



Co-funded by the
Erasmus+ Programme
of the European Union

- It's the programme of the European Union for education, training, youth and sport.

- 2014  2020

- Improve the key competences of young people and professionals who work with them.
- Promote participation in democratic life and labour market, active citizenship, intercultural dialogue, etc.

SPORT



Small Collaborative Partnerships offer the opportunity to conceive, implement and transfer innovative practices in different areas relating to sport and physical activity.

Projects aimed to:

- **Encourage social inclusion and equal opportunities in sport;**
- Promote European traditional sports and games;
- Support the mobility of volunteers, coaches, managers and staff of non-profit sport organisations;
- Protect athletes from health and safety hazards.



Application (12/05/2016): 72 pt. [threshold: 62]



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Start of the project: 01 January 2017

End of the project: 31 December 2017



Sport for Life

- It's a **small collaborative partnership** that addresses the topic of “enhance social inclusion, equal opportunities and participation in sports”.
- 6 different organizations:
 - 4 NGOs;
 - 2 Municipalities;
 - 1 Sport Club.

Organizations

- **Asociación Iniciativa Internacional Joven** 
- **Comune di San Venanzo** 
- **Istanbul Kolektif Sanatlar Kultur Dernegi** 
- **Mezinarodni vzdelavaci centrum GEMS** 
- **Sveio Kommune** 
- **Sports Club Beniaminek 03** 

Iniciativa Internacional Joven

- **2003:** a group of young people who, after participating in youth exchanges and other international programmes, decided to create an association.
- Sociocultural Centre “El Cónsul”: intercultural and intergenerational space.





- **Mission**: Contributing to the **comprehensive development** and improvement of the **quality of life** of citizens, especially **young people**.
- **Vision**: Being a reference organization for **youths, institutions** and professional **youth workers**, both locally and internationally, for providing opportunities and real alternatives that contribute to their **comprehensive development** and thus building a fairer, more peaceful and solidary **society**.





- **Objectives:**

- Promoting the creation of plans, programmes and **projects** that have a positive impact on **young people**
- Increasing the existing **knowledge** about youth;
- Improving the **training** of officials, technicians, young people and other people connected;
- Enhance **inclusion** and **development** of citizens at different levels: training, employment, entrepreneurship, art, social and cultural activities, languages and intercultural learning;
- Contributing to the **development cooperation**.

- **Values:** We work for a human being...

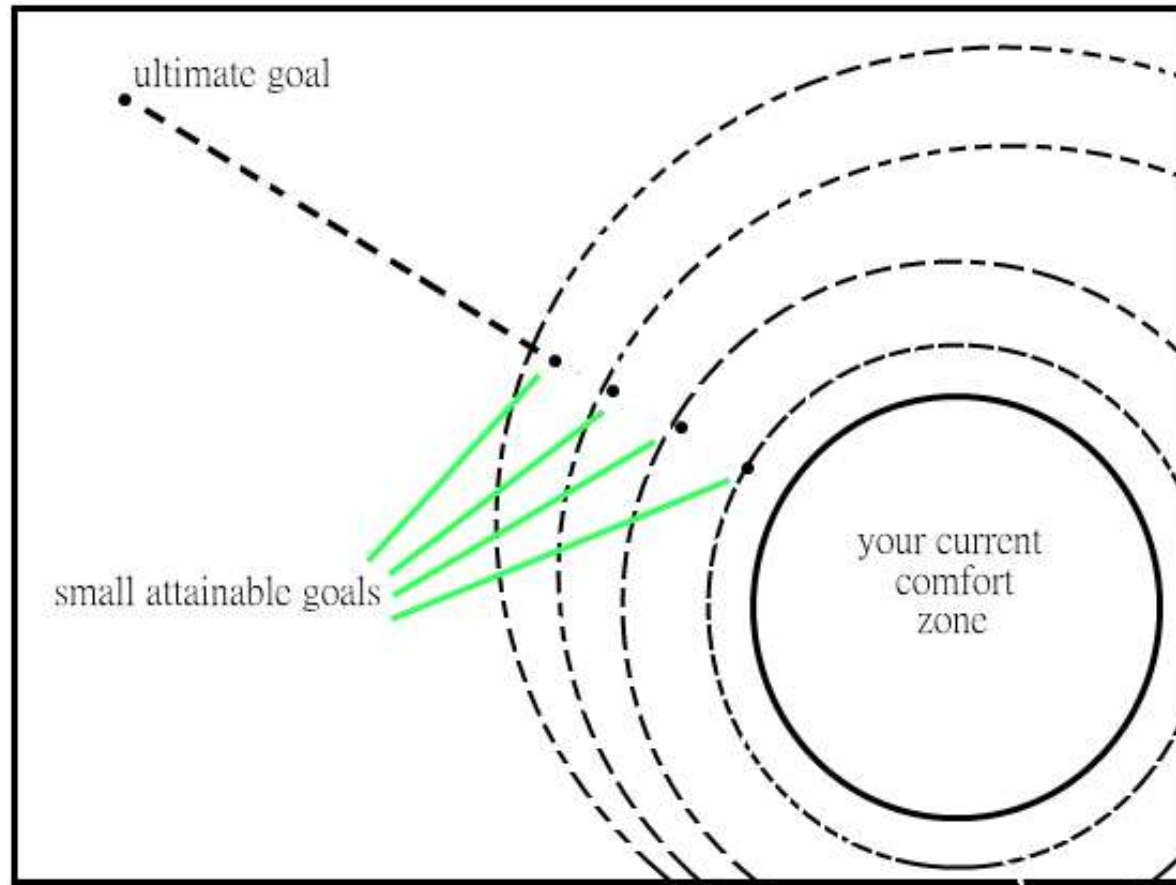
- Responsible, Proactive, Solidary, Independent, Critical, Entrepreneur, Cooperative, Involved, Respectful, Peacebuilder, with an intercultural worldview, for equality and against violence.



- **Main Activities:**

- **Language support:** basic English workshop, English conversation classes, Italian language and culture, Spanish language and culture;
- Guidance for training and **employment**;
- **Youth** information and participation, promotion of **volunteerism**;
- Values education and interculturality;
- **Urban Art** activities: urban art as a tool for social transformation;
- **Workshops:** computer classes, international cooking classes, recycling, dance, pilates, yoga, tailoring and dressmaking courses, environmental education, etc.
- **Get Started:** support the initiatives of young people;
- International **Development Cooperation** projects (Guatemala);
- **Info-Europa:** service whose purpose is to inform, advise and manage the programs that the European Union has created in the fields of education, training and youth.

- **European programmes:** a tool for personal and professional development and for going out of your comfort zone.



- **Methodology:** based on non formal education and learning by doing. Knowledge comes from the own knowledge of participants.



- **Some previous projects:**

**YOUTH
EXCHANGES**

**EUROPEAN
VOLUNTARY
SERVICE**



2014: Urban Art & Social Transformation (TC)

**MOBILITY OF
YOUTH
WORKERS**



2015: Methodologies on Youth Social Entrepreneurship (TC and Job Shadowing)



2016: Entrepreneurship: Tool for Social Development (TC and Youth Exchange)

- Some previous projects:

CAPACITY
BUILDING
IN THE FIELD
OF YOUTH



It's a 12 months **capacity building project**, whose aim is to professionalize urban artists/youth workers, with an innovative and creative educational approach (the use of **urban art**), for creating their own **social entrepreneurship** projects and/or activities in order to promote the **social and professional inclusion** of young people with fewer opportunities and the **transformation** of their communities.

Comune di San Venanzo



- Municipality located in Central Italy: economy based on small and medium-sized agricultural and enterprises and tourism.
- To promote social inclusion, the City Council encourages and collaborates in the implementation of different sports and socio-cultural activities.
- Main sports practiced in the city: football, volleyball, tennis and swimming, with a special focus on people with some kind of disability.

comune di
SAN VENANZO



IKOS



- Established in 2010 in Istanbul (Turkey) whose members and professionals work in organizing different projects related to culture, artistic expression and sports activities.
- Promotion of democratic values and principles, active participation in society, volunteering, democracy and tolerance.
- Importance of experiential learning.
- Collaboration with Turkish Basketball Federation.

International Education centre GEMS



- Located in Prague (Czech Republic), its target group are teenagers and young people.
- Among its aims: favouring the comprehensive development of the population, promoting European awareness through social, intercultural and sport activities, carrying out activities that contribute to a healthy lifestyle and positive attitudes, fighting against social inequalities.

Sveio Kommune



- Municipality in the west of Norway, located in a rural area.
- Promotion of social inclusion, intercultural dialogue, training and sport activities, as well as social entrepreneurship projects.
- Main sports practiced: outdoor activities, hiking, rafting, canoe and kayaking.

Beniaminek 03



- Sport club with more than 10 years of experience, located in Starogard Gdanski (Poland).
- Main sports practiced: football, horse-riding, boxing, kick-boxing, table tennis and tennis.
- Main users: children and adolescents between 6 and 18 years old (more than 600 active members).
- Promotion of healthy lifestyles and peaceful behaviors.

Partnership

- Organisations with experience in the preparation, management and evaluation of sport and/or outdoor activities.
- Social and pedagogical projects.
- Objectives: personal and professional development of young people and professionals who work with them.

Main Aims of SxL project

- To improve **key competences** of workers, educators, instructors and other professionals in the field of sport;
- To promote a better quality of youth work and its ability in response to **diversity**;
- To **exchange** experiences, good practices and methodologies among organisations and professionals of six countries;
- To design activities where sport is a **tool** for inclusion, participation, equality, peaceful coexistence and social transformation;
- To create new tools to work **cross-curricular subjects** through sport.

Phases of the project:

MANAGEMENT of the project

LOCAL
ACTIVITIES
I

MOBILITY
TO SPAIN:
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LOCAL
ACTIVITIES
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OUTPUTS and OUTCOMES of the project

Phases of the project:

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OUTPUTS and OUTCOMES of the project

Local Activities I

1. Diagnosis and definition of the situation of sport in each country;
2. Mapping of **stakeholders**;
3. **Meetings** with stakeholders;
4. Identification of existing **good practices** at local level;
5. Diagnosis and definition of priority **profiles** and specific learning and training **needs**;
6. Development of training **materials** and sessions of the Seminar to Spain.
7. Selection and preparation of **participants**.

1. Diagnosis and definition of the situation of sport in each country

- It's a paper with an analysis about the situation of sport in each country. You should include:
 - Main sports of each country;
 - Main sport events and competitions;
 - Situation of sport facilities;
 - Relevance of sport and physical activity in education;
 - Relevance of sport at political level and bureaucratic organisation.
 - Values transmitted or taught through sport;
 - How your organisation work using sport as a tool for value education.
- Length of the paper: between 10 and 20 pages.
- Please include also bibliography and footnotes.
- ❖ Tool 1.1: Word file where to write down the analysis with points to be included on it.

2. Mapping of stakeholders

- Identification of **people** or **organizations** involved or interested in our project: organizations in the field of sport or social organizations that use sport as a tool for inclusion and participation.
- ❖ Tool 1.2/a: Mapping of stakeholders → general explanation;
- ❖ Tool 1.2/b: File where you attach the visual stakeholder map of the project, concerning your own organization.

3. Meeting with stakeholders

- **Meetings** and **contacts** with decision-makers, sportsmen and sportswomen, sport federations' members, referees, sport instructors, public and private entities in the fields of sport, training, education, youth and citizens' participation, etc.
- Creation and animation of this **local network**.
- ❖ Tool 1.3: A word file for record each meeting.

4. Identification of good practices

- Identification of existing **good practices** at local level where sport or physical activities are used as a tool for inclusion, participation, equality, peaceful coexistence and/or social transformation. It can be a tool, a learning game, a project, an activity or a resource created/used by your organisation and/or by a local partner organisation that you directly know.
- You have to select at least **two** good practices.
- ❖ Tool 1.4: A word file for each good practice.

5. Diagnosis and definition of priority profiles and learning needs

- Diagnosis and definition of priority **profiles** and specific learning and training **needs** of sport professionals.
- ❖ Tool 1.5/a: A file with general information about this activity;
- ❖ Tool 1.5/b: A word file for collecting the information about priority profiles;
- ❖ Tool 1.5/c: A word file for collecting the information about learning needs of sport professionals;
- ❖ Tool 1.5/d: A word file for making a summary and conclusion of the data collected using the tools 1.5/b and 1.5/c.

6. Preparation of the Seminar to Spain

- 1) Development of the training **materials** and sessions of the Seminar.
 - ❖ *AllJ is in charge. For any suggestions or remark please let us know by e-mail.*
- 2) Selection and preparation of **participants**.
 - ❖ Tool 1.6/a: General information about selection criteria and preparation of participants.
 - ❖ Tool 1.6/b: Application form to be filled in by the two participants at the Seminar.

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Jan 17

May 17

Nov 17

Dec 17



Mobility to Spain: SEMINAR

- Training of 7 days about cross-curricular subjects in the sport field.
- Main aim: exchange good practices and creating new tools and learning games.
- 2 participants for each organization.
- Main aims:
 - To improve **key competences** of participants for their personal and professional development;
 - To offer and exchange tools between partner organisations for working **cross-curricular subjects** through sport;
 - To create new learning games where sport is a **tool** for active participation, gender equality, peace culture and responsible use.

Participants:

- **Two people** for each organisation: try to have a gender balance;
- People able to understand and speak in **English**;
- People more than **18 years old** and with **legal residence** in the country of the sending organisation;
- **Profile**: sport instructor, sport teacher, supervisor, referee, coach, sport trainer, etc.;
- Please try to select people of **two different sport**.

Mobility to Spain: SEMINAR

	Day 1	Day 2	Day 3	Day 4- J	Day 5	Day 6	Day 7	Day 8
Morning	Arrival of participants	Breakfast and energizers						
		Presentation of the program, objectives and content of the seminar. Presentation of the participating organisations and target groups.	The importance of cross-curricular subjects in sports. Sport as a tool for inclusion, cultural diversity and conflict transformation.	Route of the sport: visit to facilities and clubs that work inclusion. Panel of experiences. Midterm evaluation.	Youth work (diagnosis, analysis and guidance). Teaching unit and pedagogical sheets. Responsible consumption: Trial to Ekin.	Visibility activity in Málaga (presentation of the project, activities and organisations).	European programmes: Erasmus+. How to write a project. Networking and proposals of future projects.	Departure of participants
		Lunch						
Afternoon	Welcoming. Presentation of participants and team. Expectations and contributions. Rules of the group. Multilingual panel and the most beautiful word.	Presentation of the results of local analysis.	Presentation and exchange of good practices and tools.	Cultural visit to Málaga.	Creation of new pedagogical tools.	Visibility activities: workshops for implementing the new tools	Phase of local activities II. Analysis of the acquired competences. Final evaluation.	
		Reflexion groups and dinner						
Night		Intercultural party		Open Space			Farewell party	

After the SEMINAR

- Meetings and **evaluation** with the participants:
 - *Evaluation of the Seminar;*
 - *Evaluation of the learning process;*
 - *How to put into practice the new competences acquired/improved;*
 - *Workshops of the Local Activities II: preparation and how to carry it out;*

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Local Activities II

Four **workshops** in each country to put into practice the new competences and raise awareness of local population about sport as a school of life.

1. Social pedagogy applied to sport;
2. Inclusion and social transformation through sport;
3. Healthy lifestyle and risk prevention;
4. Cooperation and peace culture in sport.

Final event: outdoor activities for local population with learning and cooperative games, as well as traditional games of each country/region.

Local Activities II

- Minimum 15 people for each organisation, taking into account: gender balance, motivation, will and commitment.
- During the Seminar, these activities (workshops and final event) will be prepared.

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Outputs and outcomes

1. **eBook:** to collect the pedagogical material exchanged and created during the project, experiences of the participants and results.

Partners have to translate the eBook in their own language.

2. **Video** of the project.

Phases of the project:

MANAGEMENT of the project



OUTPUTS and OUTCOMES of the project



Visibility events

Visibility conferences in **each country** to make the project public and presenting the eBook and video.

- One day, during the week from the 6th to the 12th of November 2017.
- Minimum 35 people among decision-makers, sport instructors, youth workers, social educators, interested young people, etc.

Phases of the project:

MANAGEMENT of the project



OUTPUTS and OUTCOMES of the project



Multiplier event in Spain

- Multiplier event in Málaga (Spain), divided in two parts:
- Presentation of the project, activities, outputs and outcomes.
 - Visibility activities with local population (free workshops and cooperative games).

	Day 16/11 (Th.)	Day 17/11 (Fr.)	Day 18/11 (Sat.)
Morning	Arrival of participants	Breakfast	Departure of participants
		Presentation of the program, activities and intellectual outputs (eBook and video). Panel of experiences and principal results.	
		Lunch	
Afternoon	Welcoming. Presentation of participants and team.	Visibility activities: workshops and cooperative games. Evaluation.	
		Dinner	

Multiplier event in Spain

- 2 people for each partner organisation (the general coordinator and one participant);
- Morning: minimum 75 people among decision-makers in the fields of sport, youth, training and citizens participation, sport instructors, youth workers, young people, etc.
- Afternoon: minimum 150 people among children, teenagers, young people and adults.

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Final stage

- Online final evaluation of the project;
- Future project proposals;
- Final report writing: narrative and financial part.

Results

- **Booklet** (all languages): pedagogical and training materials/tools used and created during the project;
- **Video** of the project;
- New **competences** improved/acquired by participants and partner organisations;
- New **tools** for working cross-curricular subjects in the field of sport;
- 1 international network and 6 local **networks**.

Eligible costs

Grant of the EU: maximum 44.255,20€.

Eligible costs of the project: 55.319,00€.

Max. 80,00% of the total eligible costs.

Each partner will receive a file with the information of its own budget.

Budget transfers between budget categories are limited to 10% of the amount of each budget category for which the transfer is intended.

Eligible costs

- **Eligible costs** = costs actually incurred by the beneficiary which meet the following criteria:
 - Incurred in the period 01/01/2011 – 31/12/2017;
 - Indicated in the estimated budget (Annex III);
 - Identifiable and verifiable: recorded in the accounting records according to the standards of the country;
 - Complying the requirements of applicable tax and social legislation.

Eligible costs

- **Eligible DIRECT costs** = costs directly linked to the implementation of the action.
 1. Personnel;
 2. Travel and subsistence;
 3. Equipment costs;
 4. Consumables and supplies;
 5. Subcontracting costs;
 6. Duties, taxes and charges;
 7. Other costs.

1. Personnel costs

- Costs of personnel working under an employment contract, or an equivalent appointing act and assigned to the project, provided that these costs are in line with the organisation's usual policy on remuneration;
- These costs include actual salaries plus social security contributions and other statutory costs included in the remuneration.
- Documents to be used: work contracts, time sheets, declarations of staff salaries, tax declarations, registration as staff, payrolls, etc.
- For more detailed information, please read pages 14 to 19 of the following document: https://eacea.ec.europa.eu/sites/eacea-site/files/guidance_on_contractual_project_management_e_2017.pdf

4. Consumables and supplies

- Costs of consumables and supplies, provided that they are **directly** assigned to the action. E.g. photocopies, office supply specifically for the project.
- All invoices related to this expenditure must be available.

7. Other costs

- Costs of consumables and supplies, provided that they are **directly** assigned to the action. E.g. photocopies, office supply specifically for the project.
- Related to the implementation of the project and are not covered by other categories.
- All invoices related to this expenditure must be available.

Ineligible costs

- **Ineligible costs** = costs that do not fulfil the set out conditions and this main following costs:
 - Exchange losses;
 - Costs declared by a beneficiary in the framework of another action receiving a grant from the Union budget;
 - Contributions in kind from third parties;
 - Deductible VAT.

Co-financing

- The income part of the project must indicate the contribution from sources other than the EU grant. This co-financing may take the form of the applicant's own resources, financial contributions from third parties or income generated by the project.

Budget

Conversion into euro of costs incurred in other currencies: monthly accounting rate established by the Commission applicable on the month when the pre-financing is executed (December 2016). For the conversion, you have to check:

- Norway: 1 EUR=9,0765 NOK // 1 NOK=0,11017 EUR
- Turkey: 1 EUR=3,6267 TRY // 1 TRY=0,27573 EUR
- Check Republic: 1 EUR=27,045CZK // 1 CZK=0,03698
- Poland: 1 EUR=4,4299 PLN // 1 PLN=0,22574 EUR

http://ec.europa.eu/budget/contracts_grants/info_contracts/inforeuro/index_en.cfm

Final report

- The coordinator shall submit a request for payment of the balance within **60 days** following the end of the project, providing the documents:
 - Final report: narrative part;
 - List of all invoices;
 - Samples of invoices.

Narrative part

- You must provide the information needed for describing the project implementation in detail. In particular:
 - Description of activities and events of the project (description and results achieved), data about the people involved in the project (members who participated in the project, number of women, men and people with disability, information about the age groups);
 - Description of communication tools (publications, website, TV/radio, newspapers, social media, etc.);

Financial part

- You must keep all supporting documents and record for a period of 3 years after the financial balance of the grant is paid.
- You must provide to the coordinator a scanned copy of the invoices that you submit for the project, as well as other documents such as payslips, proof of payments, etc.

Checks and audits

- They must be started during the implementation of the project or at its end.
- You must keep all original documents, especially accounting and tax records, for a period of 3 years starting from the date of payment of the balance.
- On-the-spot visits can be carried out and you must allow access to the sites where the project is carried out, as well as all the necessary information requested. If you refuse, the Commission can consider ineligible or undue the final contribution related to that information.

Publicity

- Obligation to acknowledge the support received by the Erasmus+ programme.
- Visibly indicate: **“co-funded by the Erasmus+ programme of the European Union”**, as well as the graphic logos.

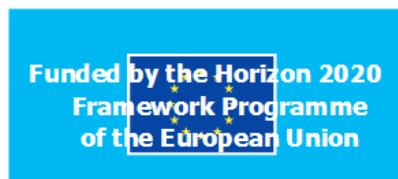


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Publicity

- Be careful with incorrect uses:

1. Text interferes with the EU emblem



2. The size of the text is disproportionately bigger than the EU emblem



Supported by
the MEDIA Programme
of the European Union

3. Text is not in black, white or reflex blue



Funded by the
European Social Fund
of the European Union

4. Typeface is not Arial, Calibri, Garamond, Trebuchet, Tahoma or Verdana



With the support of
the MEDIA Programme
of the European Union

5. Effect are used on the font



Funded by the Creative
Europe Programme of the
European Union

6. Name of the European Union is not spelled out



Funded by
the Cohesion Fund



Publicity

- Minimum height of the logo: 1 cm;
- The name of the European Union shall always be used in conjunction with the name of Erasmus+ and it shall be spelled out in full;
- The text cannot interfere with the emblem;
- The font size should be proportionate to the size of the emblem.

For more information:

https://ec.europa.eu/info/sites/info/files/use-emblem_en.pdf and http://eacea.ec.europa.eu/about-eacea/visual-identity_en.

Publicity

- Events for the public: **signs** and **posters** related to this action must be displayed. This must include the logos.
- It's recommended to have the **European Union flag** visible and other **promotional material** of the Programme.

Dissemination

- **Website** of the project (sportforlife.aiij.org): at least description of the project, contact details of the co-ordinator, list of beneficiaries, mention to EU's financial support and access to all results. [*Under construction*]
- **Facebook** fan page;
- Use the same Instagram hashtags;
- Twitter;
- Use the Erasmus+ Projects Results Platform.

Obligations and roles

The **beneficiaries** (6) shall:

- Be responsible for carrying out the action/project in accordance with the Agreement;
- Be responsible for complying with any legal obligations incumbent;
- Make appropriate internal arrangements for the proper implementation of the action.

Obligations and roles

The **coordinator** shall: 

- Monitor that the action is implemented in accordance with the Agreement;
- Be the intermediary between the beneficiaries and the Agency;
- Make the appropriate arrangements;
- Ensure that all the appropriate payments are made to the other beneficiaries and documents transferred;

Responsibilities

Each **beneficiary** (6) shall:

- Inform ALLJ of any **change** likely to affect or delay the implementation of the action and any change in its legal, financial, technical, organizational or ownership situation;
- Submit in time to ALLJ the **data** needed for reports, financial statements and other documents necessary, as well as any other information to be provided to the Agency.

Termination

In duly justified cases, the **coordinator**, on behalf of all beneficiaries, may terminate the Agreement.

In duly justified cases, the participation of any one or several beneficiaries may be terminated by the coordinator.

The **Agency** may decide to terminate the Agreement or the participation of any or several beneficiaries.



**Thank you very much for
your attention!!!**

**For more information:
formacion@aaij.org**