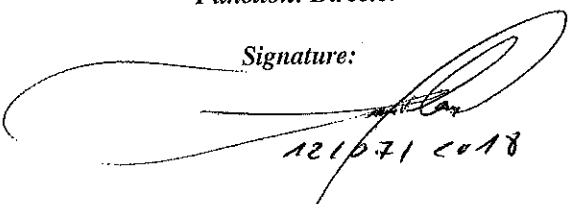
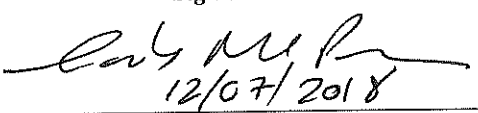




**ANNEX VII – EUROPEAN SOLIDARITY CORPS PROGRAMME
 NATIONAL AGENCY WORK PROGRAMME
 PERIOD: 1 JANUARY¹ - 31 DECEMBER 2018**

Name of National Agency (NA)	<i>Erasmus+ Juventude em Ação (PT02)</i>
Name of contact person ²	<i>Luís Alves</i>
E-mail of contact person	<i>luis.alves@juventude.pt</i>
Phone number of contact person	<i>+351 253 204 250</i>
<u>NA legal representative</u> <i>'I hereby acknowledge that for the implementation of the present NA work programme; the NA commits itself to applying the rules that will be set out in the 2018 General Call for Proposals and the 2018 Programme Guide for the European Solidarity Corps, the 2018 Guide for NAs and other applicable rules set out at EU level'.</i> Name: Mendes Alves Luís André Function: Director Signature:  <i>12/07/2018</i>	<u>National Authority</u> <i>'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.'</i> Name: Pereira Carlos Manuel Function: Member of The IPDJ Boarder Signature:  <i>12/07/2018</i>

¹ Actual start date of the NA Work Programme implementation period is subject to the adoption of the legal base for the European Solidarity Corps.

² Contact person within the NA for the NA work programme.



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PART I - PROGRAMME IMPLEMENTATION STRATEGY

The aim of the strategy is to reflect on how to achieve the objectives of the European Solidarity Corps taking into account the national context in the fields of youth and solidarity (specifically volunteering, traineeships and employment). It should therefore be developed in close cooperation with the National Authority.

NA strategy for the implementation of the European Solidarity Corps in 2018

I.1. National policy context for the objectives of the European Solidarity Corps (NB. In 2019, this part will be integrated in the common Strategic Framework for the implementation of Erasmus+ and the European Solidarity Corps).

Overall description of the state of play of national policy context in view of the specific objectives of the European Solidarity Corps Programme in the field of youth, volunteering, traineeships and employment.

The Youth Policy in Portugal has been designed and implemented in an integrated manner, so that it is possible to face the several challenges that young people encounter, counting with their own participation in the solution of the problems as people with rights, through youth organisations and representative structures. In the light of the high rates of unemployment, risk of poverty or school failure, an inter-ministerial coordination and cross-cutting policy measures are essential, corresponding to the necessary transversality of the Youth Policies. On the other hand, in addition to working to address problems, today, youth policy knows the ambition of enhancing the opportunities aimed at young people and the opportunities that they create, taking into account the energy, innovation and social transformation that young people have as strategic political actors for the development.

Because of the importance that young people have in country's future, as actors of change and development, the youth policy sector has established and strengthened itself over the years, with the first National Youth Plan to be launched in 2018, framed in the European priorities and the needs of young Portuguese, currently in the process of listening.

There is a concerted effort and a series of programmes and policy measures to promote employment and entrepreneurship among young people, with particular attention to policies to combat youth unemployment, the precarity of hiring and types of employment relationships, and policies to answer to the significant number of young NEET (not in education, employment, or training). Under the scope of the Ministry of Labour, Employment and Social Security, there is a public services network that implements the policies in this field. The inter-ministerial collaboration is crucial to combat youth unemployment. For example, within the scope of action of the Youth Guarantee Programme, and according to the type of measures, there must be a coordination between the sectors of education, economy, youth, the Ministry of Foreign



Affairs (for international mobility) and the Presidency of Council of Ministries, which integrates the Directorate General for Local Authorities. Also, the involvement of the representatives of workers and employers in the creation of policies and search for solutions through a social dialogue must be highlighted. This involvement takes place through the Standing Council for the Social Dialogue. Non-government Organisation are also active participants, contributing in various areas. For example, the National Association of Young Entrepreneurs and the Youth Foundation are active in the field of entrepreneurship. The Commission for Equality in Labour and Employment (CITE) acts as a national mechanism for non-discrimination (see section 3.2)

In the context of active employment policies, trainee programs have been promoted for graduates and for young people holding vocational and technological courses and other qualifying courses at the secondary and post-secondary non-superior level.

Youth Volunteering in Portugal is governed by the Law 71/98, which provides the legal framework for volunteering in general and aims to promote and ensure all citizens the participation in volunteering activities. This law defines volunteering as the "set of actions of social and community interest carried out unselfishly (...), within the framework of non-profit projects, programmes and other forms of assistance to individuals, families and the community (...)." At the transnational level, the European Voluntary Service and the European Solidarity Corps (ESC) take on a particular importance in national panorama, providing unique and outstanding experiences to young people. In fact, European Solidarity Corps can be more than another opportunity of mobility for young people. With its national components and the measures linked with employment and training, can be an important response to complement the national political strategy on youth.

I.2. NA Operational objectives, indicators and targets linked to the implementation of the European Solidarity Corps

Overall description of the NA strategy in reaching the indicators and targets expected in 2018. This may be further developed, based on the established detailed programme for monitoring the outputs, results and impacts of the proposal for a Regulation of the European Parliament and of the Council laying down the legal framework of the European Solidarity Corps.

As soon as we have gathered the necessary conditions, namely the legal framework of the programme and all the regulations, we can with more certainty establish proper objectives and set indicators with concrete data about the implementation dates for 2018. Even so, at this moment, we can establish our goal concerning at least the launch of the programme and its implications and the first and priority steps for the programme.

First of all, we intend to set up a consistent structure capable support an effective implementation of the programme:

- 
- to have at end of the year an organigram with persons, tasks and responsibilities;
 - to have established the pertinent partnerships with the relevant stakeholders in order to strengthen the programme implementation;
 - to have made a smooth transition between the volunteer activities of the Erasmus + and the European Solidarity Corps;
 - to have made an effective communication plan about the European Solidarity Corps;
 - to have a clear strategy to the implementation of the programme between 2019 and 2020.

Concerning the targets our strategy is the following:

Concerning the volunteering placements, we intend to make the transitions, with the necessary adaptations, between the volunteering under Erasmus + and ESC, seizing the know-how and the long-time projects suitable of fitting the ESC objectives. Additionally, given the characteristic of this new programme it will be useful to spread its implementation beyond the traditional youth sector. Portugal have a strong solidarity sector, well organised and supported by national policies and ESC can be an add value for these organisations too. The idea of volunteering placements is to have in 2018 at least 1/3 of the volunteers reached by Erasmus + programme in 2017, through award projects in Portugal.

The number of traineeships placements and jobs are dependent of the terms of the legal framework and the financing available for these components of the programme. Our expectation is that we can involve on these types of projects 20% the ones involved in volunteering activities. These is a new area for the National Agency with a new scope of action and it is not easy to predict the adhesion of young people and organizations. However we rely on set the proper partnerships with the job and training sector in order to implement these actions.

The expectation related with solidarity projects is that we can easily apply all the financing available for these projects, once we have a strong young sector, structured around youth organisations and informal groups of young people, that always are involved in these kind of projects at local and regional level. For these groups, ESC is just a new opportunity to frame its solidarity activities.

The ESC Quality Label in 2018, giving the timings, cannot go much further than the transition part of EVS accredited organizations. The necessary quantity of organisations with the QL to implement the volunteers projects is an instrumental strategy on this case. Concerning the Jobs and Traineeships placements, we have to be also pragmatic, implementing at least the number necessary to put in place the related projects. The short period of ESC implementation in 2018 will establish the basis of the operationalization concerning an effective system to implement the Quality Label for the following years.

The strategy for the involvement of young people with fewer opportunities will follow the guide lines and the strategy implemented under the Erasmus + programme. The Portuguese National agency counts on a solid plan for inclusion and the idea is to adapt, coordinate and develop this plane according to the objectives and characteristics of the European Solidarity Corps.

I.2.1. Outputs indicators and targets

Note that these targets concern the number of participants that will be selected in each type of action by the NA in 2018

I.2.1.1. Foster participation in Solidarity Placements

Indicator ID	Indicator	Indicative annual targets for 2018
I.2.1.1.	Number of participants in awarded projects for Volunteering Placements (<i>individual + team</i>)	160
I.2.1.1.	Number of participants in awarded projects for Traineeships Placements	20
I.2.1.1.	Number of participants in awarded projects for Jobs	10

I.2.1.2. Foster participation in Solidarity Projects

Indicator ID	Indicator	Indicative annual target for 2018
I.2.1.2.	Number of participants in awarded projects for Solidarity Projects	100

I.2.1.3. Number of organisations who have received the European Solidarity Corps Quality Label

Indicator ID	Indicator	Indicative annual targets for 2018
I.2.1.3.	Number of organisations who have received the European Solidarity Corps Quality Label – <i>Volunteering Placements</i>	302 (existent EVS) + 15 new ones
I.2.1.3.	Number of organisations who have received the European Solidarity Corps Quality Label – <i>Traineeships Placements</i>	30
I.2.1.3.	Number of organisations who have received the European Solidarity Corps Quality Label – <i>Jobs</i>	10

I.2.1.4. Foster participation of young people with special needs or with fewer opportunities in the European Solidarity Corps

Indicator ID	Indicator	Indicative annual targets for 2018
+ I.2.1.4.	% share of young people with fewer opportunities participating in Volunteering Placements	70
I.2.1.4.	% share of young people with fewer opportunities participating in Traineeships Placements	60
I.2.1.4.	% share of young people with fewer opportunities participating in Jobs	60
I.2.1.4.	% share of young people with fewer opportunities participating in Solidarity Projects	75

I.2.1.5. Effective programme management

Indicator ID	Indicators	Indicative annual target for 2018
I.2.1.5.	% share of applications reaching the minimum quality threshold for selection	75

In the section below, please comment on all the defined targets and describe the activities that will be organised to ensure that the targets are reached. Please ensure coherence with Part II of this work programme.

Volunteering Placements

The context of volunteering placements in 2018 must follow the practices put already in place for the volunteer opportunities under Erasmus +. In fact, we have already take some steps to engage as smooth as possible the accredited organisation under EVS since the beginning on the new concept of European Solidarity Corps.

We have already organised specific session to inform the organisations about the framework of the new program and inserted some moments dedicated to ESC on the activities addressed to the accredited organisations.



Concerning young people and their adhesion we are very optimistic in reaching big number of participants because Portugal is the 3rd country with more number of young people enrolled in the ESC Pass platform.

Even so, as soon as we have all the conditions set (regulations, tools, agreements, etc.) we are going to launch a massive campaign on the ESC that for sure will attract new organisations and young people for the programme. Additionally, we are going to send for all the targets clear information about the programme and the relevant procedures to be engaged into it. An important initiative to boost the programme since the beginning and that we will take ASAP is to directly contact the potential new stakeholders informing and training the relevant persons on these organisation about the ESC programme.

In terms of organisations, the targets of this strand is linked in a great part to the former users of the EVS. In fact, the majority of the organisations developing projects under EVS are working in the social area in solidarity projects. The reality in Portugal is very clear. The non profit organisations created under the Portuguese laws have got solidarity proposals, aiming to tackle issues that are not entirely covered by the public bodies.

The framework of EVS, history and evolution, is pretty much linked with the youth sector and the participant organisations of this programme are somehow almost restricted to this area. With the new concept of ESC, where the emphasis is put in the actions of solidarity, we think the programme has got potential to reach new kind of organisations. In this sense, the new targets of the new programme are the IPSS's (Particular Organisations of Social Solidarity) that are well implemented in Portugal, have a concrete legal framework and have experience and capacity to participate in this new programme. With the help and mediation of the representative bodies of these kind of organisations, we easily find ground to implement the volunteering strand of ESC.

Traineeships Placements

Giving all the doubts related with this strand of the programme, in 2018 we must focus our attention in reach the defined objectives counting on the organisations within our area (Youth). Of course, that all depends on the final definition of this strand placed in the regulations. But the universe of our area can be enough large to absolve the figures we are targeting this year.

One first effort will be put also in targeting the organisations of the social sector. Like the volunteer strand, the traineeships can have new wide target organisations with full conditions to absolve the opportunities of the programme on this area. The solidarity sector in Portugal is well implemented all over the country and have a diversified bunch of professionals of different areas capable of accompany young people interested on this area.

Jobs

This is the strand we have more doubts at this moment, considering the low level of information we have. Its operationalization depends on the final financial scheme and the its co-existence an interconnection with other tools concerning the promotion of labour and employment.

Even so, the targets of this strand are the same of the traineeships. We count on the social sector to engage in these opportunities. As this is not a usual target of the NA, in a first moment, we have got to reach these organisations through the ministries that normally rule and support them. With massive information's campaigns, meetings and trainings we can reach the right organisations to take part of ESC.



Solidarity Projects

Our experience on the past programmes and actions, tell us that this strand can have a strong implementation in Portugal. For instance, National Youth Initiatives, under the Youth in Action Programme, used to attract a lot of informal groups and small organisation from rural areas. So, it will not be difficult to attract this groups again. With the help of the regional youth structures, the representatives organisations of young people and the decentralised structures of the National Youth Institute we can easily implement this strand.

The potential of implementation of these projects is very high. From small youth organisations to informal groups of young people, that have legal framework in Portugal, passing to spontaneous groups created to tackle communitarian issues, the solidarity projects have got a fertile ground to have a smooth implementation.

Quality Label

We count with a big number of EVS accredited organisation that will be ready to participate in ESC. Concerning to the Traineeships and Job strands we are going to establish a campaign (see communication section) in order to spread the opportunities, the procedures and the resources in order to attract potential participant organisations. Furthermore, we are going to put in practice an express support service, during the first months of the programme, to guide the organisation through the process of accreditation. We are going the put in place the same process we have with Erasmus + Programme, visiting all the organisations, assessing the applications through two evaluators and submitting the final results of evaluation to an internal committee.

Most of the accredited organisations under EVS, around 300, have the profile, the capacity and conditions to embrace not only the volunteer strand, but also the Jobs and the traineeships opportunities. Even so, and counting on the enlargement of the targets toward the social sector, we predict that on the first years of the programme implementation we can duplicate the number of the organisations with Quality Label granted.

Young people with fewer opportunities

Our intention related to the strategy to reach as much as possible young people with fewer opportunities in all the strands will take in account all the good practices used within the Erasmus + programme, defining clear and strong quality criteria and develop actions in order to deliver the opportunities to these young people, such as:

- developing concrete action of information and awareness in geographic areas where, traditionally, the youth programmes have low expression;
- activating the networks of information to put the necessary emphasis on these groups (Eurodesk multipliers, national network for youth, run by Portuguese Youth and Sports Institute, Europe Direct centres, pool of trainers, federations of youth organisation, among other);
- putting in place an help desk specifically addressing youth, organisations or groups that fit in the categories defined on the rules as having fewer opportunities, to support the applicants, providing all the needed information, to help on the partner finding process and providing counselling adapted to each case in question.

The features of the new programme can reach new fringe of young people that traditionally are out of the range of the European programmes, namely the young people with fewer opportunities of the rural areas and small communities, where the information of these programmes is not spread and where normally for cultural reasons is very difficult to convince young people to appropriate the mobility's opportunities.



In this sense, the solidarity projects, for instance, can constitute a new window for the participation of this target group.

I.2.2. Additional NA operational objectives

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

Additional NA operational objectives	Indicator ID	Indicators	Indicative annual targets for 2018
<i>Add rows if necessary</i>			

Please add below any comments if necessary, concerning your additional objectives.

N/A

I.3. Monitoring and evaluation of progress and realisation of objectives (optional)

Please describe, if different from the system established under Erasmus+, how the NA will, 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?

For 2018 the system established under Erasmus+ will be put in place activating the same procedures. Having all the regulations and tools and giving the specificities of this new programme, for sure we are going to design new processes adapted to the needs imposed by the programme implementation.

I.4. Synergy with other programmes and initiatives (including Erasmus+)

Please introduce in the table below the list of programmes and initiatives in synergy with European Solidarity Corps.



Name of the Programme/Initiative	Description of actions ensuring synergy	Expected impact on the European Solidarity Corps	Actions taken for the prevention of double funding
European Youth Capital 2018(Cascais – Portugal)	Based on the fact that this city was awarded with the title of European Youth Capital for 2018 and following the collaboration established with the local municipality of Cascais the PTNA decided to host a couple of TCA activities to enhance the visibility of both Programmes	Increase Programme awareness in general, involve different relevant stakeholders and significantly increase the visibility of the programme	No risk of double funding as there will be no monetary contribution from outside of E+ Programme.
Bilateral Cooperation	In particular with the Spanish NA in regards to trans-border activities, euro-regions development, Iberian youth networks, as well as training and cooperation courses;	To foster the transnational projects between the involved countries	All the rules to prevent the double funding will be applied
Becoming a Part of Europe	BPE – “Becoming a Part of Europe” – The PTNA together with 8 more national agencies is developing, since the beginning of 2017, the project “Becoming a part of Europe”(BPE) financed under the Key Action 3 that intends to develop and share non-formal education methodologies and new inclusion practices through youth work, to promote the integration and social inclusion of refugees, asylum seekers and migrants and to foster	Positively influence the youth work toward the inclusion of migrants, refugees and asylum seekers	All the rules to prevent the double funding will be applied



INFORMAL NETWORK OF SOUTH EUROPEAN ERASMUS+ YOUTH NAs	understanding, tolerance and respect amongst people.	The Network of South Agencies (hereinafter referred to as " Youth South Network" or its acronym YSN) was conceived in 2007, in the framework of the activities to promote youth national policies under the Youth in Action Programme, with the main objective of promoting the European cooperation in the field of Youth, and the support in the decision-making processes, in an effort to join the various common interests of National Agencies located in the Mediterranean fringe of Europe.	The main objective of the Network of South Agencies is to promote 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 Euro Mediterranean area, for the purpose of collaborating in the Erasmus+ Programme management and implementing joint youth projects.	All the rules to prevent the double funding will be applied
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PART II - PROGRAMME IMPLEMENTATION ACTIVITIES AND PROGRAMME MANAGEMENT

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

Please describe the NA's plan for communication, information, and dissemination and exploitation of results in terms of objectives and targets:



European Solidarity Corps is a new programme, a new brand and a new approach to volunteering and volunteer projects in Europe.

Besides the large number of young people and organizations for whom volunteering and European volunteer service is known and familiar, a huge effort on communication, information, and dissemination and exploitation of results needs to be done.

in terms of objectives, the national agency fosters to:

- Communicate European Solidarity Corps and its opportunities all around the country;
- Engage and empower young people from 16 to 30 years, with special attention to youngsters with few opportunities, from rural areas, and taken in account the established priorities to participate in European Solidarity Corps;
- Build up a network and empower organizations and stakeholders of the European Solidarity Corps in order to maximize the potential of the programme in a decentralized strategy of action;

In terms of specific targets:

- The central target are youngsters from 16 up to 30 years as potential beneficiaries of the programme;
- Youth organizations, municipalities, schools, social organizations and all the potential hosting, coordinating and sending organizations of volunteers;
- Stakeholders from the government, existent networks of information;
- National Youth Council (CNJ) and the National Federation of Youth Associations (FNJA), as well as IPDJ – Portuguese Institute for Youth and Sports. As a global perspective, PTNA is going to consider each beneficiary as a dissemination actor. To make it concrete, PTNA will create sessions to present project outcomes at community, local, regional or national level.

Each beneficiary will be given the responsibility of becoming an ambassador of the Programme and spread over project outputs. We will also be inspiring young people and organizations to be an active part of the change and improvements in Europe, especially in the youth floor.

PTNAU Secretary of State for Youth and Sports and Portuguese Institute for Sports and Youth are key actors with a role on communication and dissemination. Due to their media coverage and the relevance of their public speeches, it is possible to amplify the Programme's awareness and top-of-mind recognition.

Strategically, we'll have online approaches (website, facebook, Instagram, e-news, ...) as well as offline (participation in events, promoting events (...), media coverage (sending permanently press releases and promoting the contact with inspiring projects), and having a "partners and stakeholders strategy" (Pool of trainers, Eurodesk, Europe Direct, among others.)

II.1.1. Yearly planning of NA communication, information and dissemination activities

Please list the concrete NA activities planned for the 2018 programme period 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 2018 (<i>minimum required activities in 2018</i>)	Please provide the ref. nr of the relevant objective from Part I* including additional NA operational objectives (if applicable)	Target public	Methods/Tools/Channels	Indicative calendar 2018 (<i>month or quarter of the year</i>)
Set-up and maintain the functional European Solidarity Corps programme website	Provide communication and information tools in order to empower the access and knowledge of this new programme	Beneficiaries and youth organizations, young people, stakeholders, general population, Press & media	We will set up website with all the information about ESC	Eligible period that will be defined to the WP
European Solidarity Corps information and promotion activities, in particular a national launch event to promote the new programme.	Provide communication and information tools in order to empower the	Beneficiaries and youth organizations, young people,	Stakeholders network events and meetings;	Eligible period that will be defined to the WP



	access and knowledge of this new programme	stakeholders, general population, Press & media		
Annual selection of national good practices.	Increase quality and awareness of ESC projects and their results	Beneficiaries	We will include one new category in our yearly Best Practices public ceremonies with an award to the best ESC projects	Eligible period that will be defined to the WP
Establishment/use of a structured framework for Dissemination and Exploitation of programme results through press/media at national, regional and local levels.	Increase quality and awareness of ESC projects and their results	Press & media	Local and regional events; Partnerships	Eligible period that will be defined to the WP
Information/promotion activities on cross-sectoral cooperation opportunities offered by ESC	Encourage applications to the program, mainly in rural areas of Portugal	Beneficiaries and youth organizations, young people, stakeholders, general population, Press & media	Local & regional events, partnerships	Eligible period that will be defined to the WP
Establishment/use/reinforcement of a structured framework for dissemination and	Provide information and training for youngsters, youth	Beneficiaries and youth organizations,	Stakeholders network events and meetings	Permanent

exploitation of programme results and impact, training and youth; promotion of the ESC	workers and organizations about ESC; Increase quality in Erasmus+ Projects and share best practices; Provide communication and information tools in order to empower democratic access to the programme	young people, stakeholders, general population, Press & media		
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	Beneficiaries and youth organizations, young people, stakeholders, general population, Press & media	Training and information events	Permanent
National Tour throughout the youth public structures to spread and training people	Spread the opportunities of the	Portuguese Youth an Sport	Training and information events	Eligible period



working in youth information on the governmental services	programme, training youth worker on the programme	Institute. Youth Workers	that will be defined to the WP
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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 target group of the programme, covering both policy relevant and project management issues. Please detail the NA's plan for monitoring and support to programme beneficiaries in terms of:

II.2.1. Needs, objectives and targets

The focus in 2018 will be put on:

Objective: to have a smooth and effective process in what concerns the submission of application

Needs: Massive and wide campaign of information of the programme; proper tools to applicants (website with all the technical information, webforms, participant's portal); a help desk dedicated to clarify all the doubts of the applicants and help them on the different processes; a Quality Label process effective.

Actions: Collaboration with the relevant Commission's structures in order to have all the tools ready and on time for the 3rd round in October; develop a proper Communication Plan (see dedicated section for details); organise an internal meeting/ training/ workshop for the NA staff in order to explore all the rules, procedures and resources of the programme in order to be ready to support the potential applicants; in the previous months of the application deadline, priority will be given to the Quality Label process, treating all the application for accreditation as urgent and priority;

Objective: to have a speedy and strong process of contractualisation

Needs: to have the relevant templates ready; to translate the templates on time; to receive all the necessary documentation from the beneficiaries on time; verification that all the conditions are gather to issue the agreements (legal conditions, double financing, pic validation, verification of the financial an technical capacity of the organisations, if applicable).

Actions: Collaboration with the relevant Commission's structures to elaborate the contracts; direct communication with the beneficiaries, through helpdesk, assuring that there is common understanding on the necessary steps to sign the contracts; put in place all the procedures related to verifications of the formal e legal conditions to sign the contracts, signing the contracts in a public event gathering all the first beneficiaries of the programme, so we can give visibility to all the opportunities of the programme to the general public and to potential candidates.



Objective: to have a proper preparation concerning the projects implementation

Needs: accomplishment of the quality requirements of the projects' implementation; and efficient support to beneficiaries concerning the projects' preparation.

Actions: to organise a training for the beneficiaries, covering all the relevant aspects of the project implementation (especially the support to the participants, the quality aspects of the projects, the financial rules and the visibility and dissemination); defining together with the beneficiaries the terms of monitorization and the report needs.

It is also needed to contribute to a correct understanding of the European Solidarity Corps Programme and all the strands that make part of them, from who benefits from it. A correct understanding and knowledge of all the phases of the life cycle of a project is crucial for a good implementation. On this basis, the work of the National Agency will be also monitor the implementation of activities by the beneficiaries and their conformity with what are the rules of the programme.

In addition to this and according to the multiannual plan concerning the National Strategy for Inclusion and Diversity put in place under the Erasmus+ Programme, there is the need of monitoring and supporting programme beneficiaries to be more aware of the inclusion of young people with fewer opportunities in their projects. NA intends in order to foster the quality of youth work as well as the recognition of non formal education, PTNA will give support with more information, training activities, dissemination of best practices and always cultivating a relation of proximity with the beneficiaries.

Of course, in the following years and already a great quantity of ongoing projects the NA will developed a detailed monitoring plan, visiting projects and making all type of primary controls not only to monitor but also to help, support and advice the beneficiaries in order to achieve the best implementation of projects.

II.2.2. Yearly planning of NA activities

Please list the concrete NA activities for the 2018 programme period to achieve the objectives and targets set under point II.2.1.1, including the minimum required activities.

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

NA activities planned for 2018 (<i>minimum required activities in 2018</i>)	Please provide the ref. nr of the relevant objective from Part I *	Target group	Methods/Tools	Indicative calendar 2018 (<i>month or quarter of the year</i>)
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	including additional NA operational objectives (if applicable)			
Kick-off/project management meetings for the European Solidarity Corps project beneficiaries.	Assuring the quality of the project's implementation	All the beneficiaries of all the strands	on Formal and informal education. Workshops, seminars, working groups, energizers, icebreaking games. This non formal approach will be complemented when suitable, with more formal methods.	Eligible period that will be defined to the WP
On-arrival training and mid-term evaluation of European Solidarity participants.	N/A	N/A	N/A	
Inform and support beneficiaries on how to effectively organise the exploitation and dissemination of results.	Put in place an effective plane of visibility and dissemination	All the beneficiaries of all the strands	We are going to set a ICT platform to receive periodically information on the projects/ An workshop/ seminar is going to be organised by the staff in charge of the dissemination of the programme	Eligible period that will be defined to the WP

II.3. Other activities - Yearly planning of NA activities (optional)



Please list any other concrete activity on top of the minimum required activities under tables II.1.1. and II.2.2. that will be carried out by the NA in 2018 to achieve the objectives and targets set under point I.2.

NA activities planned for 2018		Please provide the ref. nr of the relevant objective from Part I * including additional NA operational objectives	Target group	Methods/Tools	Indicative calendar 2018 (month or quarter of the year)
(add rows as necessary)					

II.4. The European Solidarity Corps programme management

II.4.1. Allocation of funds
Will be requested from 2019 onwards.

II.4.2. Risk management

- 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 European Solidarity Corps programme? Please detail the corresponding adequate mitigating actions.

Risk description	Cause	Potential consequence(s)	Mitigating actions	Responsible for implementation	Deadline for implementation
<i>Potential risks related to the realisation of the NA operational objectives and targets</i>					
<i>Do not have the regulations with in advance related to the predicted deadline for applications</i>	Delays on the stakeholders concerned	No implementation of the programme in 20018	Focus in training of applicants, information's actions and communication campaigns	NA	Last 3 rd of the year
<i>Potential risks related to the programme management</i>					
<i>Do not have all the necessary tools properly developed</i>	Delays on the stakeholders concerned	Delays of the implementation Lack of condition to set projects with the necessary conditions	Cooperation with the competent services Designing ad-hoc plans to smoothly resolve the different issues	NA/	Last 3 rd of the year
<i>Do not reach target groups outside the youth sector</i>	Do not have the right communication channels with other stakeholders	Do not accomplish with all amplitude the objectives in terms of implementation	To create a support committee with the participation of the representative bodies of social organisations, the public bodies of employment and social affairs, beside the youth organisations and the public youth bodies.	National Agency	Until the deadline to apply for the programme.

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

II.5.1. Overview of NA staffing working on the implementation of the European Solidarity Corps ONLY

Please complete the table below by indicating the actual number of staff in place in the NA in full time equivalents (FTE) to be dedicated to the Corps programme management in 2018.

Activity	Number of staff /FTE for the Corps implementation
Management (to be completed ONLY for NAs where the Manager is not directly in charge of any of the below activities)	1
Administrative support	0,3
Communication information, dissemination and exploitation of results	0,4
Project evaluation and grant award, issuing of grant agreements	0,4
Monitoring and support to beneficiaries	0,3
Evidence-based analysis of programme results	0,2
Analysis and checking of project reports	0
Execution of payments, recoveries	0,3
On-the-spot checks of projects	0,2
Human resources	0,1
Finance, accounting	0,2
Archiving	0,1
Internal audit / quality verification	0,2
IT support	0,3
TOTAL	3

a) Are there any vacant posts? Please indicate the number of vacant posts (FTE) (if there are no vacant posts, put 0)	3
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?	
The workload increase means, in our calculations, that when the program will be in full development we will need at least 3 more posts related the ones that exists at this moment for Erasmus+ Y1A. The areas concerned are coordination of the programme, project evaluation and grant award, issuing of grant	



agreements, communication information, dissemination and exploitation of results, Monitoring and support to beneficiaries.
c) If there are vacant posts, which measures are/will be taken to fill the vacancy?
During 2018, once the programme is not fully implemented and the legal framework is not defined, we think it is wise to manage resorting to external persons like evaluators, experts and trainers.

II.5.2. NA plan for 2018 for NA staff and expert training with regard to the European Solidarity Corps.

Please detail the NA's plan for NA staff and expert training in terms of the needs and planning:

The NA have already participated on the Staff Meeting that took place in January in Bonn and intends to attend all the opportunities of training available, webinars, info days, etc, including the next staff meeting predicted to take place in June in Greece.

Previously to the design of the this Work Programme, we have already set, with the informal network of the South Countries a meeting hosted by the Portuguese NA, aiming to training the staff of the different agencies, launching common grounds on the programme and stablishing the cooperation terms between the NAs, taking in account the common needs.

Also by the Portuguese NA initiative, we are going to gather the south NA Agencies in Porto, Portugal, to debate the common interested issues with especial focus on ESC.

Furthermore, we are planning to explore with all the staff involved in the programme all the angles of programme, through internal meetings, workshops and practical exercises on ESC.

II.5.3. NA plan for 2018 for external evaluators with regard to the European Solidarity Corps

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

The NA will use partially external evaluators to the round of 2018. The idea is to combine internal and external evaluators taking in account the number of applications. Previously to the evaluation, the NA will organise a specific training for the experts in order to fulfil the quality requirements of the applications' assessment.



PART III-NETWORKING ACTIVITIES

III.1 Overall objectives

Please describe the NA's overall objectives and strategy for the Networking Activities, in the following areas:

1. Transnational networking activities between National Agencies.
2. National activities and events organised by the National Agencies.

The strategy should describe how the networking activities will be used to effectively support overall quality implementation of the European Solidarity Corps Programme and impact at systemic level. The strategy can be multi-annual and updated when major changes occur.

The main goal of Networking activities under the European Solidarity Corps for this year is to foster de implementation of the Programme, fulfilling its objectives and priorities. PT NA Networking Activities aims also support the specific objectives of ESC, the cooperation between NAs and between organisations active in this field, calling applicants to the Programme, increase the number of participants in it's activities, improving and developing competences, supporting the capacity building of the associations, the exchange of practices and the development of networks, increasing the visibility of volunteering and solidarity activities and promoting the recognition of outcomes and skills as result of the participation in the programme, achieving the aimed impact.

With the Networking Activities Plan listed below PT NA wants to give a strong focus on the strategic use and qualitative implementation of ESC, with special emphasis in Solidarity, Inclusion, Prevention of exclusion and radicalisation, Intercultural Dialogue, promotion of employ and entrepreneurship, volunteering activities quality implementation and development of competences of applicants and potential applicants of ESC, youth organisations, young people (in particular those registered in the ESC database and participants carrying out/having carried out solidarity activities), volunteers, trainees, mentors, youth workers and other organisations active in the fields of ESC, as well as stakeholders acting as multipliers in ESC areas.

Network Activities Plan wants to promote the equal access of opportunities to young people and volunteers, developing the opportunities of volunteer and youth work in the frame of ESC and certified non-formal learning, providing links between formal and non-formal learning through ESC.

The overall objectives for Network Activities are:

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- To promote Solidarity, Volunteering, Inclusion and Integration, special of youngsters with fewer opportunities, refugees and migrants, foster intercultural learning, promote intercultural dialogue, prevent exclusion and radicalisation as well as encourage participation, active citizenship and commitment to European values;
 - To promote Employ and Entrepreneurship;
 - To foster quality implementation of the programme in general, volunteer, solidarity and youth work in particular;
 - To contribute to a proper environment for a smooth transition from volunteering activities on Erasmus + and European Solidarity Corps;
 - To promote the development of high quality projects and encourage strong partnerships;
 - To Support the capacity building of organisations and exchange practices and concepts from different countries, regions and realities;
 - To promote opportunities for young people, youth workers, trainers, volunteers, and ESC organisations representatives, to train, work and develop skills and competences, giving focus to the added value that is the participation in sending Network Activities, on ESC projects, activities and database;
 - To foster volunteer certification, validation and recognition of non-formal learning, enhancing the intellectual outcomes and knowledge transferences in the frame of ESC;
 - To develop the capacity of ESC applicants, potential applicants and target group in the youth field to use strategically the ESC programme;
 - To stimulate community building among ESC participants, highlighting the impacts and benefits of the experience;
 - To Achieve Benchmarking Activities;
 - To fosters the Programme awareness and incentive organisation's participation and development of new projects, offering quality activities and experiences, and also increasing number of European Solidarity Corps participants and the number of young people registered in the database.

The PT NA tried to develop a strategic and innovative plan of activities with focus on supporting the quantitative and qualitative implementation of ESC, it's different objectives, priorities, themes, activities, and target groups thought the hosting of international and national activities and the sending of several Portuguese participants to activities in other countries, networks and partnerships, promoting the added value of involvement and participation in this kind of activities.



The target group for Networking Activities is the same of all the strategy designed to Portugal: activities focus on beneficiaries of the programme and potential applicants, newcomers in the field of volunteer, youth organisations representatives, young people in general and youngsters with fewer opportunities or coming from rural areas or those who are economically or socially less supported in particular, volunteers, youth workers, trainers, mentors, project managers, youth leaders, other ESC actors, multipliers, researchers who works with this target groups.

PT NA already start the negotiations around the hosting activities listed below, with the partner NA's and other interested NA's.

The sending activities are not listed as these activities are under development and negotiation.

III.2 Specific NA activity planning

The NA's strategy for the Networking Activities can be implemented through different transnational and national activities and events, in particular: training, support and contact seminars of potential organisations and participants, thematic awareness-raising and exchange of practices linked to the priorities and target groups of the programme, dissemination and evidence-based analysis of programme results and impact, and support for alumni networks and post-placement guidance.

Target groups involved can include organisations (public and private, social enterprises, NGOs and other) active in the fields of the European Solidarity Corps as well as stakeholders acting as multipliers in these areas, young people (in particular those registered in the European Solidarity Corps database, participants carrying out/having carried out a placement, participants awaiting placement), pupils, students, volunteers, trainees, educators, trainers, youth workers.

Please list the planned Networking Activities including the related grant request per type of activity (transnational networking activities between NAs; national activities and events organised by the NA). **NOTA BENE:** The NA Networking Activities funded under the 2018 Delegation Agreement should be carried out during the period

1/01/2018 – 30/06/2019³.

³ The dates are subject to the adoption of the legal base for the European Solidarity Corps programme.



Title	Main aim of the activity	Short description of the planned activities	Target group	N° of participants (if relevant)	Coordinating NA (if applicable)	N° of organisations (if relevant)	Partner NA(s) (if applicable)	Indicative calendar 2018/2019 (month/quarter of the year)	Hosting country (place, if applicable)	Role of NA (hosting, sending, multiple)	Grant request (EUR)
1. Transnational networking activities between NAs											
Jump into solidarity	Enhancing the quality of the European Solidarity projects. Support the persons involved in ESC project on the development of the main competences related with the projects.	Management training related with ESC; ESC learning dimension; Support and recognition of participants; the different roles within ESC	Participant organisations on ESC and other TNA target groups	25	PT02	n/a	PT, ES, IT, CY, GR, MT and other interested NA's	Eligible period that will be defined to the WP	Portugal	Hosting	25.000
Bridge to Solidarity PBA	Partner Building Activity (PBA) to increase knowledge about the possibilities for organizations involved in ESC activities and finding partners on this area.	Network activities; Capacitation activities; Exchange of ideas & practices;	Participant organisations on ESC and other TNA target groups	30	PT02	n/a	PT, ES, IT, CY, GR, MT, HR and other interested NA's	Eligible period that will be defined to the WP	Portugal	Hosting	26.000
										TOTAL	51.000



2. National activities and events organised by NAs

PLAYGRO UND: first steps on ESC	National Training Course to support the high quality implementation of the ESC programme and mobilise organisations and individuals.	This activity is planned to be a national training on ESC opportunities, objectives, themes and priority target groups, in order to support organisations interested in applying with ESC for good quality projects. Aims to support the applicants in their first steps on ESC.	Applicants and potential applicants of ESC and other NNA target groups	50	PT02	n/a	n/a	Eligible period that will be defined to the WP	Portugal	Hosting	30.000
From PORTUGAL with LOVE: solidarity without borders	National training to raise awareness linked with the topics of solidarity, inclusion and volunteering.	The activity is planned to be a training preparing potential applicants interested in ESC projects for development of transnational projects linked with solidarity,	Applicants and potential applicants and other actors interested in the topics of solidarity, inclusion and volunteering, and other NNA target groups	30	PT02	n/a	n/a	Eligible period that will be defined to the WP	Portugal	Hosting	25.000

**inclusion and
volunteering.**

Aims also to sow the seeds of ESC, starting with PT pax, stimulation them to the creation of Transnational networking and projects in the themes.

This training also aims to prepare for the participation of the international partnership building activity.

TOTAL	55.000
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