and youth sector and the world of work, as well as quality improvement, co-operation, innovation and internationalisation at the level of educational institutions and in youth work

NA operational objectives (Key action 2)	Indicator ID	Indicators	Target for the call 2014 Planned in the 2014 WP	Target for the call 2014 Achieved (31/12/ 2014)
Encourage involvement of local/regional/national public authorities with a role in education, training or youth		% share of applications in Strategic Partnerships involving public authorities as participating organisations	13,36%	51,35%
Encourage involvement of enterprises		% share of applications in Strategic Partnerships involving enterprises as participating organisations	10,21%	75.68%
Encourage cross-sectoral initiatives		% share of applications in Strategic Partnerships involving more than one field of education, training and youth	N/A	7%
Raise the quality and volume of supported activities		% share of projects with good results at final report stage in terms of reaching or exceeding the minimum threshold (75%) to be considered as good practice example	N/A	N/A
Raise the quality and volume of supported activities		% of NA budget take-up for Key Action 2 in comparison to allocation at EU level - commitment rate	111,46%	99.96%
Raise the quality and volume of supported activities		% of NA budget take-up for Key Action 2 in comparison to allocation at EU level - payment rate	93,76%	25.98%
Encourage sustainability and transferability of innovative products and practices		% share of projects with evidence in the final report of actual use of project results by the participating organisations	N/A	N/A
Encourage sustainability and transferability of innovative products and practice		% share of projects with intellectual outputs where there is evidence in the final report of their active transfer to other organisations beyond the project	N/A	N/A

Additional NA operational objectives (Key Action 2)	Indicator ID	Indicators	Target for the call 2014 Planned in the 2014 WP	Target for the call 2014 Achieved (31/12/ 2014)

NA comments/justification for the achieved targets (if targets were not met, the NA shall explain the reasons for the underachievement and describe the remedial actions taken):

% share of applications in Strategic Partnerships involving public authorities as participating organisations: The number of public authorities was higher than expected. The organising entities established numerous partnerships involving public authorities. This will be revised upwards in the next annual targets.

% share of applications in Strategic Partnerships involving enterprises as participating organisations: PTNA was surprised by the high number of enterprises involved in the projects submitted. The annual targets could not be forecasted more accurately, considering that the participation of enterprises was not allowed in the previous Youth in Action programme

% of NA budget take-up for Key Action 2 in comparison to allocation at EU level - payment rate": Includes only the payment of the first tranches of the Round 1 of 2014.

I.2.3. Enhance the international dimension of education, training and youth activities and the role of youth workers and organisations as support structures for young people by encouraging mobility and cooperation projects with Partner Countries.

NA operational objectives (Key action 1)	Indicator ID	Indicators	Target for the call 2014 Planned in the 2014 WP	Target for the call 2014 Achieved (31/12/ 2014)
Raise the quality and volume of learning mobilities with Partner Countries		% share of higher education institutions applying for mobility with Partner Countries	N/A	N/A
Raise the quality and volume of learning mobilities with Partner Countries		% share of higher education students from Programme Countries who have received recognition of their learning outcomes acquired through participation in the programme in a Partner Country	N/A	N/A
Raise the quality and volume of learning mobilities with Partner Countries		% share of applications for projects with Partner Countries in the field of youth	23,87%	57.66%
Raise the quality and volume of learning mobilities with Partner Countries		% share of volunteers in projects involving Partner Countries in the field of youth who have received Youthpass validation of their learning outcomes	N/A	N/A

Additional NA operational objectives (Key Action 1)	Indicator ID	Indicators	Target for the call 2014 Planned in the 2014 WP	Target for the call 2014 Achieved (31/12/ 2014)

NA comments/justification for the achieved targets (if targets were not met, the NA shall explain the reasons for the underachievement and describe the remedial actions taken):

% share of applications for projects with Partner Countries in the field of youth: The percentage of projects involving Partner Countries was very high . Considering the existing budget constraint (the maximum amount allocated to projects involving Partner Countries is 25% of the KA1 budget), PTNA could not increase the annual goals set. The National Agency estimates that the percentage will stabilize around 25%.

I.2.4. Foster participation of people with special needs or fewer opportunities in the programme

NA operational objectives (Key action 1)	Indicator ID	Indicators	Target for the call 2014 Planned in the 2014 WP	Target for the call 2014 Achieved (31/12/ 2014)
Encourage participation of people with special needs Higher Education, Vocational Education and Training		Number of learners with special needs participating in learning mobility	N/A	N/A
Encourage participation of people with fewer opportunities Youth		% share of learners with fewer opportunities participating in learning mobility	N/A	43,9%

Additional NA operational objectives (Key Action 1)	Indicator ID	Indicators	Target for the call 2014 Planned in the 2014 WP	Target for the call 2014 Achieved (31/12/ 2014)

NA operational objectives (Key action 2)	Indicator ID	Indicators	Target for the call 2014 Planned in the 2014 WP	Target for the call 2014 Achieved (31/12/ 2014)
Encourage participation of people with special needs		% share of applications involving directly participants with special needs	3,41%	N/A
Encourage participation of people with special needs		% share of applications with topics related to inclusion of people with special needs	5,62%	1,35%
Encourage participation of people with fewer opportunities and inclusion projects Youth		% share of applications involving participants with fewer opportunities	54,89%	63,51%
Encourage participation of people with fewer opportunities and inclusion projects Youth		% share of granted projects with topics related to inclusion of people with fewer opportunities	76,81%	40.54%
Enhance quality and relevance of the project results		% share of granted projects related to this specific objective with good results at final report stage in terms of reaching or exceeding the minimum threshold (75%) to be considered as good practice example	N/A	N/A

Additional NA operational objectives (Key Action 2)	Indicator ID	Indicators	Target for the call 2014 Planned in the 2014 WP	Target for the call 2014 Achieved (31/12/ 2014)

NA operational objectives (Key action 3)	Indicator ID	Indicators	Target for the call 2014 Planned in the 2014 WP	Target for the call 2014 Achieved (31/12/ 2014)
Encourage inclusion of people with fewer opportunities Youth		% share of young people with fewer opportunities directly participating in the activities	N/A	22.78%

Additional NA operational objectives (Key Action 3)	Indicator ID	Indicators	Target for the call 2014 Planned in the 2014 WP	Target for the call 2014 Achieved (31/12/ 2014)

NA comments/justification for the achieved targets (if targets were not met, the NA shall explain the reasons for the underachievement and describe the remedial actions taken):

% share of applications involving directly participants with special needs" and **% share of applications with topics related to inclusion of people with special needs:** The number of applications involving young people with special needs was lower than expected. The KA2 is a whole new action which did not allow PTNA to accurately estimate the type of applicantions that would be submitted. Targets more adjusted to the national reality will be presented.

%share of granted projects with topics related to inclusion of people with fewer opportunities: PTNA has received a large number of applications involving young people with fewer opportunities. However, the applications did not reflect this fact in the selection of the topics covered by the project.

I.2.5 Foster improvement of the teaching and learning of languages, promotion of the Union's broad linguistic diversity and intercultural awareness

NA operational objectives (Key action 2)	Indicators	Indicators	Target for the call 2014 Planned in the 2014 WP	Target for the call 2014 Achieved (31/12/2014)
Encourage improvements in foreign language teaching and/or learning		% share of applications with topics related to improvements in foreign language teaching/learning	N/A	N/A
Enhance quality and relevance of the project results		% share of projects related to this specific objective with good results at final report stage in terms of reaching or exceeding the minimum threshold (75%) to be considered as good practice example	N/A	N/A

Additional NA operational objectives (Key Action 2)	Indicator ID	Indicators	Target for the call 2014 Planned in the 2014 WP	Target for the call 2014 Achieved (31/12/2014)

NA comments on the achieved targets (if targets were not met, the NA shall explain the reasons for the underachievement and describe the remedial actions taken):

% share of applications with topics related to improvements in foreign language teaching/learning: The projects generally develop the participants's foreign-language skills. However, applicants have not been indicating it in the applications submitted because they do not consider it as the most relevant topic.

I.2.6 Complement policy reforms at local, regional and national level and to support the development of knowledge and evidence-based youth policy as well as the recognition of non-formal and informal learning, notably through enhanced policy cooperation

NA operational objectives (Key action 3)	Indicator ID	Indicators	Target for the call 2014 Planned in the 2014 WP	Target for the call 2014 Achieved (31/12/ 2014)
Enhance participation of young people in the structured dialogue Youth		Number of young people directly participating in the granted projects	N/A	1462
Enhance participation of young people in the structured dialogue Youth		% of NA budget take-up for Key Action 3 in comparison to allocation at EU level - commitment rate	110,46%	100%
Enhance participation of young people in the structured dialogue Youth		% of NA budget take-up for Key Action 3 in comparison to allocation at EU level - payment rate	92,44%	64.32%

Additional NA operational objectives (Key Action 3)	Indicator ID	Indicators	Target for the call 2014 Planned in the 2014 WP	Target for the call 2014 Achieved (31/12/ 2014)

NA comments on the achieved targets (if targets were not met, the NA shall explain the reasons for the underachievement and describe the remedial actions taken):

% of NA budget take-up for Key Action 3 in comparison to allocation at EU level - payment rate": Includes only the payment of the first tranches of Round 1 of 2014.

I.2.7 Efficient, effective and compliant programme management

NA operational objectives	Indicator ID	Indicators	Target for the call 2014 Planned in the 2014 WP	Target for the call 2014 Achieved (31/12/ 2014)
Raise the number of good quality project applications		% share of applications for KA1 (excluding Higher Education) reaching the minimum quality threshold for selection (50% per award criterion)	98,66%	76,38%
Raise the number of good quality project applications		% share of applications for KA2 reaching the minimum quality threshold for selection (50% per award criterion)	93,23%	70%
Raise the number of good quality project applications		% share of applications for KA3 reaching the minimum quality threshold for selection (50% per award criterion)	87,94%	87,50%
Raise the number of good quality results		% share of final reports reaching the minimum quality threshold for acceptance without grant reduction based on quality grounds	N/A	N/A
Support efficient grant management by beneficiaries		% share of timely received final reports	55,58%	N/A
Support efficient grant management by beneficiaries		% share of beneficiary reports with financial adjustments below 2%	83,52%	N/A

Additional NA operational objectives	Indicator ID	Indicators	Target for the call 2014 Planned in the 2014 WP	Target for the call 2014 Achieved (31/12/ 2014)

NA comments on the achieved targets (if targets were not met, the NA shall explain the reasons for the underachievement and describe the remedial actions taken):

% share of applications for KA1 (excluding Higher Education) reaching the minimum quality threshold for selection (50% per award criterion)" and % share of applications for KA2 reaching the minimum quality threshold for selection (50% per award criterion)": the proposed targets were based on the Youth in Action program. The evaluation rules were different and the minimum score required for funding less exigent. Following the first year of implementation of Erasmus+, PTNA will be able to set targets more adjusted to the new rules of the programme.

I.3 Cooperation with the National Authority

How did the NA cooperate with the National Authority in 2014 in order to reach the defined targets?

Portuguese National Agency developed a close partnership with Portuguese National Authority in order to boost the quality of the Programme implementation. Additionally, a control/audit methodology needs a close contact and interaction to fine tune procedures and improve performance. Concretely, PTNA cooperated on 3 different levels:

- Promotion and Dissemination: The eighteen regional delegations of Portuguese Institute for Sport and Youth are a 'point of dissemination' / 'point of information' of the new Programme. Several promotion materials are being used to promote the Erasmus + all over the country.

- ERASMUS+ Regional Information Representatives: PTNA promoted five training sessions to the regional representatives of Erasmus+ Programme.

- Controls and Audits: PTNAU performed secondary checks to PTNA. Additionally, at central level, PTNAU nominated a team to follow procedures assurance and quality standards. This team holds regular meetings with PTNA directors and staff to oversee management and follow critical strategic areas.

I.4 Cooperation with other NAs in the country

If the Erasmus+ programme is implemented by more than one NA in the country, how did the NA in the framework of the coordinated management of the programme at national level cooperate with the other NAs in order to reach its operational objectives and targets?

The coordination mechanism for National Agencies is detailed on articles 16 and 17, respectively, of the Council of Ministers Presidency Resolution nr. 15/2014 stating the concrete areas of cooperation.

In 2014 were developed by both agencies several mechanisms for cooperation and collaboration, such as:

- Communication and Dissemination Tools: it was produced a single portal entrance, promotion of activities and information, selection of best practices and dissemination activities.

- Financials and Accounting: to avoid double funding, both financial officers and key action managers was articulated before the granting decision and the final decision of both Directors.

- Regulars coordination meetings between the PTNA´s directors were held.

- Work Plans implementation: both Agencies are sharing work plan priorities, complementing activities and structuring programmes involving several common stakeholders.

- Strategic Events and Initiatives: promoted collaborative activities and co-organised the European Youth Week. Both Agencies promoted five training sessions in five different regions of the country.

I.5 Monitoring and evaluation of progress and realisation of objectives

How did the NA in 2014 in close cooperation with the NAU monitor and evaluate its progress towards reaching the defined targets and raising the policy relevance of the programme results in the country?

The PT National Agency defined in its workplan 2014 an ambitious monitoring plan and evaluation of progress towards the achievement of the set objectives and targets.

This plan, based on 10 dimensions, aimed to guarantee to the European Commission and PTNAU that the Erasmus + program would be implemented in Portugal in a correct, reliable and responsible way.

In general, and as it will be shown dimension by dimension, we can say that the goal has been reached.

Thus, the dimensions used to measure and evaluate this implementation were:

1 - Participation and Democratization - the National Agency carried out various actions of dissemination and training throughout the country, for various target groups, from schools, municipalities, youth associations, among others, ensuring universal access of all to the Program.

2 - Social inclusion - by introducing major elements in the qualitative evaluation criteria for projects involving young people with fewer opportunities, it was possible to increase the involvement of such target group in the program.

3- Regional Balance - at the end of each project selection round, the National Agency carries out a rigorous study of the results obtained through the graphing divided by 3 predefined areas - urban, non-urban areas and rural areas. We assured, this way, the regional balance and the implementation of the program throughout the country, eliminating any imbalances that may exist;

4 - Training and Dissemination - all the activities of the National Agency were subject to evaluation by the participants involved through the

use of questionnaires, that allowed measuring the level of satisfaction with the actions taken and the program itself.

5 - Efficiency of procedures and financial requirements - the National Agency, seeking to minimize the risks inherent in project analysis and final reports and trying to reduce the average time of project life cycle management, made a distribution of projects by "project owners ". This way we ensure greater effectiveness and efficiency in project management shortening the response given to the entities and at the same time, we increased the degree of accountability of technical decisions by minimizing the error.

6 - Project Typology - proceeded to a definition of project evaluation parameters which allows, in compliance with the national and European priorities, prioritize the projects that addressed clearly the issue of mobility and non-formal learning, pillars of Erasmus + Program.

Regarding the last 4 defined dimensions - Simplicity and Innovation, Service level, Visits / audits and on field assessment and Intellectual outcomes and Knowledge transference, only referring to visits and audits were performed by PTNA , that held onspot and audit visits to a large number of approved projects ensuring, this way, its regular monitoring.

The remaining 3 dimensions, were postponed but is our intention to implement them during this year.

Participation and Democratization – it was measured the dimension of the participation and the quality of democratization procedures in order to create an accessible and easy Programme specially through trainings and dissemination activities;

Social Inclusion – evaluated the impact of the inclusion of youngsters with fewer opportunities and the number/quality of projects fostering inclusion of minorities, handicapped people, economic/cultural/educational disadvantaged youngsters;

Regional Balance – it was analyzed the regional distribution of applications, granted applications, granted amounts, number of participants, number of participants with fewer opportunities, investment per participant and several objective measures in the 3 areas previously defined: urban centers, non-urban areas and rural areas;

Trainings and Dissemination – it was checked the scope of trainings, the quality of partnership activities developed with youth/social fields, the satisfaction of participants and the regional balance of distribution in terms of hours and participation;

Efficiency on Procedures and Exigency on Financials – it was examined the number and relevance on non-compliance observations, it was implemented alternative approaches to efficiently deal with each issue, implemented internal innovative tools and procedures to diminish the lead-time on process management, accounting for reduce the financial risk, diminishing past recoveries.

Projects Typology – scored project typologies in face of national/European priorities, defending Programme grassroots such as mobility and non-formal learning and enhancing outcomes with concrete outcomes on youngsters lives.

I.6 Synergy with other programmes and initiatives

What synergies with other EU and national programmes and initiatives did the NA deploy in order to maximise the impact of the programme at organisational and systemic level as well as at local/regional/national level?

An example of cooperation among between different Programmes it was the European Youth Week where a fair was prepared with multiple stands for multiple stakeholders and integrated staff teams of several EU programmes in Portugal.

PART II - PROGRAMME IMPLEMENTATION ACTIVITIES AND PROGRAMME MANAGEMENT IN 2014

II.1. Communication, information and dissemination and exploitation of results

II.1.1. Multiannual NA Plan

Please describe 1. the realisation of the objectives and targets set for communication, information and dissemination and exploitation of results in 2014 and its effects/outcomes of the activities (if evident already in 2014)
2. the methodology applied
3. actors/partners/multipliers involved
4. whether the risks identified in the Work programme occurred or whether other unexpected internal and/or external factors occurred that affected positively/negatively the implementation of the communication, information and dissemination and exploitation of results in 2014.

1. Realisation of the objectives and targets set for communication, information and dissemination and exploitation of results in 2014

PTNA Erasmus+ Youth in Action worked to implement long-term communication and dissemination strategies based on mass and target publics. In concrete, mass communication is reaching new publics, increasing the Programme awareness, spreading benchmarks and recognizing outcomes. On the other hand, target communication is critical to prepare special publics – e.g. from rural areas, new comers, new typology of stakeholders or groups of youngsters with fewer opportunities –to attract them to the new Programme. PT NA has implemented complementary strategies to these 2 main priorities. Working with mass media but also on targeted events of information all around the country, in particular in rural areas.

PT NA has been working in information and dissemination procedures based in web-based strategies and also in presential events. Just both processes connected, clear-focus communication and robust dissemination allow long term awareness.

Considering that beneficiaries are at the center of our focus, PTNA has promoted an official guide to foster its brand, already registered in official entities in Portugal. Additionally, a communication / dissemination pack has been attached to signed agreements in order to define minimum level thresholds with accessory penalties in case of infractions or non-fulfilled objectives. Both instruments, brand users guide and minimum threshold dissemination objectives are critical elements to spread Erasmus+ Programme.

2. Methodology (products, tools, dissemination channels)

PTNA controls the use of different communication tools to achieve concrete objectives. Each tool has been used as relevant support to project implementation, to record project outputs, to enhance quality and assure knowledge transference to multiple stakeholders.

1.   Website – PTNA Erasmus+ Youth in Action has an integrated front-end portal where youngsters can find complete information about Erasmus+ Programme Education and Youth. Additionally, the design of the new website www.juventude.pt followed a simple and user-friendly approach with some novelties. Namely:

a.Youth in Action Key Figures – PTNA remain its legacy and foster the dissemination of projects previously approved and granted in order to diminish disruption and maintain a relevant heritage;

b.Key Actions Sectorial Approaches – detailed information about each Key Action with definitions, procedures, objectives and concrete outcomes. Not only the 3 Key Actions were covered. Also a Sport Chapter area and Training and Cooperation Activities space were included.

c.How to Apply? – a 8 step based framework teaching candidates how to develop new applications

d.Staff Curricula and Expertise – more than organizations, people are critical to successful implementation. Thus, PTNA shares its team and expertise field with direct contacts and full detailed profiles.

e.Pool of Trainers – similarly to PTNA staff, each member of the Pool of Trainers has a personal area. PTNA goal is that each trainer can describe his/her interests and areas of expertise. Additionally, it is also possible to publish some intellectual outputs or demand for knowledge transference or a benchmark research.

f.Links to the official programme guide and the most important web platforms and stakeholders of the agency and the programme as a whole.

g.Simple and easy form for questions with an efficient replies system depending on the area of expertise of the question.

2.Facebook – PTNA has continuously invested on his Facebook webpage in order to use this platform to easily reach new people. The first change was for the new Erasmus+ name and logo. Additionally, instead of a personal page as it stands for a long while, PTNA is implementing a webpage model in order to allow for more developments. Facebook will remain as a critical tool to communicate events, publish photos and remarks, publish beneficiaries activities and organize target clubs into specific topics. (https://www.facebook.com/erasmusmaisjuve ntudeemacao)

3.   Twitter – PTNA is looking for Twitter as a relevant tool for short messages and to initialize its presence in this network to gather new publics with relevant links to our website or facebook. https://twitter.com/Erasmusmais

4.   Instagram – PTNA tried to enrich the Instagram account to create photo galleries of the best moments of PTNA events. This is a secondary approach in our strategy.

5.   Youtube – PTNA used Youtube to share videos with testimonials and important information about the programme.

https://www.youtube.com/user/erasmusmaisja

6.   Blog – Erasmus+ Youth in Action. In order to create innovative awareness, several trainers will be blog writers to foster their networks and involve international stakeholders on this process. Moreover, NA communications will be replaced in the PTNA blog in order to attract new comers to the blog. This tool is not fine tuned yet and will be improved in 2015. http://www.erasmusmais.blogspot.pt/.

3. Actors, partners and multipliers

PTNA has promoted strategic partnerships with National Youth Council (CNJ) and National Confederation for Youth Institutions (FNAJ) in order to develop roadshows to stimulate youth policy projects. Moreover, PTNA has fostered annual roadshows with stakeholders type focus to improve the number and quality of applications, disseminate good benchmarks and highlight awarded projects. As a global perspective, PTNA has considered each beneficiary as a dissemination actor.

Specific partners such as politicians at European and national level were invited to take part of the Programme dissemination giving concrete information to citizens. Moreover, PTNA pool of trainers was a workforce to communicate the Programme, support new entrants and disseminate critical outcomes. Its relevance, international experience and knowledge are 3 critical elements that were taken into account to enhance Programme quality.

PTNAU at both levels, Secretary of State for Sport and Youth and Portuguese Institute for Sport and Youth, have played a key role in communication and dissemination. Due to their media coverage and the relevance of their public speeches, it was possible to amplify Programme awareness and top-of-mind recognition.

4. Risk Assessment and Mitigation Actions

PTNA run some risks when decided to implement a multiplatform communication framework. Our objective was firstly to run pilots, secondly evaluate success rates and finally roll-out tools. Each tool will be evaluated on a context basis, e.g. if twitter is not a success itself but it is critical to reach enterprise publics for facebook or website, it will be maintained. The objective is to reduce implementation risk and hedge any step forward decision with drawback action plans.

II.1.2. Realisation of NA activities

Please list the concrete NA activities carried out in 2014 aiming at achievement of the objectives set under point II.1.1 of the 2014 Work programme, including the minimum required activities. Each activity planned in the 2014 Work programme should be reported (even if cancelled or postponed). Any additional activity should also be reported. In order to ease the assessment, please respect the same order as in the 2014 Work Plan. Please use the comments section to explain/justify any major discrepancy with the planned activities (stating the reasons for cancellation or postponing of planned activities) and/or add any relevant information.

NA activities planned and realised in 2014	Calendar 2014 Date of realisation
Erasmus+ Open Day Event	February, 13
Erasmus+ Open Events (Youth)	May and September
Websiteiuventude.primariu.pt	April
Facebook	January
Twitter	April
YouthLink	January
EplusLink	April
European Youth Week	May
Youth on the Move with E+ Education and Training, ESF and Youth Guarantee	May
Instagram - communication platform	April
Youtube - dissemination platform	April
Blog - dissemination platform	April
Life Cycle Project Management	April
Sectorial/Social Roadshows	November and December
Crowdfunding Platform	Not Realized
Erasmus+ Awards 2014	Not Realized
Media briefings with projects NA promotion	Not Realized

Additional NA activities realised in 2014	Calendar 2014 Date of realisation
Seminar: "Qualificar para Inovar - desafios para o associativismo juvenil no Norte", in partnership with Porto Municipality and for youthworkers and youth leaders	21/03/2014
Route with Youth Associations and leaders - FNAJ (National Federation of Youth Associations) European Youth Week events	May
SUYIC - Summer University by ERYCA. Workshop	17/06/2015
Seminar EuropeDirect Sousa e Tâmega, in Partnership with Paços de Ferreira Municipality,Training meeting with youth organizations in Famalicão Municipality Youth Council	26/06/2015,08/07/2015
Erasmus+ Presentation - Médio Tejo in parnership with Tomar Municipality and specially for organizations in rural áreas	12/07/2015
Erasmus + Presentation – Alto Minho and specially for organizations in rural áreas,International Youth Day – National Event with National Youth Council, National Federation of Youth Associations, Portuguese Institute on Sports and Youth and a special participation of the Secretary of State for Sports and Youth of the Portuguese Government.	17/07/2015,12/08/2015
Minho University students welcome – Workshops of Erasmus+ opportunities based on NFE strategies,Azores Route with seminars and workshops about Erasmus+ Opportunities and procedures for Youngsters, youth leaders and youth workers.	August,September 11, 12
Advanced Training for Portuguese Institute for Sports and Youth professionals,Youth organizations route, in partnership with Portuguese Institute of Sports and Youth: workshops about Erasmus+ Opportunities and procedures for Youngsters, youth leaders and youth workers.	September 15, 16, 17, 18, 19 ,September 15, 16, 17, 18, 19
Semminar "Financiamentos e oportunidades de desenvolvimento 2014-2020",Nutrition Students National meeting: workshop of information on Erasmus+ oppoortunities and procedures	20/09/2015,01/10/2014
National Meeting of Youth Associations: workshop of information on Erasmus+ oppoortunities and procedures	03/10/2014
Start Point Uminho: workshop of information on Erasmus+ oppoortunities and procedures and presence in the opportunities fair.,Madeira Islands Route, with seminars and workshops about Erasmus+ Opportunities and procedures for Youngsters, youth leaders and youth workers	October 14, 15,October
Erasmus + workshop in partnership with Esposende Youth House: Erasmus+ Opportunities and procedures for Youngsters, youth leaders and youth workers.	03/11/2014
International Market of Portuguese Scout Association: Erasmus+ Opportunities and procedures for Youngsters, youth leaders and youth workers.	09/11/2015
FAJUDIS (Youth Organizations Federation for the district of Viseu) meeting : Erasmus+ workshop on Opportunities and procedures for Youngsters, youth leaders and youth workers.	November 20, 21
EuropeDirect Oeste Seminar on Erasmus+	22/11/2015
Volunteering Congress: Workshop about Erasmus+ Opportunities and procedures for	

Youngsters, youth leaders and youth workers, with special focus on EVS. ,Dissemination session Erasmus+: common event with Education and Training PT NA and Youth in Action PT NA	28/11/2015,24/11/2015
Dissemination session Erasmus+: common event with Education and Training PT NA and Youth in Action PT NA	26/11/2015
International Volunteer Day celebration with workshops, seminars, street events about EVS in Erasmus+ Programme.	05/12/2015
Dissemination session Erasmus+: common event with Education and Training PT NA and Youth in Action PT NA	02/12/2015
Dissemination session Erasmus+: common event with Education and Training PT NA and Youth in Action PT NA	05/12/2015
Dissemination session Erasmus+: common event with Education and Training PT NA and Youth in Action PT NA	11/12/2015
Dissemination session Erasmus+: common event with Education and Training PT NA and Youth in Action PT NA	11/12/2015

Additional comments (if applicable):

This 3 activities/projects were evaluated and evaluated the risks of realization it was decided:	
Crowd funding Platform	*Not realized*
This project will not be implemented becaus of legal issues with the PT regulations and law of public administration;	
Erasmus+ Awards 2014	*Not realized*
PT NA decided to begin this award ceremony in the year of 2015 for the projects realized in 2014 and ended until the moment of the ceremony.	
Media briefings with projects NA promotion	*Not realized*
This events are supposed to happen with the new rules of procedure to the granted projects. PT NA realizes a meeting per round with all the granted projects representatives in order to assure the good understanding of the communication and dissemination responsabilities.	

II.2. Monitoring and support to programme beneficiaries

II.2.1 Multiannual NA plan

Please describe
1. the realisation of the objectives and targets set for the monitoring and support to programme beneficiaries in 2014 and its effects/outcomes of the activities (if evident already in 2014)
2. the methodology applied
3. whether the risks identified in the Work programme occurred or whether other unexpected internal and/or external factors occurred that affected positively/negatively the implementation of the plan for monitoring and support to programme beneficiaries in 2014.

1. Objectives and targets

In 2014 PT NA implemented a rigorous framework for monitoring projects and supporting programme beneficiaries, fundamental to ensure the quality of the projects and the correct use of EU funds.

Our major objective was to contribute to decrease the percentage of mistakes committed by the beneficiaries especially by new beneficiaries and informal groups of young people caused by the introduction of a wide range of new contractual and financial rules.

We also worked to improve the quality of the projects, increase the use of Erasmus+ Youth in Action in all country, in particular in the regions where the programme had a low level of implementation.

In order to accomplish these objectives, PT NA developed several actions and adopted relevant measures, as describe bellow. With these, we reduced the number of mistakes committed by the beneficiaries and increased the quality of the projects, while also contributing to a good image of the programme and its benefits for all the country.

2. Methodology applied

PTNA adopted a methodology of proximity with the beneficiaries embedded on a solid, fair and efficient partnership.

This methodology was based on:

1. Mandatory trainings for grant applicants, held on 9 October 2014;

2. Agreement implementation annexes with concrete recommendations to the implementation phase – PT NA attached to the signed agreements an internal communication/dissemination pack as well as a list of recommendations with legal force explaining to beneficiaries which are the risks and the consequences of wrong use of European funds as well as other requirements according to the Portuguese law;

3. Definition of a "project owner " to each approved project;

4. Increase the number of visits on spot during and after;

5. Info sessions about the Erasmus+ Youth in Actions held across the country;

6. Common sessions with National Agency ERASMUS+ Education and Training.

With this, we can also say that we accomplished the objectives described in our workplan of 2014: eliminate any kind of arbitrage opportunities and minimize the moral hazard risks.

II.2.2 Realisation of NA activities

Please list the concrete NA activities carried out in 2014 aiming at achievement of the objectives and targets set under point II.2.1 of the 2014 Work programme, including the minimum required activities. Each activity planned in the 2014 Work programme should be reported (even if cancelled or postponed). Any additional activity should also be reported. In order to ease the assessment, please respect the same order as in the 2014 Work Plan. Please use the comment section to explain/justify any major discrepancy with the planned activities (stating the reasons for cancellation or postponing of planned activities) and/or add any relevant information.

NA activities planned and realised in 2014	Calendar 2014 Date of realisation
Mandatory Trainings for Granted Applications Round2	9 october
Mandatory Trainings for Granted Applications Rounds	9 october
Agreement Implementation Annex	july 2014
Mid-term project evaluation	25-28 september; 11-14 november
Visits and Audits	Montlhy basis in all actions
Virtual Monitoring	Not realized
Online Surveillance @ PT E+YiA website	Not realized
PTNA Satisfaction Online Survey	postponed
PTNA Staff Performance Survey	postponed
On arrival trainings (3 expected)	7-12 october (2 trainings); 11-16 november
Annual EVS Event	4-6 december

Additional NA activities realised in 2014	Calendar 2014 Date of realisation
Seminar Qualify for Innovation - challenges for youth associations in the North	21 march – Porto, Aveiro, Santarem, Évora, Faro (with the partnership of the Municipallity of Porto)
SUYIC - Summer University,Presentation E + municipalities Middle Tagus	17 june –Braga (with the partnership of Eryca),12 july – Tomar (with the partnership of the Municipallity of Tomar)
Seminar on "Financing and development opportunities 2014-2020",Info Session Erasmus	01 october - Lisbon,24 november - Madeira
Info Session Erasmus	26 november - Açores
Info Session Erasmus	02 december – Lisboa
Info Session Erasmus	05 december- Coimbra
Info Session Erasmus	11 december – Porto,12 december - Faro
International Volunteer Day	5 December - Braga
Start Point UMinho	14,15 october – Braga and Guimarães

Additional comments (if applicable):

Some initiatives had to be postponed due to the demanding first year of implementation of the Erasmus+. At the same time, PTNA made a great effort to catch up with missed deadlines and in a timely manner meet the deadlines set by the Yia 's guide and the new Erasmus+ guide. The need to adapt to the IT platforms and better understand its potential also led to the rethinking of the agency 's strategy in some areas.

II.3. Evidence-based analysis of programme results

II.3.1. Multiannual NA plan

Please describe (if planned in the 2014 Work programme)
1. the realisation of the objectives and targets set for evidence-based analysis of the programmes results in 2014 and its effects/outcomes of the activities (if evident already in 2014)
2. the methodology applied
3. whether the risks identified in the Work programme occurred or whether other unexpected internal and/or external factors that affected positively/negatively the implementation of the plan for evidence-based analysis of the programmes results in 2014

1. Realisation of the objectives and targets set for evidence-based analysis of the programmes results in 2014

As foreseen in the workplan, the Programme outputs need to be accountable and reliable. Therefore, they depend on measurable results.

In concrete, the NA managed to succeed in the following measures:

a) Quality assessment indexes favouring new entities during evaluation process;

b) Further monitoring and checks to well established organisations. The number of visits has increased to organisations which hold a substantial financing from the Programme.

c) Increasing participation of young people with fewer opportunities, assuming the same methodology as previewed in subparagraph a.

d) Conduction of evidence-based analysis of the Programme results, namely through RAY research activities. In this regard, the NA has hosted a major event of RAY partners during 2014 October (Lisbon) as to provide continuous support to research-analysis for the following years, by mapping further research activities for 2015-2016.

2. Methodology applied

Actions are to be tacked through concrete methodologies and instruments as to conduct a proper information treatment and management. In order to assure this evidence-based research analysis, we applied the following instruments:

a) Seminars: dissemination of benchmark practices. The NA has displayed dissemination benchmarks through social media (e.g facebook) and public presentations, all year round.

b) Research: involvement of research centers dedicated to youth related issues. In this regard the NA has established a Covenant with the Youth Observatory, which formally addresses youth research for the National Authority.

c) RAY Network: the NA is an active member of RAY Network and fully participated in the bi-annual transnational survey, according to the proceedings. During Lisbon meeting, hosted by the Portuguese NA further actions were addressed and scheduled.

d) Public display of granted projects and continuous renewability indexes. During each round the NA has renewed its evaluation indexes as to allow greater inclusion policies, namely by enduring positive and negative discrimination instruments (e.g. favoring ultra periphery regions and desertified areas). The methodologies taken during public display are previewed in the sub-paragraph a.

3. Risk Assessment & Monitoring

The evidence-based analysis always depends on 2 main elements: research and expertise. Regarding this standard we are to appoint the following conclusions:

a) Negative assets: expertise of NA's pool of trainers and SALTO Research Centers. Whereas within the "internal" sphere is concerned, the pool of trainers lack expertise as to produce evidence to support research, being their background quite diverse and exempt from any certification. As to surpass this obstacle the NA lobbied as to implement a certification for youth workers. Nevertheless, that is beyond NA's legal framework to adopt such policy. Regarding the "external" sphere SALTO revealed herself to be out of the Programme's in deep research, even in cooperation with the NA's. To mention, for instance, that only in October 2014 SALTO inclusion participated in RAY meeting. Nevertheless, no concrete participation in further research activities is expected.

b) Youth participation barometer: the NA, during agenda setting, aimed to promote direct surveys to participants. This specific approach was not delivered due to 2 main reasons: first, participants are not willing to answer to questionnaires and surveys (the evidence provided by RAY survey demonstrates a low participation rate from young people) and, secondly, sufficient data was channeled through RAY activities itself, thus avoiding duplication and lack of expertise during analysis.

c) The NA has managed to support monitoring visits (on spot and audits) as to guarantee high quality standards concerning youth participation. The adoption of quality standards frames demand a higher compliance assessment from organisations, thus adding positive enhancements towards Programme's results.

II.3.2. Realisation of NA activities

Please list the concrete NA activities carried out in 2014 aiming at achievement of the objectives and targets set under point II.3.1 of the 2014 Work programme. Each activity planned in the 2014 Work programme should be reported (even if cancelled or postponed). Any additional activity should also be reported. In order to ease the assessment, please respect the same order as in the 2014 Work Plan. Please use the comment section to explain/justify any major discrepancy with the planned activities (stating the reasons for cancellation or postponing of planned activities) and/or add any relevant information.

NA activities planned and realised in 2014	Calendar 2014 Date of realisation
Evidence Central Collection Platform	Postponed
Seminars	Postponed
Research Forums	Postponed
Youth Policy Events	Postponed
RAY Network Seminar	Ocotber 2014

Additional NA activities realised in 2014	Calendar 2014 Date of realisation
RAY Transnational Survey	May and November 2014

Additional comments (if applicable):

2014 postponed activities were not handled due to the following reasons:

a) The empowerment of the new Agency and formal transition, which obstructed activities handover;

b) The transition process from YIA to Erasmus+;

c) The late approval of the declaration of assurance;

d) The nomination of a new Head and agenda setting;

e) TCA Planning and financial criteria as far as research is concerned.

II.4. Quality of the NA management system

II.4.1. Quality assurance

Have any changes/deviations/problems occur in relation to the NA management system as described in the 2014 Work programme, particularly in relation to
1. proper planning and management of activities,
2. monitoring progress,
3. supervisory arrangements,
4. risk management.

No

II.4.2 Deviations from the established procedures:

The NA shall describe cases of major deviations from the established procedures that were treated as exceptions according to par.2.5.4 for the GfNAs.

N/A

II.4.3. Grant allocation policy

The NA shall describe its grant allocation and calculation method applied in 2014, in respect of the grant allocation rules that are set at European level
- for the youth field budget share out system over the 3 yearly selection rounds,
- NAs approach as to the flexibility for the use of EU funds for grant support set out in the Delegation Agreement.
Have the minimal/maximal allocation ceilings set in the Delegation Agreement been respected? If not, please explain the reasons

Based on the historical of applications to the Youth in Action Programme, PTNA defined the breakdown of the ERASMUS+ YiA funds by Rounds.
The budgets set for each key action by Round of applications, took into account the proportion of the amount initially allocated.
The percentages allocated to KA1 , KA2 and KA3 were also determined by analogy with the actions of the previous programme.
The minimum and maximum ceilings were respected:
- The minimum percentages allocated to KA1 activities (Youth Exchanges, EVS and Mobility of Youth Workers)
- The maximum percentage permitted for projects involving Partner Countries

II.4.4. National co-funding (if applicable)

If applicable, please report on national co-funding available for the call 2014 and indicate the programme activities concerned, the amount allocated to them and the source of the complementary funding (no details are required concerning individual projects).

The NA shall indicate the origin and use of any additional funds, intended to projects, provided by national, regional, local, institutional or other sources (i.e. any funds, other than those governed by the Delegation agreement, that are meant to support one or more specific programme�s actions � no details are required concerning individual projects).

N/A

II.4.5. NA Compliance

Was the NA able to comply with the minimum requirements resulting from the Guide for NAs (in particular to the requirements ref. paragraphs II.13.8, II.13.9 and II.13.10 of the Delegation agreement)? Please tick cases below and explain the reasons in case of negative reply. Please ensure coherence between this section and all other parts of the 2014 Yearly NA Report, notably with the financial reports and reports on primary checks.

1� Checks and controls on the grant award procedure (ref. section 3.6 of the Guide for NAs);
[Yes]

N/A

2� Checks on grant beneficiaries (ref. section 3.9 of the Guide for NAs);
[Yes]

N/A

3� Controls on recoveries (ref. section 3.10 of the Guide for NAs);
[Yes]

N/A

4� Follow up of cases of irregularity and fraud (ref. section 3.12 of the Guide for NAs);
[Yes]

N/A

5 � Monitoring and support to beneficiaries (ref. section 3.11 of the Guide for NAs);
[Yes]

N/A

6 � Segregation of duties (ref. section 2.3.2 of the Guide for NAs);
[Yes]

N/A

7 � Treasury management (ref. sections 4.3.2 of the Guide for NAs);
[Yes]

N/A

7.1) Are all bank accounts [called the "NA bank accounts" hereafter] on which EU decentralised action funds - for both the current and predecessor programme � which have been kept in the course of 2014 listed in this report? If not, please explain/justify.
[Yes]

N/A

7.2) Is the NA (or its hosting organisation) the formal bank account holder for all the listed NA bank accounts? If not, please explain/justify.
[Yes]

N/A

7.3) Are all Erasmus+ funds placed on one single bank account that is not used for any other funds? If not, please explain/justify.
[Yes]

N/A

7.4) Are all payments to beneficiaries made from the single bank account used for Erasmus+ funds and are all refunds made by grant beneficiaries paid into this single bank account or in one of the single bank accounts used for the LLP/YiA programme decentralised actions funds? If not, please explain/justify.
[Yes]

N/A

7.5) Have all payments/recoveries to/from grant beneficiaries been made by bank transfer? If not, please explain/justify.
[Yes]

N/A

7.6) Has the NA placed temporarily unused funds on savings and/or term deposit accounts according to the most advantageous market conditions? If not, please explain/justify.
[Yes]

N/A

7.7) Were all savings (and (term) deposit accounts) used called in Euro? If not, please explain/justify.
[Yes]

N/A

7.8) Have all NA bank accounts yielded interest? If not, please explain/justify.
[Yes]

N/A

7.9) Are all interests generated on EU pre-financing as declared gross amounts (i.e. total amount of interest earned before deduction of any bank charges or taxes)? If not, please explain.
[Yes]

N/A

7.10) In case bank charges and/or taxes have been levied on NA bank accounts, have these charges/taxes been paid from the NA operating budget? If not, please explain.
[Yes]

N/A

7.11) Has the NA used a transit account? If so, explain how it was used.
[Yes]

N/A

7.12) Has the NA made at least monthly reconciliations between the bank balances in bank statements and the NA accounting records? If not, please explain/justify
[Yes]

N/A

7.13) Has the NA made at least monthly reconciliations between its accounting records and EPlusLink? If not please explain/justify.
[Yes]

N/A

7.14) Are all bank transfers either to grant beneficiaries or to other NA accounts made by the NA from the NA bank accounts listed in this report? If not, please explain/justify.
[Yes]

N/A

8◆ Respect of delays with regard to the management of the project life cycle, in particular relating to the grant award procedure, issuing of grant agreements, grant payments, checks on grant beneficiaries, recovery of EU funds (ref. sections 3.6. to 3.10. of the Guide for NAs);
[Yes]

N/A

9◆ Public procurement rules (ref. section 4.4 of the Guide for NAs);
[Yes]

N/A

10◆ Respect of the guidelines on financial management (ref. section 4.3 of the Guide for NAs);
[Yes]

N/A

11◆ Use of IT tools according to Commission's requirement (ref. section 4.5 of the Guide for NAs).
[Yes]

N/A

12 ◆ Please explain which remedial actions the NA undertook as a result of:

12.1) Suggestions following systems monitoring visit (if any)

N/A

12.2) Formal observations following the 2012 Yearly NA report or later audit visit/review

N/A

II.4.6. Risk management

Did any of the expected/unexpected risks in terms of compliance with EU requirements for the NA organisation and the management of the Erasmus+ programme occur in 2014? Please detail the corresponding mitigating actions

Expected Risk	Cause	Resulting consequence(s)	Mitigating actions	Responsible for implementation	Date of implementation
Non-standarized assessment model	Subjectivity within Framework	Different criteria based on staff/experts personal perspectives instead of institutional policies	Guideline with objective criteria to create an assessment role model	Board of Directors	March
Unique assessment risk	Personal bias	Create a personal bias based on unique assessment of project quality	Each application will involve 3 staff members: 1 for eligibility criteria, 1 for VISA I and 1 for VISA 2 and if the difference between VISA 1 and VISA2 is bigger than 20 points, a third VISA will be performed	Board of Directors	March
Non Compliance on Time Management	Bureacucratic Density of Programme deadlines	Non-compliance management of assessment deadlines or implementation standards may cause fund recoveries at national/European level	Implementation of EPLUSLINK as central platform for Programme management Roll-out of LCPM - Life Cycle Project Management with direct emails to applicants/beneficiaries and notifications to project owners (staff) and Directors	IT officer	July
Information Maintenance	Physical Servers	Loss of Information about projects, emails and datacenters from Youth in Action Programme 2007-2013	Virtual Clouds Datacenters with SQL servers to support the information framework	IT Officer Board of Directors	April
			During YiA, an accounting system was		

Unexpected Risk	Cause	Resulting consequence(s)	Mitigating actions	Responsible for implementation	Date of implementation
Accountings Mismatch	Operational Risk in Informatics Systems Connection	Mismatch between accounting standards in Portugal and European obligations	...accounting system was in place with Primavera software and a direct interface with Youthlink (through Outsystems software) in order to assure the uniqueness of information. Similar solution needs to be developed with EPLUSLINK system.	IT Officer Board of Directors	July
Internal Operational Risks	Internal Awareness (staff self-protection)	Some errors may be performed in a wrong way or hided to avoid personal responsibilities by staff member	External accreditation of PTNA accountings and external supervisory to IT systems	Board of Directors	postponed
Quality Internal Standards	Process Bureaucracy instead of Implementati on Quality	Based on the current framework, these high level standards of bureaucracy deviate staff focus o n implementation quality and concentrate staff on administrative issues	Automatic standards for emails, alerts, notifications, to-do work lists, share of responsibilities, administrative focus on secretary affairs and project owners end-to-end focused on implementation	Board of Directors	August
Unexpected Risk	**Cause**	**Resulting consequence(s)**	**Mitigating actions**	**Responsible for implementation**	**Date of implementation**

Comments

II. 5. NA staff development and training, training of external evaluators

II.5.1. Overview of NA staffing

Did the NA undergo any major change/reorganisation in the course of 2014? If yes, please describe and explain the impact on the management of the programme (in case of structural changes, please attach the NA organisation chart as per 31.12. 2014 to this report) [No]

N/A

II.5.2. Multiannual NA plan for NA staff development and training

Please describe
1. the realisation of the objectives and targets set for the NA staff development and training in 2014 and its effects/outcomes of the activities (if evident already in 2014);
2. the methodology applied;
3. whether the risks identified in the Work programme occurred or whether other unexpected internal and/or external factors that affected positively/negatively the implementation of the NA staff development and training plan in 2014

1. Objectives and targets

The PTNA identified three critical areas for the development of staff skills: language proficiency, business objects oriented / solutions and social skills.

To improve these areas, in 2014 the PTNA:

1. Promoted an English language training of 40 hours for all employees, greatly improving the ability of the staff to communicate with all international partners. All participants had positive note in the final evaluation of linguistic training.

2. Organised two team building activities with the participation of NA staff where they worked the time management, team management issues and communications skills. The Staff had the opportunity to identify their greatest weaknesses and so improve their performance in these three areas considered of critical importance. Significant improvements have been observed in time management and interpersonal relationships in the workplace, as well as on the communication skills.

2. Methodology applied

To improve the linguistic skills of the staff, an English language training center was hired for 8 weeks. All NA staff had English language training, through written and oral exercises.

For the improvement of time management, team management and communications skills, were applied non-formal education methodologies, and peer-to-peer learning methods, where the entire staff was involved in exercises to identify their strengths and weaknesses, and so for two days with practical exercises they could improve their performance in these areas, while improving your self-analysis capacity.

3. Risks

The biggest risk for the formation of NA staff was the availability of funding. This was the identified factor that more negatively influenced the training plan of the NA Staff. Most actions of specified training in 2014 work programme were not executed because it showed too expensive to execute in the same year;

Another key factor that influenced the implementation of the NA staff development and training plan in 2014 was the transition between programs Youth in Action / Erasums +. During the year 2014 rules, procedures and IT tools were changed, which forced the staff to be focused much of its time in internal training on all the new working methods that were coming from the European Commission throughout the year. In the second half of 2014 was decided at the AN give absolute priority to learning the new rules of the Erasmus + Program, so this way it was possible to give the best answer to the Beneficiaries.

With the increased workload, the staff training in the areas of Formal / Institutional Presentations, Microsoft Advanced Tools, and Dissemination tools are no longer a priority, so we opted for a Peer-to-peer learning and learning on job.

II.5.3. Realisation of NA staff training activities

Please list the concrete NA staff training activities carried out in 2014 aiming at achievement of the objectives and targets set under point II.5.2 of the 2014 Work programme. Each activity planned in the 2014 Work programme should be reported (even if cancelled or postponed). Any additional activity should also be reported. In order to ease the assessment, please respect the same order as in the 2014 Work Plan. Please use the comment section to explain/justify any major discrepancy with the planned activities (stating the reasons for cancellation or postponing of planned activities) and/or add any relevant information.

Training activities planned and carried out in 2014	No of staff trained	Calendar 2014 Date of realisation
English Language Lectures		First Half
Microsoft Advanced Tools		postponed
Time Management		First and second half
Team Management		First and second half
Customer Service Satisfaction		postponed
Communication skills		First and second half
Dissemination tools		postponed
Formal / Institutional Presentations		postponed

Additional Training activities carried out in 2014	No of staff trained	Calendar 2014 Date of realisation

Additional comments (if applicable)

II.5.4. Yearly planning of NA training activities for external evaluators

Please describe
1. the realisation of the objectives and targets set for the NA training activities for external evaluators in 2014 and its effects/outcomes of the activities (if evident already in 2014) 2. the methodology applied

PTNA gave primacy to internal assessment and internal evaluation. However, due to the extension of the Erasmus+ new framework, PTNA invited two external evaluators. Is not yet possible to evaluate the training activities for external evaluators in 2014 and its effects/outcomes of the activities. The training methodology for experts involved 3 methods: job-shadowing, staff trainings and peer-to-peer learning. Major training methods involved job-shadowings with the PTNA staff, trainings performed by PTNA staff regarding assessment rules and procedures and peer-to-peer learning based on working groups held in June and December 2014.

Please list the concrete NA external evaluators training activities carried out in 2014 aiming at achievement of the objectives and targets set under point II.5.4 of the 2014 Work programme. Each activity planned in the 2014 Work programme should be reported (even if cancelled or postponed). Any additional activity should also be reported. In order to ease the assessment, please respect the same order as in the 2014 Work Plan. Please use the comment section to explain/justify any major discrepancy with the planned activities (stating the reasons for cancellation or postponing of planned activities) and/or add any relevant information.

Training activities planned and carried out in 2014	No of external evaluators trained	Calendar 2014 Date of realisation
Training Methods for Project Assessment		July and December 2014
Implementation Standard for Quality Outcomes		July and December 2014
Critical Evidence Collection		December 2014
Research Analysis		Not Realized
Youth Work Publications		Not Realized
Non-Formal Learning Certification		Not Realized
Youth Academy Research		Not Realized

Additional Training activities carried out in 2014	No of external evaluators trained	Calendar 2014 Date of realisation

Additional comments (if applicable)

It was decided in PTNA that activities such as research analysis to produce intellectual outputs from complementary projects and and research publications to enhance Non Formal Learning are not external evaluators training activities as provided in the 2014 work plan.

We believe that the training methods involving job-shadowings with the PTNA staff, trainings performed by PTNA staff regarding assessment rules and procedures and peer-to-peer learning based on working groups held in June and December 2014, will produce the desired results.

PART III-TRANSNATIONAL COOPERATION ACTIVITIES BETWEEN NATIONAL AGENCIES

III.1. Overall objectives

Please describe the realisation in 2014 of the NAs overall aim and the related objectives set for the Transnational Cooperation Activities which you undertook jointly with Erasmus+ NAs from other programme countries, in the following areas:
1. Transnational training, support and contact seminars of potential programme participants
2. Transnational thematic activities linked to the objectives, priority target groups and themes of the programme
3. Evidence-based analysis of programme results

The main goal of TCA for 2014 was to foster the implementation of the Programme specially in order to promote Social Inclusion, the participation of young people in the society, democratization, innovation and creativity, employment and entrepreneurship. TCA aimed also to support the development of the field of education, training and youth work in line with the specific objectives of Erasmus + and the cooperation among organisations active in the field.

The TCA Plan was build on a solid foundation in the direction of a sustainable performance, towards an evidenced-based analysis of programme results. PT NA wants to measure the quality of trainings, enlarge strong partnerships. The TCA aims to strengthen social economy and increase the recognition of the outcomes and skills as result of the participation in the programme.

Portuguese National Agency of Erasmus+ Yia promoted activities and sent participants to other activities in cooperation of other NA´s, from 01/04/2014 to 31/12/2014, linked with the general objectives of the Programme and the specific aims and objectives defined by PT NA, taking into account the social and economic context of the country, his participants and potential applicants. Through the Training and Cooperation activities, PT NA wants to change youngsters' lives, improve the development of new projects and entrepreneurship ideas and share international practices.

Considering the overall objectives for 2014 the TCA Plan undertook the following objectives through hosting and sending activities:

- Youth work certification, recognition of non formal learning and intellectual outcomes and knowledge transferences;

- Develop competences for supporting learning and assess competences of young people with fewer opportunities;

- Promote the familiarization with recognition tools, methods and approaches;

- Explore the importance of NFL to acquire competences useful on job market and life in general and reflect at European level how the institution take into account the value of Non Formal experiences/education respect to formal education;

-To discuss on youthpass certificate and self-assessment process;

- Promote exchange good practices about how these practices can influence the pathways (incl. employability) of inclusion target groups

- Reinforce International Cooperation and Partnerships, through Networks (with focus on Ray Network) and exchange of good practices;

- Increase the number of Benchmarking Activities through the Hosting and Implementation of ATOQ – Advanced Training on Quality;

- Fosters the Programme awareness and incentive new-comers participation, to fosters new projects, entrepreneurship and innovation;

- Reflection and discussion about the good practices and youth participation;

- Discussion about educational models and different approaches of youth participation;

- Provide opportunities for new networking among the international group of organisations;

- Promote Young people as actors in the different steps of a youth exchange, supported and coached by youth workers, the local community as the integral supporting structure of a youth exchange and the impact and permanent mark on a local community as a result of a youth Exchange;

- Provides youth workers and youth leaders with creative, adaptable tools and inspiration to facilitate youth empowerment and to promote entrepreneurship and employability of young people;

- Explore the tool of Youth Exchanges as part of the Erasmus+ programme to inspire and empower young people to actively participate in society;

- To further develop the quality of tools of Non-Formal Education, according to the quality criteria of the overall tools strategy, with special focus on feedback of the tools as such and for their transferability;

- Inspire participants to apply learning outcomes of the activities to their own reality and explore the potentials to use creativity to foster cross-sectorial approaches;

- Promote awareness of Youth Exchanges opportunities and requirements in the Erasmus+ Programme;

- Discuss and work on the development and implementation of set of competences for trainers working at international level.

Hosting and Sending activities implemented under TCA 2014 promoted exchange of experiences and best practices, increased the quality of projects, both to increase the organizational and pedagogical skills to holder projects and facilitated the process of construction and animation of networks of partners.

In the 2014 Work Plan PT NA did not listed the sending activities, however the realised sending activities are reported in this document. In order to achieve the proposed objectives PT NA sent participants to activities organised by other NA´s in order to increase the competences of Portuguese participants, promote exchange of best practices, building of partnerships, newcomers participation and reinforce the cooperation between NA´s.

The target group for TCA was the same of all the strategy designed to Portugal: sending activities focus on new applicants, youngsters with fewer opportunities or coming from rural areas or those who are economically or socially less supported or youth workers, trainers, youth leaders, multipliers, researchers and who works with this target groups. We tried to upgrade the quality of PT NA Pool of Trainers in order to implement the Portuguese Training strategies' successfully and with the best benchmark course models.

The training course 'Advanced Training on Quality in Youth Exchanges' (ATOQ) was organised by the National Agency of Portugal, with the support of the National Agency of Cyprus, during the period of 14-19 October 2014 in Braga, Portugal. 26 participants took part in this course coming from 19 different countries. An international team of trainers delivered the course. The aim of ATOQ was to support experienced youth workers/leaders in increasing the quality of the European youth exchanges they set up within the Youth in Action Programme. The ATOQ training course provided the participants with opportunities to:

- Critically reflect upon their previous international youth exchange experience(s) and the impact on young people;

- Increase the understanding of different quality aspects of youth exchanges such as: active participation of young people, involvement of promoters and stakeholders, diversity and intercultural learning, program building;

- Experience a non-formal learning process and understand its importance in youth exchanges;

- Improve their project management competences (knowledge, skills and attitudes) in order to better organize the different phases of a youth exchange.

During October 2014 PT NA hosted a major event of RAY partners in Lisbon with the aim of conducting evidence-based analysis of the Programme results, namely through RAY research activities and providing continuous support to research-analysis for the following years, by mapping further research activities for 2015-2016. The NA is an active member of RAY Network and fully participated in the bi-annual transnational survey, according to the proceedings. During Lisbon meeting, hosted by the Portuguese NA further actions were addressed and scheduled, with the objective of promote and evidence-based analysis of programme results.

III.2. Realisation of the planned activities

Please list the concrete Transnational Cooperation Activities carried out in 2014 aiming at achievement of the objectives and targets set under point III.1 of the 2014 Work programme. Each activity planned in the 2014 Work programme should be reported (even if cancelled or postponed). Any additional activity should also be reported. In order to ease the assessment, please respect the same order as in the 2014 Work Plan. Please use the comment section to explain/justify any major discrepancy with the planned activities (stating the reasons for cancellation or postponing of planned activities) and/or add any relevant information.

Please list the realised activities (the realised grant shall be reported in EPlusLink):
1. Transnational training, support and contact seminars of potential programme participants

Transnational activity (Area, title, topic, etc)	Target group	No of participants	Coordinating NA	Participating NAs	Activity date	Place, country (if applicable)
The Power of Non Formal Education - with the objective of improving the impact of Non Formal Education (NFE), principles and methods in empowering young people as real actors of the society (from local to Europe). Experiencing Portuguese culture through interactions and partnerships with a local community. Developing: the building capacity of the participants, by including them in the decision process of the project designing	Youth workers, youth leaders, multipliers	30	NA Portugal and NA Switzerlan d (Network TC)	Open to programme countries and SEE	Progr ammed to 2nd Seme ster 2014 – post poned to Janu ary 2015	Portugal
Erasmus + Youth Lab - 2/3 days TC to newcomers and potential applicants in the new programme. Developed in 2 parts: 1 international activity (introduction to the new programme, exchange ideas and build partnerships) + nacional activity (maybe in 1 day activity, the participants should organize a national activity with focus in the competences and partnerships they builded, acting as multipliers) The output is start their first projects	Youth workers, youth leaders, multipliers and newcomers	26	Programme Countries with	Cancelled	Cance lled	Cancelled
Partnership Building Activity on KA2 to delevop projects on self entrepreneurship and Youth Employment.	Youth workers, youth leaders, multipliers and newcomers	0	Cancelled	Cancelled	Cance lled	Portugal
Total		**5 6**				

Additional Transnational activity (Area, title, topic, etc)	Target group	No of participants	Coordinating NA	Participating NAs	Activity date	Place, country (if applicable)

EYE Opener – was a training for newcomers to develop Youth Exchanges within the context of Erasmus+ and to stimulate the full participation of young people in the entire exchange	Youth Workers and young people		3	Erasmus+ Netherland s (National Agency)	Youth in Action Programme Countries	27/07 /2014 - 03/0 8/201 4	Portugal
TOOL FAIR IX – had the focus on transferability and adaptation of tools in different sectors. The "Tool Fair IX" offered the opportunity to the people active in the fields of education, training and youth, as well as companies, public authorities, civil society organisations active in different socio-economic sectors to cooperate in order to share, transfer innovative educational tools to high quality teaching, training, learning and youth work	Youth workers, Trainers, Youth leaders, Youth Policy Makers		2	Organised by the Romanian National Agency for the Erasmus + Programme with the support of NAs'' network, in cooperatio n with SALTO-YOU TH EuroMed and Good Practices on behalf of SALTO-YOU TH Resource Centres' network	Programme Countries and Partner Countries Neighbouri ng the EU	03/11 /2014	Romania
TYE - Tools for Youth Exchanges – the aim of this activity was to introduce different tools to youth leaders and youth workers that can be useful for the development and improvement of their Youth Exchanges and to explore common needs and understanding among the participants on good tools for YE	Youth leaders, Youth workers and others who are responsible for Youth Exchanges or are in the process of planning a Youth Exchanges		1	Icelandic Erasmus+ National Agency for Youth(Nati onal Agency)	Austria, Belgium - FL, Bulgaria, Estonia, Finland, Germany, Hungary, Iceland, Italy, Lithuania, Luxembourg , Malta, Netherlan ds, Norway, Poland,	17/11 /2014	Iceland

				Portugal, Romania, Slovak Republic, Slovenia, Sweden, Switzerla nd, Turkey		
with a special focus on the Active Involvement of Young People						
Total			**6**			

2.Transnational thematic activities linked to the objectives, priority target groups and themes of the programme

Transnational activity (Area, title, topic, etc)	Target group	No of participants	Coordinating NA	Participating NAs	Activity date	Place, country (if applicable)
Total						

Additional Transnational activity (Area, title, topic, etc)	Target group	No of participants	Coordinating NA	Participating NAs	Activity date	Place, country (if applicable)
Competences for All - The TC aimed to enhance participants'' knowledge about the process and outcomes of non-formal learning, about assessing competences with young people (with fewer opportunities), and about using recognition tools in inclusive youth work	Youth workers, Trainers, Project managers, social workers working with young people with fewer opportunities - Interested in the topic of recognising competencies of inclusion target groups - Interested in exploring the possibilities that NFL	1	NIFSP – Erasmus+ Youth National Agency - Hungary (National Agency	Programme Countries	28/09 /2014 – 04/1 0/201 4	Hungary
Power to You(th) - was a training course on Youth Empowerment, Employability and Entrepreneurship for youth workers and youth leaders working directly with young people	Youth workers, Youth leaders	1	Service National de la Jeunesse Luxembourg (National Agency	Programme Countries	30/10 /2014 – 04/1 1/201 4	Luxembourg
Bridges for Trainers (Conference/Seminar) - The conference Bridges for Trainers 2014 offered the platform to debate trends and core issues related to training in the youth field – both national and international. Trainers and training course organisers with existing training strategy for their trainers at national or international level heb been invited to contribute to and discuss these trends and issues and their impact on the work of both - trainers and providers of train the trainers offers	Trainers, training course organisers with existing training strategy for their trainers, NA and SALTO staff working with trainers/trainer pools	2	SALTO Training and Cooperatio n RC (SALTO)	Programme Countries and Partner Countries Neighbouri ng the EU	08/12 /2014	Germany
Seminar on the value of non formal learning and validation/recogniti on of the competences acquired - The scope of the Seminar was to share at European level the value of non formal learning into the whole education process of	Youth workers, Trainers, Youth leaders, Youth Policy Makers, EVS mentors/tutors, teacher, experts, representative of NAs, very experienced youth workers	1	Agenzia Nazionale per i Giovani (National	Programme Countries	15/12 /2014	Italy

| Transnational activity (Area, title, topic, etc) | Target group | No of participants | Coordinating NA | Participating NAs | Activity date | Place, country (if applicable) |
| | | | | | | |

young and to understand how could influence the abilities of young to find a job thanks non formal activities experienced			...agency))			
Total		**5**				

3. Evidence-based analysis of programme results

Transnational activity (Area, title, topic, etc)	Target group	No of participants	Coordinating NA	Participating NAs	Activity date	Place, country (if applicable)
European Youth Week Event - the main goal of this event is develop the Iberian thematic objectives and concerns	Young people with fewer opportunities, youth workers, multipliers	100	NA Portugal	NA Portugal and Spain	2nd semester 2014 – postponed to 1st semester 2015	Portugal
ATOQ, is a training course which has been developed to increase quality within youth exchanges. During 5 days, an international group of youth workers will look back to their past experience(s), focus on quality aspects and improve their management competences in order to improve quality for their future youth exchanges.	Youth workers, youth leaders who had already actively involved in the implementation of youth exchanges project	26	NA Portugal and Cyprus as partner	AT, BEFL,UK, DK, FI, HU, LT, MT, NL,NO, PL, GER,RO, SK, SL, ESP,TR,IT and PT	14/10 /2014 – 19/1 0/201 4	Portugal
RAY Research Meeting - Youth Policy: This meeting aims at bringing together Researchers and NA staff to discuss and plan the research approach for Erasmus+ Youth in Action based on existing research designs tested in Youth in Action	Researchers and youth workers	38	NA Portugal	NAs Involved in Ray Network	22,23 and 24/10 /2014	Portugal
Youth Policy on Employment and Entrepreneurship - Aims to bring together all the actors in the youth filed to discuss strategies to solve problems in	Young People, decision makers, youth workers, policy makers	0	NA Portugal	Open to Programme Countries	Cancelled	Cancelled

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this area, and the Youth participation influence in Youth Policie - Structured Dialogue			and SEE		
Total		**164**			

Additional Transnational activity (Area, title, topic, etc)	Target group	No of participants	Coordinating NA	Participating NAs	Activity date	Place, country (if applicable)
Total						

Transnational activity (Area, title, topic, etc)	Target group	No of participants	Coordinating NA	Participating NAs	Activity date	Place, country (if applicable)
Total						

Additional comments (if applicable)

2014 postponed activities were not handled in the programmed date due to the following reasons:

a) The empowerment of new Agency and formal transition, which obstructed the activities planning;

b) The transition process from YIA to Erasmus + led a late in implementing the TCA Plan;

c) The late approval of the declaration of assurance;

d) The nomination of a new Head of Portuguese National Agency and agenda setting;

e) The agenda of the partner organizations and trainers involved needed to be coordinated with the agenda of PT NA in order to have the better implementation of activities and partnerships.

1. Cancelled activities were not implemented due the following reasons:

1. The empowerment of new Agency and formal transition, which obstructed the activities planning;

2. The transition process from YIA to Erasmus + led a late in implementing the TCA Plan;

3. The late approval of the declaration of assurance;

4. The nomination of a new Head of Portuguese National Agency and agenda setting;

5. When the activities were planned PT NA was expecting to find some partners to send participants to that activities and did not happen till the beggining of TCA Plan implementation. In order to avoid the risk of have costs linked with preparation meetings, trainers and others and later cancelation PT NA understood cancel this activities without any costs;

6. In oder to follow the TCA rules and NA Guide in which concerns to the inegibility of activities implemented solely at national level under TCA budget;

7. To better implement the activities with a high number of sending and partner NA´s PT NA intend to cancel this activities and have the focus in the other programmed activities and ecpected results.

The Portuguese National Agency had send a request for Amending the TCA Plan under 2014 Work Plano 29th of December.

PART IV - SUPPORT AND NETWORK FUNCTIONS

IV.1. ECVET

[to be completed by NAs in charge of the area of Vocational education and training]. Sections IV.1.1 and IV.1.2 should be completed by all VET NAs, even if no ECVET Team is active or no support is requested for it.]

IV.1.1 ECVET national team organisation

Please briefly describe the way in which the NA has in 2014 monitored and supported the work of the ECVET national team, including number of NA staff (full time equivalent) involved.

N/A

IV.1.2. Framework and background

In case of major changes or developments compared to the situation described in the Work Plan, please describe how the general situation and the identified needs have changed and affected activities of the ECVET national team. What were the challenges you faced as regards the ECVET national team or the ECVET implementation in your country in the contractual period?

N/A

IV.1.3. Overall objectives [Sections IV.1.3 and IV.1.4 to be completed by all NAs implementing ECVET with an ECVET Team]:

Please describe the overall aim of the ECVET national team and assess how the aim has been met during the contractual period.
Please list the related objectives identified in the Work Programme and assess how these objectives have been met.

N/A

IV.1.4 Activity realisation

Reflecting what was described in your work programme, please describe the activities of the ECVET national team in the contractual period. Each activity foreseen in the Work plan should be reported (even if eventually cancelled or postponed) and any additional activity should also be reported.

Training and advice

Activity (Type, title, topic, etc)	Target group	Realised outputs/results (if applicable)	Date of realisation	Place, country (if applicable)
N/A	N/A	N/A	N/A	N/A

Training and advice

Additional activity (not planned in the WP) (Type, title, topic, etc)	Target group	Realised outputs/results (if applicable)	Date of realisation	Place, country (if applicable)

Assist in policy making

Activity (Type, title, topic, etc)	Target group	Realised outputs/results (if applicable)	Date of realisation	Place, country (if applicable)
N/A		N/A	N/A	N/A

Assist in policy making

Additional activity (not planned in the WP) (Type, title, topic, etc)	Target group	Realised outputs/results (if applicable)	Date of realisation	Place, country (if applicable)

Promotion and awareness raising

Activity (Type, title, topic, etc)	Target group	Realised outputs/results (if applicable)	Date of realisation	Place, country (if applicable)
N/A		N/A	N/A	N/A

Promotion and awareness raising

Additional activity (not planned in the WP) (Type, title, topic, etc)	Target group	Realised outputs/results (if applicable)	Date of realisation	Place, country (if applicable)

ECVET community of practice

Activity (Type, title, topic, etc)	Target group	Realised outputs/results (if applicable)	Date of realisation	Place, country (if applicable)
N/A		N/A	N/A	N/A

ECVET community of practice

Additional activity (not planned in the WP) (Type, title, topic, etc)	Target group	Realised outputs/results (if applicable)	Date of realisation	Place, country (if applicable)

Please indicate whether you encountered difficulties to implement the planned activities or if you managed to implement additional activities compared to the initial work programme.

N/A

IV.1.5. Budget forecast

The NA shall fill in the final accounts form.

IV.2 EURODESK

[to be completed by NAs in charge of the area of youth]

IV.2.1. Eurodesk organisation

If applicable, the NA is invited to provide information on changes in 2014 of the structure and organisation of the national Eurodesk centre with regard to the following points in particular:

a. Organisation in which the Eurodesk is hosted and legal status (separate or common with the National Agency);
b. Eurodesk�s internal organisation chart;
c. Number of staff employed in the Eurodesk (full time equivalent);
d. Subcontracting arrangements, if applicable;
e. Regional/local structure, if applicable (formal contact points, structures, coordinators).

Internally Eurodesk Portugal is hosted by Erasmus+ Youth in Action National Agency.

Eurodesk National authority is the Secretary of State of Sports and Youth, Mr. Émidio Guerreiro.

Mr. Pedro Couto Soares, Director of Erasmus + Youth in Action National Agency, is its legal representative.

Erasmus+ Youth in Action National Agency department for the transversal department [TCE] training, communication and eurodesk.

The team of TCE is made of 3 full time officers, representing 1 FTE exclusively dedicated for Eurodesk.

IV.2.2. Framework and background

In case of major changes or developments compared to the situation described in the 2014 Work Plan, please describe how the general situation and the identified needs have changed and affected activities of the centre. What were the challenges you faced in the centre in the contractual period?

There were no major changes or developments compared to the situation described in the work plan 2014. The main challenges in 2014 were the change of Eurodesk center of the Portuguese Institute of Sport and Youth for Erasmus+ Yia National Agency, creating some delays in the implementation of some planned activities.

IV.2.3. Overall objectives

Please identify the objectives you achieved in the contractual period as defined in the 2014 Work programme. Please describe the major achievements of the organisation in 2014 and how the organisation progressed compared to previous years.

The objectives achieved in the contractual period as defined in the 2014 Work programme, were:

- To improve quality and promotion of Eurodesk at national level in order to reach a greater number of people and reach local multipliers - We train 60 youth workers that are part of the pool of trainers of the Agency, they are geographically distributed across 7 regions of Portugal, coming this way throughout the country.

- To promote European Youth Portal: Promotion of the Portal, organisation of training sessions, participation in external events and training sessions - The Agency conducted during the second half of 2014, ran about 30 dissemination sessions and training in schools and youth organizations throughout the country, where we promote the European youth portal.

- To participate consistently in the re-development of the EYP: keeping up with the pace of work of managing and provide national content as well as the necessary translations - In partnership with the Portuguese Institute of Sport and Youth, the entity in charge until 2013 by Eurodesk, we still keep up with the pace of work of managing and provide national content as well as the necessary translations.

- To promote www.juventude.pt portal, providing updated information -With a weekly basis was updated Eurodesk information through our website juventude.pt

2014 was the first year that the Eurodesk been hosted in PTAN, so it is not possible to compare the performance of previous years.

IV.2.4. Activity realisation

Please list the activities of the national Eurodesk centre. Reflecting what was described in your work programme, please describe the activities of the Eurodesk centre in the contractual period. Each activity foreseen in the Work plan should be reported (even if eventually cancelled or postponed) and any additional activity should also be reported.

Activity (Type, title, topic, etc)	Target group	Realised outputs/results (eg: number of participants or satisfaction surveys)	Date of realisation	Place, country (if applicable)
Selection Process for Multipliers	Multipliers	We made a call to choose to become stakeholders and multipliers. to which 60 answered youthworkers.	3rd quarter of 2014	Portugal
Mandatory Training for Multipliers	Multipliers	We have organized specific training for 3 days for 60 selected multipliers. This training consisted of the tasks of a multiplier in the Eurodesk Network.	December 2014	Portugal
Regional Balance for Multipliers	Multipliers	postponed	postponed	postponed
Job-shadowing with E+YiA staff	NA Staff and Multipliers	postponed	postponed	postponed
Eurodesk newsletter, videos and facebook	Youth	We have created detailed information about Eurodesk that was being disseminated through facebook and webiste juventude.pt.	2nd half of 2014	Portugal
Telephone enquiry	Eurodesk users	N/A	postponed	postponed
Eurodesk National Conference	Eurodesk Stakeholders	postponed	postponed	postponed
Eurodesk Roadshow	Universities, Schools, Youth organizations	postponed	postponed	postponed
Eurodesk Click for Call	Youth	postponed	postponed	postponed
Eurodesk Customer Service	Eurodesk Stakeholders	postponed	postponed	postponed
Eurodesk network Opportunities with Eures / Europass	Youth (Education and Employment)	postponed	postponed	postponed

Additional activity (not planned in the WP) (Type, title, topic, etc)	Target group	Realised outputs/results (eg: number of participants or satisfaction surveys)	Date of realisation	Place, country (if applicable)
National Federation of Youth Associations Training sessions	youth organizations leaders and youth workers	We had 150 participants, 5 trainings in 5 regions of Portugal, with 30 participants each. This tour of the country was organized in partnership with the National Federation of Youth Associations - FNAJ The 150 participants were leaders of youth organizations and youth workers working locally based organizations. Training for	May 2014	Portugal

		6 hours, focus on the Eurodesk network and Erasmus + program in the youth field.		
Regional Government of Azores Training Sessions	youth organizations leaders and youth workers	We had 54 participants separated in 2 training sessions. This training sessions was organized in partnership with Regional Government of Azores. Six hours training, focus on the Eurodesk network and Erasmus + program in the youth field, directed to leaders of youth organizations and youth workers working locally based organizations in Azores island. Eurodesk specific information materials were distributed, such as booklets, flyers to be distributed throughout the 9 islands	September 2014	Portugal
Regional Government of Madeira Training Sessions ,Production of Eurodesk information materials and merchandising	youth organizations leaders, youth workers and youth,youth organizations leaders, youth workers and youth	We had 300 participants separated in 2 training sessions, and one dissemination session in a local school. This training sessions was organized in partnership with Regional Government of Madeira. Six hours training focus on the Eurodesk network and Erasmus + program in the youth field, directed to leaders of youth organizations and youth workers working locally based organizations in Madeira island. Eurodesk specific information materials were distributed, such as booklets, flyers to be distributed throughout the Madeira island. ,We produce information and merchandising materials in large numbers to distribute throughout the country in the first half of 2015. We want to distribute specific Eurodesk information in several national events such as the European youth	October 2014,Decembe r 2014	Portugal

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		week, and summer festivals for young people. This kind of materials will be distributed for all Eurodesk multipliers throughout the country.		
Production of Eurodesk information materials and merchandising	youth organizations leaders, youth workers and youth	We produce information and merchandising materials in large numbers to distribute throughout the country in the first half of 2015. We want to distribute specific Eurodesk information in several national events such as the European youth week, and summer festivals for young people. This kind of materials will be distributed for all Eurodesk multipliers throughout the country.	December 2014	Portugal

Please indicate whether you encountered difficulties to implement the planned activities or if you managed to implement additional activities compared to the initial work programme

The only difficulty to implement some of the planned activities was the transition process of the Eurodesk from Youth Portuguese Institute to the PTNA.

The transition process took longer than originally planned, mainly due to legal issues. Even so we decided to initially implement a Eurodesk presentation through some training sessions directed to our partners at national level, which was not initial planned.

IV.2.5. Budget forecast

The NA shall fill in the final accounts form.

IV.3 SALTO

[to be completed by NAs that are designated as SALTO resource centre for the Erasmus+ Programme].

IV.3.1. SALTO organisation

If applicable, the NA is invited to provide information on changes in 2014 of the structure and organisation of the SALTO with regard to the following points in particular:

a. SALTO�s internal organisation chart ;
b. Number and profile of staff employed in the SALTO (full time equivalent);
c. Subcontracting arrangements, if applicable;
d. Regional/local structure, if applicable (formal contact points, structures, coordinators).

N/A

IV.3.2. Framework and background

In case of major changes or developments compared to the situation described in the 2014 Work Plan, please describe how the general situation and the identified needs have changed and affected activities of the SALTO. What were the challenges you faced in the SALTO in the contractual period?

N/A

IV.3.3. Overall objectives

Please describe the overall aim of your Resource centre and assess how the aim has been met during the contractual period.
Please list the related objectives identified in the Work Programme and assess how these objectives have been met.

N/A

IV.3.4 Activity realisation

Reflecting what was described in your work programme, please describe the activities related to your field of work in the contractual period. Each activity foreseen in the Work plan should be reported (even if eventually cancelled or postponed) and any additional activity should also be reported.

Training

Activity (Type, title, topic, etc)	Target group	Realised outputs/results	Date of realisation	Place, country (if applicable)

Training

Additional activity (not planned in the WP) (Type, title, topic, etc)	Target group	Realised outputs/results	Date of realisation	Place, country (if applicable)

Seminars and events

Activity (Type, title, topic, etc)	Target group	Realised outputs/results	Date of realisation	Place, country (if applicable)

Seminars and events

Additional activity (not planned in the WP) (Type, title, topic, etc)	Target group	Realised outputs/results	Date of realisation	Place, country (if applicable)

Tools and publications

Activity (Type, title, topic, etc)	Target group	Realised outputs/results	Date of realisation	Place, country (if applicable)

Tools and publications

Additional activity (not planned in the WP) (Type, title, topic, etc)	Target group	Realised outputs/results	Date of realisation	Place, country (if applicable)

Other support activities

Activity (Type, title, topic, etc)	Target group	Realised outputs/results	Date of realisation	Place, country (if applicable)

Other support activities

Additional activity (not planned in the WP) (Type, title, topic, etc)	Target group	Realised outputs/results	Date of realisation	Place, country (if applicable)

Please indicate whether you encountered difficulties to implement the planned activities or if you managed to implement additional activities compared to the initial work programme.

N/A

IV.3.5. Monitoring the impact and multiplier effects of training courses, seminars and events mentioned above

Please describe the methodology and indicators used in 2014.

N/A

IV.3.6. Horizontal activities and coordination with other SALTO Resource Centres

Please describe, if applicable, the horizontal tasks (organised for the SALTO network) you have performed in the contractual period and describe their relevance for the programme and its users. Please refer also to networking/coordination activities with other SALTO RC in this section. Please indicate the share of time and resources that these horizontal activities made up in comparison with your specific thematic/geographical activities.

N/A

IV.3.7. Budget forecast

The NA shall fill in the final accounts form.

PART V � RESULTS OF FINALISED ACTIVITIES-1

To be filled in by NAs designated for the education and training fields. Not applicable for NAs designated for the youth field only

V.1 General

Please provide your replies according to your perception of the whole programme, based on:
� the NA daily management
� the analysis of final reports from grant beneficiaries processed (received and analysed) in 2014.

V.1.1. Difficulties and remedial actions

What were the major difficulties reported by the beneficiaries which they faced during the implementation of the projects? What remedial actions has the NA put in place to overcome similar difficulties in future?

N/A

V1.2. Impact of project results

To what extent did the projects impact on the beneficiaries (institutions, organisations, staff, learners, etc), as you perceive it? Describe up to 3 concrete areas of effect/impact by order of significance:

N/A

V.1.3. Transferability of project results

To what extent are the results of the actions relevant for/transferable to other beneficiaries and stakeholders? Please provide concrete examples of results being adopted and implemented by other beneficiaries and stakeholders.

N/A

V.2. Comenius

Please provide your assessment of the results of projects finalised in 2014, based on the analysis of grant beneficiaries' final reports.yes/no

V.2.1 School Partnerships

1. Did your NA have any finalised projects in 2014? (if you select "no", there is no need to answer the other questions on this activity)

2. To what extent are the results of finalised projects in line with the results expected at grant application stage in terms of:
a. objectives reached?
b. types of activities undertaken?
c. types and volume of mobility?
d. types of outputs produced?
e. types of dissemination and exploitation activities undertaken by the beneficiaries?

N/A

3. Please provide, if possible, up to 3 examples of success stories or best practices (indicating also the exact title of the project/name of beneficiary and, if relevant, the website where to find more information). Please explain why the NA considers these examples success stories or best practices.

N/A

V.2.2. Regio Partnerships

1. Did your NA have any finalised projects in 2014? (if you select "no", there is no need to answer the other questions on this activity.

2. To what extent are the results of finalised projects in line with the results expected at grant application stage in terms of:
2.1 objectives reached?
2.2 types of activities undertaken?
2.3 types and volume of mobility?
2.4 types of outputs produced?
2.5 types of dissemination and exploitation activities undertaken by the beneficiaries?

N/A

3. Please provide, if possible, up to 3 examples of success stories or best practices (indicating also the exact title of the project/name of beneficiary and, if relevant, the website where to find more information). Please explain why the NA considers these examples good practices.

N/A

V.2.3. In-Service Training

1. Did your NA have any finalised projects in 2014? (if you select "no", there is no need to answer the other questions on this activity).

2. To what extent are the results of finalised projects in line with the expected results at grant application stage in terms of:
2.1 objectives reached?
2.2 preparatory activities?
2.3 types and thematic areas of training activities undertaken?
2.4 destination countries?
2.5 types of dissemination and exploitation activities undertaken by the beneficiaries?

N/A

3. Please provide, if possible, up to 3 examples of success stories or best practices (indicating the exact title of the project/name of beneficiary and, if relevant, the website where to find more information). Please also explain why the NA considers these examples good practices.

N/A

V.2.4. Assistantships

1. Did your NA have any finalised projects in 2014? (if you select "no", there is no need to answer the other questions on this activity).

2. To what extent are the results of finalised projects in line with the expected results at grant application stage in terms of:
2.1 objectives reached?
2.2 types of activities undertaken?
2.3 destination countries?
2.4 duration of mobility activities?

N/A

3. Please provide, if possible, up to 3 examples of success stories or best practices (indicating the exact title of the project/name of beneficiary and, if relevant, the website where to find more information). Please explain why the NA considers these examples success stories or best practices.

N/A

V..2.5. Individual pupil mobility

1. Did your NA have any finalised mobility activities in 2014? (if you select "no", there is no need to answer the other questions on this activity).

2. To what extent are the results of finalised mobility activities in line with the results expected at grant application stage in terms of:
2.1 types of activities undertaken?
2.2 duration of mobility activities?
2.3 destination countries?
2.4 recognition of the learning agreement?
2.5 support for pupils before, during and after the mobility?
2.6 support for mentors and contact teachers?
2.7 grant management?

N/A

3. Please provide, if possible, up to 3 examples of success stories or best practices (indicating the exact title of the project/name of beneficiary and, if relevant, the website where to find more information). Please explain why the NA considers these examples success stories or best practices.

N/A

V.3. Erasmus

V.3.1. Erasmus student mobility for studies

1. Did your NA have any finalised mobility activities in 2014? (if you select "no", there is no need to answer the other questions on this activity).

2. Please provide:
a) The planned number of mobilities from the 2013 NA work programme
b) The selected number of mobilities in the 2013 selection round
c) The realised number of mobilities in 2013- 2014

N/A

2.1 Please analyse to what extent the results of finalised mobility activities (academic year 2013/ 2014) are in line with the expected results in terms of volume (planned, selected and realised number of mobilities)?

N/A

3. Please analyse the evolution in the last three years in terms of:

N/A

3.1 average monthly duration

N/A

3.2 subject area

N/A

3.3 average monthly grant

N/A

V.3.2. Erasmus student mobility for placements

1. Did your NA have any finalised mobility activities in 2014? (if you select "no", there is no need to answer the other questions on this activity).

2. Please provide:
a) The planned number of mobilities from the 2013 NA work programme
b) The selected number of mobilities in 2013 selection round
c) Please provide the realised number of mobilities in 2013- 2014

N/A

2.1 Please analyse to what extent the results of finalised mobility activities are (academic year 2013/ 2014) in line with the expected results in terms of volume (planned, selected and realised number of mobilities)?

N/A

3. Please analyse the evolution in the last three years in terms of:

3.1 average monthly duration

N/A

3.2 subject area

N/A

3.3 average monthly grant

N/A

V.3.3. Erasmus Staff mobility for Teaching Assignments

1. Did your NA have any finalised mobility activities in 2014? (if you select "no", there is no need to answer the other questions on this activity).

2. Please provide:
a) The planned number of mobilities from the 2013 NA work programme
b) The selected number of mobilities in 2013 selection round
c) Please provide the realised number of mobilities in 2013- 2014

N/A

2. 1 Please analyse to what extent the results of finalised mobility activities are (academic year 2013/ 2014) in line with the expected results in terms of volume (planned, selected and realised number of mobilities)?

N/A

3. Please analyse the evolution in the last three years in terms of:

3.1 average daily duration

N/A

3.2 subject area

N/A

3.3 average daily grant

N/A

V.3.4. Erasmus Staff Mobility for Staff Training

1. Did your NA have any finalised mobility activities in 2014? (if you select "no", there is no need to answer the other questions on this activity).

2. Please provide:
a) The planned number of mobilities from the 2013 NA work programme
b) The selected number of mobilities in 2013 selection round
c) Please provide the realised number of mobilities in 2013- 2014

N/A

2.1 Please analyse to what extent the results of finalised mobility activities are (academic year 2013/ 2014) in line with the expected results in terms of volume (planned, selected and realised number of mobilities)?

N/A

3. Please analyse the evolution in the last three years in terms of:

3.1 average daily duration

N/A

3.2 average daily grant

N/A

3.3 category of work at home university (e.g.: International Office, Finance, General Admin and Technical, Academic Staff, Student Information, Continuing Education and Other). Please specify the breakdown between the different categories.

N/A

3.4 type of training at host university (e.g. workshop, training, job shadowing, other). Please specify the breakdown between the different categories.

N/A

V.3.5. Erasmus Intensive Language Courses

Did your NA have any finalised projects in 2014 for incoming EILC students? (if you select "no", there is no need to answer questions 2 and 2.1).

2. Please provide:

a) The planned number of EILC projects from the 2013 NA work programme

N/A

b) The number of EILC selected projects
c) The number of EILC realised projects

N/A

d) The number of EILC selected courses

N/A

e) The number of EILC realised courses

N/A

f) The planned number of participants

N/A

g) The realised number participants

N/A

2.1 Please analyse the evolution in terms of numbers of EILC courses and number of participants in the last three years.

N/A

3. Were there any outgoing EILC students who participated in an EILC course? (if you select "no", there is no need to answer questions 3.1, 3.2 and 3.3)

3.1 What was the number of outgoing Erasmus students participating in EILC?

N/A

3.2 Which were the languages studied by the outgoing students?

N/A

3.3 Please analyse the evolution in terms of number of outgoing Erasmus students participating in EILC in the last three years:

N/A

V.3.6. Erasmus Intensive Programmes

1. Did your NA have any finalised projects in 2014? (if you select "no", there is no need to answer the other questions on this activity).

2. Please provide:
a) The planned number of projects from the 2012 NA work programme

N/A

b) Please provide the selected number of projects in 2013 selection round

N/A

c) Please provide the realised number of projects in 2013 - 2014

N/A

d) The total number of participating students in realised projects

N/A

e) The total number of participating staff in realised projects

N/A

2.1 Please analyse to what extent the results of finalised mobility activities are (academic year 2012/2013) in line with the expected results in terms of volume (planned, selected and realised number of mobilities)?

N/A

3. Please analyse the evolution in terms of numbers of Intensive Programmes in the last three years.

N/A

4. Please describe trends in the main subject areas covered by the Intensive Programmes in your country. Where applicable, please analyse trends in multidisciplinary approach of projects.

N/A

V.3.7. Erasmus University Charter

1. Please provide:
a) the minimum required number of checks on EUC holders with regards to EUC compliance

N/A

b) the number of the EUC holders selected for these checks, if different from the minimum required number.

N/A

In case the minimum requirements were not respected, please explain.

N/A

1.1 In case of non-compliance detected in the sample, please identify the institutions in question (with a name and the Erasmus ID code) and describe the nature of the non-compliance (add rows in the table below as needed).

n.	Theme /topic of the event	Place:	Number of participants

1.2 Please describe what measures have been taken, or are planned to be taken, to ensure compliance with the provision of the EUC in the above-mentioned cases.

N/A

1.3 Are there other specific cases of non-compliance with the provisions of the EUC or breaches, which you are aware of (e.g. through monitoring visits or complaints/feedback)? If yes, please identify the institutions in question (with a name and the Erasmus ID code) and describe the nature of the non-compliance (add rows in the table below as necessary)

n.	Theme /topic of the event	Place:	Number of participants

1.4 Please describe what measures have been taken, or are planned to be taken, to ensure compliance with the provision of the EUC in the above-mentioned cases.

N/A

2. Are there any good practices to be reported (for example in relation to recognition of study and training)?

N/A

3. Have any special initiatives been taken by the NA to improve in general the compliance with the provisions of the EUC and quality of mobility, in your country?

N/A

PART V ◆ RESULTS OF FINALISED ACTIVITIES-2

To be filled in by NAs designated for the education and training fields. Not applicable for NAs designated for the youth field only

V.4. Leonardo da Vinci

V.4.1. Mobility projects

1. Did your NA have any finalised projects in 2014? (if you select "no", there is no need to answer the other questions on this activity).

2. To what extent are the results of finalised projects in line with the results expected in the grant application in terms of (please distinguish by target group):

2.1 target group IVT:

2.1.1 objectives reached?.

2.1.2 types of training activities undertaken?

2.1.3 volume and duration of mobility activities? Please indicate the average duration of the mobility activities and the average number of participants in the group.

N/A

2.2 target group PLM:

2.2.1 objectives reached?

2.2.2 types of training activities undertaken?

2.2.3 volume and duration of mobility activities? Please indicate the average duration of the mobility activities and the average number of participants in the group.

N/A

2.3 target group VETPRO:

2.3.1 objectives reached?

2.3.2 types of training activities undertaken?

2.3.3 volume and duration of mobility activities? Please indicate the average duration of the mobility activities and the average number of participants in the group.

N/A

3. Please provide three examples of success stories or best practices, indicating the exact title of the project/name of beneficiary and, if relevant, the website where to find more information. Please also explain why the NA considers these examples success stories or best practices.

N/A

V.4.2. Transfer of Innovation Projects

1. Did your NA have any finalised projects in 2014? (if you select "no", there is no need to answer the other questions on this activity).

2. To what extent are the results of finalised projects in line with the results expected in the grant application in terms of:
2.1 objectives reached?
2.2 types of activities undertaken?
2.3 subjects and priorities covered?
2.4 types of materials produced?
2.5 types of dissemination and exploitation activities undertaken by the beneficiaries?

N/A

3. Please provide, if possible, up to 3 examples of success stories or best practices, indicating the exact title of the project/name of beneficiary and, if relevant, the website where to find more information. Please also explain why the NA considers these examples success stories or best practices.

N/A

V.4.3. Partnerships

1. Did your NA have any finalised projects in 2014? (if you select "no", there is no need to answer the other questions on this activity).

2. To what extent are the results of finalised projects in line with the results expected in the grant application in terms of:
2.1 objectives reached?
2.2 types of activities undertaken?
2.3 subjects/topics covered?
2.4 types and volume of mobility?
2.5 types of outputs produced?
2.6 types of dissemination and exploitation activities undertaken by the beneficiaries?

N/A

3. Please provide, if possible, up to 3 examples of success stories or best practices, indicating the exact title of the project/name of beneficiary and, if relevant, the website where to find more information. Please also explain why the NA considers these examples success stories or best practices.

N/A

V.5. Grundtvig

V.5.1. Learning Partnerships

1. Did your NA have any finalised projects in 2014? (if you select "no", there is no need to answer the other questions on this activity).

2. To what extent are the results of finalised projects in line with the results expected in the grant application in terms of:
2.1 objectives reached?
2.2 activities undertaken?
2.3 types and volume of mobility?
2.4 outputs produced?
2.5 dissemination and exploitation activities undertaken by the beneficiaries?

N/A

3. Please provide, if possible, up to 3 examples of success stories or best practices, indicating the exact title of the project/name of beneficiary and, if relevant, the website where to find more information. Please also explain why the NA considers these examples success stories or best practices.

N/A

V.5.2. In-Service Training

1. Did your NA have any finalised In-Service Training activities in 2014? (if you select "no", there is no need to answer the other questions on this activity).

2. To what extent are the results of finalised projects in line with the results expected in the grant application in terms of:
2.1 objectives/aims reached?
2.2 preparatory activities?
2.3 content of the training activities undertaken?
2.4 dissemination and exploitation activities undertaken by the beneficiaries?

N/A

3. Please provide, if possible, up to 3 examples of success stories or best practices, indicating the exact title of the project/name of beneficiary and, if relevant, the website where to find more information. Please also explain why the NA considers these examples success stories or best practices.

N/A

V.5.3. Visit and Exchanges Grant

1. Did your NA have any finalised Visit and Exchanges activities in 2014? (if you select "no", there is no need to answer the other questions on this activity).

2. To what extent are the results of finalised projects in line with the results expected in the grant application in terms of:
2.1 preparatory activities?
2.2 types of activities undertaken?
2.3 dissemination and exploitation activities undertaken by the beneficiaries?

N/A

3. Please provide, if possible, up to 3 examples of success stories or best practices, indicating the exact title of the project/name of beneficiary and, if relevant, the website where to find more information. Please also explain why the NA considers these examples success stories or best practices.

N/A

V.5.4. Assistantship Grants

1. Did your NA have any finalised Assistanship activities in 2014? (if you select "no", there is no need to answer the other questions on this activity).

2. To what extent are the results of finalised projects in line with the results expected in the grant application in terms of:
2.1 objectives/aims reached?
2.2 preparatory activities?
2.3 activities undertaken?
2.3 dissemination and exploitation activities undertaken by the beneficiaries?

N/A

3. Please provide, if possible, up to 3 examples of success stories or best practices. Please also explain why the NA considers these examples success stories or best practices.

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N/A
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V.5.5. Grundtvig Workshops Grants

1. Did your NA have any finalised Workshop activities in 2014? (if you select "no", there is no need to answer the other questions on this activity).

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2. To what extent are the results of finalised Workshops in line with the results expected in the grant application in terms of:
2.1 objectives reached?
2.2 learning activities undertaken?
2.3 dissemination and exploitation activities undertaken by the Workshop organisers?
2.4 To what extent does the profile of the learners correspond to the targets set out in the 2014 NA work programme?

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N/A
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3. Please provide, if possible, up to 3 examples of success stories or best practices. Please also explain why the NA considers these examples success stories or best practices.

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N/A
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V.5.6. Senior Volunteering Projects

1. Did your NA have any finalised projects in 2014? (if you select "no", there is no need to answer the other questions on this activity).

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2. To what extent are the results of finalised projects in line with the results expected in the grant application in terms of:
2.1 objectives reached?
2.2 project activities undertaken?
2.3 number of volunteers sent and hosted?
2.4 profile of the volunteers?
2.5 types of volunteering activities undertaken?
2.6 dissemination and exploitation activities undertaken by the beneficiaries?

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N/A
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3. Please provide, if possible, up to 3 examples of success stories or best practices, indicating the exact title of the project/name of beneficiary and, if relevant, the website where to find more information. Please also explain why the NA considers these examples success stories or best practices.

N/A

V.6. Study visits

1. Did your NA have any finalised mobility activities in 2014? If you select "no", please explain the reasons (there is no need to answer the other questions on this activity if you say "no").

2. To what extent are the results of the mobility activities finalised in 2014 in line with the results expected in the grant application in terms of:
2.1 objectives reached?
2.2 types of dissemination and exploitation activities undertaken by the beneficiaries both in their professional area and at national/regional level?

N/A

3. How would you rate the relevance and impact of the types of dissemination and exploitation activities undertaken by:
3.1 the beneficiaries
3.2 the National Agency at national level

N/A

4. Please provide up to 3 concrete examples of the main difficulties, if any, met by beneficiaries participating in the study visits.

N/A

5. What remedial actions has the NA put in place to overcome such difficulties?

N/A

6.1 To what extent were the participants satisfied with the study visits attended in terms of study visit programme and practical arrangements?

N/A

6.2 To what extent did the action impact on the professional development of the beneficiaries, as you perceive it (also in relation to previous programme years)?

N/A

6.3 Please describe up to 3 areas of concrete effects/impact by order of significance.

N/A

7.1 To what extent are the results of this action relevant for/transferable to other beneficiaries and stakeholders?

N/A

7.2 Please provide concrete examples of results being adopted and implemented by other beneficiaries and stakeholders.

N/A

8. Did the participation lead to establishment of new useful contacts to start up other types of activities?

N/A

9. Please provide, if possible, up to 3 examples of success stories or best practices, indicating the exact title of the project/name of beneficiary and, if relevant, the website where to find more information. Please explain why the NA considers these examples success stories or best practices.

N/A

10. Other comments / suggestions / recommendations you wish to make resulting from the implementation of the Study visits programme in 2014:

N/A

V.7. Preparatory visits

1. Did your NA have any finalised mobility activities in 2014? (if you select "no", there is no need to answer the other questions on this activity).

2. To what extent are the results of finalised mobility activities in line with the results expected in the grant application in terms of:
2.1 types of activities undertaken?
2.2 duration of mobility actions?

N/A

3.1 Please provide up to 3 concrete examples of the main difficulties met by beneficiaries visiting prospective project partner institutions.

N/A

3.2 What remedial actions has the NA put in place to overcome such difficulties?

N/A

4.1 If realised, to what extent did the preparatory visits undertaken in 2013 result in actual project grant applications in 2014?

N/A

4.2 What was the quality of such project grant applications compared with applications that had not benefited from a prior preparatory visit grant?

N/A

5. Other comments/suggestions/recommendations you wish to make in relation to preparatory visit grants?

N/A

V.8. European Language Label (ELL)

1. If the National body implementing the ELL was different from the NA, please specify:

2. the name of the organisation

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│                                                                     │
└─────────────────────────────────────────────────────────────────────┘
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3. the contact person

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│                                                                     │
└─────────────────────────────────────────────────────────────────────┘
```

4. the postal address

```
┌─────────────────────────────────────────────────────────────────────┐
│                                                                     │
└─────────────────────────────────────────────────────────────────────┘
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5. the postal code

```
┌─────────────────────────────────────────────────────────────────────┐
│                                                                     │
└─────────────────────────────────────────────────────────────────────┘
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6. the city

```
┌─────────────────────────────────────────────────────────────────────┐
│                                                                     │
└─────────────────────────────────────────────────────────────────────┘
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7. the telephone number

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┌─────────────────────────────────────────────────────────────────────┐
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└─────────────────────────────────────────────────────────────────────┘
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8. the fax (if any)

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┌─────────────────────────────────────────────────────────────────────┐
│                                                                     │
└─────────────────────────────────────────────────────────────────────┘
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9. the email address

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│                                                                     │
└─────────────────────────────────────────────────────────────────────┘
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10. What is the National ELL website?

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│                                                                     │
└─────────────────────────────────────────────────────────────────────┘
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11. When was the ELL application deadline?

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│                                                                     │
└─────────────────────────────────────────────────────────────────────┘
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12. When was the ELL jury meeting?

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│                                                                     │
└─────────────────────────────────────────────────────────────────────┘
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13. When was the ELL ceremony?

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│                                                                     │
└─────────────────────────────────────────────────────────────────────┘
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V.8.1. Label awards for projects

1. Did your NA organise an ELL competition for projects in 2014? (if you select "no", there is no need to answer any other question on this page).

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│                                                                     │
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2. How many applications did you receive?

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┌─────────────────────────────────────────────────────────────────────┐
│N/A                                                                  │
└─────────────────────────────────────────────────────────────────────┘
```

3. How many projects did you award?

```
N/A
```

4. How many project award winners were fed into the ELL database for the year?

```
N/A
```

5. Did you use national priorities for the ELL competition? If yes, please specify the national priorities used.

```
N/A
```

6. How was the selection organised? Please describe the composition of the jury and the assessment methods used.

```
N/A
```

7. How was the ELL ceremony organised? Please provide information on:
7.1 The venue: where?
7.2 The participants: who? How many?
7.3 Who distributed the certificates?
7.4 Additional prizes awarded, if any:
7.5 Any special activities organised:
7.6 The media coverage of the event:
7.7 Any other point of interest:

```
N/A
```

8. How was the promotion of the ELL initiative organised?

```
N/A
```

9. How was the promotion of the award winners undertaken?

```
N/A
```

10. Other comments/suggestions/recommendations you wish to make in relation to the ELL?

```
N/A
```

V.8.2. Label awards for individuals

1. Did the NA organise a competition for individuals in 2014? (If you reply NO to this question, there is no need to reply to any of the other questions in this page).

2. In what category(ies) did you announce the competition?

N/A

3. How many applications did you receive?

N/A

4. How many people did you award?

N/A

5. How many award winners were fed into the ELL database for the year?

N/A

6. Were the candidates nominated by someone else or did they apply for the award for themselves? Please give details.

N/A

7. How was the selection organised?

N/A

8. Please list any additional prizes for individuals awarded, if any.

N/A

9. Other comments/suggestions/recommendations you wish to make in relation to the ELL competition for individuals?

N/A