



ADDENDUM
to the Programme Guide 2007
24 January 2007 – D830

*This **addendum** to the Youth in Action Programme Guide is valid as from 1 January 2007.*

Chapter B: Implementation of the Youth in Action Programme

Programme Countries and Partner Countries

Specification on the eligible "other Partner Countries of the world" under Action 2 and 3.2

The following "other Partner Countries of the world" are eligible under Action 2 and sub-Action 3.2 of the Programme:

Afghanistan	Ghana	Peru
Angola	Grenada	Philippines
Antigua and Barbuda	Guatemala	Rwanda
Argentina	Guinea, Republic of	Saint Kitts and Nevis
Bahamas	Guinea-Bissau	Sainte-Lucia
Bangladesh	Guyana	Saint-Vincent and the Grenadines
Barbados	Haiti	Samoa
Belize	Honduras	Sao Tome and Principe
Benin	India	Senegal
Bolivia	Indonesia	Seychelles
Botswana	Ivory Coast	Sierra Leone
Brasil	Jamaica	Solomon Islands
Brunei	Kazakhstan	South Africa
Burkina Faso	Kenya	Sudan
Burundi	Kiribati	Suriname
Cambodia	Kyrgyzstan	Swaziland
Cameroon	Laos	Tanzania
Cape Verde	Lesotho	Thailand
Central African Republic	Liberia	Togo
Chad	Madagascar	Tonga
Chile	Malawi	Trinidad and Tobago
China	Malaysia	Tuvalu
Colombia	Mali	Uganda
Comoros	Marshall Islands	Uruguay
Congo (Democratic Republic of the)	Mauritania	Uzbekistan
Congo (Republic of the)	Mauritius	Vanuatu
Cook Islands	Mexico	Venezuela
Costa Rica	Micronesia	Vietnam
Djibouti	Mozambique	Yemen
Dominica	Namibia	Zambia
Dominican Republic	Nauru	Zimbabwe
East Timor	Nepal	
Ecuador	Nicaragua	

El Salvador	Niger	
Equatorial Guinea	Nigeria	
Eritrea	Niue	
Ethiopia	Palau	
Fiji	Panama	
Gabon	Papua New Guinea	
Gambia, The	Paraguay	

General selection procedures – application deadlines

Specification on the project start date under 1 February 2007 deadline

For projects submitted to the Executive Agency for the application deadline 1 February 2007, the earliest possible project start date is exceptionally not 1 July, but 1 June 2007. This transitory measure applies only for this first deadline of the new Youth in Action Programme. It has been taken in order to facilitate earliest possible project implementation under this selection round and is due to the fact that there has not been an application deadline at centralised level on 1 November 2006.

General financial rules

Specification on the proof of financial capacity for grant requests over 25.000 EUR

In accordance with the provisions of the Financial Regulation applicable to the general budget of the European Communities, all applicant organisations - with the exception of public bodies – requesting Community funding exceeding 25.000 EUR must submit the following financial documents:

- the profit and loss accounts of the applicant organisation and
- the balance sheet for the last financial year for which the accounts have been closed.

The objective is to permit an assessment of the financial capacity of the applicant organisations.

For projects submitted to the Executive Agency in Brussels, the profit and loss accounts as well as the balance sheet have to be introduced together with the application form. For projects submitted to National Agencies, these supporting documents are introduced on request of the respective National Agency only once a positive award decision has been taken.

Please note there is no specific form to submit the information outlined above.

If, on the basis of the documents submitted, it will be concluded that the required financial capacity has not been proved or is not satisfactory, the Executive Agency or the National Agency may:

- ask for further information;
- require a bank guarantee;
- offer a grant agreement without pre-financing;
- reject the application.

Chapter D: Action 2 – European Voluntary Service

Accreditation of EVS organisations

Specification on phasing-in the accreditation requirement for coordinating and sending organisations

The need for coordinating and sending organisations based in Programme Countries and countries of South East Europe to be accredited, is an eligibility criterion for grant applications submitted as from the 1 September 2007 application deadline on. This phasing-in of the new accreditation requirement for coordinating and sending organisations does not concern host organisations. Host organisations based in Programme Countries and countries of South East Europe have to be accredited as usual before submitting a grant application.

Planning, preparation, training, support and follow-up

Specification on volunteer training sessions

As a rule, volunteers shall take part in the National Agencies/SALTO SEE Resource Centre organised trainings as a rule in Programme Countries and countries of South East Europe (SEE). Consequently, NAs do not grant any support to those trainings that take place in countries covered by the training offer of National Agencies or the SALTO SEE Resource Centre. Training sessions in all Partner Countries (except countries of SEE) are financed by the project grant. All volunteer trainings have to respect the volunteer training standards and minimum guidelines of the Commission. The final evaluation should take place in the country where the sending organisation is based. Exceptions from this rule may be authorised by the National Agency/SALTO SEE Resource Centre if required by a specific situation in a given country and/or duly justified by the applicant.

How to apply ?

Specification in paragraph "Applications to be sent to the National Agencies"

A National Agency supports only those projects, respecting the EVS criteria, which have a clear link to the country where the NA is based: The coordinating organisation (applicant) is based in the NA's country and in addition:

- either all sending organisations in the project are based in the NA's country, or
- all host organisations in the project are based in the NA's country.

How is the activity financed?

Specification in paragraph "How is the activity financed?"

For all EVS projects introduced to a National Agency and lasting 6-24 months the payment of the grant shall be made in three instalments: 40/30/30%. After the prefinancing payment of 40%, an intermediate payment of 30% shall be done upon receipt of a progress report. The balance payment is done upon receipt of a final report. An exception to the above 40/30/30 rule can be made for projects lasting between 6-24 months, if all volunteers are identified at application level and the table with volunteer details submitted together with the application (see application form). In this case a 70% prefinancing payment followed by a balance payment is authorised. A progress report is still required. If the project is shorter than 6 months, a 70% prefinancing payment and a balance payment is the rule and no progress report is required.

What are the contractual obligations?

Specification in paragraph "Activity Agreement"

The application form contains the minimum requirements for an Activity Agreement and a table for filling in the volunteer details. The Activity Agreement is signed among all partner organisations and volunteers involved in an activity. A copy of the signed Activity Agreement is handed out to all partner organisations and volunteers involved in the activity. The table with volunteer details is part of the Activity Agreement. Only this filled in table needs to be sent to the granting Agency and all other

Agencies concerned by the activity, possibly at latest 2 months before the activity starts. This allows Agencies to better plan the volunteer training sessions. The agreement is binding on all partner organisations and volunteers involved in the activity. In case of substantial modifications, a new agreement has to be signed and an updated table with all volunteer details has to be sent to the Agencies for information.

Overview of funding rules

Specification in table "Overview of funding rules"

For all individual or group EVS projects sent to the Executive Agency in Brussels, the amounts of Community grant that must be applied are those specified in the table "Overview of funding rules".

Chapter E: Action 3.1 – Cooperation with the neighbouring countries of the European Union

How to apply?

Specification in paragraph "How to apply?"

All grant applications in Action 3 are managed according to the principle: "one application – one project", meaning that one coordinating organisation applies on behalf of the partnership for every project (also for bilateral and trilateral youth exchanges). .

How are the activities financed?

Specification in paragraph "How are the activities financed?"

As there aren't National Agencies in Partner Countries, the split-funding mechanism – with separate applications on the sending and host side - for bilateral and trilateral youth exchanges foreseen under Action 1.1 is not applicable under Action 3.1. Instead, one coordinating organisation applies on behalf of the partnership for every project.

Chapter F: Action 4.3 – Training and Networking of those active in youth work and youth organisations

What are the eligibility criteria?

Specification in paragraph "Place"

The exception foreseen for networking projects is extended to European Non-Governmental Organisations (ENGOS) submitting their project applications to the Executive Agency in Brussels.

Projects submitted by ENGOS may take place in any of the countries of the partners involved in the project.