



Dear Magda,

We are glad to welcome you on board of our organisation, Aventura Marão Clube Association, for the period of your Volunteering Project experience in Portugal. Please find some details and important information about the project below and read it carefully. If you have further queries regarding any of the topics, do not hesitate to contact us.

We hope that this gives you all the necessary hints and tips for your travel and service with us.

Greetings from Amarante,

Marcella & Miguel





## ESC - Volunteering Partnerships

### GENERAL INFORMATION ABOUT THE EUROPEAN SOLIDARITY CORPS NEW SINGLE ENTRY POINT FOR SOLIDARITY ACTIVITIES

The European Union is built on solidarity, a shared value which is strongly felt throughout European society. Solidarity defines the European project and provides the necessary unity to cope with current and future crises by holding a strong moral ground. Solidarity provides a clear compass to guide the European youth in their aspirations for a better Union. Young people need easily accessible opportunities to engage in solidarity activities, which could enable them to express their commitment to the benefit of communities while acquiring useful experience, skills and competences for their personal, educational, social, civic and professional development, thereby improving their employability. The European Solidarity Corps brings together young people to build a more inclusive society, supporting vulnerable people and responding to societal challenges. It offers an inspiring and empowering experience for young people who want to help, learn and develop and provides a single entry point for such solidarity activities throughout the Union. It opens up more and better opportunities covering a broad range of areas, such as integration of migrants, environmental challenges, prevention of natural disasters, education and youth activities. It also supports national and local actors, in their efforts to cope with different societal challenges and crises. The European Solidarity Corps aims also to complement the efforts made by Member States to support young people and ease their school-to-work transition under the Youth Guarantee<sup>1</sup> by providing them with additional opportunities to make a start into the labour market in the form of traineeships or jobs in solidarity-related areas within their respective Member State or across borders. The activities of the European Solidarity Corps support the objectives of the current EU Youth Strategy<sup>2</sup> that promotes volunteering across borders for young people as one of its fields of action and the Commission's proposal for a new EU Youth Strategy for 2019-2027<sup>3</sup> which intends to encourage young people to become active citizens, agents of solidarity and positive change for communities across Europe, inspired by EU values and a European identity.

#### WHAT ARE THE OBJECTIVES, PRINCIPLES AND IMPORTANT FEATURES OF THE EUROPEAN SOLIDARITY CORPS? OBJECTIVES GENERAL OBJECTIVE

The European Solidarity Corps aims to promote solidarity as a value, mainly through volunteering, to enhance the engagement of young people and organisations in accessible and high quality solidarity activities as a means to contribute to strengthening cohesion, solidarity, democracy and citizenship in Europe, while also responding to societal challenges and strengthening communities, with particular effort to promote social inclusion. It shall also contribute to European cooperation that is relevant to young people. SPECIFIC OBJECTIVES More specifically, its objectives are as follows: ♣ to provide young people, with the support of participating organisations, with easily accessible opportunities for engagement in solidarity activities effecting positive societal change, while improving their skills and competences for personal, educational, social, civic, cultural and professional development, as well as facilitating their active citizenship, employability and transition into the labour market, including by supporting the mobility of young volunteers, trainees and workers; ♣ to ensure that the solidarity activities that are offered to the European Solidarity Corps participants are of high quality, properly validated and respect the principles of the European Solidarity Corps; ♣ to ensure that particular efforts are made to promote social inclusion and equal opportunities, in particular for the participation of young people with fewer opportunities through a range of special measures such as appropriate formats of solidarity activities and personalised support; ♣ to contribute to European cooperation relevant to young people and raising awareness of its positive impact. PRINCIPLES European Solidarity Corps



projects and participating organisations should respect the following principles: equal treatment, equal opportunities and non-discrimination, avoidance of job substitution, provision of high-quality activities with learning dimension focusing on personal, socio-educational and professional development, adequate training, working and volunteering arrangements, safe and decent environment and conditions, and, the 'no-profit principle' in compliance with the Regulation (EU, Euratom) 2018/10464 .

### **NON-FORMAL AND INFORMAL LEARNING**

Non-formal learning refers to learning that mostly takes place outside the formal education. It has a participative and learner-centred approach; it is carried out by learners on a voluntary basis and is therefore closely linked to young people's needs, aspirations and interests. Informal learning refers to the learning in daily life activities, at work, with peers, etc. It can often be characterised as learning by doing. In the youth sector, informal learning has an important role for example in peer group discussions, in voluntary activities and in a variety of other situations. Non-formal and informal learning enable young people to acquire essential competences that contribute to their personal and socio-educational development and foster their active participation in society, thereby improving their employment prospects. Such learning experiences have also a strong potential to improve the attainment in formal education and training as well as to address young NEETs (i.e. young people not in employment, education or training) or young people with fewer opportunities and combat social exclusion. Learning activities within the youth field are meant to have a significantly positive impact on young people as well as on the organisations involved, the communities in which these activities take place, the youth field itself and the European economic and societal sectors at large.

### **RECOGNITION AND VALIDATION OF SKILLS AND QUALIFICATIONS**

To ensure the impact of European Solidarity Corps activities on the personal, educational, artistic, social, civic and professional development of the participants, the competences that are the learning outcomes of the solidarity activities should be properly identified and documented. To that end, the use of effective instruments at Union and national level for the recognition of non-formal and informal learning, such as Youthpass and Europass should be encouraged, as appropriate. For further information, see part C of this Guide

### **HOW DO THE PROJECTS WORK?**

Projects will typically consist of the following stages: ♣ Preparation (including practical arrangements, selection of participants, set up of agreements with partners and participants, linguistic/intercultural/task-related preparation of participants before departure); ♣ Implementation of activities; ♣ Follow-up (including the evaluation of the activities, issue of the certificate of participation as well as the dissemination and use of the project's outcomes). Organisations taking part in volunteering activities should cover the following roles: ♣ A host role that covers the full range of activities related to hosting a Solidarity Corps participant, including the development of a programme of the young person's activities and providing guidance and support to the participant during all the phases of the project as appropriate (some of these activities can be carried out by a supporting organisation involved in the same project). ♣ A supporting role that entails supporting, preparing and/or training participants before departure, a mediation between them and their host organisations and/or providing support to participants upon return from their activity. Furthermore, where the host organisation cannot or does not wish to be responsible for some aspects of the host functions, these may also be covered by the supporting organisation.

### **WHAT IS THE LINGUISTIC SUPPORT?**



Linguistic support is available for the language used by participants for carrying out a solidarity activity abroad in the framework of the European Solidarity Corps. Linguistic support will mainly be offered via the European Solidarity Corps Online Linguistic Support, as e-learning offers advantages for language learning in terms of access and flexibility. The Online Linguistic Support includes a mandatory assessment of language competences and voluntary language courses. Language assessment is a crucial aspect of the initiative in order to provide the right preparation for each participant and collect evidence on language skills of participants. Therefore, a language assessment will be undertaken by participants before their 53 Part C – Support Measures activity and another assessment will be carried out at the end of the activity period to monitor progress in language competences. The results of the language assessment test carried out by participants before their departure will not preclude them from taking part in the activity, whatever the result may be. The online language assessment shall thus not be used to select potential participants in European Solidarity Corps activities, but to provide them with an opportunity to boost the level of their language skills where needed. The provision of linguistic support shall be based on mutual trust between organisations who should ensure appropriate linguistic support.

**FOR WHOM?** Participants undertaking a volunteering, traineeship or job activity abroad lasting two months or longer are eligible to receive linguistic support prior to departure or during the activity.

**HOW DOES IT WORK?** Through the Online Linguistic Support (OLS): The Commission makes available an online tool for participants with a view to assess their competence in the language they will use to carry out their volunteering, traineeship or job abroad. This tool offers them, where necessary, the possibility to improve the knowledge of the language before and/or during the activity. Participants with a level of at least B2 in the main language of their activity may choose to follow an OLS course in the language of the host country, if available. The linguistic support is provided as follows: ♣ at the time of applying, the applicant organisation will estimate the need for linguistic support for their participants - in the main language that participants will use to carry out their tasks or in the language of the host country, if applicable; ♣ National Agencies allocate online licences to beneficiary organisations according to general criteria specified by the European Commission; ♣ once selected, all participants (except native speakers and in duly justified cases) benefiting from the online service must carry out an online language test to assess their competences in the foreign language they will use during their mobility abroad or in the language of the receiving country, if applicable. The results of this assessment will be communicated to the participants and will not have any influence on their possibility to go abroad; ♣ based on the number of online licences available for language courses, the participants who need linguistic support may be offered the possibility to follow an online language course; ♣ at the end of their activity, participants will carry out a second online language assessment to measure the progress made in the selected language (unless they scored a C2 level in their initial assessment round). The results will be communicated to the volunteer, to the coordinating organisation upon request, and could thereafter be integrated in the Youthpass certificate and/or Europass. In the initial stages of the Programme, the online assessment and courses will not be provided in all EU languages and language courses may not be available for all participants requesting them. Further details are made available on the websites of the Commission and National Agencies. The existence of Online Linguistic Support should not prevent organisations from providing other types of language support to volunteers, trainees or job-holders.

#### **TRAINING AND EVALUATION CYCLE WHAT IS THE TRAINING AND EVALUATION CYCLE (TEC)?**

One of the key features of the European Solidarity Corps is the training and evaluation it provides to participating organisations and participants. Firstly, guiding young participants through a non-formal learning process before, during and after their period of activity. Secondly, supporting Quality Label organisations in offering a qualitative frame for the experience to take place. The training and evaluation dimension within the European Solidarity Corps aims at: 54 Programme Guide ♣ Providing young participants with continuous guidance and support throughout their activity period. Such training and



evaluation contributes to the education and development of each young person and facilitates contacts between participants, participating organisations and National Agencies / SALTOs (Support, Advanced Learning and Training Opportunities centres). It also helps resolve conflicts and prevent risks, and it provides a means of assessing the participants' experience. The training and evaluation cycle for participants complements other ongoing support offered by the participating organisations before and during the activity period; ♣ Providing organisations involved with the necessary support and tools to develop and carry out qualitative projects as well as the opportunity to exchange and network with other European Solidarity Corps actors. Quality is the main objective of preparation, training and evaluation. Given the diversity of countries, National Agencies, organisations holding the Quality Label and participants; there is

### **TRAINING AND EVALUATION CYCLE FOR PARTICIPANTS – HOW DOES IT WORK?**

The Training and Evaluation Cycle for participants consists of the following sessions: ♣ pre-departure training (only cross-border activities); ♣ on-arrival training (activity of 2 months and longer); ♣ mid-term evaluation (activity of 6 months and longer); ♣ annual European Solidarity Corps events.

Participants have a right and an obligation to attend the pre-departure training, the on-arrival training and the mid-term evaluation sessions and the participating organisations must ensure that their participants take part in the TEC, which is considered an integral part of the activity. In addition to the Training and Evaluation Cycle, participants receive continuous counselling and guidance before, during and after the activity period, while training for project managers, mentors and trainers adds up to a complex set of measures, accompanying participants and participating organisations throughout the European Solidarity Corps experience.

### **PRE-DEPARTURE TRAINING**

In order for the project to be successful and the European Solidarity Corps experiences to be positive and enriching for the participant, it is crucial that the applicant organisation adequately prepares the participant prior to departure. This training is only mandatory to participants in cross-border activities. This preparation should take place at least one month before departure and should be tailored to the individual needs of the participant and the specificities of the project, the activity and the host country. The organisation in charge of the training is responsible for ensuring that the Info-Kit is given to all participants involved in its project. It is essential to provide information on "What to expect from the European Solidarity Corps" (part of the Info-Kit) — as well as on the basics of conflict prevention and crisis management. It must participants with practical and technical information on matters such as insurance, visa, pocket money and working hours, etc. For traineeships and jobs this preparation should focus on practical and legal issues related to the country of destination (e.g. working conditions, labour law applicable, social security entitlements, taxation, housing, etc.). The training may also include the development of intercultural competences (i.e. information on social, history and cultural aspects of the country of destination, capacity to adapt to a multicultural working environment, etc.). 55 Part C – Support Measures

### **ON-ARRIVAL TRAINING**

The main objective of the on-arrival training is to introduce the participants to the host country, preparing them for the activity period and the European Solidarity Corps experience. On-arrival training helps the participants adapt to cultural and personal challenges. It allows participants to get to know each other and to build a network. Participants should also receive guidance on conflict prevention and crisis management. NAs are responsible for organising this training for all participants in activities taking place in the country. The NAs can opt to delegate all or some of the sessions to subcontractors. However, the Agencies should remain involved in the sessions as much as possible and keep regular



contact with the trainers. At the same time, this training session equips the participants with communication skills, including aspects of intercultural learning. It helps them become aware that cultural differences require different models of behaviour. Participants in traineeships and jobs may receive information about adapting to a foreign working environment, rights and obligations, useful contacts to help with his/her settlement etc. The training is also a good time for the participants to plan the coming months and to develop their own personal goals for their activity period, in line with the non-formal learning philosophy of the European Solidarity Corps. For volunteers in activities with a duration of less than two months, the host or supporting organisation has to organise a training in line with the minimum quality standards detailed in the table below, although possibly with a shorter duration. Finally, it must be noted that the on-arrival training is also mandatory to in-country participants. Given the different requirements of information between participants in cross-border and in-country activities, the training provider can tailor the content of the training to each target group.

### **MID-TERM EVALUATION**

The mid-term evaluation allows participants to assess their experience up to that point and to reflect on the activities, role and support of the host organisation and on their own contribution. The evaluation provides the opportunity to learn from everybody's experience and enables the participants to plan developments and/or further improvements in their activity and to think about what they will do in the longer term, once their experience is over. The evaluation should also raise awareness of the personal learning process, linking it to the key competences of the Youthpass and Europass. NAs are responsible for organising this training for all participants in activities taking place in the country. The NAs can opt to delegate all or some of the sessions to subcontractors. However, the Agencies should remain involved in the sessions as much as possible and keep regular contact with the trainers. It is essential that the event be designed as a meeting between participants. It takes place long enough after their arrival for the participants to have gained enough experience to review their situation, but also sufficiently long before the end of the activity period so that there is still time to improve the situation if necessary.

### **ANNUAL EVENTS**

The European Solidarity Corps events are organised by the sending National Agency and bring together former, current and potential participants. It may serve as an evaluation meeting, alumni meeting and/or promotional event. It is particularly important as an opportunity for those who have finished their volunteering activity during the past year to discuss and evaluate their experiences and to pass them on to current and potential participants. One of the objectives of the event is to ensure that the National Agency receives feedback about the projects, the participating organisations, the practical arrangements and the overall impression of the participation in the activities. A key question will be what learning effect the activity period had for the participant.

### **RECOGNITION OF LEARNING OUTCOMES WHAT IS RECOGNITION OF LEARNING OUTCOMES?**

To support the impact of European Solidarity Corps activities on the personal, educational, social, civic and professional development of the participants, the competences (combination of knowledge, skills and attitudes) that are the non-formal 59 Part C – Support Measures and informal learning outcomes gained in the solidarity activities shall be identified and documented, in particular through EU level recognition tools such as Youthpass and Europass. FOR WHOM? The identification and documentation of non-formal and informal learning outcomes is offered to participants (on a voluntary basis) and participating organisations (mandatory, insofar as the participant requests it). This means that every young person taking part in any European Solidarity Corps activity can benefit from a process and certificate that identifies and documents individual learning outcomes.



## **HOW DOES IT WORK?**

Every young person taking part in European Solidarity Corps activities is entitled to go through the Youthpass process and receive a Youthpass certificate at the end of the process. Youthpass identifies and documents the competences developed during the project. It is recommended to embed the educational approach of Youthpass from the start of the project and use it during the project activities as a tool to help participants to become more aware of, reflect on and assess their learning process and outcomes. Depending on the nature of the recognition needs and the individual solidarity activities, other tools can also be used such as e.g. Europass. For more information and support on Youthpass: [www.youthpass.eu](http://www.youthpass.eu) For more information on Europass: [www.europass.eu](http://www.europass.eu)

## **CERTIFICATE OF PARTICIPATION WHAT IS THE CERTIFICATE OF PARTICIPATION?**

The certificate of participation is a certificate to support the visibility of the participation in European Solidarity Corps activities. At the end of their solidarity activity, participants are entitled to receive a certificate of participation, issued (in the European Solidarity Corps portal) compulsorily by a participating organisation providing the activity.

## **FOR WHOM?**

The certificate of participation is issued (mandatorily) to every participant having finalised a European Solidarity Corps activity.

## **EUROPEAN SOLIDARITY CORPS PORTAL**

The European Solidarity Corps Portal offers European and national information and opportunities that are of interest to young people wishing to engage in the solidarity sector. It provides a one-stop shop for both interested young people and organisations wishing to join and to be part of the Corps. The Portal also allows young people to follow online trainings, get access to other services and, importantly, to build a community of like-minded young people. The aim is for the European Solidarity Portal to be integrated into all processes of the Corps. To access the European Solidarity Corps Portal, go to: [http://europa.eu/youth/solidarity\\_en](http://europa.eu/youth/solidarity_en).

## **FOR WHOM?**

Any young person interested in engaging in solidarity activities, who is at least 17 years old when registering, and organisations holding a Quality Label or accreditations from other EU programmes.

## **HOW DOES IT WORK? BRINGING TOGETHER YOUNG PEOPLE AND ORGANISATIONS**

Young people wishing to engage in solidarity activities register in the European Solidarity Corps Portal. The European Solidarity Corps Portal offers a place for those young people and organisations holding a Quality Label and willing to 60 Programme Guide implement solidarity activities to find each other. In the Portal, organisations holding a Quality Label can advertise opportunities for volunteering activities, traineeships and jobs, search for registered candidates and contact them. Registered candidates can also look for opportunities and express their interest in them. Once the organisation and the registered candidate found each other, the organisation sends an offer to the registered candidate.

## **INSURANCE**

Participants in cross-border activities must be in the possession of a European Health Insurance Card before arriving to the host country. This card gives access to medically necessary, state-provided healthcare during a temporary stay in any of the EU Member States, as well as in Iceland, Liechtenstein and Norway, under the same conditions and at the same cost (free in some countries) as people insured in these respective countries<sup>29</sup>. Irrespective whether the participant in cross-border activities is



covered through the European Health Insurance Card, the European Solidarity Corps provides insurance coverage as following. Those participants who are not eligible for the European Health Insurance Card free of charge, or those ineligible for reason of national legislation regarding the activities they perform, shall be entitled to receive a full coverage through the insurance provided by the European Commission<sup>30</sup>. Those that are eligible to a European Health Insurance Card free of charge will obtain complementary coverage from the insurance. Information about the coverage and support available through the insurance for volunteers, as well as instructions for enrolment, is available on the website of the insurance company. Beyond the framework of this policy, the European Commission does not define a unique format of insurance, nor does it recommend specific insurance companies. It is up to project organisers to seek the most suitable insurance policy according to the type of project carried out and to the insurance formats available at national level. Furthermore, it is not 29 More information on the card and on how to obtain it is available at <http://ec.europa.eu/social/main.jsp?catid=559> . 30 More information on the insurance scheme is available at: [https://eacea.ec.europa.eu/erasmus-plus/actions/study-and-volunteering-in-another-country\\_en](https://eacea.ec.europa.eu/erasmus-plus/actions/study-and-volunteering-in-another-country_en) 61 Part C – Support Measures necessary to subscribe to a project-specific insurance, if the participants are already covered by existing insurance policies of the project organisers. In either case, the following areas must be covered: ♣ wherever relevant, travel insurance (including damage or loss of luggage); ♣ third party liability (including, wherever appropriate, professional indemnity or insurance for responsibility); ♣ accident and serious illness (including permanent or temporary incapacity); ♣ death (including repatriation in case of projects carried out abroad).

#### **FOR WHOM?**

Every participant in a cross-border activity must be enrolled in the insurance scheme of the European Solidarity Corps. The insurance complements the coverage of the mandatory European Health Insurance Card and/or national social security systems.

#### **HOW DOES IT WORK?**

The applicant organisation (in cooperation with the host organisations in the case of volunteering activities), is responsible for the enrolment of the participant(s). This enrolment must be done before the departure of the participant(s) and cover the duration of the activity. In addition, the organisation is responsible to keep the insurance company updated of any relevant change with regards the registration of its participants, in particular in cases where the participant ends their activity before the previously registered end date. The insurance provides only complementary coverage to the European Health Insurance Card. Participants must be in possession of their European Health Insurance Card before the departure. In certain cases, when national rules deprive volunteers from coverage under the European Health Insurance Card for the duration of the activity, the insurance company will provide full coverage (see above). The insurance coverage has its own exclusions and ceilings and it is meant to cope with urgent and necessary care which cannot wait until the end of the activity period and the return home of the participant. Finally, participants and organisations should take into account that it is a private insurance scheme. As such, it is highly recommended to contact the insurer before incurring a medical expense, as they will be able to provide the participant with information on whether the claim will be reimbursed, and how.

#### **AGREEMENTS BETWEEN PROJECT PARTNERS**

All participating organisations involved in a European Solidarity Corps project are strongly recommended to sign an internal agreement between them. Such an agreement has the purpose of clearly defining responsibilities, tasks and financial contribution for all parties involved in the project. It is up to the participating organisations to jointly decide on how the EU grant will be distributed and



which costs it will cover. An internal agreement constitutes a key instrument for ensuring a solid and smooth cooperation among partners in a solidarity activity as well as to avoid or manage potential conflicts. Indicatively, it should contain at least the following information: ♣ project title and reference of the grant agreement between the applicant participating organisation and the granting Agency; ♣ names and contacts of all the participating organisations involved in the project; ♣ role and responsibilities of each participating organisation; division of the EU grant; ♣ modalities of payments and budget transfers among participating organisations. Although this practice is strongly recommended to safeguard the interests of each partner in a project, such an agreement remains an internal document among partners; it will not be requested by the granting National Agency.

### AGREEMENTS WITH PARTICIPANTS

Prior to their departure, each young person participating in an activity supported by the European Solidarity Corps (with the exception of an advance planning visit) must sign a volunteering agreement, a traineeship agreement or an employment contract. Where no national regulations are applicable, such an agreement shall define at least the following aspects of the solidarity activity: 62 Programme Guide ♣ tasks to be carried out during the activity; ♣ intended learning outcomes; ♣ wherever applicable (for traineeships and jobs): remuneration to be provided.

### WHAT ARE THE FUNDING RULES?

The budget of the mobility project must be drafted according to the following funding rules (in euro):

Eligible costs	Financing mechanism	Amount	Rule of allocation
<b>Travel</b> Contribution to the travel costs of participants from their place of origin to the venue of the activity and return. In addition, if applicable, travel costs for Advance Planning Visits.	Contribution on the basis of unit costs	For travel distances between 10 and 99KM: EUR 20 per participant For travel distances between 100 and 499 KM: EUR 180 per participant For travel distances between 500 and 1 999 KM: EUR 275 per participant For travel distances between 2 000 and 2 999 KM: EUR 360 per participant For travel distances between 3 000 and 3 999 KM: EUR 530 per participant For travel distances between 4 000 and 7 999 KM: EUR 820 per participant For travel distances of 8 000 KM or more: EUR 1 500 per participant	Based on the travel distance per participant, including accompanying persons. Travel distances must be calculated using the distance calculator supported by the European Commission. The applicant must indicate the distance of a one-way travel to calculate the amount of the EU grant that will support the round trip <sup>19</sup> .
<b>Organisational Support</b>	Project management costs (e.g. planning, finances, coordination and communication between partners, administrative costs)	Contribution on the basis of unit costs EUR 2 000 per volunteering team activity EUR 225 per participant in individual volunteering Maximum EUR 4 500 per project	Based on the number of participants in volunteering activities, excluding accompanying persons.
<b>Inclusion Support</b>	of volunteering activities involving young people with fewer opportunities (e.g. preparation, reinforced mentorship, monitoring and support of participants, validation of learning outcomes), excluding subsistence.	Contribution on the basis of unit costs A3 per day per participant	Based on the host country and the duration of the stay (if necessary, including also one travel day before the activity and one travel day following the activity) per participant with fewer opportunities, excluding accompanying persons.
<b>Pocket Money</b>	Contribution to additional personal expenses for participants.	Contribution on the basis of unit costs A4 per day per participant	Based on the host country and the duration of the stay (if necessary, including also one travel day before the activity and one travel day following the activity) per participant, excluding accompanying persons.
<b>Linguistic support</b>	Costs linked to the support offered to participants - prior to departure or during the activity - in order to improve the knowledge of the language they will use to carry out their volunteering tasks.	Contribution on the basis of unit costs EUR 150 per participant	Conditional: Only for activities lasting 60 days and more. Only for languages and/or levels not offered by the Online Linguistic Support.
<b>Exceptional costs</b>	Costs for providing a financial guarantee, if the National Agency asks for it. Financial support for expensive travel costs (e.g. from and to outermost regions). Visa and visa-related costs, residence permits, vaccinations, medical certifications.	Real costs Costs for financial guarantee: 75 % of eligible costs Expensive travel costs: maximum up to 80 % of eligible costs Other costs: 100 % of eligible costs	Conditional: The request for financial support to cover exceptional costs must be motivated in the application form. For Exceptional costs for expensive travel, applicants must justify that the standard funding rules (based on unit costs per travel distance band) do not cover



## INDIVIDUAL SUPPORT

The amounts depend on the country where the mobility activity takes place.

	Pocket Money (EUR per day)
Erasmus	44
	5

## SAFETY AND PROTECTION OF PARTICIPANTS

If applicable, it is strongly recommended that young people and youth workers taking part in youth mobility projects are in possession of a European Health Insurance Card. This is a free card that gives access to medically necessary, state-provided healthcare during a temporary stay in any of the 28 EU countries, Iceland, Liechtenstein and Norway, under the same conditions and at the same cost (free in some countries) as people insured in that country. More information on the card and on how to obtain it is available at <http://ec.europa.eu/social/main.jsp?catId=559>.



## ERASMUS+ VOLUNTEERING INSURANCE

Every volunteer must be enrolled in the Erasmus+ Volunteering Insurance foreseen by the Erasmus+ Programme, which complements the coverage by the European Health Insurance Card and/or national social security systems. Those volunteers who are not eligible for the European Health Insurance Card shall be entitled to receive a full coverage through the Insurance provided by the European Commission. The coordinating organisation, in cooperation with the sending and receiving organisations, is responsible for the enrolment of the volunteer(s). This enrolment must be done before the departure of the volunteer(s) and cover the duration of the activity. Information about the coverage and support available through the insurance for volunteers, as well as instructions for enrolment, is available on the website of the Executive Agency.

More information on ESC 2018 guide:

<https://ec.europa.eu/youth/sites/youth/files/library/documents/2018-european-solidarity-corps-guide.pdf>



#EUSSolidarityCorps

EUROPEAN  
SOLIDARITY  
CORPS

EUROPE  
SOLIDARITY  
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**Project number:** 2018-1-PT02-ESC13-005570

**Project title:** JUVENTUDE SOCIAL: dimensão solidária

**National Agency:** Agência Nacional Erasmus+ Juventude em Ação | Portugal

#### PROJECT DATES

Activity dates: from August 2019 until August 2020 (1 year) – including travel days

#### PARTNERS/PARTICIPANTS

##### **Sending organisations:**

FRSP (Poland) – Magda

ATA (Romania) – Mike

YOU (Greece) – Eleni

ATA (Romania) – Arienn

BJW (Germany) - Sophia

ACD la Hoya (Spain) - Miguel

##### **Coordinating organisation:**

Aventura Marão Clube (Portugal)

Accreditation Number: 2014-1-PT02-KA110-001071

##### **Hosting organisations:**

Aventura Marão Clube (Portugal)

União de Freguesias de Amarante (Portugal)

Santa Casa da Misericórdia de Amarante (Portugal)

Cooperativa Cercimarante (Portugal)

Associação A Terra dos Homens (Portugal)



## SUMMARY

The project "JUVENTUDE SOCIAL: dimensão solidária" is an ESC Project with 1 Coordinating Organisation (AMC from Portugal), other 5 hosting organizations and 6 volunteers (1 per country) coming from 6 Sending Organizations from EU Program Countries (Greece, Italy, Germany, Poland and Spain) during 12 months, from June 2019 until June 2020. The project's main themes are Youth (Participation, Youth Work, Youth Policy but also mobility, opportunities, healthy lifestyles), Inclusion - equity (disability, children and Intergenerational activities) and Creativity and culture (local events, cultural agenda, project management, free time activities) with the aim of supporting AMC and its local partner institutions. The venue and all Volunteering Activity will take place in Amarante where volunteers will be involved in different tasks that will be developed in the 5 different Host Organisations (Youth Centre managed by AMC and in 4 other local institutions: Cooperativa Cercimarante, Associação A Terra dos Homens, União Freguesias Amarante and Santa Casa da Misericórdia de Amarante).

### THE MAIN OBJECTIVES ARE:

- Increase AMC's capacity to answer to its own activity and strategic plan and community needs toward youngsters, being an active organization within a society that should be more solidary and responsible;
- Open new horizons for local youngsters through the example & direct contact with volunteers, in terms of mobility and participation in youth opportunities;
- Promote intercultural dialogue between youngsters from different countries and support the sharing of their knowledge, world vision, culture and way of life;
- Stimulate reflection on Sustainable Development issues, Fair Trade, local and organic farming, etc.;
- Support healthy lifestyles, main mission and practice of AMC.

### MAIN ACTIVITIES ARE:

- Support to technicians and teachers on education, training and free time activities for children, elderly and disable people as well as support local organic farmers, local fair trade and our local Youth Center (CJ Amarante). In this last option they will be involved in the elaboration and implementation of activity programs for young people, strongly involved in mobility and participation projects under Erasmus+ Program and European Solidarity Corps);
- Support to local cultural and social events (Festa Amarantina, youth festival, donkees' market, etc.).
- Support to local municipality projects (RUA - urban rehabilitation and PAJ - Youth Action Plan);
- Support to parent's associations at primary schools (with UFA);
- Support to city kennel (with local municipality);
- Support to AMC's projects (as facilitators during Youth Exchanges, Workcamps, etc.).

The working methods will be based on Non Formal Education (NFE), active participation and learning by doing. The European volunteers will learn by their own experiences in direct contact with other youngsters and target-groups from each Hosting Organisation. The volunteers will use several methods of NFE during their tasks: brainstorming, round tables, work in small groups and plenary presentation, production of multimedia material (photo and video), exhibitions, energisers, role-plays, simulations, activities from COMPASS (Manual for Human Rights Education with young people), sports and outdoor activities, guided visits, etc.. This will be a very important moment of learning, personal growth and an opportunity to open their horizons and enrich their knowledge. Volunteers will also have the opportunity to develop their autonomy, communication skills and social interaction.

This project intends to create a great impact both to volunteers and host organizations, and by that, to the entire community. The regular presence of foreign volunteers in those institutions, valorize the role of young people in society, reinforce the values of solidarity, also at intergenerational dimension, and



place youth organizations such as AMC as local coordinators and "ambassadors" of Europe and its opportunities.

### **POCKET MONEY**

The "Pocket money" to the volunteer for additional personal expenses according to the ESC Guide 2018 is a contribution of 5€/day per volunteer.

### **FOOD AND ACCOMMODATION**

Aventura Marão Clube together with Equação, Crl (local partner at Amarante) have a long experience with EVS and Volunteering Projects (we've hosted more than 150 volunteers in the last years) and our policy for food and accommodation is the following:



- Accommodation will be in an apartment or house (both in Amarante's city center and nearby our youth centre) where usually we host our volunteers. These places are well equipped with rooms, bathrooms and kitchen (laundry is for free in the youth centre). In some cases volunteers might have to share rooms – Double rooms. Volunteers are allowed to have guests for free (accommodation) in a good sense basis and after agreement from Hosting Organization.

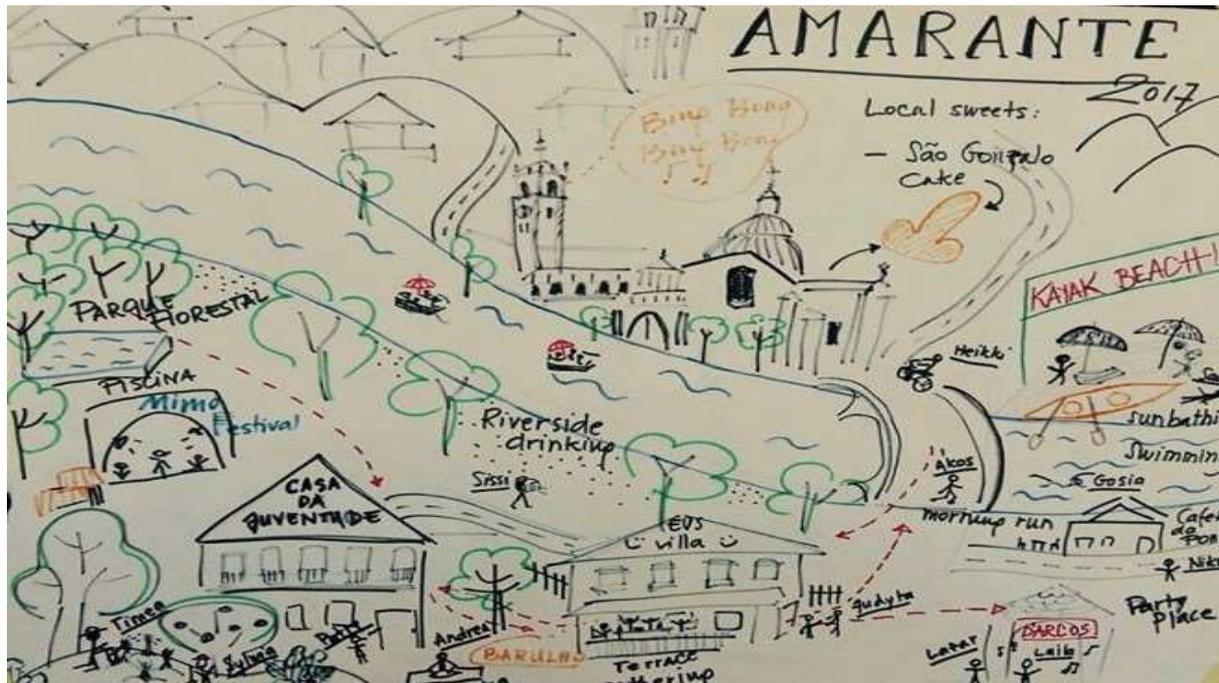


- Food (breakfast, lunch and dinner) will be given from Monday to Saturday (6 days per week) by our organization at the youth centre (Casa da Juventude de Amarante) where usually we serve meals to our volunteers (we run a vegetarian restaurant there). Food is vegetarian (including also eggs, milk, seitan, tofu, mushrooms, etc.). In one day of the week will be with provided one non vegetarian dinner. Besides that we will give 35€/month to each volunteer to organize own meals at Sunday (we pay according to invoices given by volunteers). If around, volunteer's guests should

pay their own meals from Monday to Saturday



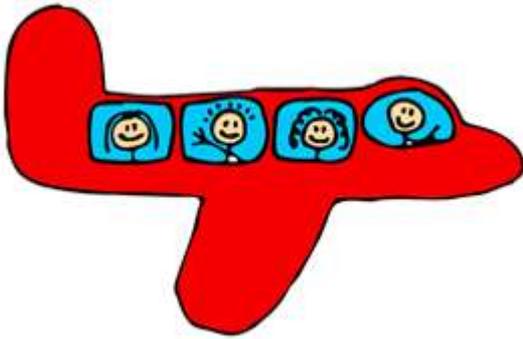
## ABOUT AMARANTE



All visitors to Amarante will most certainly be impressed by two imposing natural features: the great Serra do Marão rising above the city in a series of majestic landscapes and the river Tâmega, the longest tributary of the river Douro, whose journey begins in Galicia and which flows through the heart of Amarante, giving added colour to the picturesque houses standing on its banks. Some historians have attributed the foundation of this transitional city linking the provinces of Minho and Trás-os-Montes to a Roman centurion by the name of Amarantus. In the thirteenth century, St Gonçalo, a Benedictine monk and popular saint, arrived in this area, where he eventually settled after completing a pilgrimage to Italy and Jerusalem, later becoming the city's patron saint. He is accredited with the building of a sturdy bridge over the Tâmega on the same site as the current one. The bridge at Amarante perpetuates the memory of the local population's heroic resistance against Napoleon's troops, who invaded Portugal in the early nineteenth century. In view of its position as a major gateway to the region of Trás-os-Montes, the city was besieged by Marshal Soult, although he met with stiff opposition from the local inhabitants, who bravely withstood his fierce attacks for a fortnight, until finally surrendering when the French bombarded them with barrels of gunpowder. Amarante's sweets and cakes are extremely famous and easy to find in many of the region's cake-shops and cafés. Remember some of the names and make sure to taste them for yourself: papos de anjo, brisas do Tâmega, toucinho do céu, bolos de São Gonçalo, galhofas. At the first Saturday of June takes place the Festas do Junho in honour of the Saint Gonçalo, much sought after by old spinsters in search of a husband.



## HOW TO PLAN YOUR TRAVEL



Amarante is located nearby Porto's airport (choose this airport as destination and only Lisbon as last option). Aventura Marão Clube will organize the pick-up services between Porto's airport and Amarante (10€/person each way) – value included if under the maximum travel costs above indicated.

Please pay attention to the rules of Erasmus+ regarding travel costs. We have just a lump sum and if the travel cost is higher the participant or sending organization should support the difference between the lump sum and the real cost.

## HOW TO PREPARE YOURSELF

### Identification:

- ID card
- European youth card
- EU driving license (if you have)
- Recent Personal Pictures
- Copy of all the Documents
- Reference number of European Solidarity Corps



### Pre Departure Training:

- Organized by the sending organizations

### Activity arrangement:

- Read and understand ALL its parts
- Sign the agreement
- Bring the originals copies with you

### Health:

- Make sure to have all the needed medicines
- Inform sending and hosting organization if you have some special needs
- Inform the airport if you're having a big amount of medicine (If is the case)
- Translated prescriptions (If is the case)
- Medical health insurance (optional)
- Personal data of CIGNA insurance
- EU health card



### Document needed for your service:

The orphanage "Terra dos Homens" requires a declaration that you do not have any criminal history. This document is called **Criminal Record**. The orphanage hosts minor children, who require special attention and protection, for this reason is needed the Criminal Record.

### Other:

- Contact list of the (hosting organization, sending organization, the mentor, emergency numbers: [www.angloinfo.com/how-to/portugal/healthcare/emergencies](http://www.angloinfo.com/how-to/portugal/healthcare/emergencies))
- Read about the culture of the hosting country
- Extra money in the phone card to be able to use if needed
- Laptop
- Take with you 5 pictures that represent you (a picture of your favorite city, people, music band, etc.)
- Personal bath towel, hand towel and washcloth
- Clothes fitting the weather conditions and enough for the ESC period
- Swimsuit, flip-flops, towel and sunscreen cream (you can swim in Amarante river, we are close to the ocean and we have two public swimming pools in Amarante)
- Presentation of the home country and yourself
- Assure to finalize all the unfinished arrangements in the home country (paying bills, making authorizations... etc.)
- Assure that all the travel documents are prepared "boarding passes, id card, etc.". **Please do not lose those documents so we can make all reimbursements**
- In the following days check your e-mail often (also Spam mail box). We will send you the invitation for the Online linguistic Support! 😊
- Good energy and a lot of motivation!

### Contacts:

#### AMC Address:

Casa da Juventude de Amarante  
Avenida General Silveira, 193  
4600-017, Amarante  
Portugal

#### Social channels:

[www.cj-amarante.org](http://www.cj-amarante.org)  
[www.facebook.com/cjamarante](https://www.facebook.com/cjamarante)  
[www.instagram.com/casajuventude\\_amarante](https://www.instagram.com/casajuventude_amarante)  
[www.youtube.com/cjamarante](https://www.youtube.com/cjamarante)  
[www.vimeo.com/cjamarante](https://www.vimeo.com/cjamarante)

Miguel Pinto: (+351) 913 051 999 | [jmrppinto@gmail.com](mailto:jmrppinto@gmail.com)

Marcella Serra (+351) 924 058 956 | [cj.amarante@gmail.com](mailto:cj.amarante@gmail.com)

Casa da Juventude de Amarante (hostel): (+351) 255 420 234 | [cj.amarante@gmail.com](mailto:cj.amarante@gmail.com)

SEE YOU SOON!

