

PORTUGAL

Erasmus+ Juventude em Ação
Fields Covered : Youth

To: European Commission
DG EAC

ERASMUS+ PROGRAMME
NATIONAL AGENCY WORK PROGRAMME
PERIOD: 1 JANUARY 2017 - 31 DECEMBER 2017
Version : 4

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National Agency
"I hereby acknowledge that for the implementation of the present NA work programme the NA commits itself to applying the rules set out in the 2017 General Call for Proposals for the 2017 Erasmus + and European Solidarity Corps¹ (if applicable) Programme Guides, the 2017 Guide for NAs or other rules set out at EU level".

NA	Legal Representative	Signature
Erasmus+ Juventude em Ação	Couto Soares Pedro	

National Authority(E+)
"I hereby declare that I agree with the attached work programme and will ensure that the NA receives the necessary national matching resources to realise the proposed work programme successfully as well as to comply with the requirements incumbent on it upon signature of the corresponding Delegation Agreement between the Commission and the NA".

NAU	Representative	Signature	Sign Date
Instituto Português do Desporto e Juventude	Pereira Carlos Manuel		

¹ Only for the NAs implementing European Solidarity Corps (ESC)

Visa History Current Version left join uac_users us1 on us1.user_id = tv.wpv_onbehalf

Visa Date	Status	Description	Visa By	On Behalf of
05/01/2017	Submitted	Submitted by NA	Couto Soares Pedro	
30/01/2017	NA Signature Requested	Approval letter sent by EAC	SAKELLARIDIS Jean-Francois	
30/01/2017	NAU Signature Requested	Signed by NA	Couto Soares Pedro	
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14/10/2016	Submitted	Submitted by NA	Couto Soares Pedro	

INTRODUCTION

This document reflects the template of the NA Work Programme that will be developed in the IT tool Lifecard. Lifecard shall be used by National Agencies to draft their programme of activities. They will be asked to present updates on their multiannual strategy and plans as well as information about operational objectives to be pursued and activities to be carried out in the year 2017. Where relevant, National Agencies will also present the annual activities of the Erasmus+ Networks run by or linked to them.

The sections of this Work Programme that relate to updates of the Multiannual Strategy and Plans are not always compulsory. The National Agency shall provide such updates only if significant developments to these strategies and plans have occurred or will occur in 2017 or if specific changes were requested by the Commission (e.g. in the approval letter of the 2016 NA Work Programme or evaluation conclusions letter of the 2015 Yearly NA Report).

For more explanations on how to fill in this Work Programme, National Agencies are invited to consult the Specifications for the E+ NA Work Programme provided by the Commission.

VISION AND MISSION OF THE NATIONAL AGENCY

The NA's vision and mission of its organisation, including its responsibilities or mandate beyond its role as a National Agency, together with its long-term goals and their impact on/contribution to the management of the programme by the NA and how these goals are reflected concretely in the objectives of the NA staff.

Please update if necessary.

ision of the Programme Erasmus+ Youth in Action

Erasmus+ Youth in Action is a Programme for all, changing people's lives, enhancing youth projects, creating experiences, fostering mobility, boosting learning outcomes, connecting people through cultural ties supported by a common set of values, based on an union of policies as to promote social development and economic growth.

Mission of the Programme Erasmus+ Youth in Action

Erasmus* Youth in Action is a free Programme, with universal access to every youngster, simple and easy to apply, debureaucratized through innovative tools, transparent in criteria assessment, fair in project evaluation, rigorous in project implementation, present in the field with pedagogic visits and audits, mass communicative to the general public, targeted to the youth field, balanced to cover every district/region in Portugal, inclusive and multi-classist involving people with fewer opportunities, valuable through certified non-formal learning to promote the breakthrough to nurture youngsters' lives.

Values of Youth in Action

1. Universal Access
2. Simplicity with Innovation
3. Fairness on Assessment
4. Rigorous on Implementation
5. Communication above-the-line
6. Regional Coverage
7. Inclusive

Responsibilities of the National Agency [NA]

The responsibilities of NA envisage not only the Erasmus+ 'Youth In Action' management but also the promotion, dissemination, information and training on the Sport Chapter. Thus, the NA main goal is to support Youth field and Sport stakeholders in this new framework by promoting the cooperation with other sectors, in particular, with education institutions, social charities, employment, professional training, enterprises, NGOs, and corporate/social responsibility.

Beyond these roles, the NA is responsible for Eurodesk in Portugal and is also the National Correspondent for Youth Wiki project which will be a web-based

instrument providing a coherent and comprehensive information framework on the situation of young people in Europe and the national youth policies.

Long-term Goals

The long term goals of Erasmus* Youth in Action demand for the involvement of 100.000 youngsters in the Youth and Sport chapters throughout the next 7 years. 40% of those participants should be youngsters with fewer opportunities. The regional balance should follow the youth population distribution, in Portuguese case, 40% for urban centers, 40% for mid- districts and 20% for rural areas. Trainings should involve a strong international component based on international courses placed at Portugal (at least 25 training courses a year and 500 participants a year) with an integrated national perspective mixed with international cooperation (at least 10 international tours and 2.000 participants a year). Youthpass accreditation is a priority aiming to certificate at least 15% of the Programme's participants. Crowd funding, co-sponsoring, national promotion, international dissemination, media platforms and communication above-the-line are elements of a long term strategy to foster Programme awareness and incentive new-comers participation.

On an internal basis, PTNA is being managed to follow every compliance requirement in order to assure an administrative long-term efficiency without any open observation. To assure the long term perspective, informatics internal tools are being developed with alerts and notifications in order to assure the regular track record of every project. Moreover, each staff member is project owner of several projects in order to promote a close monitoring to the implementation.

PART I - STRATEGIC FRAMEWORK FOR PROGRAMME IMPLEMENTATION

N.B. National Agencies are invited to complete or revise Part I of the Work Programme only if significant changes have been introduced in their multiannual strategies, compared to previous years.

NA Multiannual strategy for the implementation of Erasmus+

I.1. National policy context

Overall description of the state of play of national policy context in view of the specific objectives of the Erasmus+ Programme in the fields of education, training and youth (as applicable)

Please update if necessary.

Multiannual NA Strategy for the achievement of the specific objectives of the ERASMUS+ Programme / Strategic Framework Erasmus+ Youth in Action Portugal

The Multiannual NA Strategy sets out the priorities that will be implemented by the NA over the period 2014-2020 for the achievement of the specific objectives of ERASMUS+ in the field of youth, taking into account national and European policy contexts and objectives. This will serve as a framework for the actions that will be undertaken by the NA as deemed to be most effective in achieving those goals.

Priorities

The 2014–2020 Multiannual NA Strategy comprises the following priorities:

- Promoting the programme and its values at national level.
- Linking the European Commission and participating organisations at local regional and national level.
- Providing appropriate information on the Erasmus+ Programme.
- Analysing the grant requests based on a fair and transparent selection process.
- Providing an effective support to project applicants and participating organisations throughout the project life cycle, in particular to newcomers and less advantaged target groups.
- Bringing the Erasmus+ as close as possible to its beneficiaries, in collaboration with other National Agencies and the European Commission.
- Delivering a quality monitoring and evaluation of the implementation of the Programme in Portugal.
- Contributing to the inclusion of young people in society

Long-term Goals

Special focus will be given to the following long term Goals 2016 – 2020, taking into account the guidelines expressed in:

- Renewed Framework for European cooperation in the Youth field 2010-2018
- EU Work Plan for Youth for 2016-2018
- Strategic Framework for European Cooperation on Education and Training ("ET 2020")
- EU Work Plan for Sport (2014-2017)
- Culture Work Plan (2015-2018).

Goals	How	When	Notes
To achieve more young people	Disseminating of the programme	2016 - 2020	
Inclusion of young people with less opportunities	National Inclusion and Diversity Strategy	2016 - 2020	The National Strategy is being prepared, with the contribution of important stakeholders.. Particular attention should be given to young people with migrant background, including newly arrived immigrants and young refugees, as well as NEETs
To foster the quality of youth work and the international dimension of youth activities	National Strategy to define the professional profile of the youth worker Strategic Partnerships between NAs” to support the practice, quality and recognition of youth work	2016 2016-2018	
Recognition of non formal education	Youth Pass	2016 - 2020	

Based on these strategic priorities, the long term goals of Erasmus+ Youth in Action demand for the involvement of 100.000 youngsters in the Youth and Sport chapters throughout the 7 years. 40% of those participants should be youngsters with fewer opportunities. The regional balance should follow the youth population distribution, in the Portuguese case, 40% for urban centres, 40% for mid-size districts and 20% for rural areas. To reach out the underprivileged groups of young people as well as to equip young people and youth workers with the necessary competences to successfully manage and support diversity, it will be necessary to define formally a National Inclusion and Diversity Strategy, based on the Portuguese and European updated reality, which will help to develop the work that is already being done, through an Action Plan. Strategic partnerships at national level will be set up in order to reach out more easily young people in risk of exclusion based on ethnicity, disability, religion, colour, socio-economic background, educational level or unemployment/NEET situations. Particular attention should be give to young people with migrant background, including newly arrived immigrants and young refugees, as well as NEETs.

Trainings should involve a strong international component based on international courses placed at Portugal (at least 25 training courses a year and 500 participants a year) with an integrated national perspective mixed with international cooperation (at least 10 international tours and 2.000 participants a year). To foster the quality of youth work and the international dimension of youth activities in Portugal is another long term goal of the PTNA in line with the objectives of the Erasmus + Programme.

PTNA is strongly involved in the national strategy to define the professional profile of the youth worker at national level and is also collaborating with other NAs, in the framework of “Strategic Partnerships between NAs” to support the practice, quality and recognition of youth work at municipal level.

The recognition of non formal education and Youthpass accreditation is a priority aiming to certificate at least 15% of the Programme’s participants. For this goal, it will be necessary, in short term, to invest in the communication of this tool through the translation of youthpass website to Portuguese and other materials that can help to disseminate the benefits of this recognition tool among different stakeholders.

In line with the priorities agreed in the joint EU Youth Report 2015, PTNA will contribute to the strengthened of youth work, to achieve the following aims:

- Increased social inclusion of all young people, taking into account the underlying European values;
- Stronger participation of all young people in democratic and civic life in Europe;
- Easier transition of young people from youth to adulthood, in particular the integration into the labour market;
- Support to young people’s health and well-being, including mental health;
- Contribution to addressing the challenges and opportunities of the digital era for youth policy, youth work and young people;
- Contribution to responding to the opportunities and challenges raised by the increasing numbers of young migrants and refugees in the European Union.

With the promotion of the Programme, the European values such as freedom, democracy, respect of human rights and dignity will continue to be spread, which contributes to non-discriminative and pluralist societies. The importance of the participation of young people in society will be also an important message that will be always present in the communication of the Programme.

On an internal basis, PTNA is being managed to follow every compliance requirement in order to assure an administrative long-term efficiency without any open observation. To assure the long-term perspective, informatics internal tools are being developed with alerts and notifications in order to assure the regular track record of every project. Moreover, each staff member is project owner of several projects in order to promote a close monitoring to the implementation.

Strategic Pillars

PT NA defined 3 strategic pillars to deliver a sustainable outcome to Portuguese youngsters based on sustained processes in order to achieve a remarkable long-term performance:

- The first and most relevant pillar of Erasmus+ is the Youth Policy. Youth policy is detailed in the Key Actions: Mobility for Learning, Strategic Partnerships and Support to Political Reforms.
- Additionally, the second pillar encompasses the Erasmus+ support activities such as Training and Cooperation and the Sports chapter information, dissemination and communication, critical transversal activities within Erasmus+ framework.
- Finally, the last pillar involves the critical Resources to structure the Programme implementation such as: People (applicants, participants, staff and authorities), financial/economic guarantees and infrastructures.

PTNAU detailed a coordinated mechanism to follow Programme implementation based on a continuous improvement approach with a cyclical 4 step method: strategic planning, regular monitoring, critical evaluation and improvement remarks.

Erasmus+ represents a tremendous opportunity to Portuguese Youth that needs to be approached with a strategic vision based on a streamlined framework and coherent implementation. Therefore, PT Government decided to implement a strategic vision based on 5 critical external context elements: education to employment, NEET’s integration, youth work certification, emigration reverse process and birth rate increase.

As it was said before, in 2016, it will be formally defined a National Strategy on Inclusion and Diversity that will clearly define the situations that put young people at risk of exclusion in Portugal. According to this the NA will take more measures to reach out this young people, contributing to their development and giving them opportunities that will help them achieve their autonomy.

National Policy Context – State of Play

No update for WP 2017

I.1.1. European Erasmus+ priorities in the national context (optional)

If relevant, please list those Erasmus+ horizontal and/or field-specific priorities - as approved in the 2017 Erasmus+ Annual Work Programme and reflected in the Terms of Reference of this Work Programme - which are particularly relevant to your national context and which will be emphasised within the framework of the selection of decentralised projects in your country.

Considering the 2017 Erasmus + Annual Work Programme, in the national context special attention will be given to specific priorities such as:

Inclusion and diversity

Foster the inclusion of young people with fewer opportunities, giving particular emphasis to young people at risk of marginalization and having in mind all kinds of obstacles faced by young people. It is important to reach out underprivileged groups but it is also vital to equip young people and youth workers with the necessary competences, skills and behaviors to successfully manage and support diversity (accept, support and promote the differences in society). This way the promotion of intercultural and inter-religious dialogue will be reinforced to fight against racism and intolerance among youth.

Employability

Foster the inclusion and employability of young people with fewer opportunities (including NEETs). Develop the competences and skills that help them to an easier transition from youth to adulthood, through informal and non-formal education.

Participation

Empower young people to political and social participation, including e-participation Broaden and deepen participation of young people at local, regional, national, European or global level; enable them to connect with, express their opinions to and influence policy processes that affect their life.

Youth work

Promoting quality youth work. Priority will be placed on projects that support the capacity building of youth workers and in youth work; support youth workers in developing and sharing effective methods in reaching out to marginalized young people and in preventing racism and intolerance among youth.

Entrepreneurship

Promoting entrepreneurship education and social entrepreneurship among young people. Priority will be placed on projects in the form of transnational youth initiative that allow groups of young people to put ideas into practice, including through social enterprises, tackling challenges and identified problems in their daily lives

I.2. Needs analysis

Overall analysis of needs in the national context

Please update if necessary.

No update for WP 2017

I.3. NA Operational objectives, indicators and targets

Overall description of the NA operational objectives, indicators and targets expected in the short and long term.

Please update if necessary.

No update for WP 2017

I.3.1. Foster participation in Key Action 1 mobility projects in order to improve the level of key competences and skills of participants

Indicator ID	Indicators	Provisional targets by 2020 (noncumulative)	Indicative annual targets <i>info</i> for 2017
I.3.1.1.	Number of participants in awarded mobility projects for Key Action 1: I.Learners a.Higher education within Programme Countries	N/A	N/A
I.3.1.1.	Number of participants in awarded mobility projects for Key Action 1: I.Learners b.VET	N/A	N/A
I.3.1.1.	Number of participants in awarded mobility projects for Key Action 1: I.Learners c.Youth	5000	3500
I.3.1.1.	Number of participants in awarded mobility projects for Key Action 1: II.Staff/Youth workers a.Higher education within Programme Countries	N/A	N/A
I.3.1.1.	Number of participants in awarded mobility projects for Key Action 1: II.Staff/Youth workers b.VET	N/A	N/A
I.3.1.1.	Number of participants in awarded mobility projects for Key Action 1: II.Staff/Youth workers c.School education	N/A	N/A
I.3.1.1.	Number of participants in awarded mobility projects for Key Action 1: II.Staff/Youth workers d.Adult education	N/A	N/A
I.3.1.1.	Number of participants in awarded mobility projects for Key Action 1: II.Staff/Youth workers e.Youth	2200	1000
I.3.1.2.	% of NA budget take-up (commitment rate) ^{<i>info</i>} for Key Action 1 mobility projects in: a.Higher education within Programme Countries	N/A	N/A
I.3.1.2.	% of NA budget take-up (commitment rate) ^{<i>info</i>} for Key Action 1 mobility projects in: b.VET	N/A	N/A
I.3.1.2.	% of NA budget take-up (commitment rate) ^{<i>info</i>} for Key Action 1 mobility projects in: c.School education	N/A	N/A
I.3.1.2.	% of NA budget take-up (commitment rate) ^{<i>info</i>} for Key Action 1 mobility projects in: d.Adult education	N/A	N/A
I.3.1.2.	% of NA budget take-up (commitment rate) ^{<i>info</i>} for Key Action 1 mobility projects in: e.Youth	105	105

In relation to the indicator I.3.1.2 above, please justify, if relevant, the reasons for a low NA budget take up and elaborate on the type of activities that you intend to carry out during the year in order to improve the situation in the following years. Please ensure coherence with Part II of this work programme and provide more details about these activities in the section below.

N/A

I.3.2. Raise the level of recognition of learning outcomes in mobility activities

Indicator ID	Indicators	Provisional targets by 2020 (noncumulative) in %	Indicative annual targets ^{info} for 2017 in %
I.3.2.1.	% share of HE students from Programme Countries who have received full recognition of their learning outcomes acquired through their participation in the programme, using ECTS for study periods	N/A	N/A
I.3.2.2.	% share of HE students from Programme Countries who have received full recognition of their learning outcomes acquired through participation in the programme in a Partner Country, using ECTS for study periods	N/A	N/A
I.3.2.3.	% share of HE students from Partner Countries (out of the total number of students in your Programme Country) who have received full recognition of their learning outcomes acquired through their participation in the programme, after studying in your Programme Country for study periods	N/A	N/A
I.3.2.4.	% share of VET learners from Programme Countries who have received a certificate, diploma or other type of recognition/validation of their learning outcomes acquired through their participation in the programme, using tools such as Europass, ECVET, etc.	N/A	N/A
I.3.2.5.	% share of volunteers in the youth field from Programme Countries who have received a validation for the learning outcomes acquired through participating in the programme, using Youthpass	100	95
I.3.2.6.	% share of volunteers in projects involving Partner Countries in the field of youth who have received Youthpass validation of their learning outcomes	100	100

In relation to the indicators above, please describe (on the basis of the information gathered in participants' reports and final beneficiary reports from previous years, as well as other sources) the general level of recognition of learning outcomes of participants in mobility projects selected by your National Agency (give information about any type of mobility managed by your NA). If relevant, please elaborate on the type of activities that you intend to carry out during the year in order to improve the situation in the following years. Please ensure coherence with Part II of this work programme and provide more details about these activities in the section below.

As we all know, Youthpass is part of the European Commission's strategy to promote the recognition of the non-formal learning and youth work as an educative activity.

Through the Youthpass, the European Commission ensures that participation in the Erasmus + Youth in Action Programme is recognized as an educational experience and a period of non-formal and informal learning.

The youthpass describe what participants did during the project and show what they have learnt, the competences they acquired, through a process of self-reflection and self-assessment who reinforce their own learning process.

Based on the average/ indicators mentioned above and also in the final reports from participants and beneficiaries, we can say that this tool is used, not only as a certificate of participation but, most of all, as a tool for the recognition of the results of non-formal learning in the framework the Erasmus + Youth in Action Programme.

In fact and having in mind the 8 key competences recognize by the European Commission, a big number of participants said that through the participation in Erasmus + Youth in Action Programme they improve their level of knowledge in foreign languages, digital competences, sense of initiative, learning to learn, among others. Also, for some of the participants was recognized that the youthpass contribute and can support the employment of young people, inclusively and mostly young people with fewer opportunities.

Taking this into account and applying this results to our national reality, who has a high level of young unemployment, we consider that the youthpass can be a tool of major importance to fight against this situation and to reinforce the recognition of competences in the youth field.

So, our proposals to increase the use of this tool and, through that, contribute to reinforce the employability of young people, especially people with fewer opportunities as the principal target-group of the Erasmus + Youth in Action Programme are:

I – In terms of visibility:

- a) Information sessions about youthpass;
- b) Emphasized the importance of this tool in every actions of the Erasmus + Youth in Action Programme;
- c) To spread knowledge about youthpass and non-formal learning through publications of competences developed in Erasmus + Youth in Action Programme;
- d) Distribution of information about youthpass;
- e) Promotional materials, such as leaflets, booklets, video on this thematic;

II – In terms of quality:

- a) - Trainings for NA’s staff in the topic of Youthpass (we can only convince other people of the importance of this tool if, first of all, we can convince ourselves and our pairs);
- b) - Realize national trainings/ meetings with the support of our pool of trainers to increase the quality of youthpass with the focus on the Key Competences;
- c) - Participation in international trainings about this topic ;
- d) - - Increase the recognition of the youthpass certificates and non-formal learning among employers and other stakeholders such as: individual participants, youth workers, leaders and trainers, organizations involved, youth services, Local authorities, Municipalities, National governments, European Commission, potential employers, educational institutions and others, by involving them in the discussion and definition of a real strategy to increase the use of this tool;
- e) - Cooperation with Europass;
- f) - Involvement of the Portuguese National Agency in initiatives developed by European Commission on this topic as is example the participation of one staff member of PT NA in the Youthpass Advisory Group.

I.3.3. Foster the cross-sectoral dimension of Strategic Partnerships

Indicator ID	Indicators	Provisional targets by 2020 (noncumulative)	Indicative Annual targets for 2017
I.3.3.1.	% share of cross-sectoral <i>info</i> projects awarded through in the relevant sectors: a.Higher education	N/A	N/A
I.3.3.1.	% share of cross-sectoral <i>info</i> projects awarded through in the relevant sectors: b.VET	N/A	N/A
I.3.3.1.	% share of cross-sectoral <i>info</i> projects awarded through in the relevant sectors: c.School education	N/A	N/A
I.3.3.1.	% share of cross-sectoral <i>info</i> projects awarded through in the relevant sectors: d.Adult education	N/A	N/A
I.3.3.1.	% share of cross-sectoral <i>info</i> projects awarded through in the relevant sectors: e.Youth	20	10

In relation to the indicator above please describe (on the basis of the information gathered in participants' reports and final beneficiary reports from previous years, as well as other sources) the extent to which Strategic Partnerships are an instrument to promote cooperation between different profiles of organisations and institutions as well as an instrument to "open" the fields of education, training and youth to synergies and cooperation with other fields. If relevant, please elaborate on the type of activities that you intend to carry out during the year in order to improve the situation in the following years. Please ensure coherence with Part II of this work programme and provide more details about these activities in the section below.

N/A

I.3.4. Through Strategic Partnerships, foster synergies and cooperation between the fields of education, training and youth and the world of work

Indicator ID	Indicators	Provisional targets by 2020 (noncumulative) in %	Indicative Annual targets for 2017 in %
I.3.4.1.	% share of awarded projects in Strategic Partnerships involving enterprises or other socio-economic players active in the world of work as participating organisations: a.Higher education	N/A	N/A
I.3.4.1.	% share of awarded projects in Strategic Partnerships involving enterprises or other socio-economic players active in the world of work as participating organisations: b.VET	N/A	N/A
I.3.4.1.	% share of awarded projects in Strategic Partnerships involving enterprises or other socio-economic players active in the world of work as participating organisations: c.School education	N/A	N/A
I.3.4.1.	% share of awarded projects in Strategic Partnerships involving enterprises or other socio-economic players active in the world of work as participating organisations: d.Adult education	N/A	N/A
I.3.4.1.	% share of awarded projects in Strategic Partnerships involving enterprises or other socio-economic players active in the world of work as participating organisations: e.Youth	60	60

If any of the above share is not satisfactory, please elaborate on the type of activities that you intend to carry out during the year in order to increase the participation of these actors in the action in the following years. Please ensure coherence with Part II of this work programme and provide more details about these activities in the section below.

N/A

I.3.5. Enhance the international dimension of education, training and youth activities and the role of youth workers and organisations as support structures for young people by encouraging mobility projects with Partner Countries.

Indicator ID	Indicators	Provisional targets by 2020 (noncumulative)	Indicative annual targets for 2017
I.3.5.1.	Number of participants in awarded mobility projects in Key Action 1: a.Higher education with Partner Countries	N/A	N/A
I.3.5.1.	Number of participants in awarded mobility projects in Key Action 1: b.Youth with Neighbouring Partner Countries	500	400
I.3.5.2.	% of NA budget take-up (commitment rate) ^{info} for Key Action 1 mobility projects with Partner Countries in: I.Higher education: a.IPA2	N/A	N/A
I.3.5.2.	% of NA budget take-up (commitment rate) ^{info} for Key Action 1 mobility projects with Partner Countries in: I.Higher education: b.ENI	N/A	N/A
I.3.5.2.	% of NA budget take-up (commitment rate) ^{info} for Key Action 1 mobility projects with Partner Countries in: I.Higher education: c.DCI	N/A	N/A
I.3.5.2.	% of NA budget take-up (commitment rate) ^{info} for Key Action 1 mobility projects with Partner Countries in: I.Higher education: d.PI	N/A	N/A
I.3.5.2.	% of NA budget take-up (commitment rate) ^{info} for Key Action 1 mobility projects with Partner Countries in: I.Higher education: e.EDF	N/A	N/A

In relation to the indicator I.3.5.1, for higher education student credit mobility and staff mobility between Programme and Partner Countries: if the NA decides to add secondary award criteria for the 2017 selection of projects regarding budget envelopes below 60000 EUR, these additional criteria should be described in the section below.

N/A

In relation to the indicator I.3.5.2, please justify, if relevant, the reasons for a low NA budget take up and please elaborate on the type of activities that you intend to carry out during the year in order to improve the situation in the following years. Please ensure coherence with Part II of this work programme and provide more details about these activities in the section below.

N/A

I.3.6. Foster participation of people with special needs or fewer opportunities in the programme

Education and Training/Youth

Indicator ID	Indicators	Provisional targets by 2020 (noncumulative) in %	Indicative annual targets for 2017 in %
I.3.6.1.	% share of learners with special needs participating in awarded Key Action 1 mobility projects in (no matter whether they receive the special needs support or not): a.Higher education within Programme Countries	N/A	N/A
I.3.6.1.	% share of learners with special needs participating in awarded Key Action 1 mobility projects in (no matter whether they receive the special needs support or not): b.VET	N/A	N/A
I.3.6.1.	% share of learners with special needs participating in awarded Key Action 1 mobility projects in (no matter whether they receive the special needs support or not): c.Youth	400	250

Youth

Indicator ID	Indicators	Provisional targets by 2020 (noncumulative) in %	Indicative annual targets for 2017 in %
I.3.6.2.	% share of young people with fewer opportunities participating in: a.Key Action 1 (mobility projects)	70	60
I.3.6.2.	% share of young people with fewer opportunities participating in: b.Key Action 3 (meetings with decision-makers)	50	40
I.3.6.3.	% share of awarded projects with topics related to inclusion of people with fewer opportunities in: a.Key Action 1 (mobility projects)	75	70
I.3.6.3.	% share of awarded projects with topics related to inclusion of people with fewer opportunities in: b.Key Action 2 (strategic partnerships)	70	60
I.3.6.3.	% share of awarded projects with topics related to inclusion of people with fewer opportunities in: c.Key Action 3 (meetings with decision-makers)	60	50

If any of the above share is not satisfactory, please elaborate on the type of activities that you intend to carry out during the year in order to improve the participation of people with special needs/fewer opportunities in the action in the following years. Please ensure coherence with Part II of this work programme and provide more details about these activities in the section below.

Inclusion of young people with fewer opportunities will be at the center of the Communication Strategy of the NA in order to achieve this public directly or indirectly through the beneficiaries. The message that Erasmus + YA is a tool for inclusion must be clear and disseminated. Good practices must be more known and for this NA will show and publicize how Erasmus + YA has changed lives and gave opportunities to young people with fewer opportunities, preventing exclusion and marginalization. Inclusion must be understood in a broad sense, tackling different and current challenges.

I.3.7. Foster active participation of young people in democratic life of their communities, through participation in Key Action 3 meetings between young people and decision-makers

Indicator ID	Indicators	Provisional targets by 2020 (noncumulative)	Indicative annual targets for 2017
I.3.7.1.	Number of young people directly participating in Key Action 3 awarded projects	3000	2000

If the above share is not satisfactory, please elaborate on the type of activities that you intend to carry out during the year in order to improve the participation of young people in this key action in the following years. Please ensure coherence with Part II of this work programme and provide more details about these activities in the section below.

N/A

I.3.8. Efficient, effective and compliant programme management

Indicator ID	Indicators	Provisional targets by 2020 (noncumulative) in %	Indicative annual targets for 2017
I.3.8.1.	% share of applications for KA1 (excluding Higher Education) reaching the minimum quality threshold for selection	95	90
I.3.8.2.	% share of applications for KA2 reaching the minimum quality threshold for selection	95	90
I.3.8.3.	% share of applications for KA3 reaching the minimum quality threshold for selection	95	95
I.3.8.4.	% share of final reports reaching the minimum quality threshold for acceptance without grant reduction based on quality grounds	95	95
I.3.8.5.	% share of timely received final beneficiary reports	100	75
I.3.8.6.	% share of final beneficiary reports with financial adjustments below 2%	100	90

In relation to the indicator I.3.8, please justify, if relevant, the reasons why any of the above shares is not satisfactory. Please elaborate on the type of activities that you intend to carry out during the year in order to improve the situation in the following years. Please ensure coherence with Part II of this work programme and provide more details about these activities in the section below.

To improve the % share of timely received final beneficiary reports PTNA will develop awareness-raising actions specifically to address this need and it will be a subject to be more recalled in other scheduled information and training sessions. The close contact between project owners and beneficiaries will continue and will also have a strong focus on this propose.

I.3.9. Additional NA operational objectives

The NA may develop any additional operational objectives, which should be outlined below.

If the NA had defined additional NA operational objectives in 2016 Work Programme, please follow them up in 2017 Work Programme as well. If the NA has decided to discontinue monitoring any of these objectives from 2016 Work Programme, please provide the explanation.

Additional NA operational objectives	Indicator ID	Indicators	Provisional targets by the 2020	Indicative annual targets for 2017
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Please add below any comments if necessary, concerning your additional objectives.

I.4. Monitoring and evaluation of progress and realisation of objectives

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

Please update if necessary.

No update for WP 2017

I.5. Cooperation with the National Authority

Please update if necessary.

No update for WP 2017

I.6. Cooperation with other NAs in the country

If the Erasmus+ programme is implemented by more than one NA in the country, what will be the NA's strategy for a coordinated management of the programme at national level and for co-operation with the other NAs in order to reach its operational objectives and targets?

Please update if necessary.

No update for WP 2017

I.7. Synergy with other programmes and initiatives

The list of programmes and initiatives in synergy with Erasmus+ was provided in the NA Work Programmes of previous years. If there are any changes or update to this section, please introduce them in the below table.

Name of the Programme/Initiative	Description of actions ensuring synergy	Expected impact on Erasmus+	Actions taken for the prevention of double funding
30th anniversary of Erasmus+	Involvement of the different administrations of the European program in Portugal	Increase program awareness and involve new beneficiarios of all fields	N/A
European Youth Week	Involvement of the different administrations of the European program in Portugal	Further implementation of the program	Bilateral meetings with managements of other European funds

General description of the planned synergies in 2017:

PTNA Erasmus+ Youth in Action demands to create national partnerships with Youth Guarantee and European Social Fund. These partnerships aim to combat two structural issues: Youth unemployment through NEETs inclusion and the recognition of Non-Formal Education.

In concrete, PTNA will remain engaged in promoting the already initiated bilateral contacts with these fund managers/staff in order to study coordinated tools to outmost project integrated results. For instance, PTNA and PTNAU are official members of the Youth Guarantee Council of Advisors, with quarterly meetings, to monitor performance and adjust Programme implementation. A similar methodology is also still being explored with the European Social Fund. Ideally, quarterly meetings among directors of these funds and staff members cooperation are two critical aspects to foster quality checks, avoid double funding and promote integrated dissemination projects.

An example of cooperation among different Programmes is the European Youth Week and in 2017 will be "30th anniversary of Erasmus+" where a fair is prepared with multiple stands for multiple stakeholders and integrated staff teams.

PART II - PROGRAMME IMPLEMENTATION ACTIVITIES AND PROGRAMME MANAGEMENT

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

II.1.1. Multiannual NA Plan

Please detail the NA's multiannual plan for communication, information and dissemination and exploitation of results in terms of:

II.1.1.1. Objectives and targets

Overall description of the objectives and targets

Please update if necessary.

No update for WP 2017

II.1.1.2. Monitoring and impact measuring of the activities on communication/dissemination and exploitation of results

Please update if necessary.

No update for WP 2017

II.1.2. Yearly planning of NA activities-update annually

Please list the concrete NA activities planned for the 2017 programme period to achieve the objectives set under point II.1.1.1 and II.1.1.2, including the minimum required activities.

*If the NA wishes to set objectives additional to those set at European level, they should also be defined in Part I as Additional NA Operational Objectives.

NA activities planned for 2017 (minimum required activities in 2017)	Please provide the ref. nr of the relevant objective from Part I* including additional NA operational	Target public	Methods/Tools	Indicative calendar 2017 (month or quarter of the year)
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	objectives (if applicable)			
Maintenance of a functional website	Provide communication and information tools in order to empower democratic access to the programme - I.3.6.2. & I.3.6.3.	Beneficiaries and youth organizations, young people, stakeholders, general population, Press & media	On line platform	permanent
Annual selection of national good practices	Increase quality in Erasmus+ Projects and share best practices; Promote further conditions to multisectorial work within Erasmus+ in Portugal	Beneficiaries with projects considered good practices under Erasmus+ in Portugal	Quality assessment from the 2 Erasmus+ NA's in Portugal. Celebration and public presentation of the best practices in a common public ceremony	2nd quarter
Information/promotion activities in the framework of the 30th anniversary of Erasmus (all fields concerned)	Celebrate the 30th anniversary of Erasmus+; Provide information and training for youngsters, and organizations about Erasmus+ in a cross sectorial strategy; Provide communication and information tools in order to empower democratic access to the programme - I.3.3.1.	Beneficiaries and organizations, young people, stakeholders, general population, Press & media	National working group managing national celebrations of 30th anniversary of Erasmus+: The Government (Secretary of State for Youth and Sports, Secretary of State for Science, Technology and High Education), Erasmus+ NA's (for Youth in Action and Education and Training), among other relevant stakeholders. Local regional and national events, partnerships, social media	Permanent
Information/promotion activities on cross-sectoral cooperation opportunities offered by Erasmus+	Encourage applications to the program, mainly in rural areas of Portugal - I.3.6.2. & I.3.6.3.	Beneficiaries and youth organizations, young people, stakeholders, general population, Press & media	Local & regional events, partnerships	Permanent
Establishment/use/reinforcement of a structured framework for dissemination and exploitation of programme results and impact to policy makers in education, training and youth	Provide information and training for youngsters, youth workers and organizations about Erasmus+; Increase quality in Erasmus+ Projects and share best practices; Provide communication and information tools in order to empower democratic access to the programme	Beneficiaries and organizations, young people, stakeholders, general population, Press & media	Stakeholders network events and meetings	Permanent
Establishment/use/reinforcement of a structured framework for dissemination of programme results through press/media at national, regional and local level	Provide information and training for youngsters, youth workers and organizations about Erasmus+; Provide communication and information tools in order to empower democratic access to the programme - - I.3.6.2. & I.3.6.3.	Beneficiaries, young people, stakeholders, general population, Press & media	Training and information events	Permanent
Provision of good practice examples and training to beneficiaries on how to organise dissemination and exploitation of	Increase quality in Erasmus+ Projects and share best	Beneficiaries	Training and information events Share of good practices projects on social media	Permanent

results effectively and on the use of the Erasmus+ dissemination platform	practices and inspiring projects		(videos and testimonials) online e-book on dissemination and exploitation of results	
For the higher education field: Information/promotion activities including international mobility of HE staff and students to and from Partner Countries offered by Erasmus+	N/A	N/A	N/A	N/A

For School Education

Additional NA activities planned for 2017	Please provide the ref. nr of the relevant objective from Part I* including additional NA operational objectives (if applicable)	Target public	Methods/Tools	Indicative calendar 2017 (month or quarter of the year)
Information/promotion activities on the online platforms offered by Erasmus+ for school education (eTwinning, School Education Gateway (SEG)), addressed to all relevant stakeholders at national, regional and local level. (in cooperation with the eTwinning National Support Service (NSS)).	N/A	N/A	N/A	N/A
Contribution to the content of the online platforms (eTwinning, SEG), in the form of good practice examples; information on major news; facilitating contact with national thematic experts that would be willing to author articles/blog posts; and suggesting online materials for use in the Teacher Academy of the SEG (in cooperation with the Ministry of Education and the eTwinning NSS).	N/A	N/A	N/A	N/A

For Adult Education

Additional NA activities planned for 2017	Please provide the ref. nr of the relevant objective from Part I* including additional NA operational objectives (if applicable)	Target public	Methods/Tools	Indicative calendar 2017 (month or quarter of the year)
Promotion of EPALE, including of the specific features which are particularly relevant for Erasmus+ (potential) applicants and beneficiaries (e.g. partners search tool, collaborative spaces) in cooperation with relevant EPALE NSS.	N/A	N/A	N/A	N/A
Contribution of content to EPALE with NA material and information to beneficiaries on possibilities offered by the platform to upload content and promote their work and results (e.g. through the calendar, the blog, the resource centre) in cooperation with relevant EPALE NSS.	N/A	N/A	N/A	N/A

Additional NA activities planned for 2017	Please provide the ref. nr of the relevant objective from Part I* including additional NA operational objectives (if applicable)	Target public	Methods/Tools	Indicative calendar 2017 (month or quarter of the year)
Europe Day	Increase the awareness about the programme among young people, with a special focus on young people with fewer opportunities; Encourage applications to the program, especially in rural areas and the interior of Portugal; Increase the knowledge about Europe and European opportunities;	Beneficiaries, young people, eurodesk multipliers, stakeholders, general population, Press & media	Events and training, on line strategy	May 9th
"From Erasmus to Erasmus+, 30 years changing lives, opening minds"	Increase the awareness about the programme among young people, with a special focus on young people with fewer opportunities. Encourage applications to the program (...). Celebrate Erasmus +.	Beneficiaries, young people, eurodesk multipliers, stakeholders, general population, Press & media	Monthly events, dissemination events, training and information, on line strategy, publications	Permanent
Road Show presentations	Increase the awareness about the programme among young people, with a special focus on young people with fewer opportunities. Encourage applications to the programme.	Beneficiaries, young people, eurodesk multipliers, stakeholders, general population, Press & media	Local events and training	2nd and 3rd quarters
International Youth Day	Increase the knowledge about Europe and celebrate Youth in Europe.	Beneficiaries, young people, eurodesk multipliers, stakeholders, general population, Press & media	Events	12 th august
International Volunteer Day	Celebrate and inform about volunteering and EVS	Beneficiaries, young people, eurodesk multipliers, stakeholders, general population, Press & media	Events, publications	5th December
EVS annual Event	Celebrate and inform about volunteering and EVS	EVS portuguese volunteers	Events, training	December
European Youth Week 2017	Increase the knowledge about Europe, mobility and Erasmus+ and celebrate Youth in Europe.	Beneficiaries, young people, eurodesk multipliers, stakeholders, general population, Press & media	Information events, propotional seminars and events, good practices presentation; european events	May

II.2. Monitoring and support to programme beneficiaries

In view of monitoring the implementation of the granted programme activities and providing support to the beneficiaries, please describe the NA monitoring and guidance plan, ensuring a structured and systemic approach, and taking into account the needs of the various target groups of the programme, covering both policy relevant and project management issues.

II.2.1 Multiannual NA plan

Please detail the NA's multiannual plan for monitoring and support to programme beneficiaries in terms of:

II.2.1.1. Needs analysis

Please update if necessary.

No update for WP 2017

II.2.1.2. Objectives and targets

Overall description of the objectives and targets.

Please update if necessary.

No update for WP 2017

II.2.1.3. Monitoring of objectives and targets

Please update if necessary.

No update for WP 2017

II.2.2 Yearly planning of NA activities-update annually

Please list the concrete NA activities planned for the 2017 programme period to achieve the objectives set under point II.1.1.1 and II.1.1.2, including the minimum required activities.

*If the NA wishes to set objectives additional to those set at European level, they should also be defined in Part I as Additional NA Operational Objectives.

NA activities planned for 2017 (minimum required activities in 2017)	Please provide the ref. nr of the relevant objective from Part I* including additional NA operational objectives (if applicable)	Target public	Methods/Tools	Indicative calendar 2017 (month or quarter of the year)
Kick-off/project management meetings for all project beneficiaries for the Strategic Partnerships For the school field: Pre-departure training for long-term mobilities of pupils	N/A	N/A	N/A	N/A
For the school education field: Pre-departure training for long-term mobilities of pupils	N/A	N/A	N/A	N/A
For the youth field: On-arrival training for volunteers, mid-term evaluations of EVS (EVS lasting for more than 6 months), annual EVS event	Foster the inclusion and participation of people with fewer opportunities and special needs; - To improve the level of key competences and skills of participants; - Raise the level of recognition of learning outcomes - Efficient, effective and compliant program management	Participants of SVE: youth volunteers; youth organizations, municipalities, other organizations that work with SVE	Non Formal and informal education. Workshops, seminars, working groups, energisers, icebreaking games	7 expected on arrival trainings and 7 expected mid term all over the year of 2017; 1 annual EVS event in December 2017.

NA activities planned for 2017	Please provide the ref. nr of the relevant objective from Part I* including additional NA operational objectives (if applicable)	Target public	Methods/Tools	Indicative calendar 2017 (month or quarter of the year)
Kick-off/project management meetings for all project beneficiaries for the Strategic Partnerships	Foster the cross-sectoral dimension of Strategic Partnerships Foster synergies and cooperation between the fields of education, training and youth and the world of work	Project beneficiaries for the Strategic Partnerships	Non Formal and informal education. Workshops , seminars, working groups, energisers , icebreaking games. This non formal approach will be complemented when suitable, with more formal methods.	1st quarter 2017
	Efficient, effective and compliant		Non Formal and informal	

Mandatory trainings for granted applications round 1	programme management, providing an effective support to project applicants and participating organisations throughout the project life cycle, in particular to newcomers and less advantaged target groups. Bringing the Erasmus+ as close as possible to its beneficiaries; Delivering a quality monitoring and evaluation of the implementation of the Programme in Portugal.	Beneficiaries	Workshops , seminars, working groups, energisers , icebreaking games. This non formal approach will be complemented when suitable, with more formal methods.	April 2017
Mandatory trainings for granted applications round 2	Efficient, effective and compliant programme management; Providing an effective support to project applicants and participating organisations throughout the project life cycle, in particular to newcomers and less advantaged target groups. Bringing the Erasmus+ as close as possible to its beneficiaries. Delivering a quality monitoring and evaluation of the implementation of the Programme in Portugal	Beneficiaries	Non Formal and informal education. Workshops , seminars, working groups, energisers , icebreaking games. This non formal approach will be complemented when suitable, with more formal methods.	Dec 2017
Visits and audits	Efficient, effective and compliant programme management; Providing an effective support to project applicants and participating organisations throughout the project life cycle, in particular to newcomers and less advantaged target groups.	Beneficiaries	Visits, meetings, personal contact with organizations	Monthly basis
Benchmark Best Projects	Promoting the programme and its values at national level; Providing appropriate information on the Erasmus+ Programme.; To achieve more young people	Youth organizations, informal groups of young people, organizations that work in the youth sector and others with a strong social responsibility.	Social media, seminars and other events	1st quarter 2017
Innovative Best Practices	Promoting the programme and its values at national level; Providing appropriate information on the Erasmus+ Programme; To achieve more young people	Youth organizations, informal groups of young people, organizations that work in the youth sector and others with a strong social responsibility	Social media, seminars and other events	1st quarter 2017
Info sessions about the ERASMUS + Programme	Promoting the programme and its values at national level; Providing appropriate information on the Erasmus+ Programme.; To achieve more young people	Youth organizations, informal groups of young people, organizations that work in the youth sector and others with a strong social responsibility.	Non Formal and informal education. Workshops , seminars, working groups, energisers , icebreaking games. This non formal approach will be	2017

			complemented when suitable, with more formal methods.	
Training for new EVS accredited organizations	Foster participation in Key Action 1 mobility projects in order to improve the level of key competences and skills of participants; Raise the level of recognition of learning outcomes in mobility activities	New EVS accredited organizations	Non Formal and informal education. Workshops , seminars, working groups, energisers , icebreaking games. This non formal approach will be complemented when suitable, with more formal methods.	3rd quarter 2017
Dissemination of the National Strategy on Inclusion and Diversity	Inclusion of young people with less opportunities	Youth organizations, informal groups of young people, organizations that work in the youth sector and others with a strong social responsibility	Seminars, meetings and other events; social media	From 2nd trimester 2017 until the end of the year
Promotion of Youthpass	Recognition of non formal education	Youth organizations, informal groups of young people, organizations that work in the youth sector and others with a strong social responsibility; organizations that work in the education and employment sectors.	Communication materials , seminars, social media.	From 2nd trimester 2017 until the end of the year
Trainings for candidates who have their applications not approved	To capacitate these candidates with skills and competences to improve their applications and understand why they weren't approved.	Youth organizations, informal groups of young people, organizations that work in the youth sector and others with a strong social responsibility	Non Formal and informal education. Workshops, seminars, working groups. This non formal approach will be complemented when suitable, with more formal methods.	July 2017

II.3. Evidence-based analysis of programme results

In order to enhance the quality and impact of the programmes results (including LLP and YiA programmes) and to provide a foundation for the NA activities in support of Erasmus+ programme implementation by the beneficiaries, the NA is encouraged to carry out analyses (studies, polls, etc.) of the programmes results, complementing the formal programme evaluations at European and national level. If the NA decides to carry out such activities jointly with Erasmus+ NAs from other countries as part of its Transnational Co-operation Activities with other NAs, they should be described in more detail in part III.2.3.

II.3.1. Multiannual NA plan

Please detail the NA's multiannual plan for evidence-based analysis of the programmes results in terms of:

II.3.1.1. Needs analysis

Please update if necessary.

No update for WP 2017

II.3.1.2. Objectives and targets

Please update if necessary.

No update for WP 2017

II.3.1.3. Monitoring of objectives and targets

Please update if necessary.

No update for WP 2017

II.3.2. Yearly planning of NA activities-update annually

Please list the concrete NA activities for the 2017 programme period to achieve the objectives and targets set under point II.3.1.2, including the minimum required activities listed in the Specifications

NA activities planned for 2017	Please provide the ref. nr of the relevant objective from point II.3.1.2.	Target	Methods/Tools	Indicative calendar 2017 (month or quarter of the year)
Seminars	Foster the cooperation, good practices and dialogue between research, policy and practice in the youth field as 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	Research, Partners, Youth, and Policy makers	exchange of good practices and results	3rd semester of 2017
Research Forums	Enhancing the quality and impact of the programme's results and strengthening our activities in support of Erasmus+ programme implementation by the beneficiaries	Research, Policy makers	exchange of good practices and results	2nd semester of 2017
Youth Policy events	Foster the cooperation and dialogue between research, policy and practice in the youth field as to contribute to the development of international youth work and learning mobility practice, in particular within E+/YÍA.	Research, Partners, Youth, and Policy makers	contact making, exchange of good practices and results, defining targets	Quarterly basis

II.4. Other activities

II.4.1. Yearly planning of NA activities

Please list any other concrete activity that will be carried out by the NA in 2017 to achieve the objectives and targets set under point I.3.

NA activities planned for 2017	Please provide the ref. nr of the relevant objective from Part I* including additional NA operational objectives	Target Group	Methods/Tools	Indicative calendar 2017 (month or quarter of the year)
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II.5. Quality of the NA management system

II.5.1. Quality assurance and compliance

Please describe the system that ensures:

.reliability of reporting and indicators for monitoring progress and achievement of results in terms of effective and efficient programme management,
.respect of compliance with the EU requirements for the NA organisation and the management of the Erasmus+ programme.
In case the NA has an external quality certification and will build its assurance on relevant elements of this certification, it can refer to these elements in II.4.1 and describe them in II.4.2.

Please describe how the NA will ensure the quality of the NA management system, taking into account

a.proper planning and management of activities - the update only if necessary.

Please update if necessary.

No update for WP 2017

b.monitoring progress - the update only if necessary.

Please update if necessary.

No update for WP 2017

c.adequate supervisory arrangements - the update only if necessary.

Please update if necessary.

No update for WP 2017

d.risk management - the update only if necessary.

Please update if necessary.

No update for WP 2017

II.5.2. Allocation of Funds

If relevant, please explain how the NA plans to set up the grant allocation policy following the established rules. In that respect the NA attention is drawn to the fact that while granting only quality projects, the NA has to allocate funds with a view to respect the initial budgetary allocation.

The National Agency opted for carrying out distinct selection panels for the two types of Strategic Partnerships. The reason for our proposal to allocation policy indicated is based primarily on relevance that NA wished for transnational youth initiatives have to in the scenery of the KA2 projects.

However, taking into account also the importance of cross-sectorial projects with intellectual outputs, the NA sets a percentage close to the maximum possible percentage, but with some caution due to the lack of a history that allows us to make decisions with minimal risk associated possible.

a)KA2 - Strategic Partnership

If the NA opts for carrying out distinct selection panels for the two types of Strategic Partnerships, the indicative grant allocation policy shall be indicated in the table below:

Strategic Partnership in the field of:	% of KA2 funds allocated to the Strategic Partnerships for innovation	% of KA2 funds allocated to Strategic Partnerships for exchanges of good practices
Higher education	Not Applicable	Not Applicable
VET	N/A	N/A
School education	N/A	N/A
Adult education	N/A	N/A
Youth	70%	30%

Please stress the reasons for proposing the allocation policy indicated above.

The National Agency opted for carrying out distinct selection panels for the two types of Strategic Partnerships. The reason for our proposal to allocation policy indicated is based primarily on relevance that NA wished for transnational youth initiatives have to in the scenery of the KA2 projects. However, taking into account also the importance of cross-sectorial projects with intellectual outputs, the NA sets a percentage close to the maximum possible percentage, but with some caution due to the lack of a history that allows us to make decisions with minimal risk associated possible.

b) Youth

Please describe how the NA will distribute funds for Youth actions across the various selection rounds.

Round	KA1(%)	KA2(%) option 1: one selection panel	KA2(%) option 2: two selection panels SPs for innovation	KA2(%) option 2: two selection panels SPs for exchanges of good practices	KA3(%)
Round 1	35%	N/A	35%	35%	35%
Round 2	35%	N/A	35%	35%	35%
Round 3	30%	N/A	30%	30%	30%

Please stress the reasons for proposing the allocation policy indicated above.

The NA will distribute funds for Youth actions across the various selection rounds in the following way: R1 – 35%, R2 – 35% and R3 – 30%. The reasons for our proposal to allocation policy are the analyzing 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.

Under KA1, a new action for EVS experienced organisations will be introduced as of the Call 2017. Depending on national circumstances, not all NAs may be in a position to implement this action already in 2017. If you are not planning to launch the new action, please justify.

N/A

c) Education and Training

Are you planning to carry out the additional (optional) selection round, as described in the E+ Programme Guide? If so, please list below which actions will benefit from this optional deadline.

N/A

II.5.3 External quality certification - the update only if necessary.

Does the NA have an external quality certification? YES/NO (please choose as applicable)

If YES: Please describe which areas are covered, and how it will support the NA quality assurance system in the programme management.

Please update if necessary.

[No]

N/A

II.5.4. Risk management - updated annually

Please describe any potential risks which may jeopardise the realization of the NA operational objectives and targets.

What current and potential risks does the NA anticipate if any in terms of compliance with EU requirements for the NA organisation and the management of the Erasmus+ programme? Please detail the corresponding mitigating actions.

Potential risks related to the realisation of the NA operational objectives and targets

Risk description	Cause	Potential consequences	Mitigating actions	Responsible for implementation	Deadline for implementation
% share of beneficiary reports with financial adjustments above 2%	Lack of knowledge regarding the grounding rules of the programme	recovery procedures and mismanagement of the project's results	on spot visits, training sessions for beneficiaries	beneficiaries Board of Directors / Staff	December 2017 (in an annual basis)

Potential risks related to the programme management

Risk description	Cause	Potential consequences	Mitigating actions	Responsible for implementation	Deadline for implementation
Internal Operational Risks	Some clerical errors may be performed in a wrong way by staff member	Non-compliance of the programme rule	Enhance the role of Internal Auditor/ and improve the communication between staff	Staff/Board of Directors	in an annual basis

II.6. NA staff development and training, training of external evaluators

II.6.1. Overview of NA staffing - update annually

Please complete the table below by indicating the actual number of staff in place in the NA in full time equivalents (FTE) as per 1 January 2017.

Activity	Number of staff /FTE
Management (to be completed ONLY for NAs where the Manager is not directly in charge of any of the below activities)	2.00
Administrative support	0.25
Communication information, dissemination and exploitation of results	1.00
Project evaluation and grant award, issuing of grant agreements	5.00
Monitoring and support to beneficiaries	1.00
Evidence-based analysis of programme results	1.00
Analysis and checking of project reports	2.00
Execution of payments, recoveries	0.50
On-the-spot checks of projects	1.00
Human resources	0.25
Finance, accounting	1.00
Archiving	0.25
Internal audit / quality verification	1.00
IT support	0.75
Total	17.00

a) Are there any vacant posts? Please indicate the number of vacant posts (FTE) (if there are no vacant posts, put 0)

No

b) If there are vacant posts, which areas of NA activity are concerned and what is the impact of the vacancy on the programme management?

N/A

c) If there are vacant posts, which measures are/will be taken to fill the vacancy?

N/A

II.6.2. Multiannual NA plan for NA staff and expert training

Please update if necessary.

No update for WP 2017

Please detail the NA's multiannual plan for NA staff training in terms of:

a) needs analysis

Please update if necessary.

No update for WP 2017

b) objectives and targets

Please update if necessary.

No update for WP 2017

c) methodology

Please update if necessary.

No update for WP 2017

d) monitoring

Please update if necessary.

No update for WP 2017

II.6.3. Multiannual NA plan for external evaluators

Given the importance of adequately trained external evaluators in relation to the assessment of both, grant applications and final reports, please outline briefly:

a) needs analysis

Please update if necessary.

No update for WP 2017

b) objectives and targets

Please update if necessary.

No update for WP 2017

c) methodology for training of external experts

Please update if necessary.

No update for WP 2017

d) monitoring and evaluation of quality of assessment by external experts

Please update if necessary.

No update for WP 2017

PART III-TRANSNATIONAL COOPERATION ACTIVITIES BETWEEN NATIONAL AGENCIES

III.1. Overall objectives

Please describe the NA's overall aim and the related objectives for the Transnational Cooperation Activities which it intends to undertake jointly with Erasmus+ NAs from other programme countries, in the following areas:

1. Transnational training, support and contact seminars of potential programme participants
2. Transnational thematic activities linked to the objectives, priority target groups and themes of the programme
3. Evidence-based analysis of programme results

Please update if necessary.

The main goal of TCA in the last years and for this year is to foster the implementation of the Programme and support transnational cooperation between NAs, institutions, associations, groups of young people and other cross-sectorial actors, in the field of Social Inclusion, participation, democratization, innovation and creativity, employment and entrepreneurship, in order to provide more and equal opportunities for young people in integration, education, training and in the job market and to encourage young people to be active participants in society. In TCA 2017 Plan PT NA wants to give a special focus to Intercultural Dialogue, Inclusion of young migrants and refugees, develop competences of youth leaders, youth workers and project managers to increase, stimulate participation of young people in decision-making and European citizenship and to highlight the paper of youth worker at municipal level.

TCA aims also support the specific objectives of Erasmus + and support the cooperation between NAs and between organisations active in the field, calling newcomers to the Programme, improving and developing trainers, youth leaders and youth workers skills and competences, and helping associations in the exchange of best practices, development of networks, increasing the visibility of youth and their organisations and recognition of outcomes and skills as result of the participation in the programme.

Portuguese National Agency of Erasmus+ Yia will promote in cooperation of other NA's, Strategic Partnership and Network members, SALTO Resource Centres and other stakeholders, several activities, in the frame of TCA 2017, 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. Through the Training and Cooperation activities PT NA wants change youngsters' lives, improve the development of new projects and entrepreneurship ideas and share international practices.

The overall objectives for TCA 2017 are:

- ; Social Inclusion and Integration, special of youngsters with fewer opportunities, refugees and migrants;
- p; Foster the intercultural learning as a tool and a way to contribute to the Social Inclusion processes;
- p; Promote Intercultural Dialogue;
- p; To Highlight the paper of youth worker at municipal level;
- p; Emigration reverse process, through mobility and partnerships as an attractive to bring people to Portugal;
- p; Education to Employment and ENTREPRENEURSHIP;
- p; Promote opportunities for young people to train, work and develop skills and competences, giving focus to the added value that is the participation of young people in sending TCA activities;
- p; Encouraging young people to live healthy life styles, promoting mental and physical health, through sports and outdoor activities;
- p; Youth work certification, validation and recognition of non-formal learning, intellectual outcomes and knowledge transferences – YouthPass;
- p; Develop the capacity of Erasmus + YiA potential applicants and target group in the youth field to use strategically the E+ YiA programme in reaching the European and national objectives;
- p; Stimulate volunteering, participation and citizenship;
- p; Reinforce International Cooperation and Partnerships, through Networks (with focus on Ray and EUROMED Network for example) and exchange of good practices;
- p; Increase the number of Benchmarking Activities, promoting teamwork and responsibility;
- p; Fosters the Programme awareness and incentive newcomer's participation, to fosters new projects, entrepreneurship and innovation

Social exclusion and poverty among young people has grown due specially to the economic crisis and the actual social scenario in Europe with the refugees crisis, migration processes, the radicalisation of youngsters thoughts and attitudes. To gain their trust and really meet their need, it is necessary to involve young

people with fewer opportunities in the activities carried out by the Programmes. PT NA wants to give special attention to the potential of youth work, youth organisations, youth centres and youth programmes as a means of inclusion of young people with fewer opportunities. The refugees and migration crisis a new focus to the need of integration in society in order to prevent conflicts and fosters social cohesion.

To ensure a successful transition from education to employment TCA Plan wants to promote the equal access of opportunities to young people, developing the opportunities of youth work and certified non-formal learning, providing links between formal and non-formal learning, reducing early school leaving and the transition between training, education and job market. The youth work certification and non-formal learning validation and recognition will be a priority to the Portuguese Government in order to promote employ.

Youth work and youth activities has a large impact in people's life, contributing to their personal and professional development, facilitation their participation in society and the self-discover of their own potential. TCA will promote exchange of experiences and best practices, increase the quality of projects and youthwork, both to increase the organizational and pedagogical skills to holder projects and facilitate the process of construction and animation of networks of partners and high quality partnerships.

The PT NA tried to develop a strong and innovative plan of activities with focus on supporting the development of projects designed for youth organisations or groups and improve the established objectives, integrating the national context with the international cooperation explored thought the hosting of international activities and the sending of several Portuguese participants to other activities in the other programme countries, networks and partnerships, promoting the added value of involvement and participation in this kind of activities.

This cooperation will also involve in the activities and trainings, other sectors, in particular education institutions, social charities, employment, professional training, enterprises, NGO's and corpora/social responsibility.

Erasmus+ YiA PT NA will foster the quality of training activities also through the development and implementation of Bilateral Cooperation, International Network and STRATEGIC PARTNERSHIPS; Study Visits, Partnership Building Activities and Contact Making Seminars.

TCA intends to promote exchange of experiences and best practices, increase the quality of projects and youthwork, both to increase the organizational and pedagogical skills to holder projects and facilitate the process of construction and animation of networks of partners and high quality partnerships.

IN THE FRAME OF THIS COOPERATION BETWEEN NA'S PT NA TAKES PART IN 2 STATREGIC PARTNERSHIPS, 1 BILATERAL PARTNERSHIP AND THE INFORMAL NETWORK OF SOUTH EUROPEAN ERASMUS + YOUTH NAs:

- **Strategic Partnership (SP) for inclusion of young people with fewer opportunities (YPFO)**

Some young people face obstacles or life situations that can be a barrier to effective access to Formal and Non-formal Education, to participating in mobility opportunities, and in active citizenship as well as to inclusion in their communities in particular and in the society in general.

Youth work clearly can help overcome these barriers, tackle social exclusion, and help young people understand and accept diversity. Social Cohesion and Inclusion have a vital role at creating more and better opportunities for youth.

The Erasmus + Programme and a Strategic Cooperation between National Agencies and SALTO's (on Inclusion and Diversity) represents a unique opportunity to strengthen Inclusion of young people with fewer opportunities through the work of key organizations, in a cross-sectorial approach.

The Strategic Partnership between National Agencies for inclusion of young people with fewer opportunities is aimed at implementing the Erasmus + Inclusion and Diversity Strategy in the Field of Youth through a new approach fostering sustainable engagement and capacity building of organizations either already working with or to start working with young people with fewer opportunities in international activities through E+: YiA. This SP will implement, within this scope, a range of national and transnational engagement and capacity building activities in close partnership between NA's involved. The SPI has 3 focus areas/strands: I) Young people with health problems and disability; II. Young people from disadvantaged areas and III. Young people facing educational difficulties.

This SP will implement, within this scope, several activities in the different countries of the partnership with the commitment of the NA's involved. The Erasmus + Programme and the Strategic Cooperation between National Agencies represent an unique opportunity to strengthen Inclusion of young people with fewer opportunities through the work of key organizations, in a cross-sectorial approach.

- **NA's STRATEGIC PARTNERSHIP ON YOUTH WORK ON MUNICIPAL LEVEL**

This SP aims to develop a peer to peer learning process on youth work on the municipal level. Practitioners working on the municipal level will exchange best practices and concepts from different countries, regions and realities. The project not only focuses on youth work in the "classical" sense, but also on related areas such as work with children and social work with youth which also take place on a municipal level.

This project will be related to the aims and activities of the European cooperation in the youth field regard youth work. The Strategic TCA partnership project

between NA's has the following aims and objectives: support the practice, quality and recognition of youth work at municipal level; contribute to the development of youth work as a part of youth policy cooperation in Europe; strengthen the European and international dimension of youth work as integral part of youth work at municipal level; develop strategies and measures to support youth work as national agencies with Erasmus + Youth in Action. The core process consists of a series of linked events over the next TCA plans, with NA's involved.

Partnership with Spanish National Agency in the Iberian Context

Erasmus+ YIA PT NA will foster the quality of training activities also through the development and implementation of projects in cooperation with Spanish National Agency. Some projects are also open for cooperation of other NA's of the Programme. This 2 NA's agreed to establish a working strategy at the Iberian Peninsula level, working together in the development and organisation of activities according to the following objectives:

- To promote partnerships and youth initiatives between Portugal and Spain;
- To empower Portuguese and Spanish Organisations to the main priorities of both countries (such as Inclusion; Sports; Employment and Entrepreneurship and Development of Competences of Youth Workers, Institutions and Trainers);
- To foster the development of common Erasmus + Youth in Action projects between organisations from Portugal and Spain

INFORMAL NETWORK OF SOUTH EUROPEAN ERASMUS + YOUTH NAs (YSN)

PT NA is also part of the relaunched YSN, together with Spain, France, Italy, Malta, Cyprus, Turkey, Croatia and Greece, and this network is also open to other NAs from southern countries. The main objective of the Network of South Agencies is to promote the European cooperation in the field of Youth, and the support to take common decisions, as well as to promote the information exchange from time to time between National Agencies located in the Euromediterranean area, for the purpose of collaborating in the Erasmus+ Programme management, and implementing joint youth projects. Another objective is to contribute in the implementation and evaluation of the current programme and in the development of the future programme. The network can define specific priorities each year.

In the context, the YSN will also have impact in the TCA Plan with a common strategy, creation of partnerships, sharing experience, knowledge, results and common goals in the hosting and sending activities, elaborating and implementing specific joint projects, as well as collaborating with the other countries beyond the YSN.

The target group for TCA is the same of all the strategy designed to Portugal: activities focus on new applicants, newcomers, 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. PT NA intends to implement activities that could contribute to the development of competences of potential applicants, beneficiaries of the programme, youth organizations, and other eligible institutions. We want also 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 plan is trying also to improve the quality of projects submitted by applicants to the KA's of the Programme and help the applicants with non granted to projects in the improvement of their skills, competences and proposals.

III.2. Specific NA activity planning - update annually

NOTA BENE: The NA TCA activities funded under the 2017 Delegation Agreement should be carried out during the period 1/01/ 2017 - 30/06/-2018. Please list the planned Transnational Cooperation Activities including the related grant request per field. Please note that although the TCA should be identified per field, the target groups involved can include stakeholders traditionally coming from other fields of education, training and youth, as necessary.

In order to include your TCA in the WP, please use the Excel templates. These should be filled and imported using the import section at the bottom of the cover page of this WP. Please use the correct template for each sector (KA220 for Higher Education, KA215 for School education, KA216 for VET, KA217 for Adult education and KA 218 for Youth).

ATTENTION!

PLACEMENT FOR THE EXCEL FILE TO BE DOWNLOADED INTO THE LIFECARD (5 FILES PER FIELD: HE, SE, AE, VET, and YOUTH)

KA220-Higher Education

Field	Title	Aim of the activity	TCA area supported	Target group	No of participants	Coordinating NA or SALTO	Partner NA(s)	Indicative calendar 2017-2018 (month/quarter of the year)	Hosting country	Role of NA	Grant request (EUR)
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KA215-School education

Field	Title	Aim of the activity	TCA area supported	Target group	No of participants	Coordinating NA or SALTO	Partner NA(s)	Indicative calendar 2017-2018 (month/quarter of the year)	Hosting country	Role of NA	Grant request (EUR)
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KA216-Vocational education and training

Field	Title	Aim of the activity	TCA area supported	Target group	No of participants	Coordinating NA or SALTO	Partner NA(s)	Indicative calendar 2017-2018 (month/quarter of the year)	Hosting country	Role of NA	Grant request (EUR)
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KA217-Adult education

Field	Title	Aim of the activity	TCA area supported	Target group	No of participants	Coordinating NA or SALTO	Partner NA(s)	Indicative calendar 2017-2018 (month/quarter of the year)	Hosting country	Role of NA	Grant request (EUR)
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KA218-Youth

Field	Title	Aim of the activity	TCA area supported	Target group	No of participants	Coordinating NA or SALTO	Partner NA(s)	Indicative calendar 2017-2018 (month/quarter of the year)	Hosting country	Role of NA	Grant request (EUR)
KA218	ABC on EVS mentorship, Training Course for newcomers!	“ABC on EVS mentorship, Training Course for newcomers!” is an opportunity for EVS hosting/sending organizations to train their mentors (or potential), offering the basic learning for mentoring an EVS project	THO	Project managers, EVS mentors/tutors, Newcomers in EVS, Hosting and Sending organisations representatives, Youth workers	25	PT02	BG01,ES02,HU02,NL02,NO02,PL01,PT02,RO01,SK02,TR01	TCA 2017 period	POR TUG AL	Host ing	15500.00

		(preparation, implementation & follow up phases).									
KA218	BUILDING FROM WITHIN: Paths to increase the participation of young migrants in Europe	TC to enable youth workers to gain knowledge, skills and attitudes to successfully increase participation of young migrants and young people with migrant background in the existing structures, spaces and mechanisms for participation in decision-making, increasing their sense of belonging and reducing radicalization.	THO	Youth workers, Youth leaders, Trainers, Youth policie makers, Young migrants and Young people with migrant background that can act as multiplier s	30	PT02	BE04,CY02,DE04,ES02,IT03,NL02,NO02,PT02,UK01	2nd semester of 2017	POR TUG AL	Hos tin g	15000.00
KA218	DEMOCRACY RELOADED: A study visit to share and reflect on practices of youth participation in decision making at local level	The aims of the study visit are to sare to share and reflect on existing good practices of youth participation in decision making at local level in order contribute to the development of the necessary competences of participants to efficiently plan, implement, sustain and reform local participative structures.	TSS	Youth leaders, Youth workers, Local and Regional public authority officers dealing with youth	25	SABE1	BE04,BG01,FI01,DE04,HU02,IT03,LV02,LT02,NL02,NO02,PL01,PT02,ES02	TCA 2017 period	POR TUG AL	Hos tin g	11000.00
		A TC for all those who work in multicultural environments									

KA218	Game of Cultures: inclusion of young migrants and refugees	and face the challenge of newly arrived cultures, wishing to encourage intercultural dialogue in their local communities in order to enhance its openness to the inclusion of Young migrants and refugees.	THO	Youth workers, Trainers, Youth leaders, Youth Policy Makers, EVS mentors/tutors	20-30	PT02	BE04,CY02,DE04,ES02,NO02,PT02,SK02	TCA 2017 period	POR TUG AL	Hos tin g	15000.00
KA218	Get In Net	Thanks to non-formal training, this Training Course will give you the skills to manage international youth projects within the framework of Key Action 2 (Strategic Partnerships: Transnational Youth Initiatives) of the "Erasmus+: Youth in Action" European programme.	TSS	Youth Workers, Youth Leaders, Project Managers	25	PT02	BE04	TCA 2017 Period	POR TUG AL	Hos tin g	18000.00
KA218	PBA Make the Move IV	PBA aiming at creating quality YE"s, which encounters each year a true success, with more than 40 pax and 25 countries represented. And between 10 to 15 projects emerging at the end.This 4th edition will once again concentrate on projects promoting inclusion of YP.	TSS	Youth workers, youth leaders, project managers, representatives of informal groups...	40-45	BE04	BE04,CY02,ES02,IT03,NO02	October 2017	POR TUG AL	Hos tin g	2300.00
		Improving the									

KA218	The Power of Non Formal Education 2018	Impact of Non Formal Education (NFE), principles and methods in empowering young people as real actors of the society (from local to Europe).	THO	workers, youth leaders, trainers, project managers, EVS mentors/tutors	30	PT02	BG01,IT03,LV02,NO02,PT02,TR01	1st half 2018	POR TUG AL	Hostin g	21500.00
KA218	Together we are stronger PBA on Youth Exchanges and EVS a TCA proposal for newcomers	The PBA "Together we are stronger" it's a Partnership building activity that wants to provide a space for organizations to know each other as partners of future EVS and Youth Exchanges projects as well as to offer useful tips for the implementation of a good project.	TSS	Youth Workers, Youth Trainers, Youth Leaders, Educators	30	PT02	CZ01,DK01,ES02,LT02,PL01,PT02,SK02,TR01	TCA 2017 period	POR TUG AL	Hostin g	20000.00
KA218	NA's STRATEGIC PARTNERSHIP	The Strategic Partnership between NA's for inclusion of young people with fewer opportunities is aimed at implementing the Erasmus+ Inclusion and Diversity Strategy in the field of Youth through a new approach fostering sustainable engagement and capacity building of organizations either already working with or to start working with young people with fewer opportunities in international	THO	Newcomers in the field of inclusion but experienced in the international level/E+: YIA; Experienced organisations with	100	CZ01,EE0	AT02,BE04,CZ01,DE04,EE01,FR02,HU02,IS02,IT	TCA 2017	OTH ER	Hos	37000.00

	ON INCLUSION (SPI)	activities through E+: YiA. This SP will implement, within this scope, a range of national and transnational engagement and capacity building activities in close partnership between NA's involved. The SPI has 3 focus areas/strands: I) Young people with health problems and disability; II. Young people from disadvantaged areas and III. Young people facing educational difficulties		regaras to inclusion but not working on internati onal level/E+: YIA; Stakehold ers with regards to inclusion of YPFO		1,FR02,P 102	02,LV02,NL02,P T02,RO01,S102, UK01	Period		tin g	
KA218	NA's Strategic Partnership (SP) for youth work on municipal level	The project aims to develop a peer to peer learning process on youth work on the municipal level. Practitioners working on the municipal level will exchange best practices and concepts from different countries, regions and realities. The project not only focuses on youth work in the "classical" sense, but also on related areas such as work with children and social work with youth which also	THO	Youth Wokers, Youth leaders, project managers, newcomers, etc	4	DE04	AT02,EE01,ES02 ,FI01,FR02,IT0 3,PT02	TCA 2017 Period	OTH ER	Hos tin g	31000.00

		take place on a municipal level.									
KA218	Ship of Tolerance for Refugees	The Aim is raising awareness of the civil society and politicians on the current situation of Refugees in Europe, and empowering and training youth workers to support the inclusion of refugees in the hosting countries, facilitating their more active participation in those societies, and encouraging inter-cultural dialogue and mutual understanding as well as promoting the European values. The activities will take place on a boat that will sail from Portugal to Greece, stopping on the way in other southern European countries and ending in one of them.	THO	Youth Workers, Youth Trainers, Youth Leaders, Educators, project managers, young people, trainers	50	PT02	FR02,IT02	TCA 2017 period	OTH ER	Hos tin g	30000.00
KA218	30th Anniversary Erasmus +	Aims to develop activities under the 30th Anniversary Erasmus + framework linked with the objectives and priorities of the Programme	THO	Youth Workers, Youth Trainers, Youth Leaders, Educators, project managers, young people, trainers	40	PT02	ES02	TCA 2017 period	POR TUG AL	Hos tin g	25000.00
		Aims to develop activities under		Youth Workers,							

KA218	European Youth Week Spain - PT boarders	the European Youth Week framework linked with the objectives and priorities of the Programme.	THO	Youth Trainers, Educators, project managers, young people, trainers	20	ES02	PT02	TCA 2017 period	SPA IN	Sendin g	8000.00
KA218	South Youth Lab	This 2 days Lab aim to provide an evaluation of E+ programme between beneficiaries, participants and NA staff from the South countries. This evaluation is only open to FR, PT, IT, GR, CY, TR, HR, MT.	TSS	Participan ts of the E+ Programme , NA Staff, grant beneficia ries	10	ES02	PT02	TCA 2017 period	SPA IN	Sendin g	7000.00
KA218	Situation of the young people on the South countries	The main aim of this study is to know about the situation and necessities of the young people, youth organizations and youth policy on southern countries. This study involves young people from France, Portugal, Italy, Malta, Cyprus,Croacia, Greece, Turkey and Spain.	THO	Youth Wokers, Youth leaders, project managers, newcomers, etc	4	ES02	PT02	TCA 2017 period	SPA IN	Sendin g	1200.00
KA218	Startup in E+	This 2 days Lab aim to provide an evaluation of E+ programme between beneficiaries, participants and NA staff from the South countries. This evaluation is only open to FR, PT, IT, GR, CY, TR, HR, MT.	THO	Youth Workers, Youth Trainers, Youth Leaders, Educators, project managers, young people, trainers	30	ES02	PT02	TCA 2017 period	SPA IN	Sendin g	12000.00
		Support the									

KA218	TOT Practical Project	development of Practical Project of Training of Trainers	THO	Trainers	1	SADE1	PT02	TCA 2017 period	GERMAN Y	Sendin g	5500.00
KA218	"The plus of Erasmus plus: ideas matching and project management in the Youth field"	This training course aims to give an overview on opportunities for educational programs at European level, specifically the Key Actions of the ERASMUS + Programme in the youth field. Participants will gain knowledge, skills and tools and boost their motivation to carry out a quality project within the Erasmus+.	TSS	"newcomers ", represent atives from entities and youth organizat ions that have no experienc e in project managemen t in the Erasmus+ framework . Youth workers Youth leaders Project managers Trainers Youth Policy makers	3	ES02	BG01,CY02,CZ01,ES02,HU02,PL01,PT02,RO01,TR01	1st half of the year 2017	SPA IN	Sendin g	900.00
KA218	"EVS learning notebook! Get Better, Get International!! "	EVS learning notebook! Is the tool of the Spanish NA to support the participants of the European Voluntary Service in the reflection about their own learning process inside their experience. After 2 years, the tool can be updated, and improved, moved to a 3.0 Digital, reformed, adjusted... and INTERNATIONAL	THO	Youth workers, EVS mentors, Hosting and Sending organisati ons represent atives, Trainers	2	ES02	BG01,ES02,PL01,PT02,RO01	Second semester 2017	SPA IN	Sendin g	600.00
	25+: stories that	aims and objectives: To focus onthe virtuous path of Europe through the Programs for Youth, To look-back the		Youth-work ers, trainers, mentors, project							

KA218	shaped a better Europe featuring EU Programs, people and organizations LTTC	Impact of EU Programs, how they positively affected youth, people, organizations and Europe and collect and share stories/experiences from actors who have benefited from these Programmes	THO	managers of NGOs, communication-media managers, participants of EU projects, other stakeholders relevant in the sector.	2	IT03	BG01,ES02,IT03,PT02	June 2017 - June 2018	ITALY	Sending	800.00
KA218	ALL 4 INCLUSION (V4+EaP)	TC focuses on promotion to support participation of disadvantaged participants on EVS projects, encouraging and empowering youth workers, social workers to start inclusive EVS projects of Erasmus+ projects. Our aim is to make the Erasmus+ more inclusive, accessible for young people with fewer opportunities.	THO	Youth workers, social workers, project managers having basic information of EVS	1	SK02	BE03,BE04,CZ01,DE04,ES02,HU02,IE01,IT03,LT02,LV02,PL01,PT02,RO01	2-nd semester of 2017	SLOVAKIA	Sending	400.00
KA218	Appetisers in GR, TCA 2017	The Appetiser training seminar aims at bringing together practitioners who work locally with young people around Europe, in order to give them a first strong positive experience of international youth work and to introduce them to the possibility of working in an	TSS	youth workers	2	SADE1	AT02,BE04,BE05,BG01,CY02,CZ01,DE04,DK01,EE01,EL02,ES02,FI01,HR01,HU02,IE01,IT03,LI02,LT02,LV02,NL02,NO02,PL01,PT02,RO01,SE02,SI02,SK02,TR01,UK01	between Sept 17 and June 18	GREECE (GR)	Sending	1000.00

		International setting, making use of E+: YiA Programme									
KA218	ATOQ Greece - Advanced Training on Quality	ATOQ training course aim at increasing quality within youth exchanges. Based on previous exchanges, an international group of youth workers will focus on quality aspects and improve management competences in order to raise quality of future exchanges.	TSS	Youth workers, Youth leaders, People who have been part of the organising team or worked as a group leader or youth leader in at least one youth exchange	1	FI01	BE05,BG01,CY02,DE04,ES02,FI01,HR01,HU02,IT03,LT02,LV02,MT01,NL02,NO02,PT02,RO01,TR01	Spring 2017 (can be discussed)	GREECE (GR)	Sending	500.00
KA218	BiTriMulti (BTM) in Germany, TCA 2017	BTM is a training course based on a simulation exercise, inputs and group work. The training course aims to develop the competences (knowledge, skills and attitudes), needed by youth workers and youth leaders, to design and deliver an inclusive, quality youth exchange process, within the E+: YiA Programme.	TSS	youth workers	2	SADE1	AT02,BE04,BE05,BG01,CY02,CZ01,DE04,EE01,EL02,ES02,FI01,HR01,HU02,IE01,IS02,IT03,LI02,LT02,LV02,MT01,NL02,NO02,PL01,PT02,RO01,SE02,SI02,SK02,TR01,UK01	between Sept 17 and June 18	GERMANY	Sending	800.00
KA218	Building Resilience of those at risk of	This study visit/training programme builds on the experience of the two training courses organised in	THO	Youth workers, policy makers,	2	UK01	DE04,PT02,UK01	1st Quarter	UNITED KINGDOM	Sending	800.00

	Radicalisation and violent extremism	Preventing youth extremism and the SALTO Cultural Diversity toolkit on Preventing Youth Extremism.		Community workers					OM(GB)	g	
KA218	Communication strategies and resources 2.0 for Erasmus+ projects (Key Action 1)	The project is going to be implemented as "learning-by-doing" activity where participants will develop their skills in the field of communication strategies for E+ projects (Key Action 1). Learning outcomes participants will share via Twitter, Facebook, Periscope, etc. creating open online course.	THO	Youth workers, Youth leaders, EVS mentors, Project managers, Trainers	2	ES02	ES02,HU02,LV02,PL01,PT02,RO01,SK02	First semester 2017	SPA IN	Sendin g	600.00
KA218	Conference: "On track - Different youth work approaches for different NEET situations"-II	A mini, 2,5 days, cross-sectorial conference addressing NEET issues and showcasing good practices, with the emphasize on cooperation between youth work and other sectors (formal education, employment, social and business sector...).	THO	Youth workers, Project managers, Youth Policy Makers, Anyone with experience working on the issue of vulnerable young people in NEET situations (either face-to-face workers as well as managers/ decision makers).	1	TR01	DE04,ES02,HU02,IT03,LT02,LV02,NL02,PT02,RO01,TR01	February 2018	TUR KEY	Sendin g	600.00
		Radicalisation among young people is a phenomenon of increasing concern in Europe and its									

KA218	Countering Radicalisation: Proposal for process of cooperation with neighbouring partner regions on the topic	neighbouring regions today. This project aims at defining the role that youth work plays/can play in working against radicalisation of young people in the different countries in Europe and beyond.	THO	youth workers, youth leader and trainers	1	SAFR1	BE04,DE04,ES02,FR02,NL02,PL01,PT02,UK01	TCA 2017 period	FRA NCE	Sen din g	400.00
KA218	Cut the Ice	CUT the (D)ICE is a short term international training course for youth workers which explores different facets of "diversity" amongst (young) people: richness of diversity, creativity as result, origin of and dealing with conflicts, reflection on the role of youth worker and youth organisations.	TSS	youth workers	1	DE04	BE04,DE04,ES02,IT03,LV02,NO02,PL01,PT02	first half 2017	GER MAN Y	Sen din g	400.00
KA218	Demopeople IV seminar	KA3 cooperation: The aim of the seminar is to establish a close international cooperation between programme and partner countries in the field of democracy and structural dialog. Participants will share experience how to cooperate between youngsters and politics, experts and people	TSS	youth leadres, deidents, experts, youth workers	1	PL01	CY02,ES02,HU02,IT03,LT02,LV02,PL01,PT02,SK02	May/June 2018	POL AND	Sen din g	500.00

		responsibility for youth policy.									
KA218	Developing Digital Youth work	The aim of the Developing Digital Youth work seminar is to demystify the idea of digital youth work and identify common challenges. It will support organisations to develop digital youth work practices in their local context.	THO	Youth workers, Trainers, Youth leaders, Project managers, Youth Policy Makers	1	HU02	BG01,HU02,IT03,NO02,PT02,UK01	eligible period of TCA 2017	HUNGARY	Sending	400.00
KA218	Employability Ambassadors III	Employability Ambassadors aims to equip participants with a set of tools to effectively foster employability within their local communities. Thus informative resources will be provided and social competences developed throughout the activity, in order to assess their local community youngsters in the most effective way	TSS	Youth workers, youth leaders, project managers, trainers	2	ES02	BG01,CY02,ES02,HU02,IT03,PL01,PT02,TR01	First semester 2018	SPAIN	Sending	600.00
KA218	Empowering Girls	The training will be addressed to young potential female youth/youthworkers or trainers who would like to start their international experience. Open to girls and women from Programme countries, South Med, EECA and	TSS	Famale youth workers and trainers	1	ES02	ES02,FI01,FR02,HU02,NO02,PT02	march 2017	SPAIN	Sending	300.00

		SEE ?The main idea is to provide a follow up to the Empowering Women series with a new target group.									
KA218	Europe@DJHT: Creating a social and fair Europe for all young people	Europe@DJHT is the European programme at the DJHT - Europe's biggest event for the child and youth welfare community with approx. 30.000 visitors. Europe@DJHT consists of four elements: an expert programme, the marketplace Europe, field visits in Düsseldorf and guided tours at the DJHT fair with over 300 exhibitors.	THO	Around 400 experts and professionals in youth work and youth policy from all over Europe are invited. Regardless of whether you are a professional or voluntary youth worker, working in child and youth services, a youth researcher or a youth policy representative	1	DE04	AT02,BE03,BE04,CZ01,DE04,DK01,ES02,FI01,HU02,IE01,IS02,IT03,NL02,NO02,PL01,PT02,SK02,TR01	27 - 30 March 2017 (arrival possible on 26th)	GERMAN Y	Sending	400.00
KA218	EVS and mental health	Aim of the TC: to increase the EVS organisations' capacity to support volunteers' mental health during the EVS period.	THO	EVS mentors/tutors/coordinators	1	EE01	BE04,CZ01,DK01,EE01,ES02,IE01,LT02,LV02,NL02,NO02,PL01,PT02	spring 2018	ESTONIA	Sending	600.00
KA218	EVS NEWCOMERS CONTACT MAKING SEMINAR	Has your organization just been accredited as EVS org and you don't know how to find EVS trustworthy partners? Are you a sending org searching for good projects for your candidates or a host org	TSS		2	ES02	BE04,BG01,ES02,IE01,NO02,PL01,PT02,SE02,TR01	Second semester 2017	SPAIN	Sending	600.00

	Youth Initiatives)	transnational youth initiatives for young people within ERASMUS + Programme.					02,KO01,SK02,1R01			g	
KA218	Let's coordinate! - Training course for EVS organisations!	Whether you come from an experienced EVS organisation or from a newly accredited one, this training course will empower your organisation for coordinating EVS projects and bring more quality to the management of your future EVS projects.	THO	Project managers, project leaders and coordinators, youth workers and youth leaders with experience in EVS and/or project management.	1	HR01	BE04,CY02,CZ01,EE01,ES02,HR01,IT03,LT02,PL01,PT02,TR01,UK01	early spring 2018	LITHUANIA	Sending	500.00
KA218	Let's get it on: Meet your peers around Europe working doing inclusion youth work and develop a partnership	AIM: To support youth workers to develop sustainable partnerships for inclusion youth mobility projects. The course will be interesting, fun and energising – like all good partnerships!! This will be short course – 3 days. Inclusion youth workers are busy can find it difficult to take more time out.	TSS	Youth Workers working directly with young people, who plan to organise Erasmus+ - Youth in Action projects	1	IE01	BG01,IE01,IT03,PT02,UK01	Early 2018	IRELAND	Sending	500.00
	Linguistic Workout! English	This TC aims to improve participants' communication competences in English with a functional methodology focused on international youth work		Youth workers, Youth leaders, EVS mentors, Project						Sen	
							BE03.BE04.ES02				

KA218	communication competences for transnational youth projects	within the ERASMUS+ Programme. It targets project managers, youth workers and leaders seeking to build partnerships and develop or run international youth projects with E+.	TSS	managers, Trainers, Hosting and Sending organisations representatives	2	ES02	,LT02,PL01,PT02,SK02	First semester 2018	SPA IN	din g	600.00
KA218	Making the Difference IV - South meets North	A PBA between South European Countries and Norway focusing on youth exchangesThe participants will be encouraged to find partners and start working on a time frame and project plan. This time we will host the PBA in the very North of Norway, in the middle of the winter.	TSS	Youth workers working directly with young people, and that have authority to make agreements	2	NO02	DK01,ES02,HR01,IT03,MT01,NO02,PT02,SE02	Winter 2017	NOR WAY	Sen din g	1600.00
KA218	MENTOR plus - Improving mentorship in EVS	The main aim of the training is to increase the quality of mentoring in EVS and to support active mentors working with their volunteer(s).	TSS	EVS mentors/tutors	1	AT02	AT02,CY02,ES02,IT03,LV02,NL02,NO02,PL01,PT02,SI02,TR01	Q3-Q4 2017	AUS TRI A	Sen din g	500.00
KA218	Mobility Taster for Inclusion org: try mobility as a tool for	A low-threshold short taster course (3 days) for inclusion workers (working with young people with fewer opportunities) to discover what Erasmus+ has to offer. Practical, hands-on,	TSS	Inclusion workers (working with young people with fewer	1	SABE2	BE04,BE05,IE01,IT03,LT02,NO02,PL01,PT02,SI02	September 2017	POL AND	Sen din g	500.00

		to get new inclusion organisations on board. We aim to repeat this course regularly, so that NAs can send at short notice		opportunities)							
KA218	Mobility Taster for Inclusion Organisations - Hungary	Training Course for Newcomers in Erasmus+ Youth in Action who are directly working with young people from disadvantaged backgrounds.	TSS	Project managers, Inclusion Workers, Social Workers	1	SABE2	BE04,BE05,CZ01,ES02,HU02,IE01,IT03,NL02,NO02,PT02,RO01,SK02,TR01	First semester 2018	HUNGARY	Sending	400.00
KA218	OPEN ACCESS 2	TCA Area 1. Contact making seminar for youth workers on involvement of young people with disabilities to Erasmus+ Youth Program	TSS	Youth workers, project managers, EVS mentors acting with young people with disability	2	FR02	BE04,DE04,ES02,FR02,IT03,LT02,NL02,NO02,PT02,SK02,TR01,UK01	Second half of 2017	FRANCE	Sending	800.00
KA218	Quality Mark (IT!)	The aim of this TCA is to increase the competences of applicants with the ultimate aim of enhancing the quality of the applications and the implementation of projects submitted under the YIA Erasmus+ programme. This training course is open only to participants from FR, PT, IT, EL,ES, CY, TR, HR, MT	THO	Project managers, Youth leaders, Youth workers	1	MT01	BG01,CY02,ES02,IT03,MT01,PT02	Q4 2017	MALTA	Sending	400.00
		The TC will provide participants with the necessary		Youth workers,							

KA218	Queer it up! - including Sexual Orientation and Gender Identity and Expression in Youth Work Practice.	competences to include Sexual Orientation and Gender Identity and Expression perspectives in Youth Work Practice and to combat prejudice and discriminatory attitudes.	TSS	youth leaders and educators who are unfamiliar with the LGBT+ collective and those that want to be more inclusive in their practice.	2	ES02	DE04,ES02,FI01, LV02,NO02,PT02	First semester 2018	SPA IN	Sendin g	600.00
KA218	RAY research - Research--based analysis and monitoring of Erasmus+:YiA	This project aims to continuously collect data from projects with respect to a broad scope of aspects in order to contribute to practice development and to improving the implementation of the programme. This project is a further development of the 'Standard Surveys' conducted in YiA (2007-2013)	EBAR	youth workers	3	AT02	AT02,BE03,BE04, BE05,BG01,CZ01, DE04,DK01,EE01, ES02,FI01,FR02,HR01,HU02, IE01,IT03,LI02, LT02,LU02,LV02,MT01,NL02,NO02,PL01,PT02,RO01,SE02,SI02, SK02,TR01,UK01	TCA 2017 period	AUS TRI A	Sendin g	15000.00
KA218	Rural Study Visit in Southern Finland	Small organisations in rural areas can find human resources as a challenge in organising international youth projects. On this study visits we visit a region that is very active and good practices show how the work is done.	THO	Youth workers, youth leaders, coordinators and other people working with young people in rural settings	2	FI01	BE03,BE04,DK01, EL02,ES02,FI01,IE01,LT02,LV02,NL02,NO02,PL01,PT02	Early June 2017	FIN LAN D	Sendin g	1400.00
		Seminar on how to work crosssectorally on inclusion,		Professionals with experience working on the issue of							

KA218	Seminar "Under the same roof"	with possible focus on mental health of YPFO. Analysis of what works and what doesn't work in cross-sector inclusion projects. Document the approaches to inspire future cross-sector cooperation.	TSS	vulnerable young people (face-to-face workers as well as managers/decision makers); Youth workers; Teachers, school support staff, alternative education staff, vocational	1	SABE2	BG01,CY02,EE01,IT03,NO02,PL01,PT02,SI02,TR01	April/May 2017	ROMANIA	Sending	600.00
KA218	Shaping European Youth Policies in theory and practice	This will be the 3rd edition of a training course on youth policy making which consists of two seminars, in-between measures and follow-up activities. The seminar aims to inspire and empower actors in the youth field to shape European youth policies in theory and practice.	TSS	youth policy decision-makers, youth councils, youth researchers, youth leaders, NA staff	1	HR01	BG01,CY02,ES02,HR01,IT03,LV02,PT02	Q4 2017	CROATIA	Sending	500.00
KA218	SOHO in Hungary, TCA 2017	SOHO international training course aims at enhancing quality of EVS projects through development of essential competences of support persons from Hosting, Sending and Coordinating organizations. It also provides up-to-date information to its participants on the	TSS	mentors/tutors/coordinators	2	SADE1	AT02,BE04,BE05,BG01,CY02,CZ01,DE04,EL02,ES02,FI01,HR01,HU02,IE01,IS02,IT03,LI02,LT02,LV02,MT01,NL02,NO02,PL01,PT02,RO01,SE02,SI02,SK02,TR01,UK01	between Sept 17 and June 18	HUNGARY	Sending	800.00

		opportunities given by E+: YiA.									
KA218	Sports activities as a tool for empowering social inclusion	The programme is designed to increase awareness on social inclusion and to support the development of inclusive practices though sports among youth workers and youth organizations.	THO	youth workers who are directly involved in the field of sports and social inclusion	1	CY02	CY02,IT03,PT02	2nd half of 2017	CYP RUS	Sen ding	500.00
KA218	Sports for Peacebuilding and Inclusion of minorities	The world is facing many challenges connected with violence, discrimination and xenophobia. Sports is an internacional language that can be the perfect link for Peacebuilding and intercultural education. Inclusion of people from different backgrounds and minorities can be achieved using sports as a method and tool.	THO	Youth workers, Youth leaders, EVS mentors, Project managers, Trainers	3	ES02	DE04,ES02,LT02 ,NO02,PL01,PT0 2,RO01,SK02	First semester 2018	SPA IN	Sen ding	900.00
KA218	stART-up your creative exchange	Partnership Building Activity with trainingelement s which aims to support newcomers in Erasmus+ Youth in Action in finding project partners and developing quality youth exchanges with dance, art, music,	TSS	Youth workers and youth leaders	1	NL02	ES02,IE01,LV02 ,NL02,NO02,PT0 2	March 2017	NET HER LAN DS	Sen ding	400.00

		theatre or other creative forms as a tool.									
KA218	Strategic Partnership Plus- Innovation in Education	“Strategic Partnerships Plus- Innovation in Education” is a three days event aiming to develop viable cross-sectoral Strategic Partnerships in order to be submitted under Key Action 2 (for the future 2018 deadline).	TSS	Youth workers, Trainers, Teachers, Project managers, Youth Policy Makers	1	RO01	BE04,BG01,CZ01,ES02,LT02,PT02,RO01,SK02,TR01	Fall 2017	ROMANIA	Sending	600.00
KA218	TC Cherry on the cake (4th edition of the TC for Youth Exchanges, this time with a focus on planning, monitoring and documenting learning outcomes)	4th international edition of Cherry on the cake TC, dealing with quality planning & implementation of Youth Exchanges, this time with a special focus on planning, monitoring and documenting learning outcomes.	THO	youth workers, youth leaders, project managers	1	SI02	BE04,CY02,CZ01,DE04,EE01,ES02,FI01,IT03,LV02,NL02,NO02,PL01,PT02,RO01,SI02,TR01	Spring 2017	SLOVENIA	Sending	600.00
KA218	TC Youth work & sport	We want to set up a new TC offer that brings smaller sport organisations and youth work organisations together who want to work together and set up projects in E+. Focus lies on getting familiar with non-formal learning methods and working on competence development of young people +	THO	youth workers working with sport methods, trainers of youth sport clubs, people working with young people in a local sports context	1	BE05	BE05,BG01,LV02,NL02,NO02,PT02,SE02	2nd half of 2017	BELGIUM	Sending	500.00

		partnership building elements.									
KA218	The Incubator	AimThis training course aims to support different stakeholders in the youth field to identify, understand and design which concrete Keyaction(s) are the best tools towards the desired social change/transformation (based upon the adressed needs).	TSS	youth workers (professional and volunteer), youth leaders and decision makers in the field of youth	1	DK01	BE04,DK01,ES02,IE01,IT03,LT02,NO02,PL01,PT02,UK01	september 2017	DENMARK	Sending	700.00
KA218	THE JOB AFFAIR	Training Course (5 full days) is focused on development of young peoples' capacity and to express their competences in the job market. Our team wants to prepare youth workers to help young people to identify their competences and to be able and confident to express that to potential employers.	THO	Youth workers, Youth leaders, Project managers, Researcher s	1	SK02	BG01,CY02,CZ01,ES02,LT02,PT02,SK02	First half of 2018	SLOVAKIA	Sending	400.00
KA218	THE SOUND OF MUSIC III	European Training course for youth workers to explore the power of music in non formal education activities with young people with different aims (to relax, to activate, to cooperate, to	TSS	Youth workers, youth leaders, project managers, EVS mentors/tutors, People doing activities with youngsters and interested in improving their competences in music as a working tool.	1	ES02	BE04,BG01,DK01,ES02,LT02,LV02,NL02,NO02,PL01,PT02	First semester 2017	SPAIN	Sending	300.00

		reflect, etc)									
KA218	The Star of Europe	The Star of Europe training tackles each phase of a youth exchange project and takes a step by step journey through participation and partnership by using visual material from the old Finnish game called "The Star of Africa".	TSS	Those directly working with young people and who have an interested group of young people ready for a youth exchange.	1	FI01	BE04,BE05,ES02,FI01,IT03,LV02,NO02,PT02,TR01	Autumn 2017	TURKEY	Sending	600.00
KA218	TICTAC in Bulgaria, TCA 2017	TicTac is a multilateral training course targeted at voluntary and professional youth workers as well as youth leaders who are interested in using international cooperation to enhance their local development strategies in line with the goals of their organizations.	TSS	youth workers	1	BG01	AT02,BE04,BE05,BG01,CY02,CZ01,DE04,EE01,EL02,ES02,HR01,HU02,IS02,IT03,LT02,LV02,MT01,NL02,NO02,PL01,PT02,RO01,SE02,SI02,SK02,TR01	between Sept 17 and June 18	BULGARIA	Sending	600.00
KA218	ToF – TRAINING OF FACILITATORS IN ERASMUS+ YOUTH II edition	This is the 2nd edition of ToF – Training of Facilitators. It is an opportunity to get and introduction about techniques, methods and practices in facilitation. The main objective is to improve the methodology used in the facilitation of	TSS	The course is primarily aimed at youth leaders, youth workers, multiplier s... that stimulate groups, activities, formations s ... under the Erasmus + Youth program and are motivated to learn on the facilitation of	3	ES02	BG01,CZ01,ES02,IT03,LT02,NL02,NO02,PL01,PT02,SK02,TR01	1st half of the year 2017	SPAIN	Sending	4400.00

		different activities in the frame of Erasmus+ Youth.		activities in the program frame.							
KA218	TOOL FAIR XII	The 12th edition of the Tool Fair will take place in Bulgaria. The concept which is well-known in youth field, offers an exciting combination of “laboratory” and “market” to experience tools for learning.	TSS	Educational practitioners in European youth field: trainers, youth workers and youth leaders, youth project managers, NA representatives, youth policy makers etc active in the youth field in general and more specifically within the Youth in Action Program	1	BG01	BG01,DE04,ES02,HU02,IT03,LT02,LV02,NL02,NO02,PL01,PT02,RO01,SK02,TR01	TCA 2017 period	BULGARIA	Sending	600.00
KA218	Training for EVS Trainers	This TC aims at bringing together trainers responsible for EVS training and Evaluation Cycle, in order to exchange ideas and explore trends, challenges and opportunities within EVS.	THO	EVS trainers	1	EL02	BG01,CY02,CZ01,EE01,EL02,ES02,IE01,IT03,LV02,PT02,SK02	3Q-4Q 2017	GREECE (GR)	Sending	500.00
KA218	Training meeting for experts in KA2	The main idea of this Training meeting for experts in KA2 is to work together in order to share common evaluators indicators, good practices etc...This training course is open only to participants from FR, PT, IT, GR, CY, TR, HR, MT.	THO	Pool of external experts	1	ES02	BG01,ES02,PT02	First semester 2017	SPAIN	Sending	300.00
		Long term ToT:									

KA218	Training of Trainers (TCA 2017), Seminar 1 in Germany	The major aim of the course is to train trainers who have the competences and the motivation to contribute to the improvement of the quality of projects within the Erasmus+: Youth in Action Programme of the European Union.	TSS	trainers who wish to start trainer work at European level	1	SADE1	BE04,BE05,BG01,CY02,DE04,EL02,ES02,HU02,IT03,LV02,NL02,PL01,PT02,SK02	Sept/Oct 17	GERMAN Y	Sendin g	1100.00
KA218	Training of Trainers (TCA 2017), Seminar 2 in Poland	Long term ToT: The major aim of the course is to train trainers who have the competences and the motivation to contribute to the improvement of the quality of projects within the Erasmus+: Youth in Action Programme of the European Union.	TSS	trainers	1	SADE1	BE04,BE05,BG01,CY02,DE04,EL02,HU02,IT03,LV02,NL02,PL01,PT02,SK02,ES02	Jan/Feb 2018	POLAND	Sendin g	1200.00
KA218	Training of Trainers (TCA 2017), Seminar 3 in the Netherlands	Long term ToT: The major aim of the course is to train trainers who have the competences and the motivation to contribute to the improvement of the quality of projects within the Erasmus+: Youth in Action Programme of the European Union.	TSS	trainers	1	SADE1	BE04,BE05,BG01,CY02,DE04,EL02,ES02,HU02,IT03,LV02,NL02,PL01,PT02,SK02	June 2018	NETHER LAN DS	Sendin g	1000.00
	TYE - Tools for	A Youth Exchange needs content – behind the content there are tools: This training helps to explore tools		Youth workers, youth leaders, group leaders of youth exchanges. Both for people who			BE04,BG01,DE04,DK01,ES02,FI0	March 2017 (on	FIN LAN	Sen	

KA210	Youth Exchanges	around group processes, (intercultural) learning, involvement of young people and more.	THO	have already carried out a youth exchange or have applied for a grant in their NA.	1	PL01	02,PL01,PT02,S K02,TR01	the week 6-12)	D	g	700.00
KA218	U Turn	A one week training course for people who made their first steps into training others (volunteers, youth worker, young people) and would like to reflect on their paths as trainer, deepen it and link it to European youth work and youth policy developments.	THO	trainers	1	DE04	BE04,BE05,CY02 ,CZ01,DE04,ES0 2,IT03,LT02,NL 02,PL01,PT02,S I02	spring 2018	GER MAN Y	Sen din g	400.00
KA218	VALUES EDUCATION THROUGH SPORT PARTNERSHIP BUILDING ACTIVITY	Sport has the power to provide a universal framework for learning values. This PBA is an opportunity for youth organizations and sport clubs/associations to learn more about Youth Exchanges and Youth Transnational Initiatives, as well as a meeting point to know good partners for future projects.	TSS	Youth workers Project managers Youth leaders Representing an organization interested in organizing a Youth Exchange or a Youth Initiative focus on sport	3	ES02	BG01,ES02,IE01 ,LT02,NO02,PL0 1,PT02,TR01	2nd half of the year 2017	SPA IN	Sen din g	4100.00
KA218	Youth Councils - local and international realities	Seminar aims learning the reality of Youth Councils operating in different countries and	THO	youth councils representatives, decision makers in the fields of youth	1	PL01	CY02,CZ01,DE04 ,ES02,IE01,LT0 2,NO02,PL01,PT 02	eligible TCA 2017 period	POL AND	Sen din g	500.00

		exploring the possibility of future networking.		policy							
KA218	“FROM IDEA TO ACTION 4 “ (Youthworkers)	“From Idea to Action 4” is a training course which aims to empower youth workers in the field of support and accompaniment of youth entrepreneurial projects.	THO	Youth workers, youth leaders	2	ES02	DE04,ES02,IT03,PL01,PT02,SK02,TR01	First semester 2018	SPA IN	Sendin g	600.00
KA218	“Wake Up, Green Up!”	During 5 days and using experiential learning, nature based methods and participative learner-centred approaches, youth workers will develop their competences to encourage and support young people’s active involvement in environmental issues.	TSS	Open to learn and share experience s Youth worker or youth leader Able to multiply the outcomes of the training	1	ES02	BE04,DK01,ES02,IT03,LT02,NL02,NO02,PL01,PT02	Second semester 2017	SPA IN	Sendin g	300.00
Total											338400.00

PART IV - SUPPORT AND NETWORK FUNCTIONS

IV.1. ECVET

Update only where necessary

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

IV.1.1 ECVET national team organisation

Please briefly describe the composition of the ECVET national team of experts in VET credit and qualifications and the way in which the NA will monitor and support its work, including number of NA staff (full time equivalent) involved. If no ECVET team (national team of experts in VET credit and qualifications) is set up or no support is requested for it, please use this field to briefly explain why.

Please update if necessary.

N/A

IV.1.2. Framework and background

Please describe the situation of ECVET implementation in your national context - with reference to cooperation with Europass, EQF/NQF, EQAVET, validation arrangements and other instruments or initiatives related with learning outcomes and qualifications - and explain the identified needs for further action.

Please update if necessary.

N/A

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

Please describe the overall aim of the ECVET national team and the related objectives it intends to pursue in the contractual period, in particular to address the needs identified in section IV.1.2.

N/A

IV.1.4 Activity planning - for 2017

Please list the activities of the ECVET national team including the grant request (see Specifications on ECVET)

Training and advice (national task)

Activity (Type, title, topic)	Target group	Planned outputs (if applicable)	Indicative calendar (2017)	Place, country (if applicable)	Budget position
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Assist in policy making(national task)

Activity (Type, title, topic)	Target group	Planned outputs (if applicable)	Indicative calendar (2017)	Place, country (if applicable)	Budget position
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Promotion and awareness raising(national task)

Activity (Type, title, topic)	Target group	Planned outputs (if applicable)	Indicative calendar (2017)	Place, country (if applicable)	Budget position
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ECVET community of practice(national task)

Activity (Type, title, topic)	Target group	Planned outputs (if applicable)	Indicative calendar (2017)	Place, country (if applicable)	Budget position
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Participation in European meetings and events (international tasks)

Activity (Type, title, topic)	Target group	Planned outputs (if applicable)	Indicative calendar (2017)	Place, country (if applicable)	Budget position
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IV.1.5. Budget forecast - for 2017

Reference period:01.01. 2017 - 31.12. 2017

Table 1 : Overview of expenditure

Budget headings	Costs per Subheading (EUR) <i>info</i>	Costs per heading (EUR) <i>info</i>
1. National Agency staff costs		
1.1 National Agency staff costs (max 15% of total eligible costs)	0.00	0.00
2. National Agency travel and subsistence costs		
2.1 National Agency travel and subsistence costs	0.00	0.00
3. ECVET Experts: daily rates, travel and subsistence for participating in national and international seminars		
3.1 Daily rates for the members of the ECVET Experts team	0.00	0.00
3.2 Participation in NATIONAL conferences and seminars	0.00	
3.3 Participation in INTERNATIONAL conferences and seminars	0.00	
4. Equipment and materials (max 10% of total eligible costs)		
4.1 Equipment and materials (max 10% of total eligible costs)	0.00	0.00
5. Sub-contracting, consultancy and other external services (max 30% of total eligible costs)		
5.1 Sub-contracting, consultancy and other external services (max 30% of total eligible costs)	0.00	0.00
6. Conferences and seminars		
6.1 For direct organisation costs such as rent of rooms, rent or purchase of materials, interpretation booths, local transport	0.00	0.00
6.2 For travel and subsistence costs of participants and speakers who are NOT National Agency staff or ECVET Experts	0.00	
6.3 For interpreters	0.00	
7. Other direct costs		
7.1 Other direct costs	0.00	0.00
Total		0.00

NB: at least 75 % of the project budget is expected to concern tasks at national level

Table 2 - Overview of sources of financing

Sources	Amounts (EUR)
1) Grant requested from the Erasmus+ programme (max 90% of total eligible cost)	
2) Contribution from the regular budget of the National Agency	
3) Support expected from other European Union programmes provided specifically for this project	
4) Support from public (national, regional, etc) sources, provided specifically for this project	
5) Support from the private sector or foundations, provided specifically for this project	
6) Other sources	
Total	0.00

Control box: TOTAL COSTS (must be equal with TOTAL of sources of financing-Table 2)
0.00

Details for table heading 1.1: National Agency (NA) staff costs

National Agencies (NA) can budget their staff costs up to a maximum of 15% of the total eligible costs

Staff by category (<i>info</i>)	Total number of days (a)	Average cost per day (b)	Total staff cost (axb)
Staff Category 1 (<i>info</i>) Manager			
Staff Category 2 (<i>info</i>) Researcher, Teacher, Trainer			
Staff Category 3 (<i>info</i>) Technical			
Staff Category 4 (<i>info</i>) Administrative			
Total			0.00

Total of heading 1
0.00

Details for table heading 2.1: National Agency travel and subsistence costs for participating in conferences and seminars(*info*) :

Purpose of journey	Number of NA Staff (a)	Number of days by person (b)	Daily subsistence costs by person (EUR) (c)	Average travel costs by person (EUR) (d)	Total cost (EUR) (axbxc)+(axd)

Total of heading 2
0.00

Details for table heading 3: ECVET Experts - daily rates, travel and subsistence for participating in national and international seminars

3.1 Daily rates for the members of the ECVET Experts team (*info*) :

Number of ECVET Experts (a)	Number of days by ECVET Expert (b)	Average costs per day (EUR) (c) (<i>info</i>)	Total cost (axbxc)

3.2 Participation in NATIONAL conferences and seminars (info) :

Purpose of journey	Number of ECVET Experts (a)	Number of days by ECVET Expert (b)	Daily subsistence costs by ECVET Expert (EUR) (c)	Average travel costs by ECVET Expert (EUR) (d)	Total cost (EUR) (axbxc)+(axd)
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3.3 Participation in INTERNATIONAL conferences and seminars (info) :

Purpose of journey (please indicate the country of destination if known)	Country of destination	Number of ECVET Experts (a)	Number of days by ECVET Expert (b)	Daily subsistence costs by ECVET Expert (EUR) (c)	Average travel costs (EUR) (d)	Total cost (EUR) (axbxc)+(axd)
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Total of heading 3
0.00

Details for table heading 4.1: Equipment and materials

Equipment and materials costs up to a maximum of 10% of the total eligible costs

Description (specify also Purchased/Rented)	Number of items (a)	Cost of purchase or rent (EUR) (b)	Usage rate % (c)	Depreciation rate % (info) (d)	Total cost (axbxc)d
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Total of heading 4
0.00

Details for table heading 5.1: Sub-contracting, consultancy and other external services

Sub-contracting, consultancy and other external services up to a maximum of 30% of the total eligible costs

Subcontract	Task description	Number of person days (a)	Cost per day (EUR) (b)	Other costs to be included in the Subcontract (EUR) (c)	Total cost (axb)+c
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Total of heading 5
0.00

Details for table heading 6: Conferences and Seminars

6.1 For direct organisation costs such as rent of rooms, rent or purchase of materials, interpretation booths, local transport

Description	Number of items (a)	Cost per item (EUR) (b)	Total cost (axb)
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6.2 For travel and subsistence costs of participants and speakers who are NOT National Agency staff or ECVET Experts (*info*):

Purpose of journey	Country of destination	Number of participants/speakers (a)	Number of days by participant (b)	Daily subsistence costs by participant (EUR) (c)	Average travel costs by participant (EUR) (d)	Total cost (EUR) (axbxc)+(axd)
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6.3 For interpreters

Description of languages (Interpretation from)	Description of languages (Interpretation to)	Number of interpreters (a)	Number of days (b)	Average costs per day (EUR) (c)	Total cost (axbxc)
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Total of heading 6
0.00

Details for table heading 7.1: Other direct costs

Description (please try to be as specific as possible)	Number of items (a)	Cost per item (EUR) (b)	Total cost (axb)
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Total of heading 7
0.00

IV.2 EURODESK

To be completed by NAs in charge of the area of youth

IV.2.1. Eurodesk organisation

The NA is invited to provide a brief description of the structure and organisation of the national Eurodesk centre with regard to the following points in particular:

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

Please update if necessary.

Eurodesk Portugal is an enquiry and advisory service for young people and those working with them. It relies on information about programmes available throughout the EU which are relevant to the youth, training and education fields. It also includes additional information relevant to young people related to mobility issues (working, living and studying abroad) plus other relevant topics.

The information and advisory services are available free of charge to the main target groups, specifically young people, youth workers, non-governmental organizations and others.

Eurodesk Portugal aims at improving access to European information for young people and those working directly with them. National information will also be made available, regularly, to all parts involved.

Regarding Eurodesk's internal organization. Eurodesk National authority is the Secretary of State of Sports and Youth, Mr. João Paulo Rebelo. Mr. Pedro Couto Soares, Director of Erasmus + Youth in Action National Agency, is its legal representative.

Internally, Eurodesk Portugal is hosted by Erasmus+ Youth in Action National Agency department for the transversal department [TCE] training, communication and Eurodesk. The team is made of 3 full time officers, representing 1 PTE exclusively dedicated for Eurodesk.

Eurodesk has no subcontracting arrangements at the current moment or expected in the near future. Notwithstanding, PTNA will make use of traineeships, internships and volunteering activities cooperating in Eurodesk through long term partnerships with universities, youth organizations and research centres. Additionally, PTNA will foster new partnerships with civil society and enterprises (CSR departments) to foster innovative solutions at Eurodesk platform. Finally, PTNA will reinforce the local presence of Eurodesk with new hotspots near Youth centres of interest.

The overall national organization of Eurodesk Portugal is the same of previous years.

Major developments have been done in the multipliers network.

The selection process started in July 2016 and in September 2016 a national training for multipliers as been delivered for 58 potential multipliers selected.

After the training the multipliers are able to use the online platforms and to work in Youth information and dissemination all over Portugal.

The selected multipliers are from different geographic locations and organizational backgrounds. From youth associations to schools, from municipalities to social organizations, we assured multiplicity of actors in the field.

An agreement contract is going to be signed by Eurodesk Portugal and each one of the multipliers in order to formalize the partnership and the expected results.

NOTE: In terms of a protocol negotiated with our National Authority for the rental of space for both the NA and Eurodesk, the NA is obliged to pay rent in the monthly amount of 600 euros for one working space dedicated exclusively to Eurodesk where the dedicated officer works and storage for material related to the latter.

IV.2.2. Framework and background (please provide the updates for 2017)

Current situation regarding the provision of information to young people:

To help inform discussions around the successor to the present EU Youth Strategy, the NA shall describe the current situation regarding the general provision of youth information at national, regional and local levels, including the relevant policy context(s), and the role of the Eurodesk centre within this situation.

No update for WP 2017

In the field of youth information, in the national context, there is the need to make the updated, relevant information more and easily available to all targets. In order to address that issue and promote quality information to all targets, throughout all channels available and following the common aims and objectives proposed regarding access to quality information, as well as the necessary overall coherence of the Eurodesk and the use of the Quality Catalogue elaborated by the Eurodesk network. Eurodesk Portugal shall ensure that citizens are provided with relevant information, advice and support concerning the EU activities., in particular through cooperation with other EU information networks - such as Euroguidance, Europass, ENIC/NARIC and EURES. Eurodesk Portugal will also maintain a close cooperation with the National Agency designated for the field of youth under Erasmus+ and establish the relevant contacts with Erasmus+ National Agencies responsible for other fields of the programme in the country. Eurodesk Portugal main challenge will be to involve local multipliers (youth organizations, youth workers, youth policy-makers, or events where the number of young people is high enough to have a collective impact) in order to disseminate European Eurodesk information at local level. Eurodesk Portugal will focus its resources in providing high quality information throughout the Erasmus + Youth in Action website (www.juventude.pt), the European Youth Portal and also through personal advising.

The overall framework and background of Eurodesk Portugal are the same of previous years.

The NA as participated in the national working group for structured dialogue national strategy invited by the Portuguese National Youth Council and the consultative council of Youth managed by the Secretary of State for Youth and Sports. This work as created the conditions to have a closer partnership on information for young people and more efficient strategies.

Also, the NA is the Portuguese correspondent for the Youth WIKI project enhancing information and legal data for young people thru Eurodesk platforms and multipliers on youth policy.

IV.2.3. Overall objectives - update annually

Please describe the overall aim of the national Eurodesk centre and the related objectives it intends to pursue in the contractual period, in particular to address the needs identified in section IV.2.2.

Considering the overall priorities for 2017 regarding Eurodesk, main objectives for Portugal are:

Reinforce and provide further specific training for the Eurodesk Multipliers Network and reinforce the network with other relevant stakeholders.

Improve quality and promotion of Eurodesk at national level, building multi-sector partnerships and projects in order to reach a greater number of young people;

Promote European Youth Portal: Promotion of the Portal, organisation of training sessions, participation in external events and training sessions;

Participate consistently in the development of the EYP: keeping up with the pace of work of managing and providing national content as well as the necessary translations;

Promote www.erasmusmais.eu and also www.juventude.pt portal, providing updated information.

Work at national and international level celebrating and promoting the 30th anniversary of Erasmus

IV.2.4. Activity planning - for 2017

Please list the activities of the national Eurodesk centre including the grant request (Specifications on Eurodesk)

Activity (Type, title, topic)	Target group	Planned outputs/results	Indicative calendar 2017 (month/quarter of the year)	Place, country (if applicable)	Budget position
Eurodesk RoadShow	Universities, schools, Youth organizations, Eurodesk multipliers	Share information and promote Eurodesk mission and platforms in all the country	Permanent	Portugal	A+C+D
Participation in regional and national events (fairs, music festivals, universities events, municipalities events)	Young people and organizations	Share information and promote Eurodesk mission and platforms in all the country	2nd and 3rd quarter	Portugal	C
Erasmus+ 30 anniversary: From Erasmus to Erasmus+	Students and general population	Create public games promoting Erasmus+ 30 anniversary and information for young people	2nd quarter	Portugal	C
Time to Move campaign	Multipliers and Youth organizations	Celebrate with a national map of events the Time to Move Campaign	3rd quarter	Portugal	C

IV.2.5. Budget forecast - for 2017

Reference period: 1 January 2017- 31 December 2017

Please enter in the "Forecast" column the figures appearing in the budget attached to the agreement both for the expenses and resources.

I. EXPENDITURES

A. STAFF	Number of person/month	Gross Salary per month	Forecast
A.1 Staff salaries (including salary related charges)	1.00	1816.83	21802.00
A.2 Staff training			2500.00
A.3 Fees (experts, audits)			2500.00
Total			26802.00

I. EXPENDITURES

B. MISSIONS	Forecast
B.1 National missions	2500.00
B.2 International missions	2500.00
Total	5000.00

I. EXPENDITURES

C. INFORMATION	Forecast
C.1 Information activities (meetings, exhibitions)	25000.00
C.2 Publications: production and dissemination costs	26029.00
Total	51029.00

I. EXPENDITURES

D. OPERATING COSTS	Forecast
D.1 Rental of office space	7200.00
D.2 Data processing (hardware, software, maintenance)	3000.00
Total	10200.00

TOTAL DIRECT COSTS(sub-total A + sub-total B + sub-total C + sub-total D)
93031.00

II.RESOURCES

Resources	Forecast
1. Contribution from the Member State or its representative	40000.00
2. Other national resources (<i>info</i>)	
3. EU contribution requested (<i>info</i>)	53031.00
Total	93031.00

Control Box: TOTAL COSTS (must be equal with TOTAL of II.RESOURCES)
93031.00

IV.3 SALTO

Update only where necessary.

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

IV.3.1. SALTO organisation

Please provide a brief description of the structure and organisation of the SALTO with regard to the following points in particular:

- SALTO's internal organisation chart; (to be attached)
- Number and profile of staff employed in the SALTO (full time equivalent);
- Subcontracting arrangements, if applicable;
- Regional/local structure, if applicable (formal contact points, structures, coordinators).

Please update if necessary.

N/A

IV.3.2. Framework and background

Please describe the general situation in your field of work and the identified needs.

Please update if necessary.

N/A

IV.3.3. Overall objectives - update annually

Please describe the overall aim of the resource centre and the related objectives you intend to pursue in the contractual period, in particular to address the needs identified in section IV.3.2.

N/A

IV.3.4 Activity planning - for 2017

Please list the activities of the SALTO resource centre including the planned grant request (see Specifications on SALTO)

Trainings

Activity (Type, title, topic)	Target group	Planned outputs/results	Indicative calendar 2017 (month/quarter of the year)	Place, country (if applicable)	Budget position
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Seminars and events

Activity (Type, title, topic)	Target group	Planned outputs/results	Indicative calendar 2017 (month/quarter of the year)	Place, country (if applicable)	Budget position
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Tools and publications

Activity (Type, title, topic)	Target group	Planned outputs/results	Indicative calendar 2017 (month/quarter of the year)	Place, country (if applicable)	Budget position
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Other support activities

Activity (Type, title, topic)	Target group	Planned outputs/results	Indicative calendar 2017 (month/quarter of the year)	Place, country (if applicable)	Budget position
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IV.3.5. Monitoring the impact and multiplier effects of training courses, seminars and events mentioned above - update annually

Please outline the methodology and indicators to be used.

N/A

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

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

N/A

IV.3.7. Budget forecast - for 2017

Reference period: 1 January 2017- 31 December 2017

Please enter in the "Forecast" column the figures appearing in the budget attached to the agreement both for the expenses and resources.

I. EXPENDITURES

A. STAFF	Number of person/month	Gross Salary per month	Forecast
A.1 Staff salaries (including salary related charges)			
A.2 Staff training			
A.3 Fees (experts, audits)			
Total			0.00

I. EXPENDITURES

B. MISSIONS	Forecast
B.1 National missions	
B.2 International missions	
Total	0.00

I. EXPENDITURES

C. INFORMATION	Forecast
C.1 Information activities (meetings, exhibitions)	
C.2 Publications: production and dissemination costs	
Total	0.00

I. EXPENDITURES

D. OPERATING COSTS	Forecast
D.1 Rental of office space	
D.2 Data processing (hardware, software, maintenance)	
Total	0.00

TOTAL DIRECT COSTS(sub-total A + sub-total B + sub-total C + sub-total D)
0.00

II. RESOURCES

Resources	Forecast
1. Contribution from the Member State or its representative	
2. Other national resources (<i>info</i>)	
3. EU contribution requested (<i>info</i>)	
Total	0.00

Control Box: TOTAL COSTS (must be equal with TOTAL of II.RESOURCES)
0.00