ERASMUS+ PROGRAMME

NATIONAL AGENCY YEARLY REPORT

PERIOD: 1 JANUARY 2016 - 31 DECEMBER 2016

Name of National Agency (NA) : PT02-Erasmus+ Juventude em Açao (E+)

Fields Covered : Youth

Name of contact person : Pedro Couto Soares

E-mail of contact person : pedro.soares@juventude.pt

Phone number of contact person : 00351961761200

Year : 2016

Version : 1

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

NA	Legal Representative
PT02-Erasmus+ Juventude em Açao (E+)	Couto Soares Pedro

Visa History Current Version

Visa Date	Status	Description	Visa By	On Behalf of
15/02/2017	Submitted	Submitted by NA	Couto Soares Pedro	

PART I - PROGRAMME IMPLEMENTATION IN 2016

The NAs are required to fill in only the chapters that are relevant to their field of activity.

I.1. School education

I.1.1. Implementation of Erasmus+ actions in 2016 - Analysis of preliminary results

Please provide a comprehensive description of the implementation of decentralised actions in the field of school education between Programme Countries in 2016.

In this regard, with the support of statistical data (attach also Statistical Annex) and other sources of information at your disposal please provide:

1. an analysis, **from a content-related perspective, of the selection results** of actions managed by the NA, describing the main trends in comparison with the previous calls (e.g. in number and quality of applications received and granted, number of participants and institutions, objectives, priorities and topics addressed by granted projects, nature of activities planned in granted projects and methods used, profile and geographic spread of institutions and organisations involved target groups reached, in particular with special needs, from outermost regions where relevant and from disadvantaged backgrounds, etc.). Such information is provided for:

a. Key Action 1 (KA101)

N/A

b. Key Action 2 (KA201 and KA219)

N/A

2. an overview of the specific activities undertaken **to promote the decentralised actions** above, as well as **centralised actions** in the field of school education. Any information provided in this section must not be repeated in the section 7 "Horizontal actions and activities".

N/A

3. an overview of the specific activities undertaken to **support and improve the implementation of the projects**, including in terms of **monitoring and support of beneficiaries**, and cooperation with **eTwinning National Support Service**. Any information provided in this section must not be repeated in the section 7 "Horizontal actions and activities".

N/A

4. The most significant (positive and negative) **feedback received from programme stakeholders** (e.g. applicants, beneficiaries, participants, other stakeholders not receiving grants through the programme) about programme rules and procedures, content and impact of the actions.

N/A

5. An **overall qualitative assessment on the implementation** of actions in the field of school education (achievements, difficulties encountered, overall judgement on the state of play) in linkage with the programme's objectives and priorities as well as with the school education policy context.

N/A

6. Analysis of the **achievement of the targets set** in the 2016 Work Programme related to the field of school education. In case of underachievement, please describe the reasons and remedial measures the NA has undertaken/will undertake to improve the results.

N/A

I.1.2. Analysis of finalised projects

Please provide the following information for projects in school education that were finalised in the year 2016.

I.1.2.1. Key Action 1 (KA101)

1. Please provide your analysis of the **trends of mobilities** by providing a comparison of planned versus completed mobilities. Please also provide an analysis of their contribution to the implementation of the organisations **European Development Plans**. These analyses should be as specific as possible and differentiate between activity types (for example: Teaching assignments; Structured courses/training events; Job shadowing).

N/A

2. Please provide your analysis of the **feedback received through participants reports**. Such analysis should differentiate between activity types (i.e.: Teaching assignments; Structured courses/training events; Job shadowing).

N/A

I.1.2.2. Key Action 2 (KA201 AND KA219)

1. Please provide your analysis to what extent the **results of finalised projects** were in line with the results expected at the application stage (taking into account: objectives reached, types of activities undertaken, types of intellectual outputs produced, types and volume of mobilities, dissemination and exploitation activities undertaken by beneficiaries). Such analysis should cover both types of Strategic Partnerships in the school education field, as well as the **cross-sectorial Strategic Partnerships** with school education as the leading field.

N/A

2. Please describe the **most successful results** of the finalised projects. Please explain also what project results were in terms of contribution to the **achievement of the programme objectives and policy priorities** at national and European leve

N/A

I.1.3. Transnational Cooperation Activities

1. Please describe the TCA activities realised in 2016 that were most successful, and explain the reasons why. Please explain how you organized the selection of participants and how you ensured the monitoring and dissemination of learning outcomes. Please also explain why any TCAs planned in the NA annual Work Programme were not carried out, if applicable. Please annex the detailed list of realised activities.

N/A

I.2. VET

I.2.1. Implementation of Erasmus+ actions in 2016 - Analysis of preliminary results

Please provide a comprehensive description of the implementation of decentralised actions in the field of VET in 2016.

In this regard, with the support of statistical data (attach also Statistical Annex) and other sources of information at your disposal please provide:

1. an analysis, **from a content-related perspective, of the selection results** of actions managed by the NA, describing the main trends in comparison with the previous calls (e.g. in number and quality of applications received and granted, objectives, number of participants and institutions, priorities and topics addressed by granted projects, nature of activities planned in granted projects and methods used, profile and geographic spread of institutions and organisations involved target groups reached, in particular with special needs, from outermost regions where relevant and from disadvantaged backgrounds, etc.). Such information is provided for:

a. Key Action 1 (KA102)

N/A

b. VET Mobility Charter (KA109)

N/A

c. Key Action 2 (KA202)

N/A

2. an overview of the specific activities undertaken **to promote the decentralised actions** above, as well as **centralised actions** in the field of VET. Any information provided in this section must not be repeated in the section 7 "Horizontal action and activities".

N/A

3. an overview of the specific activities undertaken to **support and improve the implementation of the projects**, including in terms of **monitoring and support of beneficiaries**. Any information provided in this section must not be repeated in the section 7 "Horizontal actions and activities".

N/A

4. The most significant (positive and negative) **feedback received from programme stakeholders** (e.g. applicants, beneficiaries, participants, other stakeholders not receiving grants through the programme) about programme rules and procedures, content and impact of the actions.

N/A

5. An **overall qualitative assessment on the implementation** of actions in the VET field (achievements, difficulties encountered, overall judgement on the state of play) in linkage with the programme's objectives and priorities as well as with the VET policy context.

N/A

6. Analysis of the **achievement of the targets** set in the 2016 Work Programme related to the field of VET. In case of underachievement, please describe the reasons and remedial measures the NA has undertaken/will undertake to improve the results.

N/A

I.2.2. Analysis of finalised projects

Please provide the following information for projects in VET that were finalised in the year 2016.

I.2.2.1. Key Action 1 (KA102)

1. Please provide your analysis of the **trends of mobilities** by making a comparison of planned versus completed mobilities. Please provide an analysis of their contribution to the implementation of the organisations **European Development Plans**. These analyses should be as specific as possible and differentiate between activity types (for example: VET traineeships in vocational institutes; VET traineeships in companies; Teaching/training assignments; Staff training and Learners).

N/A

2. Please provide your analysis of the **feedback received through participants reports**. Such analysis should differentiate between the activity types (i.e.: VET traineeships in vocational institutes; VET traineeships in companies; Teaching/training assignments; Staff training and Learners).

N/A

I.2.2.2. Key Action 2 (KA202)

1. Please provide your analysis to what extent the **results of finalised projects** were in line with the results expected at the application stage (taking into account: objectives reached, types of activities undertaken, types of intellectual outputs produced, types and volume of mobilities, dissemination and exploitation activities undertaken by beneficiaries). Such analysis must cover **Strategic Partnerships in the VET** field, as well as the **cross-sectorial Strategic Partnerships** with VET the leading field.

N/A

2. Please describe the most successful results of the finalised projects.Please explain also what project results were in terms of contribution to the achievement of the programme objectives and policy priorities at national and European level.

N/A

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I.2.3. Transnational Cooperation Activities

1. Please describe the TCA activities realised in 2016 that were most successful, and explain the reasons why. Please explain how you organized the selection of participants and how you ensured the monitoring and dissemination of learning outcomes. Please also explain why any TCAs planned in the NA Work Programme were not carried out, if applicable. Please annex the detailed list of realised activities.

N/A

I.3. Higher education between Programme Countries

I.3.1. Implementation of Erasmus+ actions in 2016 - Analysis of preliminary results

If relevant for the NA, please provide a comprehensive description of the implementation of decentralised actions in the field of higher education between Programme Countries in 2016.

In this regard, with the support of statistical data (attach also Statistical Annex) and other sources of information at your disposal please provide:

1. an analysis, **from a content-related perspective, of the selection results** of actions managed by the NA, describing the main trends in comparison with the previous calls (e.g. in number and quality of applications received and granted, received and granted number of participants, institutions, objectives, priorities and topics addressed by granted projects, nature of activities planned in granted projects and methods used, profile and geographic spread of institutions and organisations involved, target groups reached, in particular with special needs, from outermost regions where relevant and from disadvantaged backgrounds, etc.). Such information is provided for:

a. Key Action 1 (KA103 and KA108)

N/A

b. Key Action 2 (KA203)

N/A

2. an overview of the specific activities undertaken **to promote the decentralised actions** above, as well as **centralised actions** in the field of higher education between Programme Countries. Any information provided in this section must not be repeated in the section 7 "Horizontal actions and activities".

N/A

3. an overview of the specific activities undertaken to **support and improve the implementation of the projects**, including in terms of **monitoring and support of beneficiaries**. Any information provided in this section must not be repeated in the section 7 "Horizontal actions and activities".

N/A

4. a description of the activities undertaken to **monitor the implementation of the Erasmus Charter for Higher Education** by higher education institutions in your country.

N/A

5. The most significant (positive and negative) **feedback received from programme stakeholders** (e.g. applicants, beneficiaries, participants, other stakeholders not receiving grants through the programme) about programme rules and procedures, content and impact of the actions. Please be as specific as possible.

N/A

6. An **overall qualitative assessment on the implementation** of actions in the field of higher education between Programme Countries (positive achievements, difficulties encountered, overall judgement on the state of play) in linkage with the programme's objectives and priorities as well as with the higher education policy context.

N/A

7. Analysis of the **achievement of the targets** set in the 2016 Work Programme related to the field of higher education. In case of underachievement, please describe the reasons and remedial measures the NA has undertaken/will undertake to improve the results.

N/A

I.3.2. Analysis of finalised projects

If relevant for the NA, please provide the following information for projects in higher education that were finalised in the year 2016.

I.3.2.1. Key Action 1 (KA103 and KA108)

1.Please provide your analysis and explanations on the **trends of realised mobilities** in projects selected under **Call 2014** and finalised in 2016 (number of projects and mobilities, average duration, average grants) as compared to realised mobilities in previous years. Such analysis **must cover each type of mobility**, i.e.: Student mobility for studies; Student mobility for traineeships; Staff mobility for teaching; Staff mobility for training. If available, please also provide your analys and explanations on the trends of realised mobilities in projects selected under **Call 2015** and finalised in 2016 (number of projects and mobilities, average duration, average grants)

N/A

2. Please provide your analysis of the **feedback received from participants in realised mobility activities**, especially in terms of recognition and support before, during and after mobility. Such analysis **must cover each type of mobility**, i.e.: Student mobility for studies; Student mobility for traineeships; Staff mobility for teaching; Staff mobility for training.

N/A

I.3.2.2. Key Action 2 (KA203)

1. Please provide your analysis to what extent the **results of finalised projects** were in line with the results expected at the application stage (taking into account: objectives reached, types of activities undertaken, types of intellectual outputs produced, types and volume of mobilities, dissemination and exploitation activities undertaken by beneficiaries). Such analysis must cover **Strategic Partnerships in the higher education field**, as well as the **cross-sectorial Strategic Partnerships** with higher education as the leading field.

N/A

2. Please describe the **most successful results** of the finalised projects. Please explain also what project results were in terms of **contribution to the achievement of the programme objectives and policy priorities** at national and European lev

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N/A

I.4. International higher education

I.4.1. Implementation of Erasmus+ actions in 2016 - Analysis of preliminary results

Please provide a comprehensive description of the implementation in 2016 of decentralised action KA107, and the promotion of international centralised actions in the field of higher education (i.e. Erasmus Mundus Joint Master Degrees, Capaci
Building projects for Higher Education and Jean Monnet activities).
In this regard, with the support of statistical data (attach also Statistical Annex) and other sources of information at your disposal please provide:

1. An analysis **of the selection results of KA107:**

a) an analysis, **from a content-related perspective, on the selection results** of international credit mobility managed by the NA (e.g.,objectives, priorities and topics addressed by granted projects, nature of activities planned in granted projects and methods used, profile and geographic spread of institutions and organisations involved, target groups reached, in particular participants with special needs and from disadvantaged backgrounds, etc.).

N/A

b) any relevant factual information on the quality of applications in terms of **strengths and weaknesses**.

N/A

c) the extent to which proposals reflected the **inclusion of newcomers; more remote higher education institutions**; planned inclusion of **target groups**, e.g. with special needs and from disadvantaged backgrounds.

N/A

d) analysis of the **budget take up for each region** and analysis of the **Partner Country geographic balance**, including **targets set** in the 2016 Work Programme for specific regions. In case of underachievement, please describe the reasons and remedial measures the NA has undertaken/will undertake to improve the results.

N/A

2. An overview of activities implemented to ensure **budget absorption** and **diversified and widened participation** of Partner Countries in different regions.

N/A

3. An overview of the activities undertaken **to promote KA107** as well as **international centralised actions, and to support applicants**. Please describe, for example, your info-day on the international dimension of Erasmus+, workshops on preparation of proposals, webinars on different actions, contact seminars, etc. Please differentiate between KA107 and international centralised actions if necessary.
Any information provided in this section must not be repeated in the section 7 "Horizontal actions and activities".

N/A

4. An overview of the activities undertaken to **support and improve the implementation of KA107 projects and international centralised actions, including in terms of monitoring and support of beneficiaries** (e.g. seminars dedicated to management of international credit mobility, webinars on the use of IT tools, participation in monitoring activities for centralised actions, etc.). Any information provided in this section must not be repeated in the section 7 "Horizontal actions and activities".

N/A

5. The most significant (positive and negative) **feedback received from programme stakeholders** (e.g. applicants, beneficiaries, participants, other stakeholders not receiving grants through the programme) about programme rules and procedures, content and impact of KA107 and international centralised actions.

N/A

6. An **overall qualitative assessment on the implementation** of KA107 (achievements, difficulties encountered, overall judgement on the state of play) in linkage with the programme's objectives and priorities as well as with the international mobility policy context. Any information provided earlier throughout section 4 should not be repeated here.

N/A

I.5. Adult education

I.5.1. Implementation of Erasmus+ actions in 2016 - Analysis of preliminary results

Please provide a comprehensive description of the implementation of decentralised actions in the field of adult education in 2016.

In this regard, with the support of statistical data (attach also Statistical Annex) and other sources of information at your disposal please provide:

1. an analysis, **from a content-related perspective, of the selection results** of actions managed by the NA, describing the main trends in comparison with the previous calls (e.g. in number and quality of applications received and granted, number of participants and institutions, objectives, priorities and topics addressed by granted projects, nature of activities planned in granted projects and methods used, profile and geographic spread of institutions and organisations involved target groups reached, in particular with special needs, from outermost regions where relevant and from disadvantaged backgrounds, etc.). Such information is provided for:

a. Key Action 1 (KA104)

N/A

b. Key Action 2 (KA204)

N/A

2. an overview of the specific activities undertaken **to promote the decentralised actions** above, and **centralised actions** in the field of adult education. Any information provided in this section must not be repeated in the section 7 "Horizontal actions and activities".

N/A

3. an overview of the specific activities undertaken to **support and improve the implementation of the projects**, including in terms of **monitoring and support of beneficiaries**, and cooperation with **EPALE National Support Service**. Any information provided in this section must not be repeated in the section 7 "Horizontal actions and activities".

N/A

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4. The most significant (positive and negative) **feedback received from programme stakeholders** (e.g. applicants, beneficiaries, participants, other stakeholders not receiving grants through the programme) about programme rules and procedures, content and impact of the actions.

N/A

5. An **overall qualitative assessment on the implementation** of actions in the field of adult education (achievements, difficulties encountered, overall judgement on the state of play) in linkage with the programme's objectives and priorities as well as with the adult education policy context.

N/A

6. Analysis of the **achievement of the targets** set in the 2016 Work Programme related to the field of adult education. In case of underachievement, please describe the reasons and remedial measures the NA has undertaken/will undertake to improve the results.

N/A

I.5.2. Analysis of finalised projects

Please provide the following information for projects in adult education that were finalised in the year 2016.

I.5.2.1. Key Action 1 (KA104)

1. Please provide your analysis on the **trends of mobilities** by providing a comparison of planned versus completed mobilities. Please provide an analysis of their contribution to the implementation of organisations **European Development Plan**. These analyses should be as specific as possible and differentiate between activity types (for example: Teaching/training assignments; Structured courses/training events; Job shadowing).

N/A

2. Please provide your analysis of the **feedback received through participants reports**. Such analysis should differentiate between the activity types (i.e.: Teaching/training assignments; Structured courses/training events; Job shadowing).

N/A

I.5.2.2. Key Action 2 (KA204)

1. Please provide your analysis to what extent the **results of finalised projects** were in line with the results expected at the application stage (in terms of: objectives reached, types of activities undertaken, types and volume of mobilities, types of intellectual outputs produced, dissemination and exploitation activivities undertaken by beneficiairies). Such analysis must cover **Strategic Partnerships in the adult education field**, as well as the **cross-sectorial Strategic Partnerships** with adult education as the leading field.

N/A

2. Please describe the **most successful results** of the finalised projects. Please explain also what project results were in terms of contribution to the **achievement of the programme objectives and policy priorities** at national and European level.

N/A

I.5.3. Transnational Cooperation Activities

1. Please describe the TCA activities realised in 2016 that were most successful, and explain the reasons why. Please explain how you organized the selection of participants and how you ensured the monitoring and dissemination of learning outcomes. Please also explain why any TCAs planned in the NA annual Work Programme were not carried out, if applicable. Please annex the detailed list of realised activities.

N/A

I.6. Youth

I.6.1. Implementation of Erasmus+ actions in 2016 - Analysis of preliminary results

Please provide a comprehensive description of the implementation of decentralised actions in the field of youth in 2016.

In this regard, with the support of statistical data (attach also Statistical Annex) and other sources of information at your disposal please provide:

1. an analysis, **from a content-related perspective, of the selection results** of actions managed by the NA, describing the main trends in comparison with the previous calls (e.g. in number and quality of applications received and granted - including requests for accreditation, number of participants, institutions, objectives, priorities, and topics addressed by granted projects*info*, nature of activities planned in granted projects and methods used, profile and geographic spread of institutions and organisations involved, target groups reached, in particular young people with fewer opportunities and special needs, from Partner Countries, etc.). Such information is provided for:

a. Key Action 1 (KA105)

2016 was the 3rd year of implementation of the programme in Portugal and an important step in the consolidation of the notoriety and recognition by the youngsters, the organizations, the stakeholders and the policy makers. Consequently, the number of applications increased and the quality of the projects have been improved.
In KA1 the number of applications increased from 585 in 2015 to 683 in 2016, which means a growth of 17%. It should be noted that several Information and Training Sessions were promoted and activities linked to the 20th anniversary of EVS, contributing to the arrival of new candidates.

The increase of applications and new candidates led to an improvement in the quality of the projects approved. This trend has been noticed since 2014 and was confirmed and amplified in 2016. The average score, in 2016, of the projects approved under the KA1 was 77.1 points, comparing to 76,3 points in 2015.

Nevertheless, only 20% of applications were approved, due to the lack of funds available to support all the quality projects submitted to PT02NA. From all the 683 submissions, 613 had the required quality to be approved.
In KA1 the numbers of projects approved were: 52 EVS, 65 Youth Exchanges and 22 Youth workers Mobilities.

Analysing the objectives of the actions and priorities of the field addressed in the applications and in the granted projects, we can note that Youth Participation, Youth Work and Youth Policy – were the leading objectives addressed in KA1, being inscribed in 38,5% of the applications and 43,0% of the granted projects. Inclusion – equity ranks second, representing 35,0% of the applications and 41,5% of the approved projects. Creativity and culture comes in third place in the applications, being addressed in 29,6% of the proposals submitted, while recorded on 26,7% of the granted projects. These are followed by EU Citizenship, EU awareness and Democracy, International cooperation, international relations, Entrepreneurial

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learning - entrepreneurship education, International cooperation, Labour market issues incl. career guidance / youth unemployment, Early School Leaving / combating failure in education objectives and priorities.

EVS numbers are higher than 2015, probably due to the importance of this action to young people and the advantages for volunteers and organizations. The celebrations of the EVS 20th anniversary is another fact that may contribute to an increase in the demand and of the interest from youngsters and organizations in this opportunity.

The distribution of projects and the geographic distribution of participants (interior of the country, coastal area/seaside and urban centres) is presented in the tables below,

Approved Projects

Region	%
Urban Centres	36,30
Coastal area/seaside	37,03
Interior	26,67
Total	**100**

Participants

Region	%
Urban Centres	36,45
Coastal area/seaside	32,01
Interior	31,54
Total	**100**

It is worth mentioning that 10 projects were approved in ultraperipheral Portuguese regions (the autonomous regions of Azores and Madeira).

b. Key Action 2 (KA205)

Although the number of the applications submitted has decreased, with less 4 applications in total, if compared with 2015, the quality of the projects as been improved.

This trend has been noticed since 2014 and it was confirmed and amplified in 2016. The average score of the projects approved in KA2 was 76.9 points, comparing to 79.7 points in 2015.

The average score of the projects in KA2 was 66.8 points, comparing to 64.7 points in 2015.

Nevertheless, only 10.6% of applications were approved, due to the lack of funds available to support all the quality projects submitted to PT02NA. From all the 94 submissions, 81 had the required quality to be approved.

The approval rate in this Key Action is dramatically low and the increase of funds noticed from one year to the other does not fit with the expectations created by the Commission in the presentation of Erasmus+ 2014-2020. The increase of funds in next years will be crucial to meet the beneficiaries' expectations.

In terms of geographical spread of the 10 projects approved, we have found that 6 of them aren't in urban centres.

We can notice an interesting diversity in the type of organizations that apply, such as municipalities, youth organizations, NGO´s and foundations working in the youth field.

In KA2, Entrepreneurial learning - entrepreneurship education comes in first place, being addressed in 42,6% of the applications and 40,0% of the granted projects. Youth (Participation, Youth Work, Youth Policy) being is second-placed, while present in 36,2% of the applications and 40,0% of the approved projects. Inclusion – equity takes the third place on the applications, being addressed in 30,9% of the proposals submitted, while on granted projects was recorded in 30,0%.

c. Key Action 3 (KA347)

Also in KA3 the effects of the enhanced visibility and recognition of the Programme were felt, with more applications and improved quality in the projects approved.

The number of applications received in KA3 has grown from 36 in 2015 to 40 in 2016, which means an increase of 11%.

The average score of the projects approved in KA3 was 77.6 points, comparing to 78.4 points in 2015.

Nevertheless, only 18% of applications were approved, due to the lack of funds available to support all the quality projects submitted to PT02NA. From all the 40 submissions, 36 had the required quality to be approved.

As regards to KA3, Youth (Participation, Youth Work, Youth Policy) comes in first place, being addressed in 77,5% of the applications and 85,7% of the granted projects. Reaching the policy level/dialogue with decision makers is covered in 75,0% the applications and 71,4% of the granted projects, followed by EU Citizenship, EU awareness and Democracy – addressed in 40,0% of the applications and 42,9% of the approved projects.

The tables below presented the geographic spread of projects and the geographic distribution of participants (interior of the country, coastal area/seaside and urban centres)

Approved Projects

Region	%
Urban Centres	28,57

13

Coastal area/seaside	57,14
Interior	14,29
Total	**100**

Participants

Region	Participants	%
Urban Centres	1200	40,60
Coastal area/seaside	1406	47,56
Interior	350	11,84
Total	**2956**	**100**

It is worth remembering that PT02NA 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. In 2007-2012, only 24% (on average) were participants with fewer opportunities. In 2016 the rate of young people with fewer opportunities was about 48%.

To that end, the TCAs developed as well as the information and training routes that took place were extremely important, involving more than 10000 participants all over the country in training and information activities, youth fairs and TCA activities. Erasmus+ covered social needs, involved youth entities and covered all districts and the two archipelagos in Portugal (ultraperipheral regions). PT2NA integrated complementary educational tools during training sessions, involving trainers from the National Pool of Non-Formal Education and trainers from the youth partners, creating specific and targeted approaches per activity and spreading the Erasmus+ through the new publics and new targets. Every national roadshow needed to cover the rural areas, stimulating the participation of 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 the 'word' out to new publics, new targets and new youngsters contributing for the continuous increasing of newcomers.

We see indications that the national policy developments impacted positively in the implementation of the programme in 2016 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 that the programme, can tackle the key issues covered by the governments' policy in the youth field, such as education to employment, NEETs integration and youth work certification

2. an overview of the activities undertaken **to promote the decentralised actions**, as well as **centralised actions** in the field of youth. Any information provided in this section must not be repeated in the section 7 "Horizontal actions and activities".

The promotion and dissemination of Erasmus + in the fields of Youth and Sport has been a priority since the very beginning of the programme, both in centralized and decentralized actions. The focus on making the programme better known corresponds to our strategy to make it accessible to all, facilitating information on Erasmus + opportunities in Portugal, as well as bringing local and national organizations closer to opportunities managed and supported by EACEA.
Our activities had the purpose of remedying existing asymmetries in terms of geographical distribution of the grants, increasing the number of newcomers to the programme and ensuring a broader participation, open to all kind of organizations, regardless of their geographic origin or target group. Special attention was given to the promotion of the programme in rural areas, as well as with organizations and youngsters working with young people with less opportunities, working our inclusion strategy.
The National Agency organized a series of information sessions throughout the country (including in the ultraperipheral regions of Azores and Madeira), particularly in the areas with a lower number of applications. To put in place this mission, partnerships were set out with strategic stakeholders, such as:

- Youth organizations
- Sport organizations
- Municipalities
- Schools and Universities
- Third sector organizations
- Europe Direct Information Centers
- The Portuguese Institute of Sport and Youth and its regional offices, as well as the network of youth "one stop shops" ("Lojas Ponto JA")

Support publications and other materials were developed and made available to newcomers, in a youth friendly language, which led to a better knowledge of the programme, promoted accessibility and success.
Moreover, a NA Help Desk Service was set up to provide potential candidates with support and advice in their applications (in and off-site).

Erasmus+: EVS 20 anniversary

Extra efforts were made to celebrate the EVS 20 anniversary, all over the country:

Day	Place	Partner Organization	Event	N Participants
01/08/2016	Amarante	EVS volunteers summer camping and festival	EVS 20	168

01/08/2016	Porto e Alentejo	Music festivals (Sudoeste e Marés Vivas)	EVS 20	2000
12/08/2016	Braga	International Youth Day	EVS 20	264
08/10/2016	Sesimbra	Info session	EVS 20	30
07/12/2016	Porto	International Volunteer day	EVS 20	120
Summer	20 different places	Summer route on EVS 20 years	EVS 20	810

Erasmus+ - Good practices:
The quality of the projects approved in 2016 also benefitted from this additional activity, making it reasonable to expect a significant future impact, as well as the Good Practices prizes on Erasmus+ for Portugal were a great opportunity to promote decentralized actions.

Erasmus+ Sports
Also, a national route on Erasmus+ Sports challenging Portuguese projects under E+ Sports to chare their practices and inspire/empower other organizations was a great opportunity to propote centralized actions.

april (15, 18, 19, 20, 21)	Lisboa, Porto, Leiria, Portalegre, Faro	IPDJ	Workshop	300

Erasmus+: Priorities:
Another important event was delivered in partnership with PAR - Portuguese Platform on Support of Refugees.
PT NA and PAR prepared and delivered a training to organizations working with refugees, promoting E+ opportunities, training on non-formal education pedagogical strategies to work with refugees.

16/05/2016	Braga	PAR - Portuguese Platform on Support of Refugees.	Training	60

3. an overview of the activities undertaken to **support and improve the implementation of the projects**, including in terms of **monitoring and support**. Any information provided in this section must not be repeated in the section 7 "Horizontal actions and activities".

Supporting beneficiaries is a crucial dimension of the NA's mission, and one of its priorities.

Quality control in the implementation of projects, as well as risk management of non-conformities, led the NA to the creation of a training course that takes place after the signature of the Conventions. This way, the beneficiaries become more aware of their obligations, rights and responsibilities concerning the management and update of IT platforms, the dissemination of results and the maximization of impact at local, national and European level.

The goal of these face-to-face training sessions is to explore the beneficiaries' energy and enthusiasm, thereby benefiting the conceptual and strategic development of the projects and to empower organizations in the use of the tools of support, monitoring and report. Besides that, these capacity building moments reduce the need of making financial adjustments in final reports, thus contributing to a more efficient execution of the projects.

Being aware of the diversity among beneficiaries, efforts were undertaken to adjust the advising, follow-up and monitoring services to the needs of different organizations. The number of monitoring visits and regular meetings between NA staff and projects coordinators increased.

Additionally, individual organizations and projects were assigned a Project Owner, who was responsible for following and supporting activities. Their proximity to, and practical knowledge of each project allowed an efficiency increase and for the needs of beneficiaries and the National Agency to be more easily met.

At the same time, primary controls – namely on spot checks during visits – gained a pedagogical dimension. Likewise, formal audits adopted a more constructive approach as learning opportunities, thus reducing the risks of non-compliance.

Information and training sessions on the Erasmus+ platform were also carried out with the objective of disseminating and exploring the results of the projects. As it is known that the good practices of some beneficiaries can be inspiring examples for others, all organizations were strongly advised to use this platform.

In the EVS field, the NA developed an annual training plan, with ON Arrival sessions, Mid Term evaluation sessions and 1 Annual Event.

This plan, designed and made available in the beginning of the year, allowed accredited organizations to plan, in due time, the training of their volunteers. The result was a substantial increase of volunteers attending these trainings, as well as a more appropriate timing of participation, considering the project life cycle.

Another important enhancement to the support dimension of PTNA was the organization of the annual event, which allowed gathering the views of the Portuguese volunteers, on how to improve their preparation and training and on how to enhance the monitoring of volunteer-sending organizations.

The NA complied with the EVS training cycle, according to the rules of the Programme and in line with the responsibilities outlined in the EVS Charter, which, in itself, guarantees the quality of the organizations accredited in Portugal.

About EVS is also important to mention the EVS 20th Anniversary mentioned above and all the activities and publications which were promoted in the framework of its celebration.

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One major publication has been developed to resume in one book the story of EVS in Portugal in the last 20 years. This publication was presented with the Secretary of State for Youth and Sports in December at the celebration of European Volunteer Day.

A training event were specially designed for EVS accredited organizations gathering responsible persons of the organizations or EVS projects, promoting the share of good practices, empowering the organizations on the quality of the EVS projects and building a powerful national network on EVS.

4. The most significant (positive and negative) **feedback received from programme stakeholders** (e.g. applicants, beneficiaries, participants, other stakeholders not receiving grants through the programme) about programme rules and procedures, content and impact of the actions.

The National Agency implemented a communication and feedback strategy that guaranteed regular contact with applying organizations, from the submission period until the moment decisions were taken by the Selection Committee, allowing them to follow the status of the applications. The new strategy was very welcomed as it added transparency to the process and reduced the uncertainty and anxiety of the organizations regarding the evaluation procedures. Furthermore, individual decisions were accompanied by a qualitative and quantitative evaluation of the project and by an account of its strengths and weaknesses. Suggestions for improvement are made in a way that rejected projects may be improved in future applications. This process was broadly accepted and welcomed by beneficiaries and applicants.

Following the indication of the Independent Audit Body (IAB), after results were made public, applicants had 10 working days (in each round) to consult the file, ask questions and make complaints. In this framework, it has been possible to answer all the doubts and questions raised on the evaluation process, which correspond to an effort of transparency and proximity in the evaluation and decision making process.

Despite an increase in the number of applications from one round to the other, the number of complaints has decreased, as shown in the table below:

# Applications	# Claims	%	
2015	719	67	9,3
2016	817	49	6,0

Some negative notes:

- The financial envelope available to the programme is clearly insufficient to meet the number of projects submitted. This caused frustration and disappointment among potential beneficiaries who did not have their applications approved.

- Newcomers to Erasmus+ Youth in Action (Municipalities, schools) often suffer from a lack of knowledge of the programme and its priorities, as well as of non-formal education methodologies. This can lead to a less positive feedback from these organizations and means that further training on these areas is required, targeting specifically these organizations (more on this in sections 1.6.2 and 1.7.3)

- There was some dissatisfaction with the new IT platforms and with some procedures that are sometimes regarded as "red tape". Again, additional training and information is key to overcome these perceptions. The reimbursement of expenses incurred by beneficiaries during the training by NA was also a positive contribute to mitigate the situation

Satisfaction Survey | 4rd Beneficiaries Training

Workshop 1: The Grant Agreement

#	%	
Very Satisfied	7	38,9
Satisfied	11	61,1
Total	18	100

Workshop 2: EVS 20th anniversary

#	%	
Very Satisfied	3	30,0
Satisfied	7	70,0
Total	10	100

Workshop 3: Final Report / Mobility Tools

#	%	
Very Satisfied	6	42,9
Satisfied	8	57,1
Total	14	100

Workshop 4: Communication and Dissemination

#	%	
Very Satisfied	2	33,3
Satisfied	2	33,3
Little Satisfied	2	33,3
Total	6	100

Workshop 5: Structured Dialogue

#	%	
Very Satisfied	2	20,0
Satisfied	6	60,0
Little Satisfied	2	20,0
Total	10	100

For the Formation of Entities without approved projects we have the following results of the Satisfaction Survey:

Satisfaction Survey | 1st Erasmus+ Training

Qualitative Analysis

%	
Very Satisfied	81,0
Satisfied	13,0
Little Satisfied	6,0
Total	100

Workshop 1: Work Group of KA1

%	
Very Satisfied	70,0
Satisfied	30,0
Total	100

Workshop 2: Work Group of KA2

%	
Very Satisfied	89,0
Satisfied	11,0
Total	100

Workshop 3: Work Group of KA3

%	
Very Satisfied	86,0
Satisfied	14,0
Total	100

PTNA is aware of youth organizations concerns about the application process and the existing "competition" - there are feedback that other organizations with more prepared and professional human resources are in advantage comparing to youth organizations. This way, PTNA pays close attention to assure equal opportunities between candidates, taking measures to prevent potential inequalities, such as providing support and advice to youth organizations in the application process.

The regular communication between the National Agency and national and regional officials/managers of the Portuguese Institute for Sport and Youth (IPDJ,IP), regarding the selection of projects, has allowed their close follow up, as well as a tight partnership between these two fundamental stakeholders of Youth Policy in Portugal. This has also been appointed as a good practice of the Portuguese NA.

5. An **overall qualitative assessment on the implementation** of actions in the field of youth (positive achievements, difficulties encountered, overall judgement on the state of play) in linkage with the programme's objectives and priorities as well as with the youth policy context.

Erasmus+ represents a step forward in terms providing opportunities of internationalizing Portuguese youth organizations and offering young people international experiences. On the one hand, it is now harder for new organizations to apply, but on the other hand the international dimension of organizations as well as the establishment of networks and partnerships is being stimulated. This process contributes to the growth and development of organizations that become better prepared and more aware of how to participate in the European Project, understanding better their importance and role in the construction of the European future.

At the same time, the practice of citizenship which is implemented throughout the projects promotes the acquisition of skills and competences that are crucial for the active participation of young people in consultation and decision making processes, at local, national and European level.

The increasing number of applications raised the score needed for grant approval, which required a better knowledge of the programme and its priorities, and led the organizations to focus on Erasmus+ goals, its implementation and achievement, through the projects approved. In this way, the achievement of Erasmus+ aims also positively impacts on national youth policies and the definitions of these policies through a structured dialogue.

Proximity and team work between NA and the member of Government responsible for youth and sport, as well as a sound knowledge of youth reality in Portugal, have increased the impact and influence of the Programme in national youth policies.

It should also be noted that the impact of the Programme was enhanced by an adequate geographical distribution of the applications, which can be confirmed by comparing the number of applications supported with the percentage of young people by region.

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 89% of the overall projects have passed all thresholds. KA3 and KA records the highest percentage with 90%, followed by KA2 with 86%.

Out of the all institutions/organizations applying to the programme, the non-governmental organizations/associations/social enterprises are the dominant applicants in all key actions, claiming 68,6% of the organisations in KA1, 44,8% in KA2 and 57,0% in KA3.

6. Analysis of the **achievement of the targets** set in the 2016 Work Programme related to the field of youth. In case of underachievement, please describe remedial measures the NA has undertaken/will undertake to improve the results.
-

Generally, we can say that the goals were achieved and in some cases they have been overcome.

Concerning the number of participants, in KA1 (learners – youth & staff – Youth workers; 1.3.1.1) the target proposed was exceeded in 12%, with a total of 3821 participants.

In this Action it was even possible to surpass the goal for the commitment rate, achieving 107%.

Regarding the cross sectorial projects, it has been difficult to measure this indicator, because in some cases, the projects address horizontal priorities, but they are not identified in the application. For example, there are higher education organizations or institutions that are accredited for EVS.

In respect of indicator I 3.4.1, namely applications involving enterprises or other socio-economic players, the results have achieved 80%, exceeding largely what was proposed initially.

In relation to the involvement of neighboring partners countries, the initial target was 350 participants. This target was also exceeded, with 653 participants achieved.

Concerning the agreed targets to promote the participation of young people with fewer opportunities, they were exceeded by a large margin, especially in the proportion of young people with fewer opportunities involved in KA1 and KA3. In what concerns the percentage of approved projects addressing Inclusion priority, in KA1 the target of 30% was exceeded and 62% was achieved. Regarding KA2, it was achieved 40% (the target was 50%). In KA3 the agreed target of 30% was exceeded and it was achieved 57%.

In KA3 projects the number of participants was widely exceeded. A total of 2956 participants were involved in this action.

I.6.2. Analysis of finalised projects
Please provide the following information for projects in youth that were finalised in the year 2016.

I.6.2.1. Key Action 1 (KA105)
1. Please provide your analysis of the **results of finalised projects**. To what extent were the results of finalised projects in line with the results expected at the application stage, in terms of objectives reached and types of activities undertaken?

Considering final reports evaluation during 2014, 2015 and 2016 the results are quite reasonable. By comparing applications and their final results we are to comment that: project's thematic is adequate to the Programme's priorities and strategies, namely by endorsing cooperation, networking, exchange of good practices, increase of competences and promotion of the solidarity. In fact, the relevance of projects in relation to the Key Action is the most prominent feature of final reports analysis.

In terms of content and implementation of the projects we are to affirm that the objectives were fulfilled. According to the experts projects managed to:

- promote non formal education methods (75%)

- validate their competences through Youthpass (70-90%);

- involve youngsters with fewer opportunities (70%);

- generate impact on youngsters, youth leaders and local organizations;

- disseminate good practices and follow-up measures (e.g submission of new projects);

- generate an improved social cohesion;

 Still, we are to highlight that some projects (20%) fail to comply completely with dissemination measures, namely: by reducing the channels of communication, by lowering partner's responsibilities over this matter, and by diminishing tools/media products. Trying to achieve better results in this topic a booklet were produced and distributed to empower the communication, impact and dissemination of results of the projects.

I.6.2.2 Key Action 2 (KA205)
1. Please provide your analysis to what extent the **results of finalised projects** were in line with the results expected at the application stage, in terms of: objectives reached, types of activities undertaken, types and volume of mobilities, types o intellectual outputs produced, dissemination and exploitation activities undertaken by beneficiaries. Such analysis must cover **Strategic Partnerships in the youth field**, as well as the **cross-sectorial Strategic Partnerships** with youth as the leading field.

During 2016 the NA closed 4 KA2 projects. We are to conclude that all projects were executed according to the application.

Therefore, Programme's priorities and objectives were fulfilled, as clearly demonstrated by final report's scorings (in-between 73 and 80 points).

The main priorities achieved were:

   - Promoting young people's social inclusion and well-being

   - Improving the attainment of young people with low basic skills

   - Supporting the production and adoption of Open Educational Resources in diverse European languages

   - Promoting the take-up of practical entrepreneurial experiences in education, training and youth work

   - Fostering the assessment of transversal skills

Report Form

The Intellectual Outputs were carried out in accordance with the planned and there is evidence of their production. It was possible to verify the implementation of proposed activities through various monitoring actions to completed projects.

The dissemination and exploitation of results was carried out within the planned (including the Multipliers Events).

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In general, we can reiterate that the expectations created by KA2 projects were accomplished.

2. Please describe the **most successful results** of the finalised projects.Please explain also what project results were in terms of contribution to the **achievement of the programme objectives and policy priorities** at national and European leve

We highlight the project 2014-1-PT02-KA205-000462, titled "Advantage" as our best practice.

The project addresses the following:

The main objective of the Advantage project was to promote young people with special needs (young people with disabilities, young people with special educational needs and young people with social disabilities) through the promotion of innovative and flexible pedagogical, communication and structural strategies to facilitate their entry In the labor market, access to vocational training or retraining opportunities or simply improve their skills as social actors and citizens active i the European context.

This project focused its action in Portugal, Slovakia and Italy. In the Portuguese case we initially involved 41 young people between the ages of 16 and 33, all of them with motor or mental disabilities and 44 young people with special educational needs who are attending vocational training in the 3rd cycle of basic education between the ages of 15 and 21. In Italy, we initially involved 23 young people aged between 15 and 19 with social disabilities in the context of mental disorders, with serious learning deficits that are submerged in phenomena of marginality and Consumption. In Slovakia, we start with a reality of 17 young people between the ages of 18 and 22 with special needs, serious School failure, many difficulties in adapting to the environment and at risk of dropping out. In common they all have the set of Weak responses in the scope of promotion of pedagogical, communication and structural strategies that facilitate and assist them in the entry in the labour market, access to vocational training or retraining opportunities or simply Competences as social actors and active citizens. This diagnosis was obtained based on the diagnosis provided by each of the partners.

It was possible to respond to the initially proposed objectives based on the sharing of resources and involvement of all partners and many local partners that during the 24 months of the process were actively involved in the construction.

The main topics addressed in the project were: "Entrepreneurial learning - entrepreneurship education", "Disabilities - special needs" and "Labour market issues incl. career guidance / youth unemployment".

This project complied with the programmed in the application and reached the following priorities of the Programme: "Promoting young people's social inclusion and well-being" and "Improving the attainment of young people with low basic skills".

I.6.2.3. Key Action 3 (KA347)

1. Please provide your analysis of the **results of finalised projects**. To what extent were the results of finalised projects in line with the results expected at the application stage, in terms of: objectives reached and types of activities undertaken?

The results presented were in line with the expected results at the application stage. We can say that all of them (5) promoted the dialogue between young people and decision makers, the participation of young people in democratic life, fostering the debate around themes and priorities of the renewed political framework in the youth field. The national and transnational youth meetings that took place promoted several activities such as meetings, consultations, seminars or conferences that involved different stakeholders of the youth sector and other cross-sectorial sectors, nationally or more locally, depending on the project.

The recommendations that resulted from the projects of National Youth Council and National Federation of Youth Associations had naturally a national and European impact because of the nature and dimension of these organizations. Otherwise, it is worth mentioning other project results of local entities like ECOS or Junta de Freguesia da Guarda. Ecos made a video (pt and English version) summarizing the content of the main result of the project: the 1st Regional Action Plan for Youth". The impact and dissemination of Junta da Freguesia da Guarda project results exceeded what was expected, with the creation of a blog, video and social communication outreach.

I.6.3. Transnational Cooperation Activities

1. Please describe the TCA activities realised in 2016 that were most successful, and explain the reasons why. Please explain how you organized the selection of participants and how you ensured the monitoring and dissemination of learning outcomes. Please also explain why any TCAs planned in the NA annual Work Programme were not carried out, if applicable. Please annex the detailed list of realised activities.

The main goal of TCA for 2016 year was to foster the implementation of the Programme and support transnational cooperation between NA´s, institutions, associations, groups of young people and other cross-sectorial actors, especially in ord to promote Social Inclusion, participation of young people in society, democratization, innovation and creativity, employment and entrepreneurship. TCA aimed also to support the development of education, training and youth work in line with the specific objectives of Erasmus+ and support partnerships and cooperation between organizations active in the field.
PT NA wanted to measure the quality of trainings, facilitate the sharing of international practices, strengthen social economy and increase the recognition of outcomes and skills as a result of the participation in the programme.
Portuguese National Agency of Erasmus+ YiA implemented activities and send participants to other activities, in cooperation with other NA´s, from 01/01/2016 to 31/12/2016, linked to the general objectives of the Programme and the specific aim and objectives defined by PT NA taking into account the social and economic context of the country, its participants and potential applicants.
Concerning the most successful TCA activities realized in 2016 PT NA intends to highlight 3 Hosting Activities: "The Power of Non Formal Education", "Including Refugees through Erasmus + Projects and Activities", "EVS – as a Bridge to Employability!?".
The training course 'The Power of Non Formal Education" was organized by the National Agency of Portugal, with the support of the National Agency of Belgium – FR during the period of 09th to 14th March 2016, in Fundão, Portugal. 30 participants have attended this course coming from 18 different countries. The aim of the activity was to improve the impact of Non Formal Education (NFE), principles and methods in empowering young people as real actors of the society (from local to Europe).
PT NA decide to consider this activity one of the most successful, due to the following reasons:
- 18 countries were represented which gave a very rich diversity in terms of experiences, visions, and practices;
- Overall, participants responded to the desired profile defined. They had a high level of motivation, representing a wide range of organizational contexts and geographical balance, a variety of people with various experiences and knowledge i NFE;
- This TC distinguishes itself clearly from other editions Of NFE due the fact that was implemented in another small rural village, different from the previous editions, but using the same model of close cooperation and involvement with the local population and other local stakeholders. Participants generally considered that the fact of living in between the local population was highlighted as very successful and important, in terms of in terms of integration and intercultural awareness and learning;
- Concerning the Programme participants concluded that the training was successful and satisfactory.
- The high number of applicants and interest from other NA´s in sending/supporting participants, can be explained by the promotion and divulgation of the TC, by the reputation of the quality of the activity, as also by the results shared with the colleagues, participants, and stakeholders;
- Looking to the results and feedback from participants and trainers team, we can conclude that the objectives have been reached in a very successful level;
The activity "EVS – A Bridge to Employability?!" was implemented from 4th- 9th February 2016, in Lisbon, Portugal. EVS - a Bridge to Employability?! was an evaluation & exchange of practices seminar with the main goal of being a meeting poin to debate, reflect and understand the role of European Voluntary Service on the life of young man and women, in what concerns the acquisition and development of personal, social and professional competences, first professional work experiences, vocational orientation, and others.
PT NA consider this activity as one of the successful activities for the following reasons:
- 281 applications to the activity what which represents the large interest on the topic of EVS and Employability;
- The activity brought together 25 participants from 15 countries, being all of them involved with EVS program. The diversity of countries and profile of the group maximized the multiplying effect of the activity results and outcomes;
- Considering the different experiences and different existing profiles in the group of participants, was created a space in which participants could share experiences, tools and practices developed under the EVS;
- In general, the program was fully complied. The main aim of the activity and general objectives were achieved and a booklet was produced as activity outcome;
The main impact of the project was the exploitation of the EVS impact in terms of employability using the experience of ex-EVS volunteers and EVS organisations. The booklet produced can be used by the participating organisations and NAs and can act as a multiplier tool in all the countries, creating impact outside of the activity participants group and implementation.
In what it refers to the activity "Including Refugees through Erasmus + Projects and Activities", it was hosted in Braga, Portugal, from 13th to 18th May 2016. The main idea of this project design was to explore the thematic of the refugees' crisis, linked to the Inclusion and Diversity Strategy. The general aim was to empower the organisations and youth workers to the development of projects in the area of refugees' crisis.

The general objectives were:
- To implement training in the frame of the host and support of refugees and migrants, contributing to the development of intercultural dialogue and better social inclusion of refugees;
- To address, horizontally and using non-formal education tools, the issue of refugees and the current humanitarian crisis;
- To raise awareness on the need to 'wear the skin of another' (empathy) and intercultural dialogue as the foundation of a more humane society etc.
PT NA consider this activity as one of the successful activities for the following reasons:
- The activity participants were volunteers from organisations working with refugees, trainers, people representing institutions from different humanity contexts. and youth workers and volunteers from organisations working in the hosting, support and inclusion of refugees in Portugal.
- The main impact of the activity was the training of responsible, volunteers and representatives of organisations working with migrants and refugees in the areas of inclusion, intercultural diversity and Erasmus+: Youth in Action potentialities The number of participants, organisations and stakeholders involved maximized this impact.
- The Erasmus+: Youth in Action programme proves to be a remarkable training tool for organisations since it endows organisations and youth workers with skills for the development of projects and activities in the crisis of refugees and migrants, promoting the reduction of barriers, exclusion of obstacles and factors of groups with fewer opportunities.
Concerning the activities that could not be realized in 2016 as initially planned, PT NA didn´t realized some sending activities as initially planned due multiple reasons, between them we can mention: the hosting NA didn´t implemented the activity, participants give up after the selection, reformulation of TCA Plans or PT NA didn´t find participants with the correct profile.
PT NA organized the selection of participants, in agreement with the target group defined to all the strategy designed to Portugal, following the target group and criteria defined by the Hosting NA in the Call for participants. The TCA Officer analysed de overall profile of the applicants, made a proposal to the Head or Deputy-Head of the NA, and after their approval, made the selection of participants through the online SALTO system. When the activity didn´t allowed to made the online selection or when PT NA didn´t managed to do it online, the TCA Officer had send the priority list and offline applications (when applicable) to the hosting NA or co-ordinator of the activity.
The NA ensured the monitoring and dissemination of learning outcomes through the Evaluation of the activity (implemented by questionaries' and Non-Formal Education methodologies), the compilation of learning outcomes in the activities Final Report, together with participants report and YouthPass self-assessment. PT NA encouraged the participants to use their learning outcomes and activities results, to spread it and to share it, in order to ensure the multiplier effect and dissemination of learning outcomes. The learning outcomes and TCA activities results are used beyond the lifetime of activity, mainly to develop the quality of further/ future activities. In order to ensure the dissemination of the activity, and also it results and learning outcomes the PT NA used to implement several methodologies, depending on activity to activity: creating a mailing list; disseminating the results of TCA projects and number in information events; using the results to implement in another activity, through media news in the NA website, social networks and partners tools. Communication with the participants was very important to the success of the activity.
The target group for the TCA activities implemented in 2016 was the same of all the strategy designed to Portugal in the last years: 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 workers, youth leaders, multipliers, researchers who works with this target groups. The NA 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.

This TCA promoted exchange of experiences and best practices, increased the quality of projects, both improving project promoters' organizational and pedagogical skills and facilitating the process of construction and animation of partner´s networks, increased the competences of Portuguese participants, promoted exchange of best practices, contributed to the building of partnerships, to newcomers participation and to the reinforcement of the cooperation between NA´s.

I.7. Horizontal actions and activities

I.7.1. Synergies and cross-sectorial cooperation

Please provide:

1. a focus, on how the **cross-sectorial dimension of the programme** was implemented in the actions managed by your National Agency, (e.g. synergies between institutions and organisations from different fields; involvement of enterprises, public authorities and "non-usual" players; results of selected projects impacting on different fields of education, training and youth, etc.)

2. a general overview of **activities realised by your National Agency** in order to foster the cross-sectorial dimension of the programme, including activities of cooperation with other National Agencies in the country (if the Erasmus+ programme is implemented by more than one NA in the country).

3. if relevant, information on synergies and complementarities realised with other European or national programmes/initiatives.

In 2016 the work developed in building cross-sectorial networks was fundamental to achieve the NA's objectives. Through these cooperation networks the NA could reach out to new target groups all over the country and enabled thousands of young people and youth workers, in the most diverse areas, to take part in the Erasmus+ Programme.

The NA cooperated closely with municipalities, and the regional government of Madeira, establishing partnerships within which TCAs were carried out. The NA also collaborated with organizations which had a strong focus on Sport social inclusion aspects, such as CAIS, with whom the NA joined forces to raise awareness of Erasmus+ opportunities among young people with fewer opportunities that took part in the street football national championship that CAIS organised.

Moreover, as it will be described in more detail further on regarding the collaboration established with the Erasmus+ Education and Training Nacional Agency, the NA also worked closely with several Portuguese Universities to promote Erasmus+ among their students.

The national agency organized a TCA in partnership with the Spanish national agency directed to the university radios as vehicles for the dissemination of the Erasmus + program for young people.

The strategic partnerships established between different National Agencies in the youth sector proved to be very important. The Portuguese National Agency is strongly committed to two of them, "Inclusive Youth Work" and "Youth Work on Municipal Level".

It is also important to point out that the Portuguese Erasmus+ Youth in Action National Agency is well aligned with the national policy priorities and well-integrated in the national context.
The NA has had strong and permanent support from NAU and other stakeholders, which has helped to maximise its potential impact on the national level. NA has, as closely as possible, cooperated with NAU, Portuguese Institute for Sports and Youth and the Secretary of State for Sports and Youth.
The NAU helped prioritize the interior and rural areas of Portugal and the low population density territories. Thus, one can say that the funding opportunities decentralization policy for youth helped balance evenly the geographical distribution of Erasmus+ projects. The development of a partnership and the common vision that, «youth policy is done with young people - and not just for young people», led the NA to carry out many initiatives and roadmaps.
This proved to be essential in the public recognition of the programme and in the increased number of project applications, for example, the NA participation in the Youth Organizations RoadMap promoted by the Secretary of State for Youth and Sports.
Both E+ PT NA's (Education and Training and Youth in Action) are in constant contact. The Heads of the E+ Portuguese NAs have regular meetings to discuss and work on specific areas of their activity and the Programme E+ systematic coordination was established in several areas in 2016 between both NAs. The two NAs closely cooperated on the implementation of their respective Work Programme.
The two national agencies jointly carried out the following activities in 2016:
- In September in Braga, organized the awards of the good practices of the Erasmus+ program in Portugal, where 15 projects were awarded with a prize of best project in their sector and area of activity.

- In November and December, the two agencies organized a roadmap with five information / dissemination sessions across the country from north to south.

The Portuguese NAs have identified which beneficiaries are common to both and have therefore carried out a double funding check. They have also agreed on common monitoring visits to projects with the same beneficiaries.

I.7.2. Equity and inclusion

Please provide a general overview of **activities realised by your National Agency** in order to foster projects/initiatives that promote the inclusion of disadvantaged target groups, in particular of newly arrived migrants, asylum seekers and refugees.

The Portuguese NA focused strongly on equity, inclusion and diversity which is and will continue to be a fundamental priority for the NA.
The Portuguese NA is involved with other national agencies in a strategic partnership for inclusion and diversity. This strategic partnership is included in the TCA plan of the National Agency.
Therefore, a plan of action was developed to support inclusion, diversity and equity within the Programme, involving three key points:

- Valorisation
- Information;
- Capacity Building.

1 -Valorisation
The Portuguese NA is aware that the inclusion of young people with fewer opportunities is an important feature of the E+ Programme and its activities and is committed to make extra efforts to reach out and support young people who face disadvantages in their lives and give everyone a fair share of the E+ opportunities.
Therefore, the PT NA developed, applied and communicated a valorisation system of projects that included young
people with fewer opportunities. The PT NA also embedded the topic inclusion and diversity in the last training activity carried out for beneficiaries of the Erasmus+ Programme.
All the staff, responsible for the project assessments, comply with the proportionality principle, that is central to the selection process, and were attentive to projects that addressed disadvantaged groups, especially migrants, asylum seekers and refugees.
The PT NA constantly monitored issues related to migrants, asylum seekers and refugees to target projects that address this target-group, as well as to follow-up their implementation and promote good practices.
The NA also keeps statistics on the number of young people with fewer opportunities that participated in the different Erasmus+: Youth in Action projects and the number of projects that address migrant, asylum seekers and refugees topics, per key action and activity type.
2 -Information
In Portugal, many young people live in rural remote areas or in areas with poor access to information.
Therefore, in partnership with key stakeholders, various information campaigns and trainings were held in the interior of Portugal to inform young people, leaders, youth workers and the municipalities of the opportunities of
the E+ Programme and that it can be used as a tool to work with young people with fewer opportunities and actively
reach out to disadvantaged groups. The outcome of these activities was a record number of applications in each
round of 2016.

3 - Capacity Building:
Alongside the two priorities mentioned above, the Portuguese National Agency developed a building capacity strategy for young people and youth workers so they can be able to work with the mentioned priorities:

3.1 - CAIS roadmap: this organisation work directly with migrants and refugees that
arrive in Portugal and with young people at risk of social exclusion. Two training activities were carried out for t members and staff throughout Portugal in order to give them competences to work with these issues, develop their professionalism and show them the role that Erasmus+ can have in improving the competences of young people, intercultural dialogue, social inclusion and solidarity.
3.2 -Sending participants to international training courses that address these issues:
An amount of the TCA sending budget was allocated to activities that address these priority thematic areas to improve young people and youth workers' competences, through international training, cooperation, and the Exchange of good practices. This will hopefully lead to a bigger impact of the projects and activities on participants, organisations and society in general and to an increase in the number and quality of projects addressing these issues.

3.3 -Mapping of Good Practices
In 2015, the NA started to map the Portuguese organisations/entities that work directly with migrants, asylum seekers and refugees so that subsequently it can target their good practices and share them with the network and public in general.

I.7.3. Communication, information, dissemination and exploitation of programme's results

Please provide:

1. A concise overview of activities, tools and materials realised by your National Agency - **other than the ones already described in the sectorial sections or in section 7.1.2** above - in order **to inform about the programme as well as to disseminate and exploit projects' and programme's results**. For the field of youth, please describe the activities linked to **celebration of 20 years of EVS**.

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, mainly in rural are

PT NA has been working in information and dissemination procedures. EVS 20 years and the good practices prizes were important events to reach the objectives of this strategy.

Considering that beneficiaries are at the centre 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 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.

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 – New website Erasmus+ Portugal: A new common website for Erasmus+ in Portugal were disseminated all over the country in the public events of both NAs. www.erasmusmais.eu is the webportal with general information of Erasmus+ and with info and links for the 2 NA's in PT and the European level organizations and major contacts.

2 – 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.
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.

Important news, informations, tools and documents were added and disseminated thru the website, as well as questions and answers were made thru it.

3 – 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/erasmusma isjuve ntudeemacao

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4 – 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

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

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

This year the PT NA made a big effort to offer interesting videos to promote the Programme and also to promote good practice projects under E+ YiA.

Bellow some links of videos:

EVS 20 years: https://www.youtube.com/watch?v=jAX6tEtLgv0

Erasmus+ Yia: https://www.youtube.com/watch?v=xq1-dLqZ3qY

Example of good practice video: https://www.youtube.com/watch?v=HcsOw_RHxRB4&t=72s

6 – Blog – Erasmus+ Youth in Action. This is not a primary tool for our strategy but is used also to share and disseminate important information http://www.erasmusmais.blogspot.pt/

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PTNA has also promoted strategic partnerships with National Youth Council (CNJ) and National Confederation for Youth Association (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.

Bellow the most important events in 2016:

Day	Place	Partner Organization	Event	N Participants
08/03/2016	Tarouca	IPDJ e Agrupamento de Escolas Dr. José Leite De Vasconcelos	Workshop	30
09/03/2016	Viana do Castelo	IPDJ Norte	Training	20
14/03/2016	Guimarães - Escola Básica Santos Simões	Agrupamento de Escolas Santos Simões	Workshop	30
15/03/2016	Braga - Escola Alberto Sampaio	Associação de estudantes da Escola Alberto Sampaio	Workshop	40
17/03/2016	Tomar	CM Tomar	Training	30
18/03/2016	V.N. Famalicão	PASEC Associação	Workshop	50
23/03/2016	Loures	CM Loures	Info session	11
30/03/2016	Castelo Branco	IPDJ Centro	Training	30
03/04/2016	Vila Real	IPDJ Norte e CM Vila Real	Youth Fair	250
04/04/2016	Manhã - Caldas da Rainha	Comunidade intermunicipal do oeste	Info session	30
04/04/2016	Tarde - Alcobaça	Comunidade intermunicipal do oeste	Info session	30
06/04/2016	Manhã - Óbidos	Comunidade intermunicipal do oeste	Info session	30
06/04/2016	Tarde - Peniche	Comunidade intermunicipal do oeste	Info session	30
08/04/2016	Aguiar da Beira	Agrupamento de Escolas Pe. José Augusto da Fonseca e CLDS 3G	Youth Fair	50
08/04/2016	Manhã - Cadaval	Comunidade intermunicipal do oeste	Info session	40
08/04/2016	Tarde - Bombarral	Comunidade intermunicipal do oeste	Info session	40
22/04/2016	Ilha Terceira - Açores	Direçao Juventude GR Açores	Training	50
28/04/2016	Rio Tinto	Casa da Juventude - CM Gondomar	Info session	50
30/04/2016	Teixoso, Covilhã	Associação Jovem Teixo	Training	30
09/05/2016	Barcelos	IPCA	Europe day celebration	120
09/05/2016	Guarda	JF Guarda	Training	40
14/05/2016	Viana do Castelo	FAJUVC	Info session	80
17/05/2016	Ermesinde	JF Ermesinde	Youth Fair	50
19/05/2016	Vila Real	CM Vila Real	Info session	20
31/05/2016	Fornos de Algodres	AD Fornos de Algodres	Workshop	140
21/09/2016	Braga	E+ EF	Good Practices event	300

25/09/2016	Odemira		Info session	40
22/10/2016	Pêro Viseu	Junta de Freguesia de Pêro Viseu	Training	32
09/11/2016	Tortosendo	Junta Freguesia Tortosendo	Training	26
10/12/2016	Brara	FNAJ	Workshop	30
11/12/2016	Braga	FNAJ	Youth Fair	250
14 a 17/04/2016	Porto	IPDJ	Youth Fair	500
16 a 19/03/2016	Lisboa	IPDJ	Youth Fair	500
29 e 30/09	CM Tondela	Municipio de Tondela	Training	120
april (15, 18, 19, 20, 21)	Lisboa, Porto, Leiria, Portalegre, Faro	IPDJ	Workshop	300
August	Braga	U. Minho	Training	100
from 7 to 9/04/2016	Guimarães	AAUM	Youth Fair	600
Nov/Dez	National	E+ EF	Workshop	300

2. Please **tick the box below** to confirm that the EplusLink system has been properly updated in order to allow the VALOR Dissemination platform to show the good practice examples of projects realised under each relevant action, as indicated in the Annex of the Guide for NAs

Yes

I.7.4. Evidence-based analysis of the outcomes/results of the programme

1. Please provide a concise overview of the set of activities implemented by your National Agency and their outcomes - **other than the ones already described in the sectorial sections or in section 7.1.2** above - in order to **gather evidence on the results** achieved by the programme. Based on the analysis of the outcomes so far, please explain how this knowledge may contribute to the improved programme implementation.

The evidence-based analysis of programme results were mostly based on the RAY Network surveys, as in previous years, providing us the data needed for the programme results.

In that regard the NA has been an active member of this Network, namely through the participation in its annual survey, during 2015 and beyond. During these surveys, based on a multilingual questionnaire, we managed to involve youth and youth workers/leaders.

Considering this chapter, the NA managed:

-to contribute to the development of international youth work and learning mobility practice, in particular within E+/YiA;

-to contribute to monitoring E+/YiA with respect to the aims, objectives and priorities of the programme;

-to contribute to quality assurance and quality development in the implementation of E+/YiA at the project level (development and implementation of projects) as well as at the programme level (promotion, support, administration etc. of the programme);

-to contribute to the development of E+/YiA and the programme following E+/YiA after 2020;

-to contribute to the recognition of non-formal education and learning in the youth field, in particular in the context of international youth work and learning mobility;

-to contribute to evidencebased and research informed youth policy development at all levels and with respect to relevant policy processes such as the implementation of the EU Youth Strategy (2010-2018), including in the context of strategic partnerships such as with the Council of Europe;

As well as:

- to measure the Impact of the E+/YiA projects (short-term and long-term), both at individual level (young people, youth workers project leaders) and systemic level (youth groups/organisations/bodies, local project environments/communities, youth structures, youth work);

- to measure the educational and learning processes;

- to measurement E+/YiA outcomes, in particular in view of the profile of project successful participants, project leaders and organizations involved;

-better exploitation of the special qualities of E+/YiA;

Beyond the regular survey the research endows another dimension, related to the link between science, national authorities and COM.

During 2016, in specific, a "national"triangular meeting had place, during which the actors involved reflected about the new Erasmus+ Programme and further implication on the youth work practice. During this event organizations discussed the *modus operandi* concerning data retrieve and analysis by partners (research and NA). Within this sphere the entities presented some proposals to adapt transnational questionnaires to specific national realities (e.g. a better analysis of social backgrounds indicators as to relate data to participative patterns).

This event was delivered as a seminar and research forum, also exchanging good practices and results making contacts and building the network.

A National Report was also produced during 2016. Its main features consider that:

-The Programme largely empowers a European consciousness attitude cultural awareness;

- The Programme promotes cultural awareness and tolerance;

All this work and success was only possible thanks to the agreement of understanding established between PTNA02 and Minho University in order to have the possibility to count with an senior investigator on social sciences to study the collected data.

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PART II - PROGRAMME MANAGEMENT IN 2016

II.1. Project lifecycle management

II.1.1. Selection process

Please provide information on:

1. the organisation of various steps of projects' selection (e.g. eligibility, multiple submission and double-funding checks, validation of organisations, assessment of selection and award criteria, selection panel and award decisions and publicity on/notification of the outcomes of the selection)..

As soon as the expert guide is published an internal training is provided to prepare the evaluators team (internal and external evaluators) for the evaluation process. A special focus is given to the reinforcement of a clear interpretation of the award criteria provided by the EC.

The NA performs meetings to establish projects' allocation among evaluators.

Segregation of duties is considered for the above-mentioned procedure, thus reducing potential conflict of interests.

As an example, any officer or evaluator that have had formal meetings with potential beneficiaries can evaluate their projects (if submitted).

The NA tracks these appointments through an internal database.

The NA defined assessment criteria in accordance with the principles set out in the Expert Guide. In this way, we lower the subjectivity inherent to the assessment carried out by the officers. The assessment scores are inserted in a ColourMap that outlines possible discrepancies between assessors in each topic. The NA discriminates positively the applications of applicants from disadvantaged regions of Portugal as well as Newcomers to the Programme.

The NA has a very intensive information system for the beneficiaries during the awarding process, informing them about the status of the application in every different stage. Nevertheless, the NA must comply with the national law that establishes a ten-day time limit complaint period for applicants before the final decision.

2. main **positive aspects as well as areas of future improvements** in the way the National Agency organised the **qualitative assessment process** (i.e. pool of experts, training of experts and internal NA assessors; supporting materials, etc.).

Almost all the qualitative assessments, except KA2 project, are carried out by NA Staff.
Positive aspects:
We are constantly improving the internal process, organising work meetings on the topic, issuing guide lines and basic rules on the process. Concerning the external experts, we have special attention to the selection of these experts, choosing experienced people in the youth field, working very close with these experts, and giving all the necessary training and documentation and relevant supporting materials and training.
The increasing of applications, is also an opportunity to start the procedure of creating a pool of experts, respecting all the principles of transparency, quality and above all the rules of non-conflict of interests.

II.1.2. Final reports and balance payments/recoveries

Please provide information on:

1. handling the **assessment of final beneficiary reports** and executing final payments/recoveries.

The NA accomplish all the rules expressed on the technical instructions related of the NA Guide, namely:
-         Assessing 100% of final reports;
-         Using the standard report forms recommended by the Commission;
-         Recording and monitoring the concerned date in Epluslink;
-         Respecting all the predefined stages: eligibility format of the report; activities evaluation with the relevant supporting materials; eligibility check of the financial statement;
-         The final report assessment contains all the relevant data: the eligible amounts considered; the conclusion of the assessment by areas of project; the recommendations to the beneficiaries an NA;
-         With few exceptions dully justified and documented, the final payments are done within the stablished deadline;
-         The beneficiary is notified on the assessment results with all the qualitative and financial information and is given 30 day to eventual complaints;
Furthermore, the NA implemented a monitoring system to completely eliminate any delays related with the final report assessment and the final payments issues. According with the internal procedures, we shorten the deadlines of the reminders in case the final reports are not submitted in dully time and we have a responsible person to monitor the deadlines of submission and assessments who coordinates all the process.
The reimbursements/ recoveries, where applicable, are issued and all the rules are followed on this matter

2. the **final reports qualitative assessment process** as well as its feeding into the activities of dissemination and exploitation of projects results.

Beyond the applicable rules on this matter, the compliance with the qualitative guidelines on quality assessment of final reports and the guide for experts, the NA implemented an internal procedure developing a model that compares the initial proposal with the final results found through the final reports and other evidences of the projects in order to accurate a proper evaluation of the projects.
This system permits to select with accuracy the projects sent to dissemination platform and defined as good practices.
On this field, we also spread through our means (webpage, social media, conferences and seminars) the good practices and success stories of the projects.
We also involve the applicants with projects assessed as good practices in discloser actions of the programme.
In order to maximize the impact of the best project, we also organise, in cooperation with the other Portuguese Erasmus + National Agency (Education and Training), yearly national event to dissemination and exploitation of projects results

II.1.3. Checks of grant beneficiaries

Please provide information about the **main findings of the checks of beneficiaries** carried out during the year. Please indicate any **checks of beneficiaries that could not be realised** as initially planned, and explain why they were not carried out. Please also report on any constraints and challenges to obtain a **reasonable assurance on the eligibility of the activities** carried out by the beneficiaries.
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The National Agency select every year the primary checks according to the guide "Technical instructions for the National Agencies on checks of grant beneficiaries under Erasmus+" and manage all the primary controls (on the spot check during implementation, on the spot check after implementation, final report, desk check and system check).

Most of the issues observed on the spot check during visit refers to mistakes in the organization of processes, lack of documentation, insufficient activities for volunteers and changes in the activities planned in the projects. Over the past year, has become clear that Entities demonstrate greater capacity for management and implementation of activities, as demonstrated in the reports in the issues raised in EplusLink platform.

In accordance with the Commission's directives, check lists were implemented to carry out the primary controls to standardize the staff procedures involved. All procedures are updated on the EplusLink platform. All minimums of primary controls were guaranteed to comply with Commission directives.

Concerning the primary checks, the NA conducted also several desk checks, where report evidence was confronted with supporting documentation.

Through this analysis the NA came to the following findings:
-The beneficiaries are confronting some obstacles concerning file organization and results-evidence, although major commitments were followed (signature list, boarding pass or equivalent)
-Few errors considering the calculation of distance-band, leading to some adjustments;
-Few misunderstandings concerning the formula activity dates + travel days;
To assure that each report reveals in deep overall conclusions.

During the year 2016, the National Agency carried out the following primary checks for 2014, 2015 and 2016. All primary checks procedures are updated in EplusLink.

Regarding to 2014, within KA1, the NA carried out:
Two system checks to the following Entities, "Aventura Marão Clube" and "Mais Cidadania".
In a ranking of four entities that received more than € 100 000 during 2014, National Agency had to perform a system check, having surpassed this goal.
Twenty-three desk checks were selected. Until December 2016 17 were done.
It was necessary to perform three visits On the Spot Check During, but instead eleven were performed, resulting on the surpassing of this goal.
Although not mandatory, three visits on the spot Check after were performed on a risk-based.
Related to 2014, in the framework of KA2, the following is to be stressed:
The Desk Checks were selected in the EplusLink but the primary controls weren't performed, two final reports have been completed and the primary control desk check is already in implementation.
About the visits On Spot Check after, one was held and another is scheduled.
Six primary checks On the Spot Check During were performed, and since the minimum required were two, this goal was, also, surpassed.
Referring to 2014, in the framework of KA3, the following is to be stressed:
Three primary checks were carried On Spot Check During, surpassing the minimum required.
Regarding to the Desk Checks, three were selected, but only one was made until 31 December. They are already being carried out, at this stage.
The minimum required of primary controls On the Spot Check During were three but thirty-six were performed.
Although not mandatory, one visit on the spot Check after was performed on a risk-based.
In relation to 2015, in the framework of KA2, the following is to be stressed:
Two primary controls Desk Check were selected, although they haven't been made because the projects are still in the follow up status.
Two primary controls On the Spot Check After were selected, but they haven't been carried out, since the projects are in the follow up status.
Five primary controls On the Spot Check During were realized, but the minimum required was only one.
In relation to 2015, in the framework of KA3, the following is to be stressed:
Three primary controls Desk Checks were selected, one has been realized, another one is already in implementation and the other wasn't performed because the project is in the follow up status.
Four primary controls On Spot Check During were realized, exceeding the minimum required.
Referring to 2016, in the framework of KA1, the following is to be stressed:
The primary controls System Checks haven't been made to the Entities because only in 2017 it is possible to do them and the projects are still in the follow up status.
The primary controls Desk Checks weren't selected because only in 2017 the process is ready to be done.
The minimum required of primary controls On the Spot Check During were three but four were performed.
Referring to 2016, in the framework of KA2, the following is to be stressed:
The primary controls Desk Check haven't been made to the Entities because only in 2017 it is possible to do them and the projects are still in the follow up status.
The primary controls On the Spot Check After weren't selected, because only in 2017 it is possible to do them and the projects are still in the follow up status.
Two primary controls On the Spot Check During were realized, but the minimum required was only one.
Referring to 2016, in the framework of KA3, the following is to be stressed:
The primary controls Desk Checks weren't selected because only in 2017 the process is ready to be realized.
Two primary controls On Spot Check During were realized, achieving the minimum required.
In 2015 three joint visits were made with the National Agency Erasmus + Training and Education to the following entities, in accordance with the anual Work Programme: "AEVA"; "Associação de Paralisia Cerebral de Coimbra"; "Agrupamento de Escolas de Cuba" and in 2016 the National Agencies planned to visit "Youth Union of People with Initiative".

II.1.4. Online Linguistic Support

1. Please provide a general description on how the process of allocating **OLS licences** (National Agencies to beneficiaries and beneficiaries to participants) **was handled**. If relevant, please also stress the actions undertaken in order to reduce or cope with difficulties related to the implementation of OLS.

The NA translates and proofread translations provided by the Commission of any document for the public related to the Programme in Portuguese language. Likewise, the NA translates IT tools available to the beneficiaries such as the eforms, online platforms, etc.

Some translations are made in collaboration with the Erasmus+ Education and Training PTNA to provide to the public a unique version in Portuguese of relevant documents, specially the Programme Guide and the common application forms.

2. If relevant to your National Agency, please provide a description of the participation of your beneficiaries in the **Online Linguistic Support for Refugees**. Where relevant, please include details about the concrete implementation, the challenge encountered as well as possible best practices at local or national level.

N/A

II.1.5. Translation of reference documents

Please briefly inform on the way the exercise of **translation of Erasmus+ reference documents** was handled in your National Agency (possibly, in cooperation with other National Agencies). Please also report on any major difficulties or delays.
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The NA translates and proofread translations provided by the Commission of any document for the public related to the Programme in Portuguese language. Likewise, the NA translates IT tools available to the beneficiaries such as the eforms, online platforms, etc.

Some translations are made in collaboration with the other Portuguese National Agency in order to provide to the public a unique version in Portuguese of relevant documents, specially the Programme Guide and the common application forms.

II.2. Implementation of the 2016 NA Work Programme

II.2.1. Implementation of the budget allocation policy and funds management

1. Please report **how the NA implemented the budget allocation** policy initially set in the NA Work Programme. Please stress the reasons of any difficulties encountered and the measures undertaken by the National Agencies at the level of budget transfers across actions and/or fields (if applicable).

The NA request for transfer of funds has been accepted by the Commission and consists in transfer across key actions, from KA1 to KA2. The reasons for our proposal to allocation policy are the analysing of the record number of submitted applications and number of applications rejected for lack of funding, the review of granted projects regarding to their number, budget awarded and execution, and last but not least, the management of expectations and motivation of candidates, our potential beneficiaries.

2. With reference to the EPlusLink financial reports, please comment on the **budget commitment level** for 2015 and 2016 decentralised actions funds per field. If the budget commitment level was below 95% per field or key action, please explain the reasons and describe the remedial actions.

The budget commitment rate for 2015 is 101,27% per field. According to the Epluslink financial reports the budget commitment rate per key action is around 100%.
The budget commitment rate for 2016 is 76,13% per field. The reason for this commitment level is the projects approved in 3º round didn't have the Grant agreements signed by the two parties (NA and beneficiary) until 31/12/2016. When all grant agreements are signed in the beginning of the year 2017 the budget commitment rate will be 104,78%.

3. With reference to the EPlusLink financial reports, please comment on the **budget realisation level** for the **2014 decentralised actions funds per field**. In the case of final financial reports, if the realisation level was below 90% per field or key action, please explain why and describe the remedial actions.

The budget realization rate for the 2014 is 71,72% per field. There are several reasons to explain this rate, namely the year 2014 was the first year of the Erasmus+ Programme and the beneficiaries didn't have the necessary experience and knowledge for management life cycle projects with the new rules; the number of grant agreements terminated after NA signature of Grant Agreement and transferred the first payment; the Agreement 2014 isn't yet closed, it means that we still have many balance payments to make; the budget realisation rate for KA218 Training and Cooperation Activities was below 50%.

We have already started, since October 2014, to carry out training for beneficiaries regularly. We believe that at the beginning of each project we can help the beneficiaries improve and do better. However, we are aware that these actions will only have impact on the on-going projects. We have carried out several on site checks and we have been very quick and strict with our assessments and compliance with deadlines concerning final report. Furthermore, and in order to overcome this problem, we have appointed a project officer for each and every project that will ensure an adequate follow-up. We have also strengthened the informative and pedagogical side of our on-spot visits and we will obviously continue to support our beneficiaries in all possible ways.

II.2.2. TCA budget implementation

With reference to the **TCA financed under the 2015 Delegation Agreement** (TCA eligibility period 1.01.2015 - 30.06.2016), please report on how the National Agency used the available budget, complied with the ceiling(s), and ensured the required co-financing. Please provide explanation in case the National Agency either did not use this budget opportunity or could not comply with the TCA requirements.

The main goal to the TCA financed under the 2015 Delegation Agreement was to foster de implementation of the Programme special in order to promote Social Inclusion, participation of young people in society decisions, democratization, innovation and creativity, employment and entrepreneurship. TCA aimed also support the development of the field of education, training and youth work in line with the specific objectives of Erasmus + and support the cooperation between organisations active in the field.

In this frame, Portuguese National Agency of Erasmus+ YiA used the available budget for TCA, in the implementation of Hosting Activities, Sending of participants and cofounding of other activities, in cooperation with other NA´s, from 01/01/2015 to 30/06/2016, linked with the general objectives of the Programme and the specific aim and objectives defined by PT NA taking into account the social and economic context of the country, his participants and potential applicants. PT NA used the available budget to promote the support and development of competences of potential participants of Erasmus +, priority topics and target groups of the Programme, through the implementation of training and support activities, partnerships building activities and research-based analysis of Programme results. Some Hosting activities received cofounding from other partner NA´s, fixed through Agreement´s between NA´s.

PT NA complied with the ceiling (s) following the Guide for NA´s, not using more budget than the available and eligible to the TCA 2015, following the rules, complying with the TCA procedures and requirements, assuring the good quality of budget planning, of activities implementation and their connected results. PT NA ensured the required co-financing through partnerships with local partners, institutions, and other shareholders, through participants contribution (deducting a percentage from travel costs reimbursement) and taking into account the national contribution to staff costs.

Hosting and Sending activities implemented under TCA had 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, increased the competences of participants, promoted exchange of best practices, contributed to the building of partnerships, to newcomers participation and to the reinforcement of the cooperation between NA´s, fostering the overall quality of Programme Erasmus + implementation.
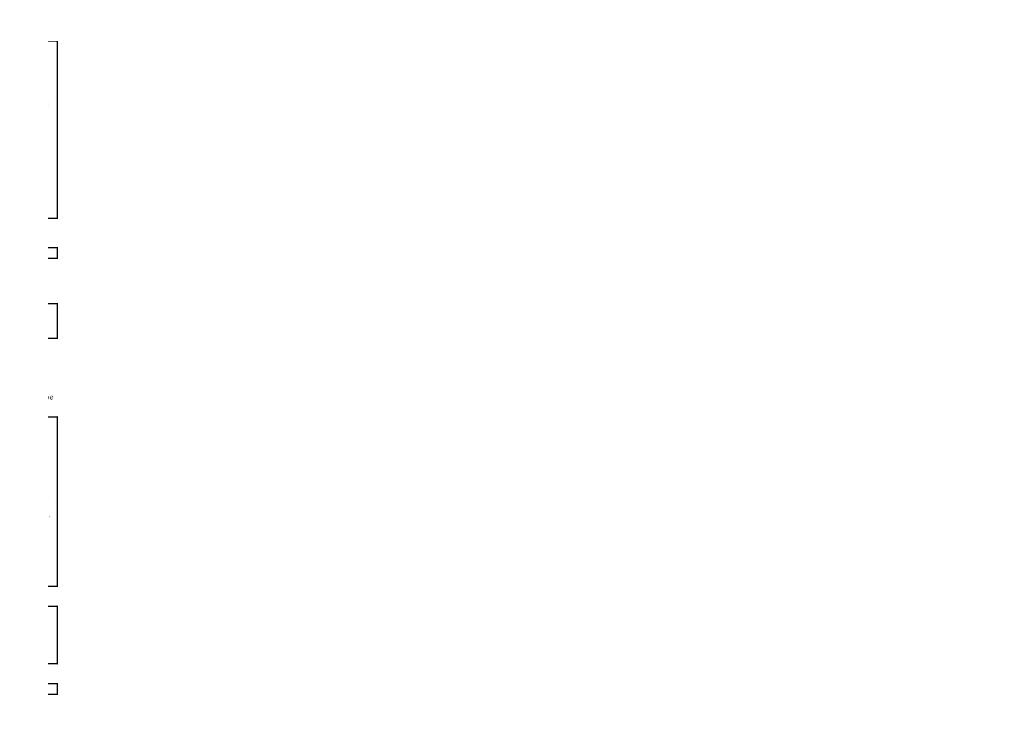
II.2.3. Complementary funding

If any **national co-funding** has been made available for the Call 2016, please describe the details including the key action, field, the amount allocated and the source of the complementary funding.

N/A

II.2.4. Analysis of the targets set in the 2016 NA Work Programme

1. Please comment on the **achievement of the targets** set in the 2016 NA Work Programme related to the **Objective I.3.8. Efficient, effective and compliant programme management**. In case of underachievement, please describe reasons and remedial measures the NA has undertaken/will undertake to improve the results

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In respect to project's Key Actions, indicators clearly state that 2016 Objectives were largely accomplished. Still, some final reports are not received in the due time.

As to surpass the identified shortfall the NA has been providing some Training to organizations and shall continue to perform monitoring visits, as in the past.

Additionally, the NA is considering to penalize, in qualitative assessment, final reports submitted out the deadline.

dicator ID	Indicators	Realized Annual target for 2016	Indicative annual targets for 2016
I.3.8.1.	% share of applications for KA1 (excluding Higher Education) reaching the minimum quality threshold for selection	90%	85%
I.3.8.2.	% share of applications for KA2 reaching the minimum quality threshold for selection	86%	85%
I.3.8.3.	% share of applications for KA3 reaching the minimum quality threshold for selection	90%	90%
I.3.8.4.	% share of final reports reaching the minimum quality threshold for acceptance without grant reduction based on quality grounds	100%	80%
I.3.8.5.	% share of timely received final reports	53,23%	69%
I.3.8.6.	% share of beneficiary reports with financial adjustments below 2%	91,11%	89%

2. If applicable, please comment on the achievement of the targets set in the 2016 NA Work programme related to the **additional NA Objective(s)**. In case of underachievement, please describe remedial measures the NA has undertaken/will undertake to improve the results.

N/A

II.2.5. Realisation of the NA activities

Please indicate any activities that could not be realised as initially planned in the 2016 NA Work Programme and explain why they were not carried out..

1 – Youth Policy Events were not carried out by the PTNA2 because the major event on RAY programme covered this need and it was agreed to postpone this event if the need appears.

2 – On line Erasmus+ YiA info events were not carried out: PTNA02 evaluated in the end of the second quarter of 2016 and it was decided to promote this kind of events in the first quarter of 2017 to promote E+ new opportunities and rounds for the year of 2017.

II.3. Programme management challenges

If relevant, please provide information on:

1. major **administrative and IT challenges**_info_ › **problems or delays** faced by your National Agency in managing the whole lifecycle of projects (e.g. in relation to organisations validation, selection, issuing/signing grant agreements, payments, cancellation of projects, amendments, changes in the composition of partnerships/consortia, etc.). If relevant, please also stress the causes of the delays in handling these tasks. Please also stress the actions undertaken in order to reduce or cope with difficulties.

We do not face major problems with the whole lifecycle of the project that affect the quality of the programme management. However, we do face some minor problems enumerated bellow:

Organisation validation
Problems: big number of new organisation to validate; lack of coordination between the national agencies and the central validation services that sometimes validate different pics of the involved on the national projects.
Actions: validation only of the PICs involved in projects and previously of a grant decision; contacting IMT support to solve different views between central services and national agency.
Suggestion: more coordination between the central services and national agencies; uniformization of procedures concerning the PIC validation at central and decentralized level.

Payments
Problem: The beneficiaries sometimes do not have the first payment before the beginning of the activities, especially on the first round, the combination of the calendar for the use of funds with the compulsory accomplishment of national laws (given time to complaints of the beneficiaries before a final award decision) the delay whole the process and the fact that beneficiaries start the activities on the beginning of eligible dates for the projects.
Actions: The AN usually advises the applicants for a different management of the lifecycle of the project, in order to extend the preparation stage to avoid this problem; Systematization of the complaints process in order to minimize the delays

Cancelation of projects
Problems: the cancelation of some projects on a later stage disables the use of funds in other projects once sometimes we only have the information after the third round for applications.
Solutions: the NA is implementing an accurate monitoring systems to detect as soon as possible project without activity and with odds of being cancelled.
Suggestion: The possibility of use the funds of cancelled projects on the following year.

2. possible **areas of improvement** identified by your National Agency in view of the 2016 call.
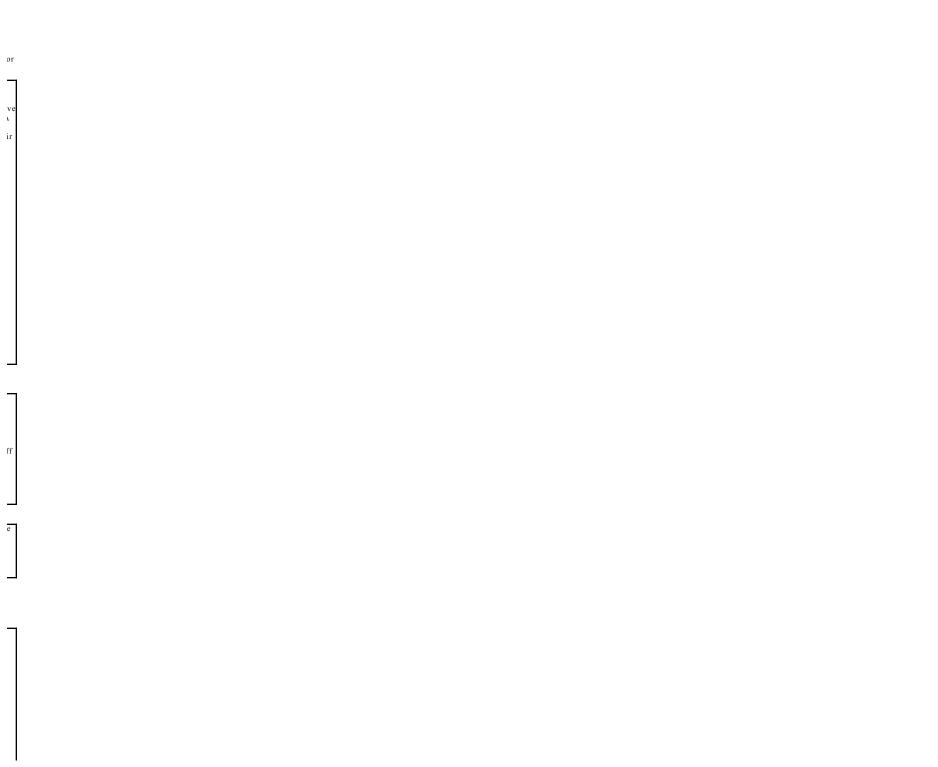
Improvement of the monitoring process of the lifecycle of projects giving more power and responsibilities to the person in charge to avoid eventual problems and delays;
Training of staff in technical areas covering the identified needs in order the improvement of the lifecycle management of project;
Training of beneficiaries with the inclusion, during the usual beneficiaries training, of precise information on the relevant and critical areas of lifecycle management;
Implementation of a new documentation management system in order to smooth the administrative process.

3. **other comments** the National Agency wishes to make with regard to the management of Erasmus+.

None

II.4. NA Compliance

II.4.1. Quality of the NA management system

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Please briefly report on:

1. main changes in **NA Working arrangements and procedures**. Whether the NA followed the working arrangements and internal working procedures set-up in the Work Programme to ensure the proper planning and management of activities or whether any main changes in these arrangements and procedures were deemed necessary. If changes were made, please explain the reasons and the impact.

Erasmus+ Youth in Action continued the internal innovation path started with Youth in Action. The biggest factor to assure Quality is skilled people and perfect processes. PTNA continued implementing an objective and multi-tasking assessment system due to the fact that applicants must be in the center of our decision.

A clear customer service policy was implemented with step by step communication, multi assessment model, executive summaries report, SWOT analysis feedback and close cooperation. Thus, the first step consist in the definition of an objecti score system based on detailed criteria per each action. Secondly, instead of just one assessment, PTNA implemented mandatory 2 assessments performed by 2 different staff members. Thirdly, for grade differences bigger than 20 points, PTNA added a third assessment considering for the final grade the least two standard deviation grades. Fourthly, PTNA performed executive summaries per project with SWOT analysis and direct feedback to applicants' improvement. Finally, PTNA shared detailed support by phone / email and received project promoters from applications rejected in order to improve their quality in future rounds. In brief, the assessment phase is on track to what PTNA directors expected as a detailed, fa and trustworthy model. Similar opinions are shared by Selection Committee.

In order to assure a proper grant allocation and availability of budget for all three selection rounds for all three Kay Actions the National Agency continued an accreted control system based in following:

1. Following the Delegation Agreement and taking in account the budget for each Key Action the financial officers divide the budged of each key action (where applicable) for round and settle the percentage for each activity type accomplishing the predicted percentages of the Delegation Agreement.

2. The coordinators of each Key Action, before the selection round, sort the projects by its assessment classification and divided by type of activity;

3. The NA propose to the Committee the approval of the projects that fit the order till the availability of the budget of the concerned round.

4. In regular terms the financial department reconcile the data between the predicted division of the budget by activity type and the approved activities in Epluslink.

5. The last selection round the financial officers check the actual amount spent in each activity type in order to determine the available budget for each activity

PTNA started the implementation of a Document Management Digital System, with the aim to become more organized and efficient, adopting a paperless office environment. We believe that this can help the work in the Agency, increasing productivity, saving time, allowing to operate in multiple locations, eventually supporting remote workers when necessary. With the adoption of a Document Management Digital System, PTNA used specific functions such as:

- Storing various document types, including word-processing files, PDFs and spreadsheets
- Creating new files directly within the system that can be edited and shared with others
- Searching an entire library of files by individual keyword
- Sharing documents with co-workers, departments and beneficiaries
- Restricting access to certain documents

2. main activities, arrangements or procedures set up or implemented in order to ensure a **coherent and integrated management of the programme** (including activities/arrangements/procedures of cooperation with other National Agencies in the country, if the Erasmus+ programme is implemented by more than one NA in the country).

In 2016, the NA made significant efforts to be fully compliant with the programme requirements and effective implementation of the programme in Portugal.

As stated above, publications were produced that, at an early stage, addressed the full perspective of the Erasmus+ programme. Multiple protocols and partnerships have been developed with organizations and institutions with very different approaches towards the programme crossectorial implementation.

The Programme promotion activities were carried out with the NA Education and Training. In 2016, The two NAs made extra efforts to reach out to local and regional authorities, enterprises, youth organizations and NGOs.

As previously mentioned in detail, in 2016 the two PT NAs closely cooperated on the implementation of their respective Work Programmes. Bilateral board meetings took place in a regular basis all over 2016. In addition to management and sta meetings, the PT NAs closely cooperated on dissemination activities, and events; in training activities, financial activities, audits and translation and review of Programme documents. The PT NAs carried out a selection of projects for joint and financial monitoring visits to beneficiaries with projects with both agencies. TBoth NA's organized a joint evento of good practices for Portugal, carried out in Braga with the presence of the Secretary of State for Youth and Sports, the Secretary of State for Science, Technology and Higher Education, and several guests from different backgrounds and organizations. A joint Communication Working Group continued to follow on common communication and dissemination activities and update of information in the common website:http://erasmusmais.eu/.

3. main **organisational changes**. Please also report on main reorganisations, important rates of staff turnover, important staff shortages, high number of vacancies etc..

Besides the slight changes in the organisations charter there have been no relevant changes to report. The NA continues to have the maximum number of staff legally permitted. Additionally, for the first time, all the staff has now the same typ of contractual relationship which means an unprecedented improvement for the NA and especially for the well-being of its employees. This effort was completed in 2015.

Several staff trainings were carried out, despite the NA´s busy schedule and all the assessments of applications. The trainings were international trainings with NA´s and the Commission, training staff meetings, specific trainings in IT areas, training encounters with the other Portuguese NA, amongst others.

Please also report on whether:
4. the **risk management system** put in place by the National Agency was effective (positive points and areas of improvement)
5. the set up **mitigating actions** were effective and addressed well the identified risks; if unexpected risks had occurred, please explain how the NA managed them
6. the **follow up of suspected and confirmed fraud cases** was effective (positive points and areas of improvement)

Over the past year the NA significantly increased the monitoring of approved projects, as a very effective way of preventing and identifying risks during the implementation of financed projects both on the financial and technical levels. This monitoring is done by the NA Officers responsible for monitoring the project life cycle. With this rigorous monitoring by the National Agency it was possible to carry out a thorough double funding check.

In 2016, the National Agency had several external audits carried out by the IAB auditors (IGF) and auditors hired by NAU. The financial system of automatic payments, the management accounts of the beneficiaries, and automatic monthly reconciliation between E + link and Primavera and also IT tools were examined to identify any potential problems that could affect the financial data.

In addition to the mentioned external audits, in 2016 the NA renewed the contract an internal auditor who was responsible for:

a) The identification of risks in internal procedures, as well as other residual risks, in order to reduce them.

b) present a report detailing the risk assessment exercise performance.

c) To supervise compliance with the regulations, policies and procedures, both national and European, related to the Agency;

d) Conduct an internal audit in compliance with the current National Agency's audit plan, including audit reports and/or external evaluation of financial statements and the assessment of the robustness of internal checkpoints;

The National Agency has strengthened the supervision and monitoring of projects that pose potential risks and repeatedly perform primary controls in response to any suspicions or complaints. Up until now all the cases have been settled and

cleared in a timey manner. The policy of this agency is to avoid illegal practices and promote the good management of projects, therefore assuming a preventive and educational action.

II.4.2. Minimum requirements

Please confirm that the National Agency was able to comply with the minimum requirements resulting from the Guide for NAs and NA Work Programme .Please ensure coherence between this section and all other parts of the 2016 Yearly NA Report, notably with the financial reports and reports on primary checks.

1- Checks and controls on the grant award procedure (ref. section 3.7 of the Guide for NAs);

Yes

2- Checks on grant beneficiaries (ref. section 3.11 of the Guide for NAs);

Yes

3- Controls on recoveries (ref. section 3.12 of the Guide for NAs);

Yes

4- Follow up of cases of irregularity and fraud (ref. section 3.14 of the Guide for NAs);

Yes

5- Monitoring and support to beneficiaries (ref. section 3.13 of the Guide for NAs);

Yes

6- Segregation of duties (ref. section 2.3.2 of the Guide for NAs);

Yes

7- Treasury management (ref. sections 4.3.2 of the Guide for NAs);

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 2016 listed in this report? If not, please explain/justify.

Yes

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

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

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

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

Yes

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.

No

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

Yes

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

No

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

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

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

Yes

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

Yes

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

Yes

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

8- Public procurement rules (ref. section 4.4 of the Guide for NAs);

Yes

9- Respect of the guidelines on financial management (ref. section 4.3 of the Guide for NAs);

Yes

10- Use of IT tools according to Commission's requirement (ref. section 4.5 of the Guide for NAs).

Yes

11- Were all the minimum required activities implemented in the area of "Communication, information, dissemination and exploitation of programme's results" and "Monitoring and support to programme beneficiaries"? (ref. II.1.2 and II.2.2 sections of the Specifications to the 2016 NA Work Programme).

Yes

12- Were the EVS Training Cycle activities organised in full compliance with the provisions of the Guide for NAs (ref. section 5.2 of the guide for NAs)?

Yes

In case of negative replies (or positive for 7.11), please explain the reasons and include a reference to the requirement number above.

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.

As the projects are being implemented, the amounts available in the medium and long term were not significant and didn´t provide favourable interest rates.

7.8) Have all NA bank accounts yielded interest? If not, please explain/justify.
At the moment, take into account the macroeconomic scenario, this option is not available.

PART III - NETWORKS

III.1. ECVET

1. If relevant for the National Agency, please provide **an overview of all the activities** implemented by the national ECVET during the year 2016.

N/A

2. Please indicate any **activities that could not be realised as initially planned** (in the NA Work Programme) and explain why they were not carried out.

N/A

III.2. Eurodesk

1. If relevant for the National Agency, please provide **an overview of all the activities** implemented by the national Eurodesk during the year 2016.

Eurodesk national office has a dedicated office in the building where the PTNA02 Headquarters is settled.
Eurodesk Portugal has been a key partner of EVS 20th years celebrations.
Eurodesk PT also engaged in several events and routes of information, such as:
• The participation in the network meeting and general assembly in Ireland;
• The participation of multipliers in the multipliers meeting in Italy;
• The Multipliers national meeting in 2016;
• Hosting the European Network Meeting and General Assembly in Braga was a very important step to empower the Portuguese Eurodesk and the PT Eurodesk network
• The translation of important information in the EYP, promotion of events and new material were released;
• Empowerment of Portuguese trainers and stakeholders
• Disseminate information to young people through non-formal education methods and strategies;
• Questions from Facebook, website Juventude.pt, e-mail, European youth portal, first class and from all the live events were answered.
Also Eurodesk Portugal participated in:
• Common sessions (E+ YiA, E+ ET and Eurodesk) as a special approach to disseminate information to young people;
• The Europ Direct events where Eurodesk was directly involved and participating with information about the network and the opportunities for young people all over Europe;
The agreement of understanding between PTNA02 and IPDJ ensure the participation of Eurodesk in 2 major youth fairs in Portugal:

14 a 17/04/2016	Porto Qualifica	IPDJ
16 a 19/03/2016	Lisbon Futurália	IPDJ

Also, the celebrations of the International Youth Day IPDJ ensure stand and conditions for the PTNA2 to be present:

12/08/2016	Braga	International Youth Day

There were other events that were settled by IPDJ where Eurodesk Portugal was represented providing information for young people.
Bellow we present the most important events delivered by Eurodesk in 2016

Day	Place	Partner Organization	Event	N Participants
26/02/2016	Braga	Loja Europa Jovem Braga	Workshop	20
12/03/2016	Pinhel	Associação Juvenil Falcões da Europa EUROHAWK	Workshop	30
09/04/2016	Guarda	Junta de Freguesia da Guarda	Workshop	30
12/04/2016	Vila do Conde	EuropDirect	Info session	120
14/04/2016	Portimão	EuropDirect	Info session	80
27/04/2016	Braga	NEDUM	Workshop	60
28/04/2016	Felgueiras	EuropDirect	Info session	95

06/05/2016	Lamego	EuropDirect	Info session	35
12/05/2016	Cinfães	EuropDirect	Info session	25
13/05/2016	Santarém	EuropDirect	Info session	60
31/05/2016	Valença	EuropDirect	Workshop	120
15/06/2016	V. N. Famalicão	EuropDirect	Info session	85
15/09/2016	Eurodesk	Eurodesk	Network Meeting	60
13/10/2016	Celorico de Basto	EuropDirect	Info session	45
28 e 29/05/2016	Pombal	CM Pombal	Fair	350
5, 6, 7/02/2016	Pinhel	Associação Juvenil Falcões da Europa EUROHAWK	Fair	250
01/08/2016	Porto e Alentejo	Music festivals (Sudoeste e Marés Vivas)	20 anos SVE	2000
12/08/2016	Braga	International Youth Day	20 anos SVE	264
14 a 17/04/2016	Porto Qualifica	IPDJ	Youth Fair	500
16 a 19/03/2016	Lisboa Futurália	IPDJ	Youth Fair	500

2. Please indicate any **activities that could not be realised as initially planned** (in the related NA Work Programme) and explain why they were not carried out.

Eurodesk Click for Call Youth: This strategy was postponed and will be launched in 2017 in partnership with the multipliers network.

Eurodesk Customer Service: we believe that the training delivered to our multipliers about First Class and Eurodesk Platforms is a better option;

III.3. SALTO Resource Centres

1. If relevant for the National Agency, please provide **an overview of all the activities** implemented by the SALTO RC hosted by the National Agency during the year 2016.

N/A

2. Please indicate any **activities that could not be realised as initially planned** (in the related NA Work Programme) and explain why they were not carried out.

N/A

PART IV - ANNEXES

Please use the attachment page to upload Annexes.