

Context

| | |
|---|--|
| Project Title | Npr. Upute za korištenje |
| Project Title in English | How to use |
| Project Acronym | |
| What kind of activities have you planned for your project | Npr. Youth Exchanges |
| Project Start Date (yyyy-mm-dd) | 01-05-2020 |
| Project Total Duration | 9 months |
| Project End Date (yyyy-mm-dd) | 31-01-2021 |
| National Agency of the Applicant Organisation | HR01 Agency for Mobility and EU Programmes - Agencija za mobilnost i programe Europske unije (AMPEU) |
| Language used to fill in the form | |

Zapamtite! Trajanje projekta mora biti dovoljno dugo kako biste imali vremena za sve tri faze: pripremu, provedbu i praćenje projekta!

Uvijek pripazite da jezik koji ste ovdje odabrali bude jezik kojim ispunjavate obrazac. Možete odabrati bilo koji službeni jezik EU.

For further details about the available Erasmus+ National Agencies, please consult the following page:

<https://ec.europa.eu/programmes/erasmus-plus/contact>

Participating Organisations

Please note that the Organisation ID replaces the PIC as the unique identifier for the organisation to apply for Erasmus+ or European Solidarity Corps actions managed by National Agencies. Organisations that have a PIC and have previously applied for funding in the Erasmus+ or European Solidarity Corps programmes through the National Agencies will be assigned an Organisation ID automatically. Please use the Organisation Registration system for Erasmus+ and European Solidarity Corps to check an Organisation ID, change some of the information linked to it or register a new organisation:

Applicant Organisation

Čim upišete OID automatski će biti uneseni svi podatci o vašoj organizaciji.

Profile

Type of Organisation

Is the organisation a public body?

No/Yes

Is the organisation a non-profit?

No/Yes

Is the organisation: a public body at regional/national level; an association of regions; a European Grouping of Territorial Cooperation; or a profit-making body active in Corporate Social Responsibility?

Associated Persons

Legal Representative

Title

Gender

First Name

Family Name

Department

Position

Email

Telephone

Preferred Contact

Yes/No

Different address from organisation

Address

Country

P.O. Box

Postal Code

CEDEX

City

Contact Person

VAŽNO! Kontakt osoba ima ovlašteni pristup te uređivačka prava u alatima za praćenje provedbe projekta (npr. za generiranje završnog izvješća). E-mail adresa koju ovdje unesete služi za pristup navedenim alatima. Promjenu kontakt osobe obavezno morate javiti Agenciji!!

Background and Experience

Please briefly present the organisation.

Opišite svoju organizaciju u nekoliko jasnih rečenica. Predstavite ciljeve i opišite ciljnu skupinu.

What are the activities and experience of the organisation in the areas relevant for this application?

Koje su aktivnosti i iskustva vaše organizacije relevantne za aktivnost Razmjena mladih i ovu projektnu prijavu?

Please give information on the key staff/persons involved in this application and on the competences and previous experience that they will bring to the project.

Opišite poimence ključne osobe te njihove kompetencije i prijašnja iskustva kojima će pridonijeti projektu.

Has the organisation participated in a European Union granted project in the 3 years preceding this application?

Ako odaberete Yes/Da – upišite potrebne podatke u polja koja će se pojaviti.

Project Description

Why do you want to carry out this project? What are the objectives of your project? How does it link to the objectives of the Erasmus+ programme and this specific key action? What are the issues and needs that you are seeking to address through this project?

Pri opisivanju projekta vodite se ovim postavljenim pitanjima: zašto želite provesti projekt, što vas je motiviralo, koji su vam ciljevi i na koji način su oni povezani s ciljevima navedenima u Vodiču za E+ program i aktivnost Razmjena mladih (dobro proučite). Jasno opišite koje su to potrebe i poteškoće na koje želite dati odgovor upravo kroz ovaj projekt. Obavezno napišite očekivane ishode i povežite ih s

ciljevima projekta. Kada postavljate ciljeve savjetujemo da postavite realni broj ciljeva, dakle može biti i manji, ali da na kraju budu ostvareni i kvalitetno provedeni.

How was the project's partnership built up ?

Opišite kako je i od koga potekla projektna ideja te kako je nastalo projektno partnerstvo. Kako biste dodatno ukazali na partnersku relevantnost i kapacitete za kvalitetnu provedbu projekta, navedite način na koji ste partnere pronašli.

Please select up to three relevant topics addressed by your project.

Do 3 odabrane teme moraju biti povezane s ciljevima koje ste naveli za ovaj projekt.

Participants with Fewer Opportunities

Does your project involve participants facing situations that make their participation in the activities more difficult?

Yes/No

Preparation

Practical Arrangements

How will the practical and logistic matters of each planned activity be addressed (e.g. travel, accommodation, insurance, safety and protection of participants, visa, social security, mentoring and support, preparatory meetings with partners etc.)? Please also specify how the tasks will be divided among partners.

Organizacija i provedba Razmjena mladih zahtjeva dobru pripremu i podjelu zadataka. Ovo je mjesto na kojem ćete jasno opisati kako ste i kako ćete rješavati logistiku te zadatke (opišite što ste kome povjerali za provođenje). Primjerice, navedite kako ćete organizirati putovanje, smještaj i prehranu. Hoće li biti potreba za vizama i ostalim izvanrednim troškovima, a ako da, opišite kako ćete to omogućiti. Ovdje navedite na koji način ćete pružiti informacije sudionicima o aktivnosti Razmjena u fazi pripreme.

Project Management

How will you address quality and management issues (e.g. setting up of agreements with partners, learning agreements with participants, etc.)?

Projektom treba dobro upravljati kako bi bio kvalitetno proveden. Objasnite na koji način ćete rješavati pitanja upravljanja projektom s partnerskim organizacijama. Npr. navedite hoćete li sklapati partnerske sporazume, koji su njihovi detalji, tko je zadužen za upravljanje sredstvima, zadatke koje ste podijelili, rokove...

How do you intend to cooperate and communicate with your project partners and other relevant stakeholders?

Naročito u pripreмноj fazi započinjete jasno i konkretno komunicirati s partnerskim organizacijama oko svakog detalja, a nastavljate tijekom provedbe radi raznih mogućih situacija. Objasnite na koji način ste osigurali nesmetanu i brzu komunikaciju sa svim partnerima.

Preparation of Participants

How will the participants prepare for their Youth Exchange and how will they be supported in this process ?

Ovdje opišite sve procese pripreme sudionika za provedbu Razmjena mladih. Ovo je iznimno važan dio. Opišite i na koji način će im biti pružena podrška. Naročito ako su vam sudionici maloljetnici ili osobe s manje mogućnosti.

Recognition of Learning Outcomes

The Erasmus+ Programme promotes the use of instruments/certificates like Europass, ECVET and Youthpass to validate the competences acquired by the participants during their experiences abroad. Will your project make use of such European instruments/certificates? If so, please select up to three

Obavezno odabrati Youthpass Certificate.

Are you planning to use any national instrument/certificate?

Yes/No

How will you use the European/national instrument(s)/certificate(s) selected, if any? How will you ensure an awareness and reflection of the participants on their learning process and competences developed in the project? Please remember to include the methods that support reflection and documentation of the learning outcomes in the daily timetable of each activity.

Potrebno je opisati kako ćete sudionike upoznati s procesima učenja, razvoja kompetencija i samoosvjestavanja o procesu učenja. Molimo, upamtite da metode podrške i refleksije te dokumentiranja ishoda učenja trebaju uključiti u dnevni raspored aktivnosti.

Activities

List of Activities

Ako planirate Posjet u svrhu planiranja projekta (eng. APV) – ovdje ćete upisati potrebne podatke. Psst! Pripazite na pravila Vodiča E+ za aktivnosti Razmjena mladih koja uvjetuju tko sve može sudjelovati i koliko dana aktivnost može trajati..

Please enter the different mobility activities you intend to implement in your project.

| Id | Activity Title | Activity Type | Total No of Flows | Total No of Participants | Total Budget |
|----|----------------|---|-------------------|--------------------------|--------------|
| A1 | APV | Advance Planning Visit – Youth Exchange | 1 | 2 | 0,00 EUR |
| A2 | A2 | Youth Exchanges - Programme Countries | 1 | 18 | 0,00 EUR |

Activity A1

Activity Type Advance Planning Visit – Youth Exchange

Activity Title APV

Please describe why you want to carry out an Advance Planning Visit. What are its objectives and expected outcomes?

Detaljno opišite zašto odlazite na Posjet u svrhu planiranja aktivnosti i što ćete postići?

Please describe who will take part in the Advance Planning Visit.

Navedite sudionike - poštuju pravila Vodiča za aktivnosti Razmjena mladih.

Flows

| Flow No. | Group | No. of Group Leaders/Trainers/Facilitators | Country of Origin Country of Destination City of Venue | Start Date End Date | Total Duration Excluding Travel (days) | Total Duration Including Travel (days) | Total No. of Participants |
|----------|-------|--|--|--------------------------|--|--|---------------------------|
| 1 | 1 | 1 | Croatia Zagreb | 2020-08-18 2020-08-19 | 2 | 2 | 2 |

Flow No.1 of activity

| Group | Country of Origin | Country of Destination | City of Venue | Start Date (yyyy-MM-dd) | End Date (yyyy-MM-dd) |
|-------|-------------------|------------------------|---------------|-------------------------|-----------------------|
| 1 | Croatia | | Zagreb | 2020-08-18 | 2020-08-19 |

| Total Duration Excluding Travel | Travel Days | Total Duration Including Travel | Total No of Participants | No of Participants with Special Needs | No of Participants with Fewer Opportunities | No of Accompanying Persons | Group Leaders / Trainers / Facilitators |
|---------------------------------|-------------|---------------------------------|--------------------------|---------------------------------------|---|----------------------------|---|
| 2 | 0 | 2 | 2 | 0 | 0 | 0 | 1 |

Budget

For further information please consult the Programme Guide for the overview of funding rules.

Travel

| Distance Band | Travel Grant per Participant | No of Participants | Total Travel Grant |
|---------------|------------------------------|--------------------|--------------------|
| 0-9 km | 0,00 EUR | 2 | 0,00 EUR |

Organisational Support

| Duration Per Participant (days) | No of Participants | Grant per Participant/Day | Total Organisational Support Grant |
|---------------------------------|--------------------|---------------------------|------------------------------------|
| | | 0,00 EUR | 0,00 EUR |

Special Needs Support

| Id | No. of Participants with Special Needs | Description and Justification | Requested Grant |
|----|--|-------------------------------|-----------------|
| | | | |

No records found

Exceptional Costs

Ovdje zatražite iznose za smještaj i hranu u svrhu održavanja APV-a!

| Id | No. of Participants (including accompanying persons) | Description and Justification | Requested Grant |
|----|--|-------------------------------|-----------------|
|----|--|-------------------------------|-----------------|

No records found

Total Activity Budget

| Travel Grant | Travel Grant | Exceptional Costs for Expensive Travel Grant | Organisational Support Grant | Special Needs Grant | Exceptional Costs Grant | Total Activity Grant |
|---------------------|---------------------|---|-------------------------------------|----------------------------|--------------------------------|-----------------------------|
| 0,00 EUR | 0,00 EUR | 0,00 EUR | 0,00 EUR | 0,00 EUR | 0,00 EUR | 0,00 EUR |

Activity A2

Activity Type Youth Exchanges - Programme Countries

Activity Title A2

Why do the participants want to carry out this activity? What issues and needs do they want to address?

Aktivnost Razmjena mladih proizlazi iz određenih potreba mladih koje projektom žele adresirati. Opišite koje su potrebe sudionika aktivnosti, na koji način će provedbena faza projekta rezultirati rješavanjem navedenih potreba te ostvarivanjem postavljenih ciljeva projekta. Koja je motivacija i interes mladih u provedbi projekta?

What are the basic elements of the activity? Please describe at the very least the venue(s), working methods used, aims of each session etc.

Detaljno obrazložite plan rada i metode koje ćete koristiti. Objasnite kako će te metode pridonijeti ostvarivanju ciljeva projekta. Postavite i objasnite ciljeve za svaku sesiju iz plana rada pojedinačno.

Please describe the role and involvement of the participants from each participating group in all phases (planning, preparation, implementation of activities and follow-up).

Uključenost mladih u svakoj fazi osnova je Razmjena mladih. Zato je ovdje nužno detaljno opisati njihovu ulogu za svaku skupinu sudionika u svakoj od faza provedbe.

How will the groups of participants cooperate and communicate between them to prepare and follow-up on the Youth Exchange?

Kako bi projekt bio proveden što kvalitetnije, važni su i način i učestalost komunikacije među sudionicima. Opišite na koji način ćete to ostvariti.

Please describe the background of the participants in each participating group. Please also provide information on the group leaders, the age of the participants and how gender balanced is ensured.

Ovdje napišite sve podatke o sudionicima projekta. Upišite npr. kojoj dobnoj skupini pripadaju (primjerice od 15 do 23), njihove potrebe i karakteristike, kako biste objasnili zašto je relevantno njihovo sudjelovanje u projektu i jesu li metode rada primjerene uzrastu sudionika. Ista vrijedi i za voditelje. Pri odabiru sudionika pripazite i na ujednačeno uključivanje osoba oba spola, ako je to moguće.

What will the participants learn about the chosen topic of the activity? Which learning outcomes or competences (i.e. knowledge, skills and attitudes/behaviours) are to be acquired/improved by participants in the activity?

Obrazložite što će sudionici Razmjena mladih naučiti o temi koju su odabrali. Dodatno, opišite koja će znanja i vještine steći ili unaprijediti sudjelovanjem u projektu. Koji su ishodi učenja za sudionike aktivnosti? Koji su očekivani rezultati?

Flows

| Flow No. | Group | No. of Group Leaders/Trainers/Facilitators | Country of Origin Country of Destination City of Venue | Start Date End Date | Total Duration Excluding Travel (days) | Total Duration Including Travel (days) | Total No. of Participants |
|----------|-------|--|--|--------------------------|--|--|---------------------------|
| 1 | 2 | 2 | Croatia Zagreb | 2020-06-08 2020-06-15 | 8 | 9 | 18 |

Flow No.1 of activity A2

| Group | Country of Origin | Country of Destination | City of Venue | Start Date (yyyy-MM-dd) | End Date (yyyy-MM-dd) |
|-------|-------------------|------------------------|---------------|-------------------------|-----------------------|
| 2 | Croatia | | Zagreb | 2020-06-08 | 2020-06-15 |

| Total Duration Excluding Travel | Travel Days | Total Duration Including Travel | Total No of Participants | No of Participants with Special Needs | No of Participants with Fewer Opportunities | No of Accompanying Persons | Group Leaders / Trainers / Facilitators |
|---------------------------------|-------------|---------------------------------|--------------------------|---------------------------------------|---|----------------------------|---|
| 8 | 1 | 9 | 18 | 0 | 0 | 0 | 2 |

Budget

For further information please consult the Programme Guide for the overview of funding rules.

Travel

| Distance Band | Travel Grant per Participant | No of Participants | Total Travel Grant |
|---------------|------------------------------|--------------------|--------------------|
| 0-9 km | 0,00 EUR | 18 | 0,00 EUR |

Organisational Support

| Duration Per Participant (days) | No of Participants | Grant per Participant/Day | Total Organisational Support Grant |
|---------------------------------|--------------------|---------------------------|------------------------------------|
| 9 | 18 | 0,00 EUR | 0,00 EUR |

Special Needs Support

| Id | No. of Participants with Special Needs | Description and Justification | Requested Grant |
|----|--|-------------------------------|-----------------|
|----|--|-------------------------------|-----------------|

No records found

Exceptional Costs

| Id | No. of Participants (including accompanying persons) | Description and Justification | Requested Grant |
|----|--|-------------------------------|-----------------|
|----|--|-------------------------------|-----------------|

No records found

Total Activity Budget

| Travel Grant | Travel Grant | Exceptional Costs for Expensive Travel Grant | Organisational Support Grant | Special Needs Grant | Exceptional Costs Grant | Total Activity Grant |
|---------------------|---------------------|---|-------------------------------------|----------------------------|--------------------------------|-----------------------------|
| 0,00 EUR | 0,00 EUR | 0,00 EUR | 0,00 EUR | 0,00 EUR | 0,00 EUR | 0,00 EUR |

Follow Up

Please describe how you plan to follow-up on your project

Impact

What is the expected impact on the participants, participating organisation(s) and other target groups?

Koji je očekivani učinak aktivnosti na sudionike, organizacije ili druge ciljne skupine (ukoliko ih imate npr. lokalna zajednica, vršnjaci iz neposrednog životnog okruženja sudionika, roditelji i sl.)?

What is the desired impact of the project at the local, regional, national, European and/or international levels?

Ako već unaprijed znate da ćete moći proširiti svoj učinak i izvan lokalne zajednice u kojoj provodite projekt onda to ovdje navedite. Ne morate nužno uključiti sve razine navedene u pitanju, ukoliko nisu obuhvaćene temom i ciljem projekta.

Which activities will you carry out in order to share the results of your project outside your organisation and partners? What will be the target groups of your dissemination activities?

Ovdje trebate opisati na koji način ćete rezultate projekta koje ste postigli proširiti izvan skupina sudionika u samoj aktivnosti Razmjena mladih i kako ćete doprinijeti njihovoj vidljivosti. Konkretno navedite sve alate kojima ćete se služiti, primjerice medije, suradnje s drugim organizacijama ili ustanovama, putem javnih događaja i/ili materijala koje ćete izraditi - navedite na koji način ćete ih dijeliti. Opišite aktivnosti za sve partnerske organizacije. Kako ste podijelili zadatke?

Please describe how the participants will be involved in the dissemination activities.

Vrlo je važno ovdje naglasiti na koji način su svi sudionici bili dijelom planiranja diseminacijskih aktivnosti i kako će ih provesti nakon što sama aktivnost Razmjena mladih završi. Bilo bi poželjno planirati diseminacijske aktivnosti u različitim razdobljima provedbe projekta, primjerice tijekom same aktivnosti, ali i nakon završetka po povratku sudionika s aktivnosti. Ne zaboravite razliku između vidljivosti (pružanja informacija o programu Erasmus+ i projektu kojeg provodite) i diseminacije (širenja postignutih rezultata projekta).

Evaluation

Which activities will you carry out in order to assess whether, and to what extent, your project has reached its objectives and results?

Navedite kojim ćete se metodama služiti (upišite ih u raspored aktivnosti) kako biste evaluirali je li vaš projekt ostvario ciljeve i planirane rezultate. Pssst! Navedite način na koji ćete koristiti dobivene rezultate.

Budget Summary

Project Budget Summary

| Budget Items | Grant |
|--------------|----------|
| Total Grant | 0,00 EUR |

Budget Summary per Activity Type

| Activity Type | Travel | Exceptional Costs for expensive travel | Organisational Support | Special Needs Support | Exceptional Costs | Grant |
|---|----------|--|------------------------|-----------------------|-------------------|----------|
| Youth Exchanges - Programme Countries | 0,00 EUR | 0,00 EUR | 0,00 EUR | 0,00 EUR | 0,00 EUR | 0,00 EUR |
| Advance Planning Visit – Youth Exchange | 0,00 EUR | 0,00 EUR | 0,00 EUR | 0,00 EUR | 0,00 EUR | 0,00 EUR |

Budget Summary per Activity

| Id | Activity Type | Travel | Exceptional Costs for expensive travel | Organisational Support | Special Needs Support | Exceptional Costs | Grant |
|----|---|----------|--|------------------------|-----------------------|-------------------|----------|
| A1 | Advance Planning Visit – Youth Exchange | 0,00 EUR | 0,00 EUR | 0,00 EUR | 0,00 EUR | 0,00 EUR | 0,00 EUR |
| A2 | Youth Exchanges - Programme Countries | 0,00 EUR | 0,00 EUR | 0,00 EUR | 0,00 EUR | 0,00 EUR | 0,00 EUR |

Project Summary

Summary

What do you want to achieve by implementing the project? What are the objectives of your project?

Sažeto i jasno opišite što želite postići projektom, jer ako vaš projekt bude financiran upravo će ovaj sažetak biti prikazan na Platformi rezultata Erasmus+ projekata i poslužit će kao inspiracija ostalim prijaviteljima, a Europska komisija ili Agencija za mobilnost i programe EU ih koristi za potrebe raznih vrsta javnih objava. Dakle, budite jasni i navedite ciljeve projekta, koje su potrebe na koje želite odgovoriti ovim projektom i kojim aktivnostima to želite postići. Navedite ciljne skupine i koje metode ćete koristiti pri provedbi aktivnosti Razmjena mladih. Ukratko opišite koje rezultate i učinak želite postići provedbom projekta.

Please provide a translation in English.

Ako odaberete hrvatski kao jezik kojim pišete prijavu, obrazac će vas u nekoliko rubrika zatražiti prijevod na engleski.

What activities do you plan to implement? What is the number and profile of the participants involved?

Navedite sažeto koje ćete aktivnosti iz plana rada provesti. Koliko je sudionika, koja su dobna skupina, koje su njihove potrebe za projektom?

Please provide a translation in English.

Ako odaberete hrvatski kao jezik kojim pišete prijavu, obrazac će vas u nekoliko rubrika zatražiti prijevod na engleski.

What results and impact do you expect your project to have?

Ukratko navedite glavne rezultate koje želite postići projektom. Opišite što želite projektom promijeniti ili postići. Budite realni, ali konkretni u postavljanju projektnih ciljeva, rezultata i ishoda.

Please provide a translation in English.

Ako odaberete hrvatski kao jezik kojim pišete prijavu, obrazac će vas u nekoliko rubrika zatražiti prijevod na engleski.

Summary of Participating Organisations

| Organization PIC | Country of the Organisation | Role of the Organisation | Type of the Organisation |
|------------------|-----------------------------|--------------------------|--------------------------|
| | | | |

Total number of participating organisations

1

Summary of Activities and Participants

| Activity Type | No. of Activities | No. of Participants | No. of Participants with Fewer Opportunities |
|--|-------------------|---------------------|--|
| Youth Exchanges - Programme Countries | 1 | 18 | 0 |
| Advance Planning Visit – Youth Exchange | 1 | 2 | 0 |
| Total | 2 | 20 | 0 |

Annexes

The maximum number of all attachments is 10 and the maximum total size is 10240 kB.

Please download the Declaration on Honour, print it, sign it by the legal representative and attach it.

File Name

Deklaracija časti mora biti potpisana od strane zakonskog zastupnika (s važećim mandatom) i ispunjena u potpunosti, navodeći mjesto i datum potpisa! Nakon ispunjavanja, Deklaraciju je potrebno skenirati i priložiti prijavi.

Please download them, have them signed by the legal representatives and attach.

the Mandates, print

File Name

File Size (kB)

Please attach the timetable for the project activities using the template provided.

File Name

U raspored aktivnosti unesite što planirate raditi po danima i navedite satnicu svakoga dana aktivnosti.

Please attach any other relevant documents.

File Name

File Size (kB)

Total Size (kB)

0

Checklist

Before submitting your application form to the National Agency, please make sure that:

It fulfils the eligibility criteria listed in the Programme Guide.

All relevant fields in the application form have been completed.

You have chosen the correct National Agency of the country in which your organisation is established. Currently selected NA is:

HR01 Agency for Mobility and EU Programmes - Agencija za mobilnost i programe Europske unije (AMPEU)

Please also keep in mind the following:

The documents proving the legal status of the applicant must be uploaded in the Erasmus and European Solidarity Corps platform (for more details, see Part C of the Programme Guide - "Information for applicants").

Data Protection Notice

PROTECTION OF PERSONAL DATA

The application form will be processed electronically. All personal data (such as names, addresses, CVs, etc.) will be processed pursuant to Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the EU institutions and bodies and on the free movement of such data. Any personal data requested will only be used for the intended purpose, i.e. the processing of your application in accordance with the specifications of the call for proposals, the management of the administrative and financial aspects of the project if eligible and the dissemination of results through appropriate Erasmus+ IT tools. For the latter, as regards the details of the projects' contact persons, an unambiguous consent will be requested.

For the exact description of the collected personal data, the purpose of the collection and the description of the processing, please refer to the Specific Privacy Statement (see link below) associated with this form.

http://ec.europa.eu/programmes/erasmus-plus/documents/eplu-link-eforms-privacy_en.htm

I agree with the Data Protection Notice

VAŽNO!! Nemojte čekati zadnji trenutak za prijavu!
Često se zbog preopterećenosti sustava događaju tehničke poteškoće i komplikacije upravo u posljednjim minutama roka.
Još jednom provjerite je li sve u skladu s E+ pravilima, jeste li obrazac popunili u potpunosti, priložili sve privitke. Želimo vam puno sreće!

Submission History

If you have submitted more than one version of your application form, you can use this section to keep track of your work.