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| **EaSI – EURES: Cross-border partnerships and support to cooperation on intra-EU mobility for EEA countries and social partners****Call for proposals VP/2019/006** |

**Description of the action**

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| ***This description of the action will provide the information enabling the assessment of the proposals against the 'award criteria'*** *as set out in the call text.* ***No other document will be necessary for this purpose. Therefore, all activities must be included in this description in one single document.****The* ***questions and annexes*** *hereunder aim to help applicant organisations to elaborate further the information provided in the SWIM application form, in accordance with the award criteria-* *Please insert your replies in the box below each question.* ***Answers to all questions are mandatory****. If a question is not relevant, please write "not applicable" and explain why.* *The annexes complement some of the questions.* **In your description, please be specific and concise** and provide examples, if appropriate**. When using acronyms, always explain the acronym the first time you use it.**  |

**Application ref: VP/2019/006/** *[Please complete]*

**Application under strand \_\_\_** *[Please complete]*

*Please provide all necessary information on the partnership:
Please indicate the names of the lead applicant and, if appropriate co-applicants, affiliated entities and associate organisations. Next to the name indicate whether the organisation is a EURES member or partner or non-EURES. If the name of the organisation is in a language other than English, French or German please provide a translation of the name into English.*

**Applicant organisation:**

**Co-applicant organisations:**

**Affiliated entities**

**Associate organisations[[1]](#footnote-1) :**

**How to contact the partnership**[[2]](#footnote-2)**:**

**0. Introduction and executive summary**

*Please provide a* ***brief*** *overview of your project proposal, including the following information*

The overview should list:

1) the objectives of the action
2) its geographical scope
3) the target groups
4) the role/main responsibilities of each organisation within the partnership
5) the expected results and
6) the EU added value of the proposal

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| 1.2.3.4.5.6. |

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| Have you signed any Grant Agreement(s) with DG EMPL within the last 12 months[[3]](#footnote-3). If so, please indicate the VS number in the column to the right. | VS/2018/XXXX |
| Lead Applicant - name |  |
| Co-applicant - name |  |
| *Add as many rows for applicants as necessary* |  |

**Description of your proposal in relation to the award criteria**

1. Quality **of the methodology and of the activities proposed** (max. 15 points)
2. Please describe how the activities proposed in your proposal correspond in number and content to the categories requested under your chosen strand.

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**b1) In case of several applicants**: Please describe clearly and concisely the tasks and responsibilities of each organisation and the distribution of the work within the consortium.

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**b2) In case of single applicants**: Please demonstrate the adequacy of the overall allocation of time and resources to the activities and to each individual activity, and specify clearly the roles, activities and responsibilities of the involved staff members.

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1. **The cost-efficiency of the operation (max. 20 points)**Please describe how the requested grant is proportional to the activities and their expected impact. Please demonstrate the logic of the overall budget breakdown.

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1. **Expected impact of the proposed activities** **(max. 35 points)**Please describe how the proposal will contribute directly or indirectly to an increase in the number of placements across the border in the short to mid-term**.**

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1. **Visibility of the proposed activities (max. 15 points)**

Please elaborate how your communication plan, which you have to submit together with your proposal, is tailored to your specific target groups and the reasons for your choice of communication channels by which you intend to effectively reach these target groups.
Please comment also on how you intend to achieve a multiplier effect.

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1. **Sustainability of the actions (max. 15 points)**Please describe in which way the sustainability of the actions is foreseen after the end of the Grant Agreement.

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Please provide any additional information regarding the proposal that you would like to highlight, if not covered by the questions above (e.g. related to sub-contracting).

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**ANNEX 1**

# TEMPLATE FOR THE DETAILED DESCRIPTION OF ACTIVITIES (by work package)

## *The table hereunder aims to complement the information provided in section II above with a breakdown of the main project activities. Please copy the template as many times as necessary with a view to cover all the planned project activities.*

## Work-package Nr. \_\_\_

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| **Title:** *e.g. project management* |
| **Start month:** *e.g.M1* | **End month :** *e.g. M12* |
| **Co-applicant organization(s) involved (if applicable):** | **Estimated resources in man-days** |
|  | **Man-days** | *e.g. 20 days* |
|  | **Man-days:** |  |
|  | **-** |  |
|  |  |  |
|  | **-** |  |
| **Objectives and approach***Please describe objectives and approach taken* |
| **Proposed activities***Please describe here the activities to be carried out under this work-package.* |
| **Results***List here the expected results of work package and how these will be assessed.* ***Please include concrete targets and indicators!*** |
| **Other information** |

**ANNEX 2**

# TIMETABLE FOR ACTIVITIES

**Year 1: 2020**

*(12 months)*

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| --- | --- |
| **Work packages** | **Months** |
| **J** | **F** | **M** | **A** | **M** | **J** | **J** | **A** | **S** | **O** | **N** | **D** |
| **1.** |  |  |  |  |  |  |  |  |  |  |  |  |
| **2.** |  |  |  |  |  |  |  |  |  |  |  |  |
| **3.** |  |  |  |  |  |  |  |  |  |  |  |  |
| **4.** |  |  |  |  |  |  |  |  |  |  |  |  |
| **5.** |  |  |  |  |  |  |  |  |  |  |  |  |
| **6.** |  |  |  |  |  |  |  |  |  |  |  |  |
| **7.** |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.** |  |  |  |  |  |  |  |  |  |  |  |  |
| **9.** |  |  |  |  |  |  |  |  |  |  |  |  |
| **10.** |  |  |  |  |  |  |  |  |  |  |  |  |
| **(…)** |  |  |  |  |  |  |  |  |  |  |  |  |
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**Year 2: 2021**

*(12 months)*

|  |  |
| --- | --- |
| **Work packages** | **Months** |
| **J** | **F** | **M** | **A** | **M** | **J** | **J** | **A** | **S** | **O** | **N** | **D** |
| **1.** |  |  |  |  |  |  |  |  |  |  |  |  |
| **2.** |  |  |  |  |  |  |  |  |  |  |  |  |
| **3.** |  |  |  |  |  |  |  |  |  |  |  |  |
| **4.** |  |  |  |  |  |  |  |  |  |  |  |  |
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| **9.** |  |  |  |  |  |  |  |  |  |  |  |  |
| **10.** |  |  |  |  |  |  |  |  |  |  |  |  |
| **(…)** |  |  |  |  |  |  |  |  |  |  |  |  |
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1. For a definition of affiliated entities and associate organisations, please see the financial guidelines for applicants published with this call for proposals. [↑](#footnote-ref-1)
2. Indicate the contact details for your partnership that you would like to be visible in the EURES portal such as name of coordinator or coordinating organisation, phone, e-mail address, website, languages spoken, etc. [↑](#footnote-ref-2)
3. If the applicant (lead or co-applicant) has signed a grant agreement with DG EMPL within 12 months prior to submitting the application and there has been no modification of their legal status in the meantime, they may provide here the grant agreement reference number (e.g. VS/2018/XXXX) instead of submitting the statutes and proof of registration documents indicated in Annex I (checklist) to the call. [↑](#footnote-ref-3)